



**Colonial Heights
City Council Special Meeting
March 21, 2023**

Colonial Heights City Council Meeting

March 21, 2023



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

Colonial Heights City Council Meeting

March 21, 2023



4. Closed Meeting Pursuant To The Code Of Virginia In Accordance With The Following Provisions:

- ▶ *Paragraph A.1 of Section 2.2-3711, to discuss or consider the performance of the City Manager.*
- ▶ *Paragraph A.5 of Section 2.2-3711, to discuss a prospective business - i.e., a multi-family residential development on Temple Avenue - where no previous announcement has been made of the business' interest in locating its facilities in the community.*

Colonial Heights City Council Meeting

March 21, 2023



5. Vote To Come Back Into Open Meeting:

The Council has been in a closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- ▶ *Paragraph A.1 of Section 2.2-3711, to discuss or consider the performance of the City Manager.*
- ▶ *Paragraph A.5 of Section 2.2-3711, to discuss a prospective business - i.e., a multi-family residential development on Temple Avenue - where no previous announcement has been made of the business' interest in locating its facilities in the community.*

Colonial Heights City Council Meeting

March 21, 2023



5. Vote To Come Back Into Open Meeting (continued):

Consideration of the following consideration:

Each member will now certify that to the best of the member's knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Roll Call. An affirmative vote shall constitute certification of compliance.

Colonial Heights City Council Meeting

March 21, 2023



6. Reading Of Manner Of 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 one time 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

March 21, 2023



7. Advertised Public Hearing:

A. AN ORDINANCE NO. 23-6

(Second Reading) To amend § 258-16 of Chapter 258, Taxation, of the Colonial Heights City Code, to increase by 10% the income limits, and by \$20,000 the maximum net worth allowed, for elderly citizens and permanently and totally disabled persons to qualify for a real estate tax exemption.

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

A. AN ORDINANCE NO. 23-4

(Second Reading) To grant a special use permit to Christian Life Center Inc. for the property located at 505 Lakeview Avenue, also known as parcel identification number 1900010Y001, currently zoned RL – Low-Density Residential and RH - High Density Residential: 1) to allow a maximum lot coverage of 70% within the RL – Low Density Residential zoning district; 2) to allow a maximum building coverage of 40% within the RL – Low Density Residential zoning district; and 3) to reduce to ten feet the minimum width of the Buffer Type C, Option 1, required along the southern property line of the RH – High Density Residential zoning district.

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

B. Presentation And Discussion Regarding CVWMA Recycling Agreement



Recycling Collection Contract – July 2023

Colonial Heights City Council
March 21, 2023

Kim Hynes
Executive Director, CVWMA
khynes@cvwma.com



CVWMA Current Contract

Regional Program

Approximately 300,000
households in 9 jurisdictions

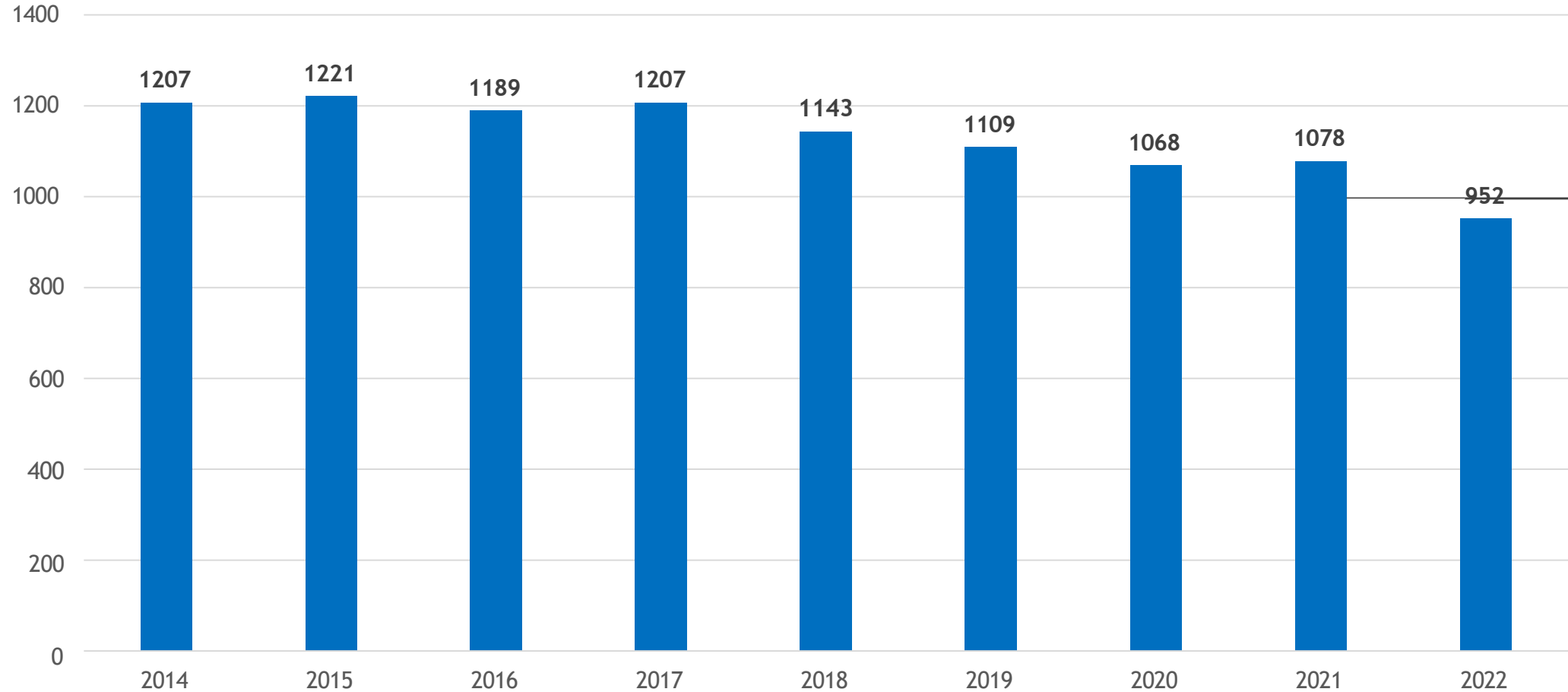
Expires June 30, 2023

No Renewal Options

Ashland
Chesterfield
Colonial Heights
Goochland
Hanover
Henrico
Hopewell
Petersburg (Meridian)
Richmond



Recycling collected at the Curb (tons)



Procurement Process and Timeline

Jan 2020 – Procurement and evaluation committee formed

- CVWMA Staff (Kim Hynes, Executive Director and Rich Nolan, Director of Operations)
- Locality Staff (Todd Flippen, Col Hgts)

Jan 2020 – Nov 2020 – drafted procurement

Nov 2020 – Issued procurement for regional residential recycling program in accordance with the Virginia Public Procurement Act.

