

APRIL 2011 EMPLOYEE OF THE MONTH



NAME: Judi L. Whitt

POSITION: Procurement Specialist

EMPLOYMENT

HISTORY: Mrs. Whitt was hired in October, 2007 as a Procurement Specialist in the Finance Department.

NARRATIVE:

Since her arrival, Judi has been a valuable member in the Purchasing Department. Judi gets along with everyone, and her strong interpersonal skills, enable her to maintain a positive outlook in everything that she does. She is reliable, dependable, trustworthy, and a pleasure to work with. Any task given to her is done in a prompt and professional manner. Regardless of the situation, she takes each assignment as her own responsibility and follows through until it is resolved. She always has a smile on her face.

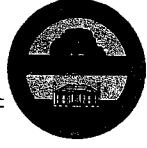
Judi is very watchful over the use of City funds and offers suggestions when savings are available in alternative areas. She keeps her supervisor aware of all potential concerns.

Judi is in charge of monitoring the City's surplus. She arranges for the pickup and storage of the items until the City's surplus auction is held. She spends many hours planning for the auction each year. There is no way the City's auction could be a success, without the effort she puts in.

Judi is also responsible for monitoring the City's cell phone bill. Each month she goes through the invoice, page by page, to make sure the City is invoiced the correct rate. She lets departments know of potential cost saving efforts, by perhaps updating phone or usage plans. She stays in contact with the City's cell phone provider to fix and replace phones as needed.

Judi does a lot of small things behind the scenes to get things done. Sometimes they are not noticed, but allows staff to have the tools they depend on to do their job efficiently. Judi is appreciated and is a valuable member of the Purchasing staff. She deserves to be recognized and rewarded for the service that she provides to all City employees. Employees of the City depend on her, and she never lets them down.

Proclamation



COLONIAL HEIGHTS, VIRGINIA

DESIGNATING MAY 2011 AS OLDER AMERICANS MONTH IN THE CITY OF COLONIAL HEIGHTS, VIRGINIA

WHEREAS, the President of the United States has designated May as "Older Americans Month"; and

WHEREAS, the City of Colonial Heights is a community where approximately 35% of the City's citizens aged 55 and older make their home; and

WHEREAS, older Americans are valuable members of our society who are rich with experience and deserving of respect; and

WHEREAS, the United States Surgeon General has determined that an active lifestyle results in significant health benefits and improved quality of life for older adults; and

WHEREAS, the Boomer Generation (65+) retirements will increase at a rate of 2.3% per year; and

WHEREAS, the Boomer Generation impacts the housing, transportation and health care resources and effects community involvement; and

WHEREAS, overall quality of life for all is greatly enhanced when a community is supportive.

NOW, THEREFORE, I, C. Scott Davis, Mayor, on behalf of the Colonial Heights City Council, do hereby proclaim May 2011 as OLDER AMERICANS MONTH in the City of Colonial Heights and urge all citizens to take the time to honor our older adults, professionals, family members and citizens who care for older adults. I further urge all agencies to work collaboratively to strengthen the City's services provided for our older citizens as our efforts can improve the lives of our seniors and pave the way for future generations.

Signed this 10th day of May, 2011.



C. Scott Davis, Mayor

Attest:



DeAnna D. Atkins
DeAnna D. Atkins, City Clerk

Proclamation



COLONIAL HEIGHTS, VIRGINIA

DESIGNATING MAY 2011 AS NATIONAL ADOLESCENT PREGNANCY PREVENTION MONTH IN THE CITY OF COLONIAL HEIGHTS, VIRGINIA

WHEREAS, the Colonial Heights Office on Youth & Human Service's Teen Pregnancy Prevention Initiative seeks to support teens in the City to provide information and education to promote abstinence education in their efforts to prevent adolescent pregnancy and STD's, and to help teens reach their life's goals; and

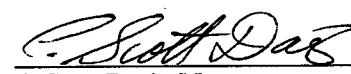
WHEREAS, the Teen Pregnancy Prevention Initiative is seeking to improve the well-being of children, youth, and families and strengthen a culture of personal responsibility regarding sex, getting pregnant, and bringing children into the world; and

WHEREAS the Office on Youth & Human Services realizes that teen pregnancy and unplanned pregnancy among young adults is at the root of a number of important public health and social issues, and we support responsible policies that will give teens factual information about contraception, STD's, realities and challenges of being a teen parent, and promote available resources to assist teens in lifestyle choices and resistance skills; and

WHEREAS May has been designated "National Adolescent Pregnancy Prevention Month", with a public awareness campaign supporting resistance skills, personal responsibility and education.

NOW, THEREFORE, I, C. Scott Davis, Mayor of the City of Colonial Heights, do hereby proclaim May 2011 as NATIONAL ADOLESCENT PREGNANCY PREVENTION MONTH in the City of Colonial Heights, Virginia.

Signed this 10th day of May 2011.



C. Scott Davis, Mayor

Attest:



DeAnna D. Atkins, City Clerk

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
April 12, 2011

1. Call to Order.

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

2. Roll Call.

Present: **Councilman Milton E. Freeland, Jr.**
 Councilman Kenneth B. Frenier
 Councilman W. Joe Green, Jr.
 Vice Mayor Elizabeth G. Luck
 Councilman John T. Wood
 Councilwoman Diane H. Yates
 Mayor C. Scott Davis

Absent: **None**

Also Present: **Mr. Thomas L. Mattis, City Manager**
 Mr. Hugh P. Fisher, III, City Attorney
 Mr. William E. Johnson, Director of Finance

3. Special Meeting for the purpose of:

A. Holding a closed meeting pursuant to the Code of Virginia in accordance with the following provisions:

- **Section 2.2-3711.A.1 – to discuss and consider an appointment to the Board of Zoning Appeals and the Community Criminal Justice Board; and**
- **Section 2.2-3711.A.3 – to discuss or consider the disposition of an approximate 19.8 acre parcel of publicly held real property located east of Charles Dimmock Parkway, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and**
- **Section 2.2-3711.A.3 – to discuss and consider the acquisition of an easement and a fee simple interest for a public purpose – specifically, the Appomattox River Trail System - where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.**

The Clerk announced the purpose of the meeting.

A motion to go into closed session was made by Mayor Davis, seconded by Mrs. Luck, and carried unanimously on voice vote at 6:31 P.M.

Voice Vote – come back into Open Session.

A motion to reconvene in open session was made by Mrs. Yates, seconded by Mr. Frenier, and carried unanimously on voice vote at 7:09 P.M.

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

- **Section 2.2-3711.A.1 – to discuss and consider an appointment to the Board of Zoning Appeals and the Community Criminal Justice Board; and**
- **Section 2.2-3711.A.3 – to discuss or consider the disposition of an approximate 19.8 acre parcel of publicly held real property located east of Charles Dimmock Parkway, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and**
- **Section 2.2-3711.A.3 – to discuss and consider the acquisition of an easement and a fee simple interest for a public purpose – specifically, the Appomattox River Trail System - where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body.**

4. Each member will now certify that to the best of the member's knowledge, only public business matters lawfully exempted from the open meeting requirements of the act and identified in the motion pursuant to which the closed meeting was convened were heard, discussed or considered. Any members who do not intend to so certify shall state now, for the minutes, their reasons.

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

Vote:
Yes:

7-0
Freeland, Jr.
Frenier
Green, Jr.
Luck
Wood
Yates

Davis
None
None
None

No:

Abstained:
Absent:

Motion UNANIMOUS PASS.

As a result of the closed meeting, a motion was made by Mayor Davis, seconded by Mrs. Luck, to make the following appointments:

Colonel Thierry Dupuis as the Police Chief in Chesterfield and Ms. Robin Autry as the Chesterfield Citizen appointment to the Community Criminal Justice Board (CCJB).

Mr. John Holladay to the Board of Zoning Appeals.

<u>Vote:</u>	7-0
Yes:	Freeland, Jr. Frenier Green, Jr. Luck Wood Yates Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

6. Adjournment of Special Meeting.

A motion to adjourn the Special Meeting was made by Mr. Green, seconded by Mrs. Yates, and carried unanimously on voice vote at 7:12 P.M.

APPROVED:

C. Scott Davis, Mayor

ATTEST:

DeAnna D. Atkins
DeAnna D. Atkins, City Clerk

CITY OF COLONIAL HEIGHTS, VIRGINIA
Regular Meeting of City Council
Tuesday, April 12, 2011

1. Call to Order.

The Regular Meeting of City Council was called to order by Mayor Davis at 7:13 P.M.

2. Roll Call.

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

Present:

**Councilman Milton E. Freeland, Jr.
Councilman Kenneth B. Frenier
Councilman W. Joe Green, Jr.
Vice Mayor Elizabeth G. Luck
Councilman John T. Wood
Councilwoman Diane H. Yates
Mayor C. Scott Davis**

Absent:

None

Also Present:

**City Manager Thomas L. Mattis
City Attorney Hugh P. Fisher, III**

**Mrs. Jennifer N. Carpenter, Director of Human Resources
Mr. Jeffrey W. Faries, Chief of Police
Mr. Craig R. Skalak, Director of Recreation and Parks
Mr. Bruce N. Hansen, Library Director
Mr. William E. Henley, Director of Public Works/Engineering
Mr. William E. Johnson, Director of Finance
Mr. A. G. Moore, Jr., Chief of Fire and EMS
Mr. George W. Schanzenbacher, Director of Planning
Ms. Karen K. Saunders, Information Technology Administrator**

3. Devotion.

A devotional prayer was led by Councilman Frenier.

4. Pledge of Allegiance.

The Pledge of Allegiance was led by Councilman Frenier.

5. Adoption of Agenda.

A motion to adopt the agenda, as presented, was made by Mayor Davis and seconded by Mr. Freeland.

<u>Vote:</u>	7-0
Yes:	Freeland, Jr.
	Frenier
	Green, Jr.
	Luck
	Wood
	Yates
	Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

6. Commendations and Presentations.

A. Presentation of Employee of the Month Award for March 2011 to Mr. Jonaaron M. Evans, EMS/Firefighter.

Mayor Davis recognized Mr. Evans, read the commendation in its entirety, and presented him with a certificate and a small token of appreciation.

Mr. Evans expressed appreciation for the recognition.

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

A. Approval of Minutes:

1. **Regular Meeting, February 8, 2011.**
2. **Regular Meeting, March 8, 2011.**
3. **Special Meeting, March 15, 2011.**

B. Adoption of:

AN ORDINANCE NO. 11-FIN-4 (Second Reading). To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate \$42,705, of which \$42,680 is to be appropriated to the Sheriff's Office, \$41,474 coming from Courthouse security funds and \$1,206 from donated funds, to be used towards salaries, office equipment and materials; and \$25 of donated funds to be appropriated to Public Safety to be used to purchase crime prevention items for the Police Department.

A motion for adoption of the Consent Agenda, as presented, was made by Mr. Frenier and seconded by Mrs. Luck.

<u>Vote:</u>	7-0
Yes:	Freeland, Jr.
	Frenier

	Green, Jr.
	Luck
	Wood
	Yates
	Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

8. Reading of Manner of Addressing Council.

The City Attorney read the Manner of Addressing Council.

9. Advertised Public Hearings.

There were no Public Hearings.

10. Written Petitions and Communications.

**A. Request for permission to keep five companion animals at a residence –
Mrs. Jacqueline M. Alban, 220 Norfolk Avenue.**

**Mr. John Alban stated his son's girlfriend has temporarily moved in with them and she
has brought her dog.**

**A motion was made by Mayor Davis and seconded by Mrs. Luck to approve a waiver
to allow Mr. and Mrs. Alban to keep five companion animals at their residence.**

<u>Vote:</u>	7-0
Yes:	Freeland, Jr.
	Frenier
	Green, Jr.
	Luck
	Wood
	Yates
	Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

B. Mrs. Linda Pegram – Police Department Actions

Mrs. Pegram was not present.

11. Hearing of Citizens Generally on Non-Agenda Issues.

A. Funding for the Redevelopment of the Boulevard/Dupuy Avenue Interchange – The Honorable John T. Wood

Mr. Wood, Council's representative on the Metropolitan Planning Organization (MPO), provided an update on the funding available for road improvement projects in the region, which would mitigate air pollution. He stated a list of recommended projects were presented to the Technical Committee of the MPO and the Boulevard/Dupuy Avenue Interchange project was placed at project number six out of ten. He further stated once more information was provided the Boulevard/Dupuy Avenue Interchange Project was moved to the first project on the list. He stated the funding for this project would be available to the City in the next 12 months. He further stated enhancing this interchange will facilitate traffic along the Boulevard and Dupuy Avenue along with facilitating development at Virginia State University.

In response to a question from Mayor Davis, Mr. Wood stated once the project begins, Council would have to approve a Resolution for the project.

Mayor Davis expressed appreciation to Mr. Wood for his representation of the City on the Metropolitan Planning Organization.

Mr. Mattis stated the leadership of Councilman Wood on the Metropolitan Planning Organization has been an asset to the City.

12. Introduction and Consideration of Ordinances and Resolutions.

AN ORDINANCE NO. 11-FIN-5 (First Reading). To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate \$58,055, of which \$50 of donated funds is to be appropriated to Judicial to be used for the "Ride for the Torch" event; \$56,000 of donated funds to be appropriated to Public Safety to be used to purchase equipment for the new heavy rescue truck; \$1,500 of donated funds to Parks and Recreation to purchase poles for the Civic Field and Shepherd Stadium; \$505 of Violet Bank Museum donations to purchase collector items; and \$17,624 to be transferred to Recreation and Parks to replace a mower.

