



**Colonial Heights
City Council Special Meeting
July 16, 2024
5:30 pm**

Colonial Heights City Council Meeting

July 16, 2024



1. Call to Order

2. Roll Call

3. Declarations of Personal Interest

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

- ▶ *Paragraph A.3 of Section 2.2-2311, to discuss or consider the disposition of an industrially-zoned 19.83 acre parcel of publicly-held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of a public body.*
- ▶ *Paragraph A.7 of Section 2.2-3711, to consult with legal counsel and be briefed by staff members pertaining to both actual and probable litigation concerning the levying of penalties and interest on unpaid taxes, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.*

5. Vote to Com 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.3 of Section 2.2-2311, to discuss or consider the disposition of an industrially-zoned 19.83 acre parcel of publicly-held real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of a public body.*
- ▶ *Paragraph A.7 of Section 2.2-3711, to consult with legal counsel and be briefed by staff members pertaining to both actual and probable litigation concerning the levying of penalties and interest on unpaid taxes, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body.*

5. Vote to Come Back Into Open Meeting continued:

Consideration of the following certification: 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.

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.

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7. Advertised Public Hearings:

A. AN ORDINANCE NO. 24-13

(Second 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.

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7. Advertised Public Hearings:

B. AN ORDINANCE NO. 24-14

(Second 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.

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7. Advertised Public Hearings:

C. *AN ORDINANCE NO. 24-15*

(Second 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.

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7. Advertised Public Hearings:

D. AN ORDINANCE NO. 24-16

(Second 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.

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7. Advertised Public Hearings:

E. AN ORDINANCE NO. 24-17

(Second 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.

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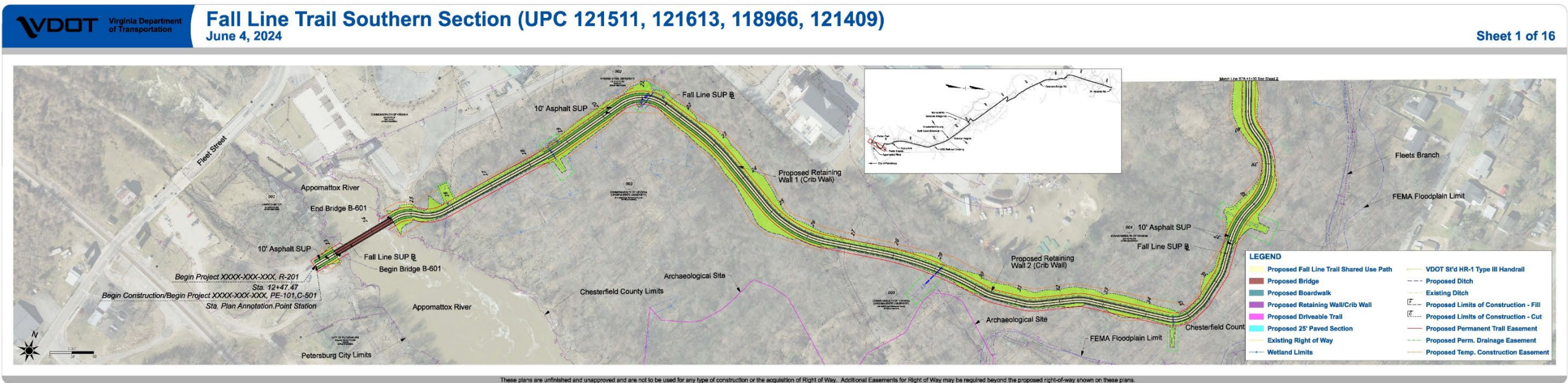
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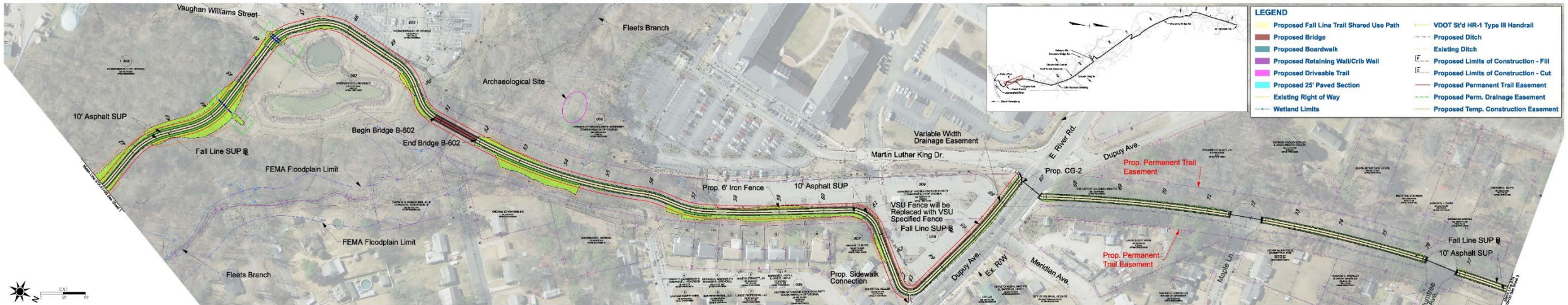
8. A Work Session On The Following Items:

