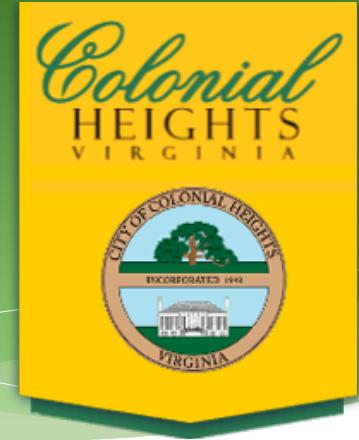




**Colonial Heights**  
**City Council Regular Meeting**  
**May 12, 2020**

# Colonial Heights City Council Meeting

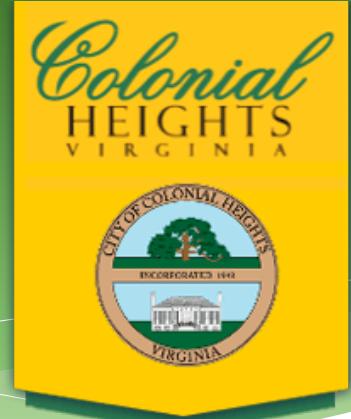
## May 12, 2020



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – The Honorable John E. Piotrowski**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

# Colonial Heights City Council Meeting

## May 12, 2020

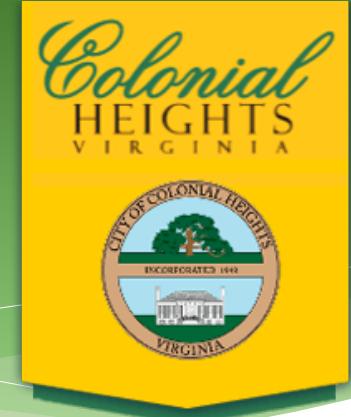


### **7. Commendations And Presentations:**

*None*

# Colonial Heights City Council Meeting

## May 12, 2020

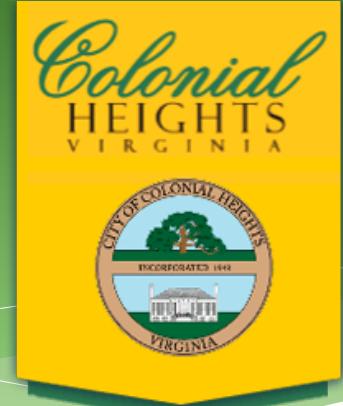


### **8. Reading of Manner Addressing Council**

**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

## May 12, 2020

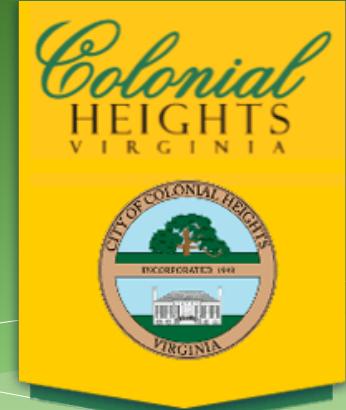


### 9. Written Petitions and Communications

*None*

# Colonial Heights City Council Meeting

## May 12, 2020



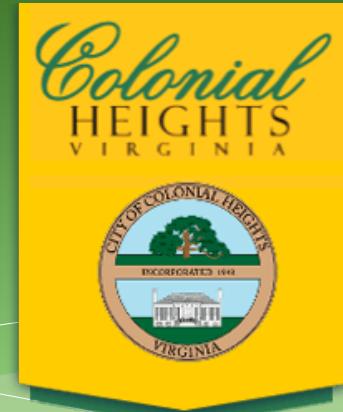
### 10. Advertised Public Hearings

#### **A. AN ORDINANCE NO 20-12**

*(First Reading) Amending § 1-4.1 of Chapter 1, General Provisions, of the Colonial Heights City Code, by increasing from \$10 to \$20 the fee to be collected from a convicted defendant for funding courthouse security personnel.*

# Colonial Heights City Council Meeting

## May 12, 2020



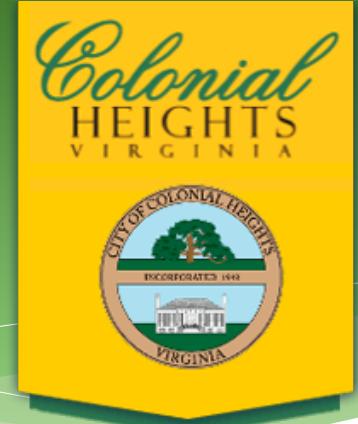
### **10. Advertised Public Hearings**

#### ***B. AN ORDINANCE NO 20-19***

*(First Reading) To adopt a revised General Pay Plan Class and Salary Range that adds a new Geographic Information Systems Coordinator position, a new Human Resources Specialist position, and a new Office on Youth & Human Services Administrator position along with corresponding job descriptions.*

# Colonial Heights City Council Meeting

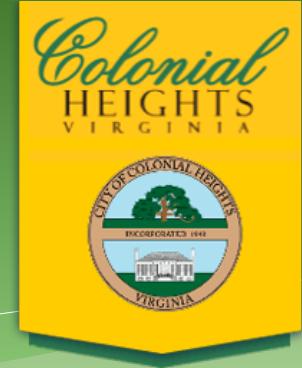
May 12, 2020



## **11. Hearing of Citizens Generally on Non-Agenda Items**

# Colonial Heights City Council Meeting

## May 12, 2020



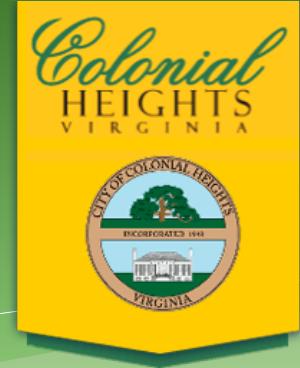
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **A. AN ORDINANCE NO 20-13**