December 2020 – Pre-proposal conference, 9 potential offerors participated

March 2021 – Proposals Due, received 2, however 1 was not responsive

June 2021 – CVWMA Board awarded Contract to TFC Recycling, current Contractor

Feb 2022 – Contract with TFC executed

June 2022 – Service Agreements sent to Participating Localities

July 1, 2023 – New Contract start date

New Contract



- 10 Years – beginning July 1, 2023 w/ 2-5yr renewal options
- Regional Contract - ~200,000 households in 8 jurisdictions
- Collection Remains bi-weekly on [Blue Fridays](#)
- Keep existing Carts
- All recyclables will need to be in the Cart for automated collection
- Residents can purchase 2nd can for \$75

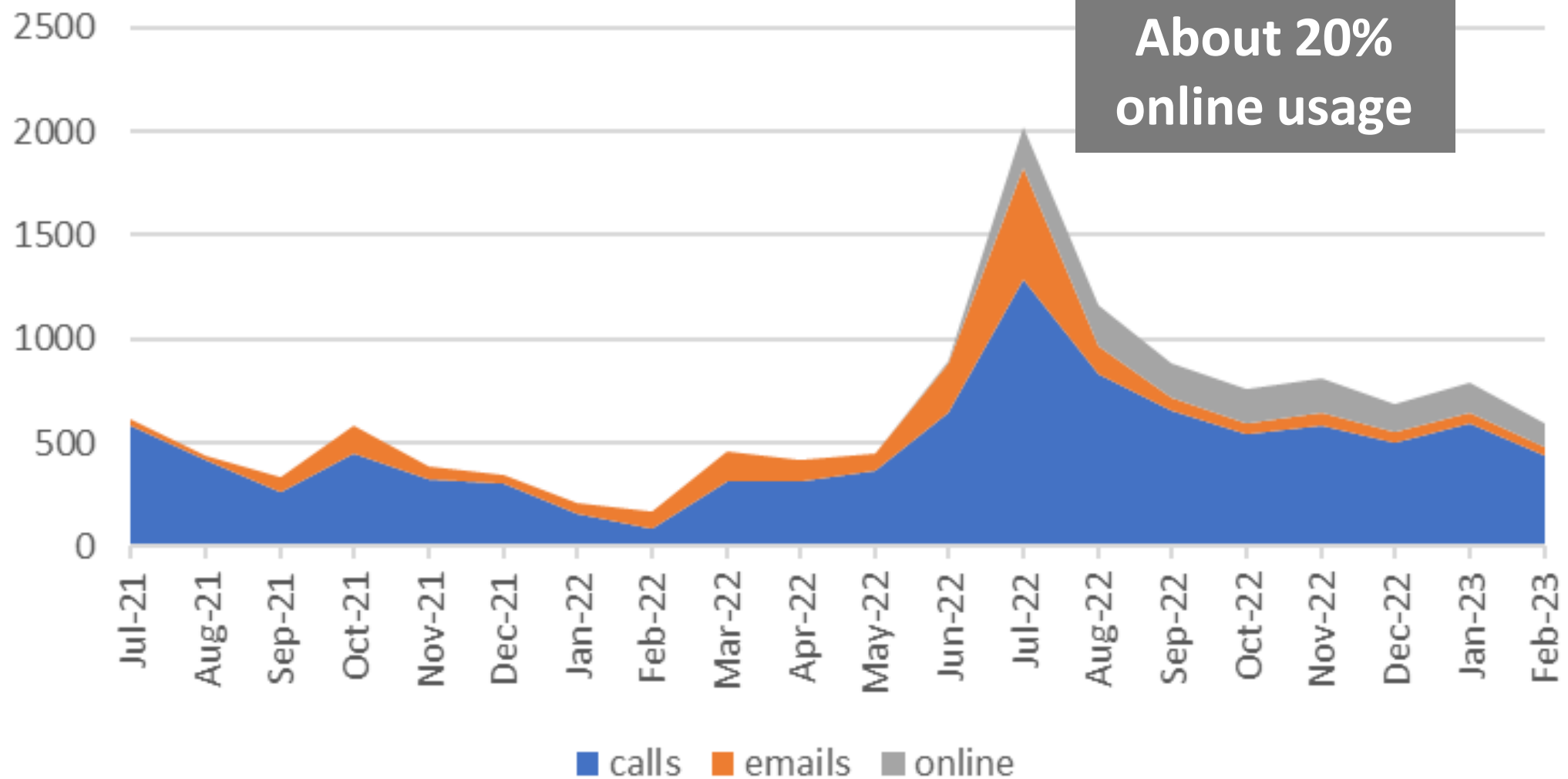


Customer Service

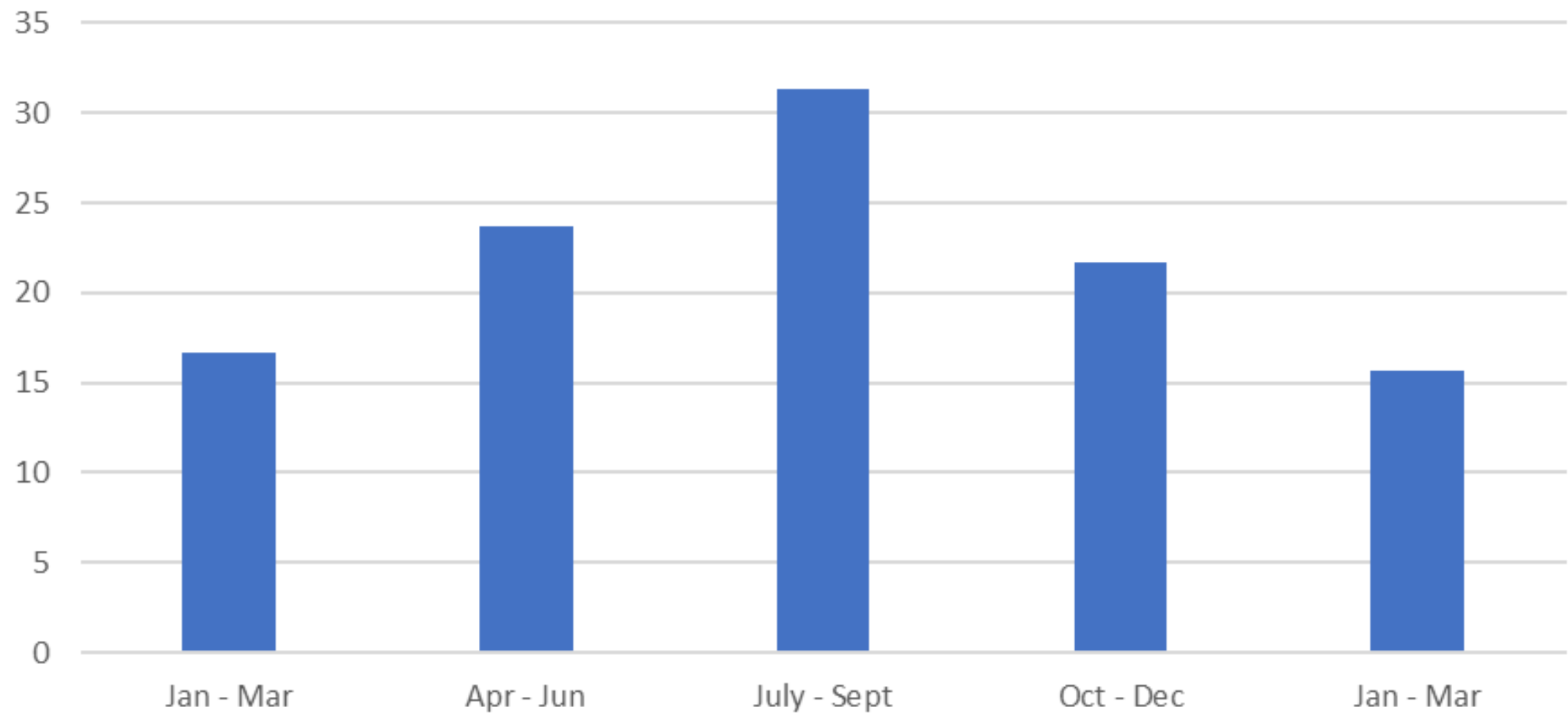
- **4 Full-Time Agents** (including Contact Center Manager)
- **New Phone System**
 - Cloud based
 - Programming flexibility
 - Features: reduced wait time; call routing, call recording, call back; voicemail to email (including transcription), ability to type greetings; & bi-lingual options.
- **Online Self-Service Tool**
 - Live 7/1/22
 - Customer has ability to:
 - Log Bulky Waste
 - Will be able to pay for Special Bulk pickups through CVWMA, instead of utility billing
 - Log Missed Pick Ups, trash or recycling
 - Report missing or stolen carts
 - Purchase additional trash/recycling carts

