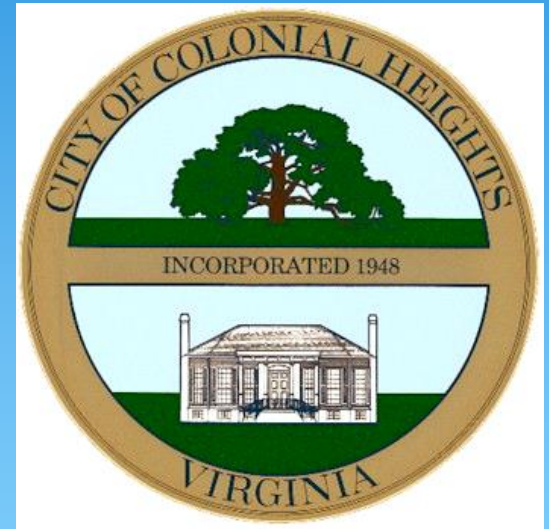


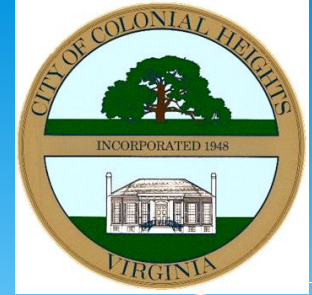
Colonial Heights City Council Meeting

October 13, 2015



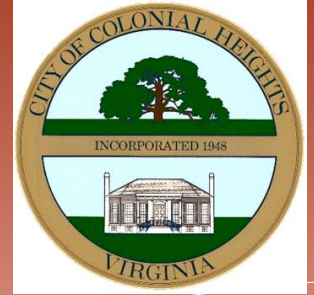
Colonial Heights City Council Meeting

October 13, 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 October 13, 2015



7. Commendations and Presentations

A. *PROCLAMATION Designating the month of October 2015 as "Domestic Violence Awareness and Prevention Month" in the City of Colonial Heights, Virginia*

Colonial Heights City Council Meeting

October 13, 2015

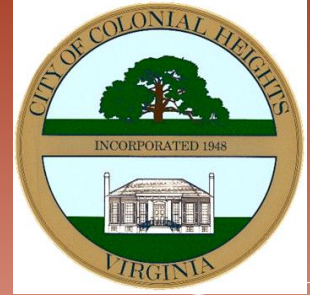


7. Commendations and Presentations

***B. A PROCLAMATION Commemorating the
200th Anniversary of Violet Bank
Museum in the City of Colonial
Heights, Virginia***