A. Fall Line Trail Update

Petersburg to VSU

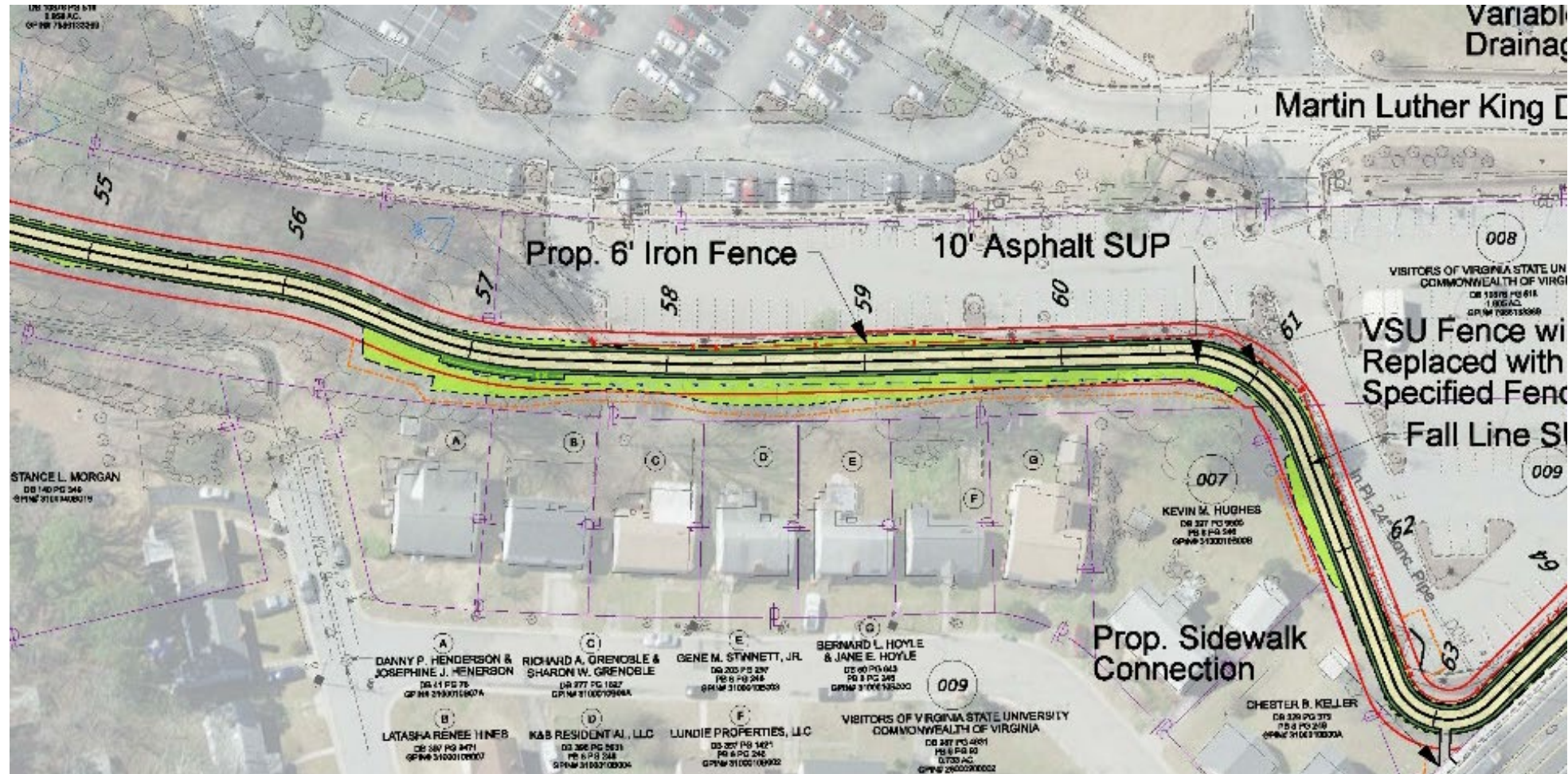


VSU to Plumtree Avenue



These plans are unfinished and unapproved and are not to be used for any type of construction or the acquisition of Right of Way. Additional Easements for Right of Way may be required beyond the proposed right-of-way shown on these plans.

