

**NOTICE OF PUBLIC HEARING
RECOMMENDED 2010-11 BUDGET
CITY OF COLONIAL HEIGHTS**

WEDNESDAY  **14, 2010**

There will be a public hearing before the City Council of the City of Colonial Heights, Virginia, at 7:00 P.M., Thursday, April 29, 2010, in Council Chambers of City Hall, 201 James Avenue, on the City Manager's Recommended Budget for the Fiscal Year July 1, 2010 - June 30, 2011. A synopsis of the proposed budget follows:

GENERAL FUND

REVENUE		
General Property Taxes	\$	21,388,966
Other Local Taxes		13,789,050
Licenses, Permits & Fees		3,319,134
Fines & Forfeitures		651,000
Use of Money & Property		295,000
Intergovernmental Revenue		5,747,802
Charges for Current Services		1,190,840
Miscellaneous		787,921
TOTAL	\$	47,169,713

EXPENDITURES		
Legislative	\$	140,105
Executive		286,105
Legal		207,535
Tax Collections & Assessments		579,007
Finance		5,788,557
Information Technologies		145,587
Board of Elections		130,439
Judicial		4,473,398
Public Safety		7,266,288
Public Works		2,724,708
Health and Social Services		658,800
Parks and Recreation		1,341,936
Cultural Enrichment		88,848
Library		571,088
Community Development		475,202
Nondepartmental		558,840
Grant Programs		339,067
Debt Service		2,843,031
Operating Transfers Out (Schools)		18,551,172
TOTAL	\$	47,169,713

RECREATION ACTIVITY FUND

REVENUE		
Charges for Current Services	\$	240,000
TOTAL	\$	240,000

EXPENDITURES		
Operating Expenses	\$	240,000
TOTAL	\$	240,000

SOLID WASTE MANAGEMENT FUND

REVENUE		
Charges for Current Services	\$	1,161,987
Miscellaneous		82,000
TOTAL	\$	1,243,987

EXPENDITURES		
Solid Waste	\$	962,623
Transfer Station		49,123
Recycling		232,241
TOTAL	\$	1,243,987

WATER FUND

REVENUE		
Estimated Accrued Revenues	\$	1,689,450
TOTAL	\$	1,689,450

OPERATING EXPENSES		
Water Distribution & Transmission	\$	1,432,714
Utility Billing		256,736
TOTAL	\$	1,689,450

SEWER FUND

REVENUE		
Estimated Accrued Revenues	\$	2,792,673
TOTAL	\$	2,792,673

OPERATING EXPENSES		
Wastewater Treatment	\$	2,792,673
TOTAL	\$	2,792,673

STORMWATER FUND

REVENUE		
Estimated Accrued Revenues	\$	268,393
Transfer In - General Fund		28,566
TOTAL	\$	296,959

OPERATING EXPENSES		
Stormwater - MS4	\$	296,959
TOTAL	\$	296,959

SCHOOL FUND

REVENUE		
Federal Funds	\$	1,422,646
State Funds		12,059,341
City Funds		18,387,606
Other Funds		738,963
Fund Balance		855,406
TOTAL	\$	33,463,962

EXPENDITURES		
School Expenditures	\$	33,463,962
TOTAL	\$	33,463,962

TAX RATES AND OTHER LEVIES

The Recommended Budget for Fiscal Year 2010-11 provides for a \$1.10 real estate tax rate for tax year 2010, and the continuation of all other local tax levies at the same rates as were effective on January 1, 2010. The Recommended Budget also calls for the establishment of a \$2.00 monthly stormwater utility fee for each residential property unit effective October 1, 2010. Copies of the City Manager's Recommended Budget are available for examination during regular business hours at the Colonial Heights Public Library and at the Office of the City Clerk in the City Hall building.

All interested persons are invited to be present at the public hearing, at which time an opportunity will be given to them to be heard. Written comments presented to the City Clerk during or prior to the public hearing will also be accepted.

Any interested party whose participation in this meeting would require reasonable accommodation of a disability should contact the City Clerk, at 520-9360 at least six days in advance.

William E. Johnson

AN ORDINANCE NO. 10-FIN-5

Adopting the General Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, 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, 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)	\$ 140,105
Administrative (City Manager)	286,105
Legal (City Attorney)	207,535
Tax Collections & Assessments	579,007
Finance	5,788,557
Information Technologies	145,587
Board of Elections	130,439
Judicial	4,473,398
Public Safety	7,266,288
Public Works	2,724,708
Health and Social Services	658,800
Parks and Recreation	1,341,936
Cultural Enrichment	88,848
Library	571,088
Community Development	475,202
Grant Programs	339,067
Nondepartmental	558,840
Debt Service	2,843,031
Operating Transfers Out	18,551,172

2. That the sum of \$ 47,169,713 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	5,747,802
Charges for Current Services	1,190,840
Miscellaneous	787,921
TOTAL	\$ 47,169,713

4. That all legal outstanding encumbrances (purchase orders and contracts) as of June 30, 2010, 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.

5. That the unencumbered balance of the annual appropriation standing on the books of the City as of June 30, 2010, shall be canceled.

6. 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.

7. That this ordinance shall be in full force and effect on and after the first day of July, 2010, and shall constitute the General Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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. 10-FIN-6

Appropriating and providing funds for financing the City of Colonial Heights Public School Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011; 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, 2010, and ending June 30, 2011, is hereby adopted.

