

**CITY OF COLONIAL HEIGHTS, VIRGINIA  
Regular Meeting of City Council  
Tuesday, October 11, 2022**

**1. Call to Order**

**The Regular Meeting of City Council was called to order by Mayor Kochuba at 7:00 P.M.**

**2. Roll Call**

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

**Present:**  
Councilman Kenneth B. Frenier  
Councilman John E. Piotrowski  
Councilwoman Dr. Laura F. Poe  
Councilman Robert W. Wade  
Councilman John T. Wood  
Vice Mayor Elizabeth G. Luck  
Mayor T. Gregory Kochuba

**Absent:** None

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

**3. Devotion**

**A devotional prayer was led by Mayor Kochuba.**

**4. Pledge of Allegiance**

**The Pledge of Allegiance was led by Mayor Kochuba.**

**5. Adoption of Agenda**

**A motion was made by Mr. Piotrowski, seconded by Mrs. Luck, to approve the agenda as presented.**

**Vote: 7-0  
Yes: Frenier  
Piotrowski  
Poe  
Wade**

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**Wood**  
**Luck**  
**Kochuba**  
**No: None**  
**Absent: None**  
**Abstained: None**

**Motion: UNANIMOUS PASS**

**6. Declarations of Personal Interest**

**Declaration was read by Dr. Poe then filed with the Clerk.**

**7. Commendations and Presentations**

- A. Presentation of the City's 2022 Annual Donation to the Chesterfield/Colonial Heights Christmas Mother, Bonnie Cawthorn.**
- B. Recognition of Lieutenant James Stacey Whitt as the recipient of the 2022 Virginia Association of Chiefs of Police Award for Valor**

**Chief Anspach provided comments relative to the circumstances surrounding the incident on March 21, 2021, which led to Lt. Whitt's nomination and subsequent award. At the end of Chief Anspach's comments, Mayor Kochuba presented Lt. Whitt with a City coin thanking him for his service and bravery.**

- C. Recognizing Maxie Brown for her exemplary service as Interim Planning Director**

**Mr. Smith recognized Mrs. Brown and thanked her for her assistance during the absence of a Planning Director; with Mayor Kochuba echoing his comments and presenting her with a City coin.**

- D. Recognizing Rebecca Griffin for her exemplary service as Interim Finance Director**

**Mr. Smith recognized Mrs. Griffin and thanked her for her assistance during the absence of a Finance Director with Mayor Kochuba echoing his comments and presenting her with a City coin.**

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**E. Recognition of the Office on Youth Summer 2022 Leadership Program**

**Ms. Becca Lynch provided comments and introduced the full-time Youth Coordinators, Christian Velez and Evette Hawthorn. Both Mr. Velez and Ms. Hawthorn provided comments on the presentation to Council relative to the Youth Advisory Council and the Summer Youth Leadership Program. Continuing, Mr. Velez advised that the lemonade stand fundraiser held during the Summer Leadership Program, raised double the amount of their goal of \$300.**

**At the conclusions of the presentations, Mr. Smith recognized Mr. Joseph Carter, Planning Director.**

**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 were none.**

**11. Hearing of Citizens Generally on Non-Agenda Items**

**Mr. Wade advised he had received a complaint relative to the closure of the Registrar's Office on Columbus Day; noting he felt that office should be open to the public. Mr. Fisher advised that Columbus Day was a Federal, State, and City Holiday.**

**Addressing Dr. Poe's question relative to continued discussion of the proration of Personal Property Taxes, Mr. Smith advised he planned to further discuss at the October Work Session.**

**Mr. Piotrowski requested staff's action to address the numerous advertisement signs littering the City's right-of-way.**

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

**A. AN ORDINANCE NO 22-17**

**(Second Reading) Approving the City’s Membership in the Virginia’s Gateway Region Industrial Facilities Authority.**

**B. AN ORDINANCE NO 22-FIN-11 (UNANIMOUS PASS)**

**(Second Reading To amend the General Fund Budget for the fiscal year beginning July 1, 2022 and ending June 20, 2023, by \$815,450 consisting of 1) an \$11,508 payment from the National Opioid Settlement, 2) \$8,030 from asset forfeiture funds to replace outdated physical fitness equipment, and 3) \$795,912 in prior year encumbrances.**

**To amend the Recreation Fund Balance for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$3,364 in prior year encumbrances.**

**To amend the Stormwater Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$8,037 in prior year encumbrances.**

**To amend the Water and Sewer Fund Budget for the fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$41,313 in prior year encumbrances.**