Colonial Heights City Council Meeting

October 13, 2015

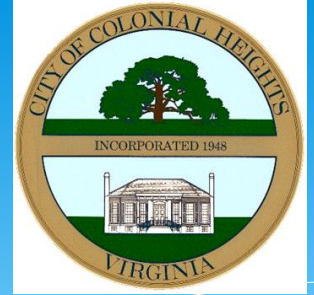


7. Commendations and Presentations

C. *Introduction of the 2015 Chesterfield-Colonial Heights Christmas Mother and Presentation of City Donation*

Colonial Heights City Council Meeting

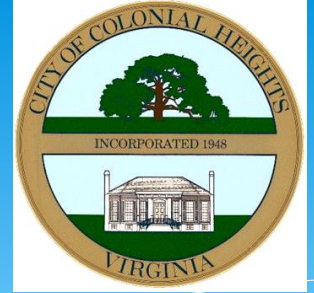
October 13, 2015



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 October 13, 2015

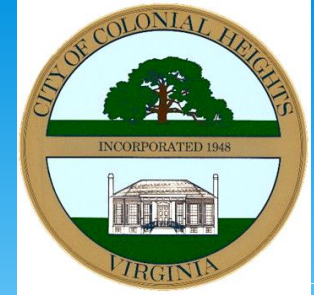


9. Written Petitions and Communications

❖ *None*

Colonial Heights City Council Meeting

October 13, 2015



10. Advertised Public Hearing

- A.** *AN ORDINANCE NO. 15-FIN-14 (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 \$860,320, which consists of a re-appropriation of \$583,232 in encumbered FY 2015 funds as required under the Government Accounting Standards Board (GASB) for budgetary reporting purposes; \$4,000 grant from VA Department of Emergency Management to purchase equipment and supplies for the City emergency shelter; \$3,500 in Reserved Fund balance – Youth Grant and a \$150 donation from District 19 for Youth Services; \$67,000 transfer from contingencies to Finance to fund upgrade of existing financial software; \$17,500 from Highway Safety Grant for selective enforcement – Alcohol; \$251,938 in Reserved Fund balance – Utilities for local matching funds for VDOT Road Reconstruction Grant; and \$104,767 in revenue and expenditure budget line adjustments that were shown incorrectly on Ordinance 15-FIN-12.*

To amend the Capital Projects Fund Budget to appropriate \$261,250 from a VDOT Urban Construction Programs, \$251,938 from local funds and \$9,312 from CIP Highway Construction Funds (Local Share) for Street Maintenance.

Ordinance No. 15-FIN-14

❖ **Encumbrance Revisions** - Under GASB, budgetary basis of accounting on City Financial Statements are modified to show expenditures when the actual payment was made, not when originally budgeted. As a result departmental budgets could show overage in current year if payments were made from a budgeted prior year purchase order.

Carryover of these encumbrances has been generally authorized by budget ordinances, but they are not allowed to be reflected in the CAFR by GASB unless specifically reappropriated. Net requested reappropriation is **\$583,232**.

These remaining encumbrances are obligations of the City and will be part of the restricted Fund Balance shown in the 2015 CAFR. This compares to \$388,918 needed for fiscal year 2014.

Ordinance No. 15-FIN-14

❖ **SunGard Financial Software Upgrade** – Current provider has notified that financial billing software will no longer be supported, and our current financial reporting software was the last version to be supported. With the proposed upgrading to the current releases, we will still have to totally replace our Real Estate and Personal Property software to another vendor since they no longer offer this product; and that server will also need to be replaced.

Proposed upgrade is tentatively scheduled for 2nd quarter of 2016 based on the number of other jurisdiction having to do this same upgrade. It is requested that **\$67,000** in contingencies be appropriated based on the preliminary software upgrade estimate of \$49,000 and server estimate of \$15,000.

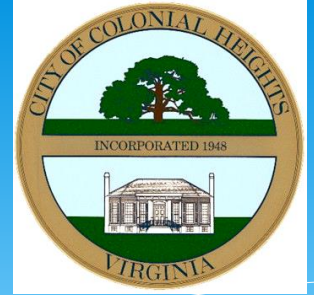
Ordinance No. 15-FIN-14

- ❖ **Budget Correction** – Ord 15-FIN-12 had two incorrect entries. Receipts listed under Miscellaneous were actually Charges for Services and expenditures listed under Public Works should have been Public Safety
- ❖ **VDOT Urban Construction Program** – The City has received a VDOT Urban Construction Program award for the reconstruction of Stratford Drive in the amount of **\$191,250** and **\$70,000** for the reconstruction of Mallard Drive. These grants require equal matching funds which will come from GF-Reserve funds and CIP local matching fund project.

Ordinance No. 15-FIN-14

- ❖ **2014 State Homeland Security Program Grant** – CHFD has received a **\$4,000** grant from the VDEM to purchase two self-contained rolling carts that will each contain cots, blankets and hygiene kits for use at the emergency shelter.
- ❖ **Highway Safety Grant** – CHPD has received a **\$17,500** grant from the Va. Department of Motor Vehicles for selective enforcement, radar units, DUI training and a handheld laser speed measuring device.
- ❖ **Youth Services** – This program has a **\$3,500** balance from a prior year grant that is to be utilized for youth oriented services; and have also received a **\$150** donation from District 19 Community Services Board for fees to attend the YADAPP this year.

