

Colonial Heights
City Council Regular Meeting
November 12, 2019

Colonial Heights City Council Meeting

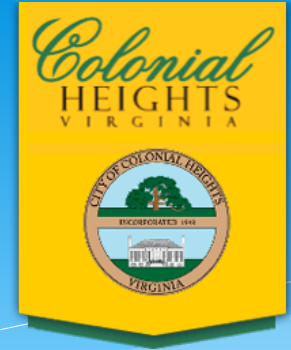
November 12, 2019



- 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**

Colonial Heights City Council Meeting

November 12, 2019

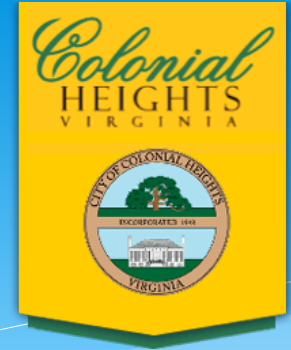


7. Commendations And Presentations:

A. New City Employee Introductions

Introduction Of Employees Hired By The Fire & EMS Department, Police Department, Public Works Department, And Recreation & Parks Department.

Colonial Heights City Council Meeting November 12, 2019



7. Commendations And Presentations:

B. Presentation Of The Quarterly Financial Report For The First Quarter FY2020

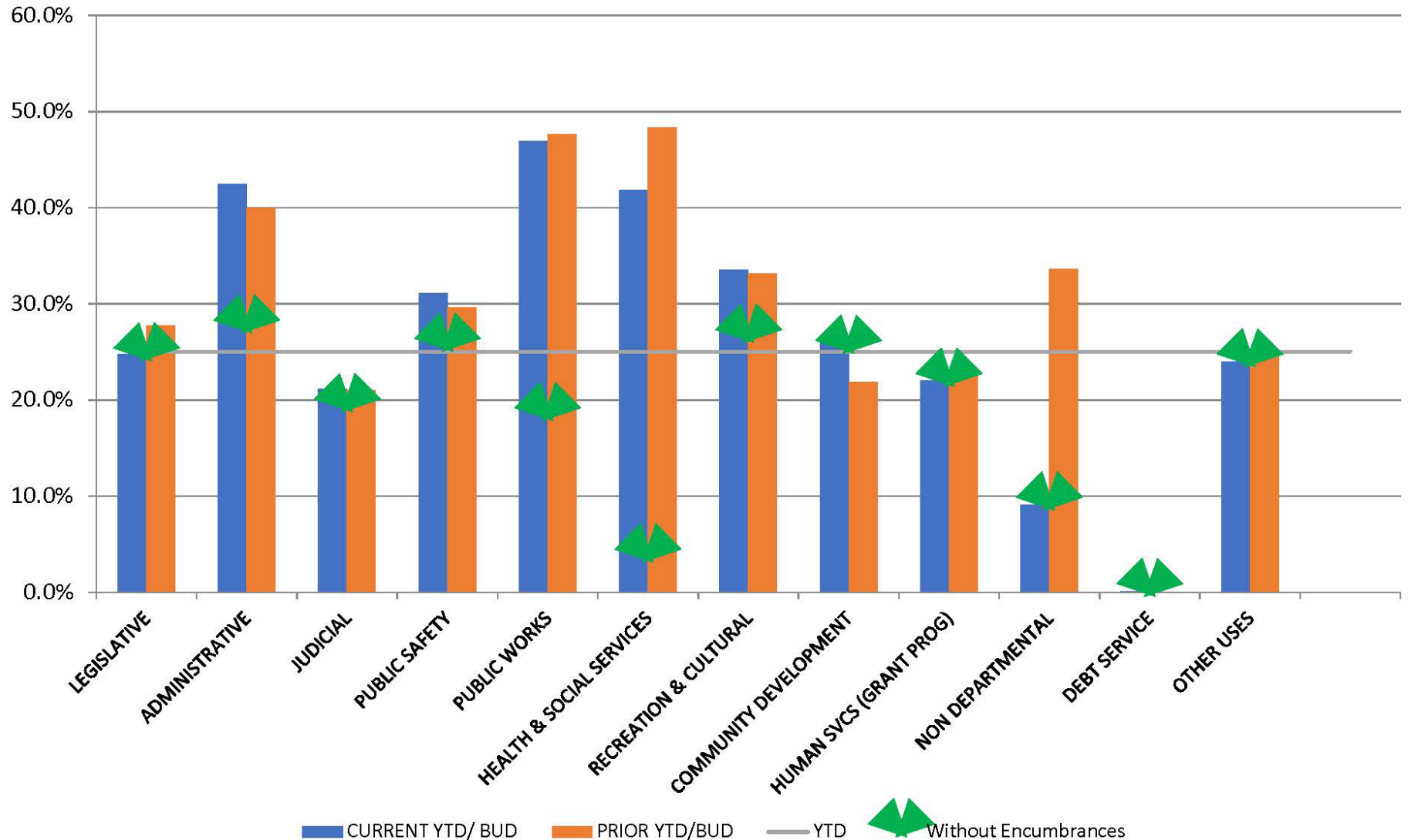
City of Colonial Heights
Quarterly Financial Report
Revenue Collections FY2019-20 Through 9/30/19