2. That the sum of \$33,463,962 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, 2010.

School Expenditures	<u>\$ 33,463,962</u>
TOTAL	\$ 33,463,962

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

Federal Funds	\$ 1,422,646
State Funds	12,059,341
City Funds	18,387,606
Other Funds	738,963
Fund Balance	<u>855,406</u>
TOTAL	\$ 33,463,962

4. That this ordinance shall be in full force and effect on and after the first day of July, 2010 and shall constitute the School Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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:


City Attorney

AN ORDINANCE NO. 10-FIN-7

Adopting the Recreation Activity Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, 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, 2010, and ending June 30, 2011, 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, 2010, and shall constitute the Recreation Activity Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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:



City Attorney

AN ORDINANCE NO. 10-FIN-8

Adopting the Solid Waste Management Fund Budget for the fiscal year beginning July 1, 2010, and ending June 30, 2011, 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, 2010, and ending June 30, 2011, is hereby adopted.

2. That the sum of \$1,243,987 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	\$ 1,161,987
Miscellaneous	<u>82,000</u>
TOTAL	\$ 1,243,987

EXPENDITURES

Solid Waste	\$ 962,623
Transfer Station	49,123
Recycling	<u>232,241</u>
TOTAL	\$1,243,987

3. That this ordinance shall be in full force and effect on and after the first day of July, 2010, and shall constitute the Solid Waste Management Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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:

City Attorney

AN ORDINANCE NO. 10-FIN-9

Adopting the Storm Water Fund Budget for the fiscal year beginning July 1, 2010 and ending June 30, 2011, 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, 2010, and ending June 30, 2011, is hereby adopted.

2. That the sum of \$296,959 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	\$ 268,393
Miscellaneous	<u>28,566</u>
TOTAL REVENUES	\$ 296,959

OPERATING EXPENSES

Storm Water – MS4	<u>\$ 296,959</u>
TOTAL EXPENSES	\$ 296,959

3. That this ordinance shall be in full force and effect on and after the first day of July, 2010, and shall constitute the Storm Water Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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. Suster, III
City Attorney

AN ORDINANCE NO. 10-FIN-10

Adopting the Water Fund Budget for the fiscal year beginning July 1, 2010 and ending June 30, 2011, 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, 2010, and ending June 30, 2011, is hereby adopted.

2. That the sum of \$1,689,450 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, 2010, through June 30, 2011	<u>\$1,689,450</u>
TOTAL REVENUES	\$1,689,450

OPERATING EXPENSES
(INCLUDING AMORTIZED CAPITAL OUTLAY)

Water Distribution	\$ 1,432,714
Utility Billing	<u>256,736</u>
TOTAL EXPENSES	\$ 1,689,450

3. That this ordinance shall be in full force and effect on and after the first day of July, 2010, and shall constitute the Water Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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. Freeland, III
City Attorney

AN ORDINANCE NO. 10-FIN-11

Adopting the Sewer Fund Budget for the fiscal year beginning July 1, 2010 and ending June 30, 2011, 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, 2010, and ending June 30, 2011, is hereby adopted.

2. That the sum of \$2,792,673 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, 2010, through June 30, 2011	<u>\$2,792,673</u>
TOTAL REVENUES	\$2,792,673

OPERATING EXPENSES
(INCLUDING AMORTIZED CAPITAL OUTLAY)

Wastewater Treatment	<u>\$ 2,792,673</u>
TOTAL EXPENSES	\$ 2,792,673

3. That this ordinance shall be in full force and effect on and after the first day of July, 2010, and shall constitute the Sewer Fund Appropriation Ordinance for the fiscal year beginning on that date.

Approved:

Mayor

Attest:

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:



City Attorney

AN ORDINANCE NO. 10-7

To adopt a General Pay Plan Class and Salary Range.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That pursuant to City Charter §§ 9.7 and 9.8, "Classification Plan" and "Pay Plan" respectively, the General Pay Plan Class and Salary Range attached as Exhibit A is hereby approved and incorporated as part of this ordinance.

2. That this ordinance shall be in full force and effect on and after July 1, 2010.

Approved:

Mayor

Attest:

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:



City Attorney

CITY OF COLONIAL HEIGHTS, VIRGINIA

GRADE GENERAL PAY PLAN CLASS AND SALARY RANGE

11 \$23,566.00 - \$37,349.00

Deputy I
Facilities/Groundskeeper I
Landfill Attendant
Legal Secretary
Meter Reader
Public Works Technician
Staff Aide
Staff Assistant
Utility Technician
Van Driver

12 \$25,863.00 - \$42,677.00

Concrete Technician
Customer Service Representative
Deputy II
Deputy Registrar
Facilities/Groundskeeper II
Office Assistant
Records Technician
Senior Meter Reader
Streets Heavy Equipment Operator
Transportation Coordinator
Utility Heavy Equipment Operator

13 \$29,548.00 - \$48,754.00

Administrative Assistant
Animal Control Officer
Deputy III
Deputy Sheriff
Facilities/Groundskeeper III
EMS Firefighter Recruit* (Starting salary\$33,578)
Police Officer Recruit* (Starting salary: \$33,578)
Recreation Specialist I
Traffic Technician
Utility Maintenance Specialist
Waterworks Distribution Technician

* Starting salary for non-certified EMS Firefighter & Police Officer candidates that are required to attend an academy.

