

COLONIAL HEIGHTS CITY COUNCIL AGENDA

REGULAR MEETING CITY HALL

Council Members

Michael A. Cherry
Kenneth B. Frenier
W. Joe Green, Jr.
John E. Piotrowski
John T. Wood
Elizabeth G. Luck, Vice-
Mayor
T. Gregory Kochuba,
Mayor

July 14, 2020

201 James Avenue, Colonial Heights, VA

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - Vice Mayor Betsy Luck
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. Introduction Of Erin Barr, Assistant Commonwealth's Attorney
8. Reading Of Manner Of 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.
9. Written Petitions And Communications
 - A. Council John Wood - Enhancements Of City Parks
10. Advertised Public Hearing
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 20-21
(*Second Reading*) Awarding the City Manager a 4% bonus.

Documents:

[EX SUM ORD20-21.PDF](#)
[AN ORDINANCE NO 20-21.PDF](#)

B. AN ORDINANCE NO 20-FIN-11

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to increase appropriations by \$73,000 to 1) appropriate \$40,000 in insurance recoveries to cover the City's expenses for accidental losses; 2) transfer \$32,500 in savings from incarceration expenses to debt service for the 2019 computer lease; and 3) appropriate \$33,000 in proceeds from the sale of the courthouse property to purchase property adjacent to Violet Bank.

Documents:

[EX SUMMARY 20-FIN-11.PDF](#)
[BUDGET SUMMARY 20-FIN-11.PDF](#)
[AN ORDINANCE NO 20-FIN-11.PDF](#)

C. AN ORDINANCE NO 20-FIN-12

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations by \$4,320 to 1) transfer anticipated revenue for vehicle rental tax in the amount of \$210,701 from use of money and property to intergovernmental revenue; and 2) appropriate \$4,320 in state asset forfeiture funds for training.

Documents:

[EX SUMMARY 20-FIN-12.PDF](#)
[BUDGET SUMMARY 20-FIN-12.PDF](#)
[AN ORDINANCE NO 20-FIN-12.PDF](#)

D. June 9, 2020 Special Meeting Minutes

Documents:

[06092020 SPECIAL MEETING MINUTESFINAL.PDF](#)

E. June 9, 2020 Regular Meeting Minutes

Documents:

[06092020 REGULAR MEETING MINUTESFINAL.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO. 20-20

(First Reading) Amending § 286-530.26 of Chapter 286, Zoning, of the Colonial Heights City Code by allowing donation collection bins in the City under certain circumstances.

Documents:

[EX SUMMARY ORDINANCE NO20-20.PDF](#)
[PCRESO20-8_SIGNED.PDF](#)
[AN ORDINANCE NO 20-20.PDF](#)

B. AN ORDINANCE NO 20-FIN-13

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring appropriations in the amount of \$45,000 from Contingency to Buildings and Grounds for emergency repairs of the Courthouse HVAC system; and 2) transferring \$28,191 from Contingency to the Emergency Response Fund for hazard pay for certain public safety employees.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate a total of \$594,051 for direct costs of the COVID-19 response, comprised of \$565,860 received from federal sources and \$28,191 from the City.

Documents:

[EX SUMMARY 20-FIN-13.PDF](#)
[BUDGET SUMMARY JULY 20 \(FY20\).PDF](#)
[COVID-19 SPENDING TO 6-30.PDF](#)
[AN ORDINANCE NO 20-FIN-13.PDF](#)

C. AN ORDINANCE NO 20-FIN-14

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$31,013: 1) to appropriate \$17,216 in Office of Emergency Medical Services grant funds for the purchase of EMS equipment, and 2) to appropriate \$13,797 in CDBG funds anticipated in excess of the current budget.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to appropriate \$512,237 received from federal sources for direct costs of the COVID-19 response.

To amend the Capital Projects Fund Budget, as previously adopted by Council, by reducing appropriations by \$210,972 and transferring funds from the Boulevard Enhancement Project and the Appomattox Greenway Trail Project (ARGT) to the North Elementary Sidewalks Project, and Redevelopment Project.

Documents:

[EX SUMMARY 20-FIN-14.PDF](#)
[OEMS GRANT AWARD LETTER.PDF](#)
[VDOT TRANSFER.PDF](#)
[BUDGET SUMMARY JULY 20.PDF](#)
[AN ORDINANCE NO 20-FIN-14.PDF](#)

D. A RESOLUTION NO 20-34

Authorizing the submission of funding applications to the Commonwealth Transportation Board through the bi-annual SMART SCALE program for the following projects: 1) Lakeview Modernization Phase II (Brijidan Lane to City limits); and 2) Boulevard Modernization Phase II (Westover Avenue to Temple Avenue).

Documents:

[EX SUM SMART SCALE071420.PDF](#)
[LAKEVIEW VICINITY MAP.PDF](#)
[BOULEVARD VICINITY MAP.PDF](#)
[A RESOLUTION NO 20-34.PDF](#)

E. A RESOLUTION NO 20-35

Supporting the submission and approval of funding of applications of the City of Petersburg and the Tri-Cities MPO to the Commonwealth Transportation Board through the bi-annual SMART SCALE program for the following projects: 1) City of Petersburg Proposed Appomattox River Trail Project (Squaw Alley to Patton Park to the north shore of the Appomattox River and existing CHARTS trail); and 2) Tri-Cities Metropolitan Planning Organization Proposed Trail Project (part of the Ashland to Petersburg Trail) from River Road through Virginia State University to Patton Park in Petersburg, with a

spur trail to Colonial Heights.

Documents:

[EX SUM RESOLUTION NO 20-35 TRAIL PROJECTS.PDF](#)
[APPOMATTOX RIVER TRAIL PETERSBURG SMART SCALE SKETCH 2020 \(ATTACHMENT 1\).PDF](#)
[SMARTSCALE TRAIL ATP ALIGNMENT EXHIBIT \(ATTACHMENT 2\).PDF](#)
[A RESOLUTION NO 20-35.PDF](#)

F. A RESOLUTION NO. 20-36

Approving two Water Connection Agreements, whereby the City will furnish a supply of public water to serve two residences in Chesterfield County; and authorizing the City Manager to execute the Agreements.

Documents:

[EX SUM RESO NO. 20-36.PDF](#)
[WATER CONNECTION AGREEMENT - HLM ENTERPRISES 207 SCL FINAL 06-29-2020.PDF](#)
[WATER CONNECTION AGREEMENT - HLM ENTERPRISES 211 SCL FINAL 06-29-2020.PDF](#)
[A RESOLUTION NO 20-36.PDF](#)

14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda

A. A RESOLUTION NO 20-14

Requesting the Virginia Department of Game and Inland Fisheries to Amend the Local Urban Archery Restrictions for the City of Colonial Heights.

Documents:

[EX SUMMARY RESO 20-14.PDF](#)
[A RESOLUTION NO 20-14.PDF](#)

15. Reports Of Officers And Documents Related Thereto

A. City Manager

1. Emergency Management Update
2. General Activity Report

Documents:

[EX SUM CM ACTIVITY REPORT.PDF](#)
[DATES OF INTEREST - CM REPORT JULY 2020.PDF](#)

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary

Documents:

[EX SUMMARY PLANNING SUMMARY.PDF](#)
[202007_PC_SUMMARY.PDF](#)

16. Adjournment



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: Ordinance No. 20-21

DEPARTMENT: City Council

PROPOSED ACTION: Approve second reading of Ordinance No. 20-21

BACKGROUND: City Council is awarding the City Manager a 4% bonus of his current annual salary after his annual performance evaluation.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve second reading of Ordinance No. 20-21

ATTACHMENTS: AN ORDINANCE NO. 20-21.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

AN ORDINANCE NO. 20-21

Awarding the City Manager a 4% bonus.

WHEREAS, the City Council has reviewed the City Manager’s performance during the last year and believes he should be awarded a 4% bonus of his current annual salary.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. That Douglas E. Smith, City Manager, is awarded a 4% bonus of his current annual salary.
2. That this Ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: (Second Reading 20-FIN-11) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations \$73,000 1) to appropriate \$40,000 in insurance recoveries to cover the City's expenses for accidental losses, 2) to transfer \$32,500 in savings from incarceration expenses to debt service for the 2019 computer lease, and 3) to appropriate \$33,000 in proceeds from the sale of the courthouse property to purchase property adjacent to Violet Bank.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for second reading of requested budgetary changes.

BACKGROUND:

The City has changed the process for recording insurance losses and reimbursements from our carrier. The losses are now recorded as expenditures and the reimbursements as revenue, and they need to be appropriated to offset each other. The computer lease was issued earlier in the current fiscal year than originally planned, incurring two debt service payments. One was appropriated earlier in the year, but a second hit in June. This item transfers unspent appropriations from the regional jail to cover the additional \$32,500 expense.

Council approved the purchase of property adjacent to Violet Bank at the June 9 meeting. This item appropriates \$33,000 in remaining proceeds from the sale of the old courthouse property for the purchase of this parcel (\$31,500 for purchase price + \$1,500 for closing costs). After this appropriation, the remaining unallocated proceeds will total \$94,691.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

BUDGET SUMMARY 20-FIN-11; ORDINANCE 20-FIN-11

- Staff will be making a detailed presentation on this agenda item at the meeting.**
- Staff will provide brief comments and answer questions on this item at the meeting.**
- This is a routine procedural item and no presentation is planned for the meeting.**

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

City of Colonial Heights
 Ordinance/Resolution Recap Worksheet
 June 2020

	Insurance Recoveries	Lease Payment	Property Purchase	Total
GENERAL FUND				
<u>REVENUE:</u>				
10-4812	\$40,000			40,000
10-4990			\$33,000	33,000
	<u>\$40,000</u>	<u>\$0</u>	<u>\$33,000</u>	<u>\$73,000</u>
<u>EXPENDITURES:</u>				
1207-5220	40,000			40,000
1357-5228		(32,500)		(32,500)
1604-5501			33,000	33,000
		32,500		32,500
	<u>\$40,000</u>	<u>\$0</u>	<u>\$33,000</u>	<u>\$73,000</u>

AN ORDINANCE NO. 20-FIN-11

To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to increase appropriations by \$73,000 to 1) appropriate \$40,000 in insurance recoveries to cover the City's expenses for accidental losses; 2) transfer \$32,500 in savings from incarceration expenses to debt service for the 2019 computer lease; and 3) appropriate \$33,000 in proceeds from the sale of the courthouse property to purchase property adjacent to Violet Bank.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That section 1 of Ordinance No. 20-FIN-2, the General Fund Budget, is hereby amended and re-ordained as follows:

a. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, is hereby adopted; and that subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative	\$ 202,001	
General and Financial Administration	4,423,583	4,463,583
Judicial Administration	5,879,750	5,847,250
Public Safety	12,141,964	
Public Works	5,950,693	
Health and Social Services	1,180,201	
Culture and Recreation	2,646,898	2,679,898
Community Development	577,980	
Human Services	486,530	
Nondepartmental	600,901	
Debt Service	3,780,340	3,812,840
Operating Transfers Out	<u>22,626,652</u>	
TOTAL	\$60,497,493	60,570,493

b. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2019:

General Property Taxes	\$23,790,977
Other Local Taxes	19,185,475
Licenses, Permits & Fees	3,707,262
Fines and Forfeitures	375,077
Use of Money & Property	322,738
Intergovernmental Revenues	7,435,109
Charges for Current Services	2,577,996

Miscellaneous	2,139,412	2,179,412
Fund Balance/Reserves	<u>963,447</u>	996,447
TOTAL	\$60,497,493	60,570,493

2. That this ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: June 16, 2020

ITEM: (Second Reading 20-FIN-12) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations \$4,320 1) to transfer anticipated revenue for vehicle rental tax in the amount of \$210,701 from use of money and property to intergovernmental revenue, and 2) to appropriate \$4,320 in state asset forfeiture funds for training.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for second reading of requested budgetary changes.