FUND	1ST SUB	----- TITLE -----	BUDGET	PERIOD RECEIPTS	YEAR TO DATE RECEIPTS	AVAILABLE BALANCE	CURRENT YTD/ BUD	PRIOR YTD/ BUD
10	4100	GENERAL PROPERTY TAXES	23,790,977	107,833	244,950	23,546,027	1.03%	1.23%
10	4200	OTHER LOCAL TAXES	19,185,475	1,568,049	2,489,840	16,695,635	12.98%	12.07%
10	4300	LICENSE PERMITS & FEES	3,707,262	48,219	172,998	3,534,264	4.67%	9.21%
10	4400	FINES & FORFEITURES	375,077	22,483	53,614	321,463	14.29%	13.53%
10	4500	USE OF MONEY & PROPERTY	322,738	34,933	96,479	226,259	29.89%	33.03%
10	4600	INTERGOVERNMENTAL REVENUE	7,227,585	894,100	1,221,732	6,005,853	16.90%	16.76%
10	4700	CHARGES-CURRENT SERVICES	2,577,996	216,822	360,883	2,217,113	14.00%	13.49%
10	4800	MISCELLANEOUS	1,542,067	6,920	17,450	1,524,617	1.13%	2.47%
10	4900	NON-OPERATING INCOME	1,121,904	-	-	1,041,904	0.00%	0.00%
GENERAL FUND TOTAL			59,851,081	2,899,358	4,657,946	55,113,135	7.78%	8.01%
25	4300	LICENSE PERMITS & FEES	31,250	-	-	31,250	0.00%	N/A
40	4700	CHARGES-CURRENT SERVICES	161,300	13,621	46,933	114,367	29.10%	32.10%
40	4800	MISCELLANEOUS	30,000	494	1,458	28,542	4.86%	0.00%
40	4900	NON-OPERATING INCOME	151,000	-	-	151,000	0.00%	N/A
60	4500	USE OF MONEY & PROPERTY	-	36,010	36,010	(36,010)	N/A	N/A
60	4600	INTERGOVERNMENTAL REVENUE	10,860,685	-	1,498,647	9,362,038	13.80%	2.91%
60	4800	MISCELLANEOUS	1,662,808	-	-	1,662,808	0.00%	0.00%
60	4900	NON-OPERATING INCOME	9,828,703	-	-	9,828,703	0.00%	0.00%
75	4700	CHARGES-CURRENT SERVICES	696,996	72,364	125,815	571,181	18.05%	13.14%
80	4700	CHARGES-CURRENT SERVICES	5,147,083	464,860	888,289	4,258,794	17.26%	16.80%
80	4900	NON-OPERATING INCOME	225,279	384	1,504	223,775	0.67%	17.01%
TOTAL, ALL REVENUE			88,646,185	3,487,091	7,256,603	81,309,582	8.19%	6.63%

