



**Colonial Heights  
City Council Regular Meeting  
July 9, 2024  
7:00 pm**

# **Colonial Heights City Council Meeting**

## **July 9, 2024**



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

# Colonial Heights City Council Meeting

## July 9, 2024



### **7. Commendations And Presentations:**

***A. Recognizing Dianne Piotrowski For Her 50 Years Of Dedicated Service To The City Of Colonial Heights.***

# Colonial Heights City Council Meeting

## July 9, 2024



### **7. Commendations And Presentations:**

***B. Recognizing Mr. Hardy Patel For His Donation And Career Officer Eric Allen For His Efforts To Purchase Drivers Education Equipment For Colonial Heights High School.***

# Colonial Heights City Council Meeting

## July 9, 2024



### 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.

# Colonial Heights City Council Meeting

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

***None***

# Colonial Heights City Council Meeting

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### 10. Advertised Public Hearings

*None*

# Colonial Heights City Council Meeting

## July 9, 2024



### **11. Hearing of Citizens Generally on Non-Agenda Items**





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

### **A. AN ORDINANCE NO 24-7**

*(Second Reading) To grant a special use permit with conditions to KHJ Colonial, LLC allowing a campground with electric and water hookups, and a 22,946 ± s.f. gravel parking area accommodating 10 campsites for travel trailers or recreational vehicles, located at the rear western edge of KHJ Colonial, LLC's property at 880 W. Roslyn Road, the site of the Keystone Truck and Tractor Museum. The property has parcel identification number 6805000001A and is zoned IN – Industrial.*

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

### ***B. AN ORDINANCE NO 24-FIN-13***

*(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$125,095, consisting of: 1) \$17,095 in state funds from the Department of Health to Intergovernmental Revenues and to Public Safety for training of emergency medical personnel and the purchase of equipment and supplies; 2) \$8,000 in Library donations to Miscellaneous and to Culture and Recreation for the Library's Reading Skills Program; and 3) \$100,000 from Unassigned Fund Balance to Miscellaneous and to Debt Service & Transfers Out for emergency sewer repair.*

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

### ***B. AN ORDINANCE NO 24-FIN-13 continued...***

*Also amending the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by transferring \$471,500 from Nondepartmental consisting of: 1) \$419,000 to Health and Social Services for additional funds needed for the Children's Services Act; and 2) \$52,500 to Public Works to cover additional operating costs.*

*To amend the Water and Sewer Fund by transferring \$100,000 from the General Fund Budget to the Water and Sewer Fund Budget's Nonoperating Revenue and to Wastewater Treatment for emergency sewer repairs.*

# Colonial Heights City Council Meeting

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

***C. May 14, 2024 Special Meeting Minutes***

***D. May 14, 2024 Regular Meeting Minutes***

***E. June 11, 2024 Special Meeting Minutes***



**13. Introduction And Consideration Of Ordinances And Resolutions:**

**A. AN ORDINANCE NO. 24-13**

*(First Reading) Amending § 258-13 of Chapter 258, Taxation, of the Colonial Heights City Code, by specifying the penalty and interest rate on delinquent real estate taxes.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***B. AN ORDINANCE NO. 24-14***

*(First Reading) Amending §§ 98-23 and 98-24 of Chapter 98, Animals, of the Colonial Heights City Code by providing for the issuance of lifetime licenses for dogs and cats and specifying the license tax on dogs and cats over four months of age and on dog kennels.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

**C. *AN ORDINANCE NO. 24-15***

*(First Reading) Amending § 51-58 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, relating to military leave, to comply with Code of Virginia requirements.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***D. AN ORDINANCE NO. 24-16***

*(First Reading) Amending § 258-26 of Chapter 258, Taxation, of the Colonial Heights City Code, by specifying the penalty and interest rate on delinquent personal property taxes.*





**13. Introduction And Consideration Of Ordinances And Resolutions:**

***E. AN ORDINANCE NO. 24-17***

*(First Reading) Amending § 51-72 of Chapter 51, Personnel Policies and Grievance Procedure, of the Colonial Heights City Code, to allow an employee to indirectly supervise a relative who is also an employee.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***F. AN ORDINANCE NO. 24-18***

*(First Reading) Amending § 238-4 of Chapter 238, Sewers and Sewage Disposal, and §§ 277-4 and 277-8 of Chapter 277, Water, of the Colonial Heights City Code, to comply with state law by enacting a policy that concerns the disconnection of water and sewer service for nonpayment of bills.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

**G. AN ORDINANCE NO. 24-19**

*(First Reading) To adopt a revised General Pay Plan Class and Salary Range that removes Permit Technician from part-time classification and includes the position as full-time under Grade 14; and adds the new position of Assistant City Manager as an Unclassified position.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***H. AN ORDINANCE NO. 24-FIN-14***

*(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$38,400, consisting of: 1) \$8,000 in state funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Public Safety for the reimbursement of Temporary Detention Order/Emergency Custody Order personnel costs; and 2) \$30,400 from the Virginia Opioid Abatement Authority to Intergovernmental Revenues and Human Services to support the Mobile Outreach Cooperative Partnership.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***H. AN ORDINANCE NO. 24-FIN-14***

*Also amending the General Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by transferring \$196,500 from Nondepartmental to Judicial Administration for additional incarceration costs.*

*To amend the Water and Sewer Fund Budget by appropriating \$16,500 from Fund Balance to Water and Sewer Nonoperating Revenue and to Wastewater Treatment to cover additional operating costs.*



**13. Introduction And Consideration Of Ordinances And Resolutions:**

***I. A RESOLUTION NO. 24-28***

*Approving the City's participation in the proposed settlement of opioid-related claims against Kroger and its related corporate entities, and directing the City Attorney to execute the documents necessary to effectuate the City's participation in the settlement.*

# Colonial Heights City Council Meeting July 9, 2024



## **14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda** *None*

# Colonial Heights City Council Meeting

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### **15. Reports of Officers and Documents Related Thereto:**

#### ***A. City Manager***

- 1. Community Safety And Crime Trends: An Evaluation Of The Measures Taken To Ensure A Safe Community*





Colonial Heights Police Department Council Presentation  
July 9, 2024



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## Agency Staffing

- 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.
- In 2005, then Chief Schurman eliminated the 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 or investigative capacity, however, as all 6 schools have maintained an assigned SRO.





Our Agency is comprised of Patrol, Investigations and School Resource Officers and has been for decades. Even as our calls, arrests, complexity of investigations and demand for other services have increased, we have remained stagnant. While other agencies added personnel for quality-of-life detectives, accreditation, Task Force, property, and a myriad of other services, our personnel divided up responsibilities. Only through the incredible hard work and dedication of our employees have we maintained services. In the post COVID space of law enforcement, however, 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

