

## 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

### Acting City Manager

Dironna M. Belton

## Agenda

June 7, 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. Recognition of Petersburg Police Department
  - b. Proclamation designating June 11, 2016 as Juneteenth Day
6. Consent Agenda:
  - a. Minutes, Regular Council Meeting May 17, 2016; Special Council Meeting May 17, 2016
  - b. Schedule a public hearing for the disposition of property located 29 South Union Street, 41 South Union Street and 801 South Adams Street on June 21, 2016.
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.)
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 except 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 approval and adoption of Fiscal Year 2016 – 2017 Operating Budgets.
- b. Consideration of reappointment to the Economic Development Authority.

**10. City Manager's Agenda**

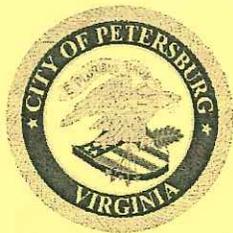
- a. City Manager's Report

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

**12. City Attorney's Agenda**

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

**14. Adjournment**



# City of Petersburg

5.a

## Ordinance, Resolution, and Agenda Request

**DATE:** May 31, 2016  
**TO:** The Honorable Mayor and Members of City Council  
**THROUGH:** Dironna M. Belton, Acting City Manager  
**FROM:** Southside Virginia Association of Realtors  
**RE:** Recognition of Petersburg Police Department

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**PURPOSE:** To recognize service of the Petersburg Police Department.

**REASON:** To thank the police department for all the hard work that they do in protecting and servicing the community.

**RECOMMENDATION:** No action required.

**BACKGROUND:**

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** June 7, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Police Department

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Petersburg Police Department



The Special Meeting of the Petersburg City Council was held on Tuesday, May 17, 2016, at City Hall in Council Chambers. Vice Mayor Parham called the special meeting to order at 2:00p.m.

1. **ROLL CALL:**

Present:

Council Member David R. Coleman  
Council Member John A. Hart, Sr.  
Vice Mayor Samuel Parham  
Mayor W. Howard Myers

Absent: Council Member Treska Wilson-Smith  
Council Member Darrin Hill (arrived at 2:05pm)  
Council Member Brian A. Moore

Present from City Administration:

Assistant City Attorney Danielle Powell  
Acting City Manager Dironna Belton  
Clerk of Council Nykesha Jackson, CMC

2. **PURPOSE:**

a. Discussion of economic development opportunities for the City of Petersburg.

3. **CLOSED SESSION:**

Assistant City Attorney Danielle Powell, 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 5 to have discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community and involving City property.

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

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

City Council entered closed session at 2:08 p.m.

**CERTIFICATION:**

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

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

Council Member Coleman made a motion to 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, Parham and Myers: Absent: Wilson-Smith and Moore

16-R-29      **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.**

4.      **ADJOURNMENT:**

City Council adjourned at 3:06 p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

The regular meeting of the Petersburg City Council was held on Tuesday, May 17, 2016, at the Union Train Station. Mayor Myers called the regular meeting to order at 6:30p.m.

1. **REGULARLY-SCHEDULED MEETING – 6:30 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 Treska Wilson-Smith  
Vice Mayor Samuel Parham  
Mayor W. Howard Myers

Absent: None

Present from City Administration:

Acting City Attorney Mark Flynn  
Acting City Manager Dironna M. Belton  
Clerk of Council Nykesha D. Jackson

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 designating May 15-21, 2016 as Emergency Medical Services Week.

**BACKGROUND:** Emergency Medical Services is a vital public service. The members of emergency medical services team, whether career or volunteer, engage in thousands of hours of specialized training and continuing education enhance their lifesaving skills. It is appropriate to recognize the value and the accomplishments of emergency medical service providers by designating Emergency Medical Services Week.

**RECOMMENDATION:** Recommend Mayor Myers read the attached proclamation.

Fire Chief T. C. Hairston and Jim Vanlandingham, Treasurer and Board Member of Southside Virginia Emergency Crew accepted the proclamation designating May 15-21, 2016 as Emergency Medical Services Week.

b. Proclamation for Preservation Month.