CLASS SALARY GRADE ASSIGNMENT

July 1, 2010

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<u>GRADE</u>	<u>GENERAL PAY PLAN CLASS AND SALARY RANGE</u>
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14	\$33,762.00 - \$55,709.00 Assessors Office Technician Assistant Treasurer Building Inspector Building Maintenance Supervisor Chief Deputy/Bookkeeper Concrete Foreman Construction Inspector Cross-Connection Control Technician Emergency Equipment Technician Engineering Technician Executive Assistant Financial Specialist EMS Firefighter* (Starting salary: \$37,080) Horticulturist Information Systems Technician Legal Assistant Library Assistant Lieutenant Deputy Sheriff Master Deputy Sheriff Museum Curator Office Manager Police Detective* (Starting salary: \$37,080) Police Officer* (Starting salary: \$37,080) Procurement Specialist Recreation Specialist II Senior Automotive Mechanic Senior Traffic Technician Storm Water Foreman Streets Foreman Telecommunicator Utility Foreman
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* Starting salary for certified EMS Firefighter & Police Officer candidates with 5 or less years of experience.

* Salary range spans Grades 14 – 15; therefore, maximum salary for Police Detective, EMS Firefighter, and Police Officer is \$63,643.

CLASS SALARY GRADE ASSIGNMENT

July 1, 2010

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<u>GRADE</u>	<u>GENERAL PAY PLAN CLASS AND SALARY RANGE</u>
15	\$38,569.00 - \$63,643.00 Chief Deputy Sheriff Financial Analyst Library Associate Recreation Specialist III Senior Center Senior Building Inspector Senior Engineering Technician Communications Supervisor
16	\$44,067.00 - \$72,712.00 Deputy Fire Marshall Fire Lieutenant Information Systems Coordinator Police Sergeant Neighborhood Revitalization Planner Purchasing Agent Web Administrator
17	\$50,348.00 - \$83,076.00 Assistant Commonwealth's Attorney Automotive Maintenance Superintendent Battalion Chief Communications Coordinator Facilities Superintendent Police Lieutenant Project Coordinator Project Engineer Public Works Superintendent Recreation Superintendent Street Superintendent Utilities Superintendent
18	\$57,523.00 - \$94,915.00 Assistant Director of Public Works - Engineering Building Official Deputy Chief of Fire & EMS Deputy Director of Finance Information Technology Administrator Police Captain

CLASS SALARY GRADE ASSIGNMENT

July 1, 2010

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<u>GRADE</u>	<u>GENERAL PAY PLAN CLASS AND SALARY RANGE</u>
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EXEC	\$57,394.00 - \$114,790.00
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Chief of Fire & EMS
Chief of Police
City Engineer
Director of Finance
Director of Human Resources
Director of Office on Youth & Human Services
Director of Parks & Recreation
Director of Planning & Community Development
Director of Public Works
Library Director

UNCLASSIFIED

City Assessor
City Attorney
City Clerk
City Manager
Clerk of Circuit Court
Commonwealth's Attorney
Commissioner of Revenue
Sheriff
Treasurer
Registrar

AN ORDINANCE NO. 10-8

Reaffirming Ordinance No. 09-4, 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, 2010, and ending December 31, 2010; 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, 2011, and ending December 31, 2011, for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Ordinance No. 09-4, 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, 2010, and ending December 31, 2010, 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, 2011, and ending December 31, 2011, 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 2010; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2011.

Approved:

Mayor

Attest:

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. 10-9

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, 2010; and for the tax year commencing January 1, 2011, and ending December 31, 2011; 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, 2010, a tax on all tangible personal property in the general class and the classes designated in subsections 1,6, 9, 10, 11, 12, 14, 15, 16, 17, 20, 22, 24, 25, 26, 27, 28, 29, 30, 31 and 32 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, 2010, 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, 2011, and ending December 31, 2011, a tax on all tangible personal property in the general class and the classes designated in subsections 1, 6, 9, 10, 11, 12, 14, 15, 16, 17, 20, 22, 24, 25, 26, 27, 28, 29, 30, 31 and 32 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, 2011, and 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.

5. That Sections 1 and 2 of this ordinance shall be in full force and effect for the tax year 2010 and that Sections 3 and 4 of this ordinance shall be in full force and effect for the tax year 2011.

Approved:

Mayor

Attest:

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. Fricker, III
City Attorney

AN ORDINANCE NO. 10-10

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, 2010; and for the tax year commencing January 1, 2011, and ending December 31, 2011, 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, 2010, 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, 2011, and 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.

3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2010; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2011.

Approved:

Mayor

Attest:

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:



City Attorney

AN ORDINANCE NO. 10-11

Reaffirming Ordinance No. 09-7, 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, 2010 and ending December 31, 2010; 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, 2011, and ending December 31, 2011, for general municipal purposes.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Ordinance No. 09-7 levied and provided for the collection of 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 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, 2011, and ending December 31, 2011, 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 2010; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2011.

Approved:

Mayor

Attest:

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:



City Attorney

AN ORDINANCE NO. 10-12

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 sixty-five percent (65%) is established for the tax year ending December 31, 2010.

2. That pursuant to Chapter 35.1 of Title 58.1 of the Code of Virginia ("Personal Property Tax Relief"), a rate of sixty-five percent (65%) is established for the tax year ending December 31, 2011.