Training and Policy

Narcotics

Firearms

Violence

Social Media

Less-than-lethal/Taser

Body Cameras

Training

Pandemics

Terrorism

Political Divisiveness

Vehicles

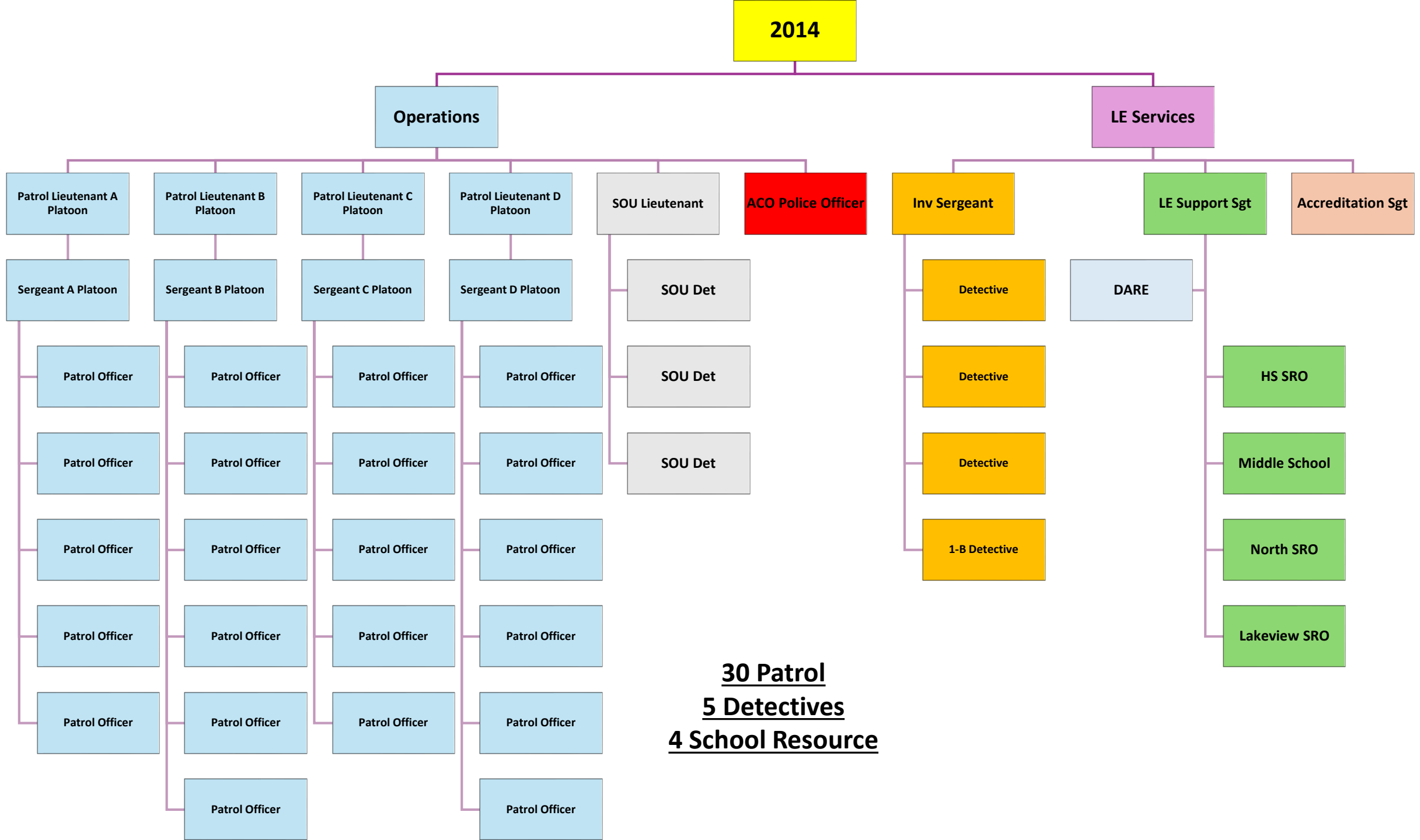
Technology/Drones

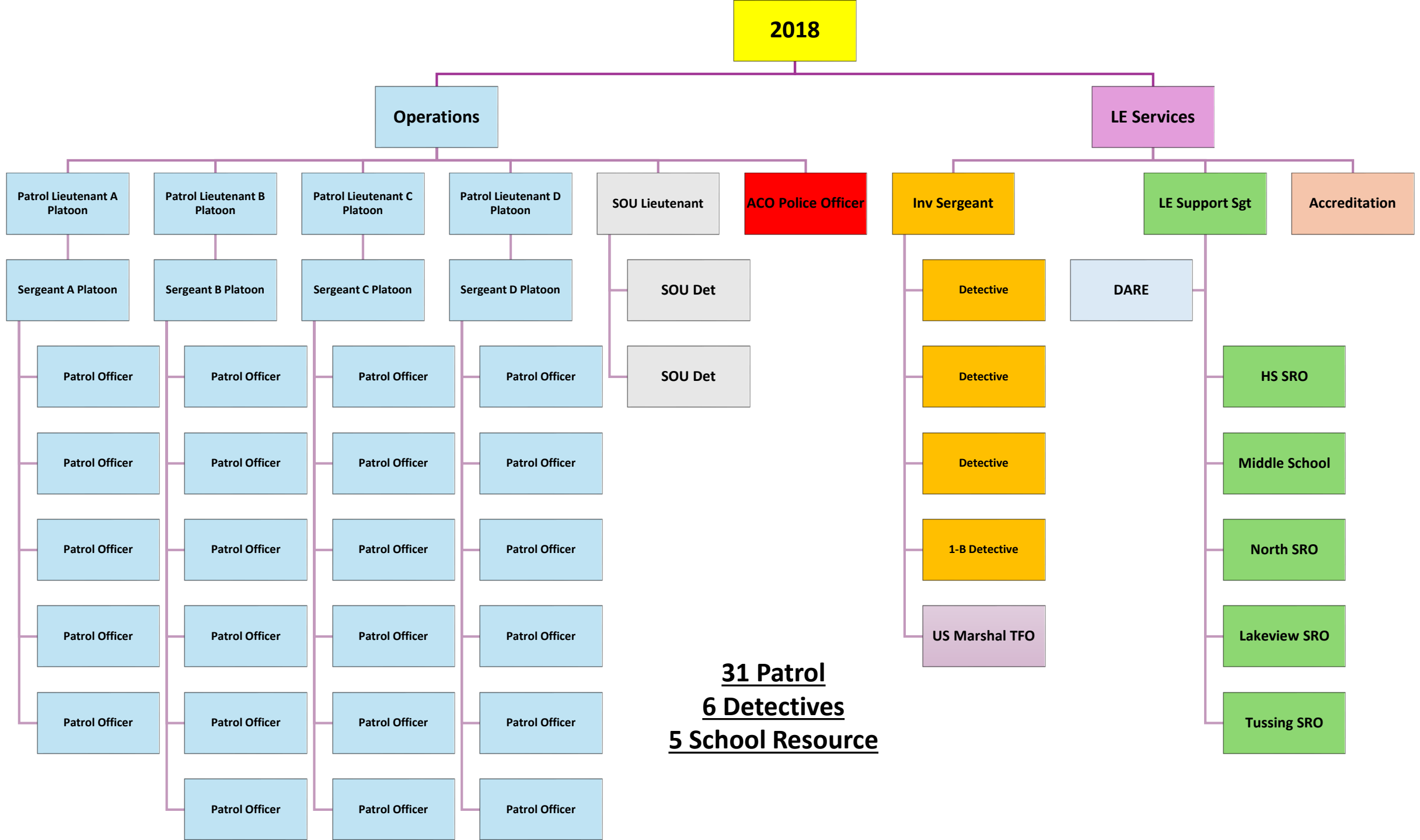
Police Transparency

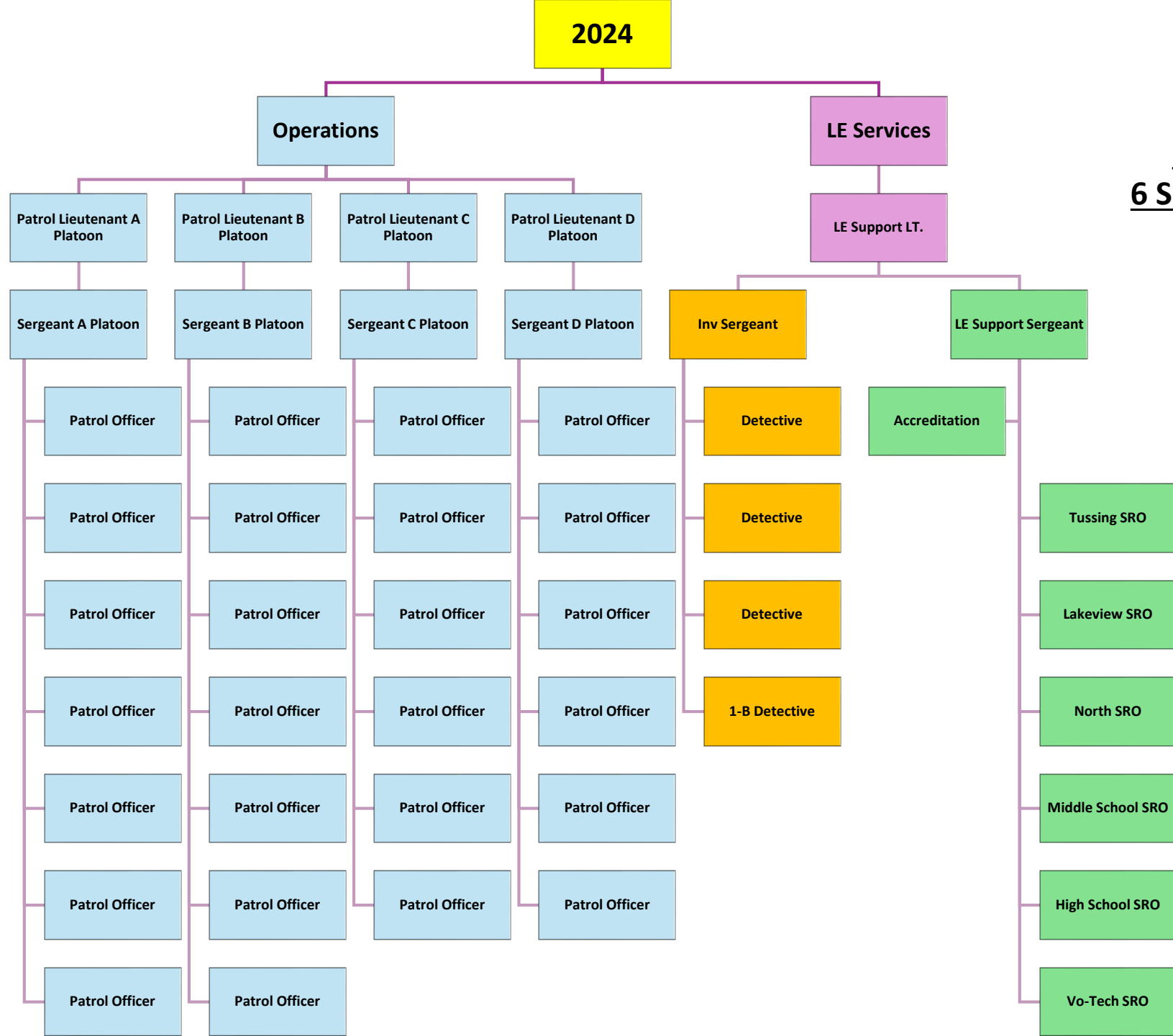
Legal Requirements