**BACKGROUND:** May is the month set aside to recognize the profession and efforts of volunteers and communities who work diligently to preserve places that matter. The City of Petersburg is proud of its long and continuing history of active citizen participation in historic preservation activities. This proclamation recognizes the current members of the Architectural Review Board (ARB), Preservation Virginia, Historic

Petersburg Foundation and professional staff for their contributions to the preservation of the City's historic and cultural resources.

**RECOMMENDATION:** Recommend Mayor Myers read the attached proclamation.

Department of Planning and Community Development, Preservation Planner and Architectural Review Board Members accepted the Proclamation.

6. **CONSENT AGENDA:**

- a. Minutes of Regular Council meeting April 19, 2016, and May 3, 2016.

Council Member Moore made a motion to accept the Consent Agenda. 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

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 on an ordinance to release certain covenant and restrictions imposed by Ordinance 97-62.

**BACKGROUND:** Conditions that exist in the 1997 ordinance are no longer relevant. In addition, the property is vacant and is not being used in accordance with this ordinance. At present, the 1997 ordinance serves as a cloud on the title. Adopting the new ordinance will make it easier for the property to be developed and increase economic activity.

**RECOMMENDATION:** Recommend Council release certain covenants and restrictions imposed by Ordinance 97-62.

Mark Flynn, Acting City Attorney, gave a brief overview of the request.

Ms. Jackson opened the floor for public comment.

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

Council Member Moore made a motion to release certain covenants and restrictions imposed by Ordinance 97-62. 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-25 AN ORDINANCE TO RESCIND CERTAIN PROVISIONS OF ORDINANCE 97-62, AND TO RELEASE CERTAIN PROPERTY LOCATED AT 15 W. OLD STREET, PETERSBURG, VIRGINIA, FROM THE COVENANTS AND RESTRICTIONS IMPOSED BY SAID ORDINANCE 97-62.**

- b. A public hearing on the Fiscal Year 2016-2017 Operating Budgets.

**BACKGROUND:** City Manager has recommended an operating spending plan of \$102,237,769 for the Fiscal Year beginning July 1, 2016, and ending June 30, 2017. The public hearing will allow citizens to comment on the City Manager's recommendation before City Council.

**RECOMMENDATION:** Recommend Council hold a public hearing to receive public comment on the proposed FY2016-17 Operating Budgets.

Dironna Belton, Acting City Manager, gave a brief overview of the operating budget.

Ms. Jackson opened the floor for public comment.

Barb Rudolph, 1675 Mt. Vernon Street, thanked Ms. Belton and staff for providing this information ahead of time and sharing it with the public. She stated that this is very helpful. She stated that she agrees that this looks like a very responsible plan for spending and to reduce it. She stated that her questions tonight are about revenue. She stated that the budget is presented with the revenue and expenditures and balance which is the normal procedure. She stated that Ms. Belton has done this. She stated that there is a \$4.7 million dollar overall reduction in both. She stated that this is 6.22% that Ms. Belton referred too. She stated that most of the reduction is in the first category which is the property taxes. She stated that she thinks that this is what Ms. Belton also talked about being a major driver in the financial fortunes of Petersburg. She asked were the past revenue projections like used in the 2016 budget inflated. She asked are we low balling the projections for 2017. She stated that she heard Ms. Belton talk about having conservative revenue projections and that this might produce some surplus revenue. She stated that she thinks that there was also a comment on revising the revenue projections and those they would be more in line with the actual experience. She stated that this is really what she is questioning. She stated that she is not saying she has a problem with it but that she would like to understand it better. She stated that either the budget before City Council is accurate in terms of the revenue or it's much understated and the past budgets are accurate. She stated that it seems like what they heard from financial reports that at least the revenue collection was behind. She stated that the statements were made a couple of times that the revenue comes in the last quarter of the fiscal year. She stated that Ms. Belton stated that the City would end up \$2 million dollars behind at the 2016. She stated that she thinks that Ms. Belton has incorporated this into. She stated that she would like to know more if it can be shared about how does the revenue projections and the property tax are developed. She asked does it have more to do with the 2016 budget revenue projections being too high. She asked is the city trying to make a surplus. She stated that those two things are different. She stated that she noticed that they pointed out that this was a strategy that they were working on with the fire department and police department. She stated that from the actual figures that were online it looked like the fleet equipment is a half a million dollars in the proposed budget but it was \$1.8 million dollars in the previous budget. She stated that she does not understand what she was presenting. She stated that if the City had plans on improving fleet it looks like in the budget this was one of the biggest cuts. She stated that she does appreciate this opportunity to ask questions and that if there are enough questions that they consider having a budget work session.

