



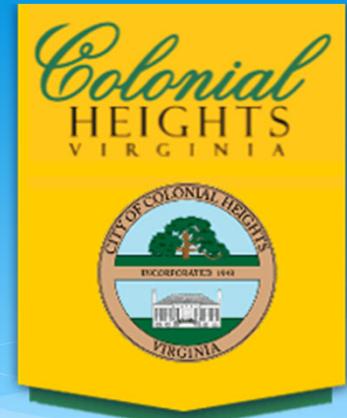
Colonial Heights

City Council Special Meeting

May 21, 2019

Colonial Heights City Council Meeting

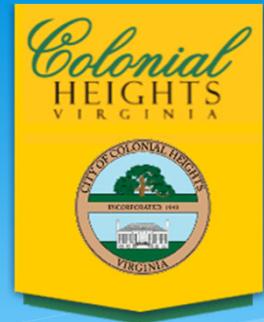
May 21, 2019



- 1. Call to Order**
- 2. Roll Call**
- 3. Declarations of Personal Interest**

Colonial Heights City Council Meeting

May 21, 2019



4. Work Session On The Following Items:

***A. Presentation And Discussion Of
Proposed Baseball Franchise At
Shepherd Stadium.***

Coastal Plain League @ Shepherd Stadium



About The Coastal Plain League



- The Coastal Plain League is a collegiate wood bat summer league, featuring top-notched college players from across the nation.
- Since 1997, the CPL has rapidly grown to be among the premier summer collegiate baseball leagues in the country. Over 120 current and former MLB players, and 3 current MLB umpires are CPL alumni.
- The CPL is comprised of 16 franchises located in GA, SC, NC and VA.
- 52 game regular season schedule – 26 Home Games (from late-May to mid-August)
- The CPL prides itself on creating a professional, minor league-like atmosphere for all its players, coaches, umpires, and fans each and every summer.



Coastal Plain League Attendance

| Team | 2018 Total | Games | 2018 Average | 2017 Average | +/- |
|---------------------------|------------|-------|--------------|--------------|-------|
| Savannah Bananas | 105,733 | 25 | 4,229 | 4,173 | 0.01 |
| Macon Bacon | 47,122 | 21 | 2,244 | NA | NA |
| Peninsula Pilots | 43,739 | 21 | 2,083 | 1,761 | 0.18 |
| Gastonia Grizzlies | 44,763 | 22 | 2,035 | 1,942 | 0.05 |
| Lexington Co. Blowfish | 35,787 | 22 | 1,627 | 1,385 | 0.17 |
| Wilson Tobs | 33,493 | 22 | 1,522 | 1,313 | 0.16 |
| Fayetteville Swampdogs | 34,556 | 23 | 1,502 | 1,589 | -0.05 |
| Morehead City Marlins | 23,621 | 18 | 1,312 | 1,004 | 0.31 |
| Wilmington Sharks | 26,029 | 22 | 1,183 | 1,162 | 0.02 |
| HP-Thomasville HiToms | 25,043 | 22 | 1,138 | 1,080 | 0.05 |
| Holly Springs Salamanders | 24,247 | 25 | 970 | 1,179 | -0.18 |
| Florence Redwolves | 18,164 | 22 | 826 | 731 | 0.13 |
| Asheboro Copperheads | 18,908 | 24 | 788 | 976 | -0.19 |
| Edenton Steamers | 14,302 | 24 | 596 | 534 | 0.12 |
| Martinsville Mustangs | 11,396 | 20 | 570 | 1,006 | -0.43 |
| Forest City Owls | 10,532 | 21 | 502 | 880 | -0.43 |

Source



Development

- R &P Staff have been engaged in talks with the prospective owner 6 months.
- Prospective owner is in negotiations to acquire a current franchise to bring to Colonial Heights as early as 2020.
- New franchise owner will incur significant upfront costs; franchise fees, full & part-time staff, team equipment & uniforms, production equipment, software, insurance, business licenses, merchandise, concession and beer sale supplies.
- City staff have had preliminary discussions regarding a creative initial agreement and lease; field usage fees, taxes and licenses.
- Consistent with the R&P Departments efforts to increase sports tourism and economic impact to the City.



Necessary / Recommended Upgrades

Immediate

- Sponsor wall
- Heightened backstop & outfield netting
- Relocate out-of-play fencing
- Outfield wall padding

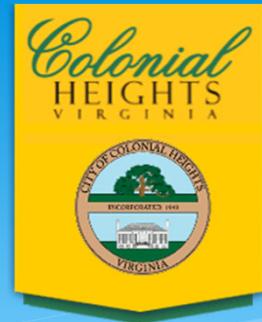
Moving Forward

- Temporary bleacher seating / to permanent grandstand seating
- Picnic / beer garden area and pavilion
- Increase parking
- Upgraded / increased restrooms
- Upgrade concession area
- Indoor facility (locker rooms, practice facility, meeting rooms, offices, umpires area, etc.)



