

**ACTIONS  
COLONIAL HEIGHTS CITY COUNCIL**

**March 12, 2024**

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

A RESOLUTION NO 24-9

Appointing Mark Bridgman and Betty Estes (citizen representatives); and Mary Ann Hamilton (Historical District resident representative) as members of the Board of Architectural Review, each for a four-year term which began March 1, 2024.

A RESOLUTION NO 24-11

Appointing Jeffery Anderson and George Foster, Sr., as members of the Historical Commission, each for a three-year term which began March 1, 2024.

A RESOLUTION NO 24-12

Appointing Mary Bettie Form, Dwight C. McKinney, Andree R. Whitaker, and Mildred Morrison as members of the Senior Citizens Advisory Committee, each for a two-year term which began March 1, 2024.

A RESOLUTION NO 24-13

Appointing Michael J. Colb and T. Gregory Kochuba as members of Virginia's Gateway Region for a one-year term which began March 1, 2024.

A RESOLUTION NO 24-14

Appointing Brittany Hinton as a member of the Youth Services Commission for the remainder of a three-year term which expires May 31, 2026.

**COMMENDATIONS AND PRESENTATIONS:**

The presentation was moved from Item 15A.1.:

Brightpoint Community College Update by Dr. Bill Fiege, Brightpoint President.

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

Mr. Frenier reminded those present that March is Red Cross Month.

**ADVERTISED PUBLIC HEARINGS:**

Acceptance of Bid for Cedar Lane Greenspace Easement: There were no additional bids.

AN ORDINANCE NO 24-2 (PASS)

(Second Reading) Approving a Deed of Easement with MCD 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.

**AN ORDINANCE NO 24-1 (UNANIMOUS PASS)**

(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 specifications; such position being funded through a grant awarded by the Department of Criminal Justice Services through 2025.

**AN ORDINANCE NO 24-FIN-2 (UNANIMOUS PASS)**

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$422,176 consisting of: 1) \$255,000 in unassigned fund balance and transfer to the Water and Sewer Fund Budget for emergency sewer repairs; 2) \$145,154 in assigned fund balance and transfer to the Capital Projects Fund Budget for the Appomattox River Trail – Phase V; 3) \$10,640 in grant funds from the State Aid Grant to the Library for the purchase of three Apple Vision Pros; 4) \$10,382 in State Asset Forfeiture funds to the Commonwealth's Attorney; and 5) \$1,000 in donations to the Police Department for the 2024 Honors and Awards Banquet. \$2,165 is transferred from Public Works to Nondepartmental so that litter abatement funds are in the correct department budget.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2023 and ending June 20, 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.

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

There were none.

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

**AN ORDINANCE NO 24-3 (UNANIMOUS PASS)**

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

**AN ORDINANCE NO 24-FIN-3 (UNANIMOUS PASS)**

(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.

**AN ORDINANCE NO 24-FIN-4 (UNANIMOUS PASS)**

(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.

**INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS**

**AN ORDINANCE NO 24-4 (UNANIMOUS PASS)**

(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.

**AN ORDINANCE NO 24-FIN-5 (UNANIMOUS PASS)**

(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; 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.

**A RESOLUTION NO 24-8 (UNANIMOUS PASS)**

Supporting the Virginia America 250 Commission.

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

There was none.

Submitted by:  
Pamela B. Wallace, CMC  
City Clerk