Kelly Harris-Braxton, Executive Director of Virginia First Cities (VFC), stated that they are a coalition of older historic cities across the commonwealth. She stated that they successfully advocate for their City's priorities and needs at the state level. She stated that Petersburg is a founding member of their organization. She stated that they greatly appreciate their membership. She stated that recognizing the budgetary problems that the City is facing she is present to ask that they keep VFC in the budget. She stated that she will tell them three things. She stated that she has a couple of documents in the packets that she has passed out. She stated that the first one is on the direct benefits to Petersburg. She stated that in regards to the first document, VFC adds greatly to the revenue bottom line. She stated this is just a sample of the benefits. She stated that the work that they do adds great deal to the City's cash flow and revenue. She stated that from looking at it they can see some of the revenue that the City gets every year and some that they get every other year. She stated that one is in regards to the extended school year funding. She stated that they get \$850,000. She stated that this is direct result of work that comes from VFC. She went through other listings of resources of funds. She stated that on an annual basis the City gets an additional \$625,000 for street maintenance. She stated that VFC is quite different from Virginia Municipal League (VML). She stated that this is one question that she gets from time to time. She stated that VML is an excellent organization that works to protect the City's local government authority. She stated that VFC works to promote priorities and funding that directly affect Petersburg and City's like Petersburg. She stated like Richmond, Norfolk and Hopewell. She stated that she has another sheet that shows exactly what they have worked on for this year. She stated that she wants them to understand that these are things specifically VFC's. She stated that this is not a bunch of other people. She stated that this is what they worked on and put budget amendments in for to give the City specific outcomes. She stated that these are the policies and programs that they are working on. She stated that the City will benefit from it. She stated that there is also community wealth building in it also. She stated that she just

wanted City Council to know that they appreciate their membership and that they consider keeping them.

Sam Rhue, 1952 South Westchester Drive, thanked Ms. Belton for the budget and the 6.2% reduction. He stated that this answer was one of his questions. He thanked Ms. Belton for investment and technology. He stated that he thinks that the City has an opportunity to save money in efficiency and automation. He stated that he has some questions around health insurance. He stated that he thinks that the numbers are about \$562,000 in the budget as expenditure. He asked how much of this is an increase and what percent increase is this. He asked is the City still with Anthem or are we taking this out to bid. He stated that if there is an increase then what portion relates to the employee versus the City. He asked is there a salary increase proposed in this budget. He stated that he noticed on the delinquent taxes for the revenue the City projected about \$7 million dollars. He stated that if the numbers are correct then this is around 30% of the taxes that are delinquent. He asked whether the current taxes are taken into account with the delinquencies or do they expect to recover those taxes of people that are delinquent and current.

Ken Pritchett, 1113 Overbrook Drive, stated that he would like to support what the young lady stated regarding VFC. He stated that he thinks that it is imperative that the City belongs to VFC. He stated that you spend \$15,000 and some change and get several million back. He stated to the Interim City Manager to find some of the money that the City can save. He stated that he found about \$2 million dollars. He stated that this is an organization that represents the oldest and the poorest cities in the state of Virginia. He stated that they can organize it so that not everyone attends the VML conference every year. He stated that they can alternate this. He stated that there is a lot of stuff that can be brought back if the City administration and City Council insist that the things that they learn can make the City more efficient and save the City money. He stated that he will give one example and that some of them may know about this. He stated that when they were talking about selling the landfill. He stated that he pushed and pushed. He stated that when he came back from one of the National League of Cities meeting he insisted on putting recyclables in the contract and that the City would participate 50/50. He stated that the City has been doing this. He stated that it is up to the forensic audit to find out if they have been getting this money. He stated that the City does not get the full 50% because they deduct expenses from it. He stated that this is plus revenue. He stated that he did not see any of this revenue in the budget. He stated that if he recalls some months it had been \$35,000. He stated that if they were ever going to do methane gas and build a methane plant, which they could not do because it would cost \$1 million dollars, then they had this in the contract to split it 50/50 as well. He stated that some of the new council members may not be aware of this. He stated that the money they have gotten so far and should have gotten for recyclable would have more than pay for NLC and VML and staying apart of VFC.