*(Second Reading) Providing for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.20 for the tax year commencing January 1, 2020, and ending December 31, 2020; and providing for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.20 for the tax year commencing January 1, 2021, and ending December 31, 2021, for general municipal purposes.*

# Colonial Heights City Council Meeting

## May 12, 2020



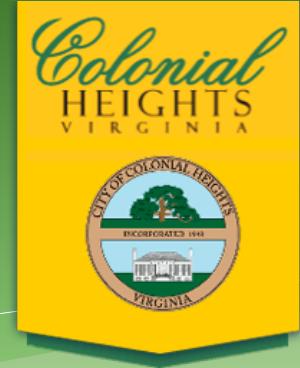
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***B. AN ORDINANCE NO 20-14***

*(Second Reading) Providing for a tax levy on all tangible personal property not either exempt from taxation or otherwise taxed, for the tax year ending December 31, 2020; and for the tax year commencing January 1, 2021, and ending December 31, 2021; for general municipal purposes.*

# Colonial Heights City Council Meeting

## May 12, 2020



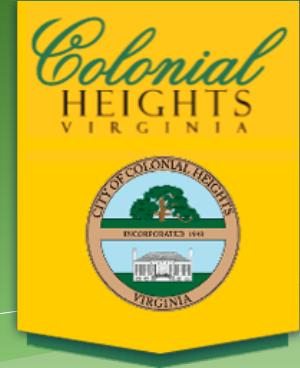
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **C. AN ORDINANCE NO 20-15**

*(Second Reading) Providing for a tax levy on motor vehicles owned by members of a volunteer rescue squad or volunteer fire department, and persons appointed to serve as auxiliary police officers for the tax year ending December 31, 2020; and for the tax year commencing January 1, 2021, and ending December 31, 2021, for general municipal purposes.*

# Colonial Heights City Council Meeting

## May 12, 2020



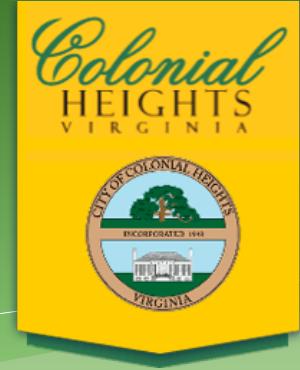
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **D. AN ORDINANCE NO 20-16**

*(Second Reading) Providing for a personal property levy of one dollar (\$1.00) on each motor vehicle which is specifically equipped to provide transportation for physically handicapped individuals for the tax year commencing January 1, 2020, and ending December 31, 2020; and providing for such levy on motor vehicles which are specifically equipped to provide transportation for physically handicapped individuals for the tax year commencing January 1, 2021, and ending December 31, 2021, for general municipal purposes.*

# Colonial Heights City Council Meeting

## May 12, 2020



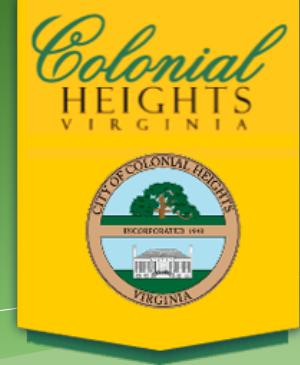
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **E. AN ORDINANCE NO 20-17**

*(Second Reading) Providing for a tax levy of \$2.00 on each \$100 of assessed value on machinery and tools, tangible personal property used in a research and development business, and motor vehicles, trailers and semitrailers with a gross weight of 10,000 pounds or more used to transport property for hire by a motor carrier engaged in interstate commerce, for the tax year ending December 31, 2020; and for the tax year commencing January 1, 2021, and ending December 31, 2021; for general municipal purposes.*

# Colonial Heights City Council Meeting

## May 12, 2020



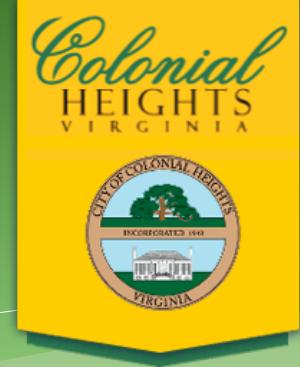
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***F. AN ORDINANCE NO 20-18***

*(Second Reading) Establishing a tax rate pursuant to Chapter 35.1 of Title 58.1 of the Code of Virginia ("Personal Property Tax Relief") on all qualifying vehicles under the Chapter.*

# Colonial Heights City Council Meeting

## May 12, 2020



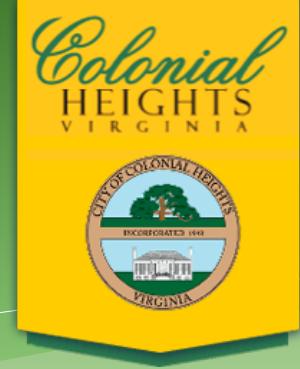
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **G. AN ORDINANCE NO 20-FIN-3**

*(Second Reading) Adopting the General Fund Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the objects and purposes stated herein.*

# Colonial Heights City Council Meeting

## May 12, 2020



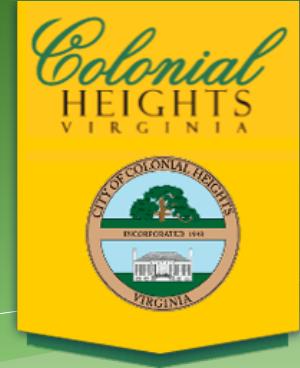
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***H. AN ORDINANCE NO 20-FIN-4***

*(Second Reading) Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, and approving such budget.*