Colonial Heights City Council Meeting

May 21, 2019



4. Work Session On The Following Items:

B. Discussion Of Pay Plan Study

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | Revised New Minimum | New Maximum |
|-------|--------------------------|----------|----------|---------------------|--------------|------------------------|----------------|---------------------------|----------------|
| 13 | Deputy Sheriff | \$34,078 | \$58,500 | \$39,547 | 13 | Deputy Sheriff | \$37,500 | \$40,600 | \$66,846 |
| 13 | Admin.Services Deputy | \$34,078 | \$58,500 | \$65,465 | 14 | Admin. Serv. Deputy | \$38,937 | \$43,600 | \$66,846 |
| 14 | Lt. Deputy Sheriff | \$38,937 | \$66,846 | \$57,120 | 15 | Lt. Deputy Sheriff | \$44,481 | \$46,600 | \$76,365 |
| 15 | Chief Deputy Sheriff | \$44,481 | \$76,365 | \$75,503 | 16 | Chief Deputy Sheriff | \$50,823 | \$50,823 | \$87,248 |

Pay Plan Study:

Methodology for Pay Adjustments – Department Specific

➤ Sheriff's Office - Additional Recommended Change for Full-time Deputies Below Supervisor Level

- Moved to new minimum if below
- Employees with 2 or more years of service receive Years of Service/Compression Adjustment

Pay Plan Study:

Costs

➤ Total Cost of recommended changes with additional Sheriff's Office Changes included:

- Approximately \$181,500
- Plus additional fringe benefit cost of approx. \$42,000
- Approximate total: \$223,500

Pay Plan Study

Survey Overview

- Salary study conducted for 74 positions
- Comparison jurisdictions:
 - Chesterfield County
 - Hanover County
 - Henrico County
 - Prince George County
 - City of Petersburg
 - City of Hopewell
 - City of Winchester
- Removed several other jurisdictions from the analysis

Pay Plan Study

Pay Plan Adjustments

- **2.5% pay plan adjustment included**
- **Various Positions moved to new Pay Grades**
- **Title Changes - Various Positions**

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | New Maximum |
|-------|----------------------------|----------|----------|------------------|-----------|----------------------------|-------------|-------------|
| 11 | Deputy I | \$27,177 | \$44,816 | | 11 | Deputy I | \$28,000 | \$44,816 |
| 11 | Facilities/Groundskeeper I | \$27,177 | \$44,816 | \$24,987 | 11 | Facilities/Groundskeeper I | \$28,000 | \$44,816 |
| 11 | Meter Reader | \$27,177 | \$44,816 | \$28,757 | 11 | Meter Reader | \$28,000 | \$44,816 |
| 11 | Public Works Technician | \$27,177 | \$44,816 | \$28,542 | 11 | Public Works Technician | \$28,000 | \$44,816 |
| 11 | Staff Assistant | \$27,177 | \$44,816 | | 11 | Staff Assistant | \$28,000 | \$44,816 |
| 11 | Van Driver | \$27,177 | \$44,816 | | 11 | Van Driver | \$28,000 | \$44,816 |
| 11 | Legal Secretary | \$27,177 | \$44,816 | \$34,260 | 12 | Legal Secretary | \$29,828 | \$51,210 |
| 12 | Records Technician | \$29,828 | \$51,210 | \$31,116 | 13 | Records Technician | \$34,078 | \$58,500 |

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | New Maximum |
|-------|-------------------------------------|----------|----------|------------------|-----------|-----------------------------------|-------------|-------------|
| 14 | Chief Deputy/ Bookkeeper | \$38,937 | \$66,846 | \$53,937 | 15 | Chief Deputy Circuit Ct. Clerk | \$44,481 | \$76,365 |
| 14 | Utility Billing Supervisor | \$38,937 | \$66,846 | \$50,066 | 15 | Utility Billing Supervisor | \$44,481 | \$76,365 |
| 14 | Telecommunicator | \$38,937 | \$66,846 | \$35,107 | 14 | Communications Officer | \$39,600 | \$66,846 |
| 15 | Communications Supervisor | \$44,481 | \$76,365 | \$50,641 | 15 | Communications Supervisor | \$45,000 | \$76,365 |
| 14 | Police Officer | \$42,765 | \$76,365 | \$44,129 | 15 | Police Officer | \$45,000 | \$76,365 |
| 14 | Police Detective | \$42,765 | \$76,365 | \$45,233 | 15 | Police Detective | \$45,000 | \$76,365 |
| 14 | EMS Firefighter | \$42,765 | \$76,365 | \$43,742 | 15 | EMS Firefighter | \$45,000 | \$76,365 |
| 14 | EMS Firefighter EMT-Intermediate | \$44,903 | \$76,365 | | 15 | EMS Firefighter EMT-Int. | \$47,250 | \$76,365 |
| 14 | EMS Firefighter – Paramedic | \$47,148 | \$76,365 | | 15 | EMS Firefighter – Paramedic | \$49,613 | \$76,365 |

