City of Petersburg
Virginia

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City Council

W. Howard Myers, Mayor – Ward 5
Samuel Parham, Vice-Mayor – Ward 3
Treska Wilson-Smith, Councilor – Ward 1
Darrin Hill, Councilor – Ward 2
Brian A. Moore, Councilor – Ward 4
David Ray Coleman, Councilor – Ward 6
John A. Hart, Sr., Councilor – Ward 7

Interim City Manager
Dironna M. Belton

Agenda

April 5, 2016

Union Train Station
103 River Street

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1. **Regularly-Scheduled Meeting — 6:30 p.m.**
2. **Roll Call**
3. **Moment of Silence**
4. **Pledge of Allegiance**
5. **Presentations / Proclamations / Recognitions: (Each presentation will be limited to 10 minutes.):**
   a. Proclamation for National Library Week
   b. Proclamation for Sexual Assault Awareness Month
   c. City Partnership with the Schools Presentation
6. **Consent Agenda:**
   a. Minutes March 15, 2016, Regular City Council Meeting and March 21, 2016, Special City Council Meeting
   b. Request a public hearing to amend §110-265 of the Petersburg City Code with respect to parking violations; issuance, payment, contest, etc., of parking citations.
   c. Request a public hearing to receive citizen comment on a petition for the City of Petersburg Capital Improvement Program (CIP) for Fiscal Years 2017-2021.
   d. Request a public hearing for a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair and accessory towing service, subject to certain terms and conditions at 100 Bollingbrook St, T.P. 011-15-0802.

7. **Public Hearing: (In accordance with the Rules of Council, public comment will be heard before discussion by Council. Once discussion has started, no further input from the public will be accepted. Each speaker will be limited to three (3) minutes.)**

    a. A public hearing for consideration of proposed uses of CDBG funds for 2016-2017.

    b. A public hearing to approve the application to Vacate Right-of-Way of property adjacent to E. Washington Street.

    c. A public hearing on the proposed disposition of 326 East Washington Street, Tax Parcel 011-330010; 380 East Washington Street, Tax Parcel 012-200001; 400 East Washington Street Tax Parcel, 012-290002.

    d. A public hearing to amend City Code 50-111; 116; 131 to remove the term "cash escrow."

8. **Public Information Period – The Public Information Period is established by the Rules of Council to hear input from City residents or owners of businesses in the City. It will last for a maximum of 30 minutes. Speakers will be called in the order that they have signed up to speak. If there are ten (10) or fewer speakers, each shall speak for a maximum of 3 minutes. If there are more than ten (10) people desiring to speak, the time allotted to each person may be adjusted or the number of speakers limited to meet the time limitation. A speaker may speak on items <u>except</u> those that are listed on tonight's Council agenda. Any matter brought before the attention of the City Council during this public information period will not be acted upon by the City Council at this meeting.**

9. **Business or reports for / from the Mayor or other Members of City Council:**

    a. Consideration of an appointment to the South Central Wastewater Authority

    b. Consideration of resolution authorizing an application for the Industrial Revitalization Fund

    c. Consideration of appropriation for Early Literacy Funds - $10,000

    d. Consideration of an appointment to Riverside Regional Jail Authority Board

10. **City Manager's Agenda**

    a. City Manager's Report

11. **Clerk of City Council's Agenda**

12. **City Attorney's Agenda**

13. **Closed Session (if necessary)**

14. **Adjournment**

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 23, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Natonya Robinson-Williams, Marketing Specialist at Petersburg Public Library

RE: **Proclamation for National Library Week**

PURPOSE: To designate April 10-16, 2016, as National Library Week in the City of Petersburg, VA.

REASON: To bring awareness to the citizens about library services offered in Petersburg, VA.

RECOMMENDATION: Mayor Myers reads and presents a proclamation.

BACKGROUND: Libraries and librarians open a world of possibilities through innovative STEM programming, makerspaces, job-seeking resource and the power of reading.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Proclamation

STAFF: Wayne Crocker will be accepting proclamation

Office of The Mayor

PETERSBURG VIRGINIA

Proclamation

WHEREAS, libraries are not just about what we have for people, but what we do for and with people; and

WHEREAS, libraries have long served as trusted and treasured institutions, and library workers and librarians fuel efforts to better communities, campuses and schools; and

WHEREAS, libraries are evolving in order to serve their communities and to continue to fulfill their role in leveling the playing field for all who seek information and access to technologies; and

WHEREAS, libraries and librarians open up a world of possibilities through innovative STEM programming, makerspaces, job-seeking resources and the power of reading; and

WHEREAS, libraries and librarians are looking beyond their traditional roles and providing more opportunities for community engagement and deliver new services that connect closely with patrons' needs; and

WHEREAS, libraries support democracy and effect social change through their commitment to provide equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status; and

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating Library Week;

NOW, THEREFORE, I, **W. Howard Myers**, by virtue of the authority vested in me as Mayor of the City of Petersburg, do hereby proclaim

April 10-16, 2016

As

"NATIONAL LIBRARY WEEK"

in the City of Petersburg, and encourage all residents to visit the library this week and explore what's new at your library, and engage with your librarian.

Dated: April 5, 2016

CITY OF PETERSBURG VIRGINIA

Mayor

ATTEST:

Clerk of Council

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 23, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Jane Clayborne, Director of Community Relation, James House

RE: **Proclamation for Sexual Assault Awareness Month**

PURPOSE: To proclaim April 2016 as Sexual Assault Awareness Month.

REASON: To promote awareness about how sexual assault affects individuals and communities and to encourage citizens to get involved with addressing the issue and seeking solutions.

RECOMMENDATION: Proclaim April 2016 as Sexual Assault Awareness Month in the City of Petersburg.

BACKGROUND: The City has been supportive of James House in the past, helping to raise awareness about sexual violence and the services available from the agency. Issuing a proclamation allow citizens to see the City taking a proactive approach to addressing the issue of sexual assault.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Proclamation

STAFF: N/A

Office of The Mayor

PETERSBURG VIRGINIA

Proclamation

WHEREAS, Sexual Assault Awareness Month is intended to draw attention to the fact that sexual violence is widespread and has public health implications for every community member of Petersburg; and

WHEREAS, Rape, sexual assault, and sexual harassment impact our community as seen by national statistics indicating that an act of sexual violence occurs every two minutes and that one in six women and one in 33 men will experience sexual assault at some point in their lifetime, many before the age of 18; and

WHEREAS, We must work together to educate our community about what can be done to prevent sexual violence and how to support survivors; and

WHEREAS, Staff and volunteers of James House encourage every citizen of Petersburg to speak out when witnessing acts of violence however small; and

WHEREAS, the leadership of the City of Petersburg strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is, how to prevent it, how to help survivors connect with services, and how every segment of our society can work together to better address sexual violence;

NOW, THEREFORE, I, Mayor W. Howard Myers, by virtue of the authority vested in me by the City of Petersburg, do hereby proclaim the month of

April 2016

As

"SEXUAL ASSAULT AWARENESS MONTH"

in the City of Petersburg.

Dated: April 5, 2016

Mayor

ATTEST:

Clerk of Council

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **March 16, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna Belton, Interim City Manager

FROM: Daniela Lewy, Claude Moore Fellow, Virginia Governor's Children's Cabinet

RE: **City Partnership with the Schools Presentation**

PURPOSE: To update the Petersburg City Council about the City Partnership with the Schools, an exciting collaboration that is designed to improve student outcomes for Petersburg's children' and youth.

REASON: City and state agencies, along with Petersburg City Public Schools, have been collaborating since September to design a sustainable interagency structure that will maximize resources and positive outcomes for students. This spring, the City Partnership with the Schools has begun a strategic planning session and would like to inform the City Council about its progress and solicit feedback to inform the collaboration as it grows.

RECOMMENDATION: The City Partnership with the Schools would like the City Council to acknowledge, support, and advocate for this initiative to be a longstanding collaboration that will galvanize city and school agencies to work together to improve the lives of Petersburg's children.

BACKGROUND: The City Partnership with the Schools is an interagency collaboration co-chaired by the Superintendent and City Manager. The Partnership has brought together schools and city agencies with the shared goal of increased student attendance. Because some of the challenges facing Petersburg require additional political, human, or financial resources, the Virginia Governor's Children's Cabinet, and its respective state agencies, are collaborating with the Partnership at the direction of the Superintendent and City Manager.

To realize the goal of improved attendance, there are five work groups co-led by a state and local leader:

1) **Healthcare**
    a. To improve sustainable access to high quality physical and mental healthcare for Petersburg students so they come to school ready to learn
2) **Nutrition**
    a. To increase access to healthy year-round food for Petersburg children and families

3) **School Climate**
    a. To transform students' systems of social and emotional support so they come to school ready to learn
4) **Housing**
    a. To create a sustainable system to rapidly identify homeless (or at-risk of homelessness) students and stabilize their families
5) **Out-of-School Opportunities**
    a. To reduce holiday associated stress through positive resources for students and families over school vacations

The partnership is governed by a Steering Committee comprised of the Mayor, City Manager, School Board Chair, Acting Superintendent, Police Chief, Health Director, Parent representative, Faith leader representative, VDOE Chief Academic Officer, Children's Cabinet staff, VDOE Research Director, and VDOE Director of Student Services.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: PowerPoint Presentation

STAFF: Dr. Linda Shifflette, Interim Superintendent for Petersburg Public Schools

City Partnership with the Schools

Presented to Petersburg City Council
Linda M. Shifflette, Ed.D., Acting Superintendent
April 6, 2016

City Partnership with the Schools

- The City Partnership with the Schools is an interagency collaboration co-chaired by the Acting Superintendent and City Manager.
- The Partnership has brought together schools and city agencies with the shared goal of increased student attendance.
- The Virginia Governor's Children's Cabinet, and its respective state agencies, are collaborating with the Partnership at the direction of the Acting Superintendent and City Manager

Work Groups

- To realize the goal of improved attendance, there are five work groups co-led by a state and local leader:
  - **Healthcare**
    - To improve sustainable access to high quality physical and mental healthcare for Petersburg students so they come to school ready to learn
  - **Nutrition**
    - To increase access to healthy year-round food for Petersburg children and families
  - **School Climate**
    - To transform students' systems of social and emotional support so they come to school ready to learn
  - **Housing**
    - To create a sustainable system to rapidly identify homeless (or at-risk of homelessness) students and stabilize their families
  - **Out-of-School Opportunities**
    - To reduce holiday associated stress through positive resources for students and families over school vacations
  - **Algebra Project Design Team**
    - To improve academic outcomes and STEM competency through culturally relevant pedagogy

Meeting Schedule

- Monthly City Partnership with the Schools meetings: These are large citywide meetings led by the City Manager and Superintendent. There are over 50 participants from across local and state agencies. During these meetings, the work groups present their progress and troubleshoot challenges with fellow local agency leaders.

- Monthly Steering Committee meetings: These meetings are an opportunity for senior leadership to guide the Partnership and examine the work group plans, consolidate areas of overlap, and identify gaps.

Progress of the Work Groups

School Climate Work Group

- Received funds from Virginia Department of Social Services for four additional social workers in schools
- School climate survey conducted in grades 7 – 12
- Completed CDC Youth Risk Survey to grades 6 – 12 in February
- Planning to re-establishing an out-of-school suspension program

Progress of the Work Groups

Out-of-School Opportunities Work Group

- 253 students served during winter break
- Trey Songz & Angels with Heart Foundation distributed 72 pairs of sneakers to students
- Library hosted a FAFSA to help students and families with the college application process
- Collaborating with SAVY through annual SWAHG event

Progress of the Work Groups

Housing Work Group

- Pursuing funding opportunities to support a demonstration project for housing stability.
- Plans to apply for next round of Choice Neighborhoods Planning Grant through HUD
- Securing resources to bring Michael Mirra from Washington State's Tacoma Housing Authority to speak in Petersburg

Progress of the Work Groups

Healthcare Work Group

- Completed site visit to Charlottesville to view the City of Promise initiative in February.
- Partnering with the Petersburg Wellness Consortium's youth work group to engage community in designing locally informed interventions.

Progress of the Work Groups

Nutrition Work Group

- Completed summer feeding applications for PCPS
- Taking a field trip around Petersburg to understand context
- Inviting additional members to join work group—FeedMore, Cameron Foundation, VSU's Sustainable and Urban Agriculture Program
- Assisting residents in identifying locations and times of operation of food pantries

Progress of the Work Groups

- **Algebra Project Design Team**
  - Putting together a team of 20 people to include representatives from VSU, PCPS, Community organizations, and the Cameron and Dominion Foundations
  - Returning to PCPS 2016-17 school year

Strategic Planning

- Hired Dr. Doris Williams to conduct a two-day strategic planning session on April 5 and April 25 at Mount Olivet Baptist Church

- Goals:
  - Vision, mission, values
  - Work group clarity and alignment
  - Sustainable, actionable, measurable plan

The regular meeting of the Petersburg City Council was held on Tuesday, March 15, 2016, at the Union Train Station. Mayor Myers called the closed session meeting to order at 5:00p.m.

1. CLOSED SESSION MEETING – 5:00 P.M.

2. ROLL CALL:

Present:

Council Member David R. Coleman
Council Member John A. Hart, Sr.
Council Member Darrin L. Hill
Council Member Brian A. Moore
Council Member Treska Wilson-Smith
Vice Mayor Samuel Parham
Mayor W. Howard Myers

Absent: None

Present from City Administration:

Interim Chief Operating Officer Dironna Belton
Clerk of Council Nykesha D. Jackson, CMC

3. CLOSED SESSION:

Clerk of City Council Nykesha D. Jackson, stated that it was City Council's desire to enter into a closed session under Section 2.2-3711.A (1) of the Code of Virginia under Subsection 1 to discuss appointments of City Council appointees; under Subsection 3 to discuss the acquisitions of real property for a public purpose or the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the City; and under Subsection 7 to consult with legal counsel and be briefed by legal staff pertaining to actual or probably litigation, where such briefing and consultation in an open meeting would adversely affect the litigating posture of the City.