City of Colonial Heights
Quarterly Financial Report
Expenditures FY2019-20 Through 9/30/19

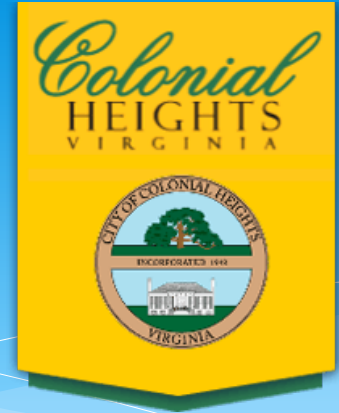
FUND	DIV	----- TITLE -----	BUDGET	PERIOD EXPEND	ENCUMB OUTSTANDING	YEAR TO DATE EXP	AVAILABLE BALANCE	CURRENT YTD/ BUD	PRIOR YTD/BUD
10	101	LEGISLATIVE	202,001	15,820	281	49,720	152,000	24.8%	27.7%
10	105	ADMINISTRATIVE	4,421,583	447,560	661,385	1,215,577	2,544,621	42.4%	40.0%
10	135	JUDICIAL	5,874,470	412,631	108,519	1,134,204	4,631,746	21.2%	21.0%
10	140	PUBLIC SAFETY	11,789,130	914,555	648,669	3,017,711	8,122,751	31.1%	29.6%
10	145	PUBLIC WORKS	5,686,930	394,998	1,619,839	1,046,646	3,020,445	46.9%	47.6%
10	150	HEALTH & SOCIAL SERVICES	1,180,201	66,628	450,000	43,197	687,004	41.8%	48.3%
10	160	RECREATION & CULTURAL	2,659,398	219,916	187,180	704,641	1,767,577	33.5%	33.1%
10	175	COMMUNITY DEVELOPMENT	577,980	44,661	3,717	146,662	427,600	26.0%	21.8%
10	180	HUMAN SVCS (GRANT PROG)	486,530	10,808	281	106,763	379,486	22.0%	22.6%
10	190	NON DEPARTMENTAL	708,866	9,395	-	64,312	644,554	9.1%	33.6%
10	195	DEBT SERVICE	3,780,340	3,919	-	3,919	3,776,421	0.1%	0.0%
10	200	OTHER USES	22,483,652	1,797,200	-	5,391,600	17,092,052	24.0%	24.9%
GENERAL FUND TOTAL			59,851,081	4,338,092	3,679,870	12,924,952	43,246,259	27.74%	27.86%
			-						
25	250	ECONOMIC DEV. AUTHORITY	31,250	5,500	-	5,500	25,750	17.6%	N/A
40	420	RECREATION ACTIVITIES	350,920	18,672	145,387	79,574	125,959	64.1%	40.3%
60	601	GENERAL GOVERNMENT	7,236,917	275,678	5,412,623	289,619	1,534,675	78.8%	46.9%
60	610	RECREATIONAL FACILITIES	2,691,850	1,385	353,726	4,154	2,333,970	13.3%	57.9%
60	615	EDUCATIONAL FACILITIES	6,173	6,172	-	6,172	1	100.0%	0.0%
60	620	STREETS & BRIDGES	10,096,134	43,736	3,848,340	185,490	6,062,303	40.0%	11.9%
60	630	UTILITY IMPROVEMENT	1,815,742	-	57,429	-	1,758,313	3.2%	1.4%
60	650	STORMWATER PROJECTS	505,380	-	-	-	505,380	0.0%	0.0%
75	750	STORM WATER	696,996	21,823	2,532	73,268	621,196	10.9%	25.6%
80	810	UTILITIES	5,770,954	460,060	1,707,317	1,094,538	2,969,099	48.6%	50.3%
TOTAL, ALL EXPENDITURES			29,202,316	833,026	11,527,355	1,738,315	15,936,646	45.4%	29.8%

**City of Colonial Heights
Quarterly Financial Report
Expenditures as Percent of Budget
FY2019-20 Through 9/30/19**



Colonial Heights City Council Meeting

November 12, 2019



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.