# Colonial Heights City Council Meeting

## May 12, 2020



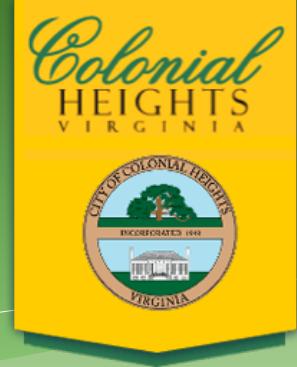
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***I. AN ORDINANCE NO 20-FIN-5***

*(Second Reading) Adopting the Recreation Activity Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the principal purposes stated.*

# Colonial Heights City Council Meeting

## May 12, 2020



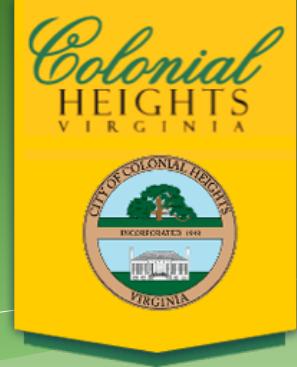
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***J. AN ORDINANCE NO 20-FIN-6***

*(Second Reading) Adopting the Capital Projects Fund Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the principal purposes stated.*

# Colonial Heights City Council Meeting

## May 12, 2020



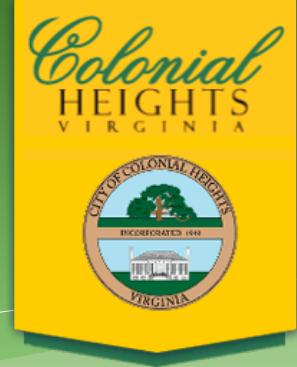
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### ***K. AN ORDINANCE NO 20-FIN-7***

*(Second Reading) Adopting the Stormwater Fund for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the principal purposes stated.*

# Colonial Heights City Council Meeting

## May 12, 2020



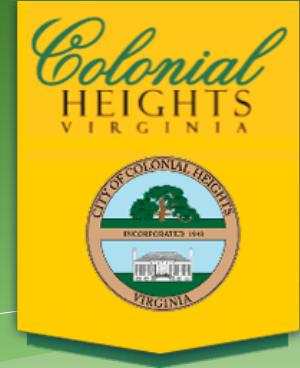
### **12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda**

#### **L. AN ORDINANCE NO 20-FIN-9**

*(Second Reading) Adopting the Economic Development Authority Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the operating expenditures stated.*

# Colonial Heights City Council Meeting

## May 12, 2020



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

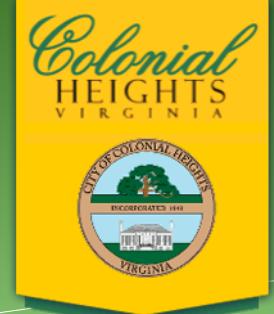
***M. April 14, 2020 Special Meeting Minutes***

***N. April 21, 2020 Special Meeting Minutes***

***O. April 28, 2020 Special Meeting Minutes***

# Colonial Heights City Council Meeting

## May 12, 2020



### **13. Introduction And Consideration Of Ordinances And Resolutions:**

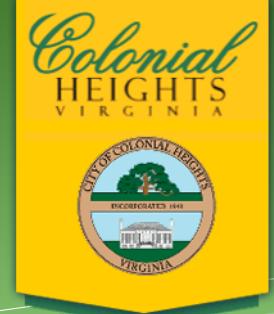
#### ***A. AN ORDINANCE NO 20-FIN-10***

*(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$323,175, which consists of: 1) \$37,000 in grant funds for the GIS Next Generation 9-1-1 to General and Financial Administration; and 2) \$286,175 in grant funds for the Next Generation 9-1-1 Migration to Public Safety for Communications.*

*To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring \$178,084 from Utility Infrastructure Projects to the Hrouda Pump Station project.*

# Colonial Heights City Council Meeting

## May 12, 2020



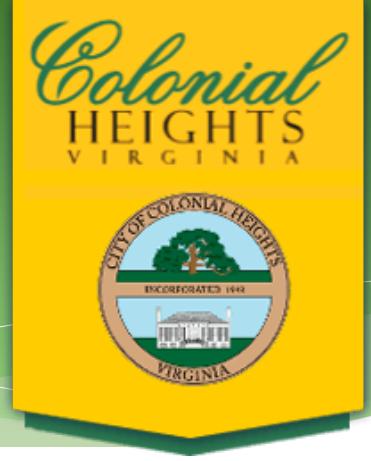
### **13. Introduction And Consideration Of Ordinances And Resolutions:**

#### ***B. A RESOLUTION NO 20-23***

*Extending the due date for the payment of personal property taxes.*

# Colonial Heights City Council Meeting

## May 12, 2020



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

#### ***A. Presentation And Discussion Of Proposed Utility Rate Increase***

# Utility Rate Discussion

Presentation to Council

May 12, 2020

# Utility Rate Considerations

- Brief recap of Study results/ questions from last meeting
- Update on Repair Expenses
- FY21 Rate Options
- Long-Term Utility Fiscal Strategy

# Study Results

- City's existing infrastructure:
  - Water line: 609,122 linear feet, \$343M replacement cost
  - Sewer line: 535,583 linear feet, \$329M replacement cost
  - Total: 1.14 M linear feet, \$672M replacement cost
  - 308 “vertical assets” (water tanks, pump stations)
    - \$8.2M replacement cost
- In the next 25 years, we will reasonably have to replace:
  - 50,000 lf water (8%, \$27M)
  - **288,000 lf sewer (54%, \$159M)**
  - 206 vertical assets (67%, \$2M)
  - Total Cost: \$188,000,000