Vice Mayor Parham moved that the City Council go into closed session for the purposes noted by the Clerk of City Council. The motion was seconded by Council Member Hill. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

City Council entered closed session at 5:04 p.m.

CERTIFICATION:

Council Member Hart made a motion to return City Council into open session and certify the purposes of the closed session. The motion was seconded by Council Member Coleman. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers; No: Moore

16-R-11 **A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.**

1. **REGULARLY-SCHEDULED MEETING – 7:05 P.M.**

2. **ROLL CALL:**
Present:

Council Member David R. Coleman
Council Member John Hart, Sr.
Council Member Darrin L. Hill
Council Member Brian A. Moore
Council Member Samuel Parham
Council Member Treska Wilson-Smith
Mayor W. Howard Myers

Absent:

Present from City Administration:

Interim Chief Operating Officer Dironna M. Belton
Clerk of Council Nykesha D. Jackson, CMC

3. **MOMENT OF SILENCE:**

a. Clerk of Council, Nykesha D. Jackson, led council and the audience in a moment of silence.

4. **PLEDGE OF ALLEGIANCE:**

a. Clerk of Council, Nykesha D. Jackson, led council and the audience in the Pledge of Allegiance.

5. **PRESENTATION/PROCLAMATIONS/RECOGNITIONS: (Each presentation will be limited to 10 minutes.)**

a. Proclamation for Girl Scout Week.

BACKGROUND: More than 3.8 million Girl Scout Members nationwide will be celebrating 103 years of this American tradition, with nearly 50 million women who grew up participating in Girl Scouting and exemplify the impact of this amazing movement.

RECOMMENDATION: Recommend Mayor Myers read the attached proclamation.

Pam Hairston, Girl Scout Leader, accepted the proclamation along with the Girls Scouts that are present.

Ms. Leslie Cross, Girl Scout Leader, spoke on behalf of the Girl Scouts and thanked City Council for the proclamation.

b. EMS Services in the City of Petersburg

BACKGROUND: Southside Virginia Emergency Crew has been answering EMS calls for the City of Petersburg since 1945. Until July 2014, SVEC was responsible for all EMS calls in the City of Petersburg from our location at Graham Road. Petersburg Fire Department took over Stations 3 & 4 at that time and has been running EMS to present day with assistance from SVEC. SVEC currently has equipment and staff to run all 3 stations under current funding from the City of Petersburg.

RECOMMENDATION: No action required.

J. Tolleison Morriss, President of Southside Virginia Emergency Crew Board of Trustees, gave an overview of the proposal presentation from the Southside Virginia Emergency Crew.

c. Fire Department EMS Proposal Presentation

BACKGROUND: In July 2014, the Fire Department deployed an advanced life support medic unit from Farmer Street fire station to address Southside VA Emergency Crew's delayed response times to the western corridor of the City. This was also done to augment SVEC's down staffing of a medic unit due to budget reductions. The staffing and deployment of Fire Medic 3 (Farmer Street) along with the Fire Medic 4 (Sycamore Street) recognized an increase in the return of spontaneous circulation (ROSC) of patient's transported, which leads to increases in patient survivability. The Fire Department is proposing a deployment of fire medic units from all four City fire stations which will provide even greater positive patient outcomes. This proposal is recommended as a collaborative effort with SVEC with the caveat that the Fire Department becomes the lead EMS agency for the City of Petersburg.

RECOMMENDATION: Review and discuss Fire Ems proposal.

Fire Chief T.C. Hairston introduced Deputy Fire Chief Brian Sturdivant.

Deputy Chief Sturdivant gave a brief PowerPoint presentation on the Fire Department EMS Proposal.

Chief Hairston stated some brief points on the PowerPoint presentation.

There was discussion among staff and City Council Members.

d. Six month Financial Update for Fiscal Year 2016

BACKGROUND: This presentation will give a snapshot of the financial position of the various funds of the city to include General Fund, Special Funds, Utility Fund and other enterprise funds.

RECOMMENDATION: Informational purposes only.

Irvin Carter, Finance Director, gave brief overview of the six month financial update for fiscal year 2016 with a PowerPoint presentation.

There was discussion among staff and City Council Members.

6. <u>CONSENT AGENDA:</u>

a. Minutes of January 11, 2016; January 19, 2016; February 2, 2016; February 18, 2016;February 22, 2016; February 24, 2016; March 3, 2016.

b. Schedule a public hearing to approve the application to Vacate Right-of-Way of Property Adjacent to East Washington Street.

c. Schedule public hearing on the proposed disposition of 326 East Washington Street 011-33-0010; 380 East Washington Street 012-20-0001; 400 East Washington Street 012-29-0002.

d. Schedule a public hearing to amend City Code Section 50-131 to remove term from "cash escrow."

e. Schedule a public hearing for consideration of proposed uses of CDBG funds for 2016-2017.

Vice Mayor Parham made a motion to accept the Consent Agenda that schedules four public hearings

for April 5, 2016, regular City Council meeting. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham, and Myers

7. OFFICIAL PUBLIC HEARINGS: (In accordance with the Rules of Council, public comment will be heard before discussion by Council. Once discussion has started, no further input from the public will be accepted. Each speaker will be limited to three (3) minutes.)

a. A public hearing for the proposed disposition of publicly-owned property located at 808 Halifax Street.

BACKGROUND: The City is considering the disposition of publicly-owned property addressed as 808 Halifax Street. The developer plans to turn it into rental properties, either single family or multifamily depending upon was it authorized by City Code.

RECOMMENDATION: Recommend that City Council permit the disposition of publicly-owned property addressed as 808 Halifax Street.

Dironna Belton, Chief Operating Officer, gave a brief summary on the public hearing.

Ms. Jackson opened the floor for public comment.

Seeing no hands, Ms. Jackson closed the public hearing.

There was discussion among City Council and staff.

Council Member Hill made a motion to table action on the public hearing until they find out more information and also who the person is. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

b. A public hearing for the proposed disposition of publicly-owned property located at 811 Halifax Street.

BACKGROUND: The City is considering the disposition of publicly-owned property addressed as 808 Halifax Street. The developer plans to turn it into rental properties, wither single family or multifamily depending upon was it authorized by City Code.

RECOMMENDATION: Recommend that City Council permit the disposition of publicly-owned property addressed as 808 Halifax Street.

Dironna Belton, Chief Operating Officer, gave a brief summary on the public hearing.

Ms. Jackson opened the floor for public comment.

Brandon Martin, 1546 Berkeley Avenue, asked what does the City itself has invested in this property and what is the cost today. He stated that this would be involving acquisition, demolition and whatever else is involved. He asked what independent appraisals have been done on this part. He asked what the market value is and when was this done and also by whom. He stated that basically the City is handling real estate transactions and have been doing so for the last 40 years and that this has been a joke.

Seeing no further hands, Ms. Jackson closed the public hearing.

There was discussion among City Council and staff.

Council Member Hill made a motion to table action on the public hearing until further investigation is done by the Chief Operating Officer. The motion was seconded by Council Member Moore. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

8. **PUBLIC INFORMATION PERIOD:** The Public Information Period is established by the Rules of Council to hear input from City residents or owners of businesses in the City. It will last for a maximum of 30 minutes. Speakers will be called in the order that they have signed up to speak. If there are ten or fewer speakers, each shall speak for a maximum of 3 minutes. If there are more than six (6) people desiring to speak, the time allotted to each person may be adjusted or the number of speakers limited to meet the time limitation. A speaker may speak on items **except those that are listed on tonight's Council agenda.** Any matter brought before the attention of the City Council during the public information period will not be acted upon by the City Council at this meeting.

Willie Noise, 1508 Circle Drive, stated that there is a saying that he read on the wall in the Petersburg Public Library. He stated that it stated that the first Petersburg Librarian was in 1924, who was Teresa D. Hodges. He stated that a successful democracy must put forth years of enlightenment and stimulation to independent thought based on information in the hands of its citizenship. He stated that he wants someone to do the old business. He stated that there were some things on the docket before all of this got started.

Thomas Chambliss, 321 Cross Street, stated that he is speaking on 401 High Street in regards to the farm that the City has been fighting over with the donkey and sheep. He stated that he wants to invite everyone to sit on his front porch at 321 Cross Street tomorrow and smell the filth coming from the farm. He stated that it has been held under the table for too long and that it is time for a couple of them to come and see what the complaints are about.

Cory Harris, 2316 Anderson Street, stated that he has been in the City for a long time and that he has never seen a City so divided. He stated that this is ridiculous. He stated that everyone has individual agendas for selfish reasons. He stated to City Council that when they are in their seats there is no color. He stated that they are to serve everyone. He stated that there is no republican or democrat. He stated that it is only Petersburg. He stated that somehow City Council Members cannot get that. He stated that he is concerned about a 47% childhood poverty rate in the City. He stated that he is concerned about people that have been out of work for years. He stated that it is ridiculous. He stated that the funny part about the entire ordeal is that they matter not City Council. He stated that the citizens are more important than City Council's agenda. He stated that they should focus on what is important.

Ken Pritchett, 1113 Overbrook Road, asked can City Council suspend the Rules of Council and give at least two minutes to each person to speak. He stated that it is great to see all the citizens at the council meeting. He stated that he hopes that they keep coming in the future. He stated that he wants to speak on the Farmer's Market but that he does not have the time to do so. He stated that the City has virtually destroyed the Farmer's Market. He stated that they brought people downtown every weekend. He stated that he would like to see them as City Council Members to take this as their goal to reestablish the Farmer's Market as it was. He stated that all the vendors were bolted when the announcement was that they were going to lose this property. He stated that he would like to know who the person was that was intended to buy the property that caused them to stop the Farmer's Market before the season was over. He stated that he would like to see the Farmer's Market back where it was before it was where it is now. He stated that if they need to expand then they can expand it to the yellow brick road across the street. He stated that he hopes that City Council gets the message and act quickly and put some of these vendors back.

Barb Rudolph, 1675 Mount Vernon Street, stated that she would like to bring up what is in the City's Code of Ethics. She stated that in "Section 1" it speaks of responsibilities of public service. She read, "City officials and employees are obligated to uphold the Constitution of the United States and the Constitution of the Commonwealth of Virginia and to comply with federal, state and local laws and policies. Recognizing the special responsibilities of serving the City and its citizens and customers, City officials and employees are required to maintain high standards of integrity and honesty. They are expected to treat all members of the

public and fellow City employees with respect, courtesy, concern and responsiveness. The conduct of City officials and employees in both their official and private affairs should be above reproach to assure that their City position is not for personal gain." She stated that she is asking them to just look in the mirror.

Janell Sinclair, 1644 S. Sycamore Street, stated that she is present because Monique Williams asked someone to be the voice to the voice list. She stated that she will be speaking. She stated that she wanted to speak. She stated that she is not opposed to low-income housing or developers coming to the City to revitalize the community. She stated that she is not opposed to providing families with affordable housing. She stated that she is opposed to the leaders being seduced with projects and promises while intentionally ignoring the sore spots that plague the City. She stated that currently Stainback Street Apartments in Ward 6, Commerce Street Apartments in Ward 5 and Dunedin Apartments in Ward 7, which is currently less than 50% occupied, can be brought and refurbished with the same low-income tax credits that the City is doing for other new projects. She stated that they are not going to let the City ignore them as they have been ignoring these properties. She stated that they are not going to let them deteriorate as the apartments have been doing for years. She stated that they are residents that have become revitalized in their allegiance to the City and they ask that they be refurbished to see their short sightedness to their wards that the developers can some whisper sweet nothings in your ears. She stated that City Council Members should stand up for their wards and the City and do what is right.

Ben Greenbaum, 134 South Adams, stated that he and his wife have lived in the City for nine years. He stated that he and his wife have both become concerned about the City's leadership. She stated that it is a wonderfully diverse and historic City and yet in light of the many significant and very damaging problems that now confront Petersburg he would ask them to consider a few things that he suggests. He stated to City Council to please represent all the citizens and to keep all of them open in transparency and informed regarding any upcoming financial issues or problems. He stated to City Council to be open to constructive criticism and analysis offered by concerned citizens. He stated to City Council to also be forthcoming when questions are posed by the press and not refuse to comment when asked an important reasonable question. He stated to be responsible about financial crisis. He stated to be considerate of taxpayers when deciding to attend conferences that have devious impact on the betterment of the City. He stated also with regards of spending money on expensive hotels instead of better housing.

Jon Ceffalia, 25620 Simmons Avenue, stated that he would like to ask if it would be possible to start a program to certify himself or other people to volunteer their time and services to help stop people from parking illegally. He stated that he has an issue of people parking in handicap spaces without certification, a sticker or license plate with handicap on it. He stated that he has taken several pictures of people parking in the handicap spaces and that he also would like to know if it is possible or become certified to take pictures of cars in illegal parking spots and certify them to the town or police department for summons. He stated that this would be to control this issue. He stated that he was very embarrassed by a person that pulled up next to him in a handicap spot. He stated that the person was coming out of Dunkin Donuts and that he had parked next to him. He stated that he spoke to the person and told them that this is a handicap parking space. He stated that the guy responded asking what is it to him regarding the space. He stated to the guy that he is handicap and that if he needed the space he would not be able to park. He stated that the guy laughed at him and gave him the finger. He stated that he was mortified about the issue. He stated that he took a picture of the guy's car.

Mayor Myers asked Mr. Ceffalia to bring his comments to a closure.

