



COLONIAL HEIGHTS CITY COUNCIL AGENDA

REGULAR MEETING CITY HALL

Council Members

Kenneth B. Frenier
Elizabeth G. Luck
John E. Piotrowski
Dr. Laura F. Poe
John T. Wood
Robert W. Wade, Vice-
Mayor
T. Gregory Kochuba,
Mayor

January 16, 2024

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable John E. Piotrowski
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
8. Reading Of Manner Of Addressing Council.
ANY MEMBER OF THE PUBLIC addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER. Unless further time is granted by the Council, ANY MEMBER OF THE PUBLIC shall address the Council one time for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. PROVIDED however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3) minutes.
9. Written Petitions And Communications By Members Of The Public And Council Members
10. Advertised Public Hearings:
 - A. AN ORDINANCE NO 23-FIN-18
(*Second Reading*) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$1,107,213 in prior year encumbrances.

To amend the Recreation Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$6,529 in prior year encumbrances.

To amend the Water and Sewer Fund by \$74,602 for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating a total of \$74,602 in prior year encumbrances.

Documents:

[EX SUM ORD NO 23-FIN-18.PDF](#)
[ORDINANCE NO. 23-FIN-18 RECAP.PDF](#)
[AN ORDINANCE NO 23-FIN-18.PDF](#)

B. AN ORDINANCE NO 23-FIN-19

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by appropriating a total amount of \$793,253 to Public Safety for personnel expenses as follows: 1) \$312,000 from assigned fund balance for one-time bonuses; 2) \$217,000 from assigned fund balance for vacation payouts; and 3) \$264,253 from unassigned fund balance for personnel expenses.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring a total amount of \$133,290 to Public Safety for personnel expenses as follows: 1) \$47,717 from General and Financial Administration; 2) \$62,530 from Public Works; and 3) \$23,043 from Human Services.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023, by transferring \$808,429 from Council Contingency to the following Departments for personnel expenses: 1) \$9,995 to Legislative; 2) \$248,382 to Judicial Administration; 3) \$428,463 to Public Safety; 4) \$90,539 to Culture & Recreation; and 5) \$31,050 to Community Development.

To amend the General Fund Budget for the fiscal year beginning July 1, 2022, and ending June 30, 2023 by transferring \$5,361,945 in General Fund expenditure savings to the Capital Projects Fund due to public safety personnel expenses being charged to the Emergency Response Fund.

To amend the Emergency Response Fund Intergovernmental Revenue for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945 of deferred ARPA revenue for public safety personnel expenses.

To amend the Capital Projects Fund Revenue for fiscal year beginning July 1, 2022 and ending June 30, 2023, by appropriating \$5,361,945, consisting of 1) \$4,500,000 in transfer of General Fund expenditure savings to change the funding source for the City-wide Infrastructure Project from ARPA funds to General Fund expenditure savings; and 2) by appropriating \$861,945 in transfer from General Fund expenditure savings for the Lakeview Dam project.

Documents:

[EX SUM ORD NO 23-FIN-19.PDF](#)
[ORDINANCE NO 23-FIN-19 RECAP.PDF](#)
[AN ORDINANCE NO 23-FIN-19.PDF](#)

11. Hearing Of Citizens Generally On Non-Agenda Items
12. Consideration Of Uncontested Minutes, Ordinances, Resolutions, And Motions In Accordance With The Consent Agenda

A. AN ORDINANCE NO 23-FIN-17

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating \$2,165 from the Virginia Department of Environmental Quality to Public Works for litter abatement.

To amend the Capital Projects Fund Budget for the fiscal year beginning July 1, 2023 and ending June 30, 2024, by appropriating \$300,106 from the Virginia Department of Transportation for the North Elementary School project.

Documents:

[EX SUM ORD 23-FIN-17.PDF](#)
[ORD NO. 23-FIN-17 RECAP.PDF](#)
[VDOT FUNDING INFORMATION.PDF](#)
[AN ORDINANCE NO 23-FIN-17.PDF](#)

B. December 12, 2023 Special Meeting Minutes

Documents:

[DECEMBER 12, 2023 SPECIAL MTNGFINAL.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 24-FIN-1

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$168,392, consisting of: 1) \$168,092 in grant funds from the Department of Criminal Justice to the Police Department for the Colonial Heights 2024 Firearm Intervention and Prevention Program; and 2) \$300 in donations from citizens to the Police Department for the 2024 Honors and Awards Banquet.

Documents:

[EX SUM ORD 24-FIN-1.PDF](#)
[ORD 24-FIN-1 RECAP.PDF](#)
[DCJS GRANT.PDF](#)
[AN ORDINANCE NO 24-FIN-1.PDF](#)

B. A RESOLUTION NO 24-1

Declaring City Council's intent to form a Tourism Improvement District and Scheduling a public hearing concerning the formation of such district.

Documents:

[EX SUM RES 24-1.PDF](#)
[COLONIAL HEIGHTS TID PLAN.PDF](#)
[A RESOLUTION NO 24-1.PDF](#)

C. A RESOLUTION NO 24-2

Ending the local state of emergency and disaster declared by the Director of Emergency Services on June 16, 2023.

Documents:

[EX SUM RES 24-2.PDF](#)
[A RESOLUTION NO 24-2.PDF](#)

D. A RESOLUTION NO 24-3

Specifying the regular meeting dates of the Colonial Heights City Council.

Documents:

[EX SUM RES 24-3.PDF](#)
[A RESOLUTION NO 24-3.PDF](#)

14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda

15. Reports Of Officers And Documents Related Thereto

A. City Manager

1. Discussion Regarding Amendments To The Lease Agreement With Collegiate Baseball Experience

Documents:

[EX SUM CBE AGREEMENT AMENDMENTS.PDF](#)

2. City Website Redesign Presentation

Documents:

[EX SUM WEBSITE REDESIGN.PDF](#)

3. General Activity Report

Documents:

[EX SUM CM ACTIVITY REPORT.PDF](#)
[DATES OF INTEREST - CM REPORT JAN 2024.PDF](#)

4. City Of Colonial Heights Audit Statement

In accordance with requirements in the Code of Virginia §15.2-2511, if a locality's audit is not completed as required by this statute, the locality must promptly post a statement on its website with the following information:

- **That the required audit is pending,**
- **The reasons for the delay,**
- **And the estimated date of completion.**

City of Colonial Heights Audit Statement

The City of Colonial Heights audit for the fiscal year ending June 30, 2023 is pending. The major factors for the delay of the audit are: 1) implementation of a new financial system; 2) turnover in critical staff related to completion of the audit,

specifically the Director of Finance. The City of Colonial Heights finance team is working diligently to complete their tasks for the auditors to prepare the FY23 audit report. Our estimated date of completion for the audit report is February 29, 2024.

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary

Documents:

[EX SUM PLANNING SUM 01_2024.PDF](#)
[202401_PC_SUMMARY.PDF](#)
[PLANNING 2023 ANNUAL REPORT.PDF](#)

16. Adjournment