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

Approved:

Mayor

Attest:

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:



City Attorney

AN ORDINANCE NO. 10-13

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, 2010; and for the tax year commencing January 1, 2011, and ending December 31, 2011; 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, 2010, 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, 2011, and 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.

3. That Section 1 of this ordinance shall be in full force and effect for the tax year 2010; and that Section 2 of this ordinance shall be in full force and effect for the tax year 2011.

Approved:

Mayor

Attest:

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. Frater, III
City Attorney

AN ORDINANCE NO. 10-14

To add §245-20, "Stormwater utility fees", to Chapter 245, Stormwater Management, of the Colonial Heights City Code.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Chapter 245, Stormwater Management, of the Colonial Heights City Code, be, and is hereby, amended as follows by adding a §245-20:

§245-20. Stormwater utility fees.

A. *The City Council shall set appropriate levels of utility fees so that sufficient revenues will be generated to provide for a balanced budget for the stormwater management system. Effective after approval of this section, stormwater utility fees shall be charged to owners of all developed property in the city.*

B. *For the purpose of determining the stormwater utility fees, all properties in the City shall be classified by the Director of Public Works into one of the following categories:*

- (1) Residential;*
- (2) Nonresidential; and*
- (3) Undeveloped property.*

C. *The monthly utility fee for a residential property shall be the ERU rate of \$2.00 per month for one ERU.*

D. *The monthly utility fee for a nonresidential property shall be the ERU rate of \$2.00 per month for one ERU, multiplied by the numerical factor obtained by dividing the total impervious area of the nonresidential property by one ERU (2,112 square feet). The Director of Public Works shall determine impervious area considering data supplied by the Real Estate Assessor, other city staff and/or the property owner. The assessed utility fee shall be updated by the Director of Public Works based on any change in impervious area. The numerical factor will be rounded to the nearest whole unit. The minimum utility fee for any nonresidential property shall be equal to one ERU rate.*

E. *The utility fee for vacant developed property, both residential and nonresidential, shall be the same as that for occupied property of the same class.*

F. *Undeveloped property shall be exempt from the utility fee.*

2. That this ordinance shall be in full force and effect for all utility bills rendered on and after October 1, 2010.

Approved:

Mayor

Attest:

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: _____.

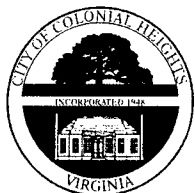
The Honorable Diane H. Yates, Councilwoman: _____.

The Honorable C. Scott Davis, Mayor: _____.

City Clerk

Approved as to form:

Hugh P. Fisher, III
City Attorney



OFFICE OF THE
CITY ATTORNEY

CITY OF COLONIAL HEIGHTS
201 JAMES AVENUE
P. O. BOX 3401
COLONIAL HEIGHTS, VIRGINIA 23834-9001

(804) 520-9316 / FAX 520-9398

HUGH P. FISHER, III
CITY ATTORNEY

TAMARA L. DRAPER
LEGAL ASSISTANT

April 15, 2010

VIA FACSIMILE 861-9452

The Progress-Index
15 Franklin Street
Petersburg, VA 23803

Attention: Legal Advertisements

Dear Madam or Sir:

I have enclosed for publication in the legal advertisements section of your newspaper a notice of City Council holding a public hearing to accept public comments on and consider the adoption of Ordinance No. 10-19.

You are requested to publish the notice on **April 17, 2010 and April 23, 2010**.

Please send a certificate of publication to the Office of the City Clerk in City Hall so that we may have evidence that legal requirements have been met.

If there is any problem in publishing the notice on the dates requested, please notify this Office immediately so that we may make other arrangements for publication.

Thank you for your assistance.

Very truly yours,

Hugh P. Fisher, III
City Attorney

Enclosure

cc: The Honorable C. Scott Davis, Mayor
William E. Johnson, Acting City Manager
✓ Kimberly J. Rollinson, City Clerk

RECEIVED

APR 15 2010

CITY CLERK'S OFFICE

**NOTICE OF PUBLIC HEARING
CITY OF COLONIAL HEIGHTS, VIRGINIA**

Notice is hereby given to all persons affected or interested that at the Colonial Heights City Council meeting to be held on **Thursday, April 29, 2010, at 7:00 P.M.**, in Council Chambers of City Hall, 201 James Avenue, Colonial Heights, Virginia, the City Council shall hold a public hearing to accept comments on the following:

AN ORDINANCE NO. 10-19

For the City to vacate a stormwater management easement across Lot 3, Section 3, East Roslyn Farm, owned by Roslyn Farm Corporation, as part of a project by American Family Fitness to expand its parking lot; and to rescind Ordinance No. 10-1, which generally relates to the same subject.

A copy of the proposed ordinance is on file for public examination during regular business hours in the City Clerk's Office in City Hall, 201 James Avenue, Colonial Heights, Virginia. All persons affected or interested are invited to be present at the public hearing of the City Council, to be held at the time and place stated above, when an opportunity will be given for them to be heard.

Hugh P. Fisher, III
City Attorney

Any interested party whose participation in this meeting would require reasonable accommodation of a handicap should contact the City Manager's Office at 520-9265 at least six days in advance.

AN ORDINANCE NO. 10-19

For the City to vacate a stormwater management easement across Lot 3, Section 3, East Roslyn Farm, owned by Roslyn Farm Corporation; and to rescind Ordinance No. 10-1.