Ida Edwards, 30 Corling Street, stated that she is a concerned citizen and tax payer. She stated that she has been before City Council Members before. She stated that there are so many things that she can speak about but in the essence of time she will speak on one issue. She stated that this issue is regarding the animals that are adjacent to her property. She stated that she was present before when there was a decision made that they should be moved. She stated that it has been two years in the past and that they have not been moved or taken away. She stated that she is in favor of the Pradia's and that she opposes the animals. She stated that she would not like to have animals held by her home or anyone else's home in the City of Petersburg. She stated that if they would like to do this there is the country in other areas adjacent to

Petersburg on the outskirts. She stated that for health reason, personal reasons and economic reasons she opposes this. She stated that she wonders why they cannot hold the people accountable who are breaking the law and not agreeing with the rules. She stated that they say it costly and she agrees that it is costly when they keep repeating the same mistakes over and over again. She asked why not hold their word. She stated that their word is their bond. She stated that if they say that they should move then they should move. She stated that the family should not have to tie up their funds and time to seek legal results when you have a City with City Council and a City Manager to take care of these problems. She stated that she does appreciate the fact that they are working on this but that this is way too long.

Leonard Curry, 2014 Woodland Road, stated that nearly one million dollars were giving in salary increases to 16 individuals in a year when the salaries were frozen for teachers. He stated that these increases are about 1/12 of the deficit. He stated that it is a half million bucks. He stated that he hopes that they look at these salaries and pull some back. He stated that some of the pay increases were $40,000. He stated that the City now has nine people making more than $100,000 a year. He stated that five years ago there was only one person, the City Manager. He stated that the Census Bureau says that the average family income in Petersburg is $29,000. He stated that yet the City awarded $40,000 in pay increases to certain individuals. He stated that many people got a 50% increase. He stated that he has a list of salaries that City Council can look at.

Perita Pradia, 517 High Street, stated that she is before City Council again with the same concern. She stated that she owns the Destiny Inn Bed & Breakfast. She stated that they have been talking in conversation about how animal manure lays out in open. She stated that there has also been conversation on how they have animals that reside directly behind their property for seven years. She stated that she and her husband also purchased 541 High Street this past June. She stated that they have worked tirelessly preparing their property for renters to move into the property. She stated that this past weekend she showed the property to a renter and he heard the sound of the donkey and he decided that he did not want this particular property. She stated that this is absolutely a shame. She stated that they have put their time and investment of dollars into their business the Destiny Inn Bed & Breakfast but that they have also taken upon themselves to rebuild and revitalize some of the historic homes in the community. She stated that it is such a shame that council has not did anything for the last couple of years. She stated that the City ordinance states this ordinance that should be enforced. She stated that she stands in front of them again to ask them to enforce their ordinance.

Pamela Pena, 1692 Fairfax Road, stated that she would like to ask the matter of the City Attorney illegally charging her for asking questions at a public council meeting been resolved. She stated that she was told that it would be taken care of. She stated that she would like to put this to rest as the City Attorney has been spreading rumors about the situation to others instead of speaking to her directly in writing just as she has with him. She stated that she would also like to ask why is the trash collection part of the utility bill not itemized on the estimated statement. She asked whether it is being paid and up-to-date. She stated that this is a set fee and that this is something that should be allocated already and shown on the statement while the City takes care of the water issue. She asked can someone look into and follow-up on the changing of the website so that a person does not need the account number to pay utility bills. She stated that she is asking this because if you do not get a bill and you are going to pay you do not have your account number to be able to pay. She stated that something like a social security number would be suffice. She asked whether a payment plan has been made to get the school board its funds owed. She asked can an estimate be done to see how much it would cost to have the Cameron Field revamped. She asked is it possible to have local events posted on the City's website and if so who would a person speak to regarding this matter. She asked whether it was true that there was a lawsuit regarding certain law officers not being paid overtime. She stated that if this is so what would be the outcome for this. She thanked City Council Members for her time and requested that these answers be provided at the next City Council Meeting. She stated that if she needs to be charged for this can they explain prior to responding.

Karen Graham, 402 High Street, stated that she is present to ask that City Council put forth to the public how they plan on advertising and proceeding with hiring a new City Manager. She stated that given that the Chief Administrative Officer Committee is only in place for 60 days. She asked City Council have they started advertising for this position and if not when do they plan on advertising. She asked do they plan on

hiring a consultant again to begin with the selection process. She asked will there be citizen input in the hiring process. She stated that in the February 2, 2016, minutes under the public information section the bills for the January – February period were supposed to come out in March and that she is yet to receive her bill. She stated that they are supposedly due the 25th of this month and that this is giving people ten days to pay. She stated that they have not had a Ward 5 meeting in a long time. She stated that she keeps seeing all of the other council members scheduling ward meetings. She stated that it would be nice to have one. She stated that she is a proponent of the gentleman that spoke on the salary increases that some employees received. She stated that she is also a proponent of the animals on High Street. She stated that this has been an issue that has been going on far too long. She stated that she lives a block away and that there is no odor and that they owners really keep the property up well. She stated that those that do complain do not live in the area or on High Street.

Vernel Gannaway, 652 Old Wagner Road, stated that he is born and raised citizen of the City. He stated that he would like to mention two things. He stated that he thanks the Senator for being present because she would remember back in 1998 it was a proclamation that was given to City and that he had given each Council Member a copy. He stated that the copy was given to the older City Council Members. He stated that it took three years to bring prayer back to the chambers. He stated that he is not going against people religious beliefs but that he believes that a lot of the things that are happened would not happen if they had prayer. He stated that he would like to leave City Council Members with two things. He stated that those two things are righteousness and religious. He stated that there is a difference between the two. He stated that if you are on religious you will have greed, division, selfishness and other things. He stated that it is time for the City to get real.

9. BUSINESS OR REPORTS FOR/FROM THE MAYOR OR OTHER MEMBERS OF CITY COUNCIL:

*Item 9L has been moved up to 9A.

a. Consideration of Budget Amendment Petersburg City Public Schools

BACKGROUND: When the budget was prepared, the exact amounts of grant awards were unknown. The School Division has received additional funding in the amount of $5,350,474.

RECOMMENDATION: The Petersburg School Board and the Acting Superintendent request that City Council appropriate the additional funds ($5,350,474) received by the School Division for Fiscal Year 2015/2016 by adopting the attached appropriation ordinance.

Vice Mayor Parham made a motion to appropriate the additional funds ($5,350,474) received by the School Division for Fiscal Year 2015/2016 by adopting the attached appropriation ordinance. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-9 AN ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2015, AND ENDING JUNE 30, 2016, IN THE SCHOOL OPERATING & FOOD SERVICE FUNDS.

b. Consideration to amend the special fund budget for the proposed disposition of 16 parcels of publicly-owned property in the Halifax Triangle.

BACKGROUND: Petersburg City Council previously approved a letter of intent from the Woda Group to purchase properties in the Halifax Triangle. The Woda Group responded to a request for proposals from the City of Petersburg for redevelopment of the Halifax Triangle.

RECOMMENDATION: Staff recommends City Council permit the disposition of 16 parcels of property addressed as 106,119,121,123,127,140,147,151,153,155 and 116-122 Halifax Street; 110,112,114 and 116 South Avenue and 137 South Market Street known as the Halifax Triangle.

Council Member Moore made a motion to amend the special fund budget for the proposed disposition of 16 parcels of publicly-owned property in the Halifax Triangle. The motion was seconded by Mayor Myers.

There was discussion among City Council Members.

Council Member Wilson-Smith made a substitute motion to table action until the next City Council meeting. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers; Voting No: Moore

c. Consideration to authorize the City Treasurer to publish Delinquent Taxpayers List.

BACKGROUND: Virginia Code §§58.1-3921 – 58.1-3924 gives the City Treasurer the authority to create delinquent taxpayer lists and gives the local governing body authority to publish such lists, or parts of the list as deemed advisable by the Treasurer, in the local newspaper.

RECOMMENDATION: The City Treasurer recommends that the City Council give the City Treasurer authorization to publish the delinquent taxpayers list in the local newspaper as soon as possible.

Council Member Coleman made a motion to authorize the City Treasure to publish the delinquent taxpayers list in the local newspaper as soon as possible. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Moore, Wilson-Smith, Parham and Myers; Voting No: Hill

d. Consideration to approve the purchase of 125 W. Washington Street.

BACKGROUND: A hearing to permit the purchase of this property was held on January 19, 2016. City Council gave the City Manager the authorization to negotiate the selling price of 125 W. Washington Street and to report back for the permit to sell. The negotiated price of the property is $100,000.

RECOMMENDATION: Staff recommends City Council to accept the price and permit the purchase of 125 W. Washington Street.

There was discussion among City Council Members and staff.

Council Member Hill made a motion to table action until the City's financial situation is better. The motion was seconded by Vice Mayor Parham. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

e. Consideration of reappointment to the Virginia Gateway Region Board.

BACKGROUND: Virginia's Gateway Region is a private, nonprofit organization that is funded to facilitate new business opportunities, work with existing businesses, advance resources that will enhance the economic viability of the region, and foster regional cooperation among the public and private entities that are involved in economic development activities.

Virginia's Gateway Region includes the Cities of Colonial Heights, Hopewell and Petersburg, and the Counties of Chesterfield, Dinwiddie, Prince George, Surry and Sussex.

Each member jurisdiction appoints one (1) local elected official and one (1) local business representative to the Board of Directories. Both Mayor Myers and Winston Saunders have indicated their desire to represent the City on the Board.

RECOMMENDATION: Recommend Council appoint Mayor W. Howard Myers and Winston T. Saunders, Director of Engineering and Facilities of Boars Head Provisions, to the Board.

Council Member Moore made a motion to reappoint Mayor W. Howard Myers and Winston T. Saunders to the Virginia Gateway Region Board. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Moore, Parham and Myers; Voting No: Hill and Wilson-Smith

16-R-12 **A RESOLUTION REAPPOINTING MAYOR W. HOWARD MYERS AND WINSTON T. SANDERS TO THE VIRGINIA GATEWAY REGION BOARD FOR A TERM EXPIRING FEBRUARY 28, 2017.**

f. Consideration of an appointment to the Central Virginia Waste Management Authority

BACKGROUND: The Central Virginia Waste Management Authority (CVWMA) is a public service authority that implements solid waste management and recycling programs for thirteen local governments. Since its formation in 1990, the CVWMA has endeavored to provide efficient and economical waste management and recycling solutions for its member's jurisdictions. The CVWMA's aim is to meet local government's waste management and recycling needs through improving existing services and programs and expanding into new program areas. A board of directors including representatives from each member locality governs the actions of the authority and daily operations are coordinated by an experienced staff.

RECOMMENDATION: Recommend Council appoint Daniel Harrison, Interim Director of Public Works to the Central Virginia Waste Management Authority Board.

Vice Mayor Parham made a motion to appoint Daniel Harrison, Interim Director of Public Works Central Virginia Waste Management Authority Board. The motion was seconded by Council Member Moore. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-13 **A RESOLUTION APPOINTING DANIEL HARRISON, INTERIM DIRECTOR OF PUBLIC WORKS TO THE CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY BOARD FOR A TERM ENDING DECEMBER 31, 2016.**

g. Consideration of an appropriation for the 2015 State Homeland Security Program (SHSP) for Tri-City Communications Enhancements.

BACKGROUND: The FY2015 HSGP contributes to the implementation of the National Preparedness System by financially supporting the ability of states and local jurisdictions to build, sustain and deliver core capabilities identified in the goal.

RECOMMENDATION: Recommend Council to approve the attached appropriation ordinance in the amount of $11,200.

Vice Mayor Parham made a motion to approve the attached appropriation ordinance in the amount of $11,200. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-10 **AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2015, AND ENDING JUNE 30, 2016 IN THE SPECIAL FUNDS FUND IN THE AMOUNT OF $11,200 FOR 2015 STATE HOMELAND SECURITY PTOGRAM (SHSP).**

h. Consideration of an appropriation Victims of Crime Act Assistance Grant Program.

BACKGROUND: The amount of $30,215 pursuant to the attached statement of grants has been awarded to the department for use in the current fiscal year 2016. These monies will be used to purchase new equipment for our office, personnel cost and additional supplies which are needed desperately. We are

therefore respectfully requesting approval from City Council for its appropriation. Annual reporting and certifications are filed yearly with the Department of Criminal Justice Service.

RECOMMENDATION: Recommend Council to approve the attached appropriation ordinance in the amount of $30,215.

Vice Mayor Parham made a motion to approve the attached appropriation ordinance in the amount of $30,215. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-11 AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2015, AND ENDING JUNE 30, 2016 IN THE SPECIAL FUNDS FUND IN THE AMOUNT OF $30,215 FOR ADDITIONAL FUNDING VICTIM WITNESS GRANT PROGRAM.

i. Resolution to Execute Standard Independent Commission Agreement with Greyhound Lines/Greyhound Lines Canada.

BACKGROUND: Currently Greyhound Lines is a tenant in Petersburg Station located at 100 West Washington Street. Since 2010, there has been an independent contractor running the daily operations; this ended February 2016. Both the City of Petersburg (Petersburg Area Transit) and Greyhound have a mutual benefit in the ticket sales office remaining open. This agreement will allow PAT staff to run the Greyhound ticket station as well as PAT customer service, allowing for vital tenant in our station to remain. There are several pending grant opportunities that benefit from this ticketing station remaining here in Petersburg.

RECOMMENDATION: Recommend Council adopt resolution authorizing City Manager to enter into Commission Agreement.

Council Member Coleman made a motion to adopt a resolution authorizing the Acting City Manager to enter into Commission Agreement. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-14 A RESOLUTION AUTHORIZING THE ACTING CITY MANAGER TO ENTER INTO A MAJOR STANDARD INDEPENDENT COMMISSION AGREEMENT WITH GREYHOUND LINES/GREYHOUND LINES CANADA.

j. Consideration of appropriation for Capital Grant Funds to Petersburg Area Transit (PAT).

BACKGROUND: State and Federal capital funding programs make resources available to PAT for the purchase of capital items related to transit and transit facilities.

RECOMMENDATION: Recommend City Council appropriate $197,083 in local, state and federal capital grants funds.