Customer Contact

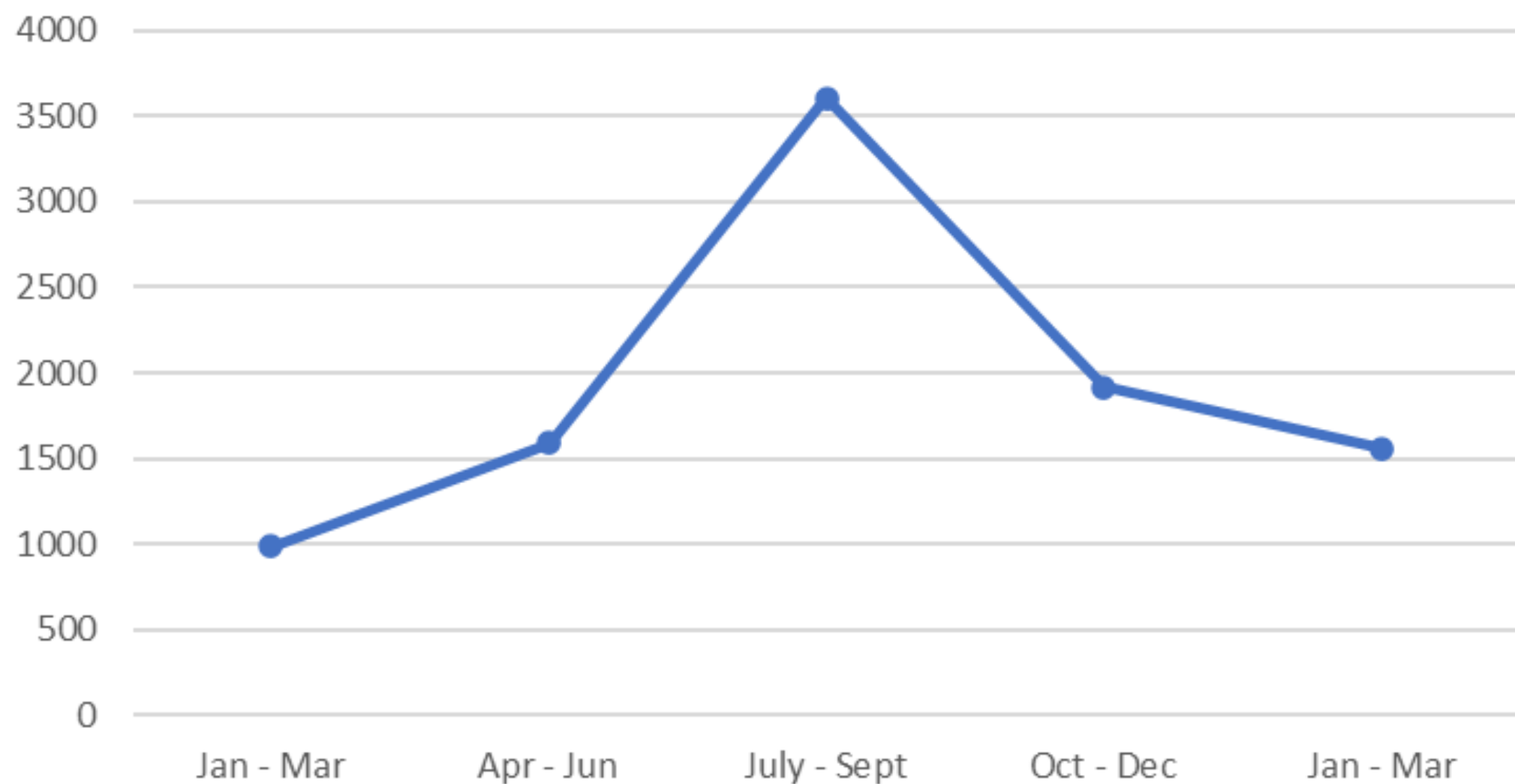
About 20%
online usage



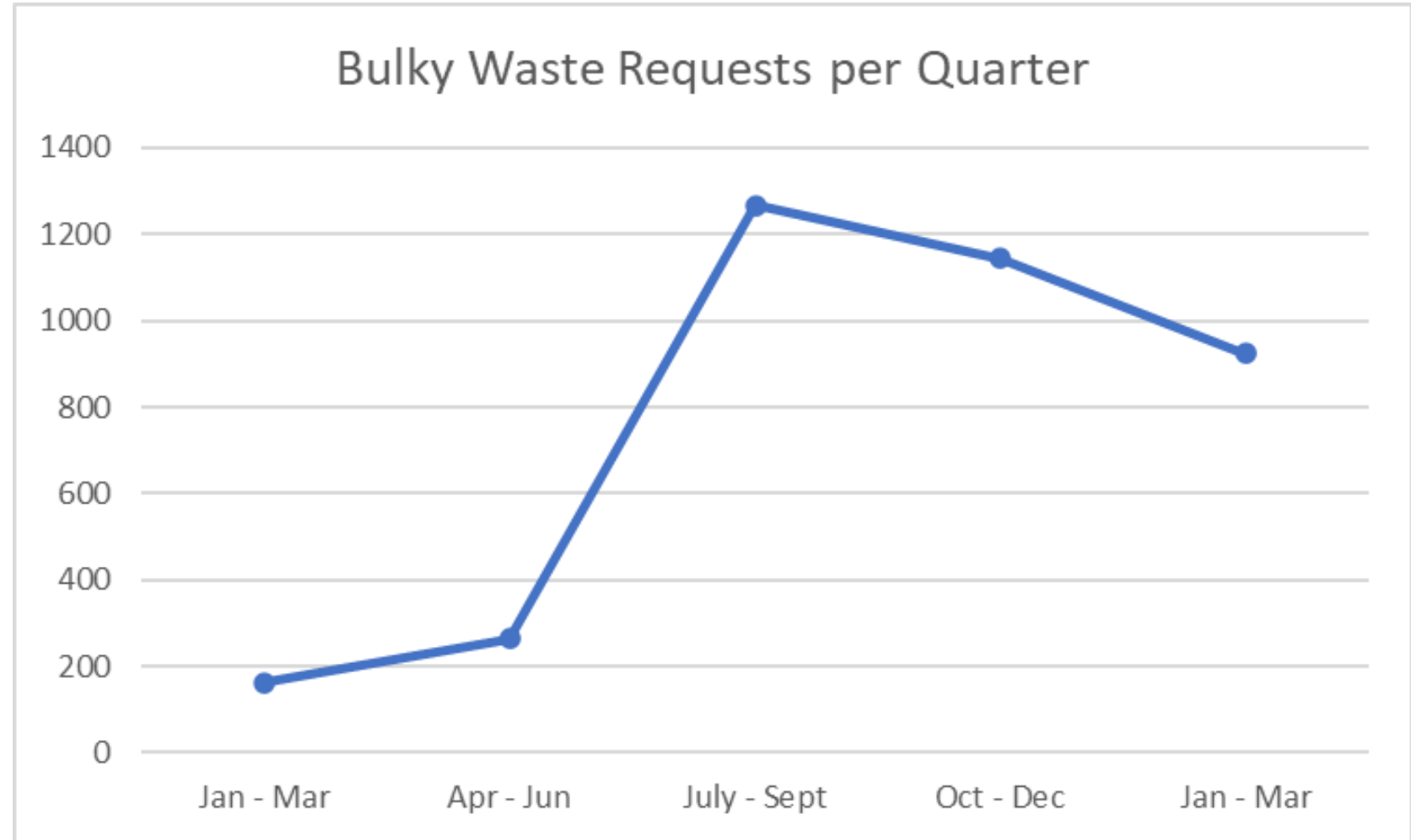
Recycling Average Misses Per Month



Total Trash Calls per Quarter



Averaging
80-100 Bulks
per Week



Public Education and Outreach

- Website – cvwma.com
 - Specific CH page
- Social Media
- Collection Calendar
- Newsletters
- Email Reminders
- School/Civic Groups/Scouts Presentations & Events
- Publications and Activities



Central Virginia
2100 West Lake
Richmond, VA 2

Your collect
to your add



FREE RECYCLING EDUCATION PROGRAMS

804-612-0557 or info@cvwma.com

cvwma.com/education-and-outreach

Schedule Today!

- Pre-K through 12th grade
- Aligned with Virginia SOLs
- Taught by professional educators

Let CVWMA bring an engaging lesson to your classroom!

CVWMA

Central Virginia Waste Management Authority

cvwma.com | 804-340-0900

Know Your 2023 Recycling Days

January	February	March	April
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7	1 2 3 4	1 2 3 4	1
8 9 10 11 12 13 14	5 6 7 8 9 10 11	5 6 7 8 9 10 11	2 3 4 5 6 7 8
15 16 17 18 19 20 21	12 13 14 15 16 17 18	12 13 14 15 16 17 18	9 10 11 12 13 14 15
22 23 24 25 26 27 28	19 20 21 22 23 24 25	19 20 21 22 23 24 25	16 17 18 19 20 21 22
29 30 31	26 27 28	26 27 28 29 30 31	23 24 25 26 27 28 29
			30
May	June	July	August
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1 2 3 4 5 6 7	1 2 3 4 5 6 7 8	1 2 3 4 5
7 8 9 10 11 12 13	4 5 6 7 8 9 10	9 10 11 12 13 14 15	6 7 8 9 10 11 12
14 15 16 17 18 19 20	11 12 13 14 15 16 17	16 17 18 19 20 21 22	13 14 15 16 17 18 19
21 22 23 24 25 26 27	18 19 20 21 22 23 24	23 24 25 26 27 28 29	20 21 22 23 24 25 26
28 29 30 31	25 26 27 28 29 30	30 31	27 28 29 30 31
September	October	November	December
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
3 4 5 6 7 8 9	1 2 3 4 5 6 7	1 2 3 4	1 2
10 11 12 13 14 15 16	8 9 10 11 12 13 14	5 6 7 8 9 10 11	3 4 5 6 7 8 9