WHEREAS, Roslyn Farm Corporation (the "Applicant"), as owner of Lot 3, Section 3, East Roslyn Farm (the "Property") has requested that the City vacate a stormwater management easement across the Property; and

WHEREAS, as part of a development by American Family Fitness, the existing easement will be relocated; NOW, THEREFORE,

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

1. That, pursuant to the authority granted in Va. Code §15.2-2270, a stormwater management easement across the Property, being more particularly shown on a plat prepared by Townes Site Engineering and entitled "Plat of 0.87 Acre of Stormwater Management Easement Vacated Across Lot 3, Section 3, East Roslyn Farm," dated May 28, 2008 and last revised March 29, 2010 (the "Plat"), a copy of which is attached hereto and made a part hereof, is vacated.

2. That the City Manager be, and is hereby, authorized to execute a deed vacating a stormwater management easement across Lot 3, Section 3, East Roslyn Farm, designated on the Plat as "Vacated", subject to approval by the City Attorney as to form; provided, however, that the City Manager shall not execute such deed until the easement and facilities have been relocated as agreed to by the City Engineer. The cost of recording this ordinance and the deed shall be borne by the Applicant.

3. That the passage of this ordinance on second reading shall rescind Ordinance No. 10-1.

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

Approved:

Mayor

Attest:

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: _____.

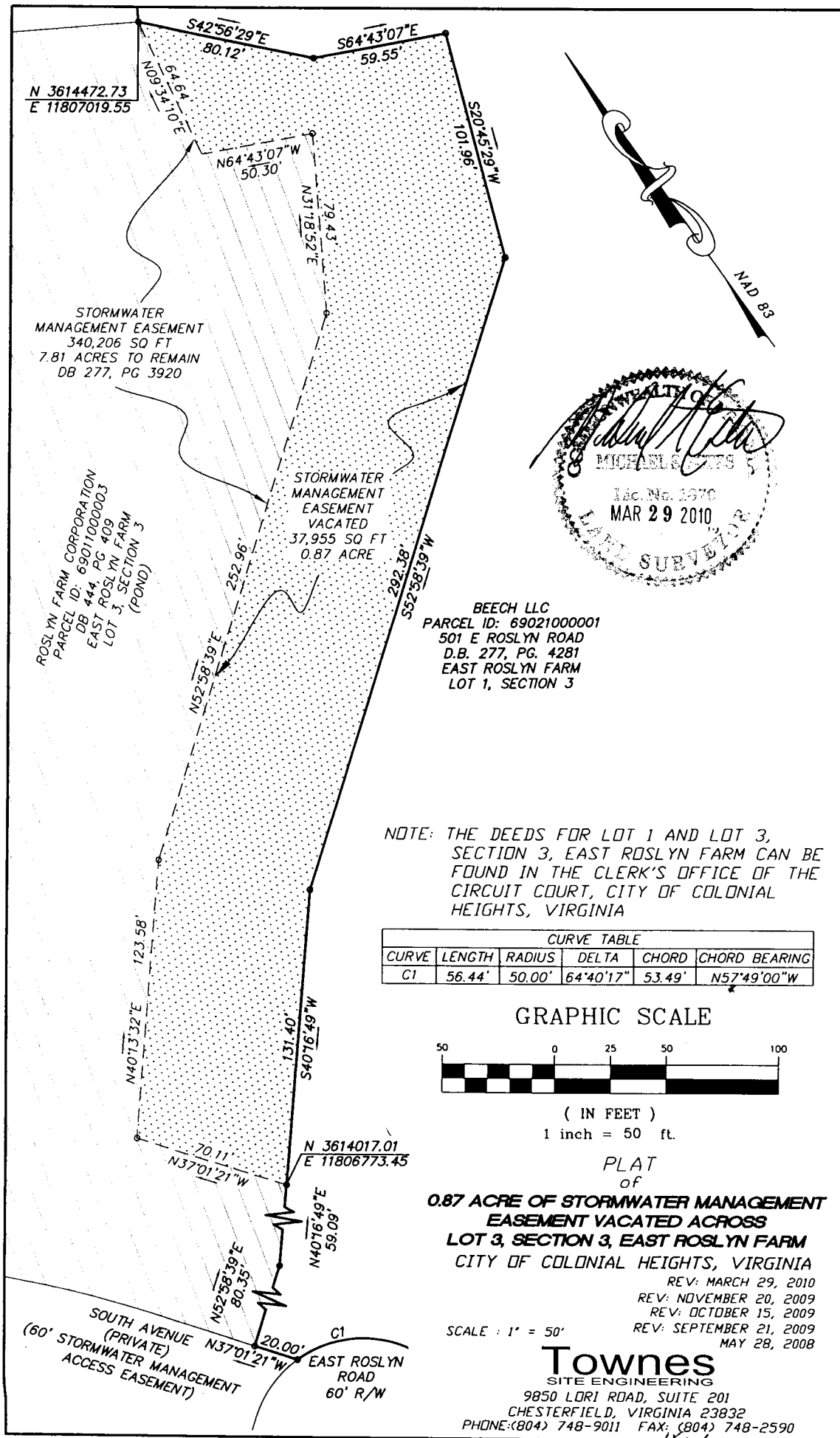
The Honorable C. Scott Davis, Mayor: _____.

