



**Colonial Heights  
City Council Special Meeting  
January 13, 2026  
5:00 pm**



**Colonial Heights  
City Council Regular Meeting  
January 13, 2026  
7:00 pm**

# **Colonial Heights City Council Meeting**

## **January 13, 2026**



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

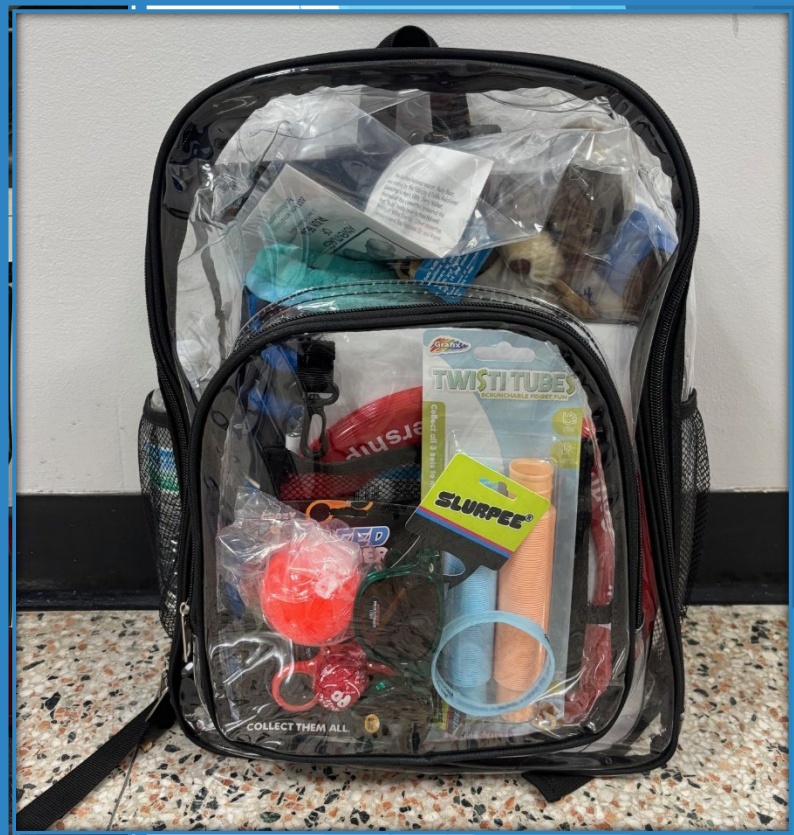


# **Colonial Heights City Council Meeting January 13, 2026**

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

### ***A. Fire Department Presentation – First Responder Supply Bag Donation***









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

### ***B. Recognition Of Senior Police Officer Rocky Navarro For His Exemplary Service***



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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**

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

### **A. AN ORDINANCE NO 25-FIN-17**

*(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, by appropriating \$40,878 consisting of: 1) \$225 in donations to Human Services and to Miscellaneous; 2) \$2,953 in additional grant funds from the Virginia Department of Environmental Quality to Nondepartmental and to Intergovernmental Revenue; 3) \$1,700 in funding from Virginia Department of Emergency Management to Public Safety and to Intergovernmental Revenue; 4) \$33,500 in Federal Asset Forfeiture to Public Safety and to Intergovernmental Revenue; and 5) \$2,500 in Restricted Fund Donation Balance to Public Safety and to Miscellaneous.*



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

**B. December 16, 2025 Special Meeting Minutes**

**C. December 16, 2025 Regular Meeting Minutes**

**D. April 22, 2025 Special Meeting Minutes**

**E. Council Retreat Minutes February 21-22, 2025**



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

### **A. AN ORDINANCE NO. 26-1**

*(First Reading) To add a new Deputy IV Class Specification and Job Description and adopt a revised General Pay Plan Class and Salary Range that changes the Assistant City Manager title to Deputy City Manager; removes the asterisk symbol next to the City Manager and City Attorney titles; increases the Minimum and Maximum Pay Range for the Executive level; and adopts the corresponding job description and class specifications for Deputy IV.*

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

### **B. AN ORDINANCE NO. 26-FIN-1**

*(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2025, and ending June 30, 2026, by appropriating \$282,667 consisting of: 1) \$60,083 in Cooperative Agreement funding from the Virginia Opioid Abatement Authority to Health and Social Services and to Intergovernmental Revenue; 2) \$137,196 in grant funds administered by the Department of Criminal Justice Services to Public Safety and to Intergovernmental Revenues; 3) \$1,900 in funding from Old Dominion EMS Alliance to Public Safety and to Intergovernmental Revenue; 4) \$5,000 in Help Eliminate Auto Theft Grant funding from the Virginia State Police to Public Safety and to Intergovernmental Revenue;*