BACKGROUND:

During the FY2019 audit it was discovered by staff that vehicle rental tax revenue was classified as rental revenue rather than a state revenue. The FY20 budget had already been adopted assuming these funds would be rental revenue, however, staff has corrected the actual postings in the current fiscal year. This item would appropriate the budget for this revenue to the correct line item.

Captain Rob Ruxer was previously selected to attend Command College at the Virginia State Police Headquarters. The Police Department has requested appropriation of \$4,320 in state asset forfeiture proceeds for tuition to Command College for Captain Ruxer. The total cost of tuition is \$8,985, and the Police Department will cover the remainder of the tuition with existing training funds.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

BUDGET SUMMARY 20-FIN-12; ORDINANCE 20-FIN-12

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

City of Colonial Heights
 Ordinance/Resolution Recap Worksheet
 June 2020 (2)

	Vehicle Rental Tax	Command College	Total
GENERAL FUND			
<u>REVENUE:</u>			
	(\$210,701)		(210,701)
10-4647 Use of Money & Property	\$210,701	\$4,320	215,021
10-4990 Intergovernmental Revenues			-
Fund Balance/ Reserves			-
Total	<u>\$0</u>	<u>\$4,320</u>	<u>\$4,320</u>
<u>EXPENDITURES:</u>			
1401-5261 Public Safety		\$4,320	4,320
Total	<u>\$0</u>	<u>\$4,320</u>	<u>\$4,320</u>

AN ORDINANCE NO. 20-FIN-12

To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by increasing appropriations by \$4,320 to 1) transfer anticipated revenue for vehicle rental tax in the amount of \$210,701 from use of money and property to intergovernmental revenue; and 2) appropriate \$4,320 in state asset forfeiture funds for training.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That section 1 of Ordinance No. 20-FIN-10, the General Fund Budget, is hereby amended and re-ordained as follows:

a. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, is hereby adopted; and that subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative	\$ 202,001	
General and Financial Administration	4,460,583	
Judicial Administration	5,879,750	
Public Safety	42,428,439	12,432,459
Public Works	5,950,693	
Health and Social Services	1,180,201	
Culture and Recreation	2,646,898	
Community Development	577,980	
Human Services	486,530	
Nondepartmental	600,901	
Debt Service	3,780,340	
Operating Transfers Out	<u>22,626,652</u>	
TOTAL	\$60,820,668	60,824,988

b. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2019:

General Property Taxes	\$23,790,977	
Other Local Taxes	19,185,475	
Licenses, Permits & Fees	3,707,262	
Fines and Forfeitures	375,077	
Use of Money & Property	322,738	112,037
Intergovernmental Revenues	7,758,284	7,973,305
Charges for Current Services	2,577,996	
Miscellaneous	2,139,412	
Fund Balance/Reserves	<u>963,447</u>	
TOTAL	\$60,820,668	60,824,988

2. That this ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, June 9, 2020

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 5:45 P.M.

2. Roll Call.

**Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier**

**Councilman John E. Piotrowski
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba**

**Absent: Councilman W. Joe Green, Jr.
Councilman John T. Wood (Arrived late)**

**Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk**

The Clerk announced the purpose of the closed meeting.

3. Closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- Paragraph A.1 of Section 2.2-3711, to discuss appointments Appomattox River Water Authority, Central Virginia Waste Management Authority, Community Criminal Justice Board, Richmond Regional Tourism Board of Directors, South Central Waste Water Authority, Senior Citizens Advisory Committee and Transportation Safety Commission..**
- Paragraph A.8 of Section 2.2-3711, to consult with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, the specific legal matters are whether to provide public water service to two homes on Swift Creek Lane in Chesterfield County and whether to establish criteria for the extension of public water and sewer service into Chesterfield County.**
- Paragraph A.1 of Section 2.2-3711, to discuss and consider the performance of the City Manager.**

A motion to convene in a closed meeting was made by Mayor Kochuba, seconded by Mrs. Luck, at 5:46 P.M.

Special Meeting Minutes

June 9, 2020

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Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Luck
Kochuba
No: None
Absent: Green, Jr.
Wood (arrived at 6:05 P.M.)
Abstained: None

Motion UNANIMOUS PASS

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mr. Piotrowski, seconded by Mr. Frenier, and carried unanimously on roll call vote at 7:21 P.M.

Vote: 6-0
Yes: Cherry
Frenier
Piotrowski
Wood
Luck
Kochuba
No: None
Absent: Green, Jr.
Abstained: None

Motion UNANIMOUS PASS

As stated by the Clerk, Council was in a closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- **Paragraph A.1 of Section 2.2-3711, to discuss appointments Appomattox River Water Authority, Central Virginia Waste Management Authority, Community Criminal Justice Board, Richmond Regional Tourism Board of Directors, South Central Waste Water Authority, Senior Citizens Advisory Committee and Transportation Safety Commission..**
- **Paragraph A.8 of Section 2.2-3711, to consult with legal counsel employed by a public body regarding specific legal matters requiring the provision of legal advice by such counsel, the specific legal matters are whether to provide public water service to two homes on Swift Creek Lane in Chesterfield County and whether to establish criteria for the extension of public water and sewer service into Chesterfield County.**

Special Meeting Minutes

June 9, 2020

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- **Paragraph A.1 of Section 2.2-3711, to discuss and consider the performance of the City Manager.**

Consideration of the following certification:

Each member will now certify that to the best of the member's knowledge (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii), shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

Council members approved this certification, without any stating departure from the requirements of clauses (i) and (ii), by the following roll call vote:

Vote:	6-0
Yes:	Cherry Frenier Piotrowski Wood Luck Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

5. Motions and Resolutions of Appointment

A RESOLUTION NO 20-27

Appointing The Honorable Judge Frederick G. Rockwell, III (Circuit), The Honorable Judge Keith N. Hurley (General District), Stacey Davenport (Chesterfield Commonwealth's Attorney), Todd B. Wilson (Colonial Heights Sheriff), Jeffrey W. Faries (Colonial Heights Police Chief), Jeffrey S. Katz (Chesterfield Police Chief), Becca Lynch (Colonial Heights Government Rep.), Chad Knowles (Education Rep.), Rachel Gillus (District 19 CSB Rep.), and Lee Cobel (Chesterfield Citizen Rep.) as members of the Community Criminal Justice Board for a two-year term beginning July 1, 2020.

RESOLUTION NO 20-28

Appointing Todd Flippen as a member of the Transportation Safety Commission for the remainder of a Four-year term which expires August 31, 2021.

A RESOLUTION NO 20-29

Special Meeting Minutes

June 9, 2020

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Appointing Charles J. Koutnick (Senior Citizen Club Representative) as a member of the Senior Citizens Advisory Committee for a two-year term beginning on July 1, 2020.

A RESOLUTION NO 20-30

Appointing Todd Flippen as an alternate member of the Appomattox River Water Authority for the remainder of a four-year term which expires November 30, 2023.

A RESOLUTION NO 20-31

Appointing Douglas E. Smith as a member, and Todd Flippen as an alternate member, of the Board of Directors of the South Central Wastewater Authority, each for a four-year term beginning July 1, 2020.

A RESOLUTION NO 20-32

Appointing Todd Flippen as an alternate member of the Board of Directors of the Central Virginia Waste Management Authority for the remainder of a four-year term which expires December 31, 2021.

A RESOLUTION NO 20-33

Appointing T. Gregory Kochuba, Mayor, as a member of the Richmond Regional Tourism Board of Directors, and Douglas E. Smith as an alternate member, beginning July 1, 2020.

6. Adjournment.

A motion to adjourn the Special Meeting was made by Mayor Kochuba, seconded by Mr. Frenier, and carried unanimously on voice vote at 7:26 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk

CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, June 9, 2020

1. Call to Order

The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:19 P.M.

2. Roll Call

The following members of Council and Council's staff were present for roll call by the Clerk:

Present: Councilman Michael A. Cherry
Councilman Kenneth B. Frenier
Councilman John E. Piotrowski
Councilman John T. Wood
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman W. Joe Green, Jr

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk

3. Devotion

A devotional prayer was led by Mr. Wood.

4. Pledge of Allegiance

The Pledge of Allegiance was led by Mayor Kochuba.

5. Adoption of Agenda

A motion was made by Mrs. Luck, seconded by Mr. Cherry, to adopt the agenda as presented.

Vote: 6-0
Yes: Cherry
Frenier
Piotrowski
Wood
Luck

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No: Kochuba
Absent: Green, Jr.
Abstained: None

Motion: UNANIMOUS PASS

6. Declarations of Personal Interest

There were none.

7. Commendations and Presentations

A. Recognition of Jhovan Galberth and Tyqual Lewis for their Peaceful Community Protests

8. Reading of Manner of Addressing Council.

Mr. Fisher read the Manner of Addressing Council.

9. Written Petitions and Communications

There were none.

10. Advertised Public Hearing

There was none.

11. Hearing of Citizens Generally on Non-Agenda Items

Mr. Wood provided comments thanking the City administration, on behalf of the citizens, for the fairness exemplified to those in the community by those in public safety.

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

**A. AN ORDINANCE NO 20-12
(Second Reading) Amending § 1-4.1 of chapter 1, General Provisions, of the Colonial Heights City Code, by increasing from \$10 to \$20 the fee to be collecte3d from a convicted defendant for funding courthouse security personnel.**

B. AN ORDINANCE NO 20-19

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(Second Reading) To adopt a revised General pay Plan Class and Salary Range that adds a new geographic Information systems Coordinator position, a new Human Resources Specialist position, and a new Office on Youth & Human Services Administrator position along with corresponding job descriptions.

C. AN ORDINANCE NO 20-FIN-10

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by appropriating \$323,175, which consists of; 1) \$37,000 in grant funds for the GIS Next Generation 9-1-1 to General and Financial Administration; and 2) \$286,175 in grant funds for the Next Generation 9-1-1 Migration to Public Safety for Communications.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring \$178,084 from Utility Infrastructure Projects to the Hrouda Pump Station Project.

D. April 14, 2020 Regular Meeting Minutes

E. May. 12, 2020 Special Meeting Minutes

F. May 12, 2020 Regular Meeting Minutes

A motion was made by Mr. Cherry, seconded by Mr. Frenier, to approve the Consent Agenda as presented.

Vote:	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

13. Introduction and Consideration of Ordinances and Resolutions

A. AN EMERGENCY ORDINANCE NO 20-4

An uncodified ordinance allowing restaurants, given the current state of emergency, to temporarily provide for expanded dining on certain sidewalks and in their parking lots, notwithstanding parking and final site plan requirements in Chapter 286, Zoning, of the City Code.

A motion was made by Mrs. Luck, seconded by Mr. Piotrowski, to adopt Emergency Ordinance No 20-4.

Mr. Fisher explained that the ordinance allowed for the expansion of outdoor dining and the use of tents during the COVID-19 restrictions. Addressing Mrs. Luck's question as to limiting the ordinance's effectiveness to 60 days, Mr. Fisher stated the City Charter authorized a maximum of 60 days for an emergency ordinance's effect.

Addressing Mr. Wood's question, Mr. Smith advised Mrs. Epps recommended this temporary expansion.

<u>Vote:</u>	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

B. A RESOLUTION NO 20-26

Confirming the Director of Emergency Services' extension of the declaration of a local emergency due to the COVID-19 pandemic.

A motion was made by Mayor Kochuba, seconded by Mr. Frenier, to approve Resolution No. 20-26.

Mr. Fisher stated the proposed resolution mirrored Governor Northam's most recent declaration of local emergency with Mr. Smith providing

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June 9, 2020

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additional comments; specifically noting how the declaration would benefit the citizens of the City.

