

**ACTIONS  
COLONIAL HEIGHTS CITY COUNCIL**

**December 12, 2023**

**APPOINTMENTS BY RESOLUTION:**

A RESOLUTION NO 23-50 (UNANIMOUS PASS)

Appointing James Kester as a member of the Board of Directors of the Economic Development Authority for a four-year term beginning January 1, 2024.

A RESOLUTION NO 23-51 (UNANIMOUS PASS)

Appointing John A. Rooney, Jr. as a member of the Historical Commission for a three-year term beginning January 1, 2024.

A RESOLUTION NO 23-52 (UNANIMOUS PASS)

Appointing R. Phillip Heartwell, Milton Freeland, Jr., and Hugh Luck as members of the City Wetlands Board, each for a five-year term beginning January 1, 2024.

**COMMENDATIONS AND PRESENTATIONS:**

There were none.

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

There were none.

**ADVERTISED PUBLIC HEARINGS:**

AN ORDINANCE NO 23-21 (UNANIMOUS PASS)

Amending the Colonial Heights City Code in the following ways: 1) amending 258-52 of Chapter 258, Taxation, by including a short-term rental dwelling as a hotel for purposes of a transient lodging tax and defining a "Transient" as a person who obtains lodging at a hotel for fewer than 30 consecutive days; 2) adding to § 286-202.10 of Chapter 286, zoning, definitions for "Operator", Short-Term Rental, and "Short-Term Rental Dwelling"; 3) adding "short-term rentals, hosted and non-hosted" to § 286-300.04 of Chapter 286 as a permitted commercial use type in the RL Low-Density Residential District; 4) adding to Chapter 286 a new § 286-410.70, regulating short-term rentals; and 5) adding to § 286.518 of Chapter 285 and off-street parking requirement for short-term rental dwellings.

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

There were none.

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

### **AN ORDINANCE NO 23-22**

(First Reading) Awarding a \$2,500 bonus to full-time 911 dispatcher/telecommunicator positions, PSAP managers, supervisors, and administrative employees who are certified and actively work on the 911 operations floor; and a \$1,250 bonus to part-time 911 dispatcher/telecommunicator positions.

### **AN ORDINANCE NO 23-FIN-16**

(First Reading) Amending the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$31,669 consisting of; 1) \$1,400 in grant funds from the Virginia Department of Emergency Management for an upgrade to the City's emergency Operations Center; 2) \$1,225 from the Asset Forfeiture Reserve Account for law enforcement investigation technology; 3) \$7,854 from the E-Citation Reserve Account for Police Mobile Data Computers and associated equipment; 4) \$600 donation from Kiwanis and \$200 donation from Optimist Club for Office on Youth shoe vouchers; 5) \$4,240 from K9 Donations Reserve Account for Police Vehicle K9 transport system; 6) \$12,000 donation from the Fort Clifton Arts and Crafts Festival Committee to Cultural and Recreation for roof and exterior repairs and improvements to the Fort Clifton Park restrooms; and 7) \$4,150 from Virginia Risk Sharing Association for Police Department electronic Hearing protection for training.

To amend the Capital Improvements Project Fund Budget by Appropriating \$375k000 from unallocated bond funds to the City Facilities Security Upgrades Project.

November 14, 2023 Special Meeting Minutes

November 14, 2023 Regular Meeting Minutes

## **INTRODUCTION AND CONSIDERATION OF ORDINANCES AND RESOLUTIONS**

### **AN ORDINANCE NO 23-FIN-17 (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 \$2,165 from the Virginia Department of Environmental Quality to Public Works for a litter abatement.

### **AN ORDINANCE NO 23-FIN-18 (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 a total of \$1,107,213 in prior year encumbrances.

To amend the Recreation Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$6,529 in prior year encumbrances.

To amend the Water and Sewer Fund by \$74,602 for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$74,602 in prior year encumbrances.

AN ORDINANCE NO. 23-FIN-19 (UNANIMOUS PASS)

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by appropriating a total amount of \$793,253 to Public Safety for personnel expenses as follows: 1) \$312,000 from assigned fund balance for one-time bonuses; 2) \$217,000 from assigned fund balance for vacation payouts; and 3) \$264,253 from unassigned fund balance for personnel expenses.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring a total amount of \$133,290 to Public Safety for personnel expenses as follows: 1) \$47,717 from General and Financial Administration; 2) \$62,530 from Public Works; and 3) \$23,043 from Human Services.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring \$808,429 from Council Contingency to the following Departments for personnel expenses: 1) \$9,995 to Legislative; 2). \$248,382 to Judicial Administration; 3) \$428,463 to Public Safety; 4) \$90,539 to Culture & Recreation; and 5) \$31,050 to Community Development.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by transferring \$5,361,945 in General Fund expenditure savings to the Capital Projects Fund due to public safety personnel expenses being charged to the Emergency Response Fund.

To amend the Emergency Response Fund Intergovernmental Revenue for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945 of deferred ARPA revenue for public safety personnel expenses.

To amend the Capital Projects Fund Budget for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945, consisting of 1) \$4,500,000 in transfer of General Fund expenditure savings to change the funding source for the City-wide Infrastructure Project from ARPA funds to General Fund expenditure savings; and 2) by appropriating \$861,945 in transfer from General Fund expenditure savings for the Lakeview Dam project.

A RESOLUTION NO 23-49 (UNANIMOUS PASS)

Adjusting the salaries of Constitutional Offices and their employees effective December 1, 2023, pursuant to additional funding from the State Compensation Board.

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

There was none.

Submitted by:

Pamela B. Wallace, CMC

City Clerk