Carrol Mickens, Sr., 2011 Cumberland Avenue, stated that he heard the budget presentation. He stated that he has a question. He stated that about three or four months ago an auditor came up and stated that the City was in the negative for about four or five million dollars. He stated that there is an increase in the budget now. He asked where these funds are coming from to cover the deficit and to make the increase.

Dama Rice, 1708 Hickory Hill Road, stated that having been on the board that each of the council members sit on when VFC first came about and was heavily involved when getting them started to sell a need to physically stressed communities within the state. She stated that they have served the City extremely well and have more than paid the City's dues back tenfold at minimum each year for what they actually do. She stated that if the City invests \$15,000 or \$16,000 a year than they have already realized several million dollars in funds available to the City of Petersburg in this upcoming fiscal year alone. She stated that she ask them to continue to support VFC. She stated that they fill a void that no other state organization does.

Leonard Curry, 2014 Woodland Road, stated that as a background he holds a degree in finance. He stated that he is part of the America's Bankers Association and a graduate of Rutgers University. He stated that he was the lead budget writer for a national news service for eight years writing and analyzing about the federal budget. He stated that this week he spent more than five hours with an analyst who has previously served as the news finance director. He stated that they reviewed as much as they can in the budget proposal. He stated that he can only applaud Ms. Belton's proposed budget. He stated that she has been conservative in her revenue estimates and that she is proposing to curve reduced outlays from current levels. He stated that she did not take the easy way out of her proposals as far as he can determine. He stated that

she even declined to use the escape route of the 2% which could have saved several hundred thousand dollars. He stated that they should congratulate the acting city manager for great effort with only a brief period on her job. He stated to let's all hope that she can reach her objectives in the year ahead. He stated that he has one suggestion for City Council in reviewing the budget proposal. He stated that of the \$2 million dollars in reduction nearly \$1.5 million dollars come from departmental spending. He stated that he cannot find any guidance on what this non-departmental can be. He stated that it is not in the proposal that was presented which is a conversation issue that he raised with City Council on March 15, 2016. He stated that the former City Manager awarded nearly one half a million dollars in pay raises to 16 City employees. He stated some of the pay heights exceeded \$40,000 in a City with an average family income of \$30,000. He stated that he believes that it is mandatory that the citizens know the status of these pay raises as the budget process continues. He thanked them for the opportunity to speak.

Michael Edwards, 409 Grove Avenue, asked when did they not get questions answered during a public hearing and when did they have to wait until the public hearing is over. He stated that every public hearing that they have had they have had their questions answered during them. He stated that he has a couple of questions. He stated \$1,414,478 for the City jail. He asked that with the jail closed why there is a million dollar figure. He stated that he has a concern about the tourism going under economic development. He stated that many will remember that it used to be under the Planning Department and that it was a disaster. He stated that tourism is the City's main driving point. He stated that he applauds Ms. Belton in trying to restructure it but that he thinks that it needs to stay in a department of its own. He stated that Mr. Little has done a fine job in managing this department. He stated that in previous budgets that had been given a breakdown of what was under the non-departmental. He stated that this budget they do not. He stated that he wishes that they can clarify what is under non departmental. He stated that he does not see the Petersburg Generals being funded. He asked whether this is now obsolete. He stated that under special fund, under planning he sees Centre Hill Mansion and Cameron Foundation. He stated that 2015-2016 it was \$10,000 and 2016-2017 it is proposed \$9,270. He asked can some details be provided on this. He stated that a couple of public hearings ago they had information concerning the Southside Virginia Emergency Crew. He stated that he wishes that the City continues to support the emergency crew. He stated that they have provided many years of unselfish service to the citizens of the City. He asked can clarity can be provided for this and if they are getting any type of funding during this go around.