17 18 19 20 21 22 23	15 16 17 18 19 20 21	12 13 14 15 16 17 18	10 11 12 13 14 15 16
24 25 26 27 28 29 30	22 23 24 25 26 27 28	19 20 21 22 23 24 25	17 18 19 20 21 22 23
	29 30 31	26 27 28 29 30	24 25 26 27 28 29 30
			31



Reduce. Reuse. Recycle.

CVWMA

Central Virginia Waste Management Authority

cvwma.com | 804-340-0900

Cost Information

	New Per HH/Mo	Current Per HH/Mo
Bi-Weekly Collection	\$ 4.070	\$ 2.780
Cart Replacement	.050	.000
Customer Service	.125	.084
Education/Outreach	.085	.077
Total	\$ 4.330	\$ 2.941

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

C. Presentation Regarding Police Department Staffing



COLONIAL HEIGHTS POLICE DEPARTMENT

STAFFING ASSESSMENT AND REQUEST

2023



STAFFING HISTORY

- In 1998, the City increased our operational force by 4 officers after receiving a Federal COPS Grant. These officers were added to the Agency's patrol ranks and increased our overall sworn staff to 45 police officers.
- In 2002, we increased by two sworn officers when Officer Renee Walters and Kevin Doughty were assigned as the first School Resource Officers at the Middle and High School. The new SRO positions did not diminish patrol assignments as officers hired simply replaced those patrol assignments vacated by Walters and Doughty. Our sworn staff increased at that time to 47.

STAFFING HISTORY CONT.



- In 2005, then Chief Schurman eliminated his Deputy Chief position and added 2 sworn officers. This resulted in an increase of one officer for a total of 48.
- An additional 4 school resource officers were added beginning with Lakeview in 2013, North in 2014, Tussing in 2015 and finally the Vo-Tech in 2019. This increased our sworn staffing to 52, where we are today. It did not increase our operational capacity, however, as all 6 schools have maintained an assigned SRO.



CURRENT AUTHORIZED STRENGTH

Today our Agency is composed of the following:

Police Chief	1
Major	1
Captains	2
Lieutenants	4
Sergeants	6
Officers	33
Detectives	5

