



**Colonial Heights
City Council Special Meeting
March 12, 2024
6:15 pm**



**Colonial Heights
City Council Regular Meeting
March 12, 2024
7:00 pm**

Colonial Heights City Council Meeting

March 12, 2024



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

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7. Commendations And Presentations:

None

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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.

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9. Written Petitions and Communications By Members of the Public and Council Members

None

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10. Advertised Public Hearings

A. Acceptance Of Bid For Cedar Lane Greenspace Easement

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10. Advertised Public Hearings

B. AN ORDINANCE NO 24-2

(Second Reading) Approving a Deed of Easement with MDC Coast 12, LLC, whereby the City grants MDC Coast 12, LLC a ten-year greenspace easement over approximately 9,880 square feet of Cedar Lane; and rescinding Ordinance No. 22-19.

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10. Advertised Public Hearings

C. AN ORDINANCE NO 24-1

(Second Reading) To adopt a revised General Pay Plan Class and Salary Range that adds in the new position of Crime Analyst to the Pay Plan and adopts its corresponding job description and class specification; such position being funded through a grant awarded by the Department of Criminal Justice Services through 2025.

10. Advertised Public Hearings

D. AN ORDINANCE NO 24-FIN-2

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$725,769, consisting of 1) \$580,615 in federal funds from the Tri-Cities Area Metropolitan Planning Organization to the Appomattox River Greenway Trail – Phase V project; and 2) \$145,154 in assigned fund balance from the General Fund Budget for the Appomattox River Trail – Phase V project.

To amend the Water & Sewer Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$255,000 in unassigned fund balance from the General Fund Budget for emergency sewer repairs.

10. Advertised Public Hearings

D. AN ORDINANCE NO 24-FIN-2 (continued...)

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$725,769, consisting of 1) \$580,615 in federal funds from the Tri-Cities Area Metropolitan Planning Organization to the Appomattox River Greenway Trail – Phase V project; and 2) \$145,154 in assigned fund balance from the General Fund Budget for the Appomattox River Trail – Phase V project.

To amend the Water & Sewer Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$255,000 in unassigned fund balance from the General Fund Budget for emergency sewer repairs.

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11. Hearing of Citizens Generally on Non-Agenda Items

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

A. AN ORDINANCE NO 24-3

(Second Reading) Awarding the City Attorney a bonus of \$6,000.

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

B. AN ORDINANCE NO 24-FIN-3

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by 1) transferring \$53,109 from Public Safety to Transfers to Other Funds to correct a budget entry error; and 2) appropriating \$26,902 in additional federal funding to the Community Development Block Grant.

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

C. AN ORDINANCE NO 24-FIN-4

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating \$64,103 to Public Safety consisting of: 1) \$21,230 in State Asset Forfeiture to the Police Department for the purchase of equipment; and 2) \$42,873 in grant funds from the Virginia Department of Emergency Management to reimburse for costs related to the NextGen 911 phone lines for the Fire Department.

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13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 24-4

(First Reading) Amending § 273-37 of Chapter 273, Vehicles and Traffic, of the Colonial Heights City Code by authorizing the Chief of the Department of Fire and EMS to designate volunteers working under the Chief's direction to issue a citation for the illegal parking of a motor vehicle in a fire travelway.

13. Introduction And Consideration Of Ordinances And Resolutions:

B. AN ORDINANCE NO 24-FIN-5

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$170,991, consisting of: 1) \$12,000 in DMV Select revenue to the Treasurer's Office; 2) \$3,000 in DMV Select revenue to Contingencies and Miscellaneous; 3) \$2,891 in Assigned Fund balance to the Sheriff's Department to reimburse for the Christmas for Kids event; 4) \$17,875 in State Funds to the Fire Department for training, equipment, and supplies; 5) \$2,120 in Assigned Fund Balance to the Police Department for the purchase of supplies; 6) \$42,000 in grant funds from the State Homeland Security Grant Program to the Fire Department for rescue task force training;