A motion for adoption of Ordinance No. 11-FIN-5 was made by Mr. Green and seconded by Mrs. Yates.

Mr. Frenier read a Declaration of Personal Interest with regard to his employment as a part-time logistics officer with the City Fire/EMS Department, which was filed with the Clerk.

Mayor Davis provided a brief explanation of Ordinance No. 11-FIN-5.

Chief Moore expressed appreciation on behalf of the volunteer firefighters for Council's approval of the purchase of the heavy rescue truck.

<u>Vote:</u>	7-0
Yes:	Freeland, Jr.
	Frenier
	Green, Jr.
	Luck
	Wood
	Yates
	Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

AN ORDINANCE NO. 11-FIN-13 (First Reading). To amend the Capital Projects Fund Budget to appropriate \$132,837 to Streets and Bridges to be used for the Signal Coordination – Temple/Sherwood project; such funds coming from a state grant.

A motion for adoption of Ordinance No. 11-FIN-13 was made by Mrs. Yates and seconded by Mrs. Luck.

Mayor Davis provided a brief explanation of Ordinance No. 11-FIN-13.

<u>Vote:</u>	7-0
Yes:	Freeland, Jr.
	Frenier
	Green, Jr.
	Luck
	Wood
	Yates
	Davis
No:	None
Abstained:	None
Absent:	None

Motion UNANIMOUS PASS.

A RESOLUTION NO. 11-10. Relating to costs of prisoner care at Riverside Regional Jail for the current fiscal year, and approving an amendment to the Service Agreement.

A motion for adoption of Resolution No. 11-10 was made by Mayor Davis and seconded by Mr. Green.

Mr. Johnson provided a brief explanation of Resolution No. 11-10.

There was a brief discussion regarding the Riverside Regional Jail Service Agreement.

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Vote:

7-0

Yes:

Freeland, Jr.

Frenier

Green, Jr.

Luck

Wood

Yates

Davis

No:

None

Abstained:

None

Absent:

None

Motion UNANIMOUS PASS.

AN ORDINANCE NO. 11-FIN-14 (First Reading). To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate donated funds in the amount of \$447,162 to Judicial for Riverside Regional Jail expenses.

A motion for adoption of Ordinance No. 11-FIN-14 was made by Mr. Green and seconded by Mrs. Luck.

Mayor Davis provided a brief explanation of Ordinance No. 11-FIN-14.

Vote:

7-0

Yes:

Freeland, Jr.

Frenier

Green, Jr.

Luck

Wood

Yates

Davis

No:

None

Abstained:

None

Absent:

None

Motion UNANIMOUS PASS.

A RESOLUTION NO. 11-11. Appointing Bruce E. Cashion to the position of City Assessor.

A motion for adoption of Resolution No. 11-11 was made by Mr. Green and seconded by Mr. Freeland.

Mr. Johnson introduced Mr. Cashion.

Vote:

7-0

Yes:

Freeland, Jr.

Frenier

Green, Jr.

Luck

Wood

Yates

Davis

No:

None

Abstained:

None

Absent:

None

Motion UNANIMOUS PASS.

13. Unfinished Business, Contested Ordinances and Resolutions, and Items Removed from the Consent Agenda.

There were none.

14. Reports of Officers and Documents Related Thereto.

A. City Manager.

1. Presentation of the *Proposed FY2011-12 Annual Operating Budget for the City of Colonial Heights*

Mr. Mattis presented an overview of the Proposed FY2011-12 Annual Operating Budget for the City of Colonial Heights. He stated the economy has been more stable in Colonial Heights than in recent years. He provided an explanation of some of the proposed changes in the Proposed FY2011-12 Annual Operating Budget. He reviewed the appropriations, operating revenues and future budget or funding concerns. He provided a timeline for Council's adoption of the budget.

Mr. Green provided an explanation of how the lodging available at Fort Lee in the future may or may not affect the City's future budgets.

Mayor Davis expressed appreciation to Mr. Mattis for the presentation of the Proposed FY2011-12 Annual Operating Budget.

2. Update on City Courthouse Project

Mr. Mattis provided an update on the City Courthouse Project. He stated the contractor will finish demolition of the building prior to the deadline. He further stated a briefing for plans on the building will be brought to Council in the near future.

3. General Activity Report and/or Project Update

Mr. Mattis reminded Council of Arbor Day to be held on April 29, 2011 at 10:00 A.M. at Lakeview Park.

Mr. Green expressed appreciation to Mr. Mattis for staying on schedule with the contractors working on the City Courthouse Project. He further expressed appreciation to the Recreation and Parks Department for their publication of the Summer Activity Guide which is an asset to citizens looking to move to the City.

B. City Attorney.

Mr. Fisher stated the School Board meeting will be held on April 14, 2011.

C. Director of Planning and Community Development.

- 1. Actions, Regular Meeting of Planning Commission, April 5, 2011.**
- 2. Minutes, Regular Meeting of Planning Commission, March 1, 2011.**

Mr. Schanzenbacher stated the Planning Commission has chosen the members of Citizen Planning Committee and requested Council approve the members.

In response to a question from Mayor Davis, Mr. Schanzenbacher stated if additional citizens or businesses express an interest in joining the Citizen Planning Committee that there would be an opportunity to add them in the future.

Mr. Fisher stated there are nine people who have been selected as alternates for the Citizen Planning Committee.

A motion for approval of the Citizen Planning Committee, as presented, was made by Mrs. Yates and seconded by Mrs. Luck.

15. Consideration of Claims:

There were none.

Mayor Davis stated there was a great turnout for Elvira Shaw's Retirement Reception held on March 31, 2011. He expressed appreciation to Mrs. Elke Gibbs, Mrs. Robin Gay and Mrs. DeAnna Atkins for planning the reception and ensuring it was a great event. He stated Mrs. Yates also assisted with the reception.

Mrs. Yates expressed appreciation to Mrs. Gibbs, Mrs. Gay and Mrs. Atkins for taking on the additional duties of planning Elvira Shaw's Retirement Reception. She stated she has heard all positive comments from citizens.

Mr. Woods expressed appreciation to Mrs. Atkins for typing his comments and reading them at the Retirement Reception for Mrs. Shaw.

16. Adjournment.

A motion to adjourn the Regular Meeting was made by Mrs. Yates, seconded by Mr. Green and carried unanimously on voice vote at 8:47 P.M.

APPROVED:

C. Scott Davis, Mayor

ATTEST:

DeAnna D. Atkins

DeAnna D. Atkins, City Clerk

CITY OF COLONIAL HEIGHTS, VIRGINIA
Special Meeting of City Council
April 19, 2011

1. Call to Order.

The Special Meeting of City Council was called to order by Mayor Davis at 6:01 P.M.

2. Roll Call.

Present:

**Councilman Kenneth B. Frenier
Vice Mayor Elizabeth G. Luck
Councilwoman Diane H. Yates
Mayor C. Scott Davis**

Absent:

**Councilman Milton E. Freeland, Jr.
Councilman W. Joe Green, Jr.
Councilman John T. Wood (Arrived at 6:08 P.M.)**

Also Present:

**Mr. Thomas L. Mattis, City Manager
Mr. Hugh P. Fisher, III, City Attorney
Mr. William E. Johnson, Director of Finance**

**Mrs. Jennifer N. Carpenter, Director of Human Resources
Mr. Jeffrey W. Faries, Chief of Police
Mr. Craig R. Skalak, Director of Recreation and Parks
Mr. Bruce N. Hansen, Library Director
Mr. William E. Henley, Director of Public Works/Engineering
Mr. A. G. Moore, Jr., Chief of Fire and EMS
Ms. Karen K. Saunders, Information Technology Administrator
Mr. George W. Schanzenbacher, Director of Planning
Mrs. Marjorie DeDanko, Commissioner of Revenue
Ms. Joy Moore, Treasurer**

3. Special Meeting for the purpose of holding a work session for the following purpose:

- Proposed FY2011-12 Annual Operating Budget**

Mrs. Luck read a Declaration of Personal Interest as it pertained to the budget with specific regard to her employment with the School Board, which she filed with the Clerk.

Mr. Frenier read a Declaration of Personal Interest as it pertained to the budget with specific regard to his part-time employment with the Fire/EMS Department and the employment of his spouse by the City, which he filed with the Clerk.

Mrs. Yates read a Declaration of Personal Interest as it pertained to the budget with specific regard to her being a retiree of the School Board and as the spouse of a retiree and member of the School Board, which she filed with the Clerk.

Mr. Mattis stated additional detailed information had been submitted to Council to support the budget document. He reviewed items which will be significant in the future to the City.

Mayor Davis stated Council will proceed through the budget document by section.

CITY COUNCIL

Mr. Mattis stated he had received inquiries regarding the possible upgrade of equipment for use by Council. He explained if Council upgraded to paperless agendas the cost would be approximately \$12,000 to \$15,000 and there would be a reduction in staff's time involved in agenda packet preparation.

Mr. Frenier stated the City may be able to partner with the City of Petersburg with the purchase of equipment for Council and have a significant savings for both localities.

Mayor Davis requested additional information on the potential cost savings to the City with automating Council's agendas.

There was a brief discussion regarding Council's attendance at the VML Conference which is being held in Henrico County this year.

CITY ATTORNEY

In response to a question from Mayor Davis, Mr. Fisher stated that the operating budget for the City Attorney's office shows a decrease due to the codification of the Zoning Ordinance which is anticipated to be complete in FY2011.

AUDITING

Mayor Davis stated the audit costs decreased due to the beginning of a new five-year contract, and that there will be increases each year as part of the contract.

EMPLOYEE BENEFITS

In response to a question from Mayor Davis, Mr. Mattis stated City employees will receive a 3 percent pay increase on October 1, 2011, which is equivalent to a 2.3 percent increase for the FY2011-12 budget.

BOARD OF ELECTIONS

In response to a question from Mayor Davis, Mr. Mattis stated if the funds removed from the Board of Elections' budget is needed due to redistricting, funding would be made available.

CIRCUIT COURT CLERK

Mayor Davis provided an explanation for the increase in the personnel line item for the Circuit Court Clerk, which will cover an administrative position to assist Judge Gill.

In response to a question from Mrs. Yates, Mr. Johnson stated the increase in the telephone line item is due to a DSL line being installed in the Circuit Court Clerk's office and the monthly charges associated with it.

COMMONWEALTH'S ATTORNEY

In response to a question from Mrs. Yates, Mr. Johnson stated the increase in the telephone line item is due to a DSL line being installed along with the monthly charges associated with it and the utilization of Blackberrys by staff.

SHERIFF

In response to a question from Mayor Davis, Mr. Mattis stated the increase in the personnel line item is a more accurate reflection of how the Sheriff's Office operates. He further stated that this will eliminate the mid-year requests for transfer of funds from various sources.

Mayor Davis stated that the capital outlay request is to replace a 1997 police vehicle for the Sheriff's Office.

In response to a question from Mr. Frenier, Mr. Mattis stated since the cost of fuel is such a volatile situation, departments have been encouraged to use the amount in their budgets as a target rather than increase those amounts.

Mrs. Luck encouraged City departments to conserve fuel to save on the expense of fuel.

In response to a question from Mrs. Yates, Mr. Johnson stated that funding for the detention home has been removed from the budget because it was a multi-year obligation to Chesterfield County and that obligation has come to an end.

Mayor Davis stated the funding to the detention home was the City's portion for renovations at the Chesterfield County facility due to use by the City for the facility.

In response to a question from Mrs. Yates, Mr. Johnson stated the General District Court line item for rent of equipment is for a lease for a copier. He further stated the City is no longer purchasing copiers, but leasing them for three years and then replacing them.

POLICE DEPARTMENT

In response to a question from Mayor Davis, Mr. Mattis stated the discrepancy in staff positions for the Police Department is due to internal staff reorganization. He further stated there are no new positions being added.

Chief Faries provided a brief explanation regarding the internal staff reorganization within the Police Department.

FIRE & EMS

In response to a question from Mayor Davis, Mr. Johnson stated the grant funds are funds which the City may not receive every year and to keep those line items from fluctuating every year, they have been separated.

In response to a question from Mayor Davis, Chief Moore stated there are no statistics for FY2008-09 because once that information is reported to the State it is no longer kept by the department. He further stated the information will be kept in the future.

EMERGENCY MANAGEMENT

There was a brief discussion regarding the part-time position grant funding in emergency management.

In response to a question from Mayor Davis, Mr. Mattis stated the process for bids for the outbound notification contract renewal is on track for the new contract to start at the beginning of the upcoming budget year.

In response to a question from Mr. Wood, Chief Moore stated the City felt it is more cost effective to pay a flat fee for the outbound notification system than a pay-as-you-go service. He further stated the outbound notification system is utilized by the City for events other than just weather related events.

COMMUNICATIONS

In response to a question from Mayor Davis, Chief Moore stated the two part-time positions in the Communications budget is for one part-time dispatcher and one part-time administrative assistant.

PUBLIC WORKS

In response to a suggestion from Mayor Davis, Mr. Mattis stated staff will be doing an analysis of whether there is a cost savings to hire contractors to maintain grass cutting throughout the City, which would free up City employees to do the jobs they were hired to do.

