



**Colonial Heights
City Council Special Meeting
September 10, 2024
6:00 pm**



**Colonial Heights
City Council Regular Meeting
September 10, 2024
7:00 pm**

Colonial Heights City Council Meeting

September 10, 2024



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – The Honorable Dr. Laura F. Poe**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

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7. Commendations And Presentations:

A. A PROCLAMATION

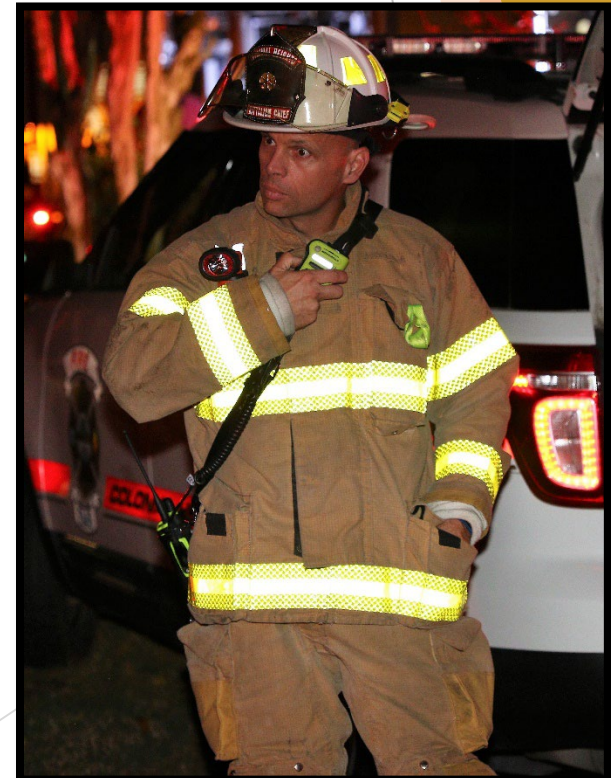
Designating the month of September 2024 as Suicide Awareness and Prevention Month in the City of Colonial Heights, Virginia.

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7. Commendations And Presentations:

B. Recognizing Deputy Fire Chief David Kissner For His Years Of Dedicated Service To The Colonial Heights Fire Department And Citizens Of The City Of Colonial Heights.



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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

None

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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-FIN-15

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025, by appropriating \$266,909, consisting of: 1) \$7,704 in state grant funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Judicial Administration for Victim Witness salaries; 2) \$32,586 in state grant funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Public Safety for operating expenses associated with the Police Department;

A. AN ORDINANCE NO 24-FIN-15 continued...

3) \$49,500 in state grant funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Public Safety for the purchase of police equipment; 4) \$74,208 in state grant funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Public Safety for the purchase of police equipment; 5) \$77,500 in federal grants from the Department of Homeland Security consisting of: a) \$73,810 to Intergovernmental Revenues and to Public Safety for the purchase of fire equipment, and b) \$3,690 in local matching funds to Miscellaneous and to Public Safety for the purchase of fire equipment; 6) \$557 in donations to Miscellaneous and to Human Services to be donated to James House; 7) \$18,000 in Restricted Fund Balance to Miscellaneous and to Public Safety for the purchase of equipment and supplies;

A. AN ORDINANCE NO 24-FIN-15 continued...

8) \$73,085 in Restricted Fund Balance to Miscellaneous and to Public Safety for the FEMA Flood Mitigation Assistance Grant Program; 9)\$165,000 from Unassigned Fund Balance to Miscellaneous and to Debt Service & Transfers Out for emergency sewer repairs; and 10) a reduction of \$231,231 from Miscellaneous and Debt Service & Transfers Out for the reallocation of funding related to the purchase of fire apparatus.