Colonial Heights City Council Meeting October 13, 2015

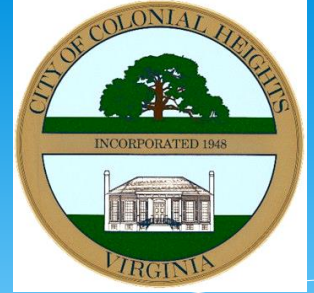


10. Advertised Public Hearing

B. AN ORDINANCE NO. 15-27 (First Reading) Amending Chapter 258 of the City Code by adding a Section 258-16.02 that incorporates provisions from the Code of Virginia that provide for the assessment and taxation of new buildings substantially completed or fit for use and occupancy.

Colonial Heights City Council Meeting

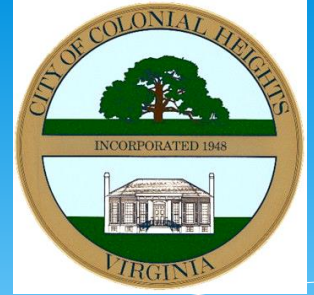
October 13, 2015



11. Hearing of Citizens Generally on Non-Agenda Items

Colonial Heights City Council Meeting

October 13, 2015

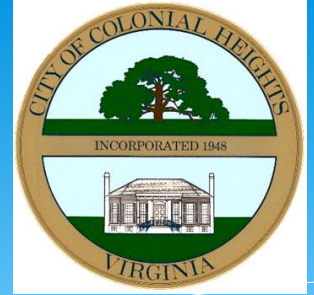


12. Consent Agenda

A. *AN ORDINANCE NO. 15-18 (Second Reading) To amend Chapter 39, Libraries, of the Code of the City of Colonial Heights by providing that the City's public library shall be under the general control and management of the City Manager and the day-to-day administration of a Librarian.*

Colonial Heights City Council Meeting

October 13, 2015



12. Consent Agenda

B. AN ORDINANCE 15-22 (Second Reading)
To amend and reordain Section 226-7
of Chapter 226 of the Colonial Heights
City Code, which relates to records
kept by dealers of precious gems and
metal


Leads Online is a technology service helping law enforcement catch criminals, while helping businesses reduce the hassles of reporting.



Leads Online is a significant improvement over the current reporting process in Colonial Heights saving both time and taxpayer dollars.



LEADS ONLINE IS COMPLETELY FREE TO THE BUSINESS OWNER. THE BUSINESS OWNER REGISTERS ONLINE. REGISTRATIONS TAKE LESS THAN TWO (2) MINUTES TOTAL. LEADS ONLINE WILL THEN CONTACT THE BUSINESS OWNER WITH EASY INSTRUCTIONS FOR ELECTRONICALLY UPLOADING DAILY TRANSACTIONS. UPLOADING IS A VERY SIMPLE AND SECURE PROCESS TAKING LESS THAN THIRTY (30) SECONDS PER DAY.



We currently have eleven (11) business's in the city that submit transaction forms to the department. One (1) submits transaction forms electronically through a program they provided themselves. The other ten (10) submit hand written transaction forms. The problem we are having with these handwritten transaction forms are:

- It is time consuming entering the information in to our Records Management System.
- It is hard to read the handwriting from the transaction forms.
- Having to enter the information in to the RMS by hand causes the information not to be immediately available to law enforcement.

Here is an example of the transaction forms that we get frequently:



Can you tell
what was
pawned from
this
transaction
form?

521779

DOB

CUSTOMER'S ORDER NO. [REDACTED] DATE 8/1/15

NAME [REDACTED]

ADDRESS [REDACTED]

CITY, STATE, ZIP [REDACTED]

SOLD BY CASH C.O.D. CHARGE ON ACCT. MDSE. RETD. PAID OUT

QUAN.	DESCRIPTION	PRICE	AMOUNT
1	14K Single hoop	0.50	
2	14K Pearl	1.25	
3	14K Single Pearl earring	1.25	
4	14K Ring	3.9	
5	14K Diamond band	5.5	
6			
7			
8			
9			
10			
11			
12			

RECEIVED BY [Signature]

KEEP THIS SLIP FOR REFERENCE

01-11

LeadsOnline Ticket - Liberty Pawn & Gold 3

Ticket Date: 8/13/2015 (6:26 PM)

Ticket No. LT-LP3008945 (Pawn)

Redeem By: 9/12/2015

Liberty Pawn & Gold 3

[REDACTED]
 [REDACTED]
 ID(2): ID(2)HP-9999
 [REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

[REDACTED]
 [REDACTED]
 [REDACTED]
 [REDACTED]

Sex: MALE Race: WHITE Eye Color: BLUE Hair Color: BROWN Height: 5'5" Weight: N/A

Item Listing

Type	Make / Brand	Model	Serial No.	Details	Amount
Other	UNITED STATES SILVER	40MIXEDDATESTYPES		(Qty: 1) SILVER COIN: UNITED STATES MODEL SILVER - 40% MIXED DATES / TYPES, 1969 JFK 20 EA., WALKING HALF 2, FRANKLIN HALF NGC MS64, DIME PENY TWO CENT SET, ONE DOLLAR COIN SET, EISENHOWER 40% 2, 1958 MINT SET SILVER, 1966 U.C.MINT SET, MILLENIUM COINAGE SET Condition: NEW	\$100.00