PARKS & RECREATION

Mr. Mattis provided a clarification on the purchase of a mower for the Parks & Recreation Department. He stated the City will only be purchasing one mower.

In response to a question from Mayor Davis, Mr. Mattis stated staff will provide an assessment of the vehicles in the fleet along with the need for a SUV for the horticulturist.

PLANNING & COMMUNITY DEVELOPMENT

In response to a question from Mayor Davis, Mr. Mattis stated that the total number of part-time positions should be one instead of .25.

Mayor Davis stated the City needs to have a full-time economic development position to assist the City and businesses that may be interested in relocating to the City. He requested that staff and Council look into ways to make the economic development position full-time by next year.

CONTRIBUTIONS & SUBSIDIES

In response to a question from Mayor Davis, Mr. Mattis provided an explanation for how the funding was divided up amongst those programs that requested funding.

Mayor Davis provided an explanation as to why the funding for the Virginia Gateway Region had decreased.

In response to a question from Mayor Davis, Mr. Johnson stated there will be no retirement of major bonds until at least 2013.

SOLID WASTE MANAGEMENT FUND

There was a brief discussion regarding the solid waste collection contract which expires 2012.

STORM WATER FUND

Mayor Davis stated this budget will be the first full year of the storm water charges to help pay for the requirements mandated by DEQ.

Mr. Mattis stated professional services in the storm water fund is funding for various capital projects throughout the year.

SEWER FUND

In response to a question from Mayor Davis, Mr. Mattis stated staff is proposing an increase for both water and sewer charges, which has not been increased since 2008. He further stated these increases will be reflected in a capital fund.

Mr. Mattis stated in the future, the City will have a more accurate reflection of what capital projects funding is spent on.

SCHOOL FUND

In response to a question from Mayor Davis, Mr. Mattis stated more information will be forthcoming regarding capital projects planned for the schools.

4. Adjournment of Special Meeting.

A motion to adjourn the Special Meeting was made by Mrs. Yates, seconded by Mr. Frenier, and carried unanimously on voice vote at 7:33 P.M.

APPROVED:

C. Scott Davis, Mayor

ATTEST:

DeAnna D. Atkins

DeAnna D. Atkins, City Clerk

AN ORDINANCE NO. 11-FIN-5

To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate \$58,055, of which \$50 of donated funds is to be appropriated to Judicial to be used for the "Ride for the Torch" event; \$56,000 of donated funds to be appropriated to Public Safety to be used to purchase equipment for the new heavy rescue truck; \$1,500 of donated funds to Parks and Recreation to purchase poles for the Civic Field and Shepherd Stadium; \$505 of Violet Bank Museum donations to purchase collector items; and \$17,624 to be transferred to Recreation and Parks to replace a mower.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Sections 1, 2 and 3 of Ordinance No. 10-FIN-5, the General Fund Budget, be, and are hereby amended and reordained as follows:

1. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, is hereby adopted; and that, subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative (City Council)	\$ 139,965
Administrative (City Manager)	286,065
Legal (City Attorney)	209,571
Tax Collections & Assessments	580,950
Finance	5,988,018
Information Technologies	179,669
Board of Elections	131,784
Judicial	4,516,351 4,516,401
Public Safety	7,577,584 7,633,584
Public Works	2,906,095
Health and Social Services	695,825
Parks and Recreation	1,296,995 1,316,119
Cultural Enrichment	105,755 106,260
Library	589,267
Community Development	490,987
Grant Programs	536,829
Nondepartmental	603,961 586,337
Debt Service	2,843,031
Operating Transfers Out	18,611,172

2. That the sum of \$48,289,874 \$48,347,929 is appropriated for the fiscal year beginning July 1, 2010.

3. That the foregoing appropriation is based upon the following revenue estimates for the fiscal year beginning July 1, 2010:

General Property Taxes	\$21,388,966
Other Local Taxes	13,789,050
Licenses, Permits & Fees	3,319,134
Fines and Forfeitures	651,000
Use of Money & Property	295,000
Intergovernmental Revenues	6,146,492
Charges for Current Services	1,190,840
Miscellaneous	899,223 956,773
Restricted Fund Balance – Police Assets	500

Restricted Fund Balance – CDBG	84,122
CDBG	
Restricted Fund Balance – Fire &	
EMS	11,400
Restricted Fund Balance – Police	33,043
Restricted Fund Balance – Dimmock	
Signal	60,000
Restricted Fund Balance—Library	7,200
Restricted Fund Balance—Violet	
Bank Museum	505
Fund Balance	413,904
TOTAL	\$48,289,874 48,347,929

2. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

_____ Mayor

Attest:

DeAnna Q. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 12, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman: Aye

The Honorable Kenneth B. Frenier, Councilman: Aye

The Honorable W. Joe Green, Jr., Councilman: Aye

The Honorable Elizabeth G. Luck, Vice Mayor: Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Easter, III
City Attorney

AN ORDINANCE NO. 11-FIN-13

To amend the Capital Projects Fund Budget to appropriate \$132,837 to Streets and Bridges to be used for the Signal Coordination – Temple/Sherwood project; such funds coming from a state grant.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Sections 2 and 3 of Ordinance No. 11-FIN-2, the Capital Projects Fund Budget, be, and are hereby, amended and reordained as follows:

2. That there shall be appropriated from the resources and revenues available to the City of Colonial Heights (City) in its Capital Projects Fund, until such appropriations are amended by the City Council or the subject projects are completed or abandoned, the following sums for the purposes stated:

GENERAL GOVERNMENT

Beautification Committee/Tourism	\$ 18,830
Courts Building Construction/A & E	1,590,000
Boulevard Redevelopment	29,237
Fire Apparatus	<u>900,000</u>
SUBTOTAL	\$ 2,538,067

RECREATIONAL FACILITIES

Facilities Masterplan/Improvements	57,238
Appomattox River Greenway	<u>252,852</u>
SUBTOTAL	\$ 310,090

STREETS AND BRIDGES

Highway Construction Fund (Local Share)	\$ 12,561
Redevelopment Project	53,292
Bruce Avenue Drainage	261,503
Boulevard Widening – North End	439
Boulevard Enhancement Project	275,000
Dupuy Boulevard Intersection	5,376,898
Signal Coordination –	
Temple/Sherwood	331,000 463,837
Safe Routes to School	314,948
Traffic Signal – Dimmock Parkway	255,000
ARRA Funding – Southpark Paving	<u>686,070</u>
SUBTOTAL	\$ 7,566,711
	7,699,548

TRANSFERS

Transfer to School CIP Program	\$ 813,024
SUBTOTAL	\$ 813,024
 TOTAL	 \$11,227,892
	<u>11,360,729</u>

3. That the foregoing appropriations are to be made from resources and revenues available for these projects, and anticipated as follows:

REVENUES

Grant Funds	\$ 132,837
Future Bond Issues:	
General Fund	1,000,000
Future Capital Lease	<u>900,000</u>
SUBTOTAL	
	\$ 1,900,000
	2,032,837

CONTINUING APPROPRIATED PROJECTS

General Fund	\$ 9,327,892
SUBTOTAL	<u>\$ 9,327,892</u>
 TOTAL	 \$11,227,892
	11,360,729

3. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 12, 2011 _____.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-FIN-14

To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate donated funds in the amount of \$447,162 to Judicial for Riverside Regional Jail expenses.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Sections 1, 2 and 3 of Ordinance No. 10-FIN-5, the General Fund Budget, be, and are hereby amended and reordained as follows:

1. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, is hereby adopted; and that, subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative (City Council)	\$ 139,965
Administrative (City Manager)	286,065
Legal (City Attorney)	209,571
Tax Collections & Assessments	580,950
Finance	5,988,018
Information Technologies	179,669
Board of Elections	131,784
Judicial	4,516,351 4,963,513
Public Safety	7,577,584
Public Works	2,906,095
Health and Social Services	695,825
Parks and Recreation	1,296,995
Cultural Enrichment	105,755
Library	589,267
Community Development	490,987
Grant Programs	536,829
Nondepartmental	603,961
Debt Service	2,843,031
Operating Transfers Out	18,611,172

2. That the sum of \$48,289,874 \$48,737,036 is appropriated for the fiscal year beginning July 1, 2010.

3. That the foregoing appropriation is based upon the following revenue estimates for the fiscal year beginning July 1, 2010:

General Property Taxes	\$21,388,966
Other Local Taxes	13,789,050
Licenses, Permits & Fees	3,319,134
Fines and Forfeitures	651,000
Use of Money & Property	295,000
Intergovernmental Revenues	6,146,492
Charges for Current Services	1,222,440
Miscellaneous	867,623 1,314,785
Restricted Fund Balance – Police Assets	500
Restricted Fund Balance – CDBG CDBG	84,122
Restricted Fund Balance – Fire & EMS	11,400
Restricted Fund Balance – Police	33,043

Restricted Fund Balance – Dimmock	
Signal	60,000
Restricted Fund Balance—Library	7,200
Fund Balance	413,904
TOTAL	\$48,289,874 48,737,036

2. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

Mayor

Attest:

DeAnita Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 12, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman:

The Honorable Kenneth B. Frenier, Councilman:

The Honorable W. Joe Green, Jr., Councilman:

The Honorable Elizabeth G. Luck, Vice Mayor:

The Honorable John T. Wood, Councilman:

The Honorable Diane H. Yates, Councilwoman:

The Honorable C. Scott Davis, Mayor:

City Clerk

Approved as to form:

Hugh P. Dotsey III
City Attorney

AN ORDINANCE NO. 11-FIN-6

Adopting the General Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the objects and purposes stated herein.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted; and that, subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative (City Council)	\$ 136,863
Administrative (City Manager)	288,045
Legal (City Attorney)	202,565
Tax Collections	428,851
Finance	6,318,402
Information Technologies	120,734
Board of Elections	127,349
Judicial	4,370,185
Public Safety	7,437,724
Public Works	2,782,798
Health and Social Services	647,559
Parks and Recreation	1,319,821
Cultural Enrichment	83,734
Library	580,111
Community Development	462,804
Human Services	270,208
Nondepartmental	569,671
Debt Service	2,843,192
Operating Transfers Out	<u>19,043,934</u>
TOTAL	\$48,034,550

2. That the foregoing appropriation is based upon the following revenue for the fiscal year beginning July 1, 2011:

General Property Taxes	\$21,283,149
Other Local Taxes	14,996,861
Licenses, Permits & Fees	3,368,705
Fines and Forfeitures	693,000
Use of Money & Property	158,000
Intergovernmental Revenues	5,991,218
Charges for Current Services	1,227,954
Miscellaneous	<u>315,663</u>
TOTAL	\$48,034,550

3. That all legal outstanding encumbrances (purchase orders and contracts) as of June 30, 2011, be offset by an equal amount of reserved Fund Balance for subsequent year expenditures; and if performance of a contract or purchase order is complete, or virtually complete, an expenditure and estimated liability should be recorded in lieu of an expenditure.

4 That the unencumbered balance of the annual appropriation standing on the books of the City as of June 30, 2011, shall be canceled.

5 That the payment and settlement of claims of any kind heretofore and hereafter asserted against the City and final judgments with interest and costs heretofore obtained against the City shall be paid upon the approval and order of the City Attorney from the funds herein appropriated for defraying the expenses of performing the functions of the department, board, bureau, office, agency or court involved in the subject matter of the claim or judgment.

6 That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the General Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7. Nays: 0. Absent: 0. Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

_____ City Clerk

Approved as to form:

Hugh P. Frates, III
City Attorney



AN ORDINANCE NO. 11-FIN-7

Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012; and approving such budget.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the School Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$34,374,364 be, and the same is hereby, appropriated from the resources and revenues of the City of Colonial Heights School Fund for the fiscal year beginning July 1, 2011.