Also amending the General Fund Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025, by transferring \$54,750, consisting of: 1) \$17,250 from Other Local Taxes to Intergovernmental Revenues to appropriate funds from the Department of Conservation and Recreation for costs associated with the Pocahontas State Park Youth Conservation Corp Program,

A. AN ORDINANCE NO 24-FIN-15 continued...

2) \$12,500 from Other Local Taxes to Intergovernmental Revenues to appropriate funds from the Virginia State Police for costs associated with the investigation and/or prevention of motor vehicle theft; and 3) \$25,000 from Nondepartmental to General and Financial Administration for contracted legal counsel.

To amend the Capital Projects Fund Budget Miscellaneous Revenue by transferring \$231,231 from Transfers from the General Fund to Note Proceeds in order to change the funding source for the 50% down payment for purchase of a Medic unit.

To amend the Water and Sewer Fund by transferring \$165,000 from the General Fund Budget to Water and Sewer Budget's Nonoperating Revenue and to Wastewater Treatment for emergency sewer repairs.

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

B. June 18, 2024 Special Meeting Minutes

C. July 9, 2024 Regular Meeting Minutes

D. August 13, 2024 Special Meeting Minutes

E. August 13, 2024 Regular Meeting Minutes

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13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO. 24-FIN-16

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025, by appropriating \$7,748 in state funds from the Department of Criminal Justice Services to Intergovernmental Revenues and to Public Safety (\$7,527) and Judicial Administration (\$221) for reimbursement of Temporary Detention Order/Emergency Custody Order personnel costs.

To amend the Capital Projects Fund by appropriating \$1,211,746, consisting of \$1,111,746 from the Virginia Department of Transportation to Intergovernmental Revenue and to SGR Boulevard Paving; and \$100,000 from Miscellaneous (unallocated bond funds) to the City Facilities Security Upgrades project.



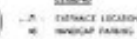
13. Introduction And Consideration Of Ordinances And Resolutions:

B. AN ORDINANCE NO. 24-20

(First Reading) To grant a special use permit with conditions to Dick's Sporting Goods, Inc. to allow temporary warehousing and distribution use of 113,545 square feet at property located at 114 Southpark Circle, also known as parcel identification number 68204700013.

Background

- Dick's Sporting Goods, Inc. proposes to use 114 Southpark Circle, the former Sears Department Store, as a temporary warehousing and distribution use.
- The owner of 114 Southpark Circle, Southpark Mall CMBS, LLC. has given their authorization for Dick's Sporting Goods, Inc. to operate the temporary warehousing and distribution use.
- The use will be for the storage and limited shipping/fulfillment of fixtures to and from Dick's Sporting Goods stores and facilities.
- Re-purposing its fixtures is one of Dick's Sporting Goods actions towards meeting its goal of reducing unnecessary waste and metal within the environment.



