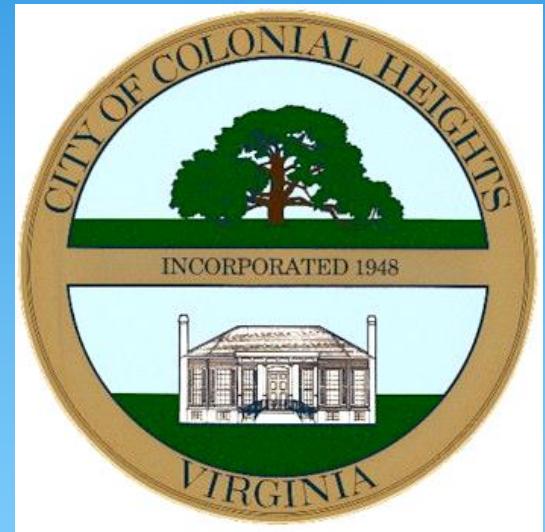


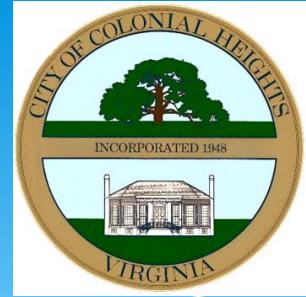
# Colonial Heights City Council Meeting

August 6, 2015



# Colonial Heights City Council Meeting

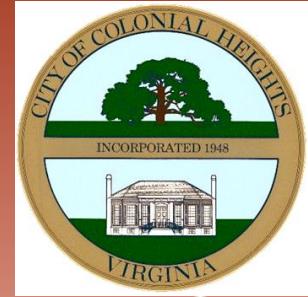
## August 6, 2015



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – Kenneth B. Frenier**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

# Colonial Heights City Council Meeting

## August 6, 2015

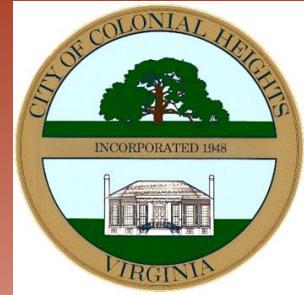


### 7. Commendations and Presentations

#### A. *A RESOLUTION NO. 15-24 In Memory of Rev. Marvin W. Clipp*

# Colonial Heights City Council Meeting

## August 6, 2015

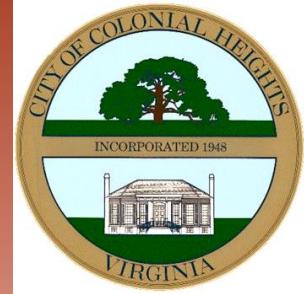


### 7. Commendations and Presentations

***B. George Schazenbacher and Debora Levenson, Old Brick House Foundation Requesting Council's support of the location selection, placement and upkeep of a historical marker***

# Colonial Heights City Council Meeting

## August 6, 2015

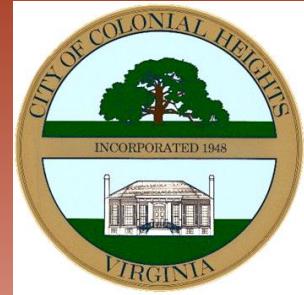


### 7. Commendations and Presentations

#### C. *Presentation of Youth & Human Services Annual Report by Youth Services Commission*

# Colonial Heights City Council Meeting

## August 6, 2015

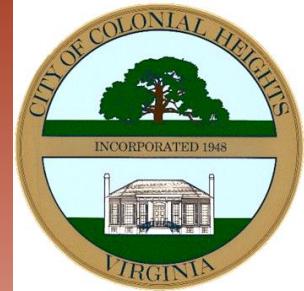


### 7. Commendations and Presentations

#### *D. Presentation of Kid's After School Program Annual Evaluation*

# Colonial Heights City Council Meeting

## August 6, 2015



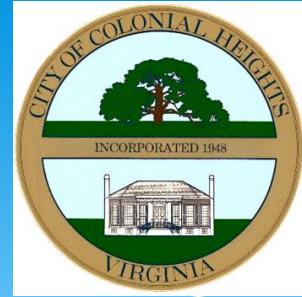
### 7. Commendations and Presentations

#### *E. Introduction of New City Employees*

- \* Benjamin Barrett - EMS Firefighter
- \* Ryan Murphy - EMS Firefighter
- \* Jon Roberts - EMS Firefighter
- \* Robert Brown - Police Officer
- \* Mary Frye - Staff Assistant
- \* Devin Marks - Police Officer
- \* Charlie Lamm, III - Public Works Technician