Vote:	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

**C. AN ORDINANCE NO 20-FIN-11
(First Reading) to amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to increase appropriations by \$73,000 to 1) appropriate \$40,000 in insurance recoveries to cover the City's expenses for accidental losses; 2) transfer \$32,500 in savings from incarceration expenses to debt service for the 2019 computer lease; and 3) appropriate \$33,000 in proceeds from the sale of the courthouse property to purchase property adjacent to Violet Bank.**

A motion was made by Mayor Kochuba, seconded by Mrs. Luck, to adopt Ordinance No 20-FIN-11.

Mrs. Minor further explained the details of the appropriations noted in the proposed ordinance.

Vote:	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

D. A RESOLUTION NO 20-18

Authorizing the City Manager to enter into a Real Estate Purchase Agreement on behalf of the City of Colonial Heights to purchase a 0.15 acre parcel on Royal Oak Avenue.

A motion was made by Mr. Frenier, seconded by Mr. Cherry, to adopt Resolution NO. 20-18.

There was no Council discussion.

Vote:	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

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

There was none.

15. Reports of Officers and Documents Related Thereto.

A. City Manager

1. Emergency Management Updates

Chief Hoover provided updates relative to the current recovery plan for the City as it related to COVID-19 further advising that the City is in Phase 1 of the Recovery Plan. Chief Hoover stated it was his hope that things move quickly to Phases 2, 3 and 4.

Continuing, Chief Hoover provided updates relative to the department's calls per day and thanked Mrs. Minor and Mr. Melvin for the diligence in assuring supplies and equipment were readily available to his staff. Chief Hoover

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reported there had been at least 300 contacts by his staff but no exposures to COVID. Additionally, Chief Hoover provided information on his department's relationship and cooperation with the Chesterfield Health Department and the Rite-Aid as a testing site.

At the conclusion of Chief Hoover's presentation, Mr. Smith advised of the Phase 2 plan as it related to City Hall operations advising that there would be limited house of operation with regular hours for City staff. Mr. Smith recommended a June 29th the limited opening and further explained safety measures to be implemented by staff and for those of the public entering the building.

2. Summary of COVID-19 Grant funding and Proposed Uses of Funds

Mrs. Minor provided information relative to the four COVID-19 funding sources for the City; those being:

- **Federal CARES Act Coronavirus Relief Fund**
- **US Health and Human Services Funding**
- **CBG Cares Supplemental Grant**
- **FEMA**

Mrs. Minor stated the Federal CARES Act Coronavirus Relief Fund allocation for the City was \$1,515,466, further stating the funds would be used to cover costs which were necessary due to the COVID-19 public health emergency. Mrs. Minor clarified the funds were not accounted for in the City's approved budget and costs must be incurred from March 1, 2020 through December 30, 2020.

Continuing, Mrs. Minor advised of the following proposed uses for the CARES Funds:

- **City facility cleaning - \$10,000**
- **Teleworking expenses - \$49,438**
- **Public Safety Salaries to include:**
 - **EMS first responders - \$547,200 (TBD)**
 - **Hazard Pay - \$238,000**
 - **SRO's now on patrol - \$87,360**
- **Public facility/Public meeting security - \$23,467**
- **Small Business Grants - \$500,000**
- **Families First Coronavirus Response Act Sick Leave - \$10,000**

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- **Credit Card Fees due to convenience fee lifted for online payments - \$25,000**
- **Schools Expenditures - \$25,000**

Moving to US Health and Human Services Funding, Mrs. Minor advised the City received an allocation of \$35,896 to be used for the following:

- **PPE - \$31,000**
- **Patient transport costs - \$4,860**

Additionally, Mrs. Minor reported the City received an allocation of \$62,237 in CDBG CARES Supplemental Grant funding. Mrs. Minor advised grantees may use CDBG-CV grant funds to cover or reimburse costs to prevent, prepare for, and respond to Coronavirus incurred by a state or locality. Mrs. Minor stated the proposed use was the establishment of a Utility Bill Relief Program in the amount of \$63,237. Mrs. Minor advised further information would be presented at the June 16, 2020 Council work session.

Concluding with the FEMA reimbursement, Mrs. Minor advised certain expenditures to respond to the COVID-19 pandemic was eligible for FEMA reimbursement. Ms. Minor continued by stating that the City's two proposed uses were:

- **PPE - \$25,000**
- **Cleaning/Disinfecting - \$31,000**

Mr. Smith provided additional information on the proposed Hazard Pay eligible for public safety; further defining the specific requirements for those receiving such pay. Mr. Smith advised the proposed program hazard pay of \$3.00 per hour for specific public safety positions from March 18 through June 9, with an initial estimate cost of \$238,000. Mr. Smith advised that CARES funds would be utilized based on duties performed by employees in response to COVID-19 and City funds would be utilized as needed for areas where use of CARES funds did not apply.

At the conclusion of the presentation, Mr. Smith asked for Council's approval for staff to move forward with the Hazardous Pay Program.

Mr. Cherry provided comments relative to his support of the program noting he initially brought this to City administration. Addressing Mr. Cherry's question relative to the time period of the program, Mr. Smith stated the funds must be utilized by December 30, 2020. Continuing, Mr. Cherry suggested staff consider continuing the program through the end of the declaration of local emergency.

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Mrs. Minor provided additional information relative to the possibility of a “second round” of funding distribution.

Mayor Kochuba polled Council with regard to staff moving forward with the Hazard Pay Program.

<u>Vote:</u>	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

3. Economic Development Authority Small Business Grants

Mr. Smith advised that staff, along with the Economic Development Authority, was recommending an allocation of \$500,000 of the CARES funding for an EDA Small Business Grant. Mr. Smith advised Mrs. Epps had presented this to the EDA and it was their recommendation to make the recommendation to Council.

Mr. Smith presented the eligibility criteria which were divided into two categories for businesses with 1 to 15 employees for a \$5,000 grant and those with 16 to 30 employees for a \$7,500 grant. Mr. Smith advised Mrs. Epps and a member of the EDA would be reviewing the applications from June 15 to July 15.

Mrs. Epps addressed Mr. Piotrowski’s concerns relative to businesses that had possibly applied for and/or already received COVID funding. Mrs. Epps advised that businesses that had not received prior COVID funding from other sources would receive priority over those that had already received such funding.

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A motion was made by Mayor Kochuba, seconded by Mrs. Luck, approving the funneling of up to \$500,000, through the EDA, to be distributed to small businesses as part of the EDA Small Business Grant.

<u>Vote:</u>	6-0
Yes:	Cherry
	Frenier
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Green, Jr.
Abstained:	None

Motion UNANIMOUS PASS

4. July 4th Fireworks Update

Mr. Smith advised Council that surrounding localities, with the exception of Chesterfield County, were not having firework displays at their upcoming holiday celebration events. At the recommendation of staff, Mr. Smith stated due to public safety concerns relative to the current restrictions placed on public gatherings, Mr. Smith advised against continuing with this year's firework display.

After several comments expressed by Council and a consensus to move forward, Mr. Smith agreed to move forward with the annual firework display on the Fourth of July.

5. Consideration of Water Service Connection Request for 207 and 211 Swift Creek Lane

Mr. Smith advised this had been part of the Closed Meeting agenda and it was staff's recommendation, upon Council's approval, to move forward with the water service connection request for 207 and 211 Swift Creek Lane.

<u>Vote:</u>	5-1
Yes:	Cherry
	Frenier
	Piotrowski
	Luck
	Kochuba
No:	Wood

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Absent: Green, Jr.
Abstained: None

Motion PASS

6. General Activity Report

Mr. Smith advised Council of the resignation of Andrew Blais, IT Director, who had taken a position in the private sector. Additionally, Mr. Smith advised of the announcement by the Chili Peppers, advising they would not be moving forward with the season for the upcoming year. Concluding his report, Mr. Smith advised of the upcoming Council Work Session agenda items.

Mr. Frenier noted the new traffic lights and completion of the paving along the Boulevard. Additionally, Mr. Smith advised of the completion of the paving portion of Phase 4 of the river trail.

Mr. Cherry advised he had been contacted by a constituent requesting a sidewalk feasibility study along Westover as this was a heavily traveled area for those to and from the mall to the Boulevard, as well as the addition of a Dog Park at the location of the current Skate Park.

Mr. Smith provided brief comments relative to the peaceful protest which took place over the weekend.

B. City Attorney

Mr. Fisher cautioned Council of recognizing those who protest just because protests were peaceful because any other organization could participate in a peaceful protest and Council might need to recognize the other organizations.

Mayor Kochuba stated that the intent of recognizing the protesters was for Chief Faries to thank them for opening up a relationship and communications with the Police Department.

Continuing, Mr. Fisher advised of his office's work relative to the renewal of the Verizon Franchise Agreement.

C. Director of Planning and Community Development

Ms. Hall reported on the following actions:

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- **The Board of Zoning Appeals met on Wednesday, May 20 to hear three variance requests. The following were approved:**
 - **311 James Avenue**
 - **100 block of Brijidan Lane**
 - **122 Swift Creek Lane**
- **The Planning Commission met on June 2 and approved a subdivision at 20-1 Riverside Park**
- **The Planning Commission will meet in July to review the following:**
 - **Donation bins**
 - **Special Use Permit**

16. Adjournment

There being no further business, a motion was made by Mr. Cherry, seconded by Mr. Frenier, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 9:46 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: ORDINANCE NO. 20-20 (*First Reading*)

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: City Council to have first reading on Ordinance No. 20-20

BACKGROUND:

(*First Reading*) Ordinance No. 20-20, upon approval of second reading, will amend §286-530.26 of Chapter 286, Zoning, of the Colonial Heights City Code by allowing donation collection bins in the City under certain circumstances.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

Planning Commission recommended approval (approved 4-2) of Ordinance No. 20-20 to the City Council on July 7, 2020.

ATTACHMENTS:

ORDINANCE NO. 20-20; PLANNING COMMISSION RESOLUTION NO. 20-8

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



PLANNING COMMISSION RESOLUTION NO. 20-8

Recommending the approval of Ordinance 20-20 to amend § 286-530.26 of Chapter 286, Zoning, of the Colonial Heights City Code by allowing donation collection bins in the City under certain circumstances.

Approved this 7th day of July, 2020.

APPROVED:

Mitchell Hartson
Chairman

ATTEST:

Kelly Hall
Secretary

AN ORDINANCE NO. 20-20

Amending § 286-530.26 of Chapter 286, Zoning, of the Colonial Heights City Code by allowing donation collection bins in the City under certain circumstances.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Chapter 286, Zoning, of the Colonial Heights City Code, is amended as follows:

§ 286-530.26. Donation collection bins prohibited; exception.

Donation collection bins shall not be placed or located anywhere in the City; provided, however, that any retail store that is operated by an organization designated as a nonprofit organization pursuant to Section 501(c)(3) of the Internal Revenue Code may locate one or more donation collection bins behind the front plane of the retail store.

2. This ordinance shall be in full force and effect upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: (First Reading 20-FIN-13) To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring appropriations in the amount of \$45,000 from Contingency to Buildings and Grounds for emergency repairs of the Courthouse HVAC system, and 2) transferring \$28,191 from Contingency to the Emergency Response Fund for hazard pay for certain public safety employees.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate a total of \$594,051 for direct costs of the COVID-19 response, comprised of \$565,860 received from federal sources and \$28,191 from the City.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for first reading of requested budgetary changes.

BACKGROUND:

The air conditioning at the Courthouse has failed, and the coils need replacing. The estimated cost of the repair (including crane rental) and temporary cooling for the facility until repairs can be made is expected to not exceed \$45,000. This item would transfer funds from contingency for this unexpected expenditure.