Vice Mayor Parham made a motion to appropriate $197,083 in local, state and federal capital grants funds. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-12 AN ORDINANCE MAKING APPROPRIATIONS FOR THE MASS TRANSIT FUND, FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2015, AND ENDING JUNE 30, 2016 FOR THE TRANSIT CAPITAL GRANT.

k. Consideration for the adoption of the Petersburg Area Transit Title VI Program.

BACKGROUND: In order to receive federal assistance through the FTA, Petersburg Area Transit (PAT) must comply with the guidelines of the Title VI of the Civil Rights ACT of 1964 and carry out the U.S. Department of Transportation ('DOT" or "the Department") Title VI regulations (49 CFR part 21). PAT's Title VI document is intended to integrate programs an activities, based on the considerations expressed in the Department's policy Guidance Concerning Recipients' Responsibilities to Limited English Proficient ("LEP") Persons (70 FR 74087, December 14, 2005).

RECOMMENDATION: Recommend Council adopt the attached resolution approving Petersburg Area Transit's updated Title VI Program.

Council Member Hart made a motion to adopt the attached resolution approving Petersburg Area Transit's updated Title VI Program. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-15 A RESOLUTION ADOPTING THE PETERSBURG AREA TRANSIT TITLE VI PROGRAM.

l. Consideration of appropriation for Alternative Fuel Grant funds to Petersburg Area Transit (PAT).

BACKGROUND: Petersburg Area Transit (PAT) has been awarded $80,000 from the Virginia Department of Mineral, Mines and Energy (DMME) to support the advancement of alternative transportation bi-fuel technology. Under this large-scale initiative, public and private fleet vehicles are converted to propane autogas in order to reduce vehicle emissions, displace gasoline consumption. Propane autogas, also referred to as liquefied petroleum gas (LPG), is the most widely used alternative fuel in the worked, with more than 17 million autogas vehicles on the roads today. PAT worked with Alliance Autogas/Blossman Gas and DMME on this opportunity, which has supported a variety of alternative fuel projects across the Commonwealth. DMME is supported on Alternative Fuels/Vehicles initiatives by Virginia Clean Cities (VCC)/ James Madison University. The Clean Cities program is sponsored by the U.S. Department of Energy in accordance with the Energy Policy Act of 1992, to reduce dependence on imported petroleum products, by promoting the use of alternative fuels and vehicles use in the transportation sector.

RECOMMENDATION: Recommend City Council adopts the actions to move forward to appropriate $80,000 in state and federal funds.

Council Member Hart made a motion to adopt the actions to move forward to appropriate $80,000 in state and federal funds. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-13 AN ORDINANCE MAKING APPROPRIATIONS FOR THE MASS TRANSIT FUND, FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2015, AND ENDING JUNE 30, 2016, FOR THE TRANSIT ALTERNATIVE FUEL GRANT.

m. Consideration of an appointment to the Appomattox River Water Authority.

BACKGROUND: The Appomattox River Water Authority consists of the Cities of Colonial Heights and Petersburg and the counties of Chesterfield, Dinwiddie and Prince George. The Authority is responsible for the operation of the Appomattox River Water Treatment Plant.

The Authority Board includes one (1) Member and one (1) Alternate Member from each of the political subdivisions. City Council has, as have other member jurisdictions, traditionally appointed the locality's chief administrative officer as its representative on the Board and the Director of Public Works as the alternate.

RECOMMENDATION: Recommend Council appoint Dironna M. Belton, Interim Chief Operating Officer to the ARWA Board.

Council Member Coleman made a motion appointing Dironna M. Belton, Interim Chief Operating Officer to the ARWA Board. The motion was seconded by Mayor Myers. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-16 A RESOLUTION TO APPOINT DIRONNA M. BELTON, INTERIM CHIEF OPERATING OFFICER TO THE APPOMATTOX RIVER WATER AUTHORITY FOR A TERM ENDING DECEMBER 31, 2018.

Council Member Wilson-Smith made a motion to change the title of Ms. Dironna Belton, COO to Acting or Interim City Manager. The motion was seconded by Council Member Hill.

There was discussion among City Council Members.

CLOSED SESSION:

Council Member Moore moved that the City Council go into closed session. The motion was seconded by Vice Mayor Parham. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Moore, Parham and Myers; Voting No: Hill and Wilson-Smith

City Council entered closed session at 9:06 p.m.

CERTIFICATION:

Vice Mayor Parham made a motion to return City Council into open session. The motion was seconded by Council Member Coleman. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-17 A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.

Council Member Wilson-Smith made a motion to amend her motion to read that the current position that is held by Dironna Belton, COO be changed to Acting or Interim City Manager and she would also go from Classified to appointed with terms to be worked out by Monday. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-18 A RESOLUTION TO CHANGE CURRENT POSITION HELD BY DIRONNA BELTON, COO TO ACTING OR INTERIM CITY MANAGER AND TO GO FROM CLASSIFIED TO APPOINTED WITH TERMS.

Council Member Wilson-Smith made a motion stating that since Ms. Belton is now the Acting City Manager after Monday that the three member team composed of the Mayor and two other City Council Members become null void on Monday. The motion was seconded by Council Member Coleman. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

Council Member Wilson-Smith made a motion to develop a policy that stipulates in the matter of attendance of conferences both in-state and out-state, that only three members of City Council attend the conference at any time and always leaving a quorum in the City and not having a need to cancel a meeting. She also stated that those members attending not be both the Mayor and Vice Mayor and no time the attendees are in their last year of service.

Motion dies due to lack of second.

Council Member Wilson-Smith stated that there was a motion on the floor back in either 2013 or 2014 that they will not hold their retreat in Smithfield, VA anymore. She stated that in 2015 they held their Retreat in Smithfield, VA, with expenses over $5,000.

Council Member Wilson-Smith made a motion that City Council do not hold their Retreat in Smithfield, VA or spend over $5,000 or more on such a meeting in the future.

Motion dies due to lack of second.

Council Member Wilson-Smith stated they may need to meet with the City Attorney on her next item that she is presenting she is not sure. She stated that she would like to bring it to the table. She stated that she would like to see City Council draft a resolution by majority vote requesting that the General Assembly do what is necessary so that the City of Petersburg can change the charter and have the citizens of the City vote for the Mayor and not City Council Members.

Council Member Wilson-Smith stated that on the matter of proclamations she would like to ask publicly that the Blandford First Committee be recognized at the next City Council meeting. She stated that they had wanted to be present to receive a proclamation or a resolution from this City Council on tonight. She stated that they are not present. She stated that she would like to ask publicly that they receive this at the next City Council meeting.

Mayor Myers stated that they will discuss this. He stated that the will not make a decision until he has the information before him.

Council Member Wilson-Smith stated that this is where she is on the whole issue. She stated that they expected to be present tonight. She stated that she is trying to understand how they decided who they can have a proclamation for and who cannot. She stated to Mayor Myers that he is saying he is not going to discuss it tonight but she does not understand.

Mayor Myers asked Council Member Wilson-Smith would she like to discuss this now or when a City Attorney is present.

Council Member Wilson-Smith stated that these are all the items that she has for tonight.

Council Member Hart stated that he has a couple items for this evening. He stated that one item he will wait until we have a City Attorney. He stated that the Citizens Outstanding Award for March goes to Jeffrey Barnes. He stated that Mr. Barnes is a resident of Valor Drive. He stated that Mr. Barnes has done a lot of work in the area and that they appreciate all the work that he has done for Ward 7. He stated that he would like to see City Council establish an audit committee after the audit process is done in the City. He stated that he would them to be citizens from Petersburg. He stated that in this process he would like them to bring in a resume so that they will know their experience. He stated that he does not want committee members that don't have the experience of a CPA or some type of budgetary background. He stated that he wants them to come in with experience so that they can work on the audit so that they City does not face these financially issues again.

Council Member Coleman made a motion to establish a City Council Standing Audit Committee to go over the finance basis on a quarterly period in the City of Petersburg. The motion was seconded by Council

Member Moore. The motion was approved on roll call. On roll call vote, voting yes: Hart, Hill, Moore, Wilson-Smith, Parham and Myers; Abstain: Coleman

Council Member Coleman stated that Ward 6 will meet next month in April at A.P. Hill Elementary School on Talley Avenue. He stated that the date and time will be announced at the next City Council meeting. He stated that the speakers will be announced at the same time.

Council Member Hill stated that he would like to thank everyone for their attendance and for coming out. He stated that he really appreciates it. He stated that he stated that he would like to also welcome the new Interim City Manager, Dironna Belton. He stated that she is a native of the City and that they appreciate her stepping up during this most difficult time. He stated that he will be sponsoring a Town Hall Meeting on March 24, 2016, at 6:30pm at Good Shepherd Baptist Church. He stated that he will wait until the City gets an attorney for the resolution on the City bringing prayer back into City Council. He stated that he knows that the City does a moment of silence at the same time. He stated that he is not trying to go against anyone religious affiliations that everyone recite the lord's prayer. He stated that they will get into this when the City gets an attorney.

Council Member Moore passed out some paperwork to all City Council Members. He stated to City Council Members that the handout was a draft justification for a RFP for the forensic audit.

Council Member Moore read the handout out loud.

Council Member Moore made a motion for the approval of the draft document of City Council draft scope to be used for the procurement for a forensic auditing firm. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-R-19 A RESOLUTION APPROVING THE SCOPE FOR PROCUREMENT FOR A FORENSIC AUDITING FIRM.

Vice Mayor Parham stated that he would like to thank everyone that came out tonight. He stated that he would like to specifically like to thank his Ward 3 family that he sees in the audience. He stated that he would like to thank them for attending his ward meeting on February 29, 2016, at Dogwood Trace Gold Course. He stated that he would like to thank Dr. Shifflette and Lieutenant Moore for being guest speakers. He stated that he looks forward to everyone attending his next meeting.

Vice Mayor Parham made a motion to appoint Mark Flynn as Interim City Attorney with terms to be worked out on Monday. The motion was seconded by Mayor Myers. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

Mayor Myers stated that on Monday, March 21st at 5:30pm-8:00pm at Peabody Middle School, School Board Member Lois Long and himself will have a Joint Ward 5 Community Empowerment Meeting that night. He stated that he hopes that everyone comes and join them.

10. <u>CITY MANAGER'S AGENDA:</u>

a. City Manager's Report

1. Please address the water billing issues and the correspondence to residents.
   a. Ms. Belton stated that she has been compiling a high priority list in water billing. She stated that has begun to address several things. She stated that they found that there is a three-prong process that must occur. She stated that they are estimation, actual and automation. She stated that the estimated process has been developed to produce a fair justifiable estimate bill. She stated that they hope that this will take 15 to 30 days. She stated that the bills will be mailed the week of March 22, 2016, and will be due April 25, 2016. She stated

that the second step is the actual process. She stated that this is the process where they morally assure that there is a base on the customer's actual reading. She stated that this process will take between 30 to 45 days. She stated this process will begin with boots on the ground beginning March 21st. She stated that she ask that the citizens be patient as they create a base line and perform a quality control of items that they need to removed themselves from the estimate system in the actual. She stated that the next process is the automation process. She stated that this is when they utilize the installation in the system in the intent that they thought. She stated that this process will take about 90 days. She stated that these are the three steps that they have developed thus far for addressing the water bill issues.

2. Please address the snow removal procedure and would you add Young Road and Carey to the priority list.
   a. She stated that as of now and a week ago the City is doing a reassessment to determine and develop a detailed snow removal operation plan.

3. Please address the City ordinance 18-7 about agricultural animals near a residence. The resident requests city attorney and legal counsel be present to appeal ruling.
   a. She stated that based on this being a previous ruling, she asks that they are given enough to review this in detail and then get back to them.

4. Please address my water bill at 1847 Brandon Avenue. I have a $20 increase.
   a. She stated that she asks that the person submitting this request please contact her. She stated that her office is 804-733-2301 and that she would like this person submitting the request to call her so she can address the bill.

5. Please address the sign ordinance especially for Crater Road businesses.
   a. She stated that as submitted by the Planning Department it has begun addressing overall aesthetic features along the major corridors of the City through plan preview and proactively reaching out to property owners informing them of certain aesthetic components that need to be addressed. She stated that the Planning Department is also in the process of amending the Zoning Ordinance through a subcommittee that is currently reviewing sign ordinances. She stated that the information submitted by the citizen has been reviewed and given consideration. She stated that this information has been submitted as a residential comment and that if any other resident is interested in serving on the committee with comments or complaints they are to contact the Planning Department at 804-733-2308.

6. Please follow-up on the traffic light at Crater and Wagner Road.
   a. She stated that it was determined that a left turn lane had a broken loop detector. She stated that since then the Department of Public Works has contracted with the traffic contractor to address the issue.

11. CLERK OF CITY COUNCIL'S AGENDA:

No items for this portion of the agenda.

12. CITY ATTORNEY'S AGENDA:

No items for this portion of the agenda.

13. CLOSED SESSION (IF NECESSARY):

No closed is necessary.

14. ADJOURNMENT:

City Council adjourned at 9:53p.m.

_____
Clerk of City Council

APPROVED:

_____
Mayor

The Special Meeting of the Petersburg City Council was held on Monday, March 21, 2016, at City Hall in Council Chambers. Mayor Myers called the special meeting to order at 11:00a.m.

1. ROLL CALL:

Present:

Council Member David R. Coleman
Council Member John A. Hart, Sr.
Council Member Darrin Hill
Council Member Treska Wilson-Smith
Vice Mayor Samuel Parham
Mayor W. Howard Myers

Absent: Council Member Brian A. Moore

Present from City Administration:
Acting City Attorney Mark Flynn
Acting City Manager Dironna Belton
Clerk of Council Nykesha Jackson, CMC

2. CLOSED SESSION:

a. Discussion and consideration of personnel matters as it relates to Acting City Council Appointees.

Acting City Attorney Mark Flynn, stated that it was City Council's desire to enter into a closed session under Section 2.2-3711.A (1) of the Code of Virginia under Subsection 1 for discussion, consideration and interviews of prospective candidates for appointment promotion regarding the Acting City Manager and Acting City Attorney.

