



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

November 14, 2023

7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable Kenneth B. Frenier
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. Recognition Of Sergeant Christopher Wulff And K-9 Lieutenant Rose Of The Colonial Heights Police Department.
Recognizing Sergeant Christopher Wulff and K-9 Lieutenant Rose upon their retirement and commending them for their years of dedicated service to the City of Colonial Heights Police Department and the citizens of the community.
 - B. A PROCLAMATION
Recognizing Carson Dean Armstrong Upon His Attaining The Rank of Eagle Scout.

Documents:

[PROC.EAGLESCOUT.CARSONARMSTRONG2023.PDF](#)
 - C. Presentation Of The City's 2023 Annual Donation To The Chesterfield/Colonial Heights Christmas Mother, Kathy Fox
 - D. Recognizing Finance Department Staff And Commissioner Of The Revenue Staff For Their Dedicated Service
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:
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. 23-20

(Second Reading) Amending §§ 286-320.08, 286-320.10, 286-320.14, and 286-320.16 of Chapter 286, Zoning, of the Colonial Heights City Code, to comply with regulations issued by the Federal Emergency Management Agency's National Flood Insurance Program.

Documents:

[EX SUM ORD NO 23-20.PDF](#)
[AN ORDINANCE NO 23-20.PDF](#)
[PC-23-5.PDF](#)

B. AN ORDINANCE NO 23-FIN-15

(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 \$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](#)

C. April 11, 2023 Regular Meeting Minutes

Documents:

[APRIL 11 REGULAR MTNGFINAL.PDF](#)

D. May 9, 2023 Regular Meeting Minutes

Documents:

[MAY 9 REGULAR MTNGFINAL.PDF](#)

E. May 23, 2023 Special Meeting Minutes

Documents:

[MAY 23 SPECIAL MTNGFINAL.PDF](#)

F. June 13, 2023 Regular Meeting Minutes

Documents:

[JUNE 13 REGULAR MTNGFINAL.PDF](#)

G. July 11, 2023 Regular Meeting Minutes

Documents:

[JULY 11 REGULAR MTNGFINAL.PDF](#)

H. September 12, 2023 Special Meeting Minutes

Documents:

[SEPTEMBER 12 SPECIAL MTNGFINAL.PDF](#)

I. September 12, 2023 Regular Meeting Minutes

Documents:

[SEPTEMBER 12 2023 REGULAR MTNG FINAL.PDF](#)

J. September 19, 2023 Special Meeting Minutes

Documents:

[SEPTEMBER 19 2023 SPECIAL MTNGFINAL.PDF](#)

K. October 10, 2023 Regular Meeting Minutes

Documents:

[OCTOBER 10 2023 REGULAR MTNG FINAL.PDF](#)

L. October 17, 2023 Special Meeting Minutes

Documents:

[OCTOBER 17, 2023 SPECIAL MTNG.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 23-21

(First Reading) Amending the Colonial Heights City Code in the following ways: 1) amending § 258-52 of Chapter 258, Taxation, by including a short-term rental dwelling as a hotel for purposes of the transient lodging tax and defining a "Transient" as a person who obtains lodging at a hotel for fewer than 30 consecutive days; 2) adding to § 286-202.10 of Chapter 286, Zoning, definitions for "Operator", "Short-Term Rental", and "Short-Term Rental Dwelling"; 3) adding "Short-term rentals, hosted and non-

hosted” to § 286-300.04 of Chapter 286 as a permitted commercial use type in the RL Low Density Residential District; 4) adding to Chapter 286 a new § 286-410.70, regulating short-term rentals; and 5) adding to § 286-518.18 of Chapter 286 an off-street parking requirement for short-term rental dwellings.

Documents:

[EX SUM ORD 23-21.PDF](#)
[NEIGHBORHOOD MAP.PDF](#)
[PRESENTATION SLIDES.PDF](#)
[AN ORDINANCE NO 23-21.PDF](#)
[PCRESO_23-6_SIGNED.PDF](#)

B. AN ORDINANCE NO 23-22

(First Reading) Awarding a \$2,500 bonus to full-time 911 dispatcher/telecommunicator positions, PSAP managers, supervisors, and administrative employees who are certified and actively work on the 911 operations floor; and a \$1,250 bonus to part-time 911 dispatcher/telecommunicator positions.

Documents:

[EX SUM ORDINANCE NO 23-22.PDF](#)
[AN ORDINANCE NO 23-22.PDF](#)

C. AN ORDINANCE NO 23-FIN-16

(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 \$31,669 consisting of: 1) \$1,400 in grant funds from the Virginia Department of Emergency Management for an upgrade of the City’s Emergency Operations Center; 2) \$1,225 from the Asset Forfeiture Reserve Account for law enforcement investigation technology; 3) \$7,854 from the E-Citation Reserve Account for Police Mobile Data Computers and associated equipment; 4) \$600 donation from Kiwanis and \$200 donation from Optimist Club for Office On Youth shoe vouchers; 5) \$4,240 from K9 Donations Reserve Account for Police Vehicle K9 transport system; 6) \$12,000 donation from the Fort Clifton Arts and Crafts Festival Committee to Cultural and Recreation for roof and exterior repairs and improvements to the Fort Clifton Park restrooms; and 7) \$4,150 from Virginia Risk Sharing Association for Police Department electronic hearing protection for training.

To amend the Capital Improvements Project Fund Budget by appropriating \$375,000 from unallocated bond funds to the City Facilities Security Upgrades project.

Documents:

[EX SUM ORD NO 23-FIN-16.PDF](#)
[RECAP ORDINANCE 23-FIN-16.PDF](#)
[AN ORDINANCE NO 23-FIN-16.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. Police Department Grant Update

Documents:

[EX SUM PD GRANT UPDATE.PDF](#)

2. Temple And Boulevard Intersection Improvements Funding Update

Documents:

[EX SUM TEMPLE BLVD FUNDING UPDATE.PDF](#)

3. Civic Field Scoreboard Project

Documents:

[EX SUM CIVIC FIELD SCOREBOARD.PDF](#)
[SAMPLE SCOREBOARD.PDF](#)

4. Request For Support From Richard Bland College

Documents:

[EX SUM RBC SUPPORT.PDF](#)
[RESOLUTION NO. 22-51.PDF](#)

5. General Activity Report

Documents:

[EX SUM CM ACTIVITY REPORT.PDF](#)
[DATES OF INTEREST-CM REPORT NOVEMBER 2023.PDF](#)

B. City Attorney

C. Director Of Planning And Community Development

1. Planning Boards & Commission Summary

Documents:

[EX SUM PLANNING SUM 11_2023_FINAL.PDF](#)

16. Adjournment