Staff presented the estimated costs of the City's direct response to Covid-19 and the planned use of federal funds provided to address those direct costs to Council on June 16. This item appropriates \$556,860 of those funds for costs incurred through June 30, 2020 for Covid-19 response. Federal funding appropriated in this item includes the full \$35,860 received from Health and Human Services and \$530,000 of the CARES funds in FY2019-2020. The balance of CARES funds are anticipated to be spent in the next fiscal year. To date, these funds have been used for personal protective equipment, hazard pay, telecommuting expenses, cleaning and disinfecting public facilities, barriers, signs, and plexiglass to maintain physical distancing, the first tranche of the EDA grant program, and a few other eligible costs.

This item also transfers \$28,191 from general fund Contingency to the Emergency Response Fund to fund hazard pay for eligible communications, emergency management, and animal control employees.

Staff is expecting additional FY20 expenditures during the accrual period (through August 31).

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

BUDGET SUMMARY JULY 20 (FY20); COVID-19 SPENDING TO 6-30; ORDINANCE 20-FIN-13

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

City of Colonial Heights
 Ordinance/Resolution Recap Worksheet
 July 2020 (For FY19-20)

	Courthouse HVAC Repair	FEMA/CARES Reimbursements	Total
GENERAL FUND			
<u>REVENUE:</u>			
Total	\$0	\$0	\$0
<u>EXPENDITURES:</u>			
Public Works	45,000		45,000
Nondepartmental	(45,000)	(28,191)	(73,191)
Operating Transfers Out		28,191	28,191
Total	\$0	\$0	\$0
EMERGENCY RESPONSE FUND			
<u>REVENUE:</u>			
Miscellaneous		28,191	28,191
Intergovernmental Revenue		565,860	565,860
Total	\$0	\$594,051	\$594,051
<u>EXPENDITURES:</u>			
Emergency Response		594,051	594,051
Total	\$0	594,051	594,051

COVID 19 Expenditures

As of 6/30/20 (No accruals)

Row Labels	Sum of EXPENDITURES	Sum of ENCUMBRANCES	Spent & Enc. To Date	Total Available	Balance
CARES	459,348.55	6,942.53	466,291	1,515,466	1,049,175
Credit Card Fees	18,571.52	-			
FFCRA Leave	4,148.98	-			
Hazard Pay	169,406.52	-			
Public Education	5,603.87	-			
Telecommuting	34,664.28	6,942.53			
Barriers/ Signs/Plexiglass	3,715.49	-			
Public Safety Salaries	1,650.00	-			
ED Grant	100,000.00	-			
SRO	121,587.89	-			
CDBG	-	557.40	557	62,237	61,680
UB Assistance	-	557.40			
FEMA	6,766.55	2,441.16	9,208	No cap	N/A
Cleaning	6,729.22	2,441.16			
EOC	37.33	-			
HHS-1	33,688.77	7,682.11	41,371	35,860	(5,511)
PPE	33,688.77	7,682.11			
City	28,190.54	-			
Hazard Pay	28,190.54	-			
Grand Total	527,994.41	17,623.20	517,427	1,613,563	1,105,343

AN ORDINANCE NO. 20-FIN-13

To amend the General Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, by transferring appropriations in the amount of \$45,000 from Contingency to Buildings and Grounds for emergency repairs of the Courthouse HVAC system; and 2) transferring \$28,191 from Contingency to the Emergency Response Fund for hazard pay for certain public safety employees.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020, to appropriate a total of \$594,051 for direct costs of the COVID-19 response, comprised of \$565,860 received from federal sources and \$28,191 from the City.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That section 1 of Ordinance No. 20-FIN-11, the General Fund Budget, is hereby amended and re-ordained as follows:

a. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2019, and ending June 30, 2020, is hereby adopted; and that subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative	\$ 202,001	
General and Financial Administration	4,500,583	
Judicial Administration	5,847,250	
Public Safety	12,428,139	
Public Works	5,950,693	5,995,693
Health and Social Services	1,180,201	
Culture and Recreation	2,679,898	
Community Development	577,980	
Human Services	486,530	
Nondepartmental	600,904	527,710
Debt Service	3,812,840	
Operating Transfers Out	<u>22,626,652</u>	22,654,843
TOTAL	\$60,893,668	

b. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2019:

General Property Taxes	\$23,790,977
Other Local Taxes	19,185,475
Licenses, Permits & Fees	3,707,262
Fines and Forfeitures	375,077
Use of Money & Property	322,738
Intergovernmental Revenues	7,758,284
Charges for Current Services	2,577,996

Miscellaneous	2,179,412
Fund Balance/Reserves	<u>996,447</u>
TOTAL	\$60,893,668

2. That the Emergency Response Fund Budget for the fiscal year beginning July 1, 2019 and ending June 30, 2020 is amended as follows by making the foregoing appropriation from available revenues:

<u>EXPENDITURES</u>		
Emergency Response	\$0	<u>594,051</u>
TOTAL		\$594,051
<u>REVENUE</u>		
Miscellaneous	\$0	28,191
Intergovernmental Revenue	\$0	<u>565,860</u>
TOTAL		\$594,051

3. That this ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: (First Reading 20-FIN-14) To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$31,013 1) to appropriate \$17,216 in Office of Emergency Medical Services grant funds for the purchase of EMS equipment, 2) to appropriate \$13,797 in CDBG funds anticipated in excess of the current budget.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to appropriate \$512,237 received from federal sources for direct costs of the COVID-19 response.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by reducing appropriations \$210,972 and transferring funds from the Boulevard Enhancement project and the Appomattox Greenway Trail Project (ARGT) to the North Elementary Sidewalks Project, and Redevelopment Projects.

DEPARTMENT: Finance

PROPOSED ACTION: This item is for first reading of requested budgetary changes.

BACKGROUND: The Fire & EMS Department has been awarded a \$17,216 grant from the state Office of Emergency Medical Services to partially fund the purchase of a cardiac monitor. The cost of the monitor is \$34,431, and the balance will be paid by the volunteer fire department with grant funds they have received for that purpose.

The Planning Department was notified that the FY21 allocation of CDBG funds would be \$105,797. The current budget for CDBG is \$92,000; this item appropriates the \$13,797 difference.

Staff presented the estimated costs of the City's direct response to Covid-19 and the planned use of federal funds provided to address those direct costs to Council on June 16. This item appropriates \$512,237 of those funds, including the full \$62,237 received from Housing and Urban Development and \$450,000 of the CARES funds. The HHS funds and \$450,000 of the CARES funds are included for appropriation in FY20 in Ordinance 20-FIN-13. The FY21 funds are expected to be used for the Utility Bill relief program, EDA grants, and other eligible costs.

Staff has worked with VDOT to transfer funds from the two Boulevard Enhancement projects (James to A and A to Temple) to the North Elementary Sidewalks and Appomattox River Greenway Trail Phase Five project. During the review of current City appropriations compared to VDOT funding, staff discovered that the appropriations for ARGT Phase V were higher than the VDOT budget by \$140,500. This was the amount of a supplemental appropriation from 2018 outside the CIP process.

This item will get the project budgets in line with VDOT and appropriate the leftover local funds in Redevelopment Projects for a future use.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: The Director of Finance recommends approval.

ATTACHMENTS:

BUDGET SUMMARY JULY 20; OEMS Grant Award Letter; VDOT Transfer; ORDINANCE 20-FIN-14

- Staff will be making a detailed presentation on this agenda item at the meeting.**
- Staff will provide brief comments and answer questions on this item at the meeting.**
- This is a routine procedural item and no presentation is planned for the meeting.**

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



COMMONWEALTH of VIRGINIA

Department of Health

PO BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

January 01, 2020

Thomas Hoover
Colonial Heights Fire/Ems
100-B Highland Ave.
Colonial Heights, VA 23834

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSAF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

Memorandum of Agreement: Must be submitted by February 29, 2020.

Instructions for Grant Reimbursement: All items must be submitted in order to process your reimbursement.

Equipment Status/Final Report Form: This form must be submitted sixty (60) days after the grant cycle deadline.

If your agency has had special conditions placed on your grant award, any and all conditions must be met in order to receive reimbursement. Items awarded may be available by state contract, www.eva.virginia.gov, OEMS recommends your agency purchase under state contract if applicable.

Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

All items awarded funding must be ordered from the vendor by **February 29, 2020** invoices for all items awarded funding must be submitted to OEMS by **July 31, 2020**. You must contact OEMS prior to the February 29, 2020 deadline if your agency has encountered difficulties in meeting these deadlines.

If you have any questions, please contact Luke Parker, OEMS Grant Program Manager at (804) 888-9106, luke.parker@vdh.virginia.gov or Linwood P. Pulling, Grant Specialist at (804) 888-9105, Linwood.Pulling@vdh.virginia.gov or 1-800-523-6019 for additional grant information.

Congratulations,

A handwritten signature in black ink that reads "Gary R. Brown".

Gary R. Brown, Director

**Office of Emergency Medical Services
Consolidated Grant Program
AWARD PAGE**

January 1, 2020 - December 31, 2020 Grant Period

Agency Name: Colonial Heights Fire/Ems

Grant Number: CR-C03/12-19

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded	
Zoll X Series Monitor/Defib.	FUNDED	1	50 / 50	\$17,215.45	
Conditions: 13-Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Office of Emergency Medical Services, Virginia Department of Health." 36-All agencies using an ePCR systems will submit in real-time unless approved in writing by the OEMS. EMS data quality will not be assessed for 30 days after an EMS incident to allow resubmission of incomplete ePCRs. 37-Agencies using ImageTrend, ZOLL, or emsCharts EMS ePCR software products must submit EMS data to VPHIB via Web-services.				Total:	\$17,215.45

City of Colonial Heights
 Transfer of Funds for VDOT Projects
 June 2020

	UPC	Dept	Total	Local Appropriation		
				State/ Fed	Local	
Existing						
Blvd Enh- James to A	114430	6238	230,313	184,250	46,063	
Blvd Enh- A to Temple	107534	6237	272,100	207,531	64,569	
ARGT PH V	107533	6114	786,000	628,800	157,200	
North Elem Sidewalks Ph II	106188	6233	432,989	346,391	86,598	
Proposed						
Blvd Enh- James to A	114430	6238	-	-	-	
Blvd Enh- A to Temple	107534	6237	-	-	-	
ARGT PH V	107533	6114	645,500	516,400	129,100	
North Elem Sidewalks Ph II	106188	6233	799,500	639,600	159,900	
		Difference	(276,402)	(210,972)	(65,430)	

City of Colonial Heights
Ordinance/Resolution Recap Worksheet
July 2020

	EMS Grant	VDOT Projects	Emergency Resp Funding	CDBG Adjustment	Total
GENERAL FUND					
<u>REVENUE:</u>					
10-4647					
	\$17,216			\$13,797	31,013
	\$17,216	\$0	\$0	\$13,797	\$31,013
<u>EXPENDITURES:</u>					
1401-5261	17,216				17,216
1808-5203				13,797	13,797
	\$17,216	\$0	\$0	\$13,797	\$31,013
EMERGENCY RESPONSE FUND					
<u>REVENUE:</u>					
			512,237		512,237
	\$0	\$0	\$512,237	\$0	\$512,237
<u>EXPENDITURES:</u>					
			512,237		512,237
	\$0	-	512,237	-	512,237
CAPITAL PROJECTS					
<u>REVENUE:</u>					
		(210,972)			(210,972)
	\$0	(\$210,972)	\$0	\$0	\$1,837,976
<u>EXPENDITURES:</u>					
6233-5783		366,511			366,511
6114-5761		(140,500)			(140,500)
6238-5761		(230,313)			(230,313)
6237-5761		(272,100)			(272,100)
6206-		65,430			65,430
	\$0	(\$210,972)	\$0	\$0	(210,972)

AN ORDINANCE NO. 20-FIN-14

To amend the General Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, by appropriating \$31,013: 1) to appropriate \$17,216 in Office of Emergency Medical Services grant funds for the purchase of EMS equipment, and 2) to appropriate \$13,797 in CDBG funds anticipated in excess of the current budget.

To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2020 and ending June 30, 2021, to appropriate \$512,237 received from federal sources for direct costs of the COVID-19 response.