Council Member Coleman moved that the City Council go into closed session for the purposes noted by the Clerk of City Council. The motion was seconded by Council Member Hill. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers: Absent: Moore

City Council entered closed session at 11:04 a.m.

CERTIFICATION:

Council Member Coleman made a motion to return City Council into open session and certify the purposes of the closed session. The motion was seconded by Council Member Hill. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers; Absent: Moore

16-R-20 **A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.**

Council Member Coleman made a motion to accept the employment agreement between the City of Petersburg City Council and Dironna M. Belton, effective March 21, 2016. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers; Absent: Moore

Council Member Coleman made a motion to accept the independent contract agreement between the City of Petersburg City Council and Woodley and Flynn, effective March 21, 2016. The motion was seconded by Council Member Hart. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Wilson-Smith, Parham and Myers; Absent: Moore

3. ADJOURNMENT:

City Council adjourned at 11:53 a.m.

_____
Clerk of City Council

APPROVED:

_____
Mayor

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **March 18, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Major Charlene Hinton, Chief of Staff
Petersburg Bureau of Police

RE: **Request a public hearing to amend §110-265 of the Petersburg City Code with respect to parking violations; issuance, payment, contest, etc., of parking citations; penalty for failure to respond to citation.**

PURPOSE: **Schedule a public hearing for the recommended changes to City code (110-265)**

REASON: In accordance with the Code of Virginia, a public hearing must be held prior to amendments to the Code of the City of Petersburg.

RECOMMENDATION: Recommend City Council schedule a public hearing on April 19, 2016.

BACKGROUND: The city has grown over the last decade in the Downtown area, with numerous new merchants, residential living and businesses. As a result, the Police Department has realized an increase in complaints related to violations of the parking limits and restrictions on a regular basis. First, due to the growth of tourism and greater volume of visitors from outside of the city of Petersburg, it is recommended that the city allow for an additional 5 days to remit payment of parking fines. Second, driving over city curbs to park on either private or public property have increased causing damage and resulting in expensive repair costs to the city. Therefore, it is recommended that the city include, as a violation for city code 110-265, driving over a city curb to park on private or public property shall result in a $40.00 fine; and the fine will double if not paid or contested within 10 business days. Finally, the city also shall increase fines associated with parking citations as indicated in the ordinance proposal. Increased fines will assist in the reduction of violations and will more closely reflect those costs associated with enforcement.

COST TO CITY: None

BUDGETED ITEM: NA

REVENUE TO CITY: Related fines for parking violation

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES:

AFFECTED AGENCIES: Police, Fire, Commissioner of Revenue and Treasure's office

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Current city code (110-265)

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Draft ordinance

STAFF: Bureau of Police (Lieutenant S. Wills), Fire Marshal (Chief J. Reid)

16-Ord-
Adopted:

AN ORDINANCE TO AMEND CHAPTER 110, TRAFFIC VEHICLES, ARTICLE VII, SECTION 110-265, TO INCREASE THE FEE OF PARKING VIOLATIONS, AND TO EXTEND THE TIME FRAME TO PAY PENALTY; OF THE 2000 CODE OF THE CITY OF PETERSBURG, AS AMENDED.

BE IT ORDAINED, by the City Council of the City of Petersburg as follows:

That Section 110-265, of Article VII, Chapter 110, of the Code of the City of Petersburg (2000) (as amended) is hereby amended and re-ordained, as follows:

Sec. 110-265. - Duty of officers with respect to parking violations; issuance, payment, contest, etc., of parking citations; penalty for failure to respond to citation.

(a) Whenever any motor vehicle is found parked or stopped in violation of any of the restrictions imposed by, or pursuant to, state law, an ordinance of this City or the rules, regulations, restrictions or prohibitions made, adopted or imposed, by the traffic and transportation safety commission or the traffic engineer, the officer or other persons appointed by the city manager to enforce this article, in addition to the regular police officers of the City, finding such vehicle, shall take its registration number, and may take any other information displayed on the vehicle which may identify its user, and shall conspicuously affix to such vehicle a written citation~~, in writing,~~ on a form provided by the City~~,~~. ~~for the driver to appear to answer to the charge against him~~ ~~within five~~ ten ~~days, during the hours and at a place specified in the citation.~~ Such driver may, within ~~such period of five~~ ten days, pay to the City Treasurer, in person, or by mailing a check or money order, as a penalty for, and in full satisfaction of, such violation, the sum of ~~$12.00~~ 20.00~~;~~ . If the fine is not paid within the ten days to the City Treasurer, the fine will double. ~~except that~~ The amount of such penalty for the violation of the ordinances or regulations relating to overtime parking shall be the sum of ~~$5.00~~ $20.00; the amount of such penalty for the violation of the ordinances or regulations relating to parking within 15 feet of fire hydrants and in fire lanes shall be ~~$40.00~~ 50.00; and, in special spaces reserved for disabled persons the penalty shall be the sum of ~~$100.00~~ 150.00. Such payment shall constitute a plea of guilty of the violation in question. Parking on or driving over a city curb to park on private or public property shall be a $50.00 fine.

(~~b~~ c)Any person who shall desire to contest a parking citation, shall present this citation at the Office of the City Treasurer, who shall certify it, on an appropriate form, to the general district court within 10 days. If ~~payment or~~ presentment of such citation for certification to the general district court is not postmarked or received by the city treasurer within ~~five~~ ten

days after receipt of such citation, the violator shall be subject to payment of double the penalty as provided in this section.

(~~c~~d)The failure of such owner to make such payment or present such citation to the City Treasurer for certification to the general district court shall, within 30 days after receipt of such citation, render such violator subject to the penalty provided in section 110-31.

Overtime parking means a vehicle that remains parked in such parking space beyond the parking limit, as indicated by the parking sign, such vehicle shall be considered as parked overtime and the parking of a vehicle overtime in any part of a street where any such sign is located shall be unlawful.

(Code 1981, § 18-152; Ord. No. 97-124, § 18-152, 9-16-1997)

State Law reference— Uncontested payment of parking citations and certification of contest of parking citation, Code of Virginia, §§ 46.2-1220, 46.2-1225, 46.2-1242.

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 25, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Michelle B. Peters, Director of Planning & Community Development

RE: **Request a public hearing to receive citizen comment on a petition for the City of Petersburg Capital Improvement Program (CIP) for Fiscal Years 2017-2021.**

PURPOSE: To schedule a public hearing to receive citizen comment on a petition for the City of Petersburg Capital Improvement Program (CIP) for Fiscal Years 2017-2021. The CIP proposes projects and the funding plan for projects to include Petersburg Public Schools, General Government, Judicial; Fire and Emergency Services, Police, Sheriff, Public Works, Museums, Planning, Parks and Leisure Services, Stormwater and Public Utilities.

REASON: Council is required to schedule and conduct a public hearing, upon receiving a recommendation from the Planning Commission, before it takes legislative action on the CIP.

RECOMMENDATION: Staff recommends City Council to schedule a public hearing on this matter for the April 19, 2016 meeting.

BACKGROUND: The Code of the State of Virginia allows a local planning commission to, and at the direction of the governing body shall, prepare and revise annually a capital improvement program based on the comprehensive plan of the locality for a period not to exceed the ensuing five years. The commission shall submit the program annually to the governing body, or to the chief administrative officer or other official charged with preparation of the budget for the locality, at such time as it or he shall direct. The capital improvement program shall include the commission's recommendations, and estimates of cost of the facilities and life cycle costs, including any road improvement and any transportation improvement the locality chooses to include in its capital improvement plan and as provided for in the comprehensive plan, and the means of financing them, to be undertaken in the ensuing fiscal year and in a period not to exceed the next four years, as the basis of the capital budget for the locality. In the preparation of its capital budget recommendations, the commission shall consult with the chief administrative officer or other executive head of the government of the locality, the heads of departments and interested citizens and organizations and shall hold such public hearings as it deems necessary.

COST TO CITY: None

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Department of Planning & Community Development

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 25, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Michelle B. Peters, Director of Planning & Community Development

RE: **Schedule a public hearing a Special Use Permit pursuant to Article 23, Section 4(23) of the Zoning Ordinance to operate a stand-alone vehicle repair and accessory towing service, subject to certain terms and conditions at 100 Bollingbrook St, T.P. 011-15-0802**

PURPOSE: To request a public hearing be scheduled to receive citizen comment on a petition for a special use permit for a stand-alone vehicle repair business at 100 Bollingbrook Street.

REASON: Council is required to schedule and conduct a public hearing before it takes legislative action on a request for a special use permit.

RECOMMENDATION: Staff recommends City Council to schedule a public hearing on this matter at the April 19, 2016 City Council meeting.

BACKGROUND: The property is currently vacant, but was last used as a retail store by Petersburg Pickers. The property has been used over the years as a tire shop and an automotive repair shop, sometimes associated with a dealership and other times independent of the dealer. The applicant currently operates his business in a neighboring locality operating off of a temporary home occupation permit. The applicant has to find a location other than his home to operate his business. This property was rezoned in 2012 to the B-2 zoning designation to allow the continued use of the subject property, mid-twentieth century buildings for automotive related uses. The interior of the building is designed for this type of use with several floor lifts. There are currently 5 bay doors on Bollingbrook Street, 2 bay doors on the South side of the building and 4 bay doors on the East side of the building. A special use permit is required for this type of use in this district.

COST TO CITY: None

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning and Community Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:
Article 23 of the Zoning Ordinance requires that a Special Use Permit be approved by City Council.

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Department of Planning & Community Development

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 25, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna Belton, Acting City Manager

FROM: Michelle B. Peters, Director of Planning & Community Development

RE: **A public hearing for the proposed uses of Community Development Block Grant (CDBG) funds for FY2016-2017**

PURPOSE: Hold a public hearing to receive citizen comment on the proposed uses of Community Development Block Grant funds for FY2016-2017.

REASON: The U.S. Department of Housing and Urban Development (HUD) requires that a public hearing be held before Council takes legislative action on the proposed uses of CDBG funds.

RECOMMENDATION: Following a duly advertised public hearing, Council may affirm Staff's recommendation; make changes to staff's recommendations or table for further consideration.

BACKGROUND: Petersburg, Virginia is an entitlement jurisdiction for the annual receipt of CDBG funds from HUD. This requires the submission of the Consolidated and Annual Plan for the proposed uses of the funds to be received in FY2016-2017. Funds may be used to address one or more of the three national objectives for the program: Benefit of low and moderate income persons, aid in the Prevention or removal of blight or urgent needs.

On the local level a request must fall within one or more of the priorities established by City Council to be considered for funding. The local priorities are:

1st Priority - City projects that support the City's Revitalization Strategy for the stabilization and/or enhancement of its residential and commercials environments and may encourage further investment by others. These projects may include infrastructure projects/drainage, streets and roadway improvements, sidewalks, curb & gutter, and streetscapes, residential rehabilitation and others.

2nd Priority - Public facilities that support the City's Revitalization Strategy for the stabilization and/or enhancement of residential and/or commercial environments and may encourage further investment by others. These may include facilities owned by private not for profit agencies open to the public. These may include recreation centers, tennis courts, ball fields, museums, theaters, health clinics and others. This category does not include program activities which may be operated at these locations.

3rd Priority - Planning activities of a general planning nature which is not directly related to a project, such as a playground, recreation center or any capital project. This category would include strategic planning, preparation of a comprehensive plan, neighborhood plans, commercial development plans, visioning plans, revitalization plans and others. Planning activities are subject to the HUD statutory 20% cap for administration & planning. Because the City uses most of these funds for administration, little is available for this purpose.

Project related planning is eligible as a project cost, but must be specific such as planning for the development of a playground or neighborhood center. Because eligibility is based on the end use of the funds, planning for a project, in and of itself, is not eligible unless the project is built or constructed.

4th Priority – Public Services which may include City or private non-profit services to low and moderate income persons or families. These may include services for the elderly, youth, the homeless and others. This category is subject to the HUD 15% cap. In addition, because the City's costs for administration and planning is capped at 20% this policy applies to the use of funds for public services as well. In addition, these funds are not available on an ongoing operational basis.

The table below represents the request received and the proposed funding recommendations for the $596,163 allocated for the 2016-2017 CDBG program.

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
Housing-Priority 1	**0**	**0**	**0**	**0**
Funded Request				
1. Rebuilding Together	25,000	25,000	25,000	23,800
2. Project Homes	152,132	124,000	199,000	194,000
3. PRHA	200,000	76,000	121,000	118,000
Unfunded Request				
4. Habitat for Humanity	153,000	94,000	0	0
5. Crater Area Agency on Aging	130,000	0	0	0
Public Facilities-Priority 2	**0**	**0**	**0**	**0**
Funded Request				
6. Freedom Support Center	93,000	50,000	30,000	29,200
7. Black History Museum	30,000	0	30,000	29,200
Unfunded Request				
8. CARES, Inc.	20,000	20,000	0	0
9. HOPE Center	15,490	16,000	0	0
10. CARES, Inc.	20,000	0	0	0
11.HOPE Center	18,100	0	0	0
12. Freedom Support Center	80,000	0	0	0
13. Parking Deck Feasibility	50,000	0	0	0
14. The Plaza at Halifax Triangle	40,000	0	0	0

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
15. Blandford Community Center	65,000	0	0	0
Administration- Priority 3	**0**	**0**	**0**	**0**
16. CDBG Administration	122,000	122,000	122,000	119,232
Public Services-Priority 4	**0**	**0**	**0**	**0**
Funded Request				
17. YMCA	25,000	20,000	15,000	14,600
18.CARES	30,000	20,000	15,000	14,600
19.HOPE Center	37,000	0	15,000	14,600
20.Serenity	10,000	5,000	5,000	4,831
21.Petersburg Mobile Market	88,600	20,000	15,000	14,600
22. Main Street Program	20,000	20,000	20,000	19,500
Unfunded Request				
23. Community Policing	15,000	0	0	0
24. Pearl's Center of Hope	599,658	0	0	0
25. WOW History Camp	5,921	0	0	0
26. Pathways to Employment	50,000	0	0	0
27. Petersburg Communities Inc.	8,900	0	0	0
Total	2,103,801	612,000	612,000	596,163

COST TO CITY: None

BUDGETED ITEM: Yes

REVENUE TO CITY: $596,163

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Finance

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: NONE

ATTACHMENTS: Power Point Presentation

STAFF: Planning & Community Development

City of Petersburg, VA
Recommendation for the use of 2016-2017 CDBG Funds

City Council Public Hearing
April 5, 2016

I AM

Priority 1

City projects that support the City's Revitalization Strategy for the stabilization and/or enhancement of its residential and commercials environments and may encourage further investment by others. These projects may include infrastructure projects/drainage, streets and roadway improvements, sidewalks, curb & gutter, and streetscapes, residential rehabilitation and others.