52 SWORN POLICE OFFICERS

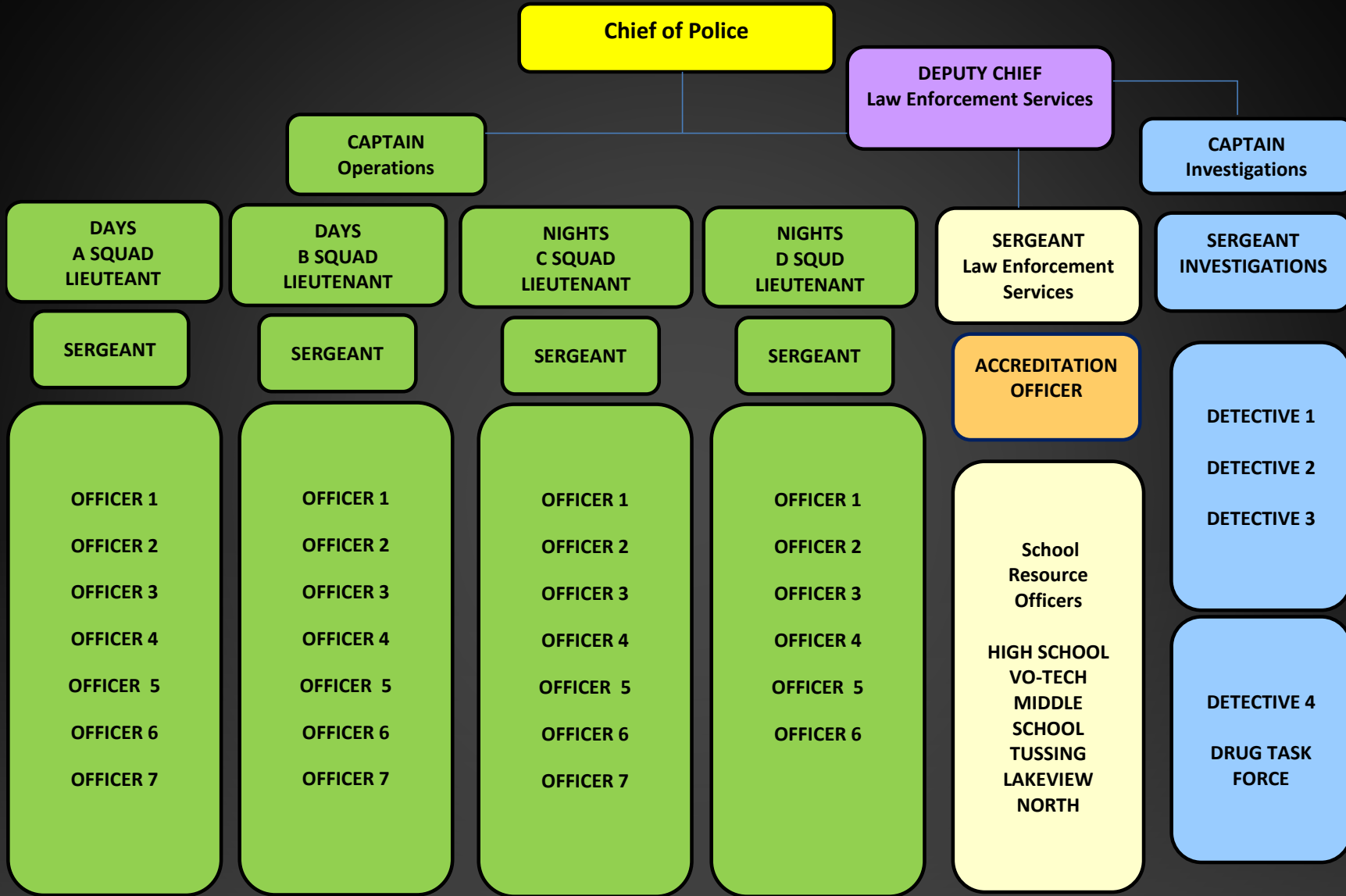


OTHER DUTIES AS ASSIGNED

In fact when you look at our current organization, you will see an Agency so lean that it necessitates all of us wear many hats. To this point we have maintained services, but in the 2023 Law Enforcement environment there is more demand on our Agency than ever before. Since adding multiple officers in 1998, law enforcement has changed dramatically. Some of these changes include:

Cell phone technology	Less-than-lethal/Taser	Vehicles
Training and Policy	Body Cameras	Technology/Drones
Narcotics	Training	Police Transparency
Firearms	Pandemics	Legal Requirements
Violence	Terrorism	Forensics/DNA
Social Media	Political Divisiveness	Computer Systems

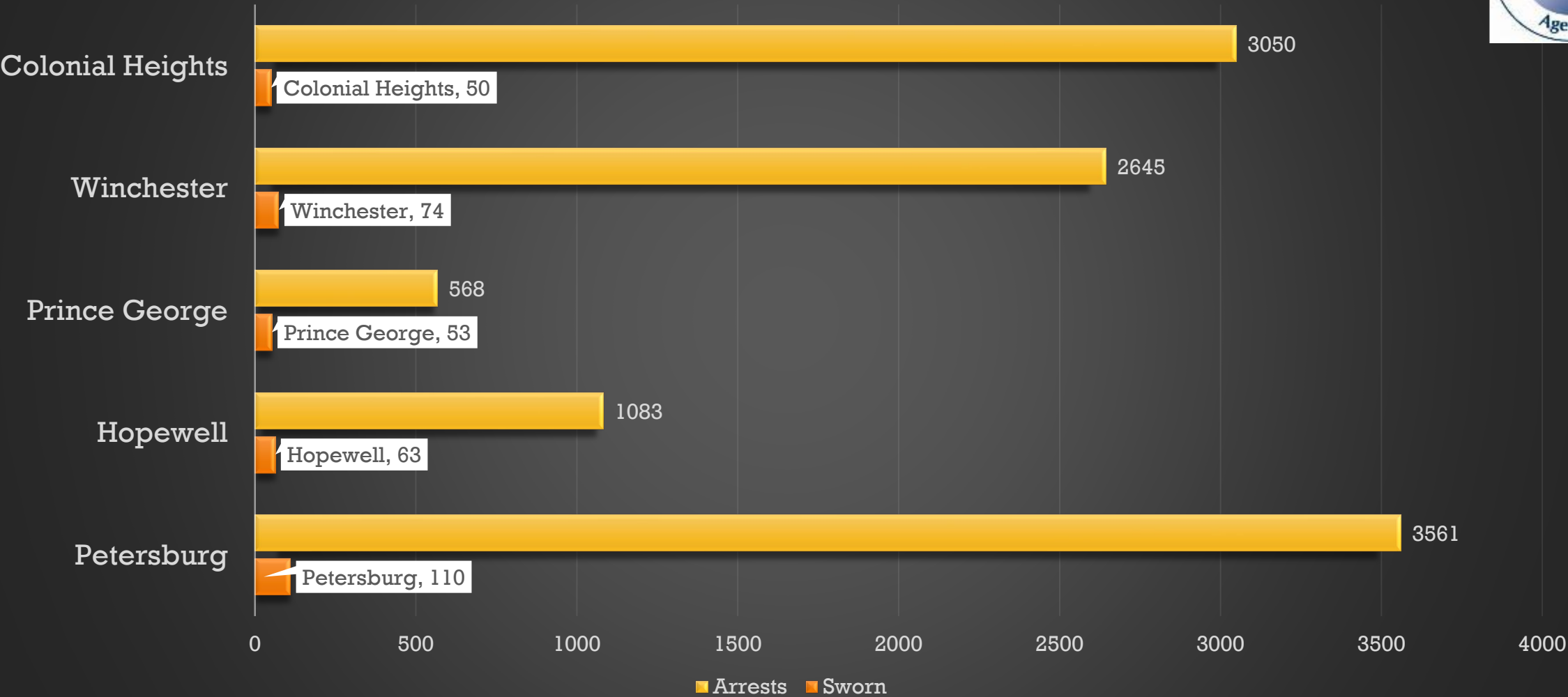
Training
Body Cameras
Property
FOIA
Grants
Hiring
Internal Affairs
K-9
Honor Guard
Off-Duty
Purchasing
Crime Prevent
Social Media
PIO
Records
Technology
Auxiliary
MAIT
Peer Support
Chaplain
FTO Program
CRASE



