

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
Tuesday, July 21, 2020

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 W. Joe Green, Jr.
Councilman John E. Piotrowski
Vice Mayor Elizabeth G. Luck
Mayor T. Gregory Kochuba

Absent: Councilman Kenneth B. Frenier
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

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 provision:

- **Paragraph A.8 of Section 2.2-3711, to consult with legal counsel retained by a public body regarding a specific legal matter – i.e., excess taxation and overstatement of certain employees' income – requiring the provision of legal advice by such counsel.**
- **Paragraph A.5 of Section 2.2-3711, to discuss prospective businesses or industries locating on a 10.84 acre parcel with parcel ID number 5400020000H and a street address of 401 Temple Avenue, where no previous announcement has been made of the businesses' or industries' interest in locating in the community.**

A motion to convene in closed meeting was made by Mayor Kochuba, seconded by Mrs. Luck, at 6:02 P.M.

Vote: 5-0
Yes: Cherry

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	Green, Jr.
	Piotrowski
	Luck
	Kochuba
No:	None
Absent:	Wood (arrived late)
	Frenier
Abstained:	None

Motion UNANIMOUS PASS

4. Voice Vote – Come back into Open Session.

A motion to reconvene in open session was made by Mayor Kochuba, seconded by Mrs. Luck, and carried unanimously on roll call vote at 8:04 P.M.

Vote:	6-0
Yes:	Cherry
	Green, Jr.
	Piotrowski
	Wood
	Luck
	Kochuba
No:	None
Absent:	Frenier
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.8 of Section 2.2-3711, to consult with legal counsel retained by a public body regarding a specific legal matter – i.e., excess taxation and overstatement of certain employees’ income – requiring the provision of legal advice by such counsel.**
- Paragraph A.5 of Section 2.2-3711, to discuss prospective businesses or industries locating on a 10.84 acre parcel with parcel ID number 5400020000H and a street address of 401 Temple Avenue, where no previous announcement has been made of the businesses’ or industries’ interest in locating in the community.**

Consideration of the following certification:

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

Motion UNANIMOUS PASS

6. Reading of Manner of Addressing Council.

Mr. Fisher read the Manner of Addressing Council.

7. Advertised Public Hearings

- A. AN ORDINANCE NO 20-23
(First Reading) Amending § 30-3 of Chapter 30, Finance of the Colonial Heights City Code, to require the Director of Finance to levy a convenience fee whenever a person uses a debit or credit card to pay the City for non-utility related charges; and adding a new § 30-3.1 to Chapter 30 that authorizes the City Manager to waive such fee during an emergency or disaster.**

A motion was made by Mr. Green, seconded by Mrs. Luck, adopt Ordinance No. 20-23.

Mrs. Minor provided background information relative to the decision to incorporate the proposed action stating the action is proposing a 2% fee across the board, except for utility bills. Mrs. Minor, addressing questions from Council, stated that both Visa and MasterCard offer a significant fee discount for not including utility payments. Additionally, Mrs. Minor, addressing Mrs. Luck's question, stated this was a reduction from the existing 3% fee already in place.

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There were no public comments.

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

Motion UNANIMOUS PASS

Mayor Kochuba called for a five-minute recess before moving to the work session.

8. Work Session on the following items:

A. Financial Update

At the request of Mr. Smith, Mrs. Minor provided Council with updates relative to the City's revenue status as it related to COVID impacts. Mrs. Minor's presentation included the City's top six revenue sources and the current impacts; specifically noting, there seemed to be a slight uptick in revenue. Mrs. Minor continued by providing information relative to the sales, meals and lodging taxes with the most significant affect to the sales and meals tax; meals being the worst.

Continuing Mrs. Minor provided additional information relative to the General Fund Revenue. This information listed losses from local taxes, fines, charges for services, and a refund to Riverside Regional Jail Authority; these losses totaled a General Fund Revenue Shortfall of \$3,394,114. Mrs. Minor also presented figures relative to expenditure savings totaling \$3,335.00. Listed in this savings was \$560,000 for reduction in transfer to schools.

Mr. Cherry stated Council and staff needed to be cognoscente of the schools' position with regard to opening and how that would affect the financial position placed on the schools with Mr. Green providing comments relative to the City's Memorandum of Understanding with the Schools.

In conclusion, Mr. Fisher stated the possibility of increased School Board cost if the Board approves anything other than complete virtual learning; due to the increased transportation needs due to social distancing.

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There being no further comments, Mr. Smith advised that staff would continue to update Council relative to financial developments related to COVID.

B. Discussion Regarding Revisions to the agreement with Collegiate Baseball Experience

Mr. Skalak commended Chris Martin and the Chili Peppers for incorporating showcase tournaments even with the cancellation of the season. Mr. Skalak advised of the proposed amendment to the agreement as follows:

- **Chili Peppers are responsible for securing the sale of alcohol in their own facility during their season**
- **Installation of infield turf**

Mayor Kochuba, with the consent of Council members, asked that further discussion be tabled in an effort for Mr. Martin to provide Council with additional detailed information relative to the installation of the proposed infield turf installation project.

C. Public Works Project Update

Mr. Todd Flippen provided Council with updates on the following projects:

Completed projects:

- **Holly Avenue and Jamestown Road**
- **Boulevard Resurfacing (Westover – Newcastle)**
- **Appomattox River Greenway Trail (Phase IV)**
- **Bridge Rehabilitation (The City currently has five structures which were addressed)**
- **Temple Avenue Signalization Project**

Active construction projects and completion date:

- **Temple Avenue Signalization (Summer 2020)**
- **Dupuy Avenue Modernization (Fall 2020)**
- **Hrouda Pump Station (Spring 2021)**
- **North Elementary Safe Routes to School Sidewalks Phase I (Spring 2021)**
- **Lakeview Avenue Modernization (Fall 2022)**

Anticipated new construction and start date:

- **Boulevard and Westover Avenue Turn Lane (Fall 2021)**
- **Appomattox River Greenway Trail, Phase V (Fall 2021)**
- **Boulevard and Branders Bridge addition of right turn lanes (Spring 2022)**
- **North Elementary Safe Routes to School Sidewalks Phase II (Spring 2022)**

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- **Boulevard and Temple Intersection Modernization (Fall 2021)**

There being no further business, Mayor Kochuba called to adjourn the meeting.

9. Adjournment.

A motion to adjourn the Special Meeting was made by Mrs. Luck, seconded by Mr. Piotrowski, and carried unanimously on voice vote at 9:23 P.M.

APPROVED:

T. Gregory Kochuba, Mayor

ATTEST:

Pamela B. Wallace, City Clerk