Colonial Heights City Council Meeting November 12, 2019



9. Written Petitions and Communications

***A. Ms. Kathy Harris-Temple, 613
Hamilton Avenue – Requests To
Address Council Regarding The
Condition At Cal's On The
Boulevard.***

Colonial Heights City Council Meeting

November 12, 2019

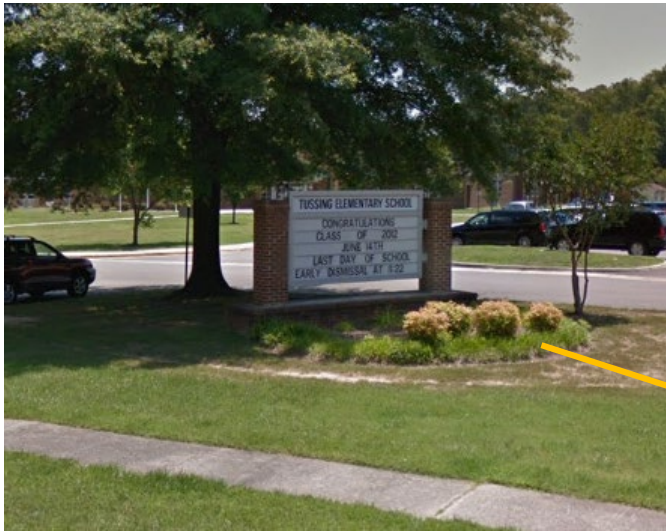


10. Advertised Public Hearings

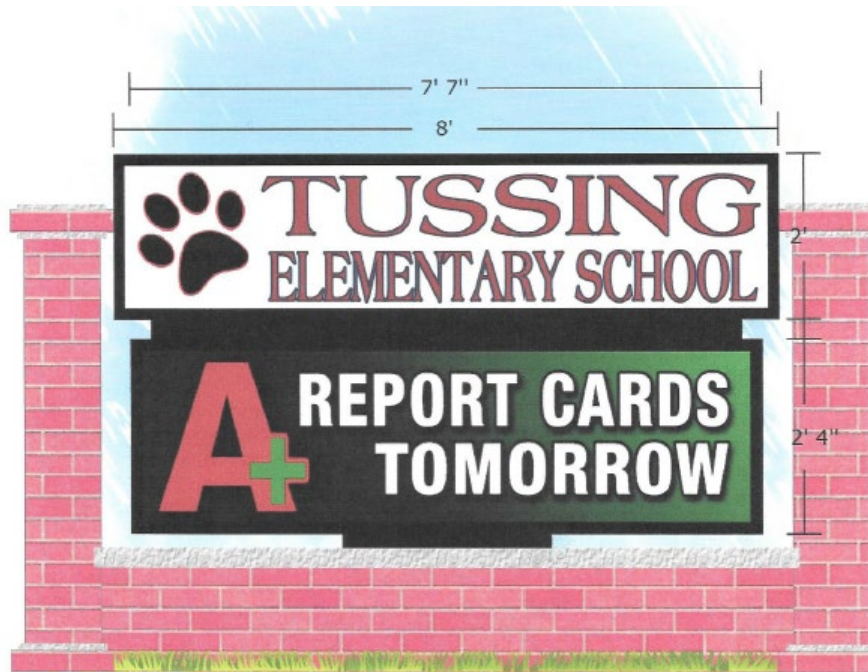
A. AN ORDINANCE NO 19-22

(First Reading) To grant a special use permit, with conditions, to the Colonial Heights School Board to upgrade existing signage to allow for a 16 square foot internally illuminated sign and a 17.9 square foot electronic message board on the existing freestanding sign structure at Tussing Elementary School, 5501 Conduit Road.

