

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, April 25, 2017

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Kochuba at 6:00 P.M.

2. Roll Call.

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

Absent: Councilman W. Joe Green, Jr.
Vice Mayor Elizabeth G. Luck

Also Present: Mr. Douglas E. Smith, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mrs. Pamela B. Wallace, City Clerk
Mrs. Tomeka Smith, Director of Finance
Mr. William E. Johnson, Interim Deputy Director of Finance
C. Scott Davis, LP.D.
Mr. Craig Skalak
William E. Henley, P.E.
Ms. Jennifer N. Carpenter
Col. Jeffrey W. Faries, Police Chief
Mr. A. G. Moore, Fire Chief

3. Declarations of Personal Interest

Declarations of Personal Interest were read by Messrs. Frenier, Piotrowski and Mayor Kochuba and provided to the Clerk.

4. Discussion and Consideration of the Proposed FY2017-2018 City of Colonial Heights Annual Operating Budget.

Mayor Kochuba recalled Council's prior discussion of the proposed budget at the previous meeting noting three specific items relating to increased insurances costs to City employees, improved seating at Shepherd Stadium, and continuing Petersburg Area Transit bus service and the impacts of each to the City budget.

Before Mr. Smith provided his findings, Mayor Kochuba asked that Mr. Johnson provide an overview of the proposed FY2017/2018 City Budget. Mr. Johnson stated that, as in the past, this was a balanced budget and there was no use of fund balance or any other type of restricted fund balances; all funding was from current revenues,

Special Meeting Minutes

April 25, 2017

Page 2

current service fees and current tax levels. Mr. Johnson noted that the budget format was the same as in years past. Continuing, Mr. Johnson stated that the budget, including schools, general funds, and recreation funds totaled \$81M; which was a 3.7% increase from last year. Mr. Johnson reported there was no deficit spending or reserved used, no reduction in services, no major policy changes and the budget remained consistent with the 2018 five-year capital operating plan.

At the conclusion of Mr. Johnson's budget review, Mr. Smith provided information and comments on several items that were carried over from the previous week's budget discussion. Mr. Smith provided Council with information relative to the proposed significant increase in employees' health insurance. Mr. Smith stated he and Mr. Johnson had worked to prepare a modification to the previously proposed increase, which would reduce the impact to employees and presented Council with that information. Mr. Smith also presented information relative to cost implications of the previously proposed increase and revision, as well as explaining the benefits of the COLA. After his presentation, Mr. Smith addressed Council's questions.

Continuing, Mr. Smith provided information relative to the installation and cost for new stadium seating at Shepherd Stadium. Mr. Smith stated that the proposal for full seating replacement and installation was approximately \$168,000. The second option presented by Mr. Smith for partial seating replacement and installation was approximately \$115,000. Mr. Smith stated staff would propose moving funds within the budget from election equipment and would consider contingency funding. Mr. Smith suggested this action could be made in the form of an amendment to the budget instead of immediate action.

Mr. Skalak provided a brief history of the project, which began in 2011 with the preservation project at Shepherd Stadium. Mr. Skalak stated that staff and local residents had identified needs, specifically, a new scoreboard, sound system, dugouts, improvements to the façade, and stadium seating. Mr. Skalak stated between \$50,000 and \$55,000 were received annually to complete the projects; and the scoreboard, sound system and façade improvements were completed within budget. However, additional funding was requested and received for the dugout project, with the American Legion Post 284 contributing approximately \$20,000. Mr. Skalak provided staff's recommendation relative to the project and the vendor to supply materials and installation, which was to complete the entire project. Mr. Skalak suggested local civic groups with a vested interest in Shepherd Stadium be approached for additional funding. After his presentation, Mr. Skalak entertained questions from Council.

Mr. Skalak addressed questions from Mr. Cherry relative to the construction and installation of the proposed seating. Mr. Cherry stated that although a cost savings, he was not in support of City staff performing the installation. There was continued discussion relative to funding of the project with Mr. Cherry adding that staff may consider selling dedicated seats in an effort to help the community buy into the project.

Mr. Wood expressed his lack of support for such funding by stating that he felt contingency funds should be kept available for unforeseen circumstances and he also

Special Meeting Minutes

April 25, 2017

Page 3

felt that funds should remain available in the Registrar's budget for the voting machines, as they are more essential. Mr. Wood stated that the stadium seating upgrade should be for the lower rows of the stadium and bleachers to remain for upper stadium seating.

After additional discussion relative to allocated funds for voting machines and funding options for the purchase of stadium seating, it was the consensus of Council to move previously allocated funds for the election equipment to the recreation and parks budget and further determine funding to cover the shortfall.