To amend the Capital Projects Fund Budget, as previously adopted by Council, by reducing appropriations by \$210,972 and transferring funds from the Boulevard Enhancement Project and the Appomattox Greenway Trail Project (ARGT) to the North Elementary Sidewalks Project, and Redevelopment Project.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That section 1 of Ordinance No. 20-FIN-3, the General Fund Budget, is hereby amended and re-ordained as follows:

a. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2020, and ending June 30, 2021, is hereby adopted; and that subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative	225,121	
General and Financial Administration	4,641,639	
Judicial Administration	5,861,192	
Public Safety	42,204,078	12,221,294
Public Works	5,389,750	
Health and Social Services	1,338,833	
Culture and Recreation	2,715,980	
Community Development	599,461	
Human Services	435,472	449,269
Nondepartmental	1,227,203	
Debt & Transfers	<u>27,061,348</u>	
TOTAL	\$61,700,077	61,731,090

b. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2020:

General Property Taxes	25,036,661
Other Local Taxes	19,720,112
Licenses, Permits & Fees	4,005,832

Fines and Forfeitures	361,843	
Use of Money & Property	167,200	
Intergovernmental Revenues	7,855,300	7,886,313
Charges for Current Services	2,533,100	
Miscellaneous	<u>2,020,029</u>	
TOTAL	\$61,700,077	61,731,090

2. That the Emergency Response Fund Budget, as previously adopted by Council, is amended as follows by making the foregoing appropriation from revenues available for these projects:

EXPENDITURES

Emergency Response	\$0	512,237
--------------------	-----	---------

REVENUE

Intergovernmental Revenue	\$0	512,237
---------------------------	-----	---------

3. That the Capital Projects Fund, as previously adopted by Council, is amended as follows:

a. That the foregoing appropriation is to be made from resources and revenues available for these projects:

EXPENDITURES

North Elementary Sidewalks Ph. II	\$432,989	799,500
ARGT Phase 5	786,000	645,500
Blvd. Enhancement James to A	230,313	0
Blvd. Enhancement A to Temple	272,100	0
Redevelopment Project	0	65,430

REVENUE

Intergovernmental Revenue	\$2,086,314	1,875,339
---------------------------	------------------------	-----------

4. That this ordinance shall be effective upon approval on second reading.

Approved:

Mayor

Attest:

City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable, John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor:

_____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: RESOLUTION NO. 20-34

DEPARTMENT: Public Works

PROPOSED ACTION: Approval of Resolution No. 20-34 for the submission of Smart Scale applications for Boulevard Modernization Phase 2 and Lakeview Avenue Modernization Phase 2 and Council commitment to provide matching funds if the applications are approved.

BACKGROUND:

The application window for the next round of Smart Scale funding is currently open. Staff has identified two projects for submission.

Lakeview Avenue Modernization Phase 2

The section of Lakeview Avenue to be improved will be from Brijadan Lane west to the City Limits. See attachment 1 for the vicinity map. This project will be a continuation of the improvements on Lakeview Avenue from Boulevard to Brijadan Lane. The project as proposed will add a new central lane along with two travel lanes and four (4) foot paved shoulders. The improvements would include new curb and gutter drainage system with sidewalks on both sides of the roadway along with ornamental streetlights. All components of the sidewalk system would meet ADA Standards. The project would improve stormwater collection/treatment and replace water and sewer mains. Specific project objectives are below:

- Improve Vehicular and Pedestrian Safety
- Increase Roadway Capacity
- Improve Traffic Flow
- Intersection Improvements
- Improve Emergency Vehicle Access
- Correct Drainage Problems
- Replace Water and Sewer Infrastructure

Boulevard Modernization Phase 2

The section of Boulevard to be addressed in this proposal starts just north of Westover Avenue traveling north to Temple Avenue. See attachment 2 for vicinity map. This project will be a continuation of the improvements on Boulevard south of Westover Avenue. The improvements on Boulevard will include complete street reconstruction, four (4) feet wide paved shoulders, curb and gutter, five (5) feet wide plant strips, sidewalks and storm sewer system upgrades.

The main project objectives are below.

- Improve Vehicular and Pedestrian Safety
- Improve Traffic Flow
- Intersection Improvements
- Correct Drainage Problems
- Replace Water and Sewer Infrastructure
- Roadway Enhancements to include green vegetation and ornamental streetlights

In order for projects to be competitive in the Smart Scale project evaluation process, localities are encouraged to identify alternative sources of funding. In the previous round of Smart Scale applications, the City submitted applications for Lakeview Ave and Boulevard with a local match to improve the City's chances of receiving funds. In this round of funding, we are requesting local matches for both projects as listed below:

- Boulevard Modernization, Phase 2 - \$1,000,000 Local Match
- Lakeview Avenue Modernization, Phase 2 - \$500,000 Local Match

If one or both of the projects are selected for funding, VDOT has not published when the funds will be available for expenditure. Utilizing schedules from previous funding rounds, funds may not be available for multiple years after project selection.

SMART SCALE Timeline - Round 4

- March 2, 2020: Mandatory pre-application intake period opens.
- April 3, 2020: Submission deadline for pre-applications. Pre-applications must be submitted by 5 p.m.
- April 3 - June 1, 2020: Pre-applications screening review, conducted by VDOT/DRPT staff. At close of pre-application screening, applicants will know which pre-applications can advance. No access to the pre-application OR the full application will be available to the applicants.
- June 9, 2020: Full application period opens.
- Aug. 3, 2020: Submission deadline for full applications. Full applications must be submitted by 5 p.m.
- January 2021: Release of project prioritization and base allocation scenario. Presentation to the CTB.
- January 2021 - June 2021: CTB member meetings, public meetings, funding scenario review. CTB approves SYIP in June 2021.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

Below is a summary of the fiscal recommendation:

Project	Est. Cost*	Requested Grant Funding*	Proposed City Contribution
Boulevard Modernization Phase 2	\$15.0M	\$14.0M	\$1.0M
Lakeview Ave Modernization Phase 2	\$11.0M	\$10.5M	\$0.5M
Total	\$26.0M	\$24.5M	\$1.5M

*Estimates may change based on VDOT/DRPT review

RECOMMENDATION: Staff recommends Council approval of Resolution No. 20-34 and Council commitment for local matches of \$1,000,000 (Boulevard) and \$500,000 (Lakeview) if the applications are approved.

ATTACHMENTS: (1) Lakeview Vicinity Map; (2) Boulevard Vicinity Map

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

Attachment 1



Cabell Dr.

Lakeview Park Rd.

Cabell Dr.

Lakeview Park Rd.

Lakeside Dr.

Lakeside Dr.

Lakeview Ave.

Lakeview Ave.

Legend

 City Limits



1 inch = 300 feet

Sadler Ave.

Verbov Ave.

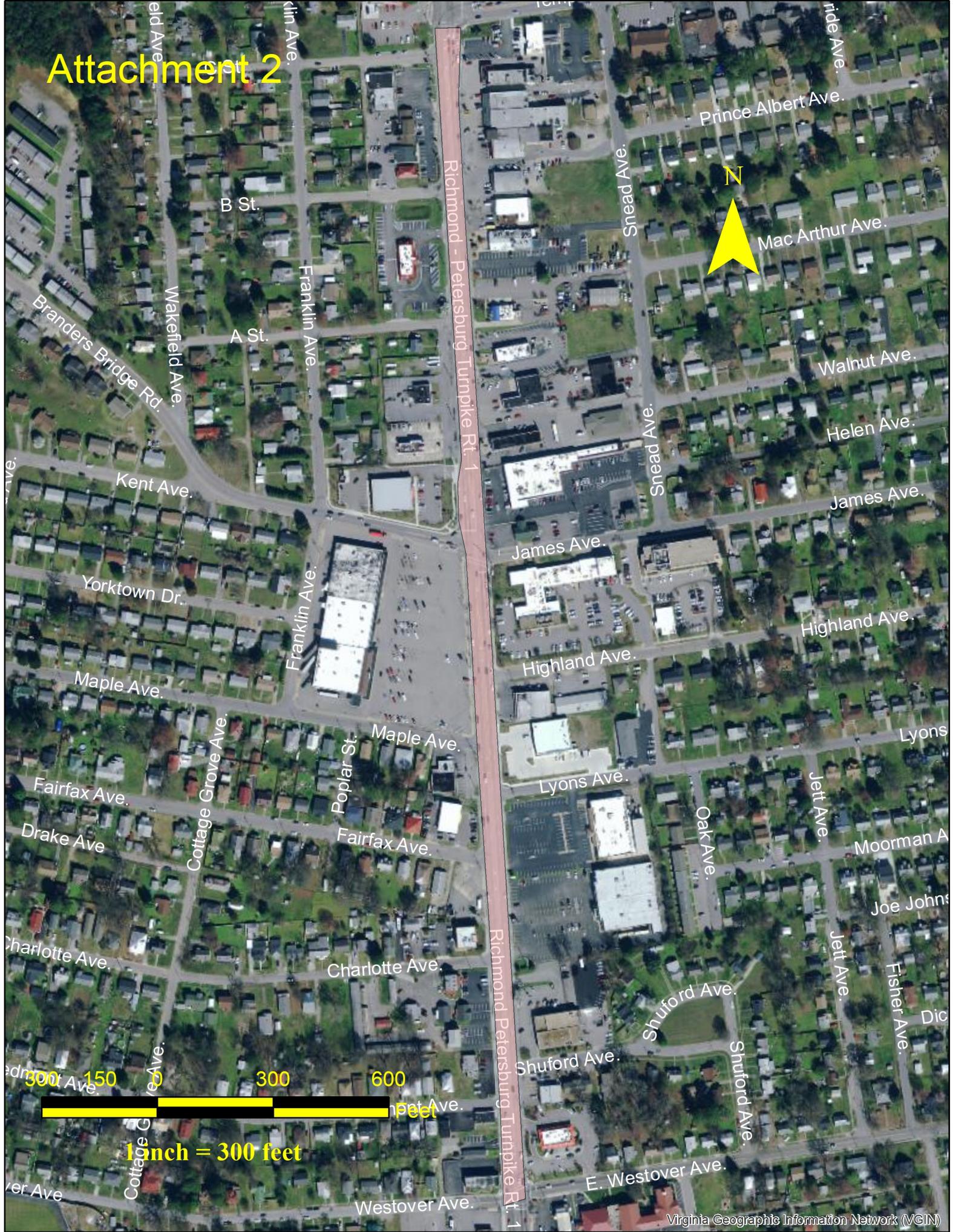
Lauren's Ln.

Cedar Creek Ln.

Brijadan Ln.

Lundy Ave.

Attachment 2



1 inch = 300 feet

A RESOLUTION NO. 20-34

Authorizing the submission of funding applications to the Commonwealth Transportation Board through the bi-annual SMART SCALE program for the following projects: 1) Lakeview Modernization Phase II (Brijidan Lane to City limits); and 2) Boulevard Modernization Phase II (Westover Avenue to Temple Avenue).

WHEREAS, the City of Colonial Heights desires to submit funding applications to the Commonwealth Transportation Board through the bi-annual SMART SCALE program; and

WHEREAS, the funding applications are to be submitted for the following two City projects: 1) Lakeview Modernization Phase II (Brijidan Lane to City limits); and 2) Boulevard Modernization Phase II (Westover Avenue to Temple Avenue); NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS, VIRGINIA:

1. The City Council hereby approves the submission of the funding applications to the Commonwealth Transportation Board through the SMART SCALE program for the Lakeview Modernization Phase II Project (Brijidan Lane to City limits); and the Boulevard Modernization Phase II Project (Westover Avenue to Temple Avenue).
2. The City Manager is authorized to execute all applications, agreements, and/or addendums for any approved projects through the SMART SCALE program.
3. This resolution shall be in full force and effect upon its approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: RESOLUTION NO. 20-35

DEPARTMENT: Public Works

PROPOSED ACTION: Consideration of a Resolution to support two trail projects.

