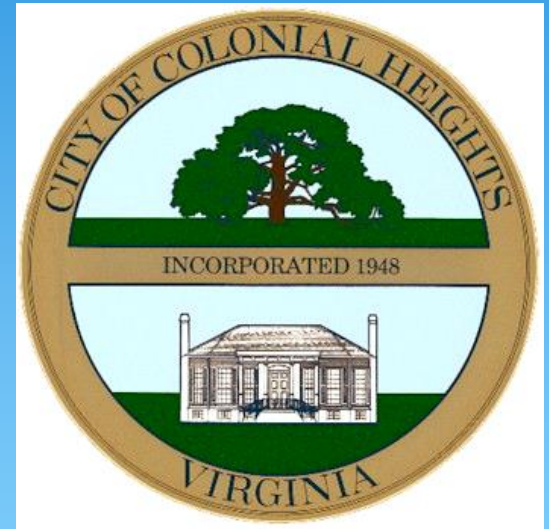


Colonial Heights City Council Meeting

August 6, 2015



Colonial Heights City Council Meeting

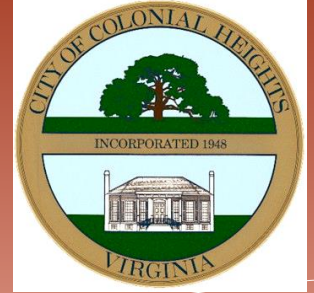
August 6, 2015



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

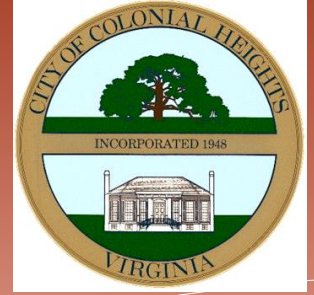


7. Commendations and Presentations

***B. George Schazzenbacher 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

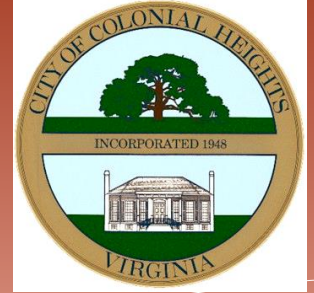


7. Commendations and Presentations

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

Colonial Heights City Council Meeting

August 6, 2015

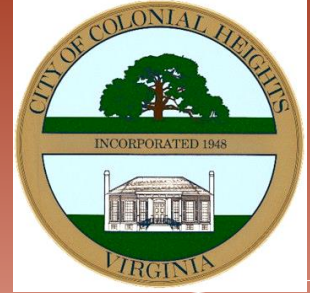


7. Commendations and Presentations

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

Colonial Heights City Council Meeting

August 6, 2015



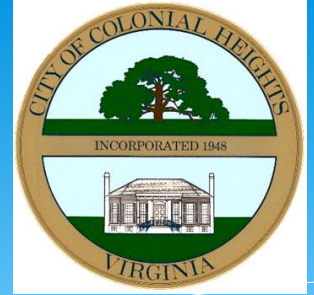
7. Commendations and Presentations

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

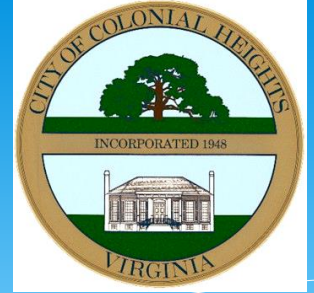


8. Reading of Manner Addressing Council

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

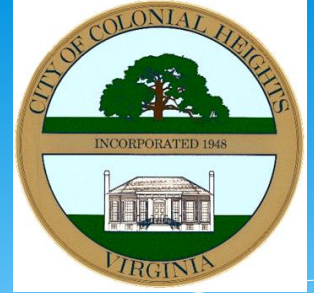


10. Advertised Public Hearing

**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

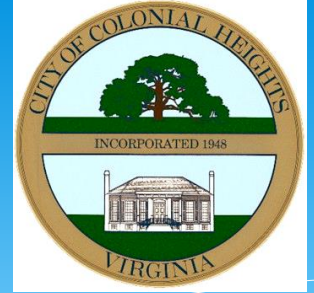


13. Consent Agenda

- 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



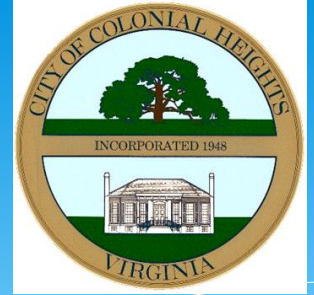
12. Consent Agenda