Gould Ave

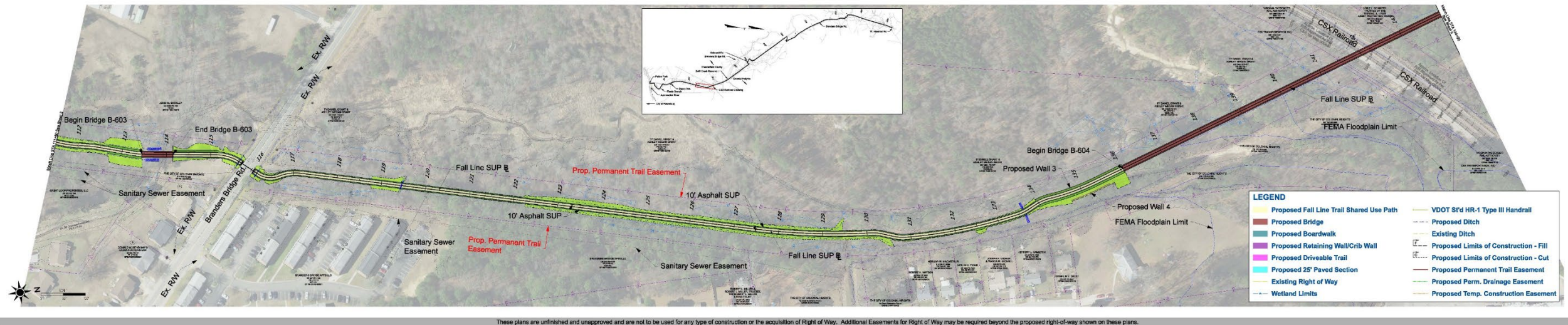


Plumtree Avenue to Branders Bridge Road

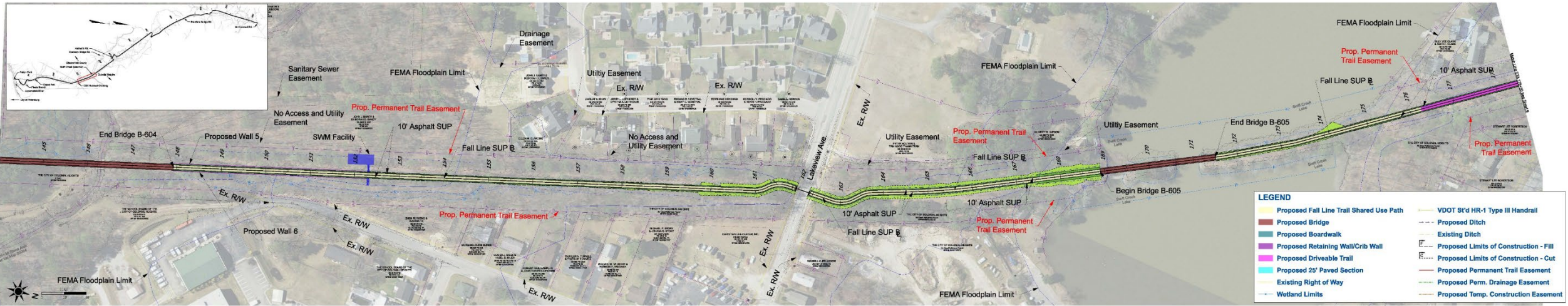


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Branders Bridge to CSX Rail Line



CSX Rail Line to Lakeview Park