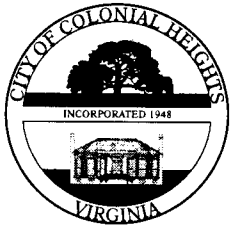
City Clerk

Approved as to form:



City Attorney





CITY OF COLONIAL HEIGHTS

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

Office of the City Manager

April 29, 2010

The Honorable Mayor and Members of City Council
Colonial Heights, Virginia

Ladies and Gentlemen:

During the November 18, 2009 work session, Resolution No. 09-52 was passed authorizing the City Manager to execute a Standard Project Administration Agreement with VDOT so that the Federal stimulus funding could be transferred to the City for the paving on Southpark Boulevard and on Dimmock Parkway.

The administrative aspects of the agreement have been completed and the receipt of the stimulus money needs to be appropriated. Ordinance No. 10-FIN-13 is presented for your consideration in this matter.

If any additional information or assistance is needed prior to the meeting, please do not hesitate to contact me.

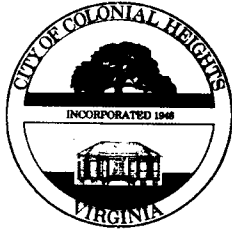
Sincerely,

William E. Johnson
Acting City Manager

WEJ:eg

Attachment

cc: Hugh P. Fisher, III, City Attorney
William A. Henley, Director of Public Works and Engineering



CITY OF COLONIAL HEIGHTS

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

MEMORANDUM

TO: William E. Johnson, Acting City Manager *WE Chuck Henley*

FROM: William (Chuck) E. Henley, P. E., Director of Public Works/City Engineer

SUBJECT: Resurfacing of Southpark Boulevard and Dimmock Parkway using Federal Aid
from the American Recovery and Reinvestment Act of 2009 - Certification of
Funds Request

DATE: April 20, 2010

Attached is a fully executed copy of the standard project administration agreement between the Virginia Department of Transportation and the City providing federal aid for the resurfacing of Southpark Boulevard and Dimmock Parkway. The agreement provides up to \$686,070 in project financing from funds made available to the Tri-Cities Metropolitan Planning Organization through the American Recovery and Reinvestment Act of 2009.

The City has awarded a contract to Blakemore Construction Company for the resurfacing work. The actual construction costs of eligible work up to the maximum amount of the agreement will be reimbursed by the Virginia Department of Transportation from the allocation of federal aid.

The Department of Public Works requests Council's appropriation of the funds and the Department of Finance's establishment of a project expenditure account. The Department submits this request pursuant to § 6.19. Certification of Funds., prior to incurring costs and making payments on the construction contract.

Attachment

STANDARD PROJECT ADMINISTRATION AGREEMENT
Federal-aid Projects

Project Number	UPC	Local Government
U000-106-130,C501	94860	City of Colonial Heights

THIS AGREEMENT, made and executed in triplicate this 15 day of December, 2009, by and between the **City of Colonial Heights**, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown is hereinafter referred to as the Project; and

WHEREAS, the funds shown in Appendix A have been allocated to finance each Project; and

WHEREAS, the LOCALITY will progress with the development of each Project so that any federal funds allocated to each Project may be obligated within three years of allocation to each Project in accordance with the current Statewide Transportation Improvement Program, unless otherwise specified in writing by the Department; and

WHEREAS, both parties have concurred in the LOCALITY's administration of the phase(s) of work for the respective Project(s) listed in Appendix A in accordance with applicable federal, state, and local law and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the parties hereto agree as follows:

1. The LOCALITY shall:
 - a. Be responsible for all activities necessary to complete the noted phase(s) of each Project shown in Appendix A, except for activities, decisions, and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties. Each Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards or supplementary standards approved by the DEPARTMENT.
 - b. Receive prior written authorization from the DEPARTMENT to proceed with preliminary engineering, right-of-way acquisition and utility relocation, and construction phases of each Project.
 - c. Administer the project(s) in accordance with guidelines applicable to Locally Administered Projects as published by the DEPARTMENT.

- d. Maintain accurate and complete records of each Project's development and documentation of all expenditures and make such information available for inspection or auditing by the DEPARTMENT. Records and documentation for items for which reimbursement will be requested shall be maintained for no less than three (3) years following acceptance of the final voucher on each Project.
- e. No more frequently than monthly, submit invoices with supporting documentation to the DEPARTMENT in the form prescribed by the DEPARTMENT. The supporting documentation shall include copies of related vendor invoices paid by the LOCALITY and an up-to-date project summary and schedule tracking payment requests and adjustments. A request for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the Locality. For federally funded projects and pursuant to the Code of Federal Regulations, Title 49, Section 18.43, violations of the provision may result in the imposition of sanctions including possible denial or delay of payment of all or a part of the costs associated with the activity or action not in compliance.
- f. Reimburse the DEPARTMENT all Project expenses incurred by the DEPARTMENT if, due to action or inaction solely by the LOCALITY, federally funded Project expenditures incurred are not reimbursed by the Federal Highway Administration (FHWA), or reimbursements are required to be returned to the FHWA, or in the event the reimbursement provisions of Section 33.1-44 or Section 33.1-70.01 of the Code of Virginia, 1950, as amended, or other applicable provisions of federal, state, or local law or regulations require such reimbursement.
- g. On Projects that the LOCALITY is providing the required match to state or federal funds, pay the DEPARTMENT the LOCALITY's match for eligible Project expenses incurred by the DEPARTMENT in the performance of activities set forth in paragraph 2.a.
- h. Administer the Project in accordance with all applicable federal, state, or local laws and regulations. Failure to fulfill legal obligations associated with the project may result in forfeiture of federal or state-aid reimbursements
- i. Provide certification by a LOCALITY official that all LOCALITY administered Project activities have been performed in accordance with all federal, state, or local laws and regulations. If the locality expends over \$500,000 annually in federal funding, such certification shall include a copy of the LOCALITY's single program audit in accordance with Office of Management and Budget Circular A-133.
- j. If legal services other than that provided by staff counsel are required in connection with condemnation proceedings associated with the acquisition of Right-of-Way, the LOCALITY will consult the DEPARTMENT to obtain an attorney from the list of outside counsel approved by the Office of the