***B. Special Meeting Minutes
June 9, 2015***

***C. Special Meeting Minutes
July 9, 2015***

Colonial Heights City Council Meeting

August 6, 2015

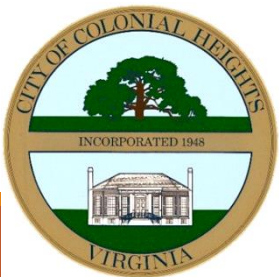


13. Introduction and Consideration of Ordinances and Resolutions

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

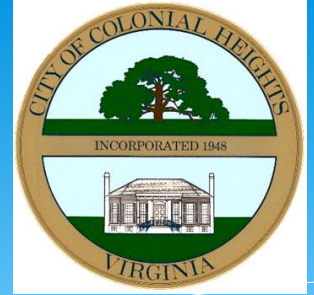
- ★ **Employee Compensation** – The proposed budget includes a Cost of Living Adjustment (COLA) of **2.0%** in base salaries for all FTEs – effective **September 1, 2015**. Increase carries a projected overall cost of just over \$250,000 in FY15-16 and future full-year costs of just over \$300,000.
- ★ **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

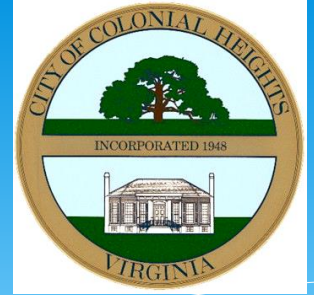


13. **Introduction and Consideration of Ordinances and Resolutions**

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

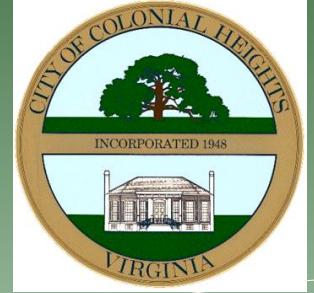


14. Unfinished Business, Contested Ordinances and Resolutions, and Items Removed from the Consent Agenda

****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

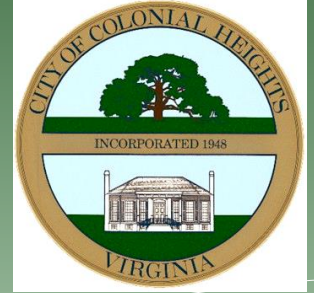
- Briefing on guardrail request @ Westover/Conduit

Other Possible Action Items

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

Colonial Heights City Council Meeting

August 6, 2015



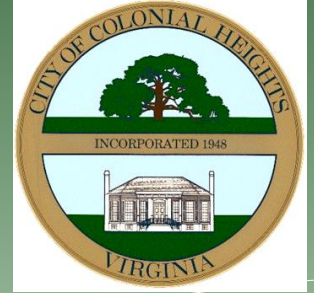
15. Reports of Officers and Documents Related Thereto