# Colonial Heights City Council Meeting

## August 6, 2015

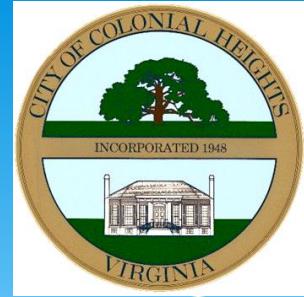


### **8. Reading of Manner Addressing Council**

**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 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

## August 6, 2015

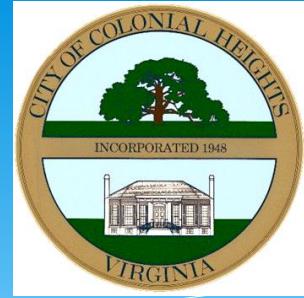


### 9. Written Petitions and Communications

**A. *Jeremy S. Grim, 102 Appomattox Court, Selective Zoning Enforcement***

# Colonial Heights City Council Meeting

## August 6, 2015

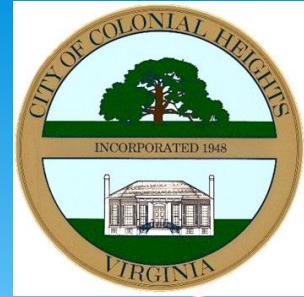


### 10. Advertised Public Hearing

***\*None***

# Colonial Heights City Council Meeting

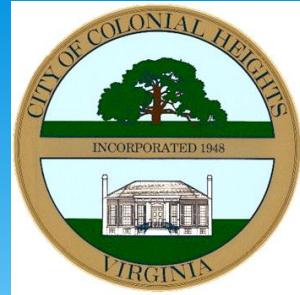
## August 6, 2015



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

# Colonial Heights City Council Meeting

## August 6, 2015

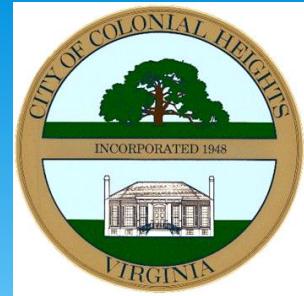


### 13. Consent Agenda

**A. AN ORDINANCE NO 15-FIN-10 (Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2015, and ending June 30, 2016, to appropriate funds in the aggregate amount of \$42,362, which consists of reappropriation of \$24,362 in reserved funds for the purchase of a fire vehicle; \$6,000 in carryover funding for the Office on Youth Power Program, and \$12,000 in funds from the Department of Conservation & Recreation to the Office on Youth for the Pocahontas State Park work program**

# Colonial Heights City Council Meeting

## July 9, 2015



### 12. Consent Agenda

***B. Special Meeting Minutes***

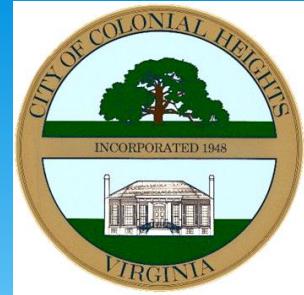
***June 9, 2015***

***C. Special Meeting Minutes***

***July 9, 2015***

# Colonial Heights City Council Meeting

## August 6, 2015



### **13. Introduction and Consideration of Ordinances and Resolutions**

***A. AN ORDINANCE NO. 15-24 (First  
Reading) To adopt a revised General  
Pay Plan Class and Salary Range that  
provides for a cost-of-living increase in  
the salary ranges for City employees.***