Mental Health
Animal Control
Evidence
Forfeiture
Budget
Scheduling
Special Assign
Less lethal
Firearms
Drones
Armory
ICAC
CelleBrite
Part-time Off
Event planning
Tyler
Fleet Mgmt
Internships
Recruiting
Crime Solvers
R&D
Bike Patrols
Armorer

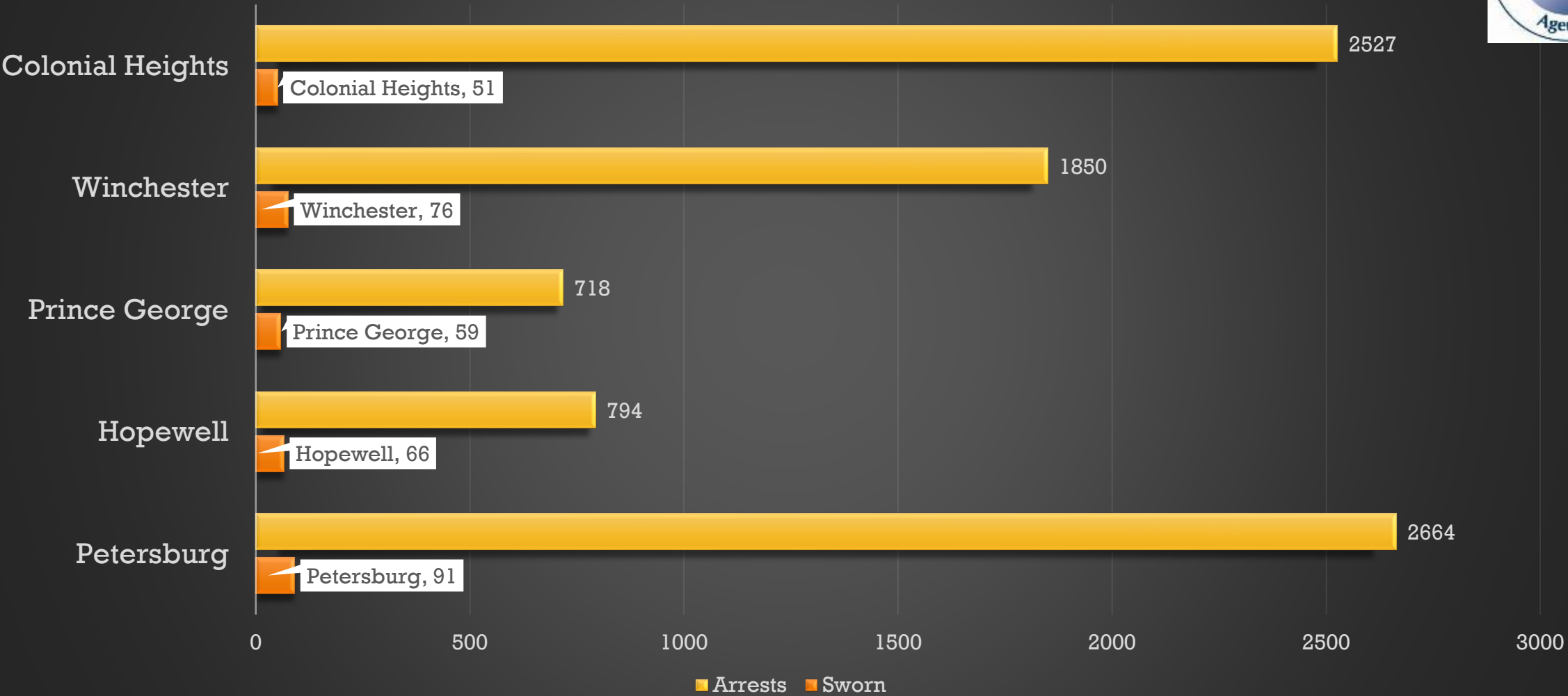


