

**ACTIONS**  
**COLONIAL HEIGHTS CITY COUNCIL**

**December 14, 2021**

**APPOINTMENTS BY RESOLUTION (UNANIMOUS PASS):**

**A RESOLUTION NO. 21-49**

Appointing Glenn A. Dean; and Christopher Scott Wrenn as members of the Board of Zoning Appeals for a four-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-50**

Appointing Douglas E. Smith as a member, and Todd Flippen as an alternate member, of the Board of Directors of the Central Virginia Waste Management Authority for a four-year term which beginning January 1, 2022.

**A RESOLUTION NO. 21-51**

Appointing Angela Haden as a member of the District 19 Community Services Board for a three-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-52**

Appointing Nancy H. Halbert as a member of the Board of Directors of the Economic Development Authority for a four-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-53**

Appointing Elber Lloyd Pugh, Jr., Benjamin T. Uzel, Jr., Julie Northcott, Lloyd Goddard, III, and Henry Kidd as members of the Historical Commission, each for a three-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-54**

Appointing Nancy Halbert as a member of the Personnel Board for a three-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-55**

Appointing Rita Schiff and Carl Kohan as members of the Planning Commission for a three-year term beginning January 1, 2022.

**A RESOLUTION NO. 21-56**

Appointing Angela Woody, Douglas C. Harris, Shamiya Taylor-Bland, and Bland Derby Campbell as members of the Youth Services Commission for a three-year term which begins January 1, 2022.

**A RESOLUTION NO. 21-57**

Appointing Douglas E. Smith as a member, and Christina Sadler as an alternate member, of the Board of the Riverside Regional Jail Authority for the remainder of a four-year term that expires June 30, 2022.

**COMMENDATIONS AND PRESENTATIONS:**

- New City Employee Introductions  
Chief Faries introduced the following new officers:  
Christopher Ayers – Police Officer  
Zaneisha Clay – Police Officer  
Rocky Navarro – Police Officer  
Hannah Jones – Staff Assistant
- Recognizing Mrs. Sheila Minor for her service as City Finance director and Mrs. Harriet Frenier for her service as City Treasurer
- Recognition of Councilman Michael A. Cherry for his service to the City of Colonial Heights while serving as Councilman
- Presentation of the Annual Comprehensive Financial Report

**WRITTEN PETITIONS AND COMMUNICATIONS BY MEMBERS OF THE PUBLIC AND COUNCIL MEMBERS:**

- Dr. Laura Poe to address Council requesting to evaluate the creation of a “Collection and Usage Policy of Vaccination Status” for all City departments that will provide protection of confidential medical information, protection of employee medical data, and protection against discriminatory litigation.
- Dr. Laura Poe to address Council regarding public school mental health available resources – informational update.
- Receive and open bids for a telecommunications Franchise.

**ADVERTISED PUBLIC HEARINGS:**

**AN ORDINANCE NO 21-21 (UNANIMOUS PASS)**

(First Reading) To grant a non-exclusive franchise to Verizon Virginia LLC to operate a telecommunications system in the City of Colonial Heights, Virginia and to approve a Telecommunications Franchise Agreement.

**AN ORDINANCE NO 21-22 (UNANIMOUS PASS)**

(Second Reading) To adopt a revised General Pay Plan Class and Salary Range that increases the salary range for various part-time positions, including, but not limited to, those part-time positions affected by the Virginia Legislative mandate effective January 2, 2022, for an \$11.00 per hour minimum wage.

AN ORDINANCE NO 21-24 (At the recommendation of the City Manager, the ordinance was postponing to a future meeting)

(First Reading) Amending §§ 2086-202.10 and 286-310.04 of Chapter 286, Zoning, of the Colonial Heights City Code, and adding § 286-410.26 to Chapter 286, providing for the location of cannabis dispensing facilities in the GB – General Business District.

AN ORDINANCE NO 21-25 (UNANIMOUS PASS)

(First Reading) Amending § 30-3 of Chapter 30, Finance, of the Colonial Heights City Code, by imposing a maximum convenience fee of 2% of the amount paid whenever a person uses, for any transaction with the City, except for a transaction with the Department of Recreation and Parks, a credit or debit card the City accepts; and further amending § 30-3 by allowing the imposition of a convenience fee whenever an accepted credit or debit card is used to pay a City utility bill.

**HEARING OF CITIZENS GENERALLY ON NON-AGENDA ITEMS:**

There were none.

**CONSENT AGENDA MINUTES, ORDINANCES AND RESOLUTIONS (UNANIMOUS PASS):**

AN ORDINANCE NO 21-18

(Second Reading) To amend § 258-16 of Chapter 258, Taxation, of the Colonial Heights City Code to include income from all sources living in the household, including non-relatives of the owner, when calculating real estate tax relief for the elderly and disabled.

AN ORDINANCE NO 21-FIN-15

(Second Reading) to adopt the Emergency Response Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, and deposit into such Fund \$630,000 in American Rescue Plan Act State and Local Fiscal Recovery Funds (SLFRF) for an assessment of the City's Sewer Infrastructure.

August 13, 2012 Special Meeting Minutes

April 20, 2021 Special Meeting Minutes

May 11, 2021 Regular Meeting Minutes

November 9, 2021 Special Meeting Minutes

November 9, 2021 Regular Meeting Minutes

November 16, 2021 Special Meeting Minutes

**INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS**

AN ORDINANCE NO 21-27 (UNANIMOUS PASS)

(First Reading) Awarding a \$500 Bonus to each full-time sworn employee in the Police Department and awarding to certain police officers signing bonuses of \$,500 and referral bonuses of \$1,000.

**AN ORDINANCE NO 21-FIN-16 (UNANIMOUS PASS)**

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2021 and ending June 30, 2022, by appropriating \$128,542, consisting of 1) \$4,000 in Virginia Risk Sharing Association Grant funds to the Police Department; 2) \$3,700 in E Citation funds to the Police Department; 3) \$3,371 in Byrne Justice Assistance Grant Funds to the Police Department; 4) \$55,000 in assigned fund balance to reimburse the Contingency Fund for the purchase of a fire truck; 5) 21,200 in Library of Virginia ARPA Grants to the Library; 6) \$2,961 in current and prior year litter control funds; 7) \$36,310 in prior year DCJS Grant funds to the Police Department; and 8) \$2,000 donation from Asset Protection Group, Inc. to the Sheriff's Department.

**A RESOLUTION NO 21-48 (UNANIMOUS PASS)**

Appointing Kenneth B. Frenier to fill a vacancy on City Council, effective on January 1, 2022, until the City's qualified voters fill the vacancy by special election and the person so elected has qualified.

**UNFINISHED BUSINESS, CONTESTED ORDINANCES AND RESOLUTIONS, AND ITEMS REMOVED FROM THE CONSENT AGENDA:**

There was none.

Submitted by:

Pamela B. Wallace, CMC  
City Clerk