Attorney General. Costs associated with outside counsel services shall be reimbursable expenses of the project.

- k. For Projects on facilities not maintained by the DEPARTMENT, provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the DEPARTMENT.
- l. Ensure compliance with the provisions of Title VI of the Civil Rights Act of 1964, regulations of the United States Department of Transportation (USDOT), Presidential Executive Orders and the Code of Virginia relative to nondiscrimination.
2. The DEPARTMENT shall:
 - a. Perform any actions and provide any decisions and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties and provide necessary coordination with the FHWA as determined to be necessary by the DEPARTMENT.
 - b. Upon receipt of the LOCALITY's invoices pursuant to paragraph 1.e, reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the DEPARTMENT within 30 days of an acceptable submission by the LOCALITY.
 - c. If appropriate, submit invoices to the LOCALITY for the LOCALITY's share of eligible project expenses incurred by the DEPARTMENT in the performance of activities pursuant to paragraph 2.a.
 - d. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with federal and state laws and regulations.
 - e. Make available to the LOCALITY guidelines to assist the parties in carrying out responsibilities under this Agreement.
3. Appendix A identifies the funding sources for the project, phases of work to be administered by the LOCALITY, and additional project-specific requirements agreed to by the parties. There may be additional elements that, once identified, shall be addressed by the parties hereto in writing, which may require an amendment to this Agreement.
4. If designated by the DEPARTMENT, the LOCALITY is authorized to act as the DEPARTMENT's agent for the purpose of conducting survey work pursuant to Section 33.1-94 of the Code of Virginia, 1950, as amended.
5. Nothing in this Agreement shall obligate the parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been

appropriated. In the event the cost of a Project is anticipated to exceed the allocation shown for such respective Project on Appendix A, both parties agree to cooperate in providing additional funding for the Project or to terminate the Project before its costs exceed the allocated amount, however the DEPARTMENT and the LOCALITY shall not be obligated to provide additional funds beyond those appropriated and allocated.

6. Nothing in this agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.
7. This agreement may be terminated by either party upon 30 days advance written notice. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraphs 1.e, 1.f, and 2.b, subject to the limitations established in this Agreement and Appendix A. Upon termination, the DEPARTMENT shall retain ownership of plans, specifications, and right of way, unless all state and federal funds provided for the Project have been reimbursed to the DEPARTMENT by the LOCALITY, in which case the LOCALITY will have ownership of the plans, specifications, and right of way, unless otherwise mutually agreed upon in writing.


THE LOCALITY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

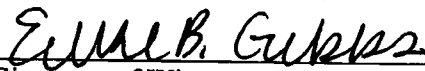
CITY OF COLONIAL HEIGHTS, VIRGINIA:


Signature

city manager
Title

Richard A. Anzolut Jr
Typed or printed name of signatory

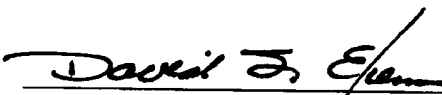
12/8/09
Date


Signature of Witness

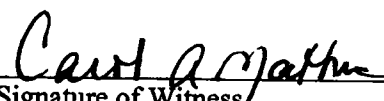
12/8/09
Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this agreement.

**COMMONWEALTH OF VIRGINIA, DEPARTMENT OF
TRANSPORTATION:**


Commonwealth Transportation Commissioner
Commonwealth of Virginia
Department of Transportation

12/15/2009
Date


Signature of Witness

12/15/2009
Date

Attachments

Appendix A - UPC 94860

Project Number: U000-106-130,C501 (UPC 94860) Locality: City of Colonial Heights

Project Narrative	
Scope:	Milling & Resurfacing – 2 locations in the City of Colonial Heights
From:	Southpark Blvd – From: Ivey Ave To: Southpark Circle Dimmock Pkwy – From: Southpark Blvd To: Temple Ave
To:	see above
Locality Project Manager Contact Info: Harold Caples, 804-524-8708 Department Project Coordinator Contact Info: Sherry Eagle 804-524-6382	

Project Costs and Reimbursement				
Phase	Estimated Project Costs	Estimated Eligible Project Costs	Estimated Eligible VDOT Project Expenses	Estimated Reimbursement to Locality
Preliminary Engineering	0	0	0	0
Right-of-Way & Utilities	0	0	0	0
Construction	\$686,070	\$686,070	\$1,500	\$684,570
Total Estimated Cost	\$686,070	\$686,070	\$1,500	\$684,570

Total Maximum Reimbursement/Payment by Locality to VDOT	0
Total Maximum Reimbursement by VDOT to Locality	\$686,070