Linwood Christian, 410 Mistletoe Street, stated that he wants to say something to Ms. Belton in reference to a couple of things that she mentioned that may have made him block out some other things. He stated that one of the things that she mentioned that may have made him block out other things in the presentation. He stated that City Manager after City Manager after City Council after City Council that they have had to always either fund the school system on level funding or they cut funding. He stated that then they smile in the school administration face. He stated that they are doing everything to help them but they cut the budget. He stated that now Ms. Belton comes with a 2% increase. He stated that although his son is out of school he still has a couple of kids that call him their dad and relatives that are in the school system. He stated they have PTA and everything going through this fight. He stated that he wants to say thank you. He stated that it finally shows that someone is listening. He stated that there is something that he did not see when he may have blanked out. He stated that Harding Street Recreation is closed and A.P. Hill Recreation is not functioning. He stated that the recreation center that they were supposed to have at Virginia Avenue School is still standing still. He stated that the summer is almost here. He stated that they do not have enough for the children to do. He stated that last year Mrs. Yerby had to go through a scrummage because she did not have enough people to work at the one City pool that the City has. He stated that he would hope that something is put in there for that. He stated that he would hope that in listening to the VFC presentation that whatever they give and help with benefits all of the citizens. He stated that they are always talking about the gateway. He stated that they talk about the gateway in Petersburg but that there are potholes everywhere. He stated to City Council to not sit up there and focus on the gateway when the rest of the 9<sup>th</sup> ward looks bad.

Dr. Linda Shifflette, Acting Superintendent of Petersburg Public Schools, stated that she wanted to give thanks to City Council Members and Ms. Belton. She stated that when she started the budget deliberation this year they were looking at a much different picture. She stated that her first meeting with Acting City Manager, Ms. Belton, she knew what she was facing in putting together terms for the budget. She stated that they are

very pleased. She stated that they did not get the 3.8% decrease that was originally proposed and that in the end they actually came out to \$233,000 that they did not expect. She stated that she always has to advocate what they need and that this still leaves them with about \$581,000 that they will have to go back and determine where they would have to balance out at in the budget. She stated that they did look at everything that they could. She stated that they will be closing one of their schools. She stated that if there is any extra money that is coming to the City they would be delighted to be the recipient of it. She stated that she thinks the bigger part and the most important reason that they are here is to help the part of the economic development of the City. She stated that they want to be the City's partner in making sure that they provide the skilled workforce that they need to attract businesses to the City. She stated that she will be leaving in a short time and that they will be transitioning to a new superintendent, Dr. Marcus Newsome. She stated that Dr. Newsome brings a wealth of experience in education in Virginia who is a highly respected leader. She stated that she had the privilege of meeting with him today and she has shared with him the work that has been done. She stated that she did want to come tonight and that she met with City Council last week to talk about the school's budget. She stated that she wanted to come tonight to tell City Council thank you for looking out for the schools. She stated that they will do their best to look out for the City.

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

There was discussion among City Council and staff.

\*No action on this public hearing.

- c. A request to apply for a loan up to \$2,000,000 to C.A. Harrison Companies, LLC for the purpose of renovating the former hotel property located at 380 East Washington Street.

**BACKGROUND:** This is a request to submit an application to the U.S. Department of Housing and Urban Development (HUD) for \$2,000,000 of loan assistance under the Section 108 Loan Guarantee provision of the CDBG program. This loan will aid in the development of a hotel to be located at 380 East Washington Street. This is another Economic Development tool that is available to developers to provide gap funding for development projects.

**RECOMMENDATION:** Following a dully advertised public hearing, Council may take action on the request.

Michelle Peters, Director of Planning and Community Development, gave a brief overview of the request.

Chris Harrison, developer, gave a briefing in regards to the loan and development.

Ms. Jackson opened the floor for public comment.

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

There was discussion among City Council Members and staff.

Council Member Moore made a motion to authorize Ms. Peters to apply for the loan up to \$2,000,000 to C.A. Harrison Companies, LLC for the purpose of renovating the former hotel property located at 380 East Washington Street. 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, Parham and Myers; Abstain: Wilson-Smith

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.