I AM
PETERSBURG
VIRGINIA

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
Housing-Priority 1	**0**	**0**	**0**	**0**
Funded Request				
1. Rebuilding Together	25,000	25,000	25,000	23,800
2. Project Homes	152,132	124,000	199,000	194,000
3. PRHA	200,000	76,000	121,000	118,000
Unfunded Request				
4. Habitat for Humanity	153,000	94,000	0	0
5. Crater Area Agency on Aging	130,000	0	0	0

I AM
PETERSBURG
VIRGINIA

Priority 2

Public facilities that support the City's Revitalization Strategy for the stabilization and/or enhancement of residential and/or commercial environments and may encourage further investment by others. These may include facilities owned by private not for profit agencies open to the public. These may include recreation centers, tennis courts, ball fields, museums, theaters, health clinics and others. This category does not include program activities which may be operated at these locations.

I AM
PETERSBURG
VIRGINIA

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
Public Facilities-Priority 2	**0**	**0**	**0**	**0**
Funded Request				
6. Freedom Support Center	93,000	50,000	30,000	29,200
7. Black History Museum	30,000	0	30,000	29,200
Unfunded Request				
8. CARES, Inc.	20,000	20,000	0	0
9. HOPE Center	15,490	16,000	0	0
10. CARES, Inc.	20,000	0	0	0
11.HOPE Center	18,100	0	0	0
12. Freedom Support Center	80,000	0	0	0
13. Parking Deck Feasibility	50,000	0	0	0
14. The Plaza at Halifax Triangle	40,000	0	0	0
15. Blandford Community Center	65,000	0	0	0

I AM
PETERSBURG
VIRGINIA

Priority 3

Planning activities of a general planning nature which is not directly related to a project, such as a playground, recreation center or any capital project. This category would include strategic planning, preparation of a comprehensive plan, neighborhood plans, commercial development plans, visioning plans, revitalization plans and others. Planning activities are subject to the HUD statutory 20% cap for administration & planning. Because the City uses most of these funds for administration, little is available for this purpose.

I AM
PETERSBURG
VIRGINIA

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
Administration- Priority 3	**0**	**0**	**0**	**0**
16. CDBG Administration	122,000	122,000	122,000	119,232

I AM
PETERSBURG
VIRGINIA

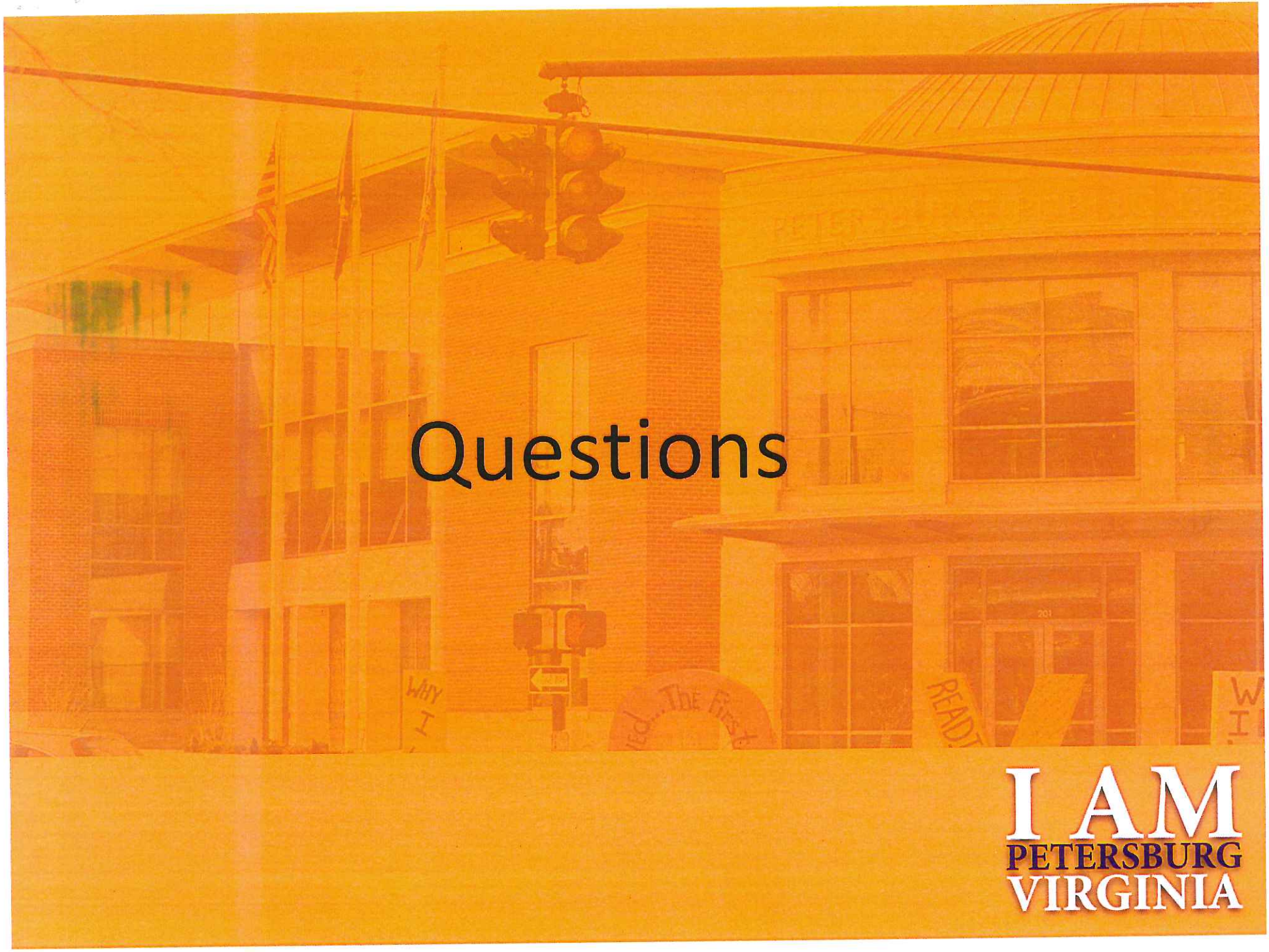
Priority 4

Public Services which may include City or private non-profit services to low and moderate income persons or families. These may include services for the elderly, youth, the homeless and others. This category is subject to the HUD 15% cap. In addition, because the City's costs for administration and planning is capped at 20% this policy applies to the use of funds for public services as well. In addition, these funds are not available on an ongoing operational basis.

I AM
PETERSBURG
VIRGINIA

Project	Request	Advisory Board Recommended	Staff Recommended	Pro-rated for Allocation
Public Services-Priority 4	**0**	**0**	**0**	**0**
Funded Request				
17. YMCA	25,000	20,000	15,000	14,600
18.CARES	30,000	20,000	15,000	14,600
19.HOPE Center	37,000	0	15,000	14,600
20.Serenity	10,000	5,000	5,000	4,831
21.Petersburg Mobile Market	88,600	20,000	15,000	14,600
22. Main Street Program	20,000	20,000	20,000	19,500
Unfunded Request				
23. Community Policing	15,000	0	0	0
24. Pearl's Center of Hope	599,658	0	0	0
25. WOW History Camp	5,921	0	0	0
26. Pathways to Employment	50,000	0	0	0
27. Petersburg Communities Inc.	8,900	0	0	0
Total	2,103,801	612,000	612,000	596,163

I AM
PETERSBURG
VIRGINIA


Questions
I AM
PETERSBURG
VIRGINIA

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 24, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Daniel L. Harrison, Interim Director of Public Works

RE: **Hold a public Hearing to approve the application to Vacate Right-of-Way of Property Adjacent to E. Washington Street.**

PURPOSE: Travis Hill, property owner at 1024 E. Washington St., has applied for a right-of-way vacation so he can add a 30'x30' two story addition to his existing building, Jazz Barber & Hair Styling Academy.

REASON: To be accredited for student financial aid, the Academy is required to have additional space. This building addition will allow the Academy to continue to provide educational opportunities to the residents of the City and attract students to Petersburg from the surrounding areas, including soldiers from Fort Lee looking to change careers.

RECOMMENDATION: Recommend Council approve the request from Travis Hill, on behalf of Jazz Barber & Hairstyling Academy, that the following described property be vacated, and abandoned by the City Council of the City of Petersburg:

> Property adjacent to 1024 E. Washington Street, an unimproved public right-of-way
> Tax Parcel 013-01-0801, respectively.

BACKGROUND: The subject right-of-way application meets the requirements of the applicable City policy, and has been reviewed and approved by the appropriate City departments.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: Application has been reviewed by the following City departments/divisions:

- Planning & Community Development
  - Zoning
- Fire, Rescue, & Emergency Services
  - Code Compliance
- Economic Development
- Public Works
  - Engineering
  - Stormwater Management
  - Public Utilities
  - Public Right-of-Way

AFFECTED AGENCIES: Planning & Community Development, Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Draft Ordinance, and Street, Parcel and Survey views of Jazz Academy

STAFF: Daniel L. Harrison, Interim Director of Public Works

16-Ord-
Adopted:

AN ORDINANCE TO VACATE AND ABANDON PROPERTY ADJACENT TO 1024 E. WASHINGTON STREET, TAX PARCEL 013-01-0801, AN UNIMPROVED PUBLIC RIGHT-OF-WAY.

WHEREAS, Travis Hill, on behalf of Jazz Barber & Hairstyling Academy, submitted an application seeking to have the City Council abandon property adjacent to 1024 E. Washington Street, tax parcel 013-01-0801, an unimproved public right-of-way, as shown on the attached Exhibits and made a part of this Ordinance; and

WHEREAS, following notice to the public pursuant to Section 15.2-2006 of the Code of Virginia (1950), as amended, a public hearing by the City Council was held April 5, 2016, and comments from the City Staff and the public were made and heard; and

WHEREAS, after consideration of the application, the recommendation set forth in the Ordinance, Resolution and Agenda Request dated April 5, 2016 Council finds and determines that the application should be granted;

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Petersburg, Virginia, by application from Travis Hill on behalf of Jazz Barber & Hairstyling Academy, that the following described property be vacated, and abandoned by the City:

> Property adjacent to 1024 E. Washington Street, an unimproved public right-of-way Tax Parcel 013-01-0801.

BE IT FURTHER ORDAINED, by the City Council of the City of Petersburg, Virginia that the City hereby closes, vacates and discontinues use of property adjacent to 1024 E. Washington Street, tax parcel 013-01-0801, an unimproved public right-of-way, provided:

§1. That the City reserve all rights for any easements for City-maintained infrastructure and access for fire and emergency vehicles; and

§2. Travis Hill provides easement plats for any existing public utilities that are required to remain active; and

§3. Travis Hill shall be responsible for all research, platting and recordation fees associated with the aforesaid easements.

§4. This ordinance shall take effect upon adoption.

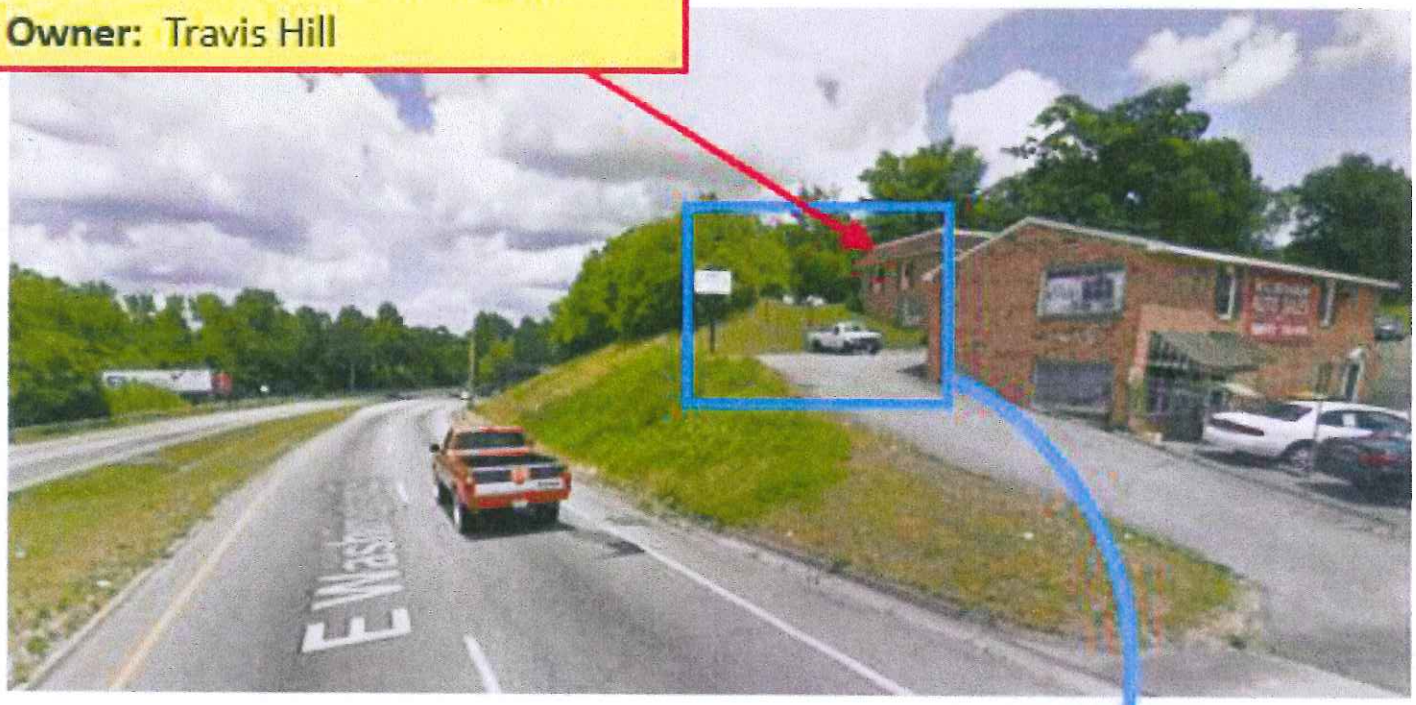
DRAFT

Request to Vacate Right-Of-Way:

