



# COLONIAL HEIGHTS CITY COUNCIL AGENDA

## SPECIAL MEETING CITY HALL

### Council Members

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

**DATE: October 17, 2023**

**TIME: 6:00 PM**

1. Call To Order
2. Roll Call
3. Declarations Of Personal Interest
4. Closed Meeting Pursuant To The Code Of Virginia In Accordance With The Following Provision:
  - Paragraph A.1 of Section 2.2-3711, to discuss or consider the performance of the City Manager.
5. Vote To Come Back Into Open Meeting.

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

- Paragraph A.1 of Section 2.2-3711, to discuss or consider the performance of the City Manager.

Consideration of the following certification:

Each member will now certify that to the best of the member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements of the act and (ii) only such public business matters as were identified in the motion by which the closed meeting was convened were heard, discussed or considered in the meeting by the public body. Any member who believes there was a departure from the requirements of clauses (i) and (ii) shall so state prior to the vote, indicating the substance of the departure that, in his judgment, has taken place.

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

6. 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.

7. Advertised Public Hearings:

A. A RESOLUTION NO 23-48

Requesting the General Assembly of Virginia, in its 2024 Session, to make the following amendments to the Charter of the City of Colonial Heights: amend § 5.5 of Chapter 5, City Manager, to change the due date for submission to city council of a report of the city's annual financial audit; amend § 6.19 of Chapter 6, Budgets, to remove a requirement that the director of finance certify that an unencumbered balance exists before any payments are made and remove certain severe consequences for payments that violate the charter; amend § 8.12 of Chapter 8, Financial Administration, to remove a requirement that the director of finance must certify that an unencumbered balance exists before the purchasing agent can execute a purchase order or a contract; amend Chapter 10, Department of Law, by revising §§ 10.1, 10.2, and 10.3, and repealing §§ 10.4, 10.5, and 10.6, which modify the City Attorney's powers and duties – including the elimination of duties to the school board and the superintendent of schools – and eliminate unnecessary and redundant verbiage; amend § 12.7 of Chapter 12, Department of Public Works, to delete outdated provisions relating to capital improvement projects, specify that the city shall comply with the public procurement requirements of general law and the City Code, and provide that the city school board shall comply with the public procurement mandates of general law and adopted policies; and repeal § 12.8 of Chapter 12, concerning school board contracts for capital improvement projects, due to its provisions being antiquated and unfeasible.

Documents:

[EX SUMMARY RESO 23-48.PDF](#)  
[A RESOLUTION NO 23-48.PDF](#)

8. A Work Session On The Following Items:

A. AN ORDINANCE NO 23-FIN-15

*(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 \$289,188, consisting of: 1) \$47,500 in grant funds to Communications for an emergency communications staffing recognition grant program from the state; 2) \$1,688 to the Police Department in state asset forfeiture funds; and 3) \$240,000 in unassigned fund balance for economic development grant payments.

To amend the Economic Development Authority Budget by appropriating \$240,000 in transfer from the general fund for economic development grant payments.

Documents:

EX SUM ORD 23-FIN-15.PDF  
ORD 23-FIN-15 RECAP WRKSHT.PDF  
PSAP GRANT AWARD.PDF  
AN ORDINANCE NO 23-FIN-15.PDF

B. City Council Remote Meeting Access

Documents:

EX SUM CITY COUNCIL REMOTE MEETING ACCESS.PDF  
SUMMARY DOCUMENT - IT DIRECTOR.PDF

C. City Manager Project Updates

Documents:

EX SUM CITY MANAGER PROJECT UPDATES.PDF

9. Adjournment