BACKGROUND:

Proposed trail projects for the City of Petersburg and the Tri-Cities MPO are invited to submit full proposals in the VDOT Smart Scale process. Friends of the Lower Appomattox River (FOLAR) staff contacted the City regarding a Resolution of support.

Appomattox River Trail from Squaw Alley [at Patton Park] to I-95 includes Bike-Pedestrian Bridge, Street Calming, Parking (See Attachment 1). City of Petersburg is the lead applicant and will administrate/manage the project if awarded. The funding request is \$6.5 million. Colonial Heights and Chesterfield are the coordinating partner jurisdictions from whom resolutions are being requested. Land, Planning and Design is providing technical support.

Ashland-to-Petersburg Trail, River Rd through VSU to Patton Park & ART [Appomattox River Trail] (Includes three bridges, see Attachment 2). The MPO is lead applicant and will administrate/manage the project if awarded. The funding request is \$8 million. Additional coordinating partners are VSU, Chesterfield, Petersburg with Colonial Heights included for the added spur connection. Timmons is providing technical support.

SMART SCALE Timeline - Round 4

March 2, 2020: Mandatory pre-application intake period opens.

April 3, 2020: Submission deadline for pre-applications. Pre-applications must be submitted by 5 p.m.

April 3 - June 1, 2020: Pre-applications screening review, conducted by VDOT/DRPT staff. At close of pre-application screening, applicants will know which pre-applications can advance. No access to the pre-application OR the full application will be available to the applicants.

June 9, 2020: Full application period opens.

Aug. 3, 2020: Submission deadline for full applications. Full applications must be submitted by 5 p.m.

January 2021: Release of project prioritization and base allocation scenario. Presentation to the CTB.

January 2021 - June 2021: CTB member meetings, public meetings, funding scenario review. CTB approves SYIP in June 2021.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Staff recommends Council approval of Resolution No. 20-35

ATTACHMENTS: Resolution No. 20-25 and map attachments: (1) Appomattox River Trail Petersburg Smart Scale Sketch 2020 (2) Smart Scale ATP Trail Alignment Exhibit

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

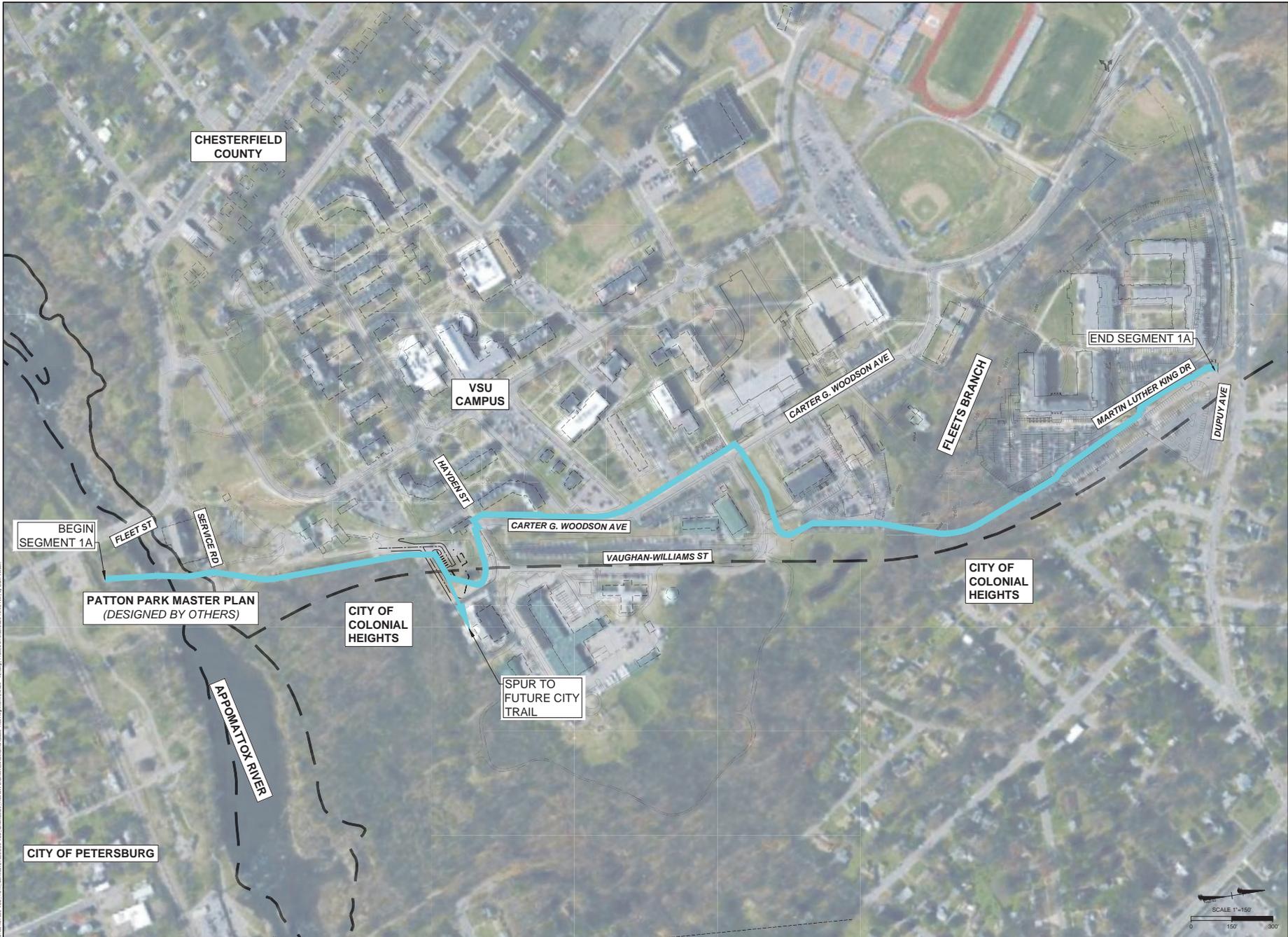


- Proposed Trail – Proposed Project
- - - Rehabilitated Trail - Proposed Project
- - - Proposed Trail – Future Project(s)
- Existing Trail

Appomattox River Trail from Squaw Alley to I-95

0 0.125 0.25

Miles



NOT FOR CONSTRUCTION

THE DRAWING PREPARED AT THE
CORPORATE OFFICE
 1501 E. 14th Street, Suite 1000, Norfolk, VA 23502
 TEL: 804.708.6500 FAX: 804.740.1015 www.timmons.com

YOUR VISION ACHIEVED THROUGH OURS.

REVISION DESCRIPTION	DATE

TIMMONS GROUP

ASHLAND TO PETERSBURG TRAIL - SEGMENT 1A
 COLONIALS HEIGHTS, CHESTERFIELD COUNTY, VA

JOB NO. _____
 SHEET NO. **C100**

SCALE: 1"=150'

This plan is an advisory document. It is the exclusive property of TIMMONS GROUP and may be reproduced, stored in a retrieval system, or transmitted in any form or by any means, electronic, mechanical, photocopying, recording, or by any information storage and retrieval system, without the prior written permission of TIMMONS GROUP.

E:\31071905-100_Term_Contract\17061016-100_310626.dwg, Title:\2017\2017-01\01\01\01\01\01.dwg, Plot Date: 03/12/2020 10:41:41 AM, by: Ben Wilson

A RESOLUTION NO. 20-35

Supporting the submission and approval of funding of applications of the City of Petersburg and the Tri-Cities MPO to the Commonwealth Transportation Board through the bi-annual SMART SCALE program for the following projects: 1) City of Petersburg Proposed Appomattox River Trail Project (Squaw Alley to Patton Park to the north shore of the Appomattox River and existing CHARTS trail); and 2) Tri-Cities Metropolitan Planning Organization Proposed Trail Project (part of the Ashland to Petersburg Trail) from River Road through Virginia State University to Patton Park in Petersburg, with a spur trail to Colonial Heights.

WHEREAS, the City of Colonial Heights desires to support approval of funding applications of the City of Petersburg and the Tri-Cities MPO to the Commonwealth Transportation Board through the bi-annual SMART SCALE program; and

WHEREAS, the funding applications are to be submitted for the following projects: 1) City of Petersburg Proposed Appomattox River Trail Project (Squaw Alley to Patton Park to north shore of the Appomattox River and existing CHARTS trail); and 2) Tri-Cities Metropolitan Planning Organization Proposed Trail Project (part of the Ashland to Petersburg Trail) from River Road through Virginia State University to Patton Park in Petersburg, with a spur trail to Colonial Heights;

NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS, VIRGINIA:

1. The City Council supports the submission and approval of the above-referenced funding applications of the City of Petersburg and the Tri-Cities MPO to the Commonwealth Transportation Board through the SMART SCALE program.
2. This resolution shall be in full force and effect upon its approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: RESOLUTION NO. 20-36

DEPARTMENT: City Manager

PROPOSED ACTION: To approve Resolution No. 20-36 approving water connection agreements for the City furnishing a supply of public water to two residences in Chesterfield County.

BACKGROUND: The City has received a request to connect to the City water system for the following properties located in Chesterfield County: 207 Swift Creek Lane and 211 Swift Creek Lane. The two attached agreements will provide authorization for these connections (in accordance with the terms of the agreements) following approval by the City of Colonial Heights, Chesterfield County, and the property owner. Among other requirements, the agreements provide that the property owner will pay the City's water connection fees, and that except for the water meter installed by the City, the property owner will furnish, at his expense, all labor, materials, and equipment needed to install and connect the private water line to the City system.

BUDGET/FINANCIAL IMPACT:

Funding for this item was included not included in the current-year budget N/A

RECOMMENDATION: Staff recommends approval of Resolution No.20-36 approving the Water Connection Agreements and authorizing the City Manager to execute the Agreements.

ATTACHMENTS: Resolution No. 20-36; Water Connection Agreements

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

GIS CODE: WCONN
PIN: 794 626 2023 00000
Project No: 2020-2017
Document No: 2020-0319

WATER CONNECTION AGREEMENT

THIS AGREEMENT, dated as of _____, 20____, by and between **LIN MARK HENSHAW ENTERPRISES, INC.**, a Virginia Corporation ("GRANTOR"), and the **COUNTY OF CHESTERFIELD, VIRGINIA ("COUNTY") and the CITY OF COLONIAL HEIGHTS, VIRGINIA ("CITY")**, political subdivisions of the Commonwealth of Virginia ("GRANTEE").

WHEREAS, GRANTOR owns property in the Bermuda Magisterial District, Chesterfield County, Virginia, known as 207 Swift Creek Lane, PIN: 794 626 2023 00000 and being the same property conveyed to GRANTOR by deed recorded in the Clerk's Office of the Circuit Court of Chesterfield County, Virginia on December 18, 2018, in Deed Book 12181, Page 85, ("GRANTOR'S property"); and,

WHEREAS, GRANTOR wishes to obtain a supply of public water to serve a residence at 207 Swift Creek Lane; and,

WHEREAS, CITY has agreed to supply water to the GRANTOR'S property under the terms and conditions set forth in this Agreement, and the GRANTOR has agreed to accept the terms and conditions set forth in this Agreement as the conditions under which the CITY will make the supply of public water available to GRANTOR'S property.

NOW, THEREFORE, GRANTOR and COUNTY and CITY agree as follows:

1. The CITY shall provide a supply of water to GRANTOR on the same terms as persons within the CITY, with the following conditions:
 - A. As a user beyond the CITY'S corporate limits, GRANTOR shall be part of a separate class of customers for the purposes of rate setting and regulation and the City Manager may temporarily restrict or discontinue the supply of water to GRANTOR by reason of emergency or other reasonable cause in a manner different from that imposed upon users within the CITY. The CITY shall not be liable for any temporary disruption of the water supply.
 - B. After giving GRANTOR 60 days written notice, the CITY may permanently discontinue the supply of water to GRANTOR when the City Manager determines, in his sole discretion, that the water available to the CITY system is or in the near future will be sufficient to serve only users within the CITY.