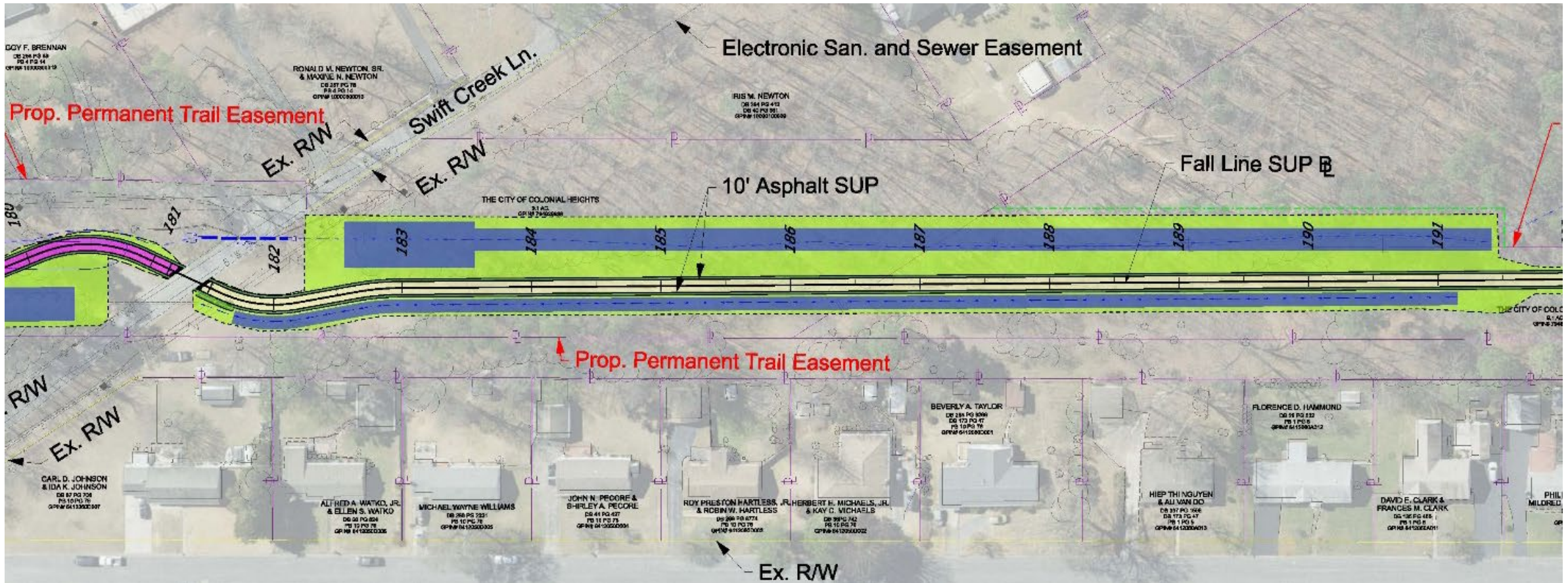


Lakeview Park to City Limits



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Biltmore Avenue



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8. A Work Session On The Following Items:

