

**CITY OF COLONIAL HEIGHTS, VIRGINIA**  
**Special Meeting of City Council**  
**Tuesday, February 19, 2019**

**1. Call to Order.**

**The Special Meeting of City Council was called to order by Mayor Kochuba at 6:30 P.M.**

**2. Roll Call.**

**Present:** Councilman Michael A. Cherry  
Councilman Kenneth B. Frenier  
Councilman W. Joe Green, Jr.  
Vice Mayor Elizabeth G. Luck  
Mayor T. Gregory Kochuba

**Absent:** Councilman John E. Piotrowski  
Councilman John T. Wood (Arrived at 6:10 P.M.)

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

**3. Declarations of Personal Interest**

**A Declaration of Personal Interest was read by Mr. Green and filed with the Clerk.**

**The Clerk announced the purpose of the meeting.**

**4. Closed Meeting Pursuant to the Code of Virginia in Accordance with the following provisions:**

- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Manager.**
- **Paragraph A.5 of Virginia Code Section 2.2-3711, to discuss a prospective business or industry interested in operating at 401 Temple Avenue, where no previous announcement has been made of the business or industry's interest in locating in the community.**

**A motion to convene in a closed meeting was made by Mayor Kochuba, seconded by Mr. Frenier.**

**Vote: 5-0**  
**Yes: Cherry**  
**Frenier**  
**Green**  
**Luck**  
**Kochuba**

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**No:** None  
**Absent:** Piotrowski  
Wood (Arrived at 6:10 P.M.)  
**Abstained:** None

**Motion UNANIMOUS PASS**

**5. Voice Vote – Come back into Open Session.**

**A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mr. Cherry, and carried unanimously on roll call vote at 7:44 P.M.**

**Vote:** 6-0  
**Yes:** Cherry  
Frenier  
Green  
Wood  
Luck  
Kochuba  
**No:** None  
**Absent:** Piotrowski  
**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 provision:**

- **Paragraph A.1 of Virginia Code Section 2.2-3711, to discuss and consider the performance of the City Manager.**
- **Paragraph A.5 of Virginia Code Section 2.2-3711, to discuss a prospective business or industry interested in operating at 401 Temple Avenue, where no previous announcement has been made of the business or industry's interest in locating in the community.**

**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.**

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

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

**Motion UNANIMOUS PASS**

**6. A Work Session on the following items:**

**A. Overview of the January 18-19, 2019 City Council Retreat**

**Mr. Smith advised that the following items discussed at the Retreat will be brought before Council for future discussion and/or action:**

- Staff is moving forward with the parcel on Charles Dimmock Parkway.**
- Staff would be providing an update from CBL Properties, owners of Southpark Mall.**
- Staff would be providing an update relative to pay rates.**
- Staff to suggest additional revenue sources; specifically, implementing a cigarette tax.**
- Submission of the SAFER grant to address staffing issues within the Fire Department.**

**Mr. Smith provided information relative to the City's previous submission and their current eligibility status. Mr. Smith advised staff would be preparing the grant application for submission by the end of March.**

**Mayor Kochuba asked if staff was looking for Council's approval at the present time or at the March meeting.**

**Mr. Green made a motion, seconded by Mr. Frenier, to approve the SAFER Grant.**

**Before the vote, Mr. Smith clarified for Mr. Wood, the SAFER Grant was a three-year grant.**

<b>Vote:</b>	<b>6-0</b>
<b>Yes:</b>	<b>Cherry</b>

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**Frenier**

**Green**

**Wood**

**Luck**

**Kochuba**

**No:**

**None**

**Absent:**

**Piotrowski**

**Abstained: None**

**Motion UNANIMOUS PASS**

- **Staff is moving forward with the grant application phase for funding of the Violet Bank renovations.**
- **New Public Works update procedures to include quarterly street project updates to begin at the April meeting.**
- **Staff to provide additional feedback relative to Container First Services complaints with discussion focusing on pick-up times and completion of routes.**
- **Updates to be provided to Council at the March meeting following the upcoming meeting regarding the Multi-Modal Train Station.**

**B. Review of City Vision, Mission, and Goals**

**Mr. Smith stated that there had been good participation from staff at the Staff Retreat at which time staff discussed various topics including the City’s vision, mission and goals. Mr. Smith provided the ideas discussed and developed following their group discussions. Mr. Smith advised that after the Staff Retreat, there was a separate group that met to further discuss the City’s vision and mission. This group began to create ideas for change to the City’s current vision and mission moving forward. Mr. Smith provided background information relative to the City’s current vision and mission statement as well as the new ideas developed by the staff committee.**

**Mr. Smith stated that it was the goal of staff to develop a vision and mission statement which was easy to remember and easy to communicate. Mr. Smith’s presentation provided an overview of the proposed City vision (long-term look), mission statement (organizational purpose), and goal areas, from which more specific objectives could be developed. Mr. Smith stated that the thought was to form a strategic plan process that would address each of the goal areas; the progress of which would be reported to Council and the public on an annual basis.**