Forensics/DNA

Computer Systems





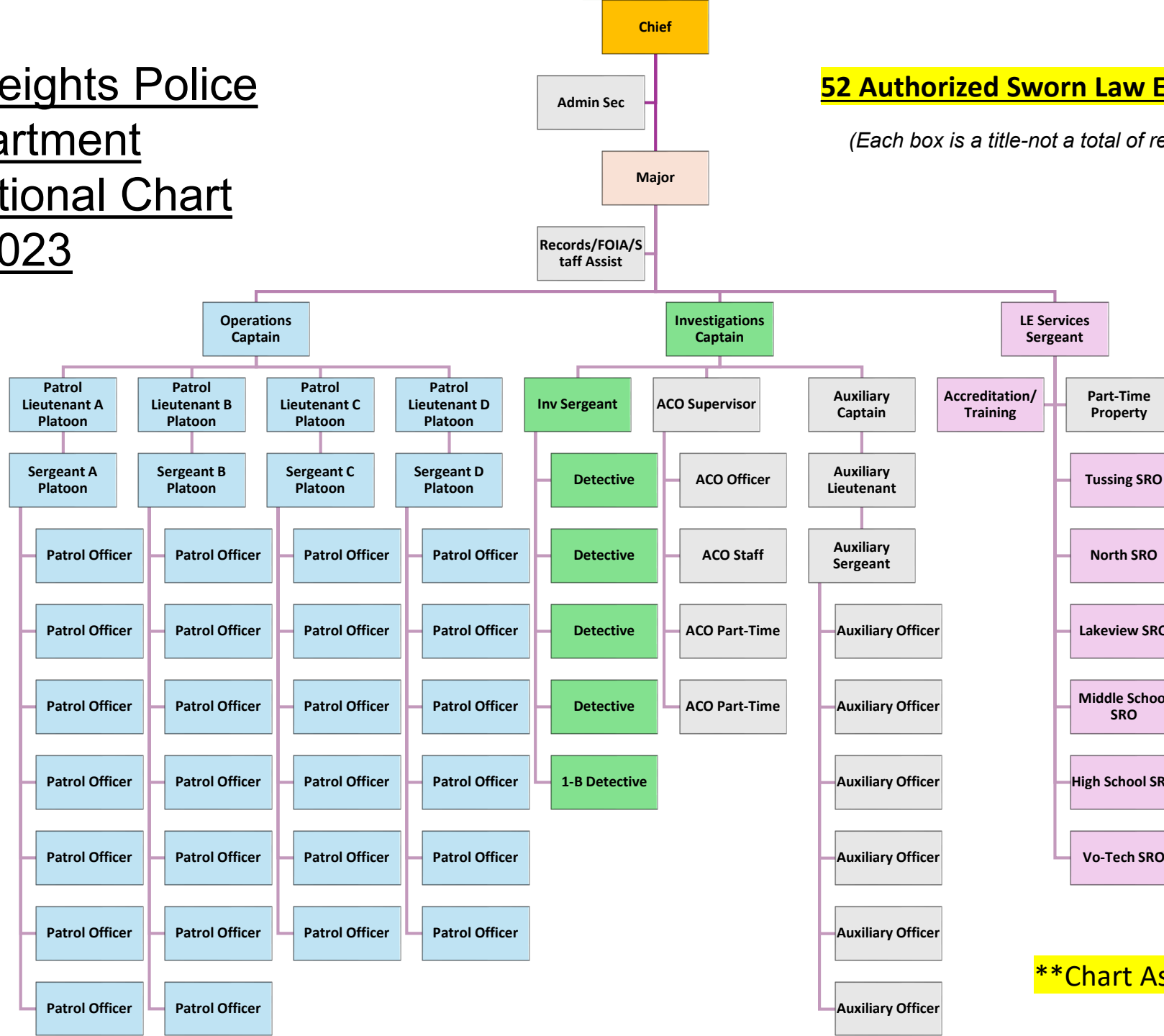


**36 Patrol**  
**5 Detectives**  
**6 School Resource**

# Colonial Heights Police Department Organizational Chart 2023

**52 Authorized Sworn Law Enforcement**

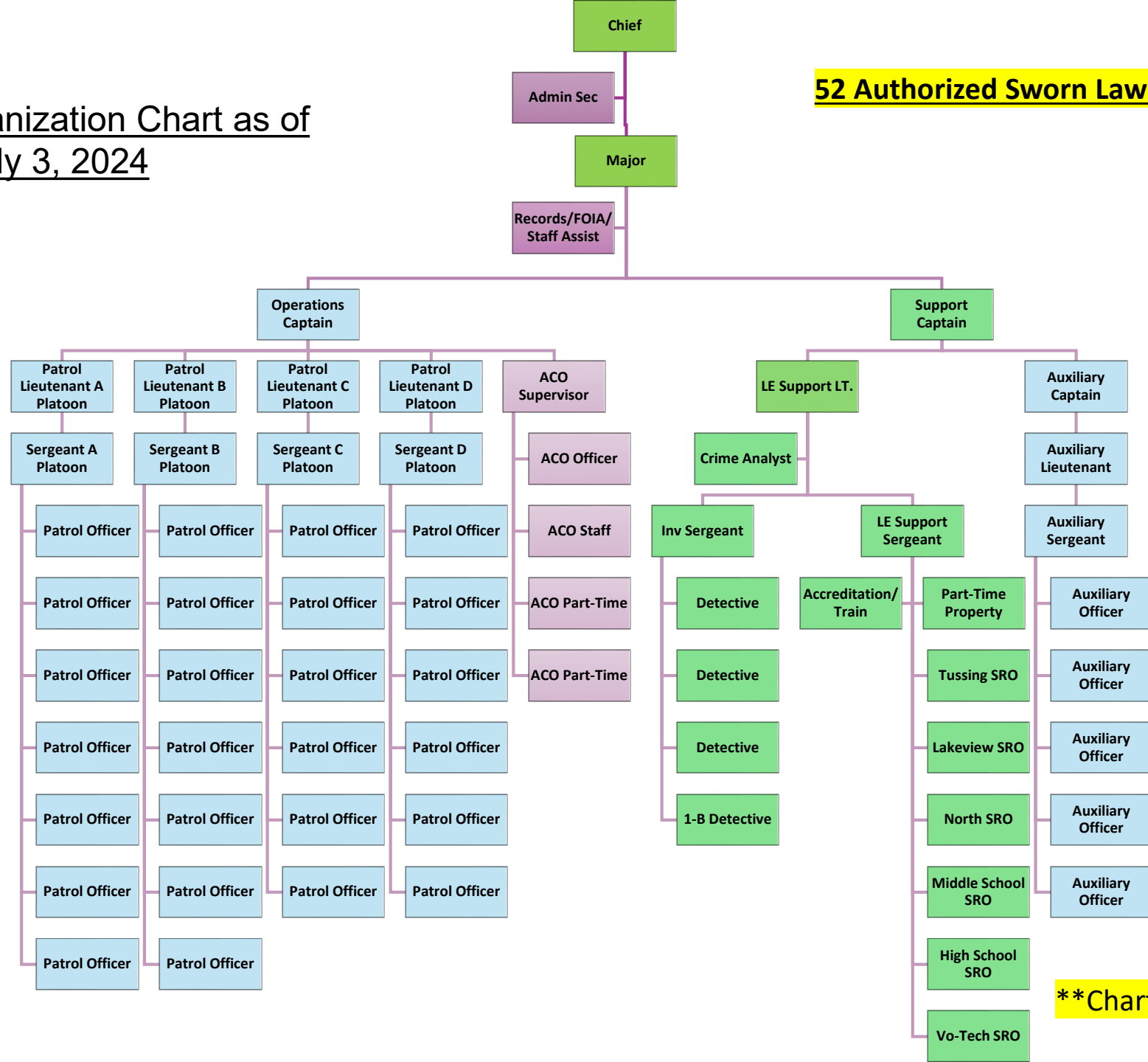
*(Each box is a title-not a total of responsibilities.)*