School Expenditures	\$34,374,364
TOTAL	\$34,374,364

3. That the foregoing appropriation is based upon the following estimates of revenue and transfers for the fiscal year beginning July 1, 2011:

Federal Funds	\$ 1,986,964
State Funds	12,491,944
City Funds	18,908,934
Other Funds	646,688
Fund Balance	<u>339,834</u>
TOTAL	\$34,374,364

4. That this ordinance shall be in full force and effect on and after the first day of July, 2011 and shall constitute the School Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnita Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye
Aye

The Honorable Kenneth B. Frenier, Councilman:

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Foster, III

City Attorney

AN ORDINANCE NO. 11-FIN-8

Adopting the Recreation Activity Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the principal purposes stated.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the Recreation Activity Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$240,000 be, and the same is hereby, appropriated from the estimated receipts from all existing sources of revenue during the ensuing fiscal year, which shall be used by the major operating units to the sums itemized in the Recreation Activity Fund Budget, as follows:

REVENUES

Charges for Current Services	<u>\$240,000</u>
TOTAL	\$240,000

EXPENDITURES

Operating Expenses	<u>\$240,000</u>
TOTAL	\$240,000

3. That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the Recreation Activity Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Shober III
City Attorney

AN ORDINANCE NO. 11-FIN-9

Adopting the Solid Waste Management Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the principal purposes stated.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the Solid Waste Management Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$1,261,159 be, and the same is hereby, appropriated from the estimated receipts from all existing sources of revenue during the ensuing fiscal year, which shall be used by the major operating units up to the sums itemized in the Solid Waste Management Fund Budget, as follows:

REVENUES

Charges for Current Services	\$1,178,659
Miscellaneous	<u>82,500</u>
TOTAL	\$1,261,159

EXPENDITURES

Solid Waste	\$ 983,384
Transfer Station	46,223
Recycling	<u>231,552</u>
TOTAL	\$1,261,159

3. That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the Solid Waste Management Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman:

_____.

The Honorable Kenneth B. Frenier, Councilman:

_____.

The Honorable W. Joe Green, Jr., Councilman:

_____.

The Honorable Elizabeth G. Luck, Vice Mayor:

_____.

The Honorable John T. Wood, Councilman:

_____.

The Honorable Diane H. Yates, Councilwoman:

_____.

The Honorable C. Scott Davis, Mayor:

_____.

City Clerk

Approved as to form:

Hugh P. Farley III
City Attorney

AN ORDINANCE NO. 11-FIN-10

Adopting the Storm Water Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the operating expenses stated.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the Storm Water Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$342,278 be, and the same is hereby, appropriated from the estimated revenues from all existing sources as shown in the Storm Water Fund Budget for the ensuing fiscal year, which shall be used for operating expenses, as follows:

REVENUES

Charges – Current Services	<u>\$369,901</u>
TOTAL REVENUES	<u>\$369,901</u>

OPERATING EXPENSES

Storm Water – MS4	<u>\$342,278</u>
TOTAL EXPENSES	<u>\$342,278</u>

3. That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the Storm Water Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnna G. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Farley, III
City Attorney

AN ORDINANCE NO. 11-FIN-11

Adopting the Water Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the operating expenses stated.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the Water Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$1,683,716 be, and the same is hereby, appropriated from the estimated revenues from all existing sources as shown in the Water Fund Budget for the ensuing fiscal year, which shall be used for operating expenses, as follows:

REVENUES

Estimated Accrued Revenues, July 1, 2011, through June 30, 2012	<u>\$1,708,154</u>
TOTAL REVENUES	\$1,708,154

OPERATING EXPENSES
(INCLUDING AMORTIZED CAPITAL OUTLAY)

Water Distribution	\$1,437,693
Utility Billing	<u>246,023</u>
TOTAL EXPENSES	\$1,683,716

3. That capital outlay in the amount of \$23,500 from the resources of the Water Fund be, and the same is hereby, authorized during the ensuing fiscal year and such purchases shall be amortized over the anticipated useful life of such assets in accordance with generally accepted accounting principles.

4. That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the Water Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Foster, III

City Attorney

AN ORDINANCE NO. 11-FIN-12

Adopting the Sewer Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, and appropriating the estimated revenues for the year for the operating expenses stated.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That the budget designated the Sewer Fund Budget for the fiscal year beginning July 1, 2011, and ending June 30, 2012, is hereby adopted.

2. That the sum of \$2,962,085 be, and the same is hereby, appropriated from the estimated revenues from all existing sources as shown in the Sewer Fund Budget for the ensuing fiscal year, which shall be used for operating expenses, as follows:

REVENUES

Estimated Accrued Revenues, July 1, 2011, through June 30, 2012	\$2,996,585
TOTAL REVENUES	\$2,996,585

OPERATING EXPENSES
(INCLUDING AMORTIZED CAPITAL OUTLAY)

Wastewater Treatment	\$2,962,085
TOTAL EXPENSES	\$2,962,085

3. That capital outlay in the amount of \$34,500 from the resources of the Sewer Fund be, and the same is hereby, authorized during the ensuing fiscal year and such purchases shall be amortized over the anticipated useful life of said assets in accordance with generally accepted accounting principles.

4. That this ordinance shall be in full force and effect on and after the first day of July, 2011, and shall constitute the Sewer Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:


DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 10, 2011.

Ayes: 7. Nays: 0. Absent: 0. Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman: Aye.

The Honorable Kenneth B. Frenier, Councilman: Aye.

The Honorable W. Joe Green, Jr., Councilman: Aye.

The Honorable Elizabeth G. Luck, Vice Mayor: Aye.

The Honorable John T. Wood, Councilman: Aye.

The Honorable Diane H. Yates, Councilwoman: Aye.

The Honorable C. Scott Davis, Mayor: Aye.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.
_____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-3

Reaffirming Ordinance No. 10-8, which provided for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.10 for the tax year commencing January 1, 2011, and ending December 31, 2011; and providing for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.10 for the tax year commencing January 1, 2012, and ending December 31, 2012, for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Ordinance No. 10-8, which levied and provided for the collection of a tax on all real estate located in the City not exempt from taxation of one dollar and ten cents (\$1.10) on each one hundred dollars (\$100) of assessed valuation thereof, for the tax year commencing January 1, 2011, and ending December 31, 2011, for general municipal purposes, be, and the same is hereby, reaffirmed.
2. That there is hereby levied and shall be collected for the tax year beginning January 1, 2012, and ending December 31, 2012, a tax on all real estate located in the City not exempt from taxation of one dollar and ten cents (\$1.10) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.
3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2011; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye
Aye

The Honorable C. Scott Davis, Mayor:

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman:

_____.

The Honorable Kenneth B. Frenier, Councilman:

_____.

The Honorable W. Joe Green, Jr., Councilman:

_____.

The Honorable Elizabeth G. Luck, Vice Mayor:

_____.

The Honorable John T. Wood, Councilman:

_____.

The Honorable Diane H. Yates, Councilwoman:

_____.

The Honorable C. Scott Davis, Mayor:

_____.

_____.

City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-4

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, 2011; and for the tax year commencing January 1, 2012, and ending December 31, 2012; for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That there is hereby levied and shall be collected for the tax year ending December 31, 2011, a tax on all tangible personal property in the general class and the classes designated in subsections 1, 6, 9, 11, 12, 15, 16, 17, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32 and 37 of Va. Code § 58.1-3506.A, unless otherwise exempt from taxation, of three dollars and fifty cents (\$3.50) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.
2. That there is hereby levied and shall be collected for the tax year ending December 31, 2011, a tax on all vehicles without motive power, used or designed to be used as manufactured homes (as defined in Va. Code § 36-85.3), as classified in Va. Code § 58.1-3506.A.10, of one dollar and ten cents (\$1.10) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.
3. That there is hereby levied and shall be collected for the tax year commencing January 1, 2012, and ending December 31, 2012, a tax on all tangible personal property in the general class and the classes designated in subsections 1, 6, 9, 11, 12, 16, 17, 22, 24, 25, 26, 27, 28, 29, 30, 31, 32 and 37 of Va. Code § 58.1-3506.A, unless otherwise exempt from taxation, of three dollars and fifty cents (\$3.50) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.
4. That there is hereby levied and shall be collected for the tax year commencing January 1, 2012, and ending December 31, 2012, a tax on all vehicles without motive power, used or designed to be used as manufactured homes (as defined in Va. Code § 36-85.3), as classified in Va. Code § 58.1-3506.A.10, of one dollar and ten cents (\$1.10) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.
5. That Sections 1 and 2 of this ordinance shall be in full force and effect for the tax year 2011 and that Sections 3 and 4 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna G. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman: Aye

The Honorable Kenneth B. Frenier, Councilman: Aye

The Honorable W. Joe Green, Jr., Councilman: Aye

The Honorable Elizabeth G. Luck, Vice Mayor: Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Doster, III
City Attorney

AN ORDINANCE NO. 11-5

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 31, 2011; and for the tax year commencing January 1, 2012, and ending December 31, 2012, for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That there is hereby levied and shall be collected for the tax year ending December 31, 2011, a tax on one motor vehicle owned by each member of a volunteer rescue squad or volunteer fire department, and each person appointed to serve as an auxiliary police officer, as classified in Va. Code § 58.1-3506.A.15 and 20, and City Code §§ 258-23 and 258-23.1, of one dollar (\$1.00), for general municipal purposes.

2. That there is hereby levied and shall be collected for the tax year commencing January 1, 2012, and ending December 31, 2012, a tax on one motor vehicle owned by each member of a volunteer rescue squad or volunteer fire department, and each person appointed to serve as an auxiliary police officer, as classified in Va. Code § 58.1-3506.A.15 and 20, and City Code §§ 258-23 and 258-23.1, of one dollar (\$1.00), for general municipal purposes.

3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2011; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 12, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-6

Reaffirming Ordinance No. 10-11, which provided 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, 2011, and ending December 31, 2011; 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, 2012, and ending December 31, 2012, for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Ordinance No. 10-11 levied and provided for the collection of a personal property tax on motor vehicles which are specifically equipped to provide transportation for physically handicapped individuals, as classified in Va. Code § 58.1-3506.A.14, and City Code § 258-23.2, of one dollar (\$1.00) on every such vehicle for the tax year ending December 31, 2011, for general municipal purposes.
2. That pursuant to Va. Code § 58.1-3506.A.14 and City Code § 258-23.2, there is hereby levied and shall be collected for the tax year commencing January 1, 2012, and ending December 31, 2012, a personal property tax of one dollar (\$1.00) for general municipal purposes on each motor vehicle which is specifically equipped to provide transportation for physically handicapped individuals.
3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2011; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Anderson, III
City Attorney

AN ORDINANCE NO. 11-7

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.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That pursuant to Chapter 35.1 of Title 58.1 of the Code of Virginia ("Personal Property Tax Relief"), a rate of 65% is established for the tax year ending December 31, 2011.
2. That pursuant to Chapter 35.1 of Title 58.1 of the Code of Virginia ("Personal Property Tax Relief"), a rate of 63.5% is established for the tax year ending December 31, 2012.
3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2011 and that Section 2 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

_____ City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-8

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, 2011; and for the tax year commencing January 1, 2012, and ending December 31, 2012; for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That there is hereby levied and shall be collected for the tax year ending December 31, 2011, a tax on all: (a) machinery and tools as classified in Va. Code § 58.1-3507, as amended; (b) tangible personal property used in a research and development business, as classified in Va. Code § 58.1-3506.A.7; (c) generating equipment, as classified in Va. Code § 58.1-3506.A.9; (d) personal property used in manufacturing, testing or operating satellites, as classified in Va. Code § 58.1-3506.A.21; and (e) 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, as classified in Va. Code § 58.1-3506.A.25; of two dollars (\$2.00) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.

2. That there is hereby levied and shall be collected for the tax year commencing January 1, 2012, and ending December 31, 2012, a tax on all: (a) machinery and tools as classified in Va. Code § 58.1-3507, as amended; (b) tangible personal property used in a research and development business, as classified in Va. Code § 58.1-3506.A.7; (c) generating equipment, as classified in Va. Code § 58.1-3506.A.9; (d) personal property used in manufacturing, testing or operating satellites, as classified in Va. Code § 58.1-3506.A.21; and (e) 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, as classified in Va. Code § 58.1-3506.A.25; of two dollars (\$2.00) on each one hundred dollars (\$100) of assessed valuation thereof, for general municipal purposes.

3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2011; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2012.

Approved:

Mayor

Attest:

DeAnna W. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman:

Aye

The Honorable Kenneth B. Frenier, Councilman:

Aye

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman:

The Honorable Kenneth B. Frenier, Councilman:

The Honorable W. Joe Green, Jr., Councilman:

The Honorable Elizabeth G. Luck, Vice Mayor:

The Honorable John T. Wood, Councilman:

The Honorable Diane H. Yates, Councilwoman:

The Honorable C. Scott Davis, Mayor:

City Clerk

Approved as to form:

Hugh P. Juster, III
City Attorney

AN ORDINANCE NO. 11-9

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.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That § 238-8 of Chapter 238, Sewers and Sewage Disposal, of the Colonial Heights City Code, be, and is hereby, amended and reordained as follows:

§ 238-8. Sewer service charges; metering.

A. There shall be added to the bimonthly bill for all premises inside the City having a connection, directly or indirectly, to the City sanitary or storm drainage system a bimonthly sewer service and sewage treatment charge in the amount of \$18.72 \$19.84 plus \$2.15 \$2.28 per 100 cubic feet of water metered up to 100,000 cubic feet, and for all over 100,000 cubic feet, \$2.59 \$2.75 per 100 cubic feet of water metered.

B. The *bimonthly* amount charged water takers outside the City limits shall be \$24.12 \$25.57 plus \$2.79 \$2.96 per 100 cubic feet of water metered or supplied.

2. That this ordinance shall be in full force and effect for all bills rendered on and after September 1, 2011.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7. Nays: 0. Absent: 0. Abstain: 0.

The Honorable Milton E. Freeland, Jr., Councilman:

Aye
Aye

The Honorable Kenneth B. Frenier, Councilman:

The Honorable W. Joe Green, Jr., Councilman:

Aye

The Honorable Elizabeth G. Luck, Vice Mayor:

Aye

The Honorable John T. Wood, Councilman:

Aye

The Honorable Diane H. Yates, Councilwoman:

Aye

The Honorable C. Scott Davis, Mayor:

Aye

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-10

To amend and reordain § 244-13 of Chapter 244, Solid Waste, of the Colonial Heights City Code, to increase the fees the City charges residential and commercial establishments for solid waste collection and disposal or recycling.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That § 244-13 of Chapter 244, Solid Waste, of the Colonial Heights City Code, be, and is hereby, amended and reordained as follows:

§ 244-13. City to provide collection, disposal and recycling services; charges; billing; independent disposal.

A.

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C. The rates or fees to be charged by the City for solid waste collection and disposal or recycling shall be as follows:

(1) For the collection and disposal of solid waste once a week, and the separate collection and recycling of recyclable material once a week, from each single-family unit, each duplex unit and each apartment unit, there shall be a monthly charge of \$13.00 \$13.25 for one can per pickup; and there shall be an additional monthly charge of \$2.10 for each additional can per pickup at each such residence.