**Mr. Smith provided the current vision stated in the Comprehensive Plan, and the mission statement, which was actually the City Council’s mission statement, after which time he provided the proposed vision statement as developed by the staff committee: “The vision of Colonial Heights is to be a thriving community where everyone is welcome.” Mr. Smith then provided the following proposed mission statement options: “Partner with the community in providing exceptional services, offering opportunities**

**for all to thrive”; or “Provide exceptional services in partnership with a thriving community that offers opportunities for all.”**

**Mr. Smith stated that the proposed vision and mission statements would narrow the list of goals and would cover a variety of topics including development, planning, and education within and outside of the City.**

**Mr. Smith asked for Council’s comments relative to the proposed vision statement. Mayor Kochuba stated he liked that the vision statement was brief. In reference to the mission statement, Mr. Green stated he would change the language to read, “The mission of the City is to strive for the highest quality of life for all citizens.” Mr. Wood stated he wholeheartedly agreed with Mr. Green’s suggested change, noting Mr. Green’s change sounded more like a mission. Additionally, Mr. Green suggested the vision statement be changed to read, “Be a thriving community where everyone is welcome”, which would then complement the mission statement.**

**There was continued discussion relative to Council and staff’s ideas for possible changes and/or additions to the vision and mission statements. Mr. Smith stated the committee would welcome any feedback and ideas that they could use to further develop and refine the proposed statements. Mrs. Luck stated Council had previously spent an inordinate amount of time at the Retreat to develop the original statements, noting it was not a valuable use of time, and she was “fine” with staff’s recommended changes.**

**Mr. Wood suggested words such as “growth” or “flourish” should be considered. Mr. Green stated, with the concurrence of Mr. Smith, he would like to see a brief and to-the-point statement.**

**Mr. Smith stated he and staff would further develop Council’s suggestions for a future presentation to Council. Mr. Smith continued with the goals; with the focus on five specific goals being exceptional services, health and safety, community appeal, economy, and education. There were no comments made by Council.**

**Mr. Smith suggested that the new City logo and slogan could be displayed on the roundabout sign. Mr. Smith advised of discussions on the creation of a City logo, which would create a design to capture the local community and would show an attractive image that would be noticed from the outside looking in. Mr. Smith provided sample logos and slogans from different localities in Virginia. After further discussion, Mr. Smith stated it was staff’s recommendation to go back to the High School art students for additional concepts. Mr. Smith stated they had initially received ideas from the students, but the ideas were all similar to the original round existing logo.**

**Continuing, Mr. Smith provided Council with the proposed logo developed by staff, which was “Heighten your sense of place.” Mr. Smith stated this slogan could be used in different ways when communicating different areas such as business, safety, security, etc. Mr. Smith stated the information presented were suggestions; and whatever**

guidance Council had, staff would continue to develop to the final stage. Mr. Wood stressed the importance of the emphasis on excellence and opportunity.

**D. Proposed Options for Roundabout Signage and Landscape Enhancement**

Mr. Smith advised of the previous proposals for signage and landscape enhancements that were over \$200,000, which Council did not wish to pursue. More recently, in preparation for the Retreat, staff received a quote for the sign which came higher than the previous estimate; approximately \$100,000 with possible costs savings between 25 and 30%. Mr. Smith continued to recall previous options, which included landscaping and signage together, in addition to installation of an irrigation system, with a cost of approximately \$25,000.

In discussions with Mr. Skalak regarding the installation of the irrigation system, Mr. Smith advised Mr. Skalak suggested reducing the number of trees, which would allow his staff to perform some installation of the irrigation system which would further reduce funding. Mr. Smith recommended delaying the signage until after the landscaping was established and the branding and logo was defined.

Mr. Green stated he would like to see vegetation that would require minimal maintenance to lessen the amount of time City workers would have to spend in the high traffic area.

Mrs. Luck suggested consideration be given to placing the sign on the side of the pond at the 95-Temple Avenue interchange. Mrs. Luck stated she was not against the placement of a sign; however, the sign appears to be large. She then suggested a smaller sign with additional landscaping around the pond.

After further discussion and recommendation of Mr. Skalak, it was the consensus of Council to begin the irrigation in the medians.

Recalling previous recommendations by staff and Council with regard to the City logo, Mr. Wood recommended, "Where your dreams become reality." Mr. Wood continued by stating that the word "your" spoke to the individual rather than to a group.

At the request of Mayor Kochuba, Mrs. Minor provided a date of March 12, 2019 as the presentation of the Capital Improvement Program (CIP).

Mayor Kochuba thanked Officer Fable for his presence at the meeting.

**7. Adjournment.**

A motion to adjourn the Special Meeting was made by Mr. Frenier, seconded by Mr. Cherry, and carried unanimously on voice vote at 8:47 P.M

**APPROVED:**

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**T. Gregory Kochuba, Mayor**

**ATTEST:**

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**Pamela B. Wallace, City Clerk**