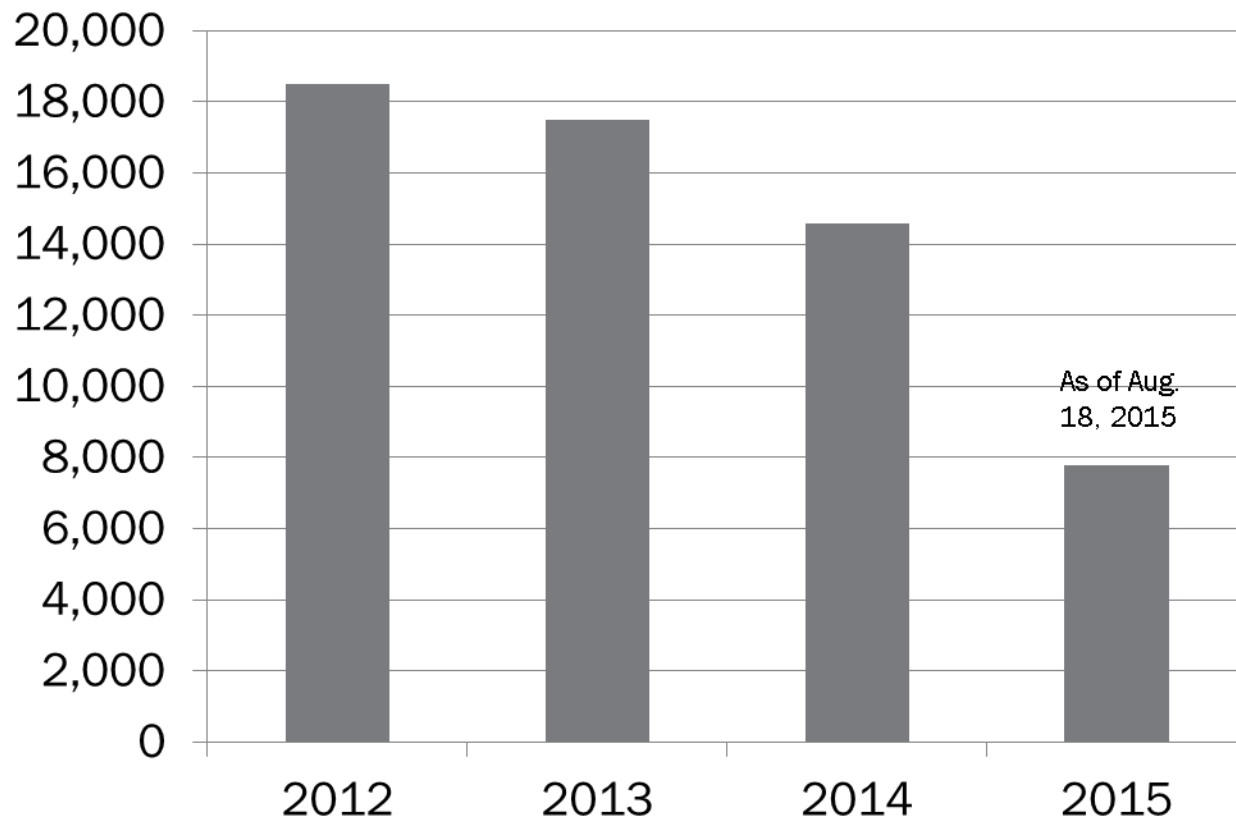
TOTAL: \$100.00

Images

This is an example of a pawn report that is generated from a Leads Online entry.

The information contained herein is for authorized law enforcement use only. © LeadsOnline LLC. All rights reserved. 18109680508

NUMBER OF PAWN TRANSACTIONS FOR THE PAST 4 YEARS



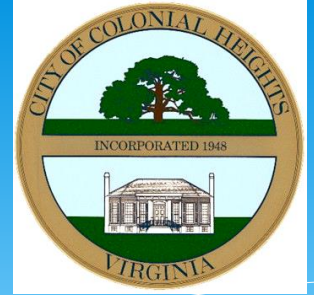
Approving a City Ordinance that requires business's to file transaction reports electronically will clearly improve the efficiency of department and save taxpayer dollars. It will also add in the investigative efforts of all law enforcement agencies by making information immediately available. Transaction forms submitted through **Leads Online** becomes immediately available compared to the possibility of several days when entered into our RMS by hand.

Approving a City Ordinance giving business owners the choice is not the solution. We need to look towards the future. The future is computerization. Research of other localities throughout Virginia show that the majority are requiring business's in their jurisdictions to file transaction forms electronically.



Colonial Heights City Council Meeting

October 13, 2015

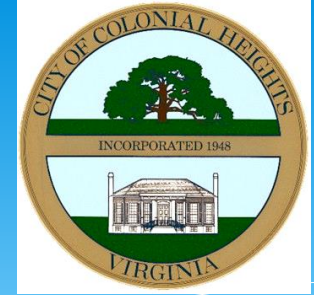


12. Consent Agenda

- C. *AN ORDINANCE 15-25 (Second Reading)***
To amend Chapter 13, Boards, Commissions and Authorities, of the Code of the City of Colonial Heights to change the membership of the Transportation Safety Committee

Colonial Heights City Council Meeting

October 13, 2015



12. Consent Agenda

- D. *AN ORDINANCE NO 15-FIN-13 (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 \$47,783; which consists of \$32,543 from the Rescue Squad Assistance Fund, with a Fire/EMS Volunteer donation of \$8,136 for the purchase of a Stryer stretcher/load system; \$3,210 in donations to fund \$1,710 for the replacement of expired AED Pads, \$1,000 to purchase Police Honor Guard equipment and \$500 to provide funding of children's Christmas shopping; \$2,994 from a Byrne Justice Assistance Grant to purchase a Raptor radar unit; \$900 increase in funds from the Department of Conservation and Recreation for the Pocahontas State Park work program; and to transfer \$4,000 from contingencies to Public Works for the installation of a guard rail.***