(2) For the collection and disposal of solid waste once a week, and the separate collection and recycling of recyclable material once a week, from each commercial establishment, there shall be a monthly charge of \$13.00 \$13.25 for one can per pickup; and there shall be an additional monthly charge of \$2.10 for each additional can per pickup at each commercial establishment.

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2. That this ordinance shall be in full force and effect for all bills rendered on and after September 1, 2011.

Approved:

Mayor

Attest:

DeAnna G. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011.

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman: Aye

The Honorable Kenneth B. Frenier, Councilman: Aye

The Honorable W. Joe Green, Jr., Councilman: Aye

The Honorable Elizabeth G. Luck, Vice Mayor: Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____.

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Anatole
City Attorney

AN ORDINANCE NO. 11-11

To amend and reordain § 277-9 of Chapter 277, Water, of the Colonial Heights City Code, to increase charges for water service.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That § 277-9 of Chapter 277, Water, of the Colonial Heights City Code, be, and is hereby, amended and reordained as follows:

§ 277-9. Water rates and charges; computation of amount.

A. The charges for City water supplied to water takers within the City through meters shall be as follows:

Bimonthly Water Rates

Amount (cubic feet)	Charge per 1,000 Cubic Feet
1,000 or less	\$ 16.32 16.73
Next 4,000	\$ 14.95 15.32
Next 20,000	\$ 11.53 11.82
Next 100,000	\$ 9.43 9.67
All over 125,000	\$ 9.89 10.14

B. The charge for City water supply to water takers outside the City through meters shall be as follows:

Bimonthly Water Rates

Amount (cubic feet)	Charge per 1,000 Cubic Feet
1,000 or less (minimum charge)	\$ 21.85 22.40
All over 1,000	\$ 15.33- 15.71

C. All bills for water, or for water including sewer service charge, may be rendered in multiples of \$0.05. If the actual amount of the bill shall exceed by \$0.01 or \$0.02 a number divisible by five, such \$0.01 or \$0.02 shall be disregarded; if such excess number of cents shall be \$0.03 or \$0.04, the number of cents on such bill shall be the next highest number divisible by five.

2. That this ordinance shall be in full force and effect for all bills rendered on and after September 1, 2011.

Approved:

Mayor

Attest:

DeAnna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on April 26, 2011

Ayes: 7 Nays: 0 Absent: 0 Abstain: 0

The Honorable Milton E. Freeland, Jr., Councilman: Aye

The Honorable Kenneth B. Frenier, Councilman: Aye

The Honorable W. Joe Green, Jr., Councilman: Aye

The Honorable Elizabeth G. Luck, Vice Mayor: Aye

The Honorable John T. Wood, Councilman: Aye

The Honorable Diane H. Yates, Councilwoman: Aye

The Honorable C. Scott Davis, Mayor: Aye

Adopted on its second reading on _____

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

_____ City Clerk

Approved as to form:

Hugh P. Foster, III
City Attorney

AN ORDINANCE NO. 11-FIN-15

To amend the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, to appropriate \$8,311, of which \$7,031 is to be appropriated to Judicial, such funds coming from asset forfeitures; and \$1,280 of donated funds to be appropriated to Public Safety to be used to purchase surveillance cameras and EMS supplies and equipment.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Sections 1, 2 and 3 of Ordinance No. 10-FIN-5, the General Fund Budget, be, and are hereby amended and reordained as follows:

1. That the budget designated the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, is hereby adopted; and that, subject to transfers by resolution pursuant to § 6.15 of the City Charter, funds hereby appropriated shall be used for the following purposes:

Legislative (City Council)	\$ 139,965
Administrative (City Manager)	286,065
Legal (City Attorney)	209,571
Tax Collections & Assessments	580,950
Finance	5,988,018
Information Technologies	179,669
Board of Elections	131,784
Judicial	4,559,031 4,566,062
Public Safety	7,577,609 7,578,889
Public Works	2,906,095
Health and Social Services	695,825
Parks and Recreation	1,296,995
Cultural Enrichment	105,755
Library	589,267
Community Development	490,987
Grant Programs	536,829
Nondepartmental	603,961
Debt Service	2,843,031
Operating Transfers Out	18,611,172

2. That the sum of \$48,332,579 \$48,340,890 is appropriated for the fiscal year beginning July 1, 2010.

3. That the foregoing appropriation is based upon the following revenue estimates for the fiscal year beginning July 1, 2010:

General Property Taxes	\$21,388,966
Other Local Taxes	13,789,050
Licenses, Permits & Fees	3,319,134
Fines and Forfeitures	692,474
Use of Money & Property	295,000
Intergovernmental Revenues	6,146,492
Charges for Current Services	1,190,840
Miscellaneous	900,454 901,734
Restricted Fund Balance – Police Assets	500
Restricted Fund Balance – CDBG CDBG	84,122

Restricted Fund Balance – Fire & EMS	11,400
Restricted Fund Balance – Police	33,043
Restricted Fund Balance – Dimmock Signal	60,000
Restricted Fund Balance – Library	7,200
<i>Restricted Fund Balance – Commonwealth Attorney</i>	<i>7,031</i>
Fund Balance	<u>413,904</u>
TOTAL	\$48,332,579 48,340,890

2. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

_____ Mayor

Attest:

DeAnna Q. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Douglas P. Foster, III

City Attorney

RECEIVED

cc: Detuna
Robin
Bill

APR 15 2011 COMMONWEALTH'S ATTORNEY
CITY OF COLONIAL HEIGHTS

City Commonwealth's Attorney Office

William B. Bray

Deputy Commonwealth's Attorney

A. Gray Collins, III

Assistant Commonwealth's Attorneys

Hunter W. Fisher

Adam J. Lantz

Sante J. Piracci

401 Temple Avenue
Colonial Heights, Virginia 23834-9001
Phone #: (804) 520-9293
Fax #: (804) 520-9229

Office Administrator

Administrative Staff

Kristin L. Daniel

Mi K. Kim

Stephanie H. Winn

Victim/Witness Program

Laure A. Hahn, Director

April 13, 2011

Thomas L. Mattis, City Manager
City of Colonial Heights
201 James Avenue
P.O. Box 3401
Colonial Heights, VA 23834

RE: **Asset Forfeiture Account**

Dear Mr. Mattis:

It is my understanding that I need to apply for an appropriation of the asset forfeiture account funds to be carried over from the last year. The current total amount is \$7,030.51. Please place this matter before the City Council if necessary.

Also, please advise me of a date and time that I need to appear before the City Council for approval of the requested appropriation of the asset forfeiture funds.

Thank you for your time and assistance in this matter.

Sincerely,



William B. Bray
Commonwealth's Attorney

/mkk



CITY OF COLONIAL HEIGHTS

P.O. Box 3401
COLONIAL HEIGHTS, VA 23834-9001
www.colonial-heights.com

cc: Det Anna
Bill
Robin

RECEIVED

COLONIAL HEIGHTS POLICE DEPARTMENT

APR 25 2011

April 21, 2011

City Manager's Office

Mr. Thomas Mattis, City Manager
201 James Avenue
Colonial Heights, VA 23834

RE: DONATED FUNDS FOR ANIMAL SHELTER

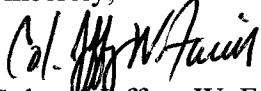
Dear Tom:

We are in receipt of a check in the amount of **\$779.99** which was donated to the Colonial Heights Animal Shelter by the S.P.C.A. Same has been deposited in the City's *General Donations* account [**#10-4812**].

I am requesting that this **\$779.99** donation be transferred to the Police Department's **Donated Funds Account #1401-5275** so that it may be used to purchase a surveillance camera system for inside and outside of the Animal Shelter.

It is our understanding that this request must undergo two readings by City Council, and if and when approved, the transfer will be made by the Finance Department for our use. Therefore, I would appreciate your placing this on the next agenda for approval by City Council.

Sincerely,


Colonel Jeffrey W. Faries
Chief of Police

JWF:bbh

Cc: William Johnson, Director of Finance
Kathy Sparks, Deputy Director of Finance
Capt. W. Keith Early, Patrol Division Commander
Capt. Wayne T. Newsome, Law Enforcement Services Division Commander
Ms. Joy Moore, Treasurer

THE SOCIETY FOR PREVENTION OF
CRUELTY TO ANIMALS

P.O. BOX 1174
PETERSBURG, VA 23804

68-2-510

7060

DATE 3-17-2011

PAY TO THE
ORDER OF

City of Colonial Heights

\$ 779.99

Seven hundred seventy nine and 99/100 DOLLARS

Security Features
Includes
Microprinting



SUNTRUST

ACH RT 061000104

MEMO Security-CHAS

Charles B. Weller

MP

10510000201 0015096911 7060

City of Colonial Heights

OFFICE OF THE TREASURER

8349

MISCELLANEOUS RECEIPT

RECEIVED OF Police Dept \$ 37.50

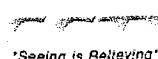
Thirty ~~Sever~~ ^{Five} and 50/100 DOLLARS

FOR OT Reimbursement APR 25 2011

FUND General CLASSIFICATION 1401-5105

BY JOY W. MOORE, Treasurer

April 25 2011 BY St. Hause



SecurityPros.com

Free Nationwide Shipping

Call us for our expert advice
888-653-2288

SECURITY CAMERA SYSTEMS

- 2 Camera Systems
- 4 Camera Systems
- 8 Camera Systems
- 16 Camera Systems
- PRO SERIES Systems
- EXTREME SERIES Systems
- HIDDEN Camera Systems
- "NIGHT GUARD" SERIES
- "MONALISA™" SERIES
- IP Cameras & Systems
- Understanding CCTV Security Camera Systems (Article)

SECURITY CAMERAS

- "GET A 4 PACK!"
- Infrared Bullet Cameras
- Dome Cameras (Color & IR)
- Pro Box Cameras
- Mini Bullet Cameras
- Pan Tilt Zoom Cameras
- Hidden & Covert Cameras
- License Recognition Cameras
- Wireless Security Camera Kits
- Camera Audio Kit

DIGITAL VIDEO RECORDERS

- Digital Video Recorders
- GeoVision Cards, IP Cameras, Systems & Access Control
- System AWARDS
- PC Based DVR's & NVR's
- GeoVision PC Camera Systems
- DVR Card & Camera Kits
- GeoVision IP Cameras
- CABLES, CONNECTIONS, ACCESSORIES**
- LCD Monitors - Flat Screen
- Lenses, Housings, Brackets
- Power Supplies
- Surveillance Signs
- Warranty
- Our Security Solutions

"PRO SERIES" Professional 4 Camera Indoor/Outdoor Security Camera System with 2 Indoor Sony Super HAD CCD Dome Cameras and 2 Outdoor Color Sony Super HAD Infrared Bullet Cameras with H.264 Digital Video Recorder - Internet and Cell Phone Viewing (iPhone, 3G Network, and More)



Model No.: CSP-PRO4IRD

Regular price: \$1,299.99

Your Price: \$779.99

Digital Video Recorder: 4 Channel DVR - Use Up to 4 Cameras

Hard Drive: 500gb(included)

Cable Length: 100 Feet Per Camera(included free)

Monitor: Use Own TV or PC VGA Monitor(no charg

Quantity: 1



From Stacy Colonial Hgts Shutter



Mouse Over to Pause

I want to thank your tech department for the great support. They were fast and it was obvious they had a perfect understanding of the equipment. They were able to help me connect to the internet in 10 minutes. Thank you!
Chad Carey Discount Liquors NJ

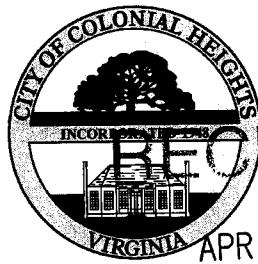
Our Customers



RECEIVED

MAR 24 2011

Colonial Heights Police Dept.



CITY OF COLONIAL HEIGHTS

FIRE, EMS AND EMERGENCY MANAGEMENT

RECEIVED

APR 11 2011

Public Safety Building
100-B Highland Avenue • P.O. Box 3401
Colonial Heights, Virginia 23834

A.G. Moore, Jr.
Fire Chief

David A. Salot
Deputy Chief

City Manager's Office

Memorandum

To: Thomas L. Mattis, City Manager

From: A. G. Moore, Jr., Chief of Fire & EMS

Subject: Council Agenda

Date: April 8, 2011

Please have the following item placed on the next available City Council agenda:

Amend the FY 10-11 Fire and EMS operating budget to reflect an increase of \$500.00. Said funds are a donation from Southside Regional Medical Center and will be used to purchase EMS supplies and equipment.

AGM/lis

Attachment

cc: William E. Johnson, Director of Finance
Hugh P. "Chip" Fisher, City Attorney

AN ORDINANCE NO. 11-12

To amend Chapter 258, Taxation, of the Colonial Heights City Code by adding § 258-16.01, relating to real estate tax exemptions for disabled veterans.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Chapter 258, Taxation, of the Colonial Heights City Code be, and is hereby, amended and reordained by adding § 258-16.01, as follows:

§ 258-16.01. Exemption from taxes on property of disabled veterans.