Cory Harris, 2316 Anderson Street, stated that he would like to address a couple of things about perception. He stated that he thinks that they should really be more focused on the unity and bringing people together when it comes to the City. He stated that it is just not happening. He stated that he is going to address a couple of things that he has researched on social media. He stated that they should keep in mind that it is only a perception. He stated that he is not passing judgement and that he is only telling them what is there. He stated that the first thing that he wants to address is the perception that City Council may not see but that they are giving. He stated that they are giving a perception that they are smart and the citizens are dumb. He stated that City Council does not want to take their input when it means growing the City by incite. He stated that they love the City too. He stated that it seems like they are not listening to the citizens. He stated that he really wish that they would take the time to listen to them because they have a lot of smart and intelligent people in the City. He stated that they really want to push and give their input when it comes to the City. He stated that the second thing is that there is a perception on social media that the six men of council are picking on one woman. He stated that this is the perception on social media. He stated that he knows that some of them are looking at him in a certain way but that this is what people are seeing on social media. He stated that he does not know why they are actually saying this. He stated that he thinks that the councilwoman is a very nice and sweet lady. He stated to Mayor Myers that he is reaching out to him as a concerned citizen and that this is nothing personal. He stated that he would like for them to focus on the City's business. He stated that he would like for this to be the main focus. He stated that he would like City Council to reach out more to the citizens of the City so that they can bring the City truly together. He stated that he believes that most of them are really good people. He stated that he thinks that the media has been present far too many times when it comes to something bad. He stated that he thinks that it is time to focus on something good. He stated that he thinks that they should focus on bringing the City together so that they can become stronger people.

Barb Rudolph, 1675 Mt Vernon Street, stated that at the risk of being a little to in the face of City Council Members she challenges them to tell them that citizens bills for water usage and personal property taxes are anywhere near accurate or consistent. She stated that she is not really bringing up a new issue but that she wants them to look at it from a slightly different angle. She stated that it is common place that the amounts are far greater than people historical patterns of consumption. She stated that they hear this complaint a lot. She stated there is an issue with personal property taxes being divided into two-half's in the year. She stated that there are delinquent charges being affixed that are wrong. She stated that she is sure that they have heard some of this from their constituents. She stated that they have been told several times that this is all being fixed and for them to be patient. She stated that she is not going to dispute this and that she is going to start from the assumption that eventually it will be fixed and it will get better. She stated that there is still a big problem that they have not talked about and that this would be called the elephant in the room. She asked that with this pattern of overcharging how are citizens, who have paid too much, able to recover from difference between the initial and corrected bills. She stated that they would probably tell her how that person can go to the appropriate office in City Hall and work with staff that collects the bills and receive a credit or some other type of adjustment. She asked City Council has it occurred to them how many people who have access to this remedy. She stated that this is making a personal visit to negotiate with their City government. She stated that some have given up after months of questionable bills and the inability to get answers via phone calls or online. She stated that some do not know where to start to figure out what they should be charged in order to make an effective case when they do interact with the City. She stated that many of them simply cannot make it to City Hall to spend hours and may be multiple visits to engage in hassling with the City. She stated that they have citizens in the military that have to deploy. She asked what about citizens that lack transportation to come downtown and that they know that there are a few like this. She asked what about single parents with multiple children to care for. She asked what about the elderly. She asked what about people who are trying to make it to work who have several jobs and don't have time to take off during the work day. She stated that those people are falling through the cracks. She stated that she believes that they deserve a thorough answer on whether the City is going to reach out to citizens that have been overcharged and damaged by the action of the City. She stated that if someone wants to correct it they

should come to City government to do so. She stated to City Council to please show that they have some compassion and concern for people in Petersburg that do not have the ability for the reasons that she has mentioned to come to the City for help.