**\*\* Chart Assumes Full-Staffing \*\***

Current Organization Chart as of  
July 3, 2024

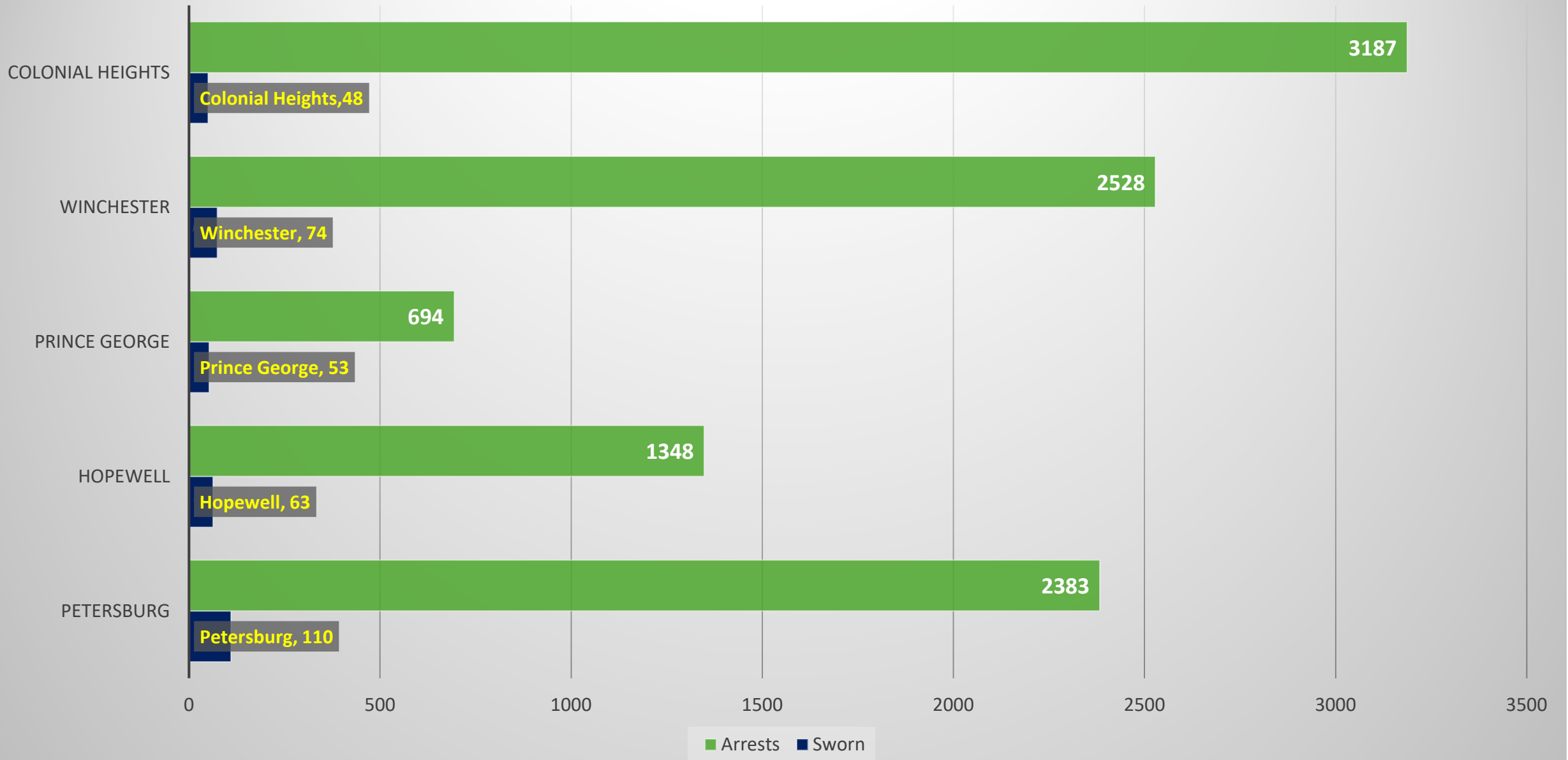
**52 Authorized Sworn Law Enforcement**



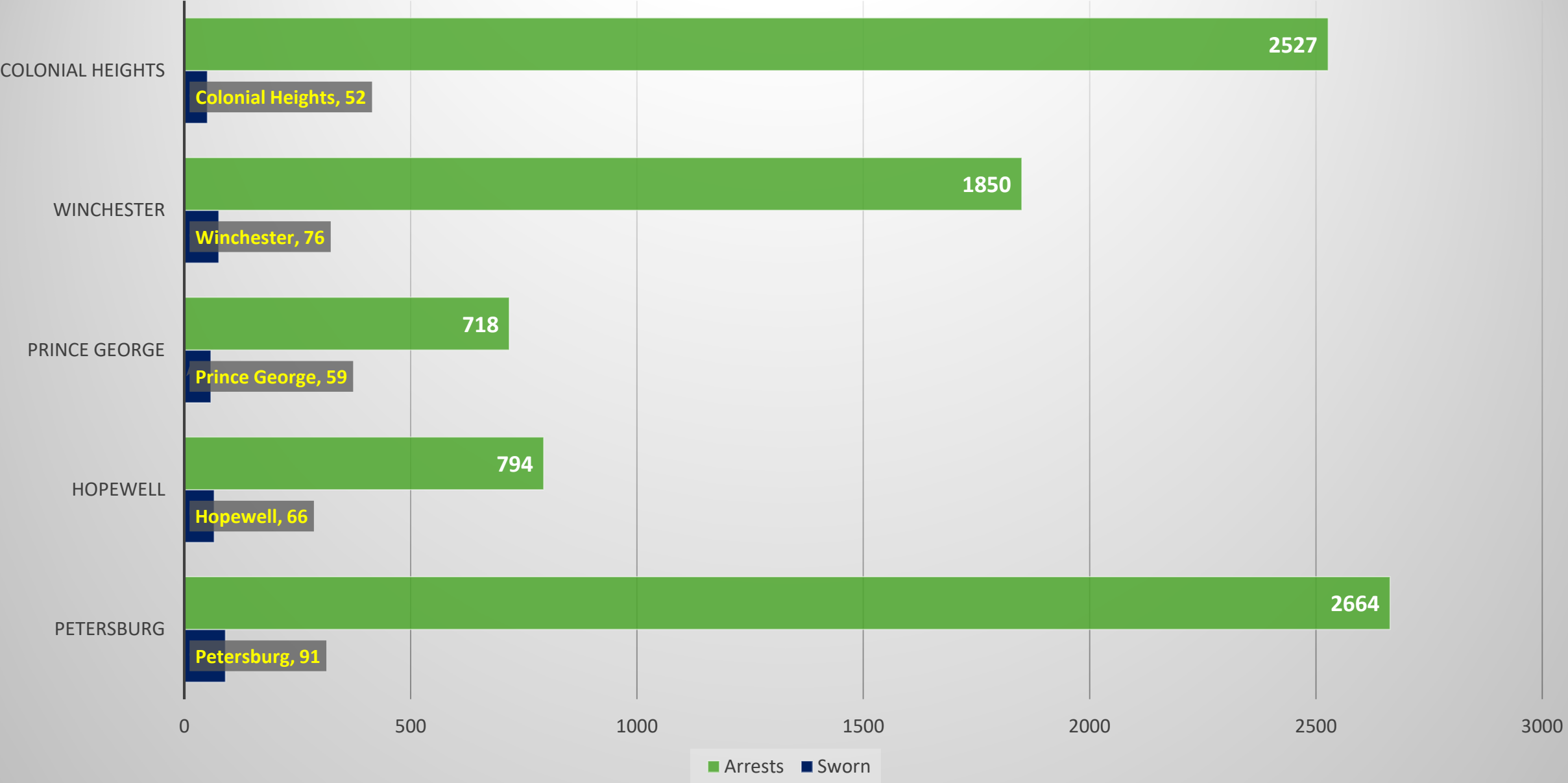
**\*\* Chart Assumes Full-Staffing \*\***