A tax exemption shall be granted from local real estate taxation on real estate owned by and occupied as the principal place of residence of any veteran, including the real property of husband and wife, as provided in § 58.1-3219.5 of the Code of Virginia (1950), who is 100 percent service-connected permanently and totally disabled. The surviving spouse of a veteran eligible for the exemption set forth herein shall also qualify for the exemption, so long as the death of the veteran occurs on or after January 1, 2011, the surviving spouse does not remarry, and the surviving spouse continues to occupy the real property as his or her principal place of residence.

The veteran or surviving spouse claiming such exemption pursuant to this section shall file with the Commissioner of the Revenue, on forms to be supplied by the City, an affidavit or written statement (i) setting forth the name of the disabled veteran and the name of the spouse, if any, also occupying the real property, (ii) indicating whether the real property is jointly owned by a husband and wife, and (iii) certifying that the real property is occupied as the veteran's principal place of residence. The veteran shall also provide documentation from the U. S. Department of Veterans Affairs or its successor agency indicating that the veteran has a 100 percent service-connected, permanent and total disability. The veteran shall be required to refile the information required by this section only if the veteran's principal place of residence changes. In the event of a surviving spouse of a veteran claiming the exemption, the surviving spouse shall also provide documentation that the veteran's death occurred on or after January 1, 2011.

2. That this ordinance shall be in full force and effect upon its passage on second reading and shall apply to all tax years on or after January 1, 2011.

Approved:

Mayor

Attest:

Debra A. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.
The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.
The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Foster, III

City Attorney

AN ORDINANCE NO. 11-13

To amend and reordain § 193-1 of Chapter 193, Massage Clinics, of the Colonial Heights City Code, to revise the definition of massage clinic.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That §193-1 of Chapter 193, Massage Clinics, of the Colonial Heights City Code, be, and is hereby, amended and reordained as follows:

§ 193-1. Definitions.

For the purposes of this chapter, the following words and phrases shall have the following meanings:

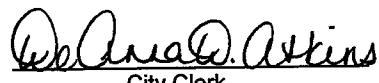
MASSAGE CLINIC – A fixed place of business where a certified massage therapist gives a client a massage. A massage clinic shall either be freestanding or located within a health club, tanning salon, hotel or motel (but not in a guest room in a hotel or motel), beauty salon, barbershop, a *multi-tenant, commercial building* or an enclosed shopping mall.

2. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

Mayor

Attest:


Deb Anna D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____ Nays: _____ Absent: _____ Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

City Clerk

Approved as to form:

Hugh P. Draper, III
City Attorney

AN ORDINANCE NO. 11-14

To amend and reordain § 187-18 of Chapter 187, Licenses, of the Colonial Heights City Code, relating to the issuance of a business license for persons engaging in the business of tattooing or body piercing.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That § 187-18 of Chapter 187, Licenses, of the Colonial Heights City Code, be, and is hereby, amended and reordained as follows:

§ 187-18. Tattooing and Body Piercing.

No business license shall be issued hereunder to any person *to be a tattoo operator, engage in the practice or business of tattooing as a tattoo artist, or engage in the practice or business of body piercing*, unless and until there is presented to the assessing official a license from the Board for Barbers and Cosmetology permitting the person to engage in tattooing or body piercing. *Any tattoo artist or tattoo operator shall also be a member in good standing of the Alliance of Professional Tattooists, Inc. (APT) and shall provide the assessing official with proof of such membership.* As used in this chapter, the following words shall have the following meanings:

"Body piercing" means the creating of an opening in an individual's body, other than an individual's ear, to insert jewelry or another decoration.

"Tattoo artist" means any person who actually performs the work of tattooing.

"Tattoo operator" means any person who controls, operates, conducts, or manages any tattoo studio, whether actually performing the work of tattooing or not.

"Tattooing" means the placing of designs, letters, scrolls, figures, symbols or any other marks upon or under the skin of any person with ink or any other substance, resulting in the permanent coloration of the skin, including permanent makeup or permanent jewelry, by the aid of needles or any other instrument designed to touch or puncture the skin.

2. That this ordinance shall be in full force and effect upon its passage on second reading.

Approved:

Mayor

Attest:

Deborah D. Atkins
City Clerk

I certify that the above ordinance was:

Adopted on its first reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

Adopted on its second reading on _____.

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____.

The Honorable Milton E. Freeland, Jr., Councilman: _____.

The Honorable Kenneth B. Frenier, Councilman: _____.

The Honorable W. Joe Green, Jr., Councilman: _____.

The Honorable Elizabeth G. Luck, Vice Mayor: _____.

The Honorable John T. Wood, Councilman: _____.

The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

High P. Frater, III

City Attorney

A RESOLUTION NO. 11-14

Amending the City's fiscal policy.

WHEREAS, at its meeting on July 11, 1995 Council adopted Resolution No. 95-37 that established a fiscal policy for the City's financial planning, such policy being amended on December 14, 1999 by Resolution No. 99-44, and on February 11, 2003 by Resolution No. 03-5; and

WHEREAS, in February 2009 the Government Accounting Standards Board (GASB) issued GASB #54, Fund Balance Reporting and Government Fund Type Definitions, which substantially changes how fund balances are categorized and clarifies how governmental funds are presented and classified for reporting purposes; and

WHEREAS, based on the issuance of GASB #54 and the recommendation of the City's Director of Finance, it is recommended that the City's fiscal policy be amended; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. That the "City of Colonial Heights, Virginia Financial Management Policies," be, and is hereby, amended; a copy of the amended policies being attached hereto and made a part of this resolution.
2. That this resolution shall be in full force and effect upon its passage.

Approved:

Attest:

Mayor

DeAnna D. Atkins
City Clerk

I certify that the above resolution was:

Adopted on _____

Ayes: _____. Nays: _____. Absent: _____. Abstain: _____

The Honorable Milton E. Freeland, Jr., Councilman: _____

The Honorable Kenneth B. Frenier, Councilman: _____

The Honorable W. Joe Green, Jr., Councilman: _____

The Honorable Elizabeth G. Luck, Vice Mayor: _____

The Honorable John T. Wood, Councilman: _____

The Honorable Diane H. Yates, Councilwoman: _____

The Honorable C. Scott Davis, Mayor: _____

_____ City Clerk

Approved as to form:

Hugh R. Parker III
City Attorney

CITY OF COLONIAL HEIGHTS, VIRGINIA FINANCIAL MANAGEMENT POLICIES

OPERATING BUDGET POLICIES:

The budget is the City plan to identify and allocate its yearly resources. The objective is to provide the needed services with efficiency and at the desired level within allocated resources.

- A. The annual budget will be prepared under the guidelines provided by the Code of Virginia and the City Code.
- B. The budget will provide for current expenditures with current revenues. It will provide for the adequate maintenance and orderly replacement of capital plant and equipment, and the adequate funding of all retirement systems.
- C. The City administration will maintain a budget control system, and prepare monthly reports of actual revenues and expenditures vs. adopted budget.
- D. If deficits are anticipated in any fiscal year, spending will be proportionally reduced to eliminate current year shortfalls.
- E. Priority will be given to maintaining current service levels. New or reallocated resources will fund Service expansions. Proposed new services require detailed justification and budgetary requirements.
- F. Transfers between Divisions and line item expenditures within a Department can be approved by the City administration. Transfers between expenditure accounts in different departments or funds must be approved by City Council.
- G. The City will appropriate a Contingency Budget to provide for unanticipated expenditures that arise during the year. This budget will be established at a minimum of one half of one percent of the estimated General Fund revenues. Use of these funds will require the approval of Council.
- H. The City will not budget using Undesignated General Fund Balance to finance current operations.

CAPITAL PROJECT POLICIES:

- A. The City will make all capital improvements in accordance with an adopted capital improvement program.
- B. The City will establish and update annually a five-year Capital Improvement Program with recommendations from the Planning Commission that are consistent with

identifiable needs of the City.

- C. The City will coordinate the capital improvement budget with the development of the general operating budget. Projected funding sources will be identified along with the projected capital expenditures.

REVENUE POLICIES:

The City's goal is a budget, based on revenue balanced between real estate, personal property, sales taxes, and other revenue sources.

- A. Real Property will be reassessed every two years, as mandated by State statutes.
- B. The City will adhere to sound appraisal procedures to keep property values current. The goal is to achieve an assessment to sales ratio of at least 95% when the assessment is compared with sales in the succeeding calendar year.
- C. The City will estimate all revenue sources by an objective and analytical method.
- D. The City will monitor all revenue sources to insure that they are equitably administrated and collections are timely and accurate.

FUND BALANCE:

Fund Balance is *the difference between City assets and liabilities, accumulated savings to provide working capital and for unforeseen emergencies. Its purpose is to provide a stable financial environment for the City's operations that allows the City to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.*

- A. *At the end of each fiscal year, the portion of the fund balance that is not in spendable form will be reported as Non-spendable Fund Balance on the financial statements.*
- B. *At the end of each fiscal year, the portion of the fund balance that has applicable legal restrictions per GASB #54 will be reported as "restricted" fund balance. In addition, encumbrances or funds restricted by enabling legislation will be reported as "restricted".*
- C. *Prior to the end of each fiscal year, the City will report "committed" fund balance for long-term receivables such as advances and similar accounts.*
- D. *At the end of each fiscal year, the portion of the fund balance that has been assigned by the Director of Finance will be reported as assigned fund balance on the financial statements.*

AE. It is not the policy of the City to use General Fund *unassigned* equity to normally

finance current operations.

BF. The City will establish and maintain a minimum ~~undesignated unassigned~~ fund balance of 10% of the City's General Fund budget with the desired goal of 12%. Any excess amount ~~should~~ *will* be considered for one-time capital expenditures or for the use of maintaining a rainy day fund.

G. *In the event that amounts designated for unassigned fund balance fall above or below the desired range, the City Administrator shall report such amounts to the City Council as soon as practical after the end of the fiscal year. Should the actual amount designated for Cash Flow fall below the desired range, the City shall create a plan to restore the appropriate levels. Should the actual amount rise above the desired range, any excess funds will remain undesignated pending the Council's final decision concerning their use. It is the policy of the City that such excess funds will be, by council action, reported in the spendable unassigned category of this policy.*

DEBT POLICIES:

It is the City's policy to only finance capital improvements or projects that cannot be financed by current revenues, unless approved justification is provided.

- A.** Ratio of General Fund supported long-term debt to assessed value should not exceed 4%.
- B.** The ratio of General Fund supported debt service expenditures, as a percent of governmental fund expenditures should not exceed 10%.
- C.** The minimum amortization of total General Fund supported long-term debt will be 50% within 10 years.

INVESTMENT:

A. Objectives

It will be the City Policy that the Director of Finance will meet or exceed all statutes controlling the investment of public funds in Virginia. The following objectives will govern the investment of any City monies (in priority order):

1. Safety - Preservation of principal through selection and diversification is the primary objective of the investment policy.
2. Liquidity - The availability of sufficient cash when needed, without interest forfeiture, to meet operational needs as known or reasonably anticipated.
3. Yield - The attainment of a market rate of return, consistent with the safety, liquidity, and legal constraints.

B. Allowable Investments

The City in the investment of public funds approves the following investments for use:

1. Only in the investment of types approved by State Statutes. These currently include obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, commercial paper rated A-1 by Standard and Poor's or P-1 by Moody's Investors Service, bankers acceptances, repurchase agreements and the State Treasurer's Local Government Investment Pool (LGIP).
2. The City will not invest in derivatives, even if they comply with State Statutes concerning investment requirements.
3. The City will not invest in securities that have a maturity of over one year.

C. Additional Requirements

1. Where permitted by law, cash will be pooled from available funds for investment purposes.
2. Where applicable, financial institutions within City limits will be given preference on same investment vehicles.
3. Listing of all individuals authorized to transfer funds, or conduct investment transactions for the City, shall be maintained and communicated to all affected parties.
4. Monthly listing of all investments, including a rate and maturity date, will be provided to City Council.



Department of Planning and Community Development

MEMORANDUM

TO: Thomas L. Mattis, City Manager

FROM: George W. Schanzenbacher, AICP, Director; Hugh P. Fisher, City Attorney

DATE: April 29, 2011(revised May 5, 2011)

SUBJECT: Proposed Zoning Ordinance Adoption Time Schedule

Presented below is a proposed time line for the adoption of the proposed zoning ordinance. This schedule also includes the proposed Chesapeake Bay phase 111 program zoning and other code amendments now under review by the Planning Commission.

One community public hearing on the complete zoning ordinance is our primary objective due to the cost of a city wide notification and the interconnectivity of the code and the proposed Chesapeake Bay amendments.

The proposed time schedule is:

May 4- Planning Commission reviews the proposed Chesapeake Bay Phase 111 zoning and other code amendments (completed).

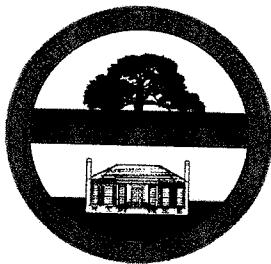
May 17-City Council work session review of proposed Chesapeake Bay Phase 111 program zoning and other code amendments.

May 27- City wide Public hearing notice mailed out on proposed Zoning Ordinance, including Chesapeake Bay Phase 111 zoning amendments. Text of Zoning Ordinance and maps posted on city web page.

June 7- Planning Commission public hearing on proposed Chesapeake Bay Phase 111 program zoning and other code amendments. Resolution to City Council on proposed amendments acted upon.