SUP 19-3: Tussing Elementary School – Electronic Message Board Existing Conditions



SUP 19-3: Tussing Elementary School – Electronic Message Board Proposed Conditions



SUP 19-3: Tussing Elementary School – Electronic Message Board Staff Recommendations & Conditions

The recommendation from staff is for the Planning Commission to approve Planning Commission Resolution 19-4, which recommends passage of Ordinance Number 19-22 with the following conditions:

- (i) The electronic message board shall not be in use prior to 7:00 a.m. or after 10:00 p.m. on any day, except in an emergency situation;
- (ii) Any movement including flashing and scrolling is prohibited;
- (iii) The minimal interval between messages is no less than 10 seconds;
- (iv) The maximum brightness allowed is 5,000 nits – day and 500 nits – night;
- (v) The sign must be programmed to dim and brighten automatically in response to changes in ambient light; and
- (vi) The sign must either freeze or go blank if there is a malfunction.

Colonial Heights City Council Meeting

November 12, 2019



10. Advertised Public Hearings

B. AN ORDINANCE NO 19-24

(First Reading) Adding Article IV to Chapter 273, Vehicles and Traffic, of the Colonial Heights City Code to regulate electric personal assistive mobility devices, electric power-assisted bicycles, motorized skateboards, and motorized scooters.

Colonial Heights City Council Meeting

November 12, 2019



11. Hearing of Citizens Generally on Non-Agenda Items



Colonial Heights City Council Meeting

November 12, 2019

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

A. AN ORDINANCE NO 19-25

(Second Reading) To adopt a revised General Pay Plan Class and Salary Range that includes adding a new Deputy Chief of Police - Major position and corresponding job description.

Colonial Heights City Council Meeting

November 12, 2019



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

B. AN ORDINANCE NO 19-FIN-19

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, to increase appropriations in the aggregate amount of \$39,345, which consists of 1) \$7,762 in insurance recoveries and \$29,238 in asset forfeiture funds for the replacement of a police vehicle; and 2) \$2,345 in a Virginia Risk Sharing Association Grant for the Police Department to be used for combat tourniquets and tourniquet cases.

Colonial Heights City Council Meeting

November 12, 2019



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

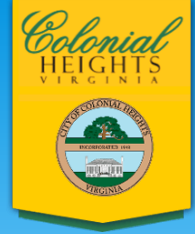
C. June 20, 2017 Special Meeting Minutes

D. July 18, 2017 Special Meeting Minutes

E. October 8, 2019 Regular Meeting Minutes

Colonial Heights City Council Meeting

November 12, 2019



13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 19-FIN-20

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$292,009, which consists of: 1) \$3,602 in Byrne JAG Grant funds for police equipment; 2) \$100,000 from assigned fund balance for equipment on the new Fire Department Ladder Truck; and 3) \$188,407 in anticipated SAFER grant funds and transfer \$107,965 from contingency for the Fire Department in the current fiscal year.

Colonial Heights City Council Meeting

November 12, 2019



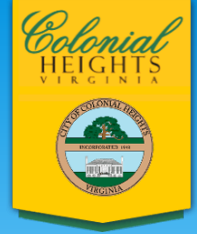
13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 19-FIN-20 (Continued):

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$45,927, which consists of: 1) \$47,665 transferred from development projects to technology projects for the replacement of video equipment in Council chambers and mobile data computers in public safety vehicles; 2) \$33,904 transferred from the facilities master plan and \$20,169 transferred from the redevelopment project to the Violet Bank restoration Phase I project;

Colonial Heights City Council Meeting

November 12, 2019



13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 19-FIN-20 (Continued):

3) to reduce anticipated Cameron Foundation Grant funds from \$98,561 to \$43,715 and appropriate \$773 in interest earnings for the Violet Bank restoration Phase I project; and 4)\$100,000 transfer from the general fund assigned fund balance to the fire apparatus project for equipment for the new ladder truck.