## General Fund Expenditures

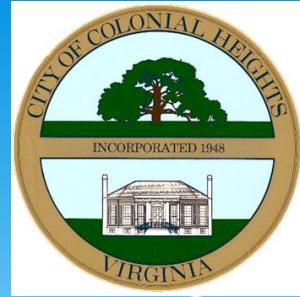
- ★ **Employee Compensation** – The proposed budget includes a Cost of Living Adjustment (COLA) of 2.0% in base salaries for all FTEs – effective **September 1, 2015**. Increase carries a projected overall cost of just over \$250,000 in FY15-16 and future full-year costs of just over \$300,000.
- ★ **Employee Health Insurance Costs** – General conditions and current marketplace issues make it an appropriate time for reassessment of insurance benefits with an eye towards future cost containment. The proposed budget includes an overall cost savings that is anticipated through a partial adjustment to employee health insurance benefits. The City has provided comprehensive dental coverage through its group health insurance plan; but will now give employees the option to choose to continue with that plan or move to a preventative and diagnostic plan with no copayment or deductible. Employees wishing to maintain the current comprehensive coverage will now be required to contribute a greater amount to its costs (\$18.00 per month for the highest/family coverage). Employees with Dual or Family coverage choosing the preventative option, however, will actually see their current monthly costs reduced – and in the end, the City will save approximately **\$25,000** in overall annual costs.
- ★ **Courthouse Operation & Maintenance Costs** - The new Courthouse opened in late 2013 and has quickly become a local civic landmark that has greatly enhanced court services. Given the uniqueness of this project, the ongoing maintenance and upkeep of this facility is also a work in progress. Not only has the City not had a facility of this size to maintain before, we are also committed to an overall upgrade in courthouse operations and services. As such, we enter the next fiscal year still assessing and defining on-going maintenance costs for this part of the operation. Overall, the proposed budget includes increased costs of over **\$55,000** associated with courthouse operations.



## FY2015-16 ANNUAL OPERATING BUDGET

# Colonial Heights City Council Meeting

## August 6, 2015



### **13. Introduction and Consideration of Ordinances and Resolutions**

***B. AN ORDINANCE NO. 15-FIN-11 (First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016, to appropriate funds in the aggregate amount of \$13,340, which consists of \$11,036 in reductions to net Constitutional Office recoveries; and a \$24,376 increase in School Resource Officer cost recoveries; and \$188,346 in reallocations and modification of a budgeted general salary adjustment effective September 1, 2015, correction of an existing SRO position, and updating of employee salary lapse amounts.***

# Colonial Heights City Council Meeting

## August 6, 2015



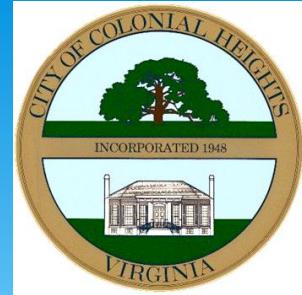
### 13. Introduction and Consideration of Ordinances and Resolutions

**C. AN ORDINANCE NO. 15-FIN-12 (First Reading)** To amend the General Fund Budget for the fiscal year beginning July 1, 2015 and ending June 30, 2016, to appropriate funds in the aggregate amount of \$215,748; which consists of \$58,828 from the Virginia Department of Criminal Justice, with matching School and City funds for the addition of an elementary SRO; \$66,881 in federal asset forfeiture funds to equip the new SRO and purchase equipment for use in crash and crime scene investigations; \$5,000 in donations to upgrade the Special Operations Unit cell phones and to provide a clothing allowance; and \$90,039 in additional administrative charges estimated in the original budget.

*To amend the Capital Projects Fund Budget to appropriate \$115,000 from Virginia State University for Dupuy Avenue Project costs and \$57,212 in interest earned on bond proceeds for a Sign Replacement/Development Project*

# Colonial Heights City Council Meeting

## August 6, 2015

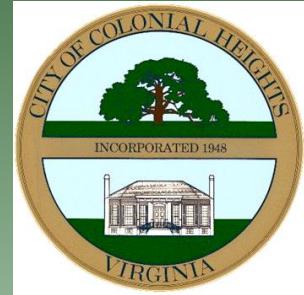


### **14. Unfinished Business, Contested Ordinances and Resolutions, and Items Removed from the Consent Agenda**

**\*None**

# Colonial Heights City Council Meeting

## August 6, 2015



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

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

##### **1. Review of August Work Session Agenda**

# August 25 Council Work Session

## Probable Agenda Items

### *Planning/Zoning*

- Tow trucks, etc. in residential areas
- Creation of Assistant Director position
- Miscellaneous code clarification issues
- Electronic message boards in non-commercial areas