B. Temple Avenue Improvement Project Updates

Temple Ave Pond – Fountain Options

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8. A Work Session On The Following Items:

C. Public Safety Compensation Discussion

Public Safety Step Plan FY 22-23

- ▶ Created new Public Safety Step Plan
- ▶ Employees were added to the plan and then moved forward various steps
- ▶ Career Development for Police and Fire was changed from 3%, 6%, 9% to flat dollar amount increases of \$1,600, \$3,200, \$4,800
- ▶ Average increase: 10.5%
 - Range of approximately 4% to 28%
 - Approximate salary/benefit cost \$863,000

Note: General Employees Increase for FY 22-23: 5%

Public Safety Step Plan FY 23-24

- ▶ Added career development program for Communications Officers (\$1,200, \$2,400, \$3,600)
- ▶ Increased Police Officer and Firefighter pay significantly
- ▶ Changed Police positions on 84 hour pay rate to 80 hour pay rate
- ▶ Eligible employees move forward one step
- ▶ Average increase: 8.78%
 - Range of 2% to approximately 13.5% (plus one additional adjustment)
 - Approximate salary/benefit cost \$733,000

Note: General Employees Increase for FY 23-24: 5%

Public Safety Step Plan FY 24-25

- ▶ Increased pay grades by 1%
- ▶ Eligible employee move forward one step
- ▶ Approximately 92% received 3+% (with career development removed)
- ▶ Approximate salary/benefit cost: \$265,000

Note: General Employees Increase for FY 24-25: 3%

City Manager's Recommendation

- ▶ Review incoming revenue during first part of this fiscal year.
- ▶ Review possible additional employee compensation for Public Safety and General Employees.
- ▶ Staff will report back to Council with a recommendation around mid-year timeframe.

Public Safety Step Plan Implementation Criteria

- ▶ **Step Plan movement**: Employees will move forward one step at the beginning of the fiscal year if they have had a satisfactory performance evaluation in the year prior to the next step increase. **Steps are subject to funding approval as part of the annual budget process.**
- ▶ **Cost of living adjustment**: During the annual budget process, the City Manager will determine whether a recommendation will be made to City Council for cost of living adjustments to the entire pay plan structure. If such an increase is approved, employee's pay will be adjusted to match the updated pay plan.

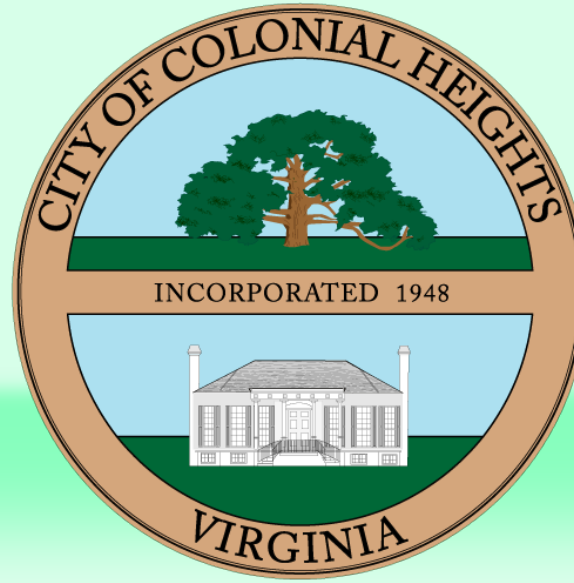
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8. A Work Session On The Following Items:

D. City Council Retreat Follow-Up Update



9. Adjournment
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