Ordinance No. 19-FIN-20- Summary

General Fund

- Appropriate \$3,602 Police equipment grant
- Appropriate \$100,000 from assigned Fund Balance for equipment for new fire truck and Transfer out to Capital Projects Fund
- Appropriate \$188,407 in federal SAFER grant funds
- Transfer \$107,965 budgeted in contingency for the local SAFER grant match to the Fire Department budget

Capital Projects Fund

- Transfer the \$47,665 balance of development projects funds for:
 - Public Safety Mobile Data Computers (\$35,665)
 - Council Chambers video equipment (\$12,000)
- Violet Bank Restoration Project Phase I Budget Adjustments:
 - Reduce anticipated funds from Cameron Foundation from \$98,561 (amount requested) to \$43,715 (amount awarded)
 - Transfer the \$33,904 facilities master plan balance and the \$20,169 redevelopment project balance to the Violet Bank project
 - Appropriate \$773 in interests earnings for the Violet Bank project
- Transfer in \$100,000 from General Fund for fire truck equipment

Colonial Heights City Council Meeting November 12, 2019



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

None

Colonial Heights City Council Meeting

November 12, 2019



15. Reports of Officers and Documents Related Thereto:

A. City Manager (continued):

5. General Activity Report

➤ Dates of Interest

November	December	January
November 19 th (4:00 pm) – School Board & City Council Joint Special Meeting – CH Technical Center.	December 3 rd (7:00 pm) – Planning Commission – Council Chambers	January 7 th (7:00 pm) – Tentative Planning Commission Meeting – Council Chambers
November 19 th (6:00 pm) – City Council Special Meeting – Council Chambers	December 10 th (7:00 pm) – City Council Regular Meeting – Council Chambers	January 14 th (7:00 pm) – City Council Regular Meeting – Council Chambers
	December 17 th (6:00 pm) – Tentative City Council Special Meeting – Council Chambers	January 17-18 th (2:00 pm) City Council Retreat – Smithfield Plantation

Upcoming Community Events

- **Lakeview Elementary School's 50th Anniversary Open House:** Monday, November 25th, 2019 from 4:30pm-6:30pm.
- **CH Chamber of Commerce Annual Turkey Trot:** Thursday, November 28th, 2019 from 9:00am-12:00pm at the CH Technical Center on Conduit Road.
- **67th Annual Christmas Parade – Christmas Around the World!** Tuesday, December 3, 2019 at 7:00 pm.
- **Violet Bank Museum Candlelit Open House:** 6:00-8:00pm on December 6, 7, 8, 13, 14, and 15th.
- **CHPD Active Assault Training:** Colonial Heights Public Library on Tuesday, December 10, 2019 from 5:00-7:00pm.

Upcoming Holidays



- November 28th & 29th, 2019: City Holidays – Thanksgiving (Government Offices Closed.)



- December 24th & 25th, 2019: City Holidays – Christmas (Government Offices Closed.)



- January 1, 2020: City Holiday – New Year's Day (Government Offices Closed.)



- January 20, 2020: City Holiday – Lee-Jackson-King Day (Government Offices Closed.)

Colonial Heights City Council Meeting November 12, 2019



15. Reports of Officers and Documents Related Thereto cont.:

B. City Attorney

Colonial Heights City Council Meeting November 12, 2019



15. Reports of Officers and Documents Related Thereto cont.:

C. Director of Planning and Community Development

Colonial Heights City Council Meeting

November 12, 2019



16. Adjournment



Colonial Heights
City Council Regular Meeting
November 12, 2019