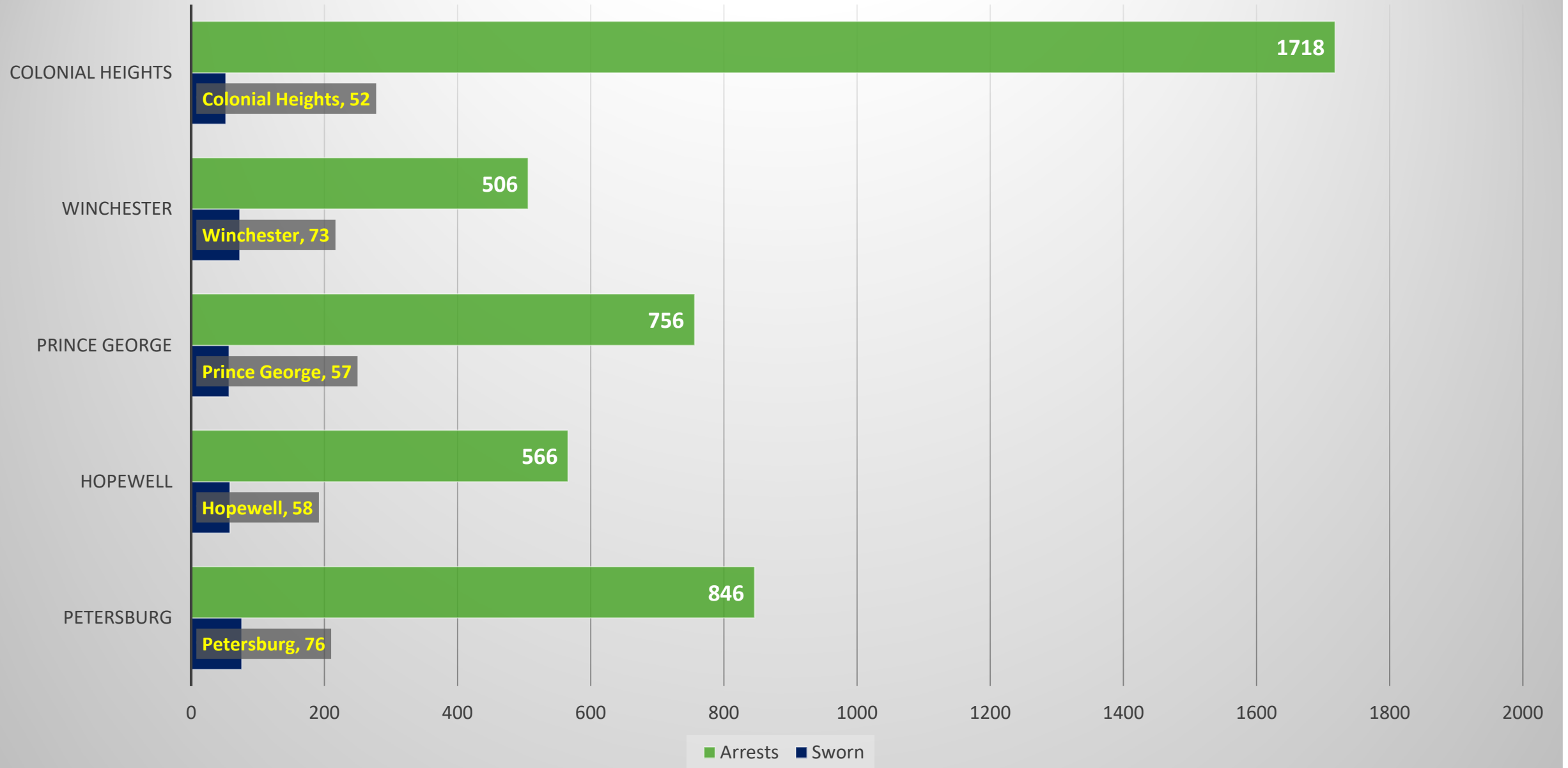
## VSP 2014 VA Uniform Crime Reporting Information



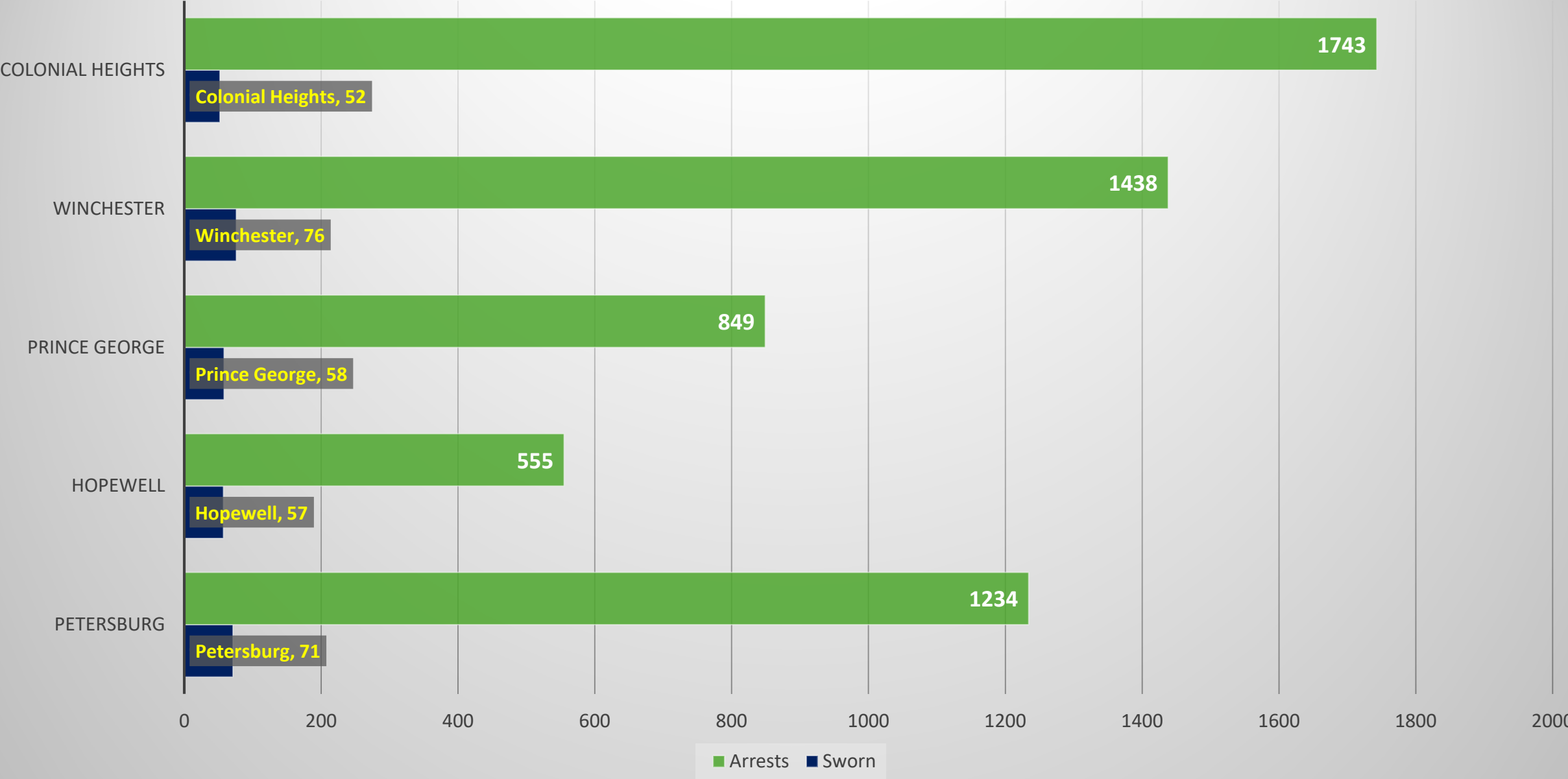
# VSP 2019 VA Uniform Crime Reporting Information



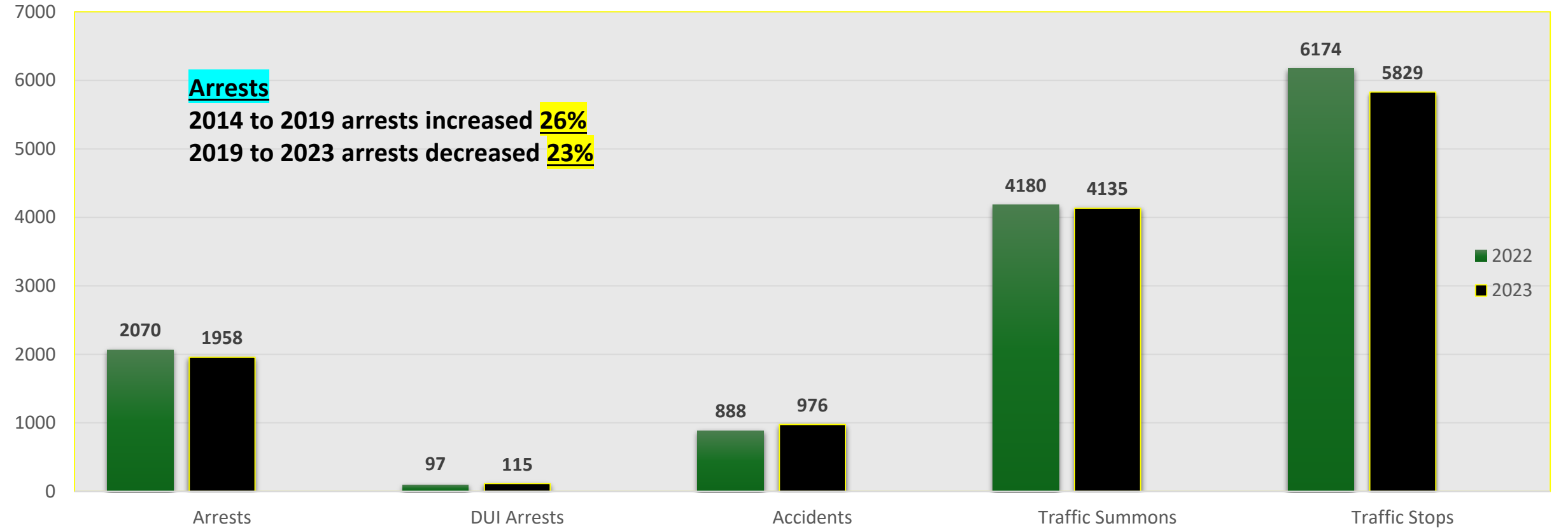
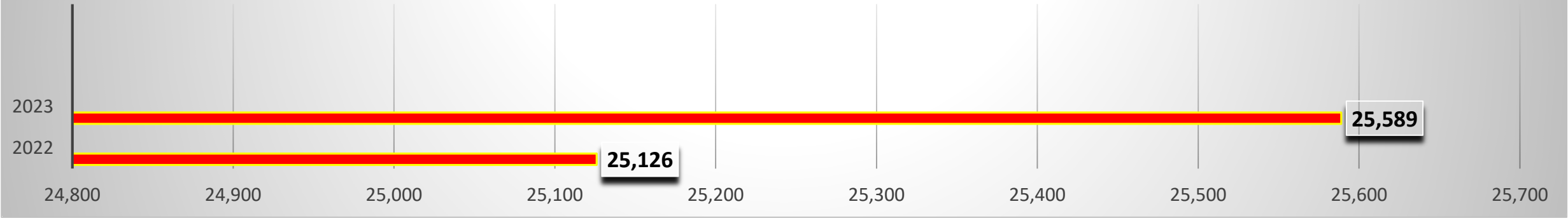
# VSP 2021 VA Uniform Crime Reporting Information