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*

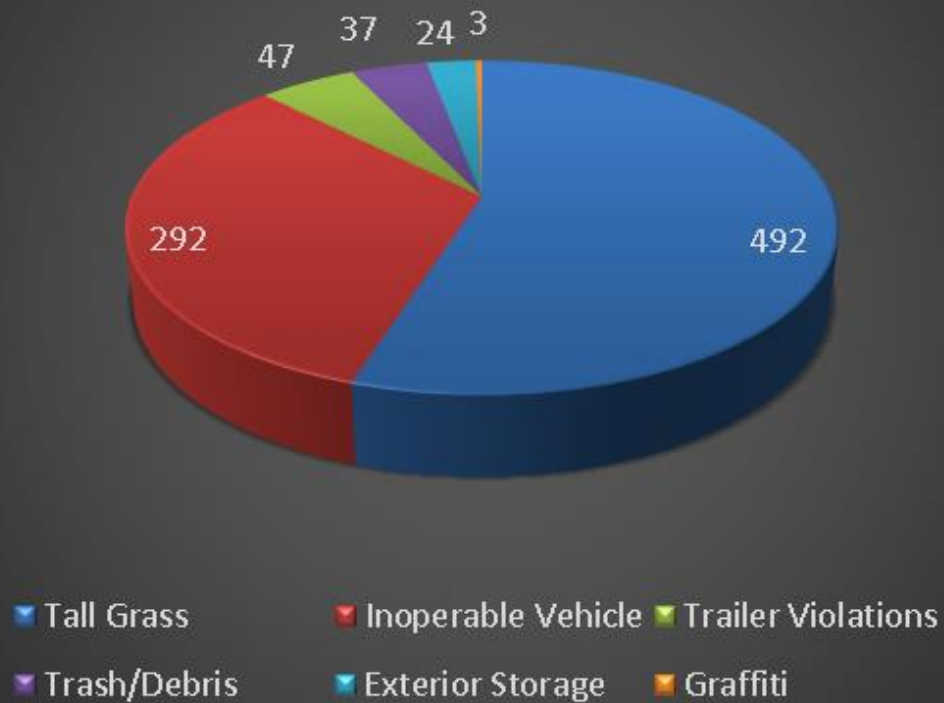
3. Update on Tall Grass and Weeds Code Enforcement