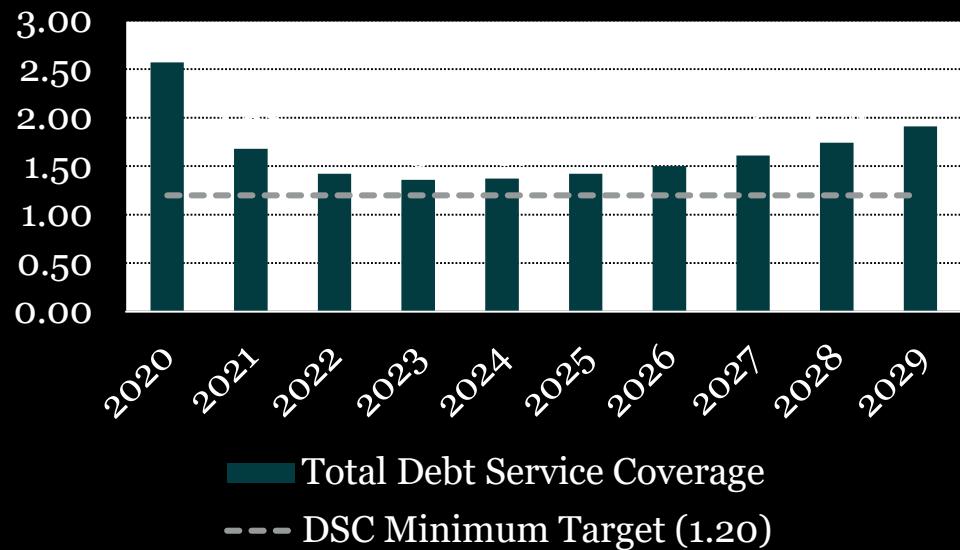
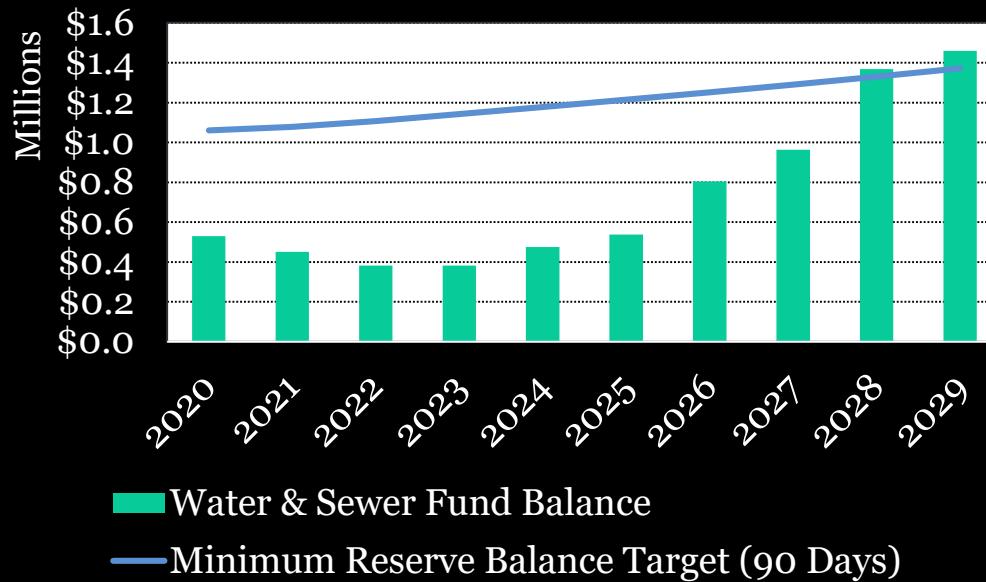
# Study Results (continued)

Current Revenue insufficient for:

- Liquidity (90 days cash)
- Future Debt Reserves (120% of debt service)
- Replacement of Existing Capital

Recommendation for longer-term rates:

- \$7.5M annual capital outlay
  - fully replace \$188M in 25 years
  - 11.6% avg. annual rate increase
- \$4.0M annual capital outlay
  - Replaces \$100M in 25 years
  - Requires 47 years to replace \$188M
  - 7.6% avg. annual rate increase



# Neighboring/ Benchmark Localities



# Utility Emergency Repairs

(earlier version included as attachment to 20-FIN-2, March / April)

<b>Sewer Emergency Repairs</b>	<b>FY20 Cost</b>
• Washington Avenue	\$145,231
• Hamilton Ave. at Bristol*	100,621
• Lee Ave. at Danville	161,132
• Lakeview Ave.	18,470
• Roanoke Ave.	<u>20,000</u>
<b>TOTAL</b>	<b>\$445,454</b>
 Funds available for capital/emergency repairs:**	 \$494,529