### *Communications*

- Briefing on new Alarm Permit Ordinance

# August 25 Council Work Session

## Probable Agenda Items

### ***Public Works/Safety***

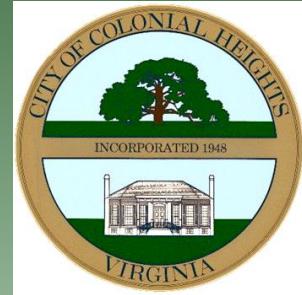
- Briefing on guardrail request @ Westover/Conduit

### ***Other Possible Action Items***

- Kroger Development Agreement-Second Amendment
- Phase 4 River Trail/Petroff

# Colonial Heights City Council Meeting

## August 6, 2015



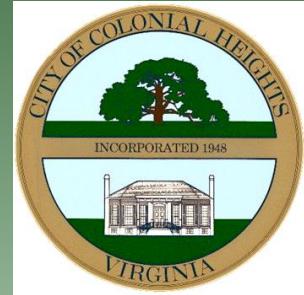
### **15. Reports of Officers and Documents Related Thereto**

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

##### **2. Update on the Boulevard Modernization Project**

# Colonial Heights City Council Meeting

## August 6, 2015



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

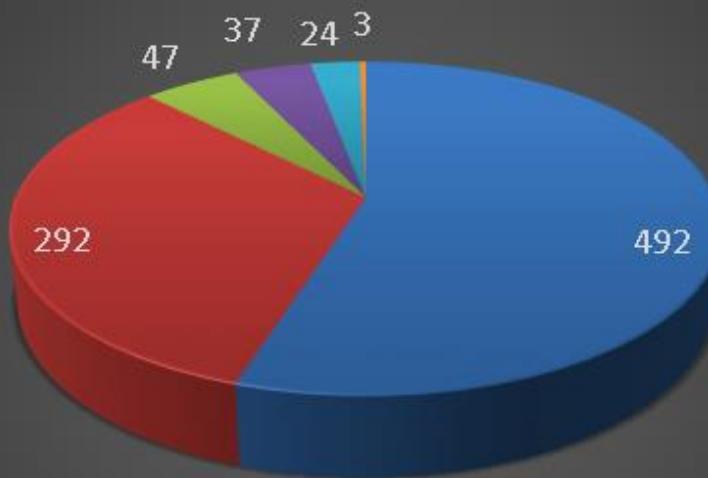
#### ***A. City Manager***

##### **3. Update on Tall Grass and Weeds Code Enforcement**

# Code Enforcement Update

August 6, 2015 City Council Meeting

## Potential Violations Since 1/1/2015



■ Tall Grass

■ Inoperable Vehicle

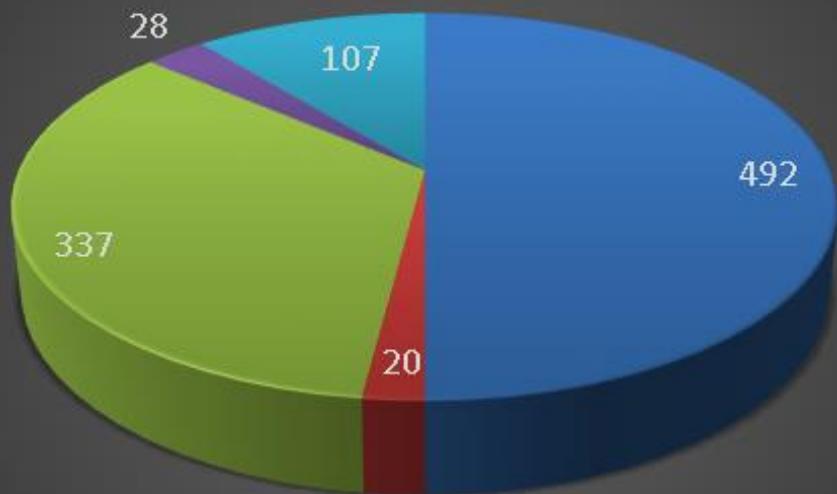
■ Trailer Violations

■ Trash/Debris

■ Exterior Storage

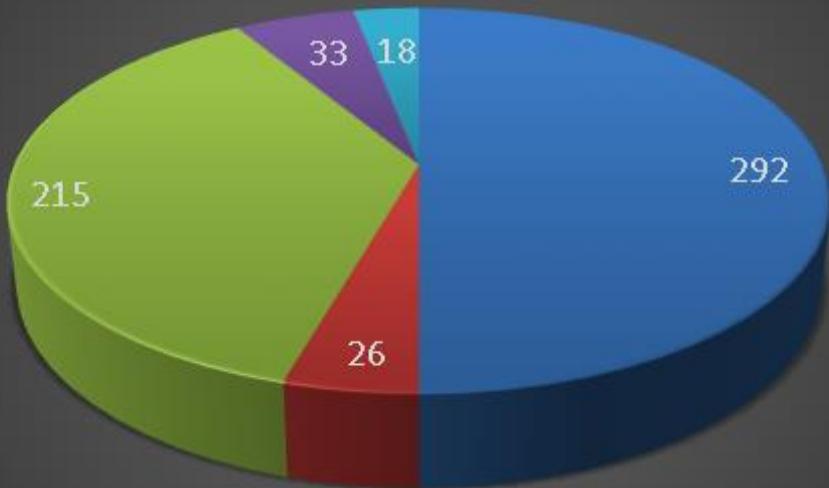
■ Graffiti

## Tall Grass



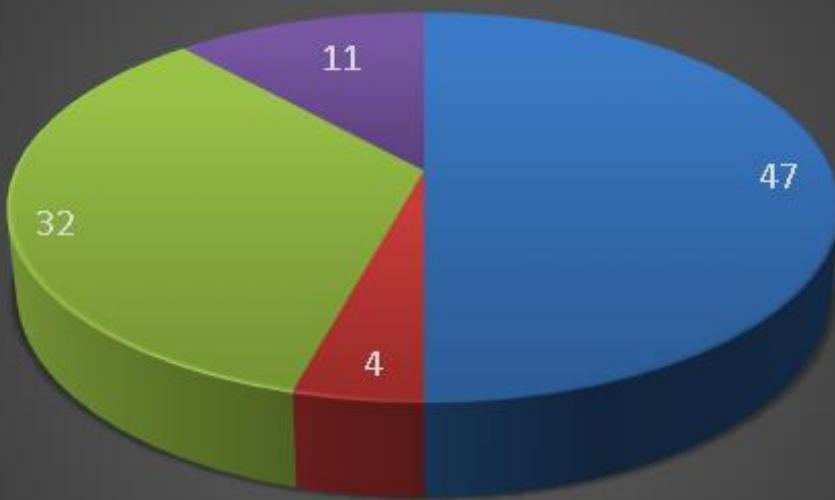
■ Initial Inspections   ■ No Violation   ■ Compliant   ■ In Progress   ■ City Enforced

## Inoperable Vehicle



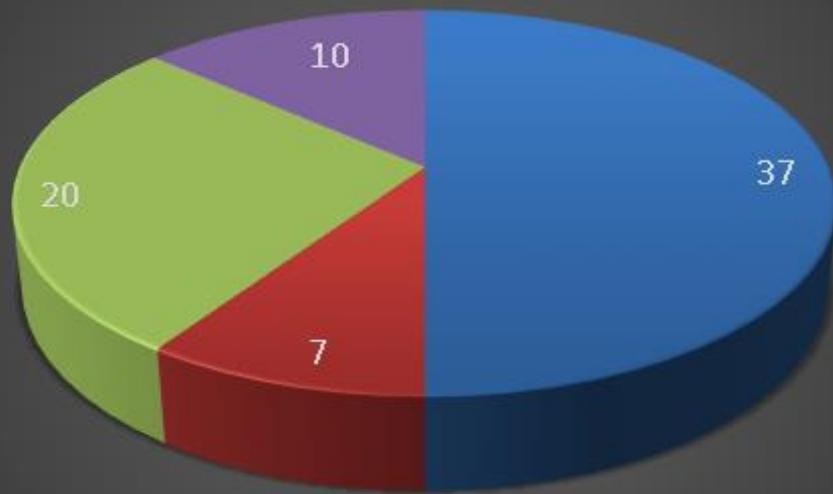
■ Initial Inspections ■ No Violation ■ Compliant ■ In Progress ■ City Enforced