Mr. Smith confirmed with Mr. Johnson that staff would present Council with a budget amendment later with the reassignment of the aforementioned funding. Mayor Kochuba clarified that Council's decision did not change the budget.

Lastly, Mr. Smith provided Council an update relative to the previously submitted proposal from Petersburg Area Transit (PAT) requesting a City contribution for the extended bus route to the City. Mr. Smith recalled that Petersburg staff had previously requested \$218,000; but, advised he spoke with Mr. Mason of PAT and put forth a proposal for the City to contribute \$100,000 for this year's budget and a slightly increased amount of \$109,000 for the following year.

Addressing Mr. Wood's question, Mr. Smith stated that the newly proposed amount was not for a reduced route schedule, but there would be a small fare increase of \$0.25.

After further discussion, it was the consensus of Council, based upon the return investment to the City's citizens, not to support funding for the continued extended PAT service unless PAT provides an even further reduced amount.

5. Reading of Manner of Addressing Council.

Mr. Fisher read the Manner of Addressing Council.

6. Advertised Public Hearings – 7:00 P.M.

- A. AN ORDINANCE NO 17-FIN-3
(First Reading) Adopting the General Fund Budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and appropriating the estimated revenues for the year for the objects and purposes stated herein.**

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 17-FIN-3.

There were no comments from the public.

Mr. Wood stated he was in support of the proposed budget, but requested that Mr. Smith, for the next budget session, take a look at the salary ranges and the amount

Special Meeting Minutes

April 25, 2017

Page 4

budgeted for employees who have a department designation of none or very few subordinates within the department.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- B. AN ORDINANCE NO 17-FIN-4**
(First Reading) Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2017 and ending June 30, 2018, and approving such budget.

A motion as made by Mr. Wood, seconded by Mr. Frenier, to adopt Ordinance No. 17-FIN-4.

There were not public comments nor comments from Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- C. AN ORDINANCE NO 17-FIN-5**
(First Reading) Adopting the Recreation Activity Fund Budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and appropriating the estimated revenues for the year for the principal purposes stated.

A motion as made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 17-FIN-5.

Special Meeting Minutes

April 25, 2017

Page 5

There were no public comments nor comments from Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- D. AN ORDINANCE NO 17-FIN-6**
(First Reading) Adopting the Storm Water Fund Budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and appropriating the estimated revenues for the year for the principal purposes stated.

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 17-FIN-6.

There were no public comments.

Addressing Mr. Wood's comments relative to the transfer of \$88,000 from the General Fund to the Stormwater Fund and if the current rate was to generate a self-sufficient enterprise fund, Mr. Johnson stated that the rate had increased slightly and further explained the transfer of funds to cover stormwater projects.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- E. AN ORDINANCE NO 17-FIN-7**

Special Meeting Minutes

April 25, 2017

Page 6

(First Reading) Adopting the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2017, and ending June 30, 2018, and appropriating the estimated revenues for the year for the operating expenses stated.

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 17-FIN-7.

There were no comments from the public nor from Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

F. AN ORDINANCE NO 17-14
(First Reading) Providing for a levy on all real estate located in the City not exempt from taxation to fixed at \$1.20 for the tax year commencing January 1, 2017, and ending December 31, 2017; and providing a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.20 for the tax year commencing January 1, 2018, and ending December 31, 2018, for general municipal purposes.

A motion was made by Mr. Cherry, seconded by Mr. Frenier, to adopt Ordinance No. 17-14.

There were no comments from the public nor from Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

Special Meeting Minutes

April 25, 2017

Page 7

- G. AN ORDINANCE NO 17-15
(First Reading) Providing for a tax levy on all tangible personal property not either exempt from taxation or otherwise taxed, for the tax year ending December 31, 2017; and for the tax year commencing January 1, 2018, and ending December 31, 2018; for general municipal purposes.**

A motion was made by Mr. Frenier, seconded by Mr. Cherry, to adopt Ordinance No. 17-15.

**Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None**

Motion: UNANIMOUS PASS

- H. AN ORDINANCE NO 17-16
(First Reading) Providing for a tax levy on motor vehicles owned by members of a volunteer rescue squad or volunteer fire department, and persons appointed to serve as auxiliary police officers for the tax year ending December 2017, and the tax year commencing January 1, 2018, and ending December 31, 2018, for general municipal purposes.**

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, adopting Ordinance No. 17-16.

There were no comments from the public.

Mr. Cherry clarified this was a tax relief.

Mr. Wood clarified for the public; this was only for one vehicle.

**Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.**

Special Meeting Minutes

April 25, 2017

Page 8

Luck
Abstained: None

Motion: UNANIMOUS PASS

- I. AN ORDINANCE NO 17-17**
(First Reading) Providing for a personal property levy of one dollar (\$1.00) on each motor vehicle which is specifically equipped to provide transportation for physically handicapped individuals for the tax year commencing January 1, 2017, and ending December 31, 2017; and providing for such levy on motor vehicles which are specifically equipped to provide transportation for physically handicapped individuals for the tax year commencing January 1, 2018, for general municipal purposes.

A motion was made by Mr. Cherry, seconded by Mr. Piotrowski, to adopt Ordinance No. 17-17.

There were no comments from the public no Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- J. AN ORDINANCE NO 17-18**
(First Reading) Establishing a tax rate pursuant to Chapter 35.1 of title 58.1 of the Code of Virginia (“Personal Property Tax Relief”) on all qualifying vehicles under the Chapter.

A motion was made by Mr. Wood, seconded by Mr. Cherry, to adopt Ordinance No. 17-18.

There were no comments from the public nor Council.

Vote: 5-0
Yes: Cherry
Frenier

Special Meeting Minutes

April 25, 2017

Page 9

Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- K. AN ORDINANCE NO 17-19**
(First Reading) Providing for a tax levy on machinery and tools, tangible personal property used in a research and development business, certain energy generating equipment, personal property used in manufacturing, testing or operating satellites, and motor vehicles, trailers and semitrailers with a gross weight of 10,000 pounds or more used to transport property for hire by a motor carrier engaged in interstate commerce, for the tax year ending December 31, 2017; and for the tax year commencing January 1, 2018, and ending December 31, 2018; for general municipal purposes.

A motion was made by Mr. Cherry, seconded by Mr. Frenier, to adopt Ordinance No. 17-19.

There were no comments from the public nor Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- L. AN ORDINANCE NO 17-20**
(First Reading) to amend and reordain § 238-8 of Chapter 238, Sewers and Sewage Disposal, of the Colonial Heights City Code, to increase charges for sewer service.

A motion was made by Mr Cherry, seconded by Mr. Wood, to adopt Ordinance No. 17-20.

Special Meeting Minutes

April 25, 2017

Page 10

There were no comments from the public no Council.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- M. AN ORDINANCE NO 17-21**
(First Reading) To amend and reordain § 277-9 of Chapter 277, Water,
of the Colonial Heights City Code, to increase changes for water service.

A motion was made by Mr. Cherry, seconded by Mr. Wood, to adopt Ordinance No. 17-21.

There were no comments from the public.

Addressing Mr. Cherry's concerns relative to past delinquent payments from the City of Petersburg and the possible ramifications to the City of Colonial Heights for such, Mr. Johnson stated he did not attend the Water Authority meetings anymore, but it was his understanding that things were better in that regard and did not anticipate it would have any adverse effects on the City in the future.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Motion: UNANIMOUS PASS

- N. AN ORDINANCE NO 17-22**
(First Reading) To amend and reordain § 244-13 of chapter 244, Solid
Waste, of the Colonial Heights City Code, to increase the fees the

Special Meeting Minutes

April 25, 2017

Page 11

City charges residential and commercial establishments for solid waste collection and disposal or recycling.

A motion was made by Mr. Cherry, seconded by Mr. Frenier, to adopt Ordinance No. 17-22.

There were no comments from the public.

Mr Wood clarified this increase was not generating funds from the City, but were cost being passed directly to the consumer.

Vote: 4-1
Yes: Cherry
Frenier
Wood
Kochuba
No: Piotrowski
Absent: Green, Jr.
Luck
Abstained: None

Motion: PASS

- O. AN ORDINANCE NO 17-23**
(First Reading) To adopt a revised General Pay Plan Class and Salary Range that eliminates job titles no longer in existence and reflects the current salary range for each grade.

A motion was made by Mr. Cherry, seconded by Mr. Frenier, to adopt Ordinance No. 17-23.

There were no comments from the public.

Mr. Wood stated he would support the ordinance, but recalled his earlier comments relative to consideration of the compensation of different city positions.

Vote: 5-0
Yes: Cherry
Frenier
Piotrowski
Wood
Kochuba
No: None
Absent: Green, Jr.
Luck
Abstained: None

Special Meeting Minutes

April 25, 2017

Page 12

Motion: UNANIMOUS PASS

Based upon the outcome of the meeting, Mayor Kochuba felt it was not necessary to hold the meeting scheduled for May 2, 2017; the next meeting would be the regular meeting on May 9, 2017.

7. Adjournment.

A motion to adjourn the Special Meeting was made by Mr. Cherry, seconded by Mr. Piotrowski, and carried unanimously on voice vote at 7:47 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk