

**ACTIONS  
COLONIAL HEIGHTS CITY COUNCIL**

**May 13, 2025**

**APPOINTMENTS BY RESOLUTION:**

A RESOLUTION NO. 25-32

Appointing Torrie White to the Community Policy and Management Team for an indefinite term.

A RESOLUTION NO. 25-33

Appointing Joyce Hicks as a member of the Crater District Area Agency on Aging for a two-year term beginning on June 1, 2025.

A RESOLUTION NO. 25-34

Appointing Laurel Wallace as a member of the Historical Commission for a three-year term beginning on June 1, 2025.

A RESOLUTION NO. 25-35

Appointing Nannie B. Downey as a member of the Senior Citizens Advisory Committee for the remainder of a two-year term which expires January 31, 2027/

**COMMENDATIONS AND PRESENTATIONS:**

A PROCLAMATION

Proclaiming May 11 through 17, 2025, as *National Law Enforcement Officers' Memorial Week* in the City of Colonial Heights, Virginia.

A PROCLAMATION

Recognizing May 23, 2025, as *Poppy Day* in the City of Colonial Heights, Virginia.

Citizens Government Academy

Recognizing the Program Participants of Spring 2025 Citizens Government Academy

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

There were none.

**ADVERTISED PUBLIC HEARINGS:**

AN ORDINANCE NO 25-11 (UNANIMOUS PASS)

(Second Reading) To adopt a revised General Pay Plan Class and Salary Range with revised and new job descriptions and class specifications for certain positions; and to adopt a revised Public Safety Step Plan with one new job description and class specification.

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

Michael Ellis, 1309 Hermitage Road – Mr. Ellis spoke to the city’s “overbearing ordinances,” specifically those ordinances addressing inoperable vehicles and boats and trailers parked in residential driveways.

Elizabeth Cannon, 1307 Hermitage Road – Ms. Cannon provided positive comments specific to Tussing Elementary, Recreation and Parks, and specific City events. Ms. Cannon recalled the city-wide survey and noted she felt this was a great way to obtain information from citizens; however, she felt the notice of the survey was lacking. Ms. Cannon also spoke to several issues she felt the city could address in the future.

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

### **AN ORDINANCE NO 25-9**

(Second Reading) Providing for a tax levy on certain personal property for the 2026 tax year, for general municipal purposes.

### **AN ORDINANCE NO 25-10**

(Second Reading) Providing for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.20 for the tax year commencing January 1, 2026, and ending December 31, 2026 for general municipal purposes.

### **AN ORDINANCE NO 25-FIN-4**

(Second Reading) Adopting the General Fund Budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, and appropriating the estimated revenues for the year for the objects and purposes stated herein.

### **AN ORDINANCE NO 25-FIN-5**

(Second Reading) Adopting the budgets for various funds for the fiscal year beginning July 1, 2025 and ending June 30, 2026, and appropriating the estimated revenues for the year for the principal purposes stated.

### **AN ORDINANCE NO 25-FIN-6**

(Second Reading) Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2025 and ending June 30, 2026, and approving such budget.

### **AN ORDINANCE NO 25-8**

(Second Reading Awarding the City Manager a bonus of \$4,000.00.

March 11, 2025 Special Meeting Minutes

March 11, 2025 Regular Meeting Minutes

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

### **AN ORDINANCE NO 25-FIN-7 (UNANIMOUS PASS)**

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2024 and ending June 30, 2025, by appropriating \$616,441, consisting of: 1) \$3,718 in state funds from the Department of Criminal Justice Services to Public Safety (\$2,834) and Judicial Administration (\$884) and to Intergovernmental Revenues; 2) \$11,000, of which \$2,244 is in book sales, \$2,035 is in donations, and \$6,721 is in Assigned fund Balance to the Library, to Miscellaneous and to Recreation & Culture; 3) \$65,413 in Federal funds from Housing and Urban Development to Human Services and to Intergovernmental Revenues; 4) \$11,310 in State Fire Aid to Localities to Public Safety and to Intergovernmental Revenues; and 5) \$525,000 in Unassigned Fund Balance to Miscellaneous and to Debt Service & Transfers Out.

Also, to amend the General Fund Budget by transferring \$66,521 from Human Services to Health and Social Services and \$4,912 from Public Works to Nondepartmental (Contingencies & Reserve).

To amend the Economic Development Authority Budget by appropriating \$100,000 in transfer from the General Fund to Operating Transfers in and to Economic Development.

To amend the Stormwater Fund Budget by appropriating \$425,000 in transfer from the General Fund to non-operating Transfers in and to Stormwater. To amend the Water and Sewer fund by appropriating \$124,033 from the Water & Sewer Fund Balance to Non-Operating Revenue and to Wastewater Treatment.

### **A RESOLUTION NO 25-25 (UNANIMOUS PASS)**

Approving the City Manager's Fiscal Year 2025-2026 Proposed Annual Operating Budget.

### **A RESOLUTION NO 25-30 (UNANIMOUS PASS)**

Approving the following: (1) salary adjustments for full-time Public Safety employees who are included in the Public Safety Step Plan, (2) a 3% salary increase for each full-time employee who is not included in the Public Safety Step Plan, and (3) additional salary adjustments for Maintenance employees.

### **A RESOLUTION NO 25-31 (UNANIMOUS PASS 25-31)**

Approving revisions to the City of Colonial Heights Fiscal Years 2026-2030 Capital Improvement Plan.

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

### **AN ORDINANCE NO 25-2 (UNANIMOUS PASS)**

(Second Reading) Amending §244-13 of Chapter 244, Solid Waste, of the Colonial Heights City Code by increasing the monthly charge for solid waste collection and disposal and for the collection and recycling of recyclable material.

Submitted by:

Pamela B. Wallace, CMC

City Clerk