\*Does not include \$187,349 paid in FY19; total project = \$287,970

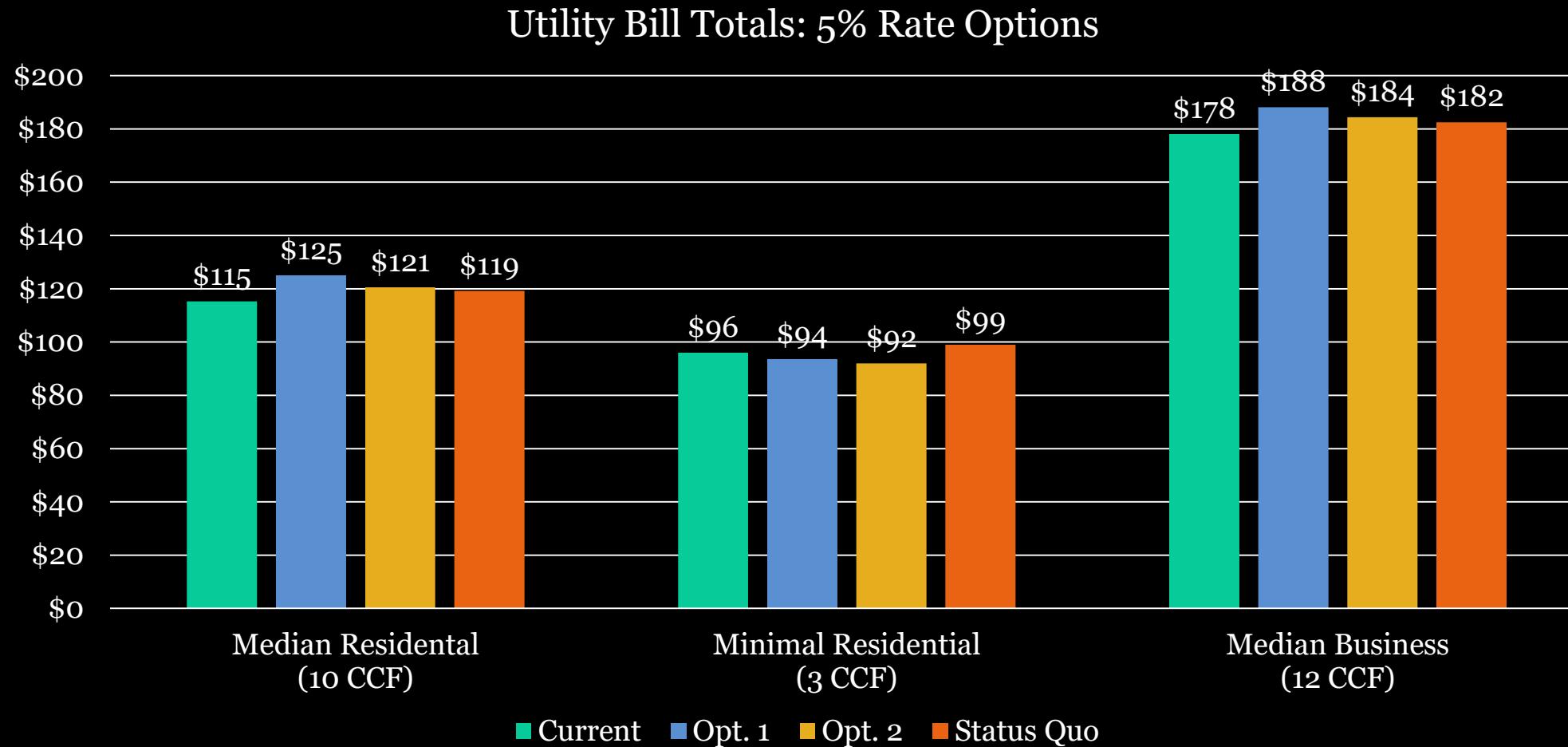
\*\* Includes \$3 capital charge proceeds, rebate from SCWA, and insurance proceeds

# Rate Options for FY2020-2021

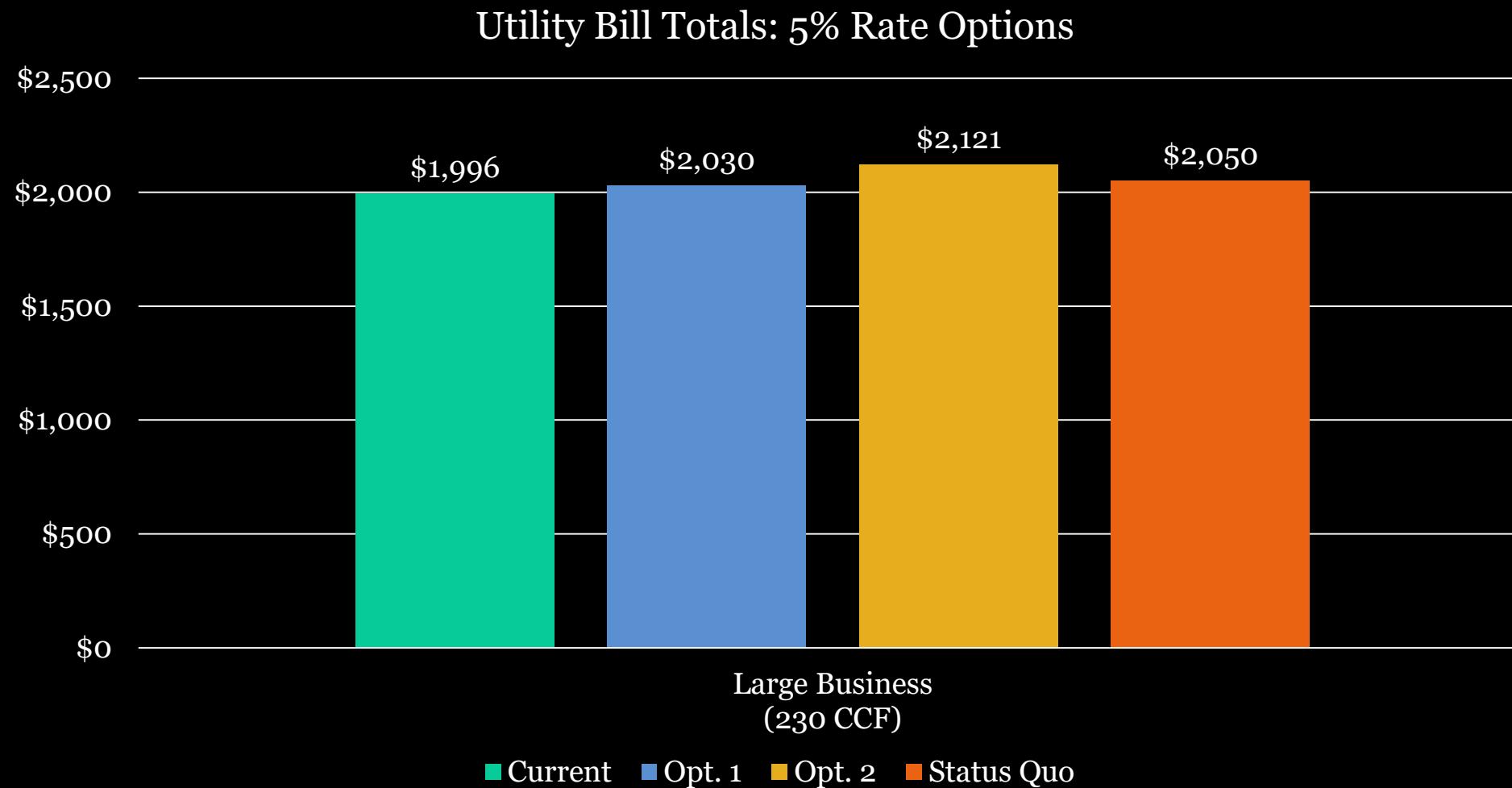
- Part 1 – Consideration of Rate Structure:
  - Option 1: Lower base , no “free” consumption
  - Option 2: Slightly lower base w/ 6 CCF\* “free”
  - “Status Quo”: Same rate structure as current, and the approved rate increase would be applied uniformly to the current rates.
- Part 2 – Consideration of Percent Increase:
  - 5% Increase in revenue
  - 2.5% Increase in revenue