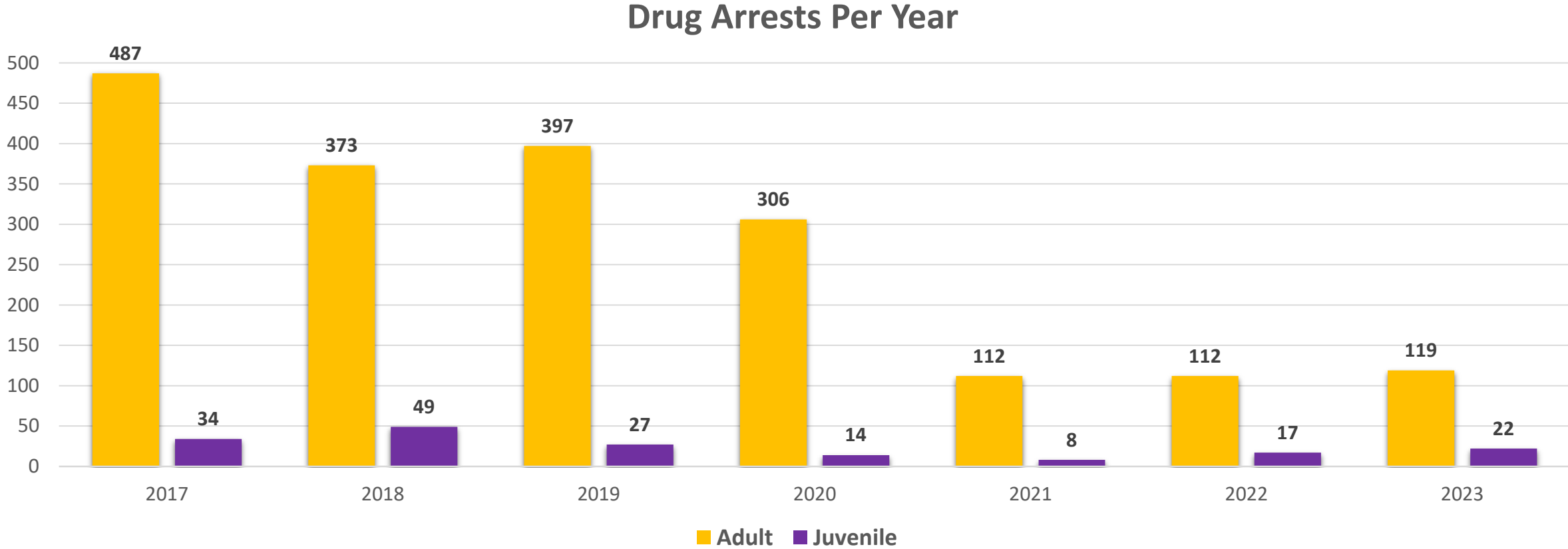
# VSP 2022 VA Uniform Crime Reporting Information