Ordinance No. 15-FIN-13

- ❖ The **CH Fire/EMS Department** is requesting the total appropriation of **\$40,679** to purchase an ambulance stretcher/load system; said funding coming from a grant in the amount of **\$32,543** from the Rescue Squad Assistance Fund (RSAF) and **\$8,136** (20% match) being provide the Colonial Heights Volunteer Fire & EMS.
- ❖ The **CH Police Department** is requesting the following total appropriation of **\$4,494**:
 - A **Byrne Justice Assistance Grant** in the amount of **\$2,994** from the Department of Criminal Justice Services for a Raptor radar unit, ballistic helmets and training tuition
 - A donation from the **American Legion Donation** in the amount of **\$1,000** to purchase Honor Guard equipment.
 - A donation from Target in the amount of **\$500** to collaborate with the Colonial Heights Kiwanis in funding for a children's Christmas

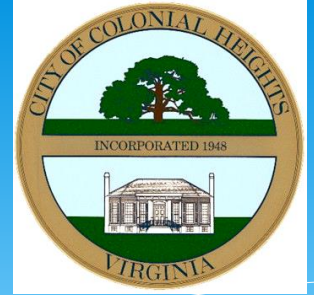
Ordinance No. 15-FIN-13

- ❖ The **CH Sheriff Office** has received and is requesting appropriation of a **\$1,710** donation to purchase and replace AED Pads and batteries that have expired.
- ❖ **The Office on Youth & Human Services** has received and is requesting appropriation of a **\$900** additional award in support of the Youth Services Corps Program at Pocahontas State Park to fund stipends for three supervisors
- ❖ **Finance-** At the 8/25 Work Session, the City Council directed a guard rail addition for the intersection of Conduit and Westover was approved and requested that it's funding of **\$4,000** be made from the Contingency account.



Colonial Heights City Council Meeting

October 13, 2015

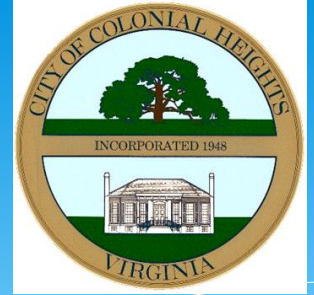


12. Consent Agenda

B. AN ORDINANCE 15-22 (Second Reading)
To amend and reordain Section 226-7
of Chapter 226 of the Colonial Heights
City Code, which relates to records
kept by dealers of precious gems and
metal

Colonial Heights City Council Meeting

October 13, 2015

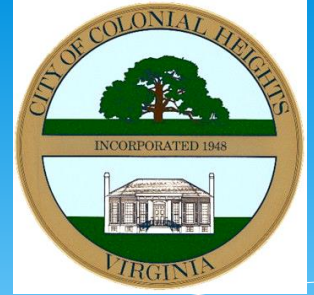


13. Introduction and Consideration of Ordinances and Resolutions

***A. A RESOLUTION NO 15-34 Authorizing
the City Manager to enter into a
Standard Project Administration
Agreement with the Virginia
Department of Transportation for the
funding of the fifth phase of the
Appomattox River Greenway Trail.***

Colonial Heights City Council Meeting

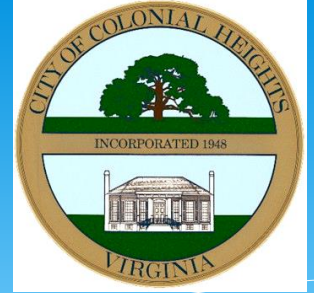
October 13, 2015



13. Introduction and Consideration of Ordinances and Resolutions

***B. A RESOLUTION NO 15-35 Authorizing
the City Manager to enter into a
revised Agreement with A+ Properties,
Inc. to exchange real property
interests.***