13. Introduction And Consideration Of Ordinances And Resolutions:

B. AN ORDINANCE NO 24-FIN-5 (continued...)

7) \$45,000 in grant funds from the Virginia Opioid Abatement Authority, and a \$5,000 contingent match from Distributor Opioid Abatement funding, for Strategic Planning; 8) \$5,105 in grant funds from the Byrne Justice Assistance Grant program to the Police Department to strengthen crime control; and 9) \$28,000 in assigned fund balance and \$8,000 in unassigned fund balance for the purchase of an emergency alert siren.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024 by appropriating \$3,157 in American Rescue Plan Act Tourism Recovery Program funds for reimbursement of media, public relations, and marketing expenditures.

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13. Introduction And Consideration Of Ordinances And Resolutions:

C. A RESOLUTION NO. 24-8

Supporting the Virginia America 250 Commission.

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

None

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

- 1. Brightpoint Community College Update By Dr. Bill Fiege, Brightpoint President*



At Work in Colonial Heights

MARCH 12, 2024

Bill Fiege, President

Our Work with High Schools



- Concurrent enrollment high school programs in:
 - Basic Precision Machining, Early Childhood, HVAC, Industrial Electricity, Industrial Maintenance, Pharmaceutical Manufacturing, and Welding
 - New for Fall 2024: Energy Technology
 - Students can earn industry-recognized credentials in addition to a college CSC before they graduate from high school

Our Work with High Schools



- Career Pathways Programs
 - Available for high school seniors with a strong interest in pursuing career studies certificates in: Web Design, Computer-Aided Drafting & Modeling, or Foundations of Criminal Justice
 - Each school district in Brightpoint's service region will be allocated one to three slots for each program
 - High school counselors will help identify students interested in the programs
- Dual Enrollment Offerings
 - Gives high school students the opportunity to earn college and high school credit while taking courses in their high schools
 - Instructors must be certified to teach at the college-level

Our Work with High Schools



- **9** Colonial Heights high school students are currently participating in Brightpoint's Concurrent Pipeline high school programs:
 - Pursuing career studies certificates (CSC) in HVAC, Industrial Electricity, and Welding
- **38** Colonial Heights high school students are enrolled this spring in dual enrollment classes.
 - Taking 225 credits total
 - Saving \$35,124.75 in tuition

Our Work with High Schools



- Miranda White is our career and college navigator at Colonial Heights High School
- We are grateful for our partners at the high school – Principal Mike Nelson and Counseling Team members Betsy Johnson and Tara Seely

Our Work with High Schools



- Career and Education Consortium:
 - Supports Colonial Heights in the Crater Region Workforce Ready Diploma Seal Program by hosting the reverse career fair and the Diploma Seal Signing Day where local employers will hire students in the region.
 - Hosts a professional development seminar every December for high school counselors and school administration.
 - Provided funding for students to attend the Educator's Rising Competition, which is the Career and Technical Student Organization for future teachers nationwide.
 - Welcomed more than 60 Colonial Heights High School students during campus visits.
 - Hosted the FBLA Regional Leadership Conference (fall) and FBLA Regional Competition (this spring) at Brightpoint.

Brightpoint's Majors



The college offers more than **80** majors, organized in areas of interests/career clusters:

- Advanced Manufacturing, Architecture, Construction and Skilled Trades (including Pharmaceutical Manufacturing)
- Arts and Communication
- Business, Management, Finance, Hospitality Management and Marketing
- Education
- Engineering, Computer Science and Natural Science
- General Transfer
- Health Sciences
- Government, Human Services, Law and Public Safety
- Information Technology

Workforce Training



Community College Workforce Alliance (CCWA): The workforce division of Brightpoint and Reynolds community colleges

- CCWA serves Colonial Heights residents through a variety of training programs. Examples include but are not limited to: Truck driver training (CDL), Certified Nurse Aide, Manufacturing Technician Level 1, and Medical Biller – Certified Pro
- Network2WorkRVA, a coalition of workforce development providers in the Greater Richmond and Petersburg MSA, is helping CCWA program completers connect to multiple businesses in Colonial Heights that are searching for skilled workers to fill open positions.