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | New Maximum |
|-------|---------------------------------|----------|-----------|------------------|-----------|-------------------------------------|-----------------|------------------|
| 14 | Engineering Technician | \$38,937 | \$66,846 | \$42,572 | 14 | Engineering Technician | \$42,572 | \$66,846 |
| 15 | Sr. Engineering Technician | \$44,481 | \$76,365 | \$49,543 | 15 | Sr. Engineering Technician | \$48,500 | \$76,365 |
| 13 | Youth Program Coordinator | \$34,078 | \$58,500 | \$45,981 | 14 | Youth Program Coordinator | \$38,937 | \$66,846 |
| 15 | Senior Building Inspector | \$44,481 | \$76,365 | \$45,019 | 15 | Combination Inspector | \$44,481 | \$76,365 |
| 13 | Deputy Sheriff | \$34,078 | \$58,500 | \$39,547 | 13 | Deputy Sheriff | \$37,500 | \$66,846 |
| 13 | Admin.Services Deputy | \$34,078 | \$58,500 | \$65,465 | 14 | Admin.Services Deputy | \$38,937 | \$66,846 |
| 14 | Lt. Deputy Sheriff | \$38,937 | \$66,846 | \$57,120 | 15 | Lt. Deputy Sheriff | \$44,481 | \$76,365 |
| 15 | Chief Deputy Sheriff | \$44,481 | \$76,365 | \$75,503 | 16 | Chief Deputy Sheriff | \$50,823 | \$87,248 |
| 16 | Information Systems Coordinator | \$50,823 | \$87,248 | \$60,857 | 17 | Info. Systems Coordinator | \$57,760 | \$99,684 |
| EXEC | Econ. Development Director | \$66,193 | \$137,739 | \$97,877 | 18 | Econ. Develop. Administrator | \$66,342 | \$113,889 |

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | New Maximum |
|-------|---|----------|-----------|------------------|-----------|---|-----------------|-------------|
| EXEC | Chief of Fire & EMS | \$66,193 | \$137,739 | \$104,254 | EXEC | Chief of Fire & EMS | \$80,000 | \$137,739 |
| EXEC | Chief of Police | \$66,193 | \$137,739 | \$103,206 | EXEC | Chief of Police | \$80,000 | \$137,739 |
| EXEC | Director of Finance | \$66,193 | \$137,739 | \$102,502 | EXEC | Director of Finance | \$80,000 | \$137,739 |
| EXEC | Director of Human Resources | \$66,193 | \$137,739 | \$101,162 | EXEC | Director of Human Resources | \$80,000 | \$137,739 |
| EXEC | Director of Information Technology | \$66,193 | \$137,739 | \$98,916 | EXEC | Director of Information Technology | \$80,000 | \$137,739 |
| EXEC | Director Office on Youth & Human Services | \$66,193 | \$137,739 | \$83,791 | EXEC | Director Office on Youth & Human Services | \$80,000 | \$137,739 |
| EXEC | Director of Parks & Recreation | \$66,193 | \$137,739 | \$96,589 | EXEC | Director of Recreation & Parks | \$80,000 | \$137,739 |

Pay Plan Study: Summary of Pay Grade/Position Title Changes

| Grade | Title | Minimum | Maximum | Survey Avg. Min. | New Grade | New Title | New Minimum | New Maximum |
|-------|--|----------|-----------|------------------|-----------|--|-----------------|-------------|
| EXEC | Director of Planning & Community Development | \$66,193 | \$137,739 | \$97,327 | EXEC | Director of Planning & Community Development | \$80,000 | \$137,739 |
| EXEC | Director of Public Works | \$66,193 | \$137,739 | \$96,923 | EXEC | Director of Public Works/ City Engineer | \$80,000 | \$137,739 |
| EXEC | Library Director | \$66,193 | \$137,739 | \$97,123 | EXEC | Library Director | \$80,000 | \$137,739 |