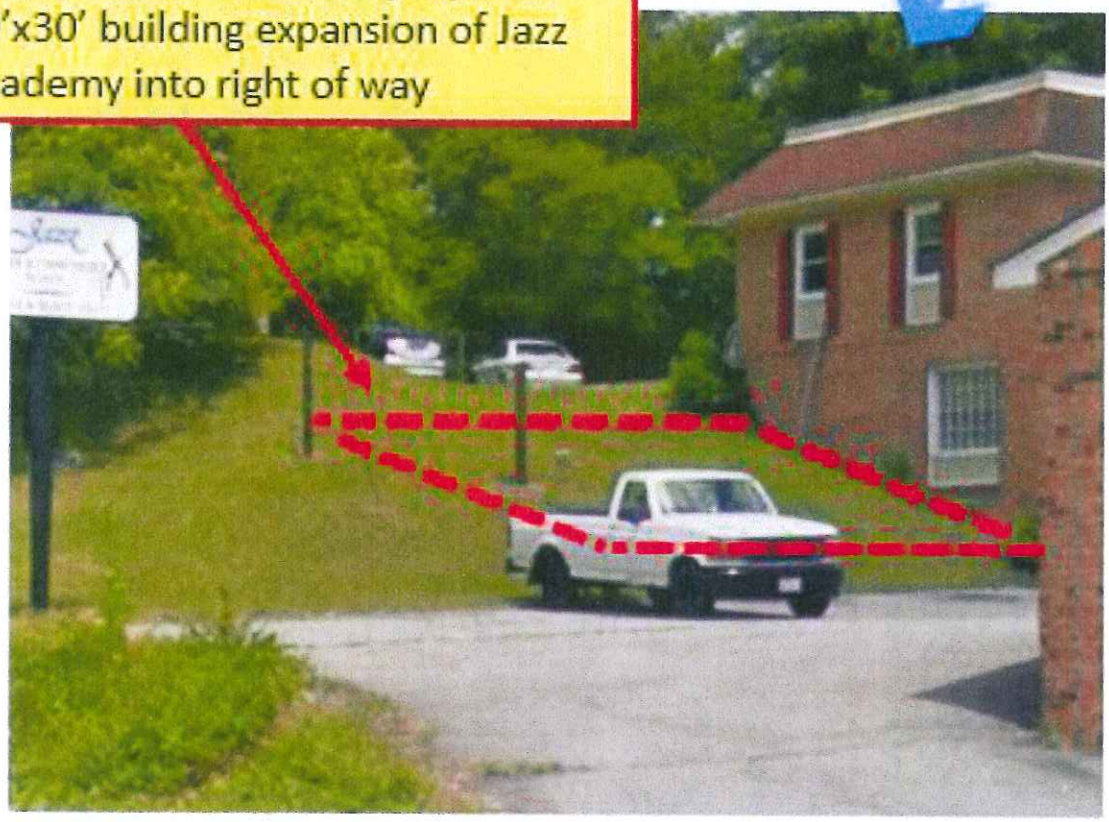
Applicant: Jazz Barber and Hairstyling Academy

Address: 1024 East Washington St.

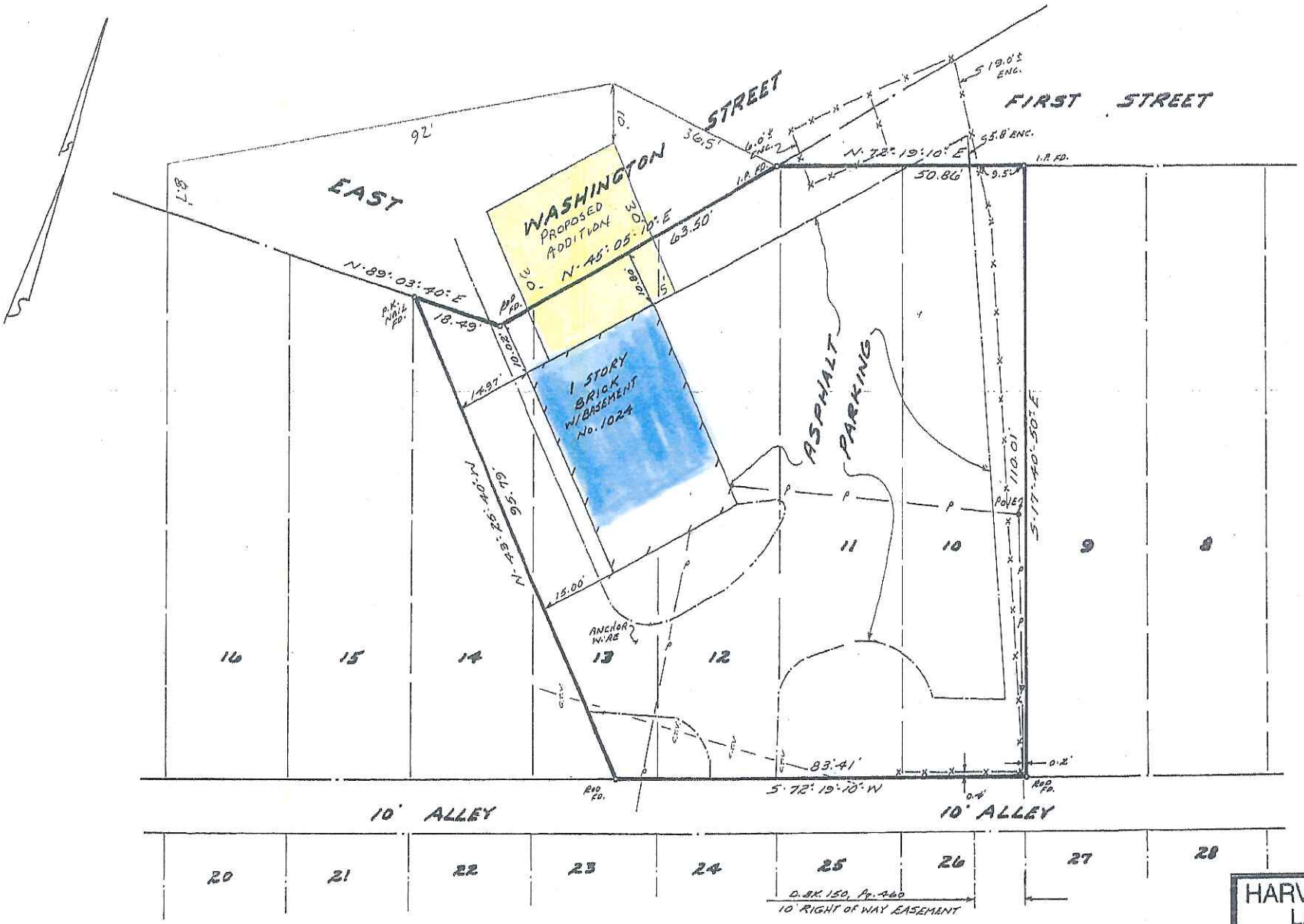
Owner: Travis Hill



Approximate outline of proposed 30'x30' building expansion of Jazz Academy into right of way



Approximate outline of proposed 30'x30' building expansion of Jazz Barber and Hairstyling Academy beyond their property line and into right of way



COMMONWEALTH OF VIRGINIA
8-16-2000
MICHAEL E. BRISTOW
No. 1305
LAND SURVEYOR

"This is to certify that on 8-16-2000 I made an accurate survey of the premises shown hereon and that there are no easements or encroachments visible on the ground other than those shown hereon."

Michael E. Bristow LSEC

I, Michael E. Bristow, do certify this property IS NOT in a H.U.D. defined flood hazard area.
Michael E. Bristow, C.L.S.
(ZONE - "C")

The Survey is subject to any easement of record and other pertinent facts which a title search might disclose.

PLAT OF LOTS 10 & 11 AND PART OF LOTS 12, 13, 14 AND 15, BLOCK-17, EAST PETERSBURG AND A RIGHT-OF-WAY OVER THE EASTERN 10' OF LOT-26 BLOCK-17, EAST PETERSBURG TO AMELIA STREET
CITY OF PETERSBURG, VIRGINIA

PUR: MARK WILLIAMS

HARVEY L. PARKS, INC.
LAND SURVEYORS
4508 W. HUNDRED RD.
CHESTER, VA.
748-8641 748-0515

DATE- 8-16-2000	SCALE: 1" = 20'
DRAWN BY- M.E.C.	
CHECKED BY- M.B.	
F. BK.- 148	PG.- 42

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 25, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Landis Faulcon, Director of Economic Development

RE: **Hold a public hearing on the proposed disposition of publicly-owned properties 326 East Washington Street 011-330010; 380 East Washington Street 012-200001; 400 East Washington Street 012-290002**

PURPOSE: To hold a public hearing for the disposition of publicly owned property located at 326 East Washington Street 011-330010; 380 East Washington Street 012-200001; 400 East Washington Street 012-290002

REASON: A public hearing must take place prior to the disposition of property.

RECOMMENDATION: Staff recommends City Council approve the disposition of the publicly owned properties.

BACKGROUND: The former Fort Lee Regency Hotel located at 380 East Washington Street, has been vacant since 2010. The City of Petersburg acquired the property in 2014 and 400 East Washington Street is the current office for Economic Development. A letter of intent for purchase of the properties was approved in August of 2015. In December, Developer C. A. Harrison Companies, LLC along with Commonwealth Architects announced the design of a new hotel and mixed-use development at 380 East Washington Street.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: $750,000

CITY COUNCIL HEARING DATE: **April 5, 2016**

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

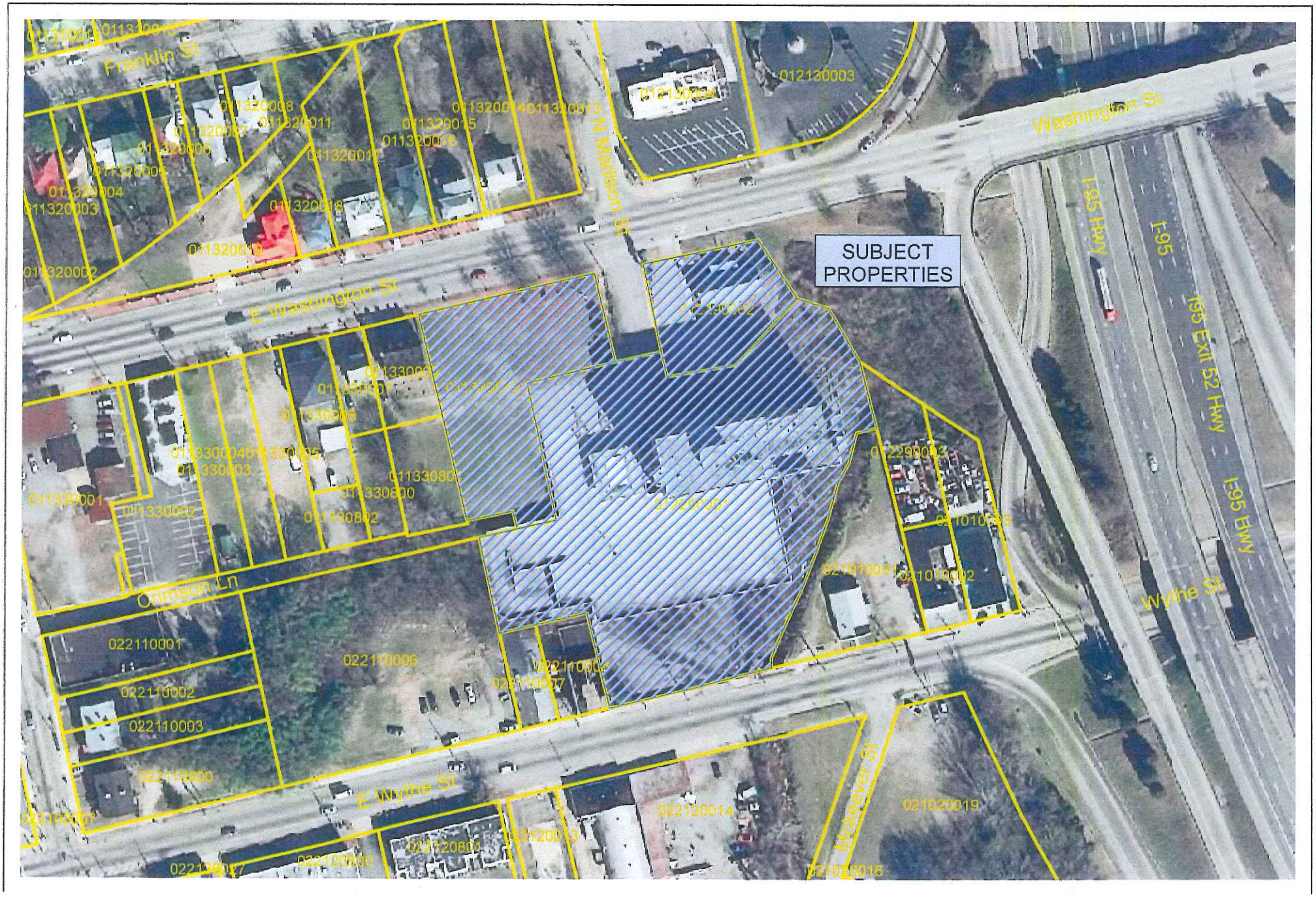
REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Landis Faulcon, Director of Economic Development

326 E. WASHINGTON STREET 011-330010
380 E. WASHINGTON STREET 012-200001
400 E. WASHINGTON STREET 012-290002

125 62.5 0 125 Feet



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **March 25, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Actin City Manager

FROM: Honorable Kevin A. Brown, City Treasurer

RE: **Hold a public hearing to amend City Code Section 50-131 to remove the term "cash escrow."**

PURPOSE: To assist the City of Petersburg in receiving secured funds for performance bond projects.