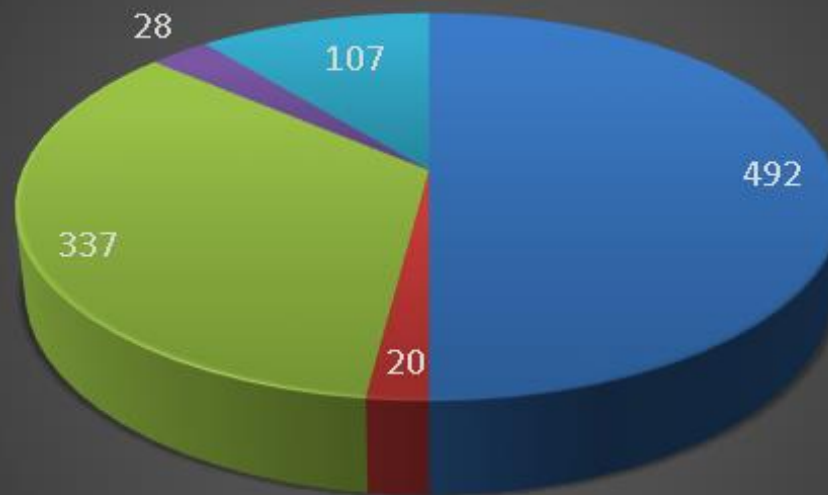
Code Enforcement Update

August 6, 2015 City Council Meeting

Potential Violations Since 1/1/2015

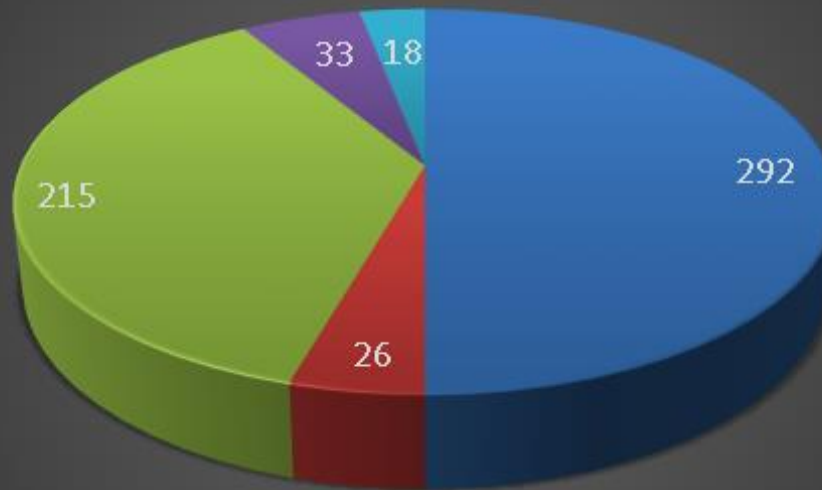


Tall Grass



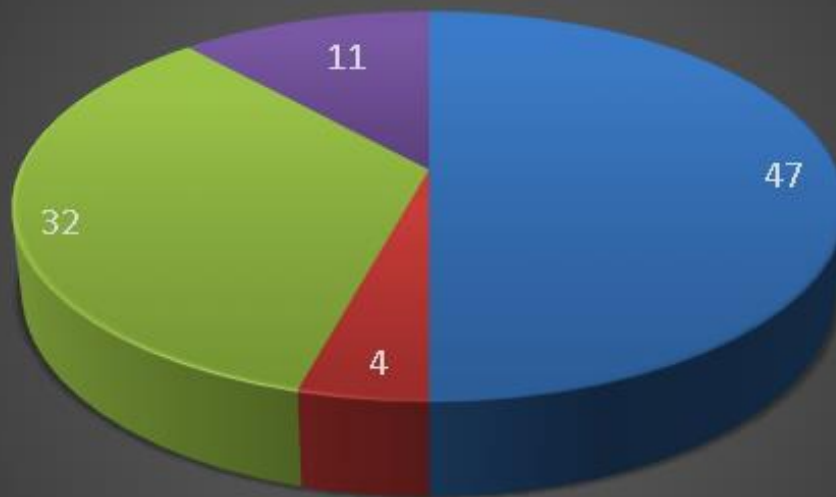
■ Initial Inspections ■ No Violation ■ Compliant ■ In Progress ■ City Enforced

Inoperable Vehicle



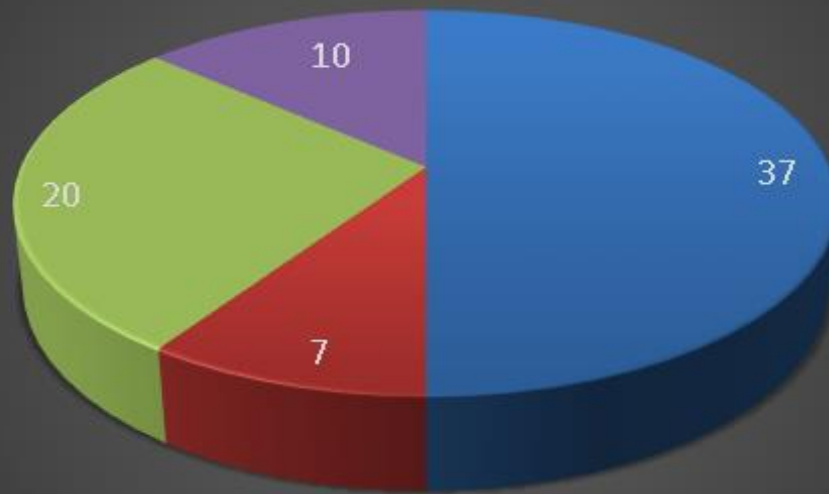
Initial Inspections No Violation Compliant In Progress City Enforced

Trailer Violations



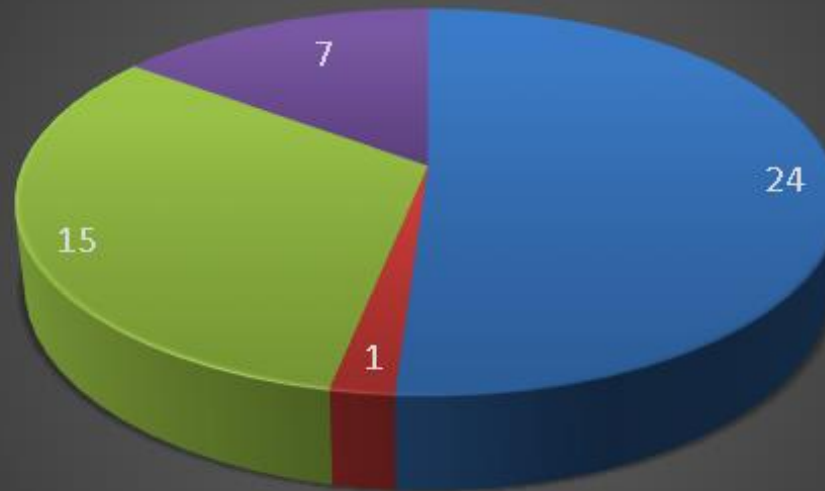
Initial Inspections No Violation Compliant In Progress