\*One CCF is one-hundred cubic feet of water

# Rate Options: 5% Increase

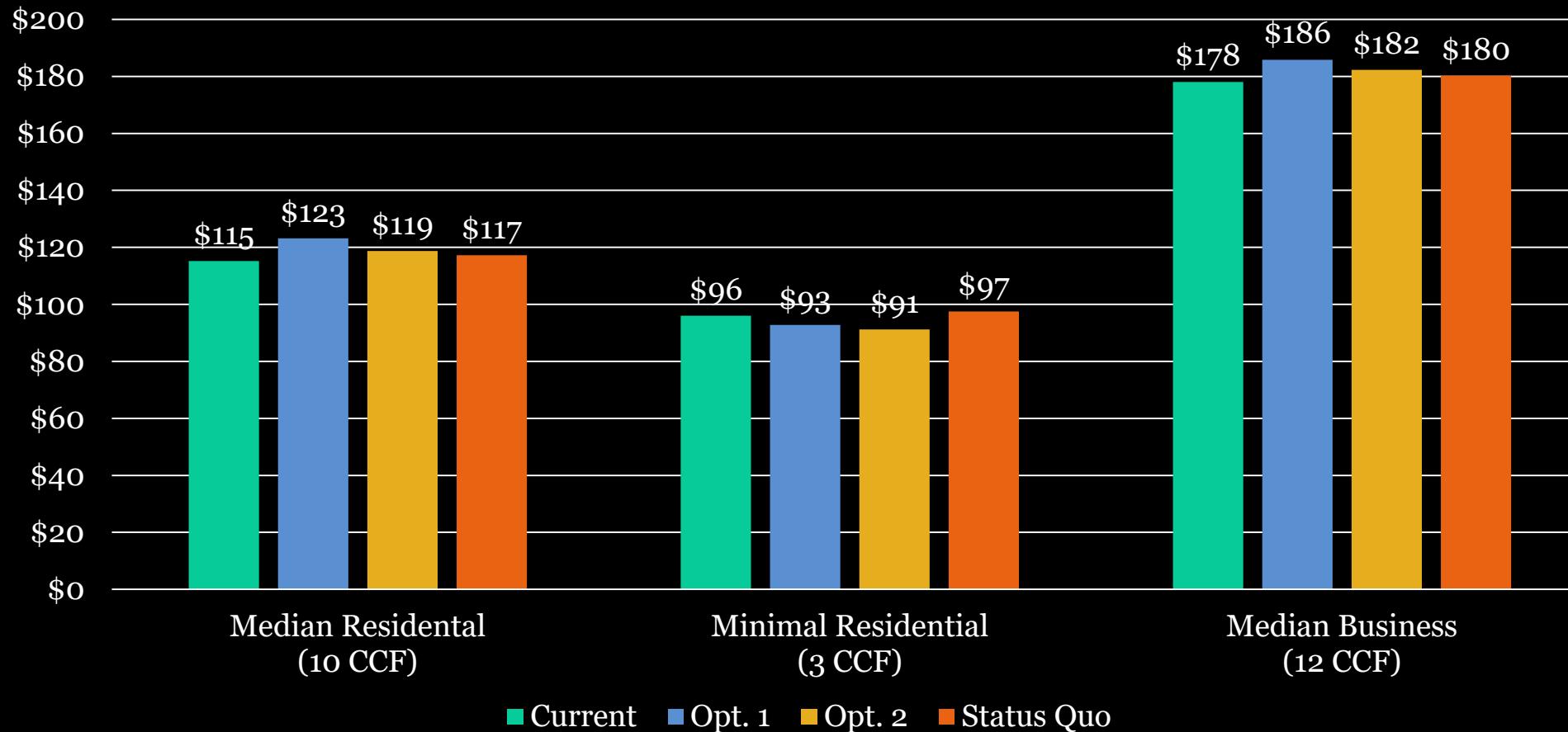


# Rate Options: 5% Increase

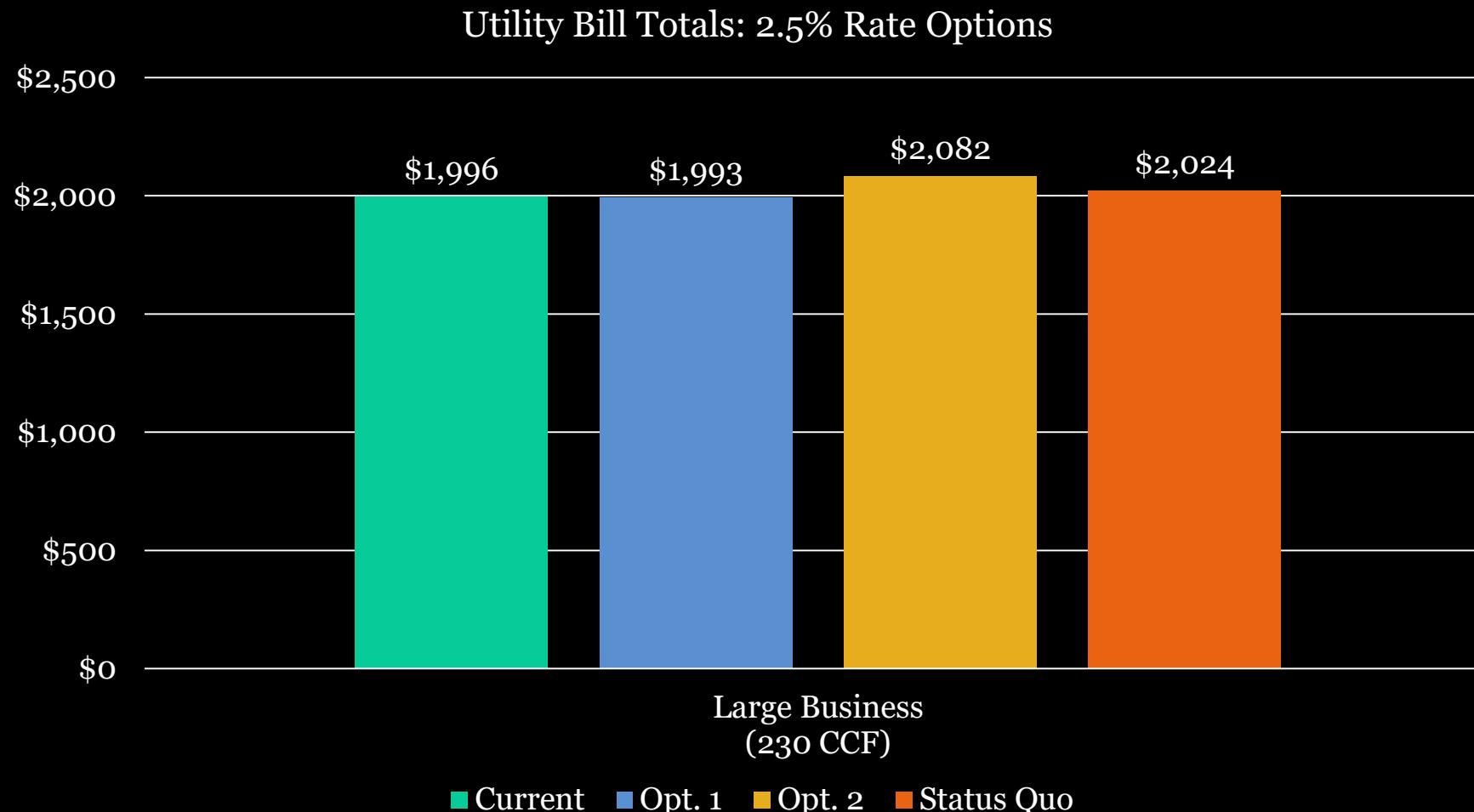


# Rate Options: 2.5% Increase

Utility Bill Totals: 2.5% Rate Options



# Rate Options: 2.5% Increase



## 2.5% Increase vs. 5% Increase

- Revenue Difference: (\$109,200)
- Would require reductions in operational expenses in the water/sewer fund based on budgeted revenues/expenses for FY 21.

# Utility Rate Decisions/ Discussion

Rate Structure:

Option 1 (Decrease base, no included minimum)

Option 2 (Slight Base Decrease, 6 CCF\* included)

No Change/ Status Quo