VSP 2012 VA Uniform Crime Reporting Information



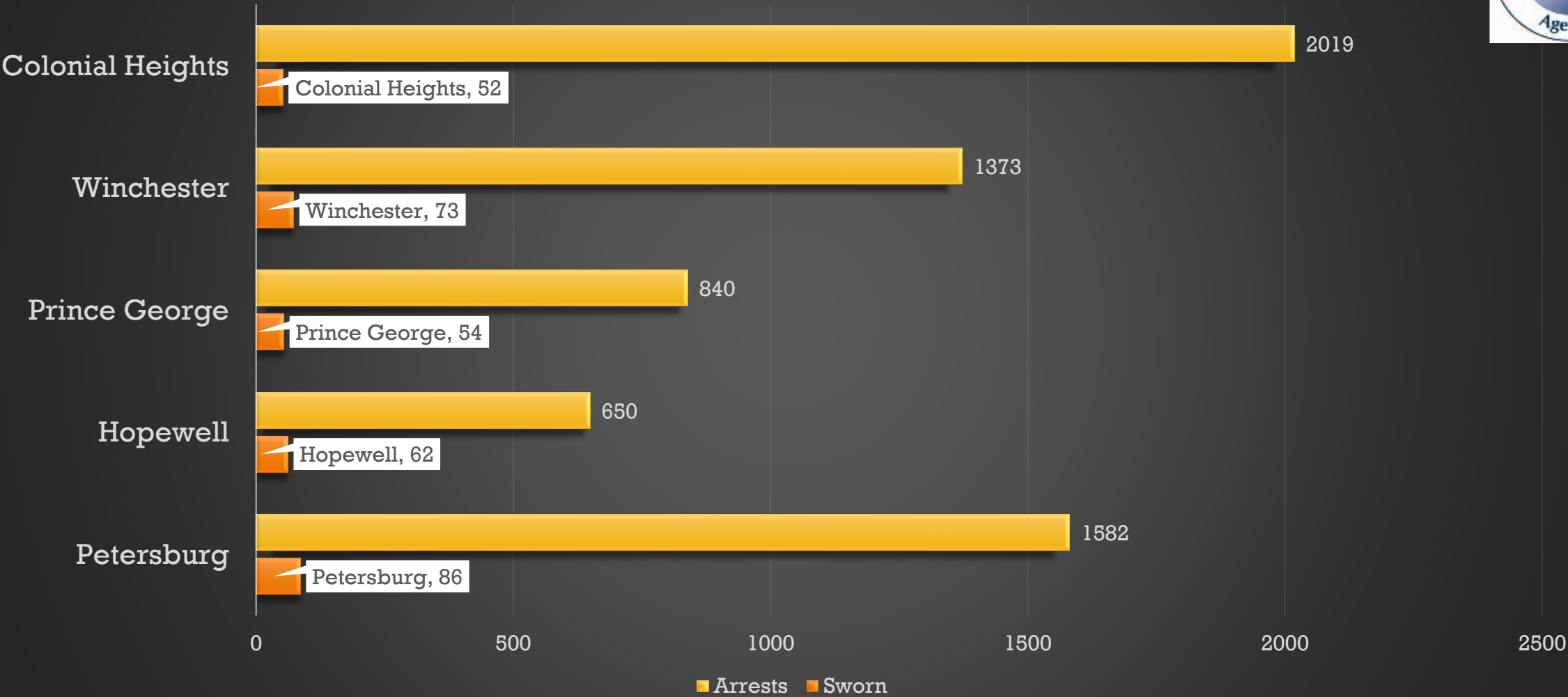


VSP 2019 VA Uniform Crime Reporting Information



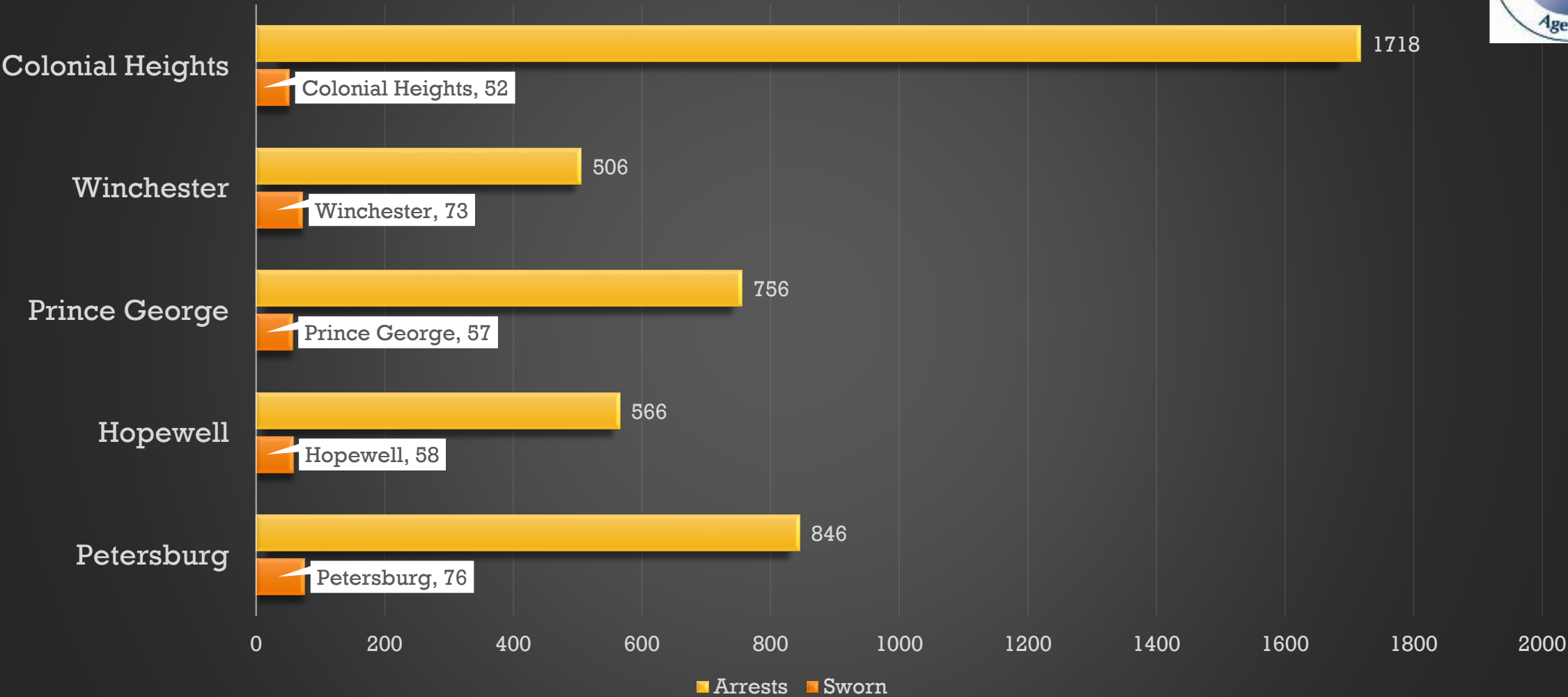


VSP 2020 VA Uniform Crime Reporting Information





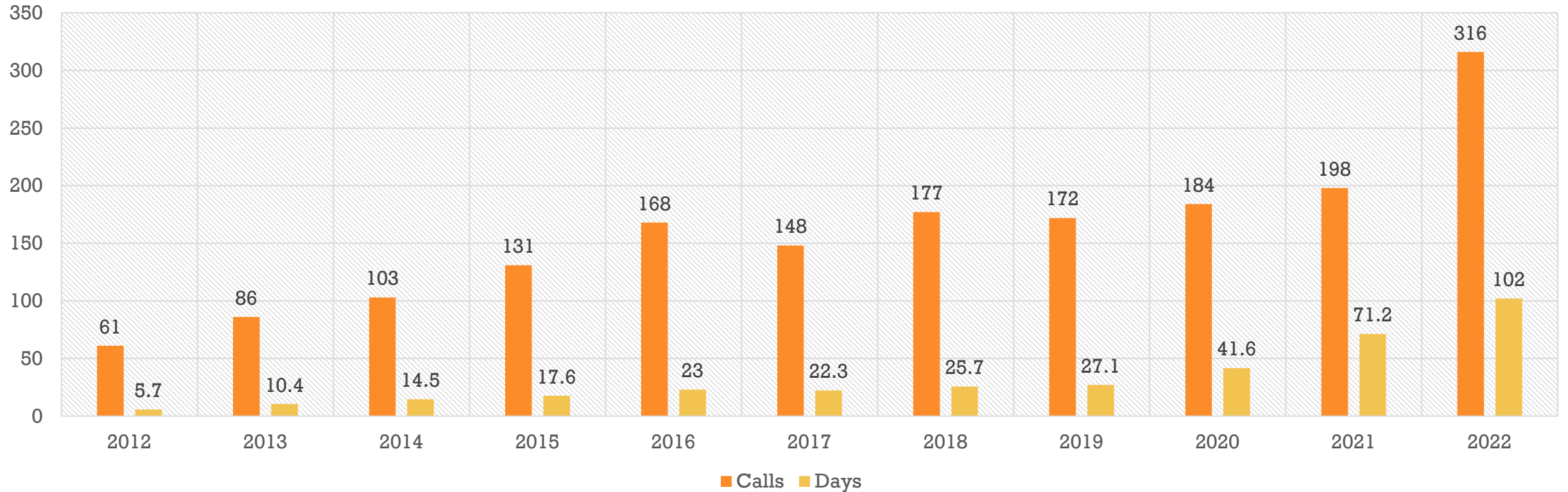
VSP 2021 VA Uniform Crime Reporting Information