Pay Plan Study: Summary of Position Reclassifications

| Grade | Title | Minimum | Maximum | New Grade | New Title | New Min. | New Max |
|-------|---------------------------|----------|----------|-----------|--|----------|-----------|
| 13 | Deputy III | \$34,078 | \$58,500 | 14 | Deputy Commissioner of Revenue | \$38,937 | \$66,846 |
| 17 | Recreation Superintendent | \$57,760 | \$99,684 | 18 | Assistant Director of Recreation & Parks | \$66,342 | \$113,889 |

Pay Plan Study:

Methodology for Pay Adjustments

- **2.5% COLA effective July 1, 2019 applied first**
- **For Pay Grade changes only; employees below new minimum moved to new minimum**
- **For Reclassifications; position is moved to new Pay Grade and employees receive 5% increase**
- **Certain positions receive a Years of Service/Compression Adjustment:**

| Years of Service | Base Pay Increase |
|------------------|-------------------|
| 2 | \$250 |
| 3 | \$300 |
| 4 | \$350 |
| 5 | \$400 |
| 6 | \$450 |
| 7 | \$500 |
| 8 | \$550 |
| 9 | \$600 |
| 10 | \$650 |
| 11 and up | \$700 |

Pay Plan Study:

Methodology for Pay Adjustments – Department Specific

➤ **Public Works/Recreation and Parks (and Finance Meter Readers)**

- For Pay Grade changes – moved to minimum of new range (or new starting rate) if below
- Full-time staff below Director level with 2 or more years of service receive Years of Service/Compression Adjustment if they are:
 - Not at pay range maximum
 - Not already receiving a reclassification adjustment

Pay Plan Study:

Methodology for Pay Adjustments – Department Specific

➤ Emergency Communications

- For Starting Pay changes - moved to minimum of new starting rate if below
- An employee within \$200 of the new minimum receives a Years of Service/Compression Adjustment

➤ Police and Fire - sworn positions below supervisor level

- For Pay Grade/Starting Pay changes - moved to new minimum if below
- Employees with 2 or more years of service receive Years of Service/Compression Adjustment

Pay Plan Study:

Methodology for Pay Adjustments – Department Specific

➤ Police and Fire - sworn supervisor positions

- For Police Sergeants through Captains and Fire Lieutenant through Deputy Chief who did not previously receive 5% per step for career development
- Receive 2% or 3% base salary increase; helps close the differential in career development between supervisory and non-supervisory staff

➤ Sheriff's Office

- 3% base salary increase for three supervisors that will not be part of the career development program

Pay Plan Study:

Costs

➤ Total Cost of recommended changes:

- Approximately \$175,000
- Plus additional fringe benefit cost of approx. \$40,000
- Estimated total: \$215,000

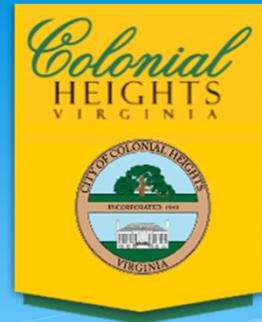
Pay Plan Study:

Future Steps

- Survey positions on more regular basis; especially hard to fill positions
- Work on additional career development related adjustments in Police and Fire (supervisory and non-supervisory) with program for promotions to recognize open career development steps
- Review career development opportunities in other areas, such as Public Works
- Potential Years of Service/Compression Adjustments for other positions

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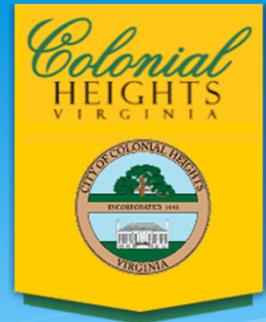
4. Work Session On The Following Items:

C. A Resolution No. 19-26

*Providing for representation on the
Chesterfield-Colonial Heights Social Service
Board.*

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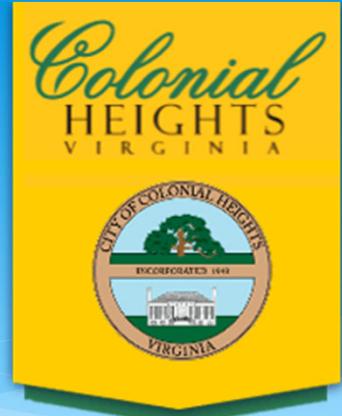


4. Work Session On The Following Items:

D. Discussion Of City Code Section 286-518.05 – Vehicle Parking In Residential Districts.

Colonial Heights City Council Meeting

May 21, 2019



5. Adjournment



Colonial Heights

City Council Special Meeting

May 21, 2019