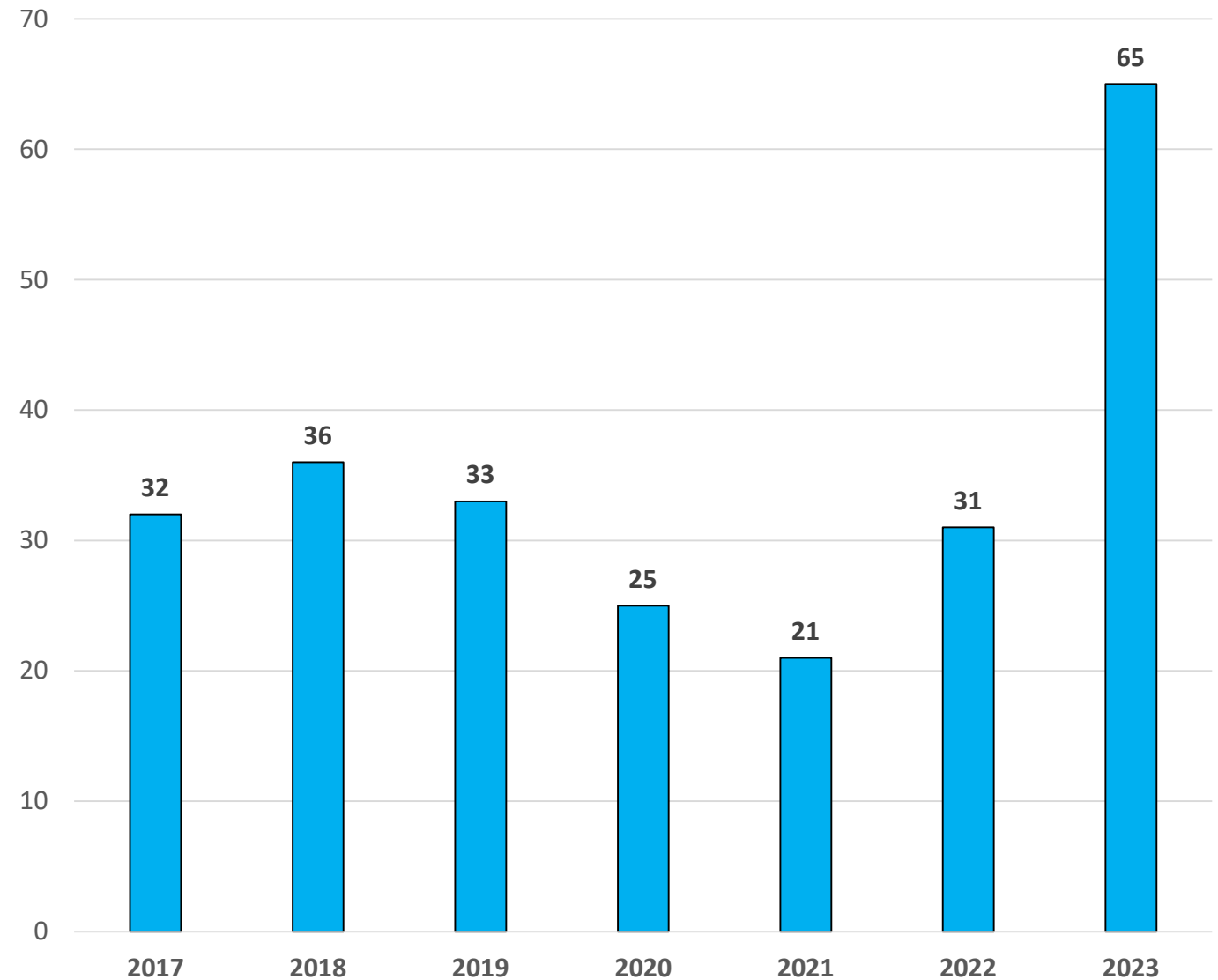
# Calls for Service 2022/2023



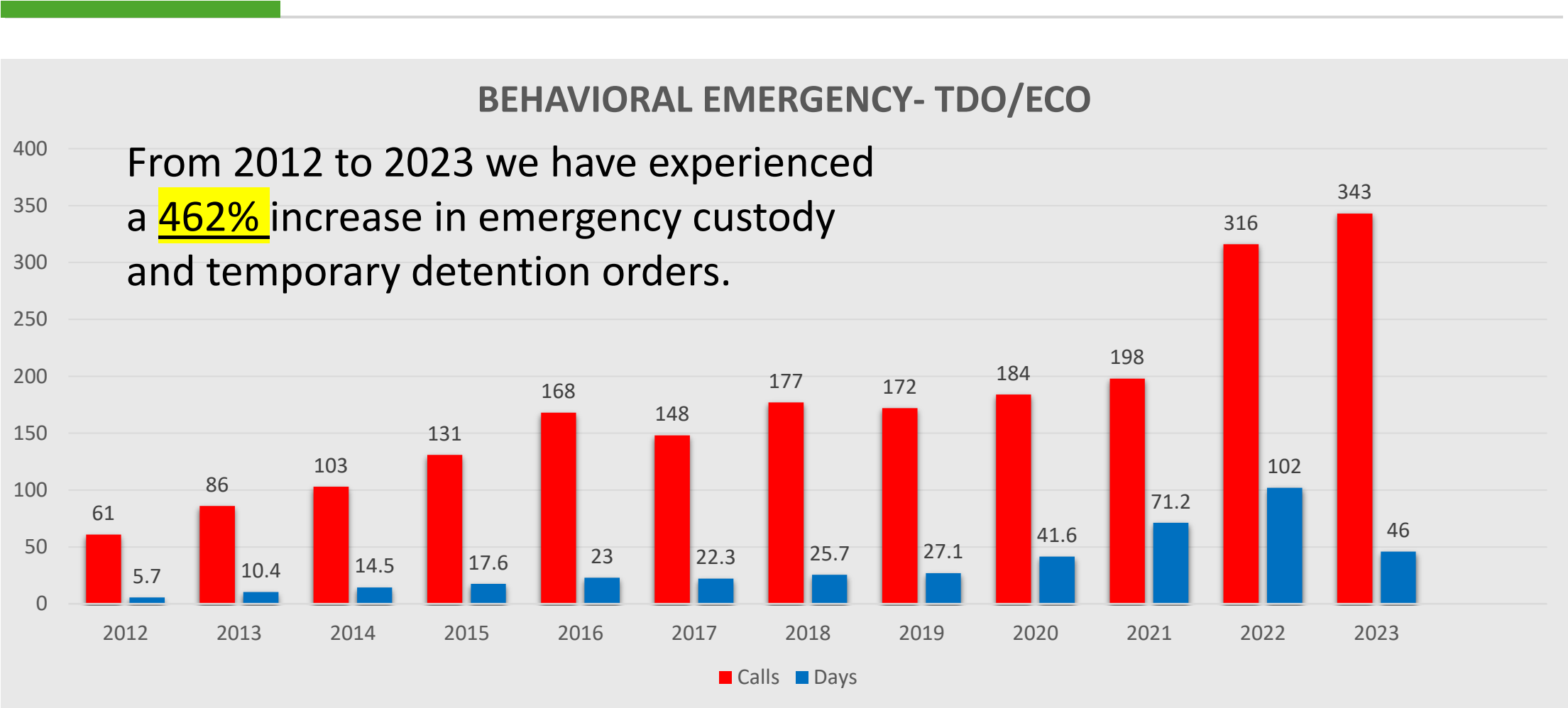
Narcotics arrests from 2017 through 2023. Note that years 2017 and most of 2018 CHPD had a four-person unit that addressed narcotics and other quality of life issues. Staffing was reassigned from existing patrol division. We experienced several retirements beginning in 2018 that forced unit to return to patrol.



Total number of  
Firearms seized  
while in  
possession of  
narcotics by year.

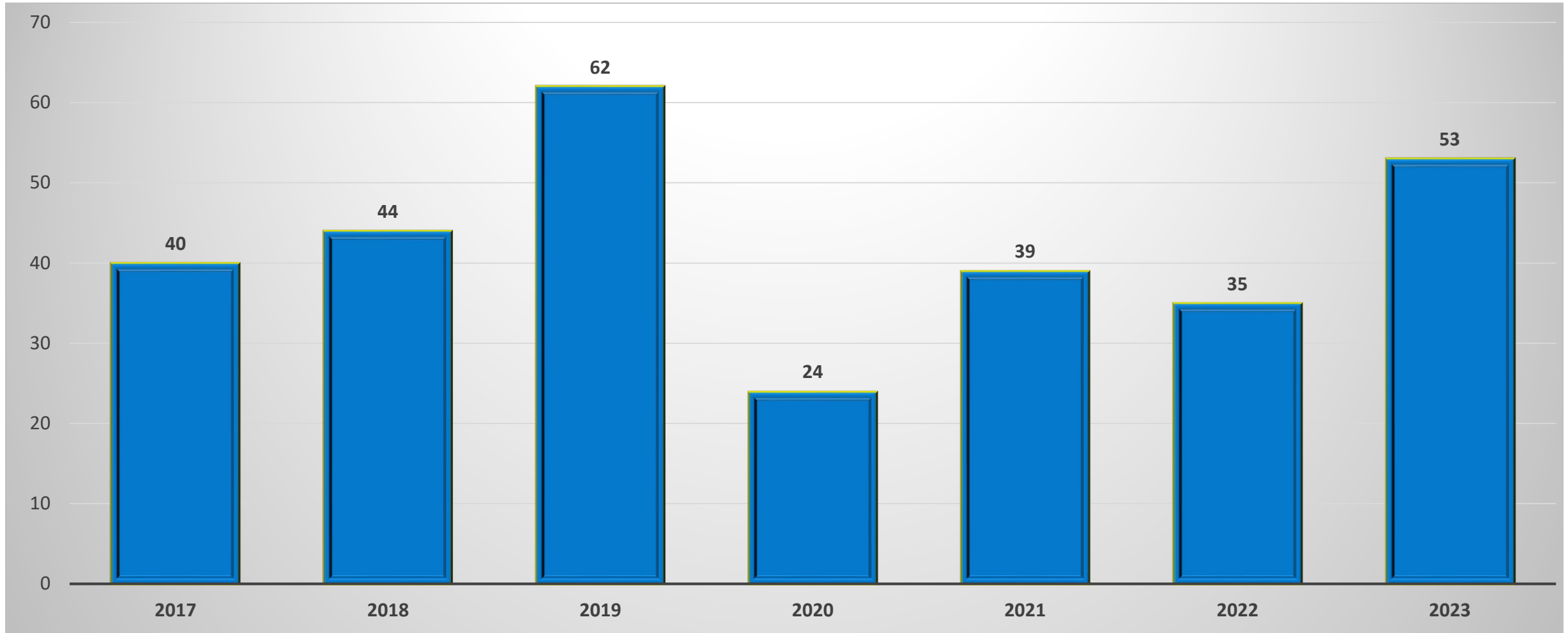


Over the past several years, agencies across the country have seen a significant increase in calls for mental health referred to as “behavioral health emergencies”. We ourselves are experiencing the same increase in calls and related demands on our agency. In 2012, we responded to 61 mental health calls. This required the equivalent of over five days (24 hours each) of an officer’s time, which includes time on scene, transportation and wait times for mental health evaluations at medical facilities. In 2023, CHPD responded to 346 mental health calls, which required the equivalent of 47.5 days of man hours to complete.