Percent Increase:

5% (Staff Proposed, Budgeted)

2.5% (\$109,200 reduction)

Long-Term Plan:

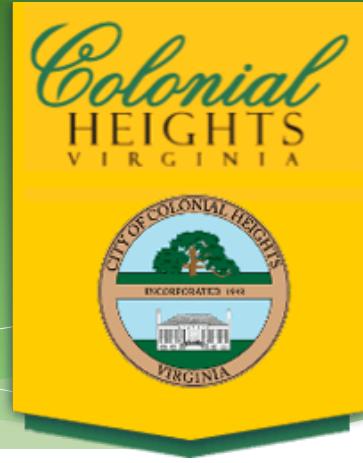
11.6% range, \$7M capital spend, 25 year replacement

7.6% range, \$4.5M capital spend, 47+ year replacement

\*One CCF is one-hundred cubic feet of water

# Colonial Heights City Council Meeting

## May 12, 2020



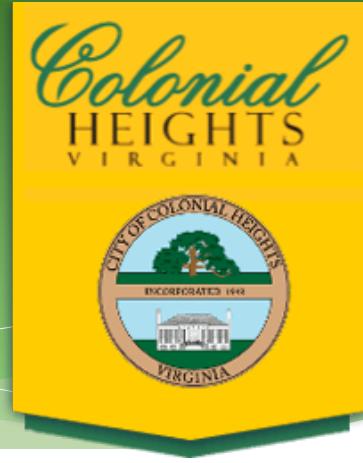
### **14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda:**

#### ***B. AN ORDINANCE NO 20-FIN-8***

*(Second Reading) Adopting the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, and appropriating the estimated revenues for the year for the operating expenses stated.*