June 14- City Council public hearing on proposed zoning ordinance, including Chesapeake Bay Phase 111 zoning amendments- Ordinance first reading

July 12- City Council –second reading on proposed zoning ordinance



CITY OF COLONIAL HEIGHTS

DEPARTMENT OF FINANCE

William E. Johnson
Director

Kathy Sparks
Deputy Director

201 James Avenue PO Box 3401
Colonial Heights, Virginia 23834

To: Thomas L. Mattis, City Manager
From: William E. Johnson, Director of Finance *W.E.J.*
Date: 4/26/2011
RE: Fund Balance Policy Change – GASB #54

In February 2009, the Government Accounting Standards Board (GASB) issued GASB #54 Fund Balance Reporting and Governmental Fund Type Definitions. This statement substantially changes how fund balances are categorized and clarifies/modifies how governmental funds are presented and classified for report purposes. This will require the modification of our current Fund Balance section in the City's Financial Management Policies. Details and recommendations are as follows:

Fund Balance is the difference between City assets and liabilities in governmental funds such as our General Fund. The purpose of a Fund Balance is to provide a stable financial environment for City operations that allows us to provide quality services in a responsible manner designed to keep services and taxes as consistent as possible over time. Fund Balance is the framework on which operations are built and sustained, thus the new definitions were established to ensure that all localities are uniform and consistent. The new definitions and enabling policies are as follows:

Non-spendable Fund Balance – Similar to the old reserved classification. Describes the amount of a fund balance that cannot be spent because it is either not in a spendable form or there is a legal or contractual requirement for the funds to remain intact. An example of this would be the current Reserved for Inventories.

Recommended Policy – At the end of each fiscal year, the portion of the fund balance that is not in spendable form will be reported as Non-spendable Fund Balance on the financial statements.

Spendable Fund Balance – Describes the amount of fund balance that is available for appropriation based on restraints that control how specific amounts can be spent. The following categories define the revenue source and level of force of the constraint on spending and should be supported by actual plans approved by the governing body, defined City position, grant providers or enabling legislation.

Restricted Fund Balance – The restricted fund balance category includes the portion of the spendable fund balance that reflects constraints on spending because of legal restrictions stipulated by outside parties. Also, any legal restrictions based on state statutes, or grant requirements placed on the use for specific purposes. An example of this would be most of the current Reserved for Encumbrances and Reserve – Grants accounts.

Recommended Policy – At the end of each fiscal year, the portion of the fund balance that has applicable legal restrictions per GASB #54 will be reported as “restricted” fund balance. In addition, encumbrances or funds restricted by enabling legislation will be reported as “restricted”.

Committed Fund Balance - The committed fund balance classification includes the portion of the spendable fund balance that reflects constraints that the city has imposed upon itself by a formal action of the city council (for example, an ordinance or resolution passed by a city council). This constraint must be imposed prior to year end but the amount can be determined at a later date.

Recommended Policy – Prior to the end of each fiscal year, the City will report “committed” fund balance for long-term receivables such as advances and similar accounts.

Assigned Fund Balance - The assigned fund balance is the portion of the spendable fund balance that reflects funds intended to be used by the government for specific purposes assigned by more informal operational plans (the constraint on use is not imposed by external parties or by formal council action). In governmental funds other than the general fund (special revenue funds, capital project funds, debt service funds and permanent funds), assigned fund balance represents the amount that is not restricted or limited. The authority to “assign” fund balance is delegated to the City’s Director of Finance. A current example is our current policy which has donations being put into a restricted fund balance for that purpose until appropriated by City Council to be expended.

Recommended Policy – At the end of each fiscal year, the portion of the fund balance that has been assigned by the Director of Finance will be reported as assigned fund balance on the financial statements.

Unassigned - This is the residual classification for the government’s General Fund and includes all spendable amounts not contained in the other classifications and, therefore, not subject to any constraints. Unassigned amounts are available for any purpose. These are the current resources available for which there are no government self-imposed limitations or set spending plan. Although there is generally no set spending plan for the unassigned portion, there is a need to maintain a certain funding level. Unassigned fund balance is commonly used for emergency expenditures not previously considered. In addition, the resources classified as unassigned can be used to cover expenditures for revenues not yet received. The following modification to the current policy is as follows:

Recommended Policy Modification – It is not the policy of the City to use General Fund unassigned equity to normally finance current operations.

The City will establish and maintain a minimum unassigned fund balance of 10% of the City’s General Fund budget with the desired goal of 12%. Any excess amount will be considered for one-time capital expenditures or for the use of maintaining a rainy day fund.

In the event that amounts designated for unassigned fund balance fall above or below the desired range, the City Administrator shall report such amounts to the City Council as soon as practical after the end of the fiscal year. Should the actual amount designated for Cash Flow fall below the desired range, the City shall create a plan to restore the appropriate levels. Should the actual amount designated for cash flow rise above the desired range, any excess funds will remain undesignated pending the Council's final decision concerning their use. It is the policy of the City that such excess funds will be, by council action, reported in the spendable limited category of this policy.

The following recap of current vs. GASB #54 (**BOLD**) requirements is given:

Current Classification of Fund Balance

GASB # 54 Classifications of Fund Balance

Reserved	Not available for appropriation	
Non-spendable	Not available for spending, either now or in the future	
Designated	Available for appropriation but intended for a specific use.	
Restricted	Constraints on spending that are legally enforceable by outside parties	
Unrestricted	Designated	Not available for appropriation.
	Committed	Constraints on spending that the government imposes upon itself by highest-level formal action prior to the close of the period
	Undesignated	Available for appropriation.
	Assigned	Resources intended for spending for a purpose set by the governing body itself or by some person or body delegated to exercise such authority in accordance with policy established by the board.
	Unassigned	Residual

If you have any questions or need clarification, please advise.

CITY OF COLONIAL HEIGHTS, VIRGINIA FINANCIAL MANAGEMENT POLICIES

OPERATING BUDGET POLICIES:

The budget is the City plan to identify and allocate its yearly resources. The objective is to provide the needed services with efficiency and at the desired level within allocated resources.

- A. The annual budget will be prepared under the guidelines provided by the Code of Virginia and the City Code.
- B. The budget will provide for current expenditures with current revenues. It will provide for the adequate maintenance and orderly replacement of capital plant and equipment, and the adequate funding of all retirement systems.
- C. The City administration will maintain a budget control system, and prepare monthly reports of actual revenues and expenditures vs. adopted budget.
- D. If deficits are anticipated in any fiscal year, spending will be proportionally reduced to eliminate current year shortfalls.
- E. Priority will be given to maintaining current service levels. New or reallocated resources will fund Service expansions. Proposed new services require detailed justification and budgetary requirements.
- F. Transfers between Divisions and line item expenditures within a Department can be approved by the City administration. Transfers between expenditure accounts in different departments or funds must be approved by City Council.
- G. The City will appropriate a Contingency Budget to provide for unanticipated expenditures that arise during the year. This budget will be established at a minimum of one half of one percent of the estimated General Fund revenues. Use of these funds will require the approval of Council.
- H. The City will not budget using Undesignated General Fund Balance to finance current operations.

CAPITAL PROJECT POLICIES:

- A. The City will make all capital improvements in accordance with an adopted capital improvement program.
- B. The City will establish and update annually a five-year Capital Improvement Program with recommendations from the Planning Commission that are consistent with

identifiable needs of the City.

- C. The City will coordinate the capital improvement budget with the development of the general operating budget. Projected funding sources will be identified along with the projected capital expenditures.

REVENUE POLICIES:

The City's goal is a budget, based on revenue balanced between real estate, personal property, sales taxes, and other revenue sources.

- A. Real Property will be reassessed every two years, as mandated by State statutes.
- B. The City will adhere to sound appraisal procedures to keep property values current. The goal is to achieve an assessment to sales ratio of at least 95% when the assessment is compared with sales in the succeeding calendar year.
- C. The City will estimate all revenue sources by an objective and analytical method.
- D. The City will monitor all revenue sources to insure that they are equitably administrated and collections are timely and accurate.

FUND BALANCE:

Fund Balance is *the difference between City assets and liabilities, accumulated savings to provide working capital and for unforeseen emergencies. Its purpose is to provide a stable financial environment for the City's operations that allows the City to provide quality services to its residents in a fiscally responsible manner designed to keep services and taxes as consistent as possible over time. This fund balance policy is meant to serve as the framework upon which consistent operations may be built and sustained.*

- A. *At the end of each fiscal year, the portion of the fund balance that is not in spendable form will be reported as Non-spendable Fund Balance on the financial statements.*
- B. *At the end of each fiscal year, the portion of the fund balance that has applicable legal restrictions per GASB #54 will be reported as "restricted" fund balance. In addition, encumbrances or funds restricted by enabling legislation will be reported as "restricted".*
- C. *Prior to the end of each fiscal year, the City will report "committed" fund balance for long-term receivables such as advances and similar accounts.*
- D. *At the end of each fiscal year, the portion of the fund balance that has been assigned by the Director of Finance will be reported as assigned fund balance on the financial statements.*

AE. It is not the policy of the City to use General Fund *unassigned* equity to normally

finance current operations.

BF. The City will establish and maintain a minimum undesignated unassigned fund balance of 10% of the City's General Fund budget with the desired goal of 12%. Any excess amount should will be considered for one-time capital expenditures or for the use of maintaining a rainy day fund.

G. In the event that amounts designated for unassigned fund balance fall above or below the desired range, the City Administrator shall report such amounts to the City Council as soon as practical after the end of the fiscal year. Should the actual amount designated for Cash Flow fall below the desired range, the City shall create a plan to restore the appropriate levels. Should the actual amount rise above the desired range, any excess funds will remain undesignated pending the Council's final decision concerning their use. It is the policy of the City that such excess funds will be, by council action, reported in the spendable unassigned category of this policy.

DEBT POLICIES:

It is the City's policy to only finance capital improvements or projects that cannot be financed by current revenues, unless approved justification is provided.

- A. Ratio of General Fund supported long-term debt to assessed value should not exceed 4%.
- B. The ratio of General Fund supported debt service expenditures, as a percent of governmental fund expenditures should not exceed 10%.
- C. The minimum amortization of total General Fund supported long-term debt will be 50% within 10 years.

INVESTMENT:

A. Objectives

It will be the City Policy that the Director of Finance will meet or exceed all statutes controlling the investment of public funds in Virginia. The following objectives will govern the investment of any City monies (in priority order):

1. Safety - Preservation of principal through selection and diversification is the primary objective of the investment policy.
2. Liquidity - The availability of sufficient cash when needed, without interest forfeiture, to meet operational needs as known or reasonably anticipated.
3. Yield - The attainment of a market rate of return, consistent with the safety, liquidity, and legal constraints.

B. Allowable Investments

The City in the investment of public funds approves the following investments for use:

1. Only in the investment of types approved by State Statutes. These currently include obligations of the United States or agencies thereof, obligations of the Commonwealth of Virginia or political subdivisions thereof, obligations of the International Bank for Reconstruction and Development (World Bank), the Asian Development Bank, the African Development Bank, commercial paper rated A-1 by Standard and Poor's or P-1 by Moody's Investors Service, bankers acceptances, repurchase agreements and the State Treasurer's Local Government Investment Pool (LGIP).
2. The City will not invest in derivatives, even if they comply with State Statutes concerning investment requirements.
3. The City will not invest in securities that have a maturity of over one year.

C. Additional Requirements

1. Where permitted by law, cash will be pooled from available funds for investment purposes.
2. Where applicable, financial institutions within City limits will be given preference on same investment vehicles.
3. Listing of all individuals authorized to transfer funds, or conduct investment transactions for the City, shall be maintained and communicated to all affected parties.
4. Monthly listing of all investments, including a rate and maturity date, will be provided to City Council.

A RESOLUTION NO. 03-5

Amending the City's fiscal policy.