Colonial Heights City Council Work Session October 13, 2015



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

❖ *None*

Colonial Heights City Council Meeting

October 13, 2015

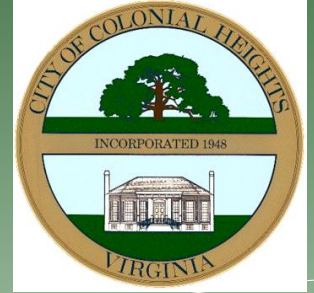


15. Reports of Officers and Documents Related Thereto

A. *City Manager*

1. Review of City Curfew Regulations

Colonial Heights City Council Meeting October 13, 2015



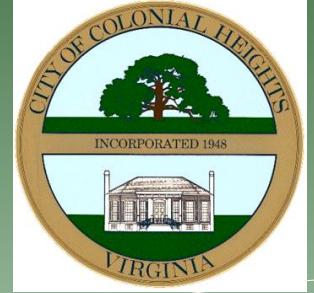
15. Reports of Officers and Documents Related Thereto

A. *City Manager*

2. Review of October Work Session Agenda

Colonial Heights City Council Meeting

October 13, 2015



15. Reports of Officers and Documents Related Thereto

A. *City Manager*

3. General Activity Report and/or Project Update

Colonial Heights City Council Meeting October 13, 2015

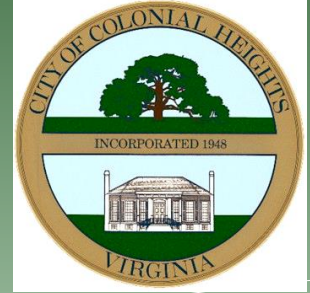


15. Reports of Officers and Documents Related Thereto

B. City Attorney

Colonial Heights City Council Meeting

October 13, 2015



15. Reports of Officers and Documents Related Thereto

C. *Director of Planning and Community Development*

- 1. Planning Commission Meeting
Summary - October 2015**
- 2. Review and Discussion of the Tri-
Cities Multimodal Study (Southeast
High-Speed Rail Corridor Project)**

Tri-Cities Multimodal Passenger Rail Station

NEPA Study Summary

- Crater Planning District Commission hired Michael Baker International to coordinate the NEPA Study – Environmental Assessment required by the federal government
- Federal Railroad Administration (FRA) “controls” the location and dynamics of the station
- A NEPA Study Working Group was formed which has representatives from Chesterfield, Colonial Heights, Crater Planning District, Dinwiddie, DRPT, Hopewell, Petersburg, Prince George, and VDOT.

NEPA Study Summary - Continued

- Study Working Group has met at least once a month since January
- Michael Baker conducted the environmental assessment and 4Forward was contracted by Baker to conduct the Transit-Oriented Development (TOD) study
- Non-public information has been shared with the Working Group prior to a final draft of the NEPA study
- There was a public workshop outlining public information on the EA by Baker

NEPA Study Summary - Continued

- There was a public comment period to collect feedback on information shared at the public workshop from the public and a Study Working Group comment period to collect feedback from the draft EA and TOD (non-public information)
- Now the Study Working Group analyzes the data on five criteria and rank the locations based on this criteria by November 2
- Final draft of EA published November 30

Four Items Submitted to FRA

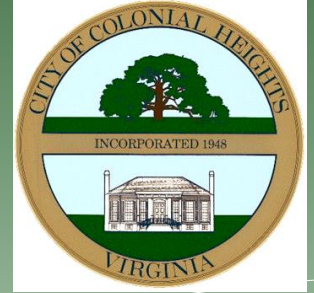
- Results of Citizen Survey
- Michael Bakers Recommendations
- Results of the Study Working Groups Ratings
- Resolution or Letter from the Governing Body or MPO Policy Committee Recommendation

General Steps to Construction of a Station

- NEPA Study – EA completed
- FRA selecting a site
- Design, Right-of-Way, Detailed Cost
- Funding
- Construction

Colonial Heights City Council Meeting

October 13, 2015



16. Consideration of Claims.

17. Adjournment

Colonial Heights City Council Meeting

October 13, 2015