SP 1

Existing Conditions

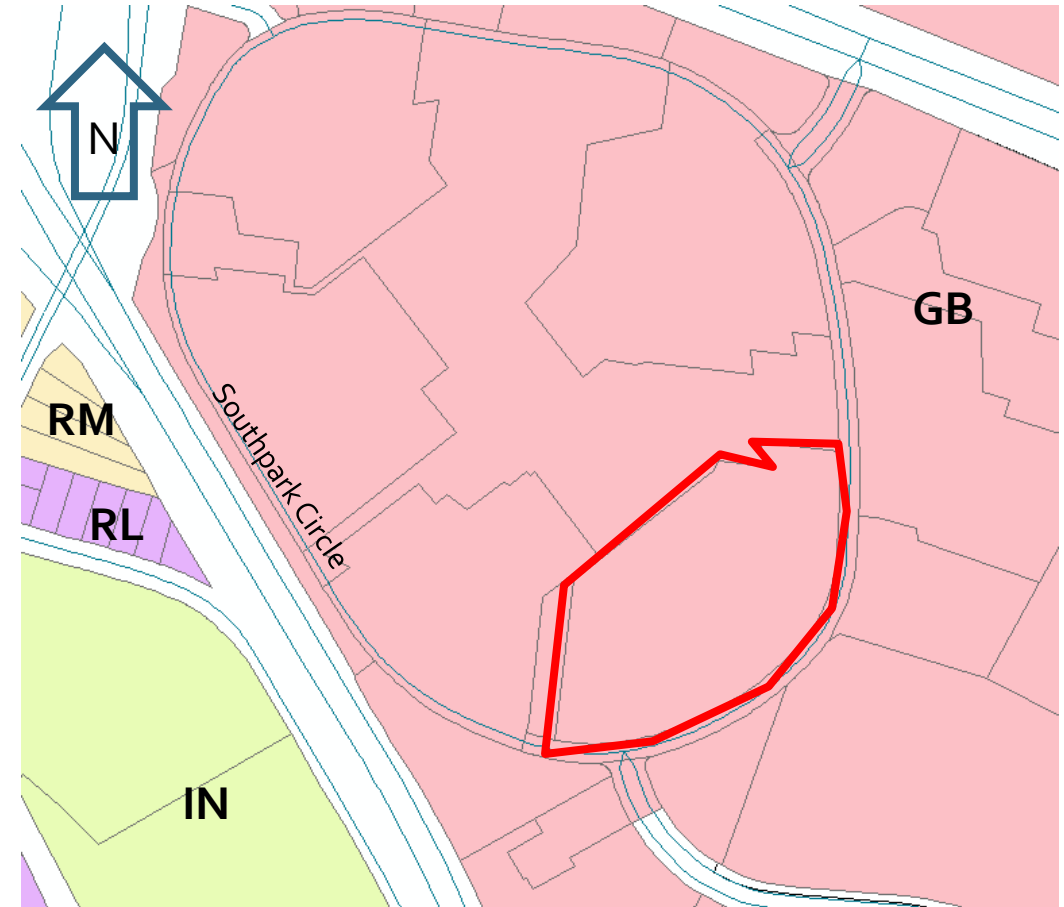
- The subject building is one-story and approximately 113,545 sq. ft. building (outlined in red) on approximately an 8.48 acre parcel.
- The property is surrounded by commercial uses.
- The property is known as the former Sears building in the Southpark Mall.



Land Use

- The subject property is currently zoned GB (General Business)
- The City's Comprehensive Planned Land Use Map designates the subject property as Mixed Use for future development.

Direction	Zoning District	Current Land Use	Future Land Use (Comprehensive Plan)
North	GB	• Retail Sales	• Mixed Use
South	GB	• Automobile Repair Service, Minor & Retail Sales	• Mixed Use
East	GB	• Retail Sales	• Mixed Use
West	GB	• Retail Sales & Restaurant, General	• Mixed Use



Map of Current Zoning

Public Comments

- No comments received from the public in advance of the Planning Commission public hearing or City Council public hearing.
- No comments heard from the public at the Planning Commission public hearing.

Criteria considered

- There are NO identified issues or significant impacts regarding:
 - Transportation / Traffic
 - Public utilities
 - Environmental (wetlands, streams, etc.) or archaeological
 - Historic/architectural
- Appropriateness of Land Use
- Character of Neighborhood
- Compatibility with the City's Comprehensive Plan

Comprehensive Plan Analysis – Goals & Objectives

Economic Prosperity Goal:

Provide for the economic well-being of the citizens and businesses of the City by promoting economic and business development that creates employment opportunities for all income levels.

Economic Prosperity Objectives

1. Increase employment opportunities in the City.
3. Improve the physical appearance and capacity of City businesses.
6. Diversify the economic base.

Sustainable Development Goal:

Utilize the City's land uses, natural resources, public services and facilities to create a sustainable city where residents and businesses prosper now and in the future.