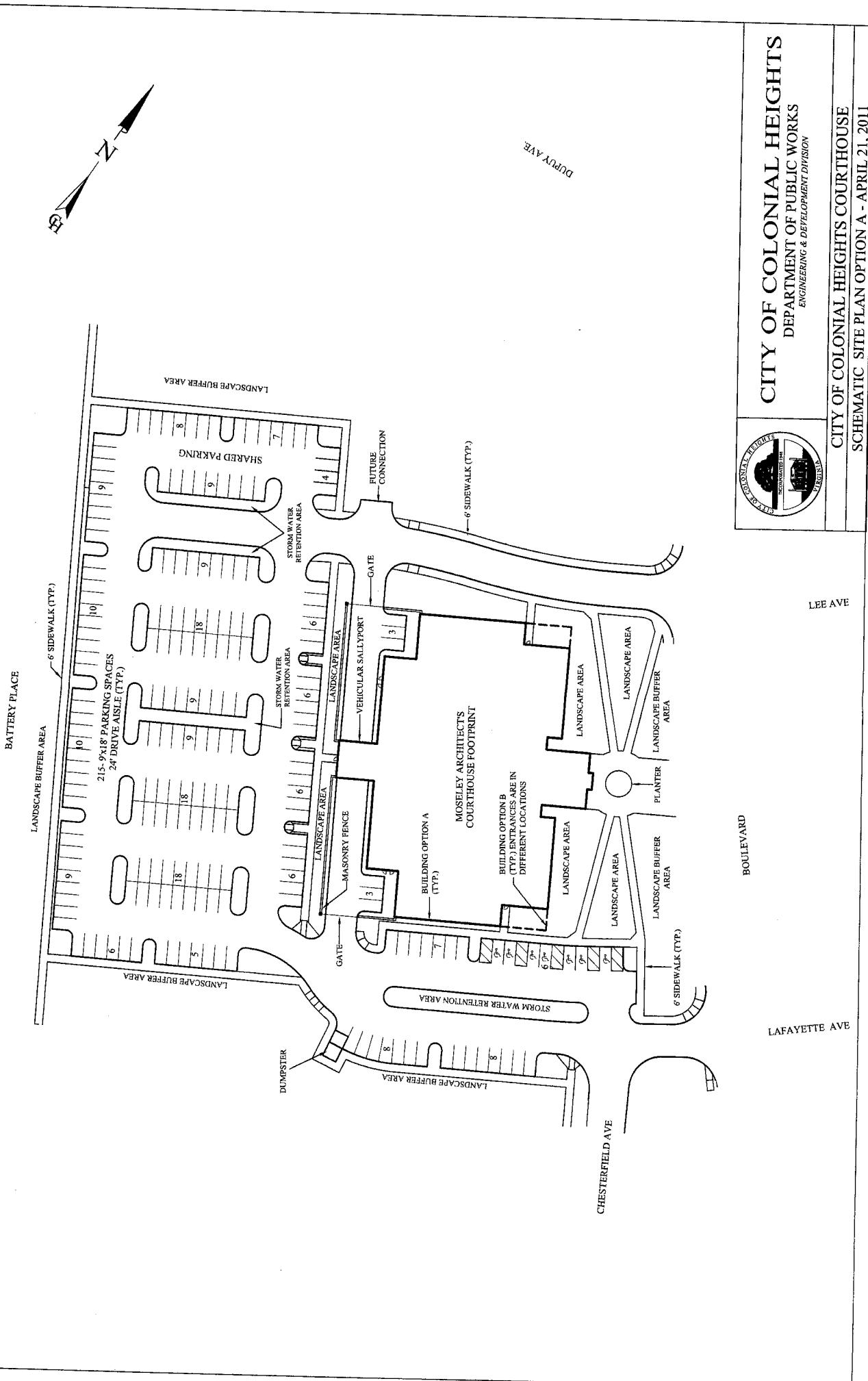
WHEREAS, Council, at its meeting on July 11, 1995, adopted Resolution No. 95-37 that established a fiscal policy for the City's financial planning, said policy being amended on December 14, 1999 by Resolution No. 99-55; and

WHEREAS, based on recommendations from the City's financial advisor said policy should be amended; NOW, THEREFORE,

BE IT RESOLVED BY THE COUNCIL OF THE CITY OF COLONIAL HEIGHTS:

1. That the "City of Colonial Heights, Virginia Financial Management Policies," be, and is hereby, amended; a copy of the amended policies being attached hereto and made a part of this resolution.

2. That this resolution shall be in full force and effect upon its passage.





Department of Planning and Community Development

MEMORANDUM

TO: Thomas L. Mattis, City Manager

FROM: George W. Schanzenbacher, Director

DATE: April 29, 2011

SUBJECT: Property Maintenance –Summary Report First Quarter 2011 (January 1-March 31, 2011)

This report summarizes property maintenance, zoning and building complaints and house number activities in the first quarter of 2011.

Section 1: TOTAL Property maintenance, inoperable motor vehicles, zoning, sign, building, house number and tall grass investigations

Total Investigations: 176

Examined-no violation: 39 (22%)

Complaints still under investigation: 0 (0%)

Violations Cited: 137 (78%)

Violations Resolved: 133 (97%)

Repairs currently under way: 0 (0%)

No Resolution: 4 (3%)

Summons Issued: 0

In regards to the various types of investigations undertaken:

- 1. Property Maintenance: 46 (26%)**
- 2. Inoperable Motor Vehicles: 44 (25%)**
- 3. Building Code: 14 (8%)**
- 4. Zoning Ordinance: 19 (11%)**
- 5. Sign Ordinance: 32 (18%)**
- 6. Tall grass: 3(2%)**
- 7. Other: 17 (10%)**
- 8. House Number: 1 (1%).**

First Quarter - Comparison of 2011 -2005 Programs

	2011	2010	2009	2008	2007	2006	2005
Total Investigations	176	166	207	180	69	204	153
Examined No Violation	39	17	23	16	3	17	26
Under Investigation	0	0	4	2	9	46	27
Total Violations Cited	137	149	184	164	57	141	99
Violations Resolved	133	139	177	137	33	96	38
No Resolution	4	10	7	27	12	28	51
Resolution Underway	0	0	0	0	12	17	1

The total number of violations cited and resolved in the first quarter is slightly lower than the first quarter for the last two years, however the number of investigations is higher than last year. Please note the high number of violations resolved.

First Quarter- Types of Investigations 2011-2005 Programs

	2011	%	2010	%	2009	%	2008	%	2007	%	2006	%	2005	%
Property Maint.	46	26	40	24	70	34	88	49	54	77	121	59	72	47
Zoning	19	11	15	9	27	13	33	18	2	3	14	7	33	21
No. Mot. Veh.	44	25	53	32	32	15	34	19	1	1	48	23	22	14
Building Code	14	8	0	0	0	0	0	0	6	9	16	8	21	14
Tall Grass	3	2	0	0	1	1	0	0						
Sign Ordinance	32	18	38	23	11	5	25	14						
Other	17	10	13	8	26	13	0	0	7	10	7	3	6	4
House Number	1	1	7	4	40	19								

In the second quarter there will be a sharp increase in tall grass activity! Some types are up and others are down, with no real trend emerging yet.

Section 2: Property Maintenance

Investigated	46
Violations Identified	36 (78%)
Violations Resolved	36 (100%)

Section 3: Zoning

Investigated	19
Violations Identified	13 (68%)
Violations Resolved	13 (100%)

Section 4: Building Code

Investigated	14
Violations Identified	7(50%)
Violations Resolved	7(100%)

Section 5: Other

Investigated	17
Violations Identified	10 (59%)
Violations Resolved	10 (100%)

Section 6: Inoperative Motor Vehicles

Investigated	44
Violations Identified	37 (84%)
Violations Resolved	37(100%)

Section 7: Tall Grass Complaints

Investigated	3
Violations Identified	1 (33%)
Violations Resolved	1 (100%)

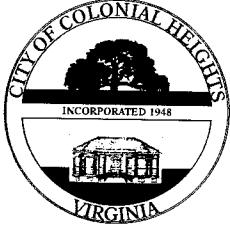
Section 8: Sign Ordinance Violations

Investigated	32
Violations Identified	32 (100%)
Violations Resolved	28 (88%)

Section 9: House Number Violations

New Violations:	1
Violations Abated:	1 (100%)
Active Violations:	0

Cc: Hugh P. Fisher, III, City Attorney
Jeff Faries, Chief of Police



CITY OF COLONIAL HEIGHTS

P.O. Box 3401
COLONIAL HEIGHTS, VA 23834-9001
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Department of Planning and Community Development

MEMORANDUM

To: Honorable Mayor and Members of City Council
Mr. Thomas L. Mattis, City Manager

From: George W. Schanzenbacher, Director *GW*

Date: May 5, 2011

Subject: Planning Commission Actions at May 4, 2011 meeting

At the May 4, 2011 meeting of the Commission the following actions were taken:

1. Approved minutes of the April 2001 meeting (enclosed).
2. Discussed proposed amendments to City codes related to implementation of Phase 111 of the Chesapeake Bay Act and approved of holding a public hearing on the proposed changes, as written, at their June 7, 2011 meeting.
3. Discussed the immediate time schedule of the Citizens Planning Committee and possible meeting dates for the Community Visioning meeting and recommended that the meeting be held on a weekday night early in the month. The first meeting will be on Monday May 9th and the Community visioning meeting is tentatively scheduled for Monday June 6th.
4. Heard in closed session a report from the City Attorney on the law suite with WAWA and others. The Commission unanimously passed a resolution 11-1(PC), enclosed, related to this situation.

CITY OF COLONIAL HEIGHTS, VIRGINIA
Minutes of the Regular Meeting
Of the Planning Commission
Tuesday, April 5, 2011

I. Call to Order

Chairman Hargis called the meeting to order at 6:25 p.m.

II. Roll Call/Determination of Quorum

Mr. Schanzenbacher, Director of Planning and Community Development, called the roll.

Present: Mrs. Hamilton

Mr. Hartson

Mr. Hargis

Mr. Townes

Mr. Kollman

Mr. O'Connell

Absent: Mr. Freeland

Mr. Schanzenbacher stated there was a quorum.

Also Present: City Manager Thomas L. Mattis, City Attorney Hugh P Fisher, III, Planning Director George W Schanzenbacher and Jamie Sherry, Neighborhood Revitalization Planner.

III. Approval of Minutes of March 2011

There was no discussion. The minutes were approved on role call vote, with Mr. O'Connell abstaining.

IV. Approval of Agenda

There were no changes to the agenda.

V Hearing of Citizens Generally

There were no citizens present.

VI. Public Hearings

Mr. Hargis stated that there were no public hearings on the agenda.

VII Plans of Development/Subdivisions

There were no Plans of Development or Subdivision on the agenda.

VIII Old Business

There was no old business to discuss.

IX New Business

Comprehensive Plan – Citizen Planning Committee Selection

After some discussion the Commission voted to recommend the following individuals to City Council to serve on the Citizen Planning Committee:

- William Thibault
- Lia Tremblay
- Kathi Jo Harris -Temple
- Kacey Morgan
- Gomez Cipriano
- Rick Scoppa
- Betty Estes
- Linda Andrews
- Glynn McManus
- Carolyn A Thompson
- Nancy Vance
- Robin W. Stephens
- Deborah R. Williams
- Cornelia (Connie) Temple-Thornton
- Roger M. Green
- Diane T. O'Dell
- J. Keith Beazley
- Margie P. Strum
- Marvin Clipp
- Wilbur "Rusty" Sirles
- Frank Lundie
- R. L Dunn

These individuals include representatives from 9 of the 10 planning districts and business owners in the city. The Commission decided to try and get additional members to the Citizen Planning Committee that represents businesses in the area of South Park Mall.

It was decided that once City Council approved the list, an orientation meeting would be scheduled. It was also decided that there would be no Planning Commission representative at these meetings.

X. Committee Reports

Chairman Hargis asked if there were any committee reports. There were no reports from the Chairman, the Land Use Committee, the Subdivision Committee, Zoning Committee, or from Public Works.

Mr. Hargis stated that the CHARTs spring clean up was a success. He stated that there were soldiers from Fort Lee there and they were very helpful.

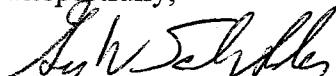
Mr. Mattis stated that the demolition of the church was almost complete. He also stated that there were meetings of both of the courthouse committees: the Building Committee and the Land Use Planning Committee and they were making progress.

Mr. Fisher gave an update on the litigation between Wawa and the Planning Commission.

XI. Adjournment

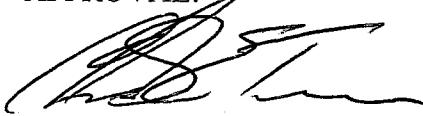
Meeting adjourned at 7:35 p.m.

Respectfully,



George W. Schanzenbacher
Director, Department of Planning and Community Development

APPROVAL:



Charles E. Townes
Vice-Chairman

RESOLUTION NO. 11-1 (PC)

Rescinding certain conditions requested by the Planning Commission at its meeting of January 4, 2011 related to a preliminary plan of development for a Wawa; reapproving the plan of development without conditions; and authorizing the City Attorney to execute certain documents in the settlement and resolution of the Circuit Court case of *Wawa, Inc., Temple Avenue Associates, LLC, and The Lamar Company, LLC v. City of Colonial Heights, Virginia and the Planning Commission of the City of Colonial Heights, Virginia*.

WHEREAS, the Planning Commission, at its meeting of January 4, 2011 unanimously voted to approve a preliminary plan of development for the proposed site of a Wawa on Temple Avenue (North Riverview Commercial Center), and requested that (i) a billboard located east of the proposed site be removed prior to developing the property, (ii) Wawa submit architectural elevations showing the exterior appearance of the Wawa store, and (iii) Wawa look into the crime at the store along the Boulevard; and

WHEREAS, the Planning Commission has determined that the above-referenced conditions that were requested at the January 4, 2011 meeting need to be rescinded; NOW, THEREFORE,

BE IT RESOLVED BY THE COLONIAL HEIGHTS PLANNING COMMISSION:

1. That the Planning Commission rescinds the conditions that requested Wawa to remove a billboard located east of the proposed site prior to development of the property, to submit architectural elevations showing the exterior appearance of the store, and to look into the crime at the Wawa store along the Boulevard. The amended preliminary plan of development, without the above-referenced conditions, is reapproved, pending the condition in paragraph 2 below.

2. That Hugh P. Fisher, III, City Attorney, be and is hereby, authorized to execute any documents which he deems to be appropriate and necessary in order to settle the case in the Colonial Heights Circuit Court styled *Wawa, Inc., Temple Avenue Associates, LLC, and The Lamar Company, LLC v. City of Colonial Heights, Virginia and the Planning Commission of the City of Colonial Heights, Virginia*. The Commission's rescission of the above-referenced conditions shall be null and void if the City Attorney for any reason does not execute documents settling the case.

Approved this 4th day of May, 2011.

APPROVED:


Vice-Chairman

ATTEST:


Secretary