INCREASED DEMANDS ON PATROL

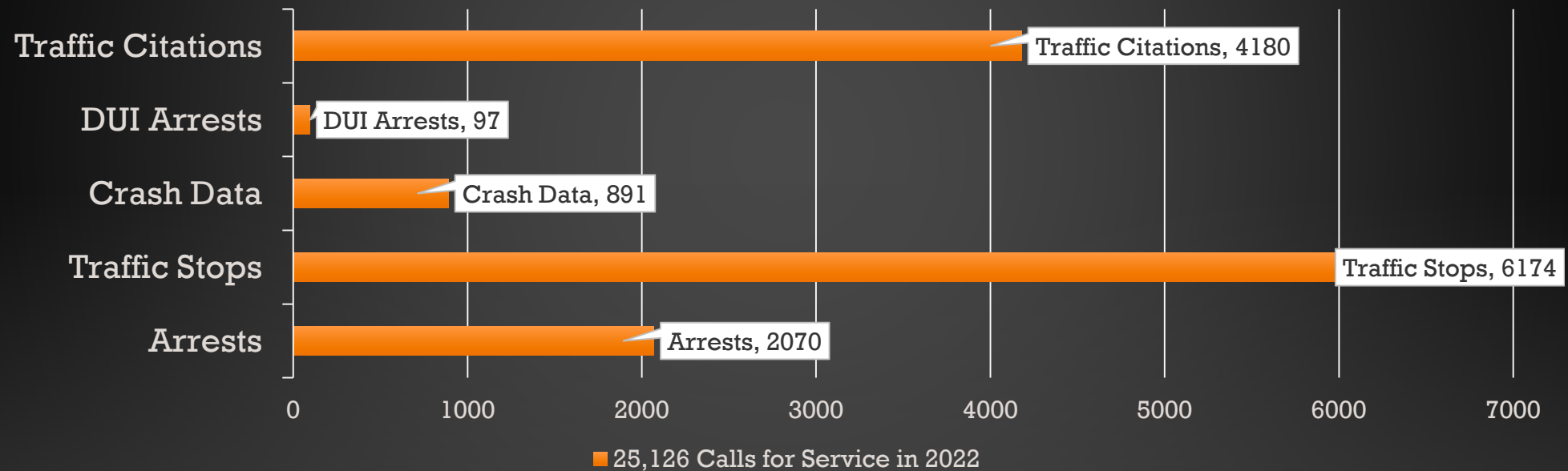
BEHAVIORAL EMERGENCY- TDO/ECO





2022 STATISTICS

25,126 Calls for Service in 2022



CURRENT INVESTIGATIVE CAPABILITIES

On January 1, 2023 our Investigations Division consisted of 1 sergeant and 3 general detectives. Additionally, there is 1 detective assigned to the Central Virginia Narcotics Task Force.

On March 1st of this year, the Manager allowed us to reassign a patrol officer to investigations. This was our request due to the significant increase and complexity of our workload, as well as the increase of other time sensitive investigations.

CURRENT INVESTIGATIVE CAPABILITIES CONT.

Over the years, the demands on this unit have increased exponentially, with not only the number of investigations, but more importantly the types and complexities of crimes. Technological advancement, legal requirements and new policing standards have revolutionized the work of a detective. From downloading cell phones and other electronic devices, to working with Google, Facebook and a myriad of other social media companies, to using DNA, Familial DNA, and facial recognition technology, times have changed.

CURRENT INVESTIGATIVE CAPABILITIES CONT.

Until this additional detective in March was authorized, our investigation's staffing level had remained unchanged for more than a quarter century. Three general detectives and one supervisor sharing the case load and forensic responsibilities, as well as the required on-call rotation.

Generally, detectives work independently, but crimes such as for homicides, armed robberies, malicious wounding's, sexual assaults and other complex investigations can quickly and without warning become "all hands on deck".

CURRENT INVESTIGATIVE CAPABILITIES CONT.

An example is our most recent homicide on Yacht Basin. Even though this case is assigned to one “lead” detective, the entire division is working diligently on this case. Interviewing witnesses, canvassing neighborhoods, obtaining search warrants, evaluating forensic evidence, documenting and working with our State and Federal partners, simply cannot be done by one detective.

We have an accepted responsibility to investigate this crime to the fullest and we are. As we do we cannot hit pause on the daily assignment of more cases, backgrounds and the general daily demands on the unit. All demand equal attention.

HOW HAVE WE MANAGED TO THIS POINT

- Thankfully the Manager allowed us to reassign a patrol officer to investigations, but this change of assignment does reduce our patrol capabilities by eliminating an officer.
- In the past we have made similar moves to stand-up units such as the Special Operations Unit. Their mission, which was aimed at narcotics and other lower level “street crimes” was extremely successful.
- Similar to our investigations move, officers from patrol were reassigned to create the unit, but those patrol vacancies were never “back filled” by making a request to hire officers in order to replenish patrol and make SOU permanent.

HOW HAVE WE MANAGED TO THIS POINT CONT.

- Unfortunately as vacancies began to mount due to retirements etc., it became impossible to simultaneously maintain both SOU and patrol staffing levels. Officers were eventually reassigned back to patrol and the unit was disbanded. As a result, we currently do not have a unit or officers dedicated to these crimes.
- To ensure our addition to investigations is permanent based on lessons learned, we are making a request.

PATH FORWARD

Currently authorized staffing levels are 9 officers on each daylight rotation, 9 on one night rotation and 8 on the other. The lone Night shift with 8 is due in part to the unaccounted for accreditation/training position. (similar to the SOU situation)

Our goal is two parts

1. Add 3 detectives to the investigations division
 - a. (1) General Detective (Morgan Davis)
 - b. (2) Quality of Life Detectives (TBD)
2. Add 1 patrol officer to fill the current hole on the lone night shift.

PATH FORWARD CONT.

To accomplish this we would request to hire a total of 4 new officers. Three to replace the detectives and one to replace the accreditation/training position.

New sworn police officer staffing level would rise to 56 officers.

This could afford us an opportunity to analyze Tyler data and assign staff based on call volumes. An expanded investigations unit would allow us to be more effective and efficient in this 2023 environment. And lastly, it will also allow us to conduct directed investigations related to quality of life crimes.



COSTS AND TIMELINE

Estimate the cost of a single new officer to include fringe benefits- \$72,362

Estimated cost of equipment for one- \$10,000

Total- \$82,250

Estimated total for 4- **\$329,000**

Currently, we have two openings and are working to fill them with monthly testing. Were you to authorize the 4 additional sworn positions the reality in this current climate is that a portion would, more than likely, remain unfilled until 2024. However, should we find qualified applicants, it would be extremely beneficial to have the ability to hire and/or enroll non-certified candidates for the January 2024 academy.



QUESTIONS



Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

D. Discussion Regarding A Speed Hump On Meridian Avenue

Meridian Avenue Speed Hump Discussion

- CITIZEN REPORTS THAT VEHICLES ARE SPEEDING AND RUNNING STOP SIGNS ON MERIDIAN AVENUE BETWEEN PLUMTREE AND WRIGHTS AVENUE.
- CITIZEN REQUESTS THE POSSIBILITY OF THE INSTALLATION OF A “SPEED HUMPS” IN THE AREA.

On March 9th, PD installed a covert speed monitoring device on Meridian between Plumtree and Wrights Avenue. The device captured both North and Southbound traffic. The Device was removed on March 17th.

- ▶ A total of 2,169 vehicles traveled the roadway between the 9th and 17th.
- ▶ 85% of the vehicles averaged 27mph.
- ▶ The average speed of all vehicles was 23.2 mph.
- ▶ One vehicle on March 12th at 3:48pm was recorded at 41mph.
- ▶ 2056 vehicles were passenger cars/trucks or 94.8% of traffic.
- ▶ 55 vehicles were motorcycles or 2.5% of traffic.
- ▶ 58 vehicles were large trucks or 2.7% of traffic.
- ▶ Peak traffic times 11am to 12pm and 3pm to 4pm.

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

E. Discussion Regarding Health Insurance Costs

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

F. Discussion Regarding Employee Bonus

Colonial Heights City Council Meeting

March 21, 2023



8. A Work Session On The Following Items:

G. Discussion Regarding Payment Of Employee Vacation Leave Accruals

Colonial Heights City Council Meeting

March 21, 2023



9. Adjournment