Sustainable Development Objectives

2. Strengthen and promote the City's commercial areas.

Staff Recommendation

On a temporary basis, Staff finds that the warehousing and distribution use is compatible with the existing general retail sales uses in the Southpark Mall with appropriate safeguards for the following reasons:

- The existing building and current access to the property will not be modified.
- There would only be a minimal traffic impact due to limited deliveries and shipments.
- Once the temporary warehousing and distribution use expires, the property's use would revert back to retail sales or another permitted use in the GB – General Business District.

The City's Office of Economic Development supports the use and considers it a viable means of sustaining Southpark Mall citing that the property had been vacant for years following the closing of Sears.

Planning Commission Recommendation

Planning Commission approved Planning Commission Resolution 24-03 which recommends City Council approve the warehousing and distribution use by imposing conditions that address the following issues:

- Use is Temporary - Expiration date of December 31, 2025
- No Physical modifications allowed to the building and parking lot
- Restricted Hours of Operation
- Limitations to the type of storage (no retail merchandise)
- Required Maintenance of Adequate Fire Suppression System
- Limitations on types and hours of truck traffic
- No public access to the building
- Random Inspections of the Property
- Owner and Tenant Share Responsibility to adhere to the conditions of approval and all regulations

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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. General Activity Report

Dates of Interest

September 2024	October 2024	November 2024
Sep. 17th (6:00 pm) – City Council Special Meeting–Council Chambers	Oct. 1 st (6:00 pm) – Planning Commission Meeting - Council Chambers	Nov. 6 th (6:00 pm) – Planning Commission Meeting - Council Chambers
	Oct. 8 th (7:00 pm) – City Council Regular Meeting–Council Chambers	Nov. 12 th (7:00 pm) – City Council Regular Meeting–Council Chambers
	Oct. 15 th (6:00 pm) – City Council Special Meeting–Council Chambers	Nov. 19 th (6:00 pm) – City Council Special Meeting–Council Chambers

CITY HOLIDAYS

- Monday, October 14, 2024 – (Government Offices Closed)
- Monday, November 11, 2024; Thursday, November 28th; & Friday, November 29th, 2024 – (Government Office Closed)

CITY ACTIVITIES/EVENTS

- **2024 Elections:**
 - General Election: Tuesday, November 5, 2024 (Early voting begins September 20th until November 2nd)
- **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 and click the event icon within Latest News and Events.
- **Falloween Festival:** This year the City will host a Falloween Festival on Saturday, October 26, 2024 from 10:00am-3:00pm at Fort Clifton Park. The festival is free to attend and will include arts and crafts, pumpkin decorating, moonbounces, scarecrow puppets, costume contest, and more family fun! For questions about this event, contact our Recreation and Parks department at (804)520-9390.

CITY ACTIVITIES/EVENTS CONTINUED...

- **Animal Shelter Adoption Event:** Come meet our adoptable animals on Saturday, October 19, 2024 from 12:00pm – 2:30pm at 301 Charles H. Dimmock Pkwy, Colonial Heights. Come in your best costume and join some fun activities for kids, pumpkin carving, painting and more!
- SOVA Chamber of Commerce 12th Annual Turkey Trot: Thanksgiving Day, November 28, 2024 at 9:00am at the Colonial Heights HS Technical Center. To register, visit <https://www.eventbrite.com/e/12th-annual-turkey-trot-2024-tickets-952923067547?aff=ebdsshcopyurl&utm-campaign=social&utm-content=attendeeshare&utm-medium=discovery&utm-term=organizer-profile&utm-share-source=organizer-profile>.
- **71st Annual Christmas Parade:** Our longtime Colonial Heights Holiday Tradition will take place on Tuesday, December 3, 2024 at 7:00pm on the Boulevard starting at Temple Ave. and concluding at the Colonial Heights Courthouse. Applications for this year's Parade will open on August 26th. Please contact the Recreation and Parks Department at (804)520-9390 or apply online at www.colonialheightsva.gov/christmasparade.

15. Reports of Officers and Documents Related Thereto:



A. City Manager

2. 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 September 16, 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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