## Trailer Violations



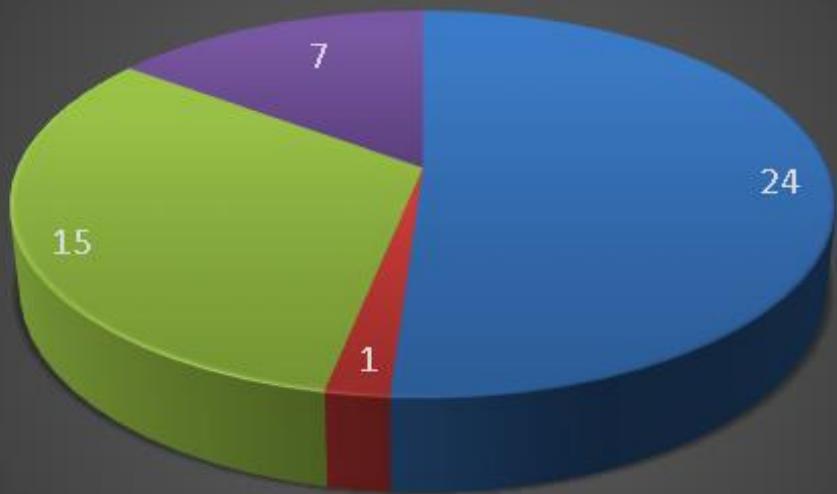
Initial Inspections   No Violation   Compliant   In Progress

## Trash/Debris



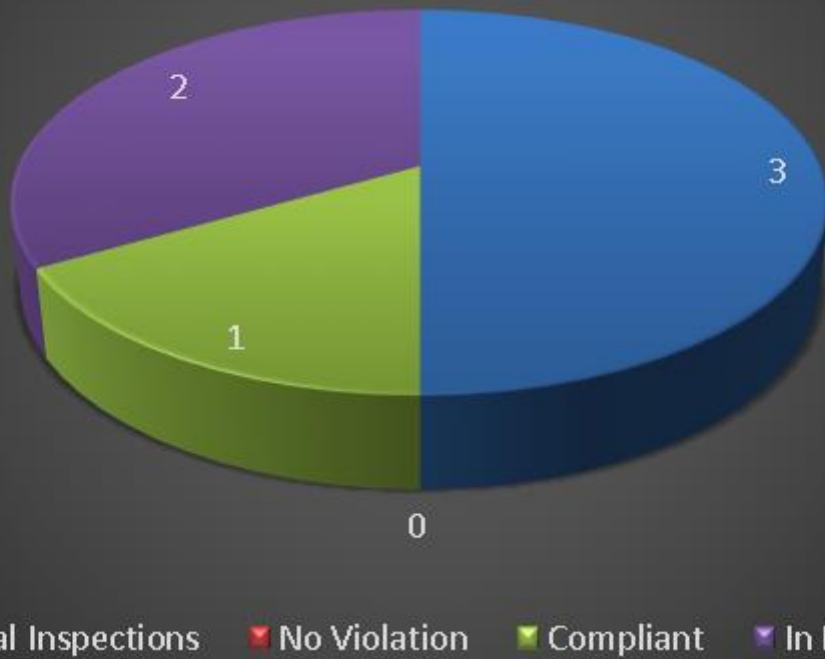
Initial Inspections   No Violation   Compliant   In Progress

## Exterior Storage



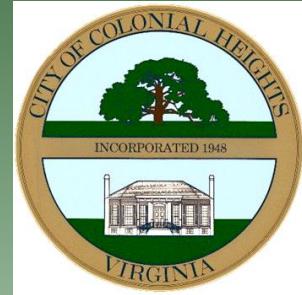
Initial Inspections   No Violation   Compliant   In Progress

## Graffiti



# Colonial Heights City Council Meeting

## August 6, 2015



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

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

**Update on the Economic  
Development Strategic Plan and  
Stakeholder Meeting Schedule**

# Schedule for Economic Development Strategic Plan

July 10, 2015 rev.