Brightpoint in the Community



Mobile Lab

- Will allow Brightpoint and CCWA to take classes, information sessions and more out into the community
- Staffing to include an outreach coordinator and a career coach
- Currently outfitting lab and planning programming

Our Culture



Supporting our Students

Brightpoint's Vision: A success story for every student

Value

\$164.61 a credit hour for tuition and fees

Pathways to transfer and employment

Supporting our Community

80% of Brightpoint students stay in the community after they complete their education

Connecting to Us



Explore our programs and services:

- Brightpoint Community College: brightpoint.edu
- CCWA: ccwatraining.org

Tour of our campuses:

- brightpoint.edu/tours

Request information:

- brightpoint.edu/info

Follow us on social media:

- Facebook, Instagram, LinkedIn, X (formerly Twitter)

Thank you!

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

2. Health Insurance Cost Sharing For FY25

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

3. General Activity Report

Dates of Interest

April 2024	May 2024	June 2024
April 2 nd (6:00 pm) - Planning Commission Meeting - Council Chambers	May 7 th (6:00 pm) - City Council Special Meeting - Council Chambers (Budget Work Session)	June 4 th (6:00 pm) - Planning Commission Meeting - Council Chambers
April 9 th (7:00 pm) - City Council Regular Meeting- Council Chambers	May 8 th (6:00 pm) - Planning Commission Meeting - Council Chambers	June 11 th (7:00 pm) - City Council Regular Meeting- Council Chambers
April 23 rd (6:00 pm) - City Council Special Meeting - Council Chambers	May 14 th (7:00 pm) - City Council Regular Meeting- Council Chambers	June 18 th (6:00 pm) - City Council Special Meeting - Council Chambers
	May 21 st (6:00 pm) - City Council Special Meeting- Council Chambers (Tentative)	

CITY HOLIDAYS

- Friday, March 29, 2024 – (Government Offices Closed)
- Monday, May 27, 2024 – (Government Offices Closed)

CITY ACTIVITIES/EVENTS

- **No Excuse for Abuse Walk:** Thursday, April 18th (Rain Date: April 25th) Walk begins at the Colonial Heights Community Center from 6:00pm-8:00pm. For more information call (804)520-9286 or email chjdvt@gmail.com.
- **Arbor Day Celebration Ceremony:** Friday, April 19th (Rain Date: April 26th) This year's event will be held at the Colonial Heights Technical Center beginning at 10:00am.
- **City Clean-Up/Adopt a Roadway Event:** Saturday, April 27th. Event kick-off will begin at 8:00am at the Community Center. For more information call (804)520-9372 or email dixonp@colonialheightsva.gov.
- **Fort Clifton Festival:** Saturday, May 11th and Sunday, May 12th both days from 10:30am - 4:30pm. Contact (804)520-9390 for more information or to apply as a vendor.

15. Reports of Officers and Documents Related Thereto:

A. City Manager

4. City of Colonial Heights Audit Statement

In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website with the following information:

- That the required audit is pending,**
- The reasons for the delay,**
- And the estimated date of completion.**

City of Colonial Heights Audit Statement

The City of Colonial Heights audit for the fiscal year ending June 30, 2023 is pending. The major factors for the delay of the audit are: 1) implementation of a new financial system; 2) turnover in critical staff related to completion of the audit, specifically the Director of Finance. The City of Colonial Heights finance team is working diligently to complete their tasks for the auditors to prepare the FY23 audit report. Our estimated date of completion for the audit report is March 29, 2024.

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

B. City Attorney

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

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary



16. ADJOURNMENT
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