



COLONIAL HEIGHTS CITY COUNCIL AGENDA

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

SPECIAL MEETING CITY HALL

DATE: October 16, 2018

TIME: 6:00 PM

1. Call To Order
2. Roll Call
3. Closed Meeting Pursuant To The Code Of Virginia In Accordance With The Following Provision:
 - Paragraph A.3 of Virginia Code Section 2.2-3711, to discuss or consider the disposition of publicly held real property - i.e., the sale of the City's interest in a regional organization - where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.
4. Vote To Come Back Into Open Meeting.

The Council has been in a closed meeting pursuant to the Code of Virginia in accordance with the following provision:

- Paragraph A.3 of Virginia Code Section 2.2-3711, to discuss or consider the disposition of publicly held real property - i.e., the sale of the City's interest in a regional organization - where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.

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.

Roll Call. An affirmative vote shall constitute certification of compliance.

5. Work Session On The Following Items:

- A. Quarterly Financial Report
Presentation of the First Quarter FY2018-19 Quarterly Financial Report

Documents:

[EX SUMMARY FINANCIAL REPORT.PDF](#)

B. Economic Development Quarterly Update

Documents:

[EX SUM ED QUARTERLY UPDATE.PDF](#)

C. Proposed Pond Improvement Project (I-95/Temple Avenue Area)

Documents:

[EX SUM VDOT POND PROJECT.PDF](#)

[PROPOSED VDOT POND IMPROVEMENT PROJECT.PDF](#)

D. Discussion Regarding Community Appearance Related Topics

Documents:

[EX SUMMARY COMM APPRNCE.PDF](#)

6. Adjournment



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: October 16, 2018

ITEM: Presentation of the First Quarter FY2018-19 Quarterly Financial Report

DEPARTMENT: Finance

PROPOSED ACTION: Presentation only; No action required

BACKGROUND: Staff will provide a report on the general status of the City's finances for the first quarter of the fiscal year.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: N/A

ATTACHMENTS: N/A

- 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.



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: October 16, 2018

ITEM: Economic Development Quarterly Update

DEPARTMENT: Economic Development

PROPOSED ACTION: Presentation only: No action needed

BACKGROUND: Provide a brief update on economic development activity in the City.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: N/A

ATTACHMENTS: N/A

- 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.



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: October 16, 2018

ITEM: Proposal for a project to improve and maintain the VDOT-owned pond at the I-95/Temple Roundabout Interchange

DEPARTMENT: Public Works

PROPOSED ACTION: For review and discussion

BACKGROUND: VDOT acquired the former Goddard property that includes a one and one-half acre pond adjacent to the I-95 exit ramp to Temple Avenue, a major city gateway. The pond's water quality and clarity is severely degraded due to nutrient-laden runoff and resultant algae. The City requested that VDOT take action to improve and maintain the pond's water quality and appearance. The response from their District Engineer was that, "we would be more than willing to work with the City on a permit to facilitate your desires, but we are not looking at investing any long term maintenance funds into this pond." Subsequently, the City Manager tasked the department with exploring the means and methods to improve and maintain the pond's water quality and appearance. A project to accomplish both would be subject to VDOT's approval and issuance of a permit for same. This report presents findings and recommendations were Council to approve a project and an application for a permit.

BUDGET/FINANCIAL IMPACT:

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

For budgeting purposes, the following allocations are recommended and assume labor is to be furnished by city forces.

Approximate Initial Costs: \$13,400 Approximate Annual Costs: \$1,300

RECOMMENDATION: Improving and maintaining the water quality and appearance of the pond would require chemical treatment and the installation of aeration equipment. The installation of a fountain is optional but would provide a visually-appealing water feature and provide some additional water quality benefit.

ATTACHMENTS: Presentation Slides – Proposed VDOT Pond Improvement Project Information

- 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 VDOT Pond Improvement Project (Chemical Treatment, Aeration and Optional Fountain)



Proposed VDOT Pond Improvement Project

Cost Estimate for VDOT Pond Improvement Treatment, Aeration & Optional Fountain (Labor by City Forces)

	Item		Amount
Initial Costs	Decorative Fountain	\$	3,500
	PS40 Aeration	\$	3,500
	3-year extended warranty	\$	300
	Chemicals	\$	1,800
	Service Drop/Cabinet	\$	1,500
	VDOT Permit Application Fee	\$	100
	Subtotal	\$	10,700
	Contingency @25%	\$	2,650
	Total	\$	13,350

	Item		Est. Cost
Annual Costs**	Chemicals	\$	500
	Energy	\$	400
	Maintenance	\$	100
	Subtotal	\$	1,000
		Contingency @25%	\$
	Total	\$	1,250

**NOTE: Excludes any VDOT Permit Accomodation Fees



Colonial Heights City Council Meeting Agenda Item Executive Summary

City Council Meeting

MEETING TYPE: City Council Special Meeting

MEETING DATE: October 16, 2018

ITEM: Discussion regarding Community Appearance Related Topics

DEPARTMENT: City Attorney, City Manager, and Planning and Community Development

PROPOSED ACTION: Discussion with City Council

BACKGROUND: Staff will provide City Council with background information on several areas:

- Donation Bins – Staff will provide information regarding code enforcement activities in regards to Donation Bins, and City Council will have the opportunity for discussion regarding Donation Bins.
- Community Appearance Related Codes – Staff will provide an overview of some current City Codes that are related to Community Appearance and certain areas that the City does not have the authority to regulate under State Code. City Council will have the opportunity to discuss Community Related Appearance Related Codes.

BUDGET/FINANCIAL IMPACT:

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

RECOMMENDATION: This item is for presentation by staff and discussion by City Council.

ATTACHMENTS: N/A

- 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.