# Colonial Heights City Council Meeting

## May 12, 2020



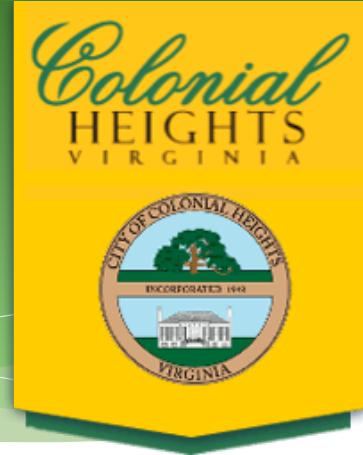
### **14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda:**

#### **C. A RESOLUTION NO 20-22**

*Requesting the Governor of the Commonwealth of Virginia to seriously consider modifying Executive Orders Fifty-One, Fifty-Three, and Fifty-Five so as to allow for the reopening of Virginia's society and economy no later than May 25, 2020.*

# Colonial Heights City Council Meeting

## May 12, 2020



### **15. Reports of Officers and Documents Related Thereto:**

#### **A. *City Manager***

- 1. Financial Analysis Update***
- 2. General Activity Report***

# Dates of Interest

<u>May</u>	<u>June</u>	<u>July</u>
<b><u>May 19<sup>th</sup> (6:00 pm) – City Council Special Meeting – Council Chambers</u></b>	<b><u>June 2<sup>nd</sup> (7:00 pm) – Planning Commission Meeting – Council Chambers</u></b>	<b><u>July 7<sup>th</sup> (7:00 pm) – Planning Commission Meeting – Council Chambers (Tentative)</u></b>
	<b><u>June 9<sup>th</sup> (7:00 pm) – City Council Regular Meeting – Council Chambers</u></b>	<b><u>July 14<sup>th</sup> (7:00 pm) – City Council Regular Meeting – Council Chambers</u></b>
	<b><u>June 16<sup>th</sup> (6:00 pm) – City Council Special Meeting – Council Chambers</u></b>	<b><u>July 21<sup>st</sup> (6:00 pm) – City Council Special Meeting – Council Chambers</u></b>

# Community Events

- Arbor Day Celebration – Postponed until further notice.
- 2020 Fort Clifton Festival: Postponed until further notice.

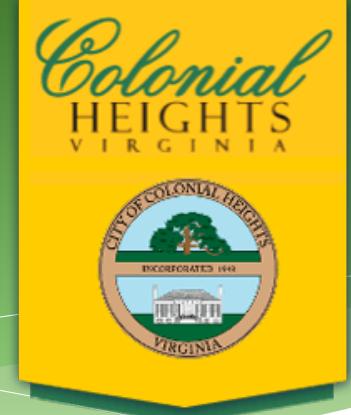
## HOLIDAYS



- May 25, 2020: City Holiday – Memorial Day (Government Offices Closed.)
- Friday, July 3rd, 2020: City Holiday – Independence Day Holiday (Government Offices Closed)

# Colonial Heights City Council Meeting

## May 12, 2020

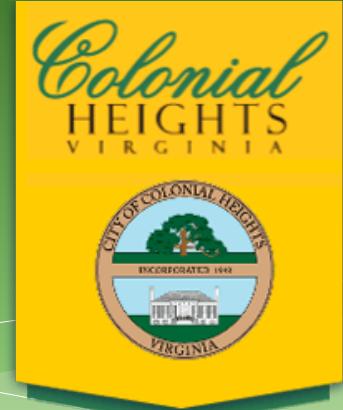


### 15. Reports of Officers and Documents Related Thereto cont.:

#### *B. City Attorney*

# Colonial Heights City Council Meeting

## May 12, 2020



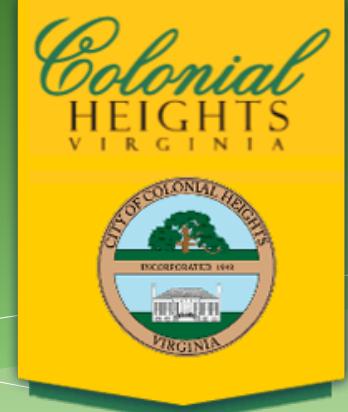
### **15. Reports of Officers and Documents Related Thereto cont.:**

#### **C. *Director of Planning and Community Development***

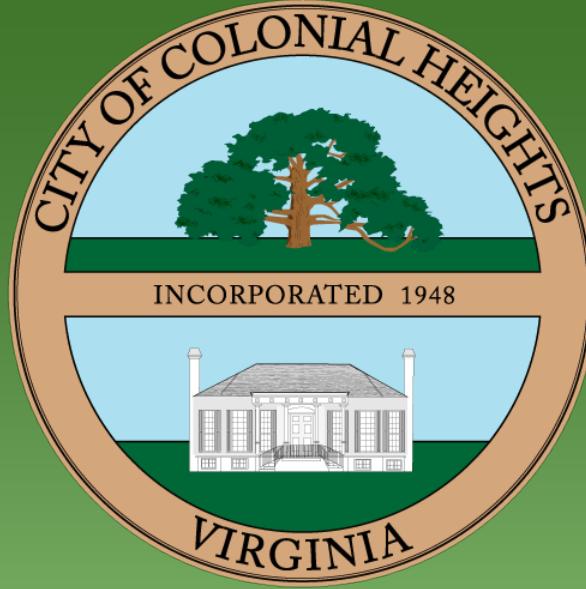
##### ***1. Planning Commission Meeting Summary***

# Colonial Heights City Council Meeting

## May 12, 2020



### 16. Adjournment



**Colonial Heights**  
**City Council Regular Meeting**  
**May 12, 2020**