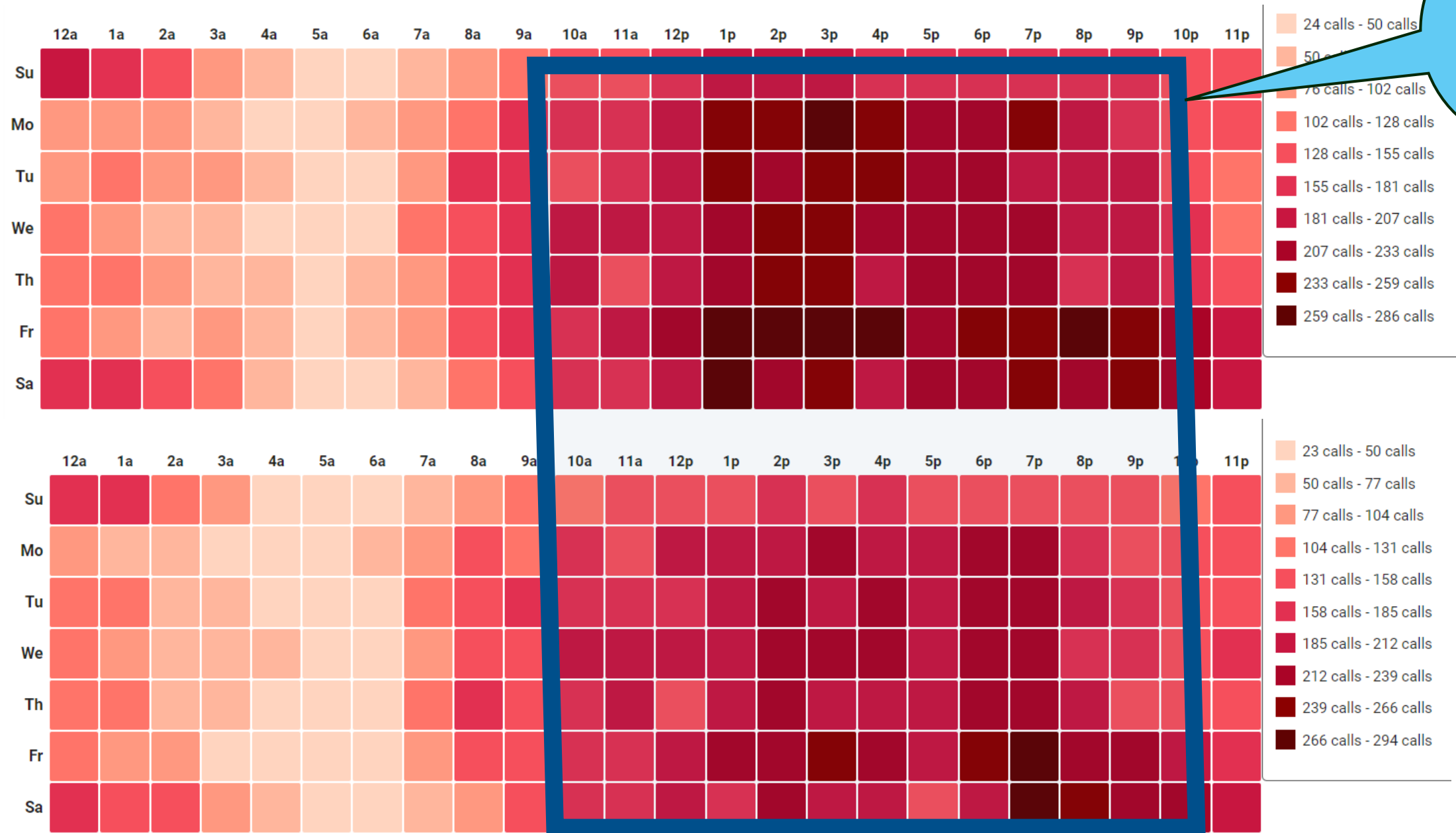




# Overdoses



# New Tyler CAD/RMS Software Allows Us to Evaluate Staffing.



High Call  
Volume  
Times for  
2022/2023

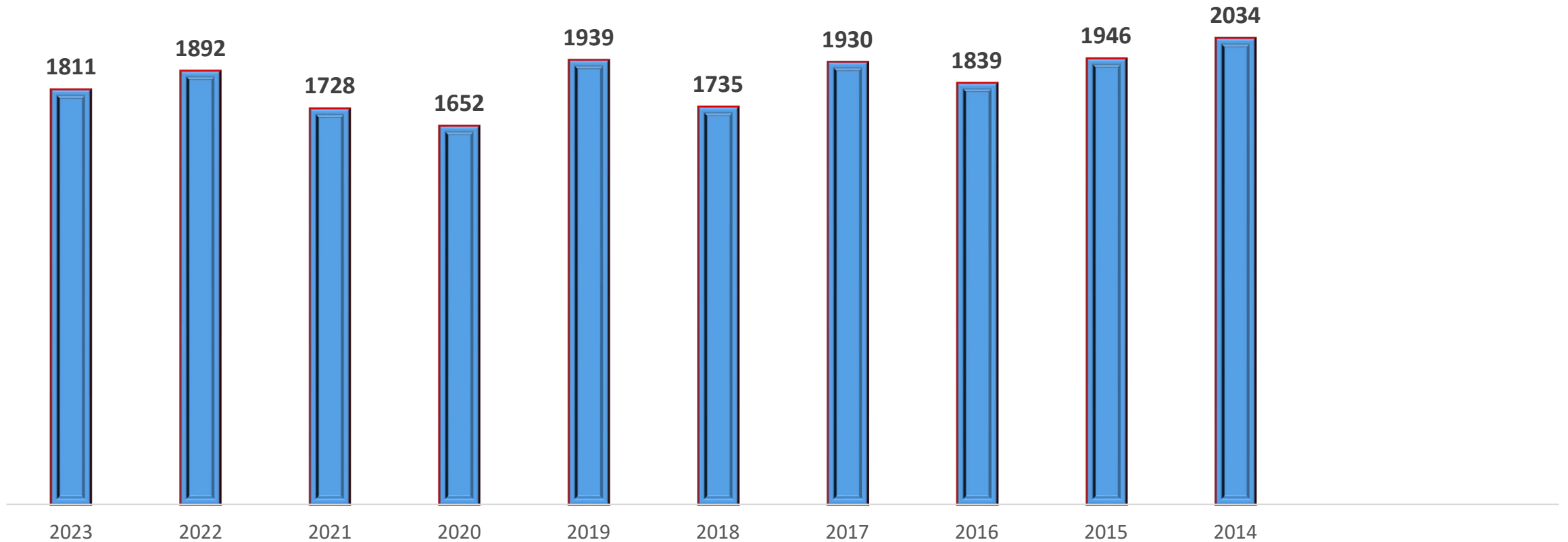
2023

2022

# 3 Year Group A Crimes Comparison

	2021	2022	2023
Homicide	3	1	0
Rape	5	7	5
Robbery	7	13	6
Aggravated Assault	46	46	48
<b>Violent Crimes Total</b>	<b>61</b>	<b>67</b>	<b>59</b>
Break & Enter	35	26	24
Larceny	751	647	555
Vehicle Theft	31	33	51
Arson	1	3	2
<b>Property Crimes Total</b>	<b>818</b>	<b>709</b>	<b>632</b>
Drug/Narcotic Violation	122	129	125
Weapon Violation	66	161	110
Pornography/Obscene Material	20	32	19
Animal Cruelty	6	7	5
<b>Crimes Against Society Total</b>	<b>214</b>	<b>329</b>	<b>259</b>

# All Offenses Reported by the Department to the Virginia State Police



## Moving Forward

All School Resource Officers recently completed Police Mountain Bike Training.

With the assistance of a grant, added a full-time crime analyst.

Added an additional detective, (from existing authorized personnel) to assist with the high volume and increased investigation requirements.

Every other month we conduct pro-active interdiction operations using a team of 5 officers and one supervisor. Their goal is to enforce quality of life violations at locations that cause higher than normal call volumes such as Wawa, Woodspring Suites and Southpark Mall.

Every other month, we conduct pro-active red light enforcement operations at various locations on Temple Avenue using a four-officer team.

Recently signed a new MOU with the AG's office to combat Human Trafficking and within the last 30 days to combat crimes against our elderly population. These provide us with additional investigative resources when investigating these crimes.

We continue to support the 1-B Task Force as well as work with our surrounding LE partners through the ALPRs and Chesterfields Real Time Crime Center.

# Colonial Heights City Council Meeting

## July 9, 2024



### **15. Reports of Officers and Documents Related Thereto:**

#### ***A. City Manager***

##### *2. General Activity Report*

## Dates of Interest

July 2024	August 2024	September 2024
<b>July 16th (6:00 pm) – City Council Special Meeting - Council Chambers</b>	Aug 7 <sup>th</sup> (6:00 pm) – Planning Commission Meeting - Council Chambers	Sep. 4th (6:00 pm) – Planning Commission Meeting - Council Chambers
	Aug 13 <sup>th</sup> (7:00 pm) – City Council Regular Meeting–Council Chambers	Sep. 10th (7:00 pm) – City Council Regular Meeting–Council Chambers
		Sep. 17th (6:00 pm) – City Council Special Meeting–Council Chambers

## CITY HOLIDAYS

Monday, September 2, 2024 – (Government Offices Closed)

➤ Monday, October 14, 2024 – (Government Offices Closed)

## CITY ACTIVITIES/EVENTS

### ➤ 2024 Elections:

➤ General Election: Tuesday, November 5, 2024 (Early voting begins September 20th until November 2nd)

➤ OOY Annual Lemonade Stand Fundraiser Event: Join the Office on Youth Advisory Council and Summer Leadership Program Students on July 19, 2024 from 10:00am-1:00pm at the City Hall parking lot to purchase a cup of refreshing lemonade. 100% of all the funds raised will be donated to support the James House.

➤ VA250 “If This Tree Could Talk” Reading Program Event: This event will be held on Saturday, July 27<sup>th</sup>, 2024 at the Violet Bank Museum from 11:00am-1:00pm. Join General George Washington and the Marquis de Lafayette as they read the children’s book; “Revolutionary Friends: General George Washington and the Marquis de Lafayette”.



## **CITY ACTIVITIES/EVENTS CONTINUED...**

- **National Night Out:** Tuesday, August 6<sup>th</sup>, 2024 from 5:30pm-8:30pm at various locations throughout the city. This is a Colonial Heights Police and Community partnership event. Get to know your neighbors and get to know the members of the Police Department with food, fun, and games at each location. To become a location host, please email Master Officer Andrew Barnhouse at [barnhousea@colonialheightsva.gov](mailto:barnhousea@colonialheightsva.gov).
- **Back to School Hype Night:** Friday, August 16<sup>th</sup> from 6:00pm-10:00pm at Shepherd Stadium (Free event for Colonial Heights residents only and pre-registration for school supplies is required) For more information and to register visit [www.colonialheightsva.gov](http://www.colonialheightsva.gov) and click on the event icon within Latest News and Events.
- **Crime Solvers 'Light Up The Night' Event:** This event will be held at White Bank Park, Colonial Heights on October 5, 2024 at 7:00pm. For more information please visit [www.colonialheightsva.gov](http://www.colonialheightsva.gov) and click the event icon within Latest News and Events.

## **15. Reports of Officers and Documents Related Thereto:**



### **A. City Manager**

#### **3. 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 July 31, 2024.*

# Colonial Heights City Council Meeting

## July 9, 2024



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

### ***B. City Attorney***

# Colonial Heights City Council Meeting

## July 9, 2024



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

#### ***C. Director Of Planning And Community Development***

##### ***1. Planning Boards And Commissions Summary***



**16. ADJOURNMENT**  
**Colonial Heights**  
**City Council Regular Meeting**  
**July 9, 2024**