Project Financing				
A	B	C	D	E
ARRA Funds 100%	<fund source B>	<fund source C>	<fund source D>	Aggregate Allocations (A+B+C+D)
\$686,070				\$686,070

Program and Project Specific Funding Requirements
<ul style="list-style-type: none">• This project will be developed in accordance with the Urban Construction Initiative Guide.• This project will be constructed and maintained with the Urban Construction & Maintenance Program Policies & Guidance (Urban Manual).• The locality will continue to operate and maintain the facility as constructed. Should the design features of this project be altered by the Locality subsequent to project completion, without the approval of the Department, the Locality inherently agrees, by execution of this agreement, to make restitution, either physically or monetarily, as required by the Department.• This is a limited fund source project. All costs exceeding \$686,070, will be borne 100% by the Locality.• "This Project is funded in whole or in part with ARRA (stimulus) funds. Compliance with the reporting requirements of ARRA sections 902 and 1515(a) in the manner prescribed by the Department is mandatory. The Locality also agrees to include the special contract provision, provided by VDOT, in any contract agreement for ARRA projects."• "Pursuant to the certification requirements of the ARRA, the City of Colonial Heights is cognizant of the timeline for expenditure of these funds and is committed to satisfying all state and federal requirements necessary to fully obligate these funds by March 2, 2010 and complete the project phase(s) supported in whole or part with ARRA funding by February 2012."

This attachment is certified and made an official attachment to this document by the parties of this agreement


September 29, 2009
Authorized Locality Official and date

William (Chuck) E. Henley, Director of Public Works,
Typed or printed name of person signing


12/10/09
Residency Administrator's/Urban Program Manager's
Recommendation and date
Lament L. Benjamin
Typed or printed name of person signing

AN ORDINANCE NO. 10-FIN-13

To amend the Capital Projects Fund Budget to appropriate \$686,070 in VDOT Funding for the resurfacing of Southpark Boulevard and Dimmock Parkway.

THE CITY OF COLONIAL HEIGHTS HEREBY ORDAINS:

1. That Sections 2 and 3 of Ordinance No. 06-FIN-4, the Capital Projects Fund Budget, be, and is 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

Senior Citizen/Youth Center Addition	682,007	
Beautification Committee/Tourism		
Jamestown 2007	89,122	
Courts Building Renovation/A & E	481,610	
Library Renovation/Addition/A & E	1,349,716	
Emergency Shelter—Power Modification	70,722	
Boulevard Redevelopment	333,927	
Fire Apparatus	<u>205,926</u>	
SUBTOTAL		\$ 3,213,030

RECREATIONAL FACILITIES

Vocational School Sports Complex	9,246	
Shepherd Stadium	70,000	
Violet Bank Museum	63,759	
Facilities Masterplan/Improvements	205,000	
Appomattox River Greenway	<u>216,352</u>	
SUBTOTAL		\$ 564,357

EDUCATIONAL FACILITIES

Asbestos Abatement/		
Renovation High School	<u>\$ 95,575</u>	
SUBTOTAL		\$ 95,575

STREETS AND BRIDGES

Highway Construction Fund (Local Share)	12,561	
Access Road—Transfer Station	100,000	
Conduit Road Drainage Improvements	863	
Bruce Avenue Drainage	2,740,671	
I-95 Northbound Ramp—Temple Avenue	<u>563,000</u>	

Lynchburg Avenue Reconstruction	162,305	
Longhorn Drive Drainage	182,719	
Boulevard Widening—North End	670,825	
Boulevard Enhancement Project	275,000	
Lafayette Avenue Paving	68,500	
Yacht Basin Drive Storm Sewer	14,235	
Lexington Drive Storm Sewer	33,172	
Dupuy Boulevard Intersection	5,376,898	
Signal Coordination – Temple/Sherwood	331,000	
Safe Routes to School	322,548	
ARRA Funding -- Southpark	<u>686,070</u>	
SUBTOTAL		\$ 10,854,297
		11,540,367

UTILITY IMPROVEMENTS

Sanitary Sewer Rehabilitation	\$ 319,926	
Waterline Rehabilitation	84,061	
Utility System Line Testing	<u>108,417</u>	
SUBTOTAL		\$ 512,404

TRANSFERS

Transfer to School CIP Program	<u>\$ 7,500,000</u>	
SUBTOTAL		\$ 7,500,000

TOTAL	<u>\$22,739,663</u>	
	\$23,425,733	

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

TRANSFERS

Transfer from General Fund	\$ 2,614,257	
Transfer from Recreation Activity Fund	1,700	
SUBTOTAL		\$ 2,615,957

MISCELLANEOUS

Restricted Fund Balance – Fire Apparatus	\$ 141,585	
Grants	\$ 401,503	
Donations	<u>17,860</u>	
SUBTOTAL		\$ 560,948

REVENUES

Intergovernmental	5,305,446	5,991,516
Future Bond Issues:		
General Fund	7,500,000	
Schools	<u>2,500,000</u>	
SUBTOTAL		\$ 15,305,446
		15,991,516

CONTINUING APPROPRIATED PROJECTS

General Fund	\$ 3,696,927
Water and Sewer Fund	<u>560,385</u>
SUBTOTAL	\$ <u>4,257,312</u>

TOTAL	<u>\$22,739,663</u>
	23,425,733

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

Approved:

Mayor

Attest:

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