**To amend the Emergency Response Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by appropriating \$75,620 in prior year encumbrances.**

**June 14, 2022 Regular Meeting Minutes**

**June 21, 2022 Special Meeting Minutes**

**July 12, 2022 Regular Meeting Minutes**

**September 13, 2022 Special Meeting Minutes**

**A motion was made by Mrs. Luck, seconded by Mr. Wade, to approve the Consent Agenda as presented.**

**Vote: 7-0**  
**Yes: Frenier**  
**Piotrowski**  
**Poe**  
**Wade**  
**Wood**  
**Luck**  
**Kochuba**  
**No: None**

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**Absent: None**

**Abstained: None**

**Motion: UNANIMOUS PASS**

**13. Introduction and Consideration of Ordinances and Resolutions**

**A. A RESOLUTION NO 22-35**

**Approving Participation in the Virginia Juvenile Community Crime Control Act Plan.**

**A motion was made by Mrs. Luck, seconded by Mr. Wade, to approve Resolution No. 22-35.**

**Mr. Smith provided information relative to the purpose of the Plan and requested Council's approval of the Resolution No. 22-35. Continuing, Ms. Becca Lynch provided additional comments, specifically noting the City was a previous participant; however, a resolution of participation was being requested.**

**There being no additional discussion, Mayor Kochuba called for the vote.**

**Vote: 7-0**

**Yes: Frenier  
Piotrowski  
Poe  
Wade  
Wood  
Luck  
Kochuba**

**No: None**

**Absent: None**

**Abstained: None**

**Motion: UNANIMOUS PASS**

**B. A RESOLUTION NO 22-46**

**Requesting the Commonwealth Transportation Board to establish a project in the City of Colonial Heights; and to enter into a Project Administration Agreement with the Virginia Department of Transportation for UPC 232680 Route 1 State of Good Repair Project.**

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**A motion was made by Dr. Poe, seconded by Mr. Wade, to approve Resolution No. 22-46.**

**Mr. Smith provided comments relative to the grant through the State of Good Repair providing for paving on a limited section of the Boulevard from Birch Avenue to the northern city limits. Mr. Smith further advised there was no required City match for the project as long as the City remained within the allocated amount of the total expenses.**

**Addressing Mayor Kochuba's question, Mr. Flippen reiterated the portion of the Boulevard was very small; however, it included an upgrade of sidewalk areas which are not ADA compliant. Mr. Flippen advised that the expenditure of funds must be within one year and his staff did not anticipate any problems.**

**Vote: 7-0**  
**Yes: Frenier**  
**Piotrowski**  
**Poe**  
**Wade**  
**Wood**  
**Luck**  
**Kochuba**  
**No: None**  
**Absent: None**  
**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. General Activity Report**

**Mr. Smith advised the City was being awarded the FEMA Flood Mitigation Grant which was applied for after the August 2020 flood. Mr. Smith advised the homeowner of the property affected by the flooding was interested in selling the subject property and provided additional comments relative to the**

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conditions of the grant. Mr. Smith advised there will be additional discussion at the October Work Session.

Mr. Smith provided brief comments relative to the Employee picnic and thanked Mrs. Boshier and Ms. Staley for their efforts in coordinating the event.

**B. City Attorney**

Mr. Fisher provided information relative to the meeting he and other staff members had with members of the White Bank Landing Homeowner's Association. Mr. Fisher stated it was not the City's intent to be forceful; however, the issues concerning the subdivision's stormwater retention basin needed to be resolved and provided additional detailed information relative to the legal responsibility of those involved and the position which the City could take.

**C. Director of Planning and Community Development**

Mr. Carter reported that the Planning Commission met on October 4, 2022 to consider and approved a preliminary plat for a fast food restaurant at Southpark Mall. Additionally, they considered and approved a Special Exception Permit for a mini warehouse/self-storage facility off of Temple Avenue. Both of the items will be before Council at the November meeting. Before closing his remarks, Mr. Carter advised of an upcoming Board of Zoning Appeals meeting scheduled for October 19, 2022.

**16. Adjournment**

There being no further business, a motion was made by Mr. Wade, seconded by Mrs. Luck, and carried unanimously on voice vote to adjourn the meeting. The meeting was adjourned at 8:23 P.M.

**APPROVED:**

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**T. Gregory Kochuba, Mayor**

**ATTEST:**

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**Pamela B. Wallace, City Clerk**