- C. The CITY shall supply water to GRANTOR only until the COUNTY makes water available to GRANTOR pursuant to paragraphs 6 or 7 of this Agreement and only as long as the COUNTY consents to the CITY supplying water to GRANTOR.
- D. At all points beyond the service connection between the GRANTOR's private water system and the City system, all facilities, licenses, easements, rights-of-way and other permits or property, real or personal, involved with the GRANTOR's private water system shall remain the property of the GRANTOR and all costs involved in developing and maintaining such facilities shall be borne by the GRANTOR.
- E. Except for the water meter to be furnished and installed by the CITY, GRANTOR shall furnish, at his expense, all labor, materials and equipment necessary to install and connect the private water plumbing line to the City system. All work shall be done by a contractor licensed in the Commonwealth of Virginia according to the latest specifications published by the CITY. All work within the public right of way will be inspected by the CITY before acceptance. The GRANTOR shall provide a minimum of 48 hours notice to the CITY in advance of commencing the work. The contractor shall keep a copy of all permits approved by the CITY onsite at all times.
- F. The GRANTOR shall be solely responsible for maintaining water quality throughout the private water system.

The GRANTOR shall furnish and install a backflow prevention assembly approved by the CITY in the private water plumbing line on the GRANTOR's side of the meter. GRANTOR shall test the backflow prevention assembly annually and submit test reports annually on forms provided by the CITY's Department of Public Works.

The GRANTOR shall immediately notify the CITY's Department of Public Works of any situation that may affect the quality of water in GRANTOR's or the City system.

- G. The GRANTOR shall comply with all legal requirements in the private system's design and construction, including any standards the City Department of Public Works promulgates. The CITY shall have the right to inspect GRANTOR'S private water system to guarantee compliance with such standards.
- H. GRANTOR'S private water plumbing line shall not be extended, nor shall new connections be made to it, without the approval of the City Director of Public Works; and the private water system shall not be designed, constructed, or modified to serve a public purpose without City Council's consent.
- I. GRANTOR shall make application for and receive a permit to connect to the City system from the CITY'S Director of Public Works or Building Official.

- J. GRANTOR shall pay to CITY the water connection fee the Colonial Heights City Code specifies.
 - K. GRANTOR shall record this original, executed Agreement, at GRANTOR'S expense, in the Clerk's Office of the Circuit Court of Chesterfield County, Virginia.
2. When GRANTOR has complied with all requirements of this Agreement, CITY shall install a water meter at a location chosen by CITY adjacent to Swift Creek Lane and open the angle meter valve.
 3. GRANTOR shall pay all charges due for public water service pursuant to CITY'S ordinances and shall in all respects comply with and be subject to the provisions of COUNTY'S and CITY'S applicable ordinances, as amended, or any ordinance adopted by the Chesterfield County Board of Supervisors or the Colonial Heights City Council.
 4. GRANTOR hereby agrees to save, hold harmless and indemnify COUNTY and CITY from and against all liability, losses, claims, demands, costs and expenses arising from or out of the construction, maintenance, removal, relocation or reconstruction of the private water plumbing line constructed pursuant to this Agreement.
 5. GRANTOR hereby covenants and agrees for himself, his heirs, successors, and assigns that, upon presentation by COUNTY of a standard public water easement agreement, to convey to COUNTY, without cost, a water easement for any future public water line across GRANTOR'S property.
 6. GRANTOR hereby agrees that in the event a public COUNTY water line to serve the GRANTOR'S property is constructed and financed through the creation of an assessment district pursuant to §15.2-2404, et. seq.; Code of Virginia, 1950, as amended, GRANTOR shall be a member of such assessment district, shall pay all charges and assessments that come due as a result of GRANTOR'S membership in such assessment district, and shall comply with all of the provisions of such assessment district as if public CITY or COUNTY water was not available.

7. If public COUNTY water lines are extended to any location adjacent to or across GRANTOR'S property, the water meter installed by CITY pursuant to this Agreement shall be removed by CITY, at GRANTOR'S expense, and a new COUNTY water meter and water service line shall be placed on GRANTOR'S property, at GRANTOR'S expense. GRANTOR, at GRANTOR'S expense, shall be responsible to construct a new private water plumbing line connecting to the new COUNTY water meter and pay to COUNTY the applicable water connection fee. Upon completion of the requirements of this paragraph, this Agreement shall terminate and be of no further force and effect.
8. Any violation of the terms of this Agreement by GRANTOR shall automatically terminate CITY'S obligation to provide water service to GRANTOR'S property.
9. The terms of this Agreement shall constitute covenants that run with the land, shall inure to the benefit of, and shall be binding upon GRANTOR, GRANTOR'S heirs, successors and assigns, and all subsequent owners of GRANTOR'S property.
10. This Agreement contains all agreements between GRANTOR, COUNTY, and CITY; and no representations or statements, verbal or written, have been made which modify, add to or change the terms of this Agreement.

WITNESS the following signatures:

LIN MARK HENSHAW ENTERPRISES, INC.
a Virginia Corporation

BY: LIN MARK HENSHAW, PRESIDENT

State of _____,
City/County of _____, to-wit:

I, _____, a Notary Public in and for the City/County and State aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid, BY: LIN MARK HENSHAW, PRESIDENT OF LIN MARK HENSHAW ENTERPRISES, INC., a Virginia Corporation, whose name is signed to the foregoing writing and acknowledged the same before me.

Given under my hand _____ 20_____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

APPROVED AS TO FORM:

COUNTY OF CHESTERFIELD

DEPUTY COUNTY ATTORNEY

BY: _____

TITLE: _____

EXEMPT FROM TAXATION
PER VIRGINIA CODE SECTION
58.1-811 A (3)

Commonwealth of Virginia,
County of Chesterfield, to-wit:

I, _____, a Notary Public in and for the City/County and State aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid, BY: _____, TITLE: _____ of the COUNTY OF CHESTERFIELD, VIRGINIA, whose name is signed to the foregoing writing and acknowledged the same before me.

Given under my hand _____ 20____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

APPROVED AS TO FORM:

CITY OF COLONIAL HEIGHTS

CITY ATTORNEY

BY: _____

TITLE: _____

EXEMPT FROM TAXATION
PER VIRGINIA CODE SECTION
58.1-811 A (3)

Commonwealth of Virginia,
City of Colonial Heights, to-wit:

I, _____, a Notary Public in and for the City and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction
aforesaid, BY: _____, TITLE: _____
of the CITY OF COLONIAL HEIGHTS, VIRGINIA, whose name is signed to the foregoing
writing and acknowledged the same before me.

Given under my hand _____ 20____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

GIS CODE: WCONN
PIN: 793 626 9543 00000
Project No: 2020-2015
Document No: 2020-0318

WATER CONNECTION AGREEMENT

THIS AGREEMENT, dated as of _____, 20____, by and between **LIN MARK HENSHAW ENTERPRISES, INC.**, a Virginia Corporation ("GRANTOR"), and the **COUNTY OF CHESTERFIELD, VIRGINIA ("COUNTY") and the CITY OF COLONIAL HEIGHTS, VIRGINIA ("CITY")**, political subdivisions of the Commonwealth of Virginia ("GRANTEE").

WHEREAS, GRANTOR owns property in the Bermuda Magisterial District, Chesterfield County, Virginia, known as 211 Swift Creek Lane, PIN: 793 626 9543 00000 and being the same property conveyed to GRANTOR by deed recorded in the Clerk's Office of the Circuit Court of Chesterfield County, Virginia on February 21, 2019, in Deed Book 12227, Page 918, ("GRANTOR'S property"); and,

WHEREAS, GRANTOR wishes to obtain a supply of public water to serve a residence at 211 Swift Creek Lane; and,

WHEREAS, CITY has agreed to supply water to the GRANTOR'S property under the terms and conditions set forth in this Agreement, and the GRANTOR has agreed to accept the terms and conditions set forth in this Agreement as the conditions under which the CITY will make the supply of public water available to GRANTOR'S property.

NOW, THEREFORE, GRANTOR and COUNTY and CITY agree as follows:

1. The CITY shall provide a supply of water to GRANTOR on the same terms as persons within the CITY, with the following conditions:
 - A. As a user beyond the CITY'S corporate limits, GRANTOR shall be part of a separate class of customers for the purposes of rate setting and regulation and the City Manager may temporarily restrict or discontinue the supply of water to GRANTOR by reason of emergency or other reasonable cause in a manner different from that imposed upon users within the CITY. The CITY shall not be liable for any temporary disruption of the water supply.
 - B. After giving GRANTOR 60 days written notice, the CITY may permanently discontinue the supply of water to GRANTOR when the City Manager determines, in his sole discretion, that the water available to the CITY system is or in the near future will be sufficient to serve only users within the CITY.

- C. The CITY shall supply water to GRANTOR only until the COUNTY makes water available to GRANTOR pursuant to paragraphs 6 or 7 of this Agreement and only as long as the COUNTY consents to the CITY supplying water to GRANTOR.
- D. At all points beyond the service connection between the GRANTOR's private water system and the City system, all facilities, licenses, easements, rights-of-way and other permits or property, real or personal, involved with the GRANTOR's private water system shall remain the property of the GRANTOR and all costs involved in developing and maintaining such facilities shall be borne by the GRANTOR.
- E. Except for the water meter to be furnished and installed by the CITY, GRANTOR shall furnish, at his expense, all labor, materials and equipment necessary to install and connect the private water plumbing line to the City system. All work shall be done by a contractor licensed in the Commonwealth of Virginia according to the latest specifications published by the CITY. All work within the public right of way will be inspected by the CITY before acceptance. The GRANTOR shall provide a minimum of 48 hours notice to the CITY in advance of commencing the work. The contractor shall keep a copy of all permits approved by the CITY onsite at all times.
- F. The GRANTOR shall be solely responsible for maintaining water quality throughout the private water system.

The GRANTOR shall furnish and install a backflow prevention assembly approved by the CITY in the private water plumbing line on the GRANTOR's side of the meter. GRANTOR shall test the backflow prevention assembly annually and submit test reports annually on forms provided by the CITY's Department of Public Works.

The GRANTOR shall immediately notify the CITY's Department of Public Works of any situation that may affect the quality of water in GRANTOR's or the City system.

- G. The GRANTOR shall comply with all legal requirements in the private system's design and construction, including any standards the City Department of Public Works promulgates. The CITY shall have the right to inspect GRANTOR'S private water system to guarantee compliance with such standards.
- H. GRANTOR'S private water plumbing line shall not be extended, nor shall new connections be made to it, without the approval of the City Director of Public Works; and the private water system shall not be designed, constructed, or modified to serve a public purpose without City Council's consent.
- I. GRANTOR shall make application for and receive a permit to connect to the City system from the CITY'S Director of Public Works or Building Official.

- J. GRANTOR shall pay to CITY the water connection fee the Colonial Heights City Code specifies.
 - K. GRANTOR shall record this original, executed Agreement, at GRANTOR'S expense, in the Clerk's Office of the Circuit Court of Chesterfield County, Virginia.
2. When GRANTOR has complied with all requirements of this Agreement, CITY shall install a water meter at a location chosen by CITY adjacent to Swift Creek Lane and open the angle meter valve.
 3. GRANTOR shall pay all charges due for public water service pursuant to CITY'S ordinances and shall in all respects comply with and be subject to the provisions of COUNTY'S and CITY'S applicable ordinances, as amended, or any ordinance adopted by the Chesterfield County Board of Supervisors or the Colonial Heights City Council.
 4. GRANTOR hereby agrees to save, hold harmless and indemnify COUNTY and CITY from and against all liability, losses, claims, demands, costs and expenses arising from or out of the construction, maintenance, removal, relocation or reconstruction of the private water plumbing line constructed pursuant to this Agreement.
 5. GRANTOR hereby covenants and agrees for himself, his heirs, successors, and assigns that, upon presentation by COUNTY of a standard public water easement agreement, to convey to COUNTY, without cost, a water easement for any future public water line across GRANTOR'S property.
 6. GRANTOR hereby agrees that in the event a public COUNTY water line to serve the GRANTOR'S property is constructed and financed through the creation of an assessment district pursuant to §15.2-2404, et. seq.; Code of Virginia, 1950, as amended, GRANTOR shall be a member of such assessment district, shall pay all charges and assessments that come due as a result of GRANTOR'S membership in such assessment district, and shall comply with all of the provisions of such assessment district as if public CITY or COUNTY water was not available.

7. If public COUNTY water lines are extended to any location adjacent to or across GRANTOR'S property, the water meter installed by CITY pursuant to this Agreement shall be removed by CITY, at GRANTOR'S expense, and a new COUNTY water meter and water service line shall be placed on GRANTOR'S property, at GRANTOR'S expense. GRANTOR, at GRANTOR'S expense, shall be responsible to construct a new private water plumbing line connecting to the new COUNTY water meter and pay to COUNTY the applicable water connection fee. Upon completion of the requirements of this paragraph, this Agreement shall terminate and be of no further force and effect.
8. Any violation of the terms of this Agreement by GRANTOR shall automatically terminate CITY'S obligation to provide water service to GRANTOR'S property.
9. The terms of this Agreement shall constitute covenants that run with the land, shall inure to the benefit of, and shall be binding upon GRANTOR, GRANTOR'S heirs, successors and assigns, and all subsequent owners of GRANTOR'S property.
10. This Agreement contains all agreements between GRANTOR, COUNTY, and CITY; and no representations or statements, verbal or written, have been made which modify, add to or change the terms of this Agreement.

WITNESS the following signatures:

LIN MARK HENSHAW ENTERPRISES, INC.
a Virginia Corporation

BY: LIN MARK HENSHAW, PRESIDENT

State of _____,
City/County of _____, to-wit:

I, _____, a Notary Public in and for the City/County and State aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid, BY: LIN MARK HENSHAW, PRESIDENT OF LIN MARK HENSHAW ENTERPRISES, INC., a Virginia Corporation, whose name is signed to the foregoing writing and acknowledged the same before me.

Given under my hand _____ 20_____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

APPROVED AS TO FORM:

COUNTY OF CHESTERFIELD

DEPUTY COUNTY ATTORNEY

BY: _____

TITLE: _____

EXEMPT FROM TAXATION
PER VIRGINIA CODE SECTION
58.1-811 A (3)

Commonwealth of Virginia,
County of Chesterfield, to-wit:

I, _____, a Notary Public in and for the City/County and State aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction aforesaid, BY: _____, TITLE: _____ of the COUNTY OF CHESTERFIELD, VIRGINIA, whose name is signed to the foregoing writing and acknowledged the same before me.

Given under my hand _____ 20____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

APPROVED AS TO FORM:

CITY OF COLONIAL HEIGHTS

CITY ATTORNEY

BY: _____

TITLE: _____

EXEMPT FROM TAXATION
PER VIRGINIA CODE SECTION
58.1-811 A (3)

Commonwealth of Virginia,
City of Colonial Heights, to-wit:

I, _____, a Notary Public in and for the City and State
aforesaid, do hereby certify that this day personally appeared before me in my jurisdiction
aforesaid, BY: _____, TITLE: _____
of the CITY OF COLONIAL HEIGHTS, VIRGINIA, whose name is signed to the foregoing
writing and acknowledged the same before me.

Given under my hand _____ 20____.

My commission expires: _____.

Registration Number: _____.

NOTARY PUBLIC

A RESOLUTION NO. 20-36

Approving two Water Connection Agreements, whereby the City will furnish a supply of public water to serve two residences in Chesterfield County; and authorizing the City Manager to execute the Agreements.

WHEREAS, Colonial Heights City Code § 277-3 allows the City to furnish a supply of public water to real property located outside the City limits; and

WHEREAS, Lin Mark Henshaw Enterprises, Inc., the owner of two properties in Chesterfield County known as 207 Swift Creek Lane and 211 Swift Creek Lane, has requested that the City provide a supply of public water to the properties; and

WHEREAS, pursuant to Code of Virginia § 15.2-2143, Chesterfield County must grant the City consent before the City supplies public water to the two Chesterfield properties; and

WHEREAS, the property owner, the County, and the City have agreed to execute the following two Agreements: (1) a Water Connection Agreement between Lin Mark Henshaw Enterprises, Inc., the County of Chesterfield, and the City of Colonial Heights for 207 Swift Creek Lane; and (2) a Water Connection Agreement between Lin Mark Henshaw Enterprises, Inc., the County of Chesterfield, and the City of Colonial Heights for 211 Swift Creek Lane; and

WHEREAS, the parties have agreed that the governing bodies of Chesterfield County and the City of Colonial Heights should approve the Agreements; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. The Council approves the two Water Connection Agreements referenced above and authorizes the City Manager to execute the Agreements.
2. The two Water Connection Agreements are attached to and made a part of this resolution.
3. This resolution shall be in effect upon approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice-Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: Resolution No. 20-14

DEPARTMENT: City Council/City Attorney

PROPOSED ACTION: Approve Resolution No. 20-14

BACKGROUND: City Council discussed urban archery at its 2020 Council Retreat. The consensus of Council was that the City Attorney draft a resolution to send to the Department of Game and Inland Fisheries which amends the restrictions on urban archery in the City to include a provision that any discharge of a bow must be from an elevated position of at least ten feet above the ground. City Council discussed the resolution at its March 10 regular meeting, but did not vote on it because of an additional requested change to exempt target shooting from the ten feet requirement. Council asked for the resolution to be brought back at the March 17 work session to allow the City Attorney time to make the requested change. However, due to the onset of the COVID-19 pandemic, the agenda for the March 17 work session was greatly abridged. The resolution now includes all of the changes requested by Council.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION: Approve Resolution No. 20-14.

ATTACHMENTS: Resolution No. 20-14

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

A RESOLUTION NO. 20-14

Requesting the Virginia Department of Game and Inland Fisheries to Amend the Local Urban Archery Restrictions for the City of Colonial Heights.

WHEREAS, the Virginia Department of Game and Inland Fisheries is the regulatory body for hunting in the Commonwealth of Virginia; and

WHEREAS, the Virginia Department of Game and Inland Fisheries publishes a list of "Local Urban Archery Restrictions" for all Virginia localities that permit urban archery; and

WHEREAS, Council believes that the City's restrictions on urban archery should include a provision that all urban archery hunting shall be discharged from an elevated position at least ten (10) feet above the ground; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. The Virginia Department of Game and Inland Fisheries is requested to amend the restrictions on urban archery in Colonial Heights by including the following provision: "All hunting shall be from an elevated position of at least ten (10) feet above the ground. This restriction shall not apply to target shooting."
2. The City Clerk is requested to send a certified copy of this resolution to the Virginia Department of Game and Inland Fisheries.
3. This resolution shall be in full force and effect upon its approval.

Approved:

Mayor

Attest:

City Clerk

I certify that the above resolution was:

Adopted on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Michael A. Cherry, Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable John E. Piotrowski, Councilman: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable T. Gregory Kochuba, Mayor: _____.

City Clerk

Approved as to form:

City Attorney



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 14, 2020

ITEM: General Activity Report

DEPARTMENT: City Manager

PROPOSED ACTION: This item allows for updates for various city projects or issues.

BACKGROUND: This item provides opportunities for updates and comments by the staff; and Q&A with the City Council relative to on-going projects and/or issues.

BUDGET/FINANCIAL IMPACT:

Funding for this item was included not included in the current-year budget N/A

RECOMMENDATION:

N/A

ATTACHMENTS: Dates of Interest.

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.

JULY 2020

<u>July</u>	<u>August</u>	<u>September</u>
<u>July 21st (6:00 pm)</u> – City Council Special Meeting – Council Chambers	<u>August 4th (7:00 pm)</u> – Planning Commission Meeting – Council Chambers (Tentative)	<u>September 1st (7:00 pm)</u> – Planning Commission Meeting – Council Chambers (Tentative)
	<u>August 11th (7:00 pm)</u> – City Council Regular Meeting – Council Chambers	<u>September 8th (7:00 pm)</u> – City Council Regular Meeting – Council Chambers
		<u>September 15th (6:00 pm)</u> – City Council Special Meeting – Council Chambers

DATES OF INTEREST

Other Dates & Events

- None

HOLIDAYS

- Monday, September 7th, 2020: City Holiday – Labor Day (Government Offices Closed)



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Regular Meeting

MEETING DATE: July 7, 2020

ITEM: Boards & Commission Planning Summary

DEPARTMENT: Planning & Community Development

PROPOSED ACTION: No Council action proposed or requested. This item is to provide a summary of various Boards and Commissions actions.

BACKGROUND:

Planning Commission met on July 7, 2020; meeting summary attached. Planning Commission is not scheduled to meet in August.

BUDGET/FINANCIAL IMPACT:

Funding for this item was: included not included in the current-year budget N/A

RECOMMENDATION:

N/A

ATTACHMENTS:

July Planning Commission Meeting Agenda

- Staff will be making a detailed presentation on this agenda item at the meeting.
- Staff will provide brief comments and answer questions on this item at the meeting.
- This is a routine procedural item and no presentation is planned for the meeting.

Councilmembers who have any detailed questions or would like to request additional information regarding this item are encouraged to contact the City Manager at their earliest convenience.



**CITY OF COLONIAL HEIGHTS, VIRGINIA
MEETING OF THE PLANNING COMMISSION
Council Chambers in City Hall, 201 James Avenue
Tuesday, July 7, 2020
7:00 p.m.**

SUMMARY

I. Call to Order

II. Roll Call

Present:

Mr. Cherry

Mr. Hartson

Mr. Kohan

Mrs. Levenson-Melvin

Mrs. Schiff

Mrs. Hamilton

Absent:

Mr. Wade

III. Determination of Quorum

IV. Approval of Agenda

V. Approval of Minutes

A. May 5, 2020 Meeting

6-0 Approved

B. June 2, 2020 Meeting

6-0 Approved with Amendments

VI. Hearing of Citizens Generally

VII. Public Hearings

A. AN ORDINANCE NO. 20-20

Amending § 286-530.26 of Chapter 286, Zoning, of the Colonial Heights City Code by allowing donation collection bins in the City under certain circumstances.

Vote: 4-2

Yes:
Mr. Cherry
Mr. Hartson
Mr. Kohan
Mrs. Levenson-Melvin

No:
Mrs. Hamilton
Mrs. Schiff

Abstained: None

Motion: PASS

B. AN ORDINANCE NO. 20-22

To grant a special use permit with conditions to the St. Michaels Church Trustees to allow for a 6.8 square foot internally illuminated sign and a 31 square foot electronic message board on a renovated freestanding sign structure at St. Michael's Episcopal Church, 501 Old Town Road, also known as parcel identification number 680101010A011, which is zoned RL – Low Density Residential District.

Vote: 6-0

Yes:
Mr. Cherry
Mrs. Hamilton
Mr. Hartson
Mr. Kohan
Mrs. Levenson-Melvin
Mrs. Schiff

No: None

Abstained: None

Motion: Unanimous PASS

VIII. Old Business

IX. New Business

A. Reports

- i. Chairman -**
- ii. Director of Planning and Community Development – Ms. Hall**
- iii. City Engineer or Designee – Mr. Flippen, Acting Director of Public Works**
- iv. Others, as necessary or appropriate**

1. **City Manager** – Mr. Smith
2. **City Attorney** – Mr. Fisher

X. Adjournment