## PHASE 1 – Winter 2014/15

- Economic Development Leadership Seminar 11/8/14
- Economic Development Survey to City Council
- Recap of Leadership Seminar and Discussion of Survey Results at Council Retreat (1/16/15)
- Create Vision Statement for City of Colonial Heights from Retreat Discussion**
- Brief EDA on Strategic Plan and Their Role in the Process at EDA Organizational Meeting in January

## PHASE 2 – Spring 2015

- Feedback from City Council on *Economic Development DRAFT* Vision Statement
- Identify Which Partners/Stakeholders to Involve in Informational Sessions (Chamber, VGR, VSU, PC, EDA)
- Select Date(s) and Facility for Initial Stakeholder Meeting - 9/25 and 10/16 @ JTCC**
- Select Facilitator for Stakeholder Meeting(s) – Dr. Julie Ranson, John Tyler CC**
- Update EDA on Strategic Plan Progress and Share *Vision Statement* for Input

## Schedule cont'd.

### PHASE 3 – Summer 2015

- Mail invitation Letter to Partners/Stakeholders for 9/25 and 10/16 Meetings (early August)
  - Include SWOT Survey for Completion Prior to 9/25 Meeting
- Process Survey Results from Partners/Stakeholders
- Place Economic Development Strategic Plan Survey on City Website (early-mid August)
- Incorporate Feedback from Website with Current Survey Information
- Refine *Vision Statement* with EDA and Present to Council for Adoption

### PHASE 4 – Fall 2015

- Hold Community Group Meeting to Share Survey Results and Document Assessment
- Process Community Assessment
- Process Final Survey Results
- Incorporate Results into Draft EDSP
- Publicize Draft EDSP on City Website for Comments
- Refine EDSP Based on Website Comments if Necessary
- Present Draft EDSP to EDA
- Refine EDSP if Necessary from EDA Feedback

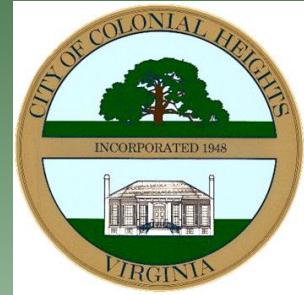
## Schedule cont'd.

### PHASE 5 – Winter 2015/16

- Finalize EDSP
- Present EDSP to City Council
- Finalize EDSP with City Council Feedback
- Present to City Council for Adoption of EDSP

# Colonial Heights City Council Meeting

## August 6, 2015



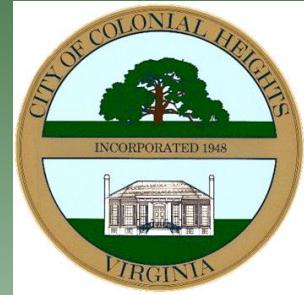
### **15. Reports of Officers and Documents Related Thereto**

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

##### **4. General Activity Report and/or Project Update**

# Colonial Heights City Council Meeting

## August 6, 2015

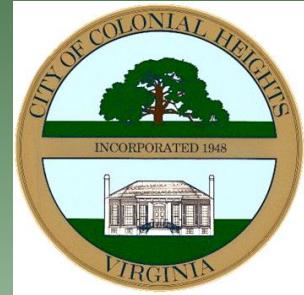


### **15. Reports of Officers and Documents Related Thereto**

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

# Colonial Heights City Council Meeting

## August 6, 2015

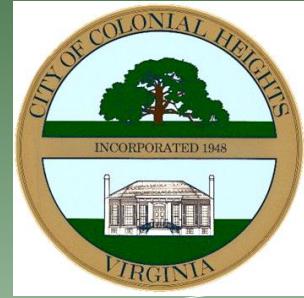


### **15. Reports of Officers and Documents Related Thereto**

#### **C. *Director of Planning and Community Development***

# Colonial Heights City Council Meeting

## August 6, 2015



**16. Consideration of Claims.**

**17. Adjournment**

# Colonial Heights City Council Meeting

August 6, 2015