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

#### **B. AN ORDINANCE NO. 26-FIN-1 continued....**

*and 5)\$78,528 in Virginia Health Department reimbursement funds to Debt & Transfers and Intergovernmental Revenues.*

*The General Fund Budget is also amended by transferring \$10,000 from Nondepartmental to General & Financial.*

*The Capital Projects Fund Budget is also amended by transferring \$78,528 from the General Fund to Miscellaneous and to City Hall Complex Improvements (formerly Health Department Building Renovations).*

*The Recreation Activity Fund is also amended by appropriating \$10,000 in Grant funding to Miscellaneous & Fund Balance and to Operating Expenses.*



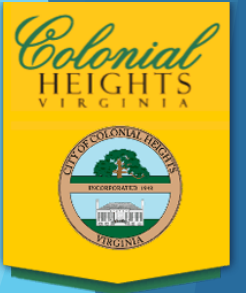
**13. Introduction And Consideration Of Ordinances And Resolutions:**

**C. A RESOLUTION NO 26-1**

*Specifying the regular meeting dates of the Colonial Heights City Council.*

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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***

# UPCOMING DATES OF INTEREST

January 2026	February 2026	March 2026
<b>Fri., Jan. 16th &amp; Sat., Jan. 17th – City Council Retreat</b>	Feb. 3 <sup>rd</sup> (6:00 pm) – Planning Commission Meeting - Council Chambers	Mar. 3 <sup>rd</sup> (6:00 pm) – Planning Commission Meeting - Council Chambers
	Feb. 10 <sup>th</sup> (7:00 pm) – City Council Regular Meeting– Council Chambers	Mar. 10 <sup>th</sup> (7:00 pm) – City Council Regular Meeting– Council Chambers
	Feb. 17th (6:00 pm) City Council Special Meeting – Council Chambers	Mar. 17 <sup>th</sup> (6:00 pm) – City Council Special Meeting– Council Chambers

## **CITY HOLIDAYS**

- Monday, January 19th, 2026 (Government Offices Closed)
- Monday, February 16, 2026 (Government Offices Closed)
- Friday, April 3, 2026 (Government Offices Closed)

## **CITY ACTIVITIES/EVENTS**

- **FREE Community REVIVE Training:** Thursday, January 15th, 2026 from 6pm-7pm the Colonial Heights Mobile Outreach Team will be offering this training to the community. This event will be held at the Community Center (157 Roanoke Avenue) and refreshments will be provided. To register, please call (804)520-9287.
- **No Excuse for Abuse Walk:** Thursday, March 26, 2026 from 6pm-8pm FREE EVENT (Rain Date: April 2, 2026). The walk is a roundtrip route from the Colonial Heights Community Center to the Courthouse and back.
- **Arbor Day 2026:** Friday, April 24th, 2026 at 10:00am. Details to be determined.



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

- **City Clean-Up/Adopt-A-Roadway Event:** Saturday, April 25th, 2026 from 8:00am-12:00pm. Volunteers can meet in the Community Center at 8:00am for gear and light refreshments. Contact Stacey Peterson at (804)5209334.
- **2026 Fort Clifton Festival 50TH Anniversary:** Saturday, May 9th and Sunday, May 10th. We will have special hours and activities this year with more details to come. Free admission and parking. Fort Clifton Park, 100 Brockwell Lane, Colonial Heights. For more information call (804)520-9390.
- **Tri-City Chili Peppers Schedule:** Get your tickets now at [chilipeppersbaseball.com/schedule](http://chilipeppersbaseball.com/schedule). Cosmic Takeover Tour is March 19th through October 31, 2026. Home season kicks off on May 22, 2026 and runs through August 1st, 2026.

# **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 audits for the fiscal years ending June 30, 2024 and June 30, 2025 are pending. The major factor for the delay of the audits is: delay in completion of the audit for the fiscal year ending June 30, 2023 and additional work after financial system conversion resulting in significant delay in the year-end close and audit work for the fiscal year ending June 30, 2024, which consequently resulted in a delay in the year-end close and audit work for the fiscal year ending June 30, 2025. Our estimated date of completion for the 2024 audit report is February 10, 2026 and the estimated date of completion for the 2025 audit report is June 30, 2026.

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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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