REASON: Contractors provide checks for the City to hold for performance bond projects and the checks are not secured funds. Therefore, the City is not guaranteed the money in the future.

RECOMMENDATION: Recommend City Council permit the deletion of the term "cash escrow" from our City Code and therefore, all contractors will be obligated to provide the City with a performance bond or an irrevocable letter of credit. Both of these financial instruments will give the City of Petersburg the level of financial security it needs concerning these types of projects.

BACKGROUND: We have received checks and the City is not able to cash the check because the contractor does not have the funds available or the check has become stale dated and the City cannot submit the check for payment.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: City Code Section 50-111,116,131

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Draft Ordinance

STAFF: The Honorable Kevin Brown, City Treasurer

16-Ord-

Adopted:

AN ORDINANCE TO AMEND CHAPTER 50, ENVIRONMENT, ARTICLE V, SECTIONS 50-111, 50-116 AND 50-131, REMOVING THE TERM CASH ESCROW FROM EACH SECTION; OF THE 2000 CODE OF THE CITY OF PETERSBURG, AS AMENDED.

BE IT ORDAINED, by the City Council of the City of Petersburg as follows:

That Section 50-111, 50-116, and 50-131, of Article V, Chapter 50, of the Code of the City of Petersburg (2000) (as amended) is hereby amended and re-ordained, as follows:

Sec. 50-111. - Monitoring and inspections.

a) The administrator or any duly authorized agent of the administrator (engineering technician/project inspector) shall inspect the land-disturbing activity during construction for:

(1) Compliance with the approved erosion and sediment control plan;

(2) Compliance with the approved stormwater management plan;

(3) Development, updating, and implementation of a pollution prevention plan; and

(4) Development and implementation of any additional control measures necessary to address a TMDL.

(b) The administrator or any duly authorized agent of the administrator (engineering technician/project inspector) may, at reasonable times and under reasonable circumstances, enter any establishment or upon any property, public or private, for the purpose of obtaining information or conducting surveys or investigations necessary in the enforcement of the provisions of this article.

(c) In accordance with a performance bond with surety, ~~cash escrow~~, letter of credit, any combination thereof, or such other legal arrangement or instrument, the administrator may also enter any establishment or upon any property, public or private, for the purpose of initiating or maintaining appropriate actions which are required by the permit conditions associated with a land-disturbing activity when a permittee, after proper notice, has failed to take acceptable action within the time specified.

(d) Pursuant to § 62.1-44.15:40 of the Code of Virginia, the administrator may require every VSMP authority permit applicant or permittee, or any such person subject to VSMP authority permit requirements under this article, to furnish when requested such application

DRAFT

materials, plans, specifications, and other pertinent information as may be necessary to determine the effect of his discharge on the quality of state waters, or such other information as may be necessary to accomplish the purposes of this article.

(e) Post-construction inspections of stormwater management facilities required by the provisions of this article shall be conducted by the administrator or any duly authorized agent of the administrator (engineering technician/project inspector) pursuant to the locality's adopted and state board approved inspection program, and shall occur, at minimum, at least once every five years except as may otherwise be provided for in section 50-110.

(Ord. No. 14-67, 7-1-2014)

Similar Provision, State Law Reference 62.1-44.15:60, 62.1-44.15:57

Sec. 50-116. - Performance bond. (9VAC25-870-104.D and Code § 62.1-44.15:34(A))

Prior to issuance of any permit, the applicant shall be required to submit a reasonable performance bond with surety, ~~cash escrow~~, letter of credit, any combination thereof, or such other legal arrangement acceptable to the city attorney, to ensure that measures could be taken by the City of Petersburg at the applicant's expense should he fail, after proper notice, within the time specified to initiate or maintain appropriate actions which may be required of him by the permit conditions as a result of his land disturbing activity. If the City of Petersburg takes such action upon such failure by the applicant, the city may collect from the applicant for the difference should the amount of the reasonable cost of such action exceed the amount of the security held, if any. Within 60 days of the completion of the requirements of the permit conditions, such bond, ~~cash escrow~~, letter of credit or other legal arrangement, or the unexpended or unobligated portion thereof, shall be refunded to the applicant or terminated.

(Ord. No. 14-67, 7-1-2014)

Sec. 50-131. - Bond.

(a) Bond required. All applicants for permits pursuant to section 50-130 of this article shall, at the time of permit application, provide to the city a performance bond, ~~cash escrow~~, or an irrevocable letter of credit in a form acceptable to the city attorney, to support the cost of measures necessarily undertaken by the city as a result of the applicant's failure to initiate or maintain appropriate conservation measures required of him as a result of his land-disturbing activity. No land-disturbing permit shall be valid until an approved bond has been provided in accordance with this section.

(b) Bond amount. The amount of the bond or other security for performance shall not exceed the total of (i) the estimated cost to initiate and maintain appropriate conservation action based on unit price for new public or private sector construction in the locality, and (ii) a reasonable allowance for estimated administrative costs and inflation, which shall not exceed 25 percent of the cost of the conservation action. Should it be necessary for the city to take such conservation action, the city may collect from the applicant any costs in excess of the amount of the surety held.

(c) Refund or termination of bond. Within 60 days of adequate stabilization in any project or section of a project, as determined by the administrator, such bond, ~~cash escrow~~ or letter of credit, or the unexpended or unobligated portion thereof shall be either refunded to the applicant or terminated, based upon the percentage of stabilization accomplished in the project or project section. The owner or permittee shall provide written notice to the administrator of completion of any project.

(Ord. No. 08-103, § 1, 11-18-2008)

Similar Provision, State Law Reference 62.1-44.15:57

DRAFT

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 24, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Nykesha D. Jackson, Clerk of City Council

RE: **Consideration of an Appointment to the South Central Wastewater Treatment Authority Board**

PURPOSE: To make appointment/s to the South Central Wastewater Treatment Authority Board.

REASON: Dironna M. Belton was named Acting City Manager on March 15, 2016. She will replace William E. Johnson, III former City Manager on the South Central Wastewater Authority Board.

RECOMMENDATION: Recommend Council appoint Dironna M. Belton to the South Central Wastewater Treatment Authority Board.

BACKGROUND: South Central Wastewater Treatment Authority operates the Petersburg Wastewater Plant, which serves the Cities of Colonial Heights and Petersburg along with the Counties of Chesterfield, Dinwiddie and Prince George.

The Authority Board includes one (1) Member and one (1) Alternate Member from each of the political subdivisions. City Council has, as have other member jurisdictions, traditionally appointed the locality's chief administrative officer as its representative on the Board and the Director of Public Works as the alternate.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Nykesha D. Jackson, Clerk of City Council

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **March 25, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna Moore Belton, Acting City Manager

FROM: Dr. Landis D. Faulcon, Director of Economic Development

RE: **Consideration of resolution authorizing an application for the Industrial Revitalization Fund**

PURPOSE: A City Council resolution is needed to authorize an application for the Industrial Revitalization Fund in support of the mixed-use hotel development known as the Cambria Hotel and Suites located at 380 E. Washington Street.

REASON: In Communities, The Industrial Revitalization Fund was created to improve physical and economic conditions characterized by blight and dilapidated properties.

RECOMMENDATION: Staff recommends City Council approval of the resolution authorizing an application for the Industrial Revitalization Fund.

BACKGROUND: The Virginia Department of Housing and Community Development administers the Industrial Revitalization Fund that supports revitalization and redevelopment activities including, acquisition, rehabilitation, demolition, and other physical repairs involving derelict or vacant structures.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: **N/A**

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Resolution

STAFF: Dr. Landis D. Faulcon, Director of Economic Development

DRAFT

RESOLUTION

BE IT RESOLVED THAT, The City of Petersburg wishes to apply for $600,000 of Industrial Revitalization Funds for the Cambria Hotel and Suites at 380 E. Washington Street.

WHEREAS, the Virginia Tourism Development Financial Program, Virginia Tourism Growth Fund, Industrial Revitalization Fund and HUD 108 Guaranteed Loan Program will also be expended on this project.

BE IT FURTHER RESOLVED that the acting City Manager is hereby authorized to sign and submit appropriate documents for the submittal of this Industrial Revitalization Fund Proposal.

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 16, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Wayne M. Crocker, Director of Library Services

RE: **Consideration of appropriation for Early Literacy Funds - $10,000**

PURPOSE: To amend the special fund budget by $10,000 for early literacy funds collected.

REASON: The City has received a donation from the United Way of Greater Richmond and Petersburg to support early literacy efforts of the Petersburg Public Library.

RECOMMENDATION: Recommend Council approve attached appropriation ordinance in the amount of $10,000.

BACKGROUND: The Petersburg Public Library has received a donation from the Unity Way of Greater Richmond & Petersburg to enhance its early literacy efforts. These funds will be used to encourage the love of books and learning, provide transportation for preschool children, encourage parental involvement in early literacy, and provide volunteer opportunities. Specifically, the Library will implement the First Book program to distribute low cost books to Head Start/Title I students at the Westview Early Childhood Learning Center who visit the Library for story time. The Library has received a minibus from the Petersburg Area Transit to provide transportation for preschool children in licensed daycares to attend story times. The mini bus will be wrapped (vehicle wrap) in an attractive artwork to excite children to come to the Library.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: $10,000.00

CITY COUNCIL HEARING DATE: **April 5, 2016**

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Petersburg Public Library

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: An appropriation ordinance in the amount of $10,000.

STAFF: Wayne M. Crocker, Director of Library Services

AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2015, AND ENDING JUNE 30, 2016 IN THE SPECIAL FUNDS FUND IN THE AMOUNT OF $10,000 FOR LIBRARY EARLY LITERACY FUNDS.

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2015, in the Special Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2016.

Previously adopted	**$19,272,238**
Library	10,000
Total Expenses	**$19,282,238**

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2015 and ending June 30, 2016, the following sums for the purposes mentioned:

Previously adopted	**$19,272,238**
ADD: Revenue From Other Agencies United Way	10,000
Total Resources	**$19,282,238**

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: March 24, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Dironna M. Belton, Acting City Manager

FROM: Nykesha D. Jackson, Clerk of City Council

RE: **Consideration of an appointment to the Riverside Regional Jail Authority Board.**

PURPOSE: To make appointment/s to the Riverside Regional Jail Authority Board

REASON: Dironna M. Belton was named Acting City Manager on March 15, 2016. She will replace William E. Johnson, III former City Manager on the Riverside Regional Jail Authority Board.

RECOMMENDATION: Recommend Council appoint Dironna M. Belton to the Riverside Regional Jail Authority Board.

BACKGROUND: The Riverside Regional Jail Authority Board is a seven-member regional jail that oversees the regional jail facility serving the localities of Counties of Charles City, Chesterfield, Prince George, and Surry and the Cities of Colonial Heights, Hopewell, and Petersburg. The City has one member and one alternate to serve on the Board.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: April 5, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Nykesha D. Jackson, Clerk of City Council

City Manager's Report

Council Meeting April 5, 2016

a. Consider the Farmer's Market original location and plans for expansion if necessary to reclaim vendors who departed in the last year.

The Petersburg Farmers Market moved to 125 E. Washington Street in November; a very visible location off of exit 52 in the heart of downtown Petersburg. The Office of Economic Development is working with a variety of community partners and funding agencies to create new resources and programs to support the Petersburg Farmers Market. New and returning vendors are always welcome at the Farmers Market. For information about vendor applications, policies and fees call Cynthia Martin at 804-733-2352

b. Is there a plan to develop existing housing properties rather than acting on new development?

Yes, there are goals and focus areas in the updated Master Plan for direct efforts and resources. The City can also utilize its tools through Code Enforcement to require existing property owners to maintain and fix up their properties. The City cannot require anything above what the code states is necessary for the safe occupancy of the housing. Our development

efforts targets the neighborhoods but not specific properties.

c. Can the City consider a volunteer program to help enforce illegal parking in handicap spaces to include a certification for photographers to help prosecute violators?

The Mayor has addressed the possibility of this program with the Acting City Manager, Police Chief and Acting City Attorney.

d. Will there be a review of salaries for those making over $100,000 as a result of raises realized in the past few years?

No review will be done as a result of the raises; however, based upon FY 17 projected revenues, salaries will be revisited prior to submitting the FY 17 budget.

e. Will the City website be updated?

Updates are currently being made to the website.

f. What is the payment plan for the school system?

As funds are available, our practice has been to allocate one twelfth of the total appropriated funds due from the City to Petersburg Public Schools monthly.

g. Can Cameron field be revamped?

Presently, there are no plans to rehabilitate Cameron Field. Physical Improvements to parks are based on funding (grants, general fund, or CIP).

h. What is the plan to hire a new City Manager to include advertising, use of a consultant and citizen input?

No deliberations have been made at this time, but will be forthcoming.

i. Can prayer be considered as a part of the Council meeting?

It is and has been the Council's position that due to several denominations of worship; that the moment of silence shall be used for individualized expressions of reverence.