Trash/Debris



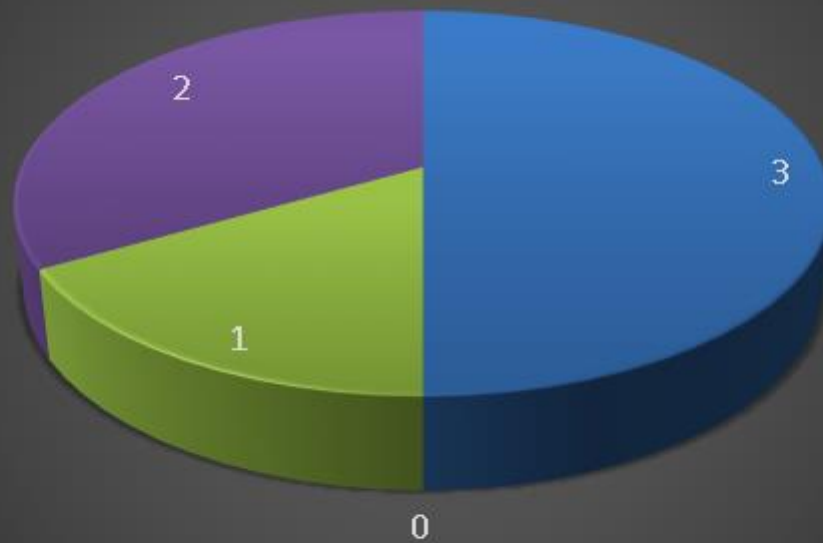
Initial Inspections No Violation Compliant In Progress

Exterior Storage



Initial Inspections No Violation Compliant In Progress

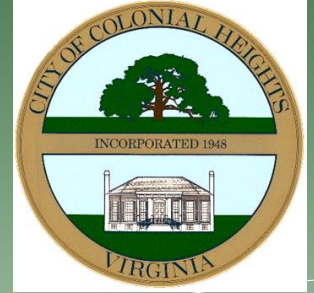
Graffiti



Initial Inspections No Violation Compliant In Progress

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

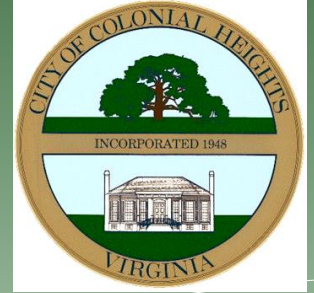
Schedule cont'd.

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



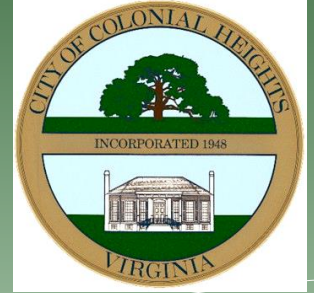
15. Reports of Officers and Documents Related Thereto

A. *City Manager*

4. General Activity Report and/or Project Update

Colonial Heights City Council Meeting

August 6, 2015

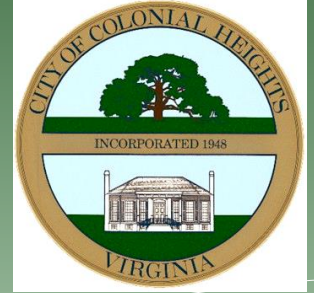


15. Reports of Officers and Documents Related Thereto

B. City Attorney

Colonial Heights City Council Meeting

August 6, 2015

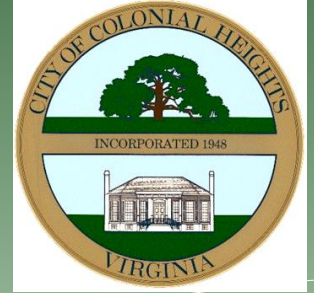


15. Reports of Officers and Documents Related Thereto

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