Patricia Miller, 1732 S. Halcun Drive, stated that she comes before them this evening to speak about the Farmer's Market. She stated that she does not know if anything can be done to save the market at this time. She stated that she would like to share some concerns for consideration in making other decisions that affect the stability of the City and its citizens. She asked what facts were considered in making the decision to move the market to the present location. She stated that she has been supporting the market since its beginning and that she has enjoyed her purchasing and fellowship of the vendors and other shoppers. She stated that she was at the market on Saturday and that she was saddened by the current state of affairs. She stated that the current location is wide open with no protection from the element. She stated that the sun was high on Saturday and beating down on the few people that were present. She stated that a few weeks ago she was at the market with Petersburg Girl Scouts recognizing Earth Day and a rain shower came. She stated that she knows that the sun and the rain is not in the City control however some type of cover could have been considered. She stated it is not clear to her what marketing strategy dictates the benefits of the occasional travelers coming off of 95. She stated that she was informed that several of the previous vendors have moved their operation to Colonial Heights. She stated that one of the current vendors is ready to follow. She stated that the vendor comment was that money is being lost by staying in Petersburg. She asked City Council how many of them support the market. She stated that it appears that in this situation and other decisions in recent years that not enough thought and research have been done when making decisions that impact the City. She stated that she appeals to them all and take "self" out of their discussions and decisions and concentrate on what is best for this City.

Thelma Branch, 601 Taylor Street, stated that she is present this evening regarding her and her home. She stated that she has been going through terrible rounds as far as with people that are living one lot from her. She stated that her house has been broken into 20 times. She stated that most of her expensive items are gone and that she is at the point that she is asking herself is it worth it. She asked should she give up her home and move somewhere else. She stated that she found out in talking with one of the attorney's and that he kind of gave her a little hope. She stated that he said that if she calls down to the police department to see if she can get some surveillance done. She stated to the attorney that she will try. She stated that has done this and that it did not solve the problem. She stated that she is to the point that she has changed alarm systems on her home three times and that it is still not doing any good. She stated that she wants her home to become part of the historical society in the City of Petersburg. She stated that because of this now she does not really want to do this. She stated that she is not getting any help to show her that what is going on in her area will stop happening or will it continue. She stated that she does live in Blandford at 601 Taylor Street. She stated that she is right there near 95. She stated that her home is the only large historical home that is still standing. She stated that she would like for someone within the means of helping her to either get the situation cleared up or tell her to sell her home and go somewhere. She stated that she has been going through this for years and that she is not pleased at all.

Sam Rhue, 1952 South Westchester Drive, stated that this is just a reporting suggestion. He stated that he has talked to the city manager about strategic planning. He stated that he thinks that this plan should be put on the website periodically and get periodic reports to City Council Members at the council meeting. He stated that he thinks that it would be very effective. He stated that he applauds them for the budget process and posting it on the website.

Willie Noise, 1508 Circle Drive, stated that he likes the feel. He stated that it seems like it is peace in the building tonight and some togetherness. He stated that he hopes that this is a sign for the future. He stated that the women at the table, he would like to show thanks and appreciation to them. He stated that in particular the Clerk of Council, Ms. Jackson. He stated that she is one heck of a lady and that she has been holding this council together. He stated that City Council should know it because she has probably been to a lot of things that she had to straighten out and answer for City Council. He stated that he thanks her for having City Council back. He stated that the street maintenance in the City is looking pretty good. He stated that they are doing a lot of paving and patching of the roads in the City. He stated that he knows that it takes time. He

stated that he would like to see efforts done to the corner lots. He stated that they can make the corners look beautiful. He stated that the City needs to step up the appearance on the businesses. He stated that even with the homes and the side of the buildings and the back. He stated that there should be a mandatory inspection on the front. He stated that there should be more police presence in the school halls and that this would solve a lot of problems. He stated that there are a lot of lots that are being ticketed and they are besides homes of people that take care into their property. He stated that some people will say that if the City cannot get to it then they will maintain the property. He stated that there needs to be an incentive or award for these people and allow them to take on taking care of a property that is next to them. He stated that appraisal reports need to be on Council Members and other personnel. He stated that it needs to be a spot check. He stated that there has been a whole lot of stuff going on that they are passing their concerns onto people that are incompetent. He stated that somebody needs to let them know that whoever speaking that is making a little mistake or can they speak and answers his questions and he takes it to heart. He stated that in closing he says, "Keep on praying Petersburg, you all are looking good."

Michael Edwards, 409 Grove Avenue, stated that prior to the meeting he handed the clerk a deed to Centre Hill Mansion. He stated that for the audience if they would like to research this it can be found in the Hustings Court Archives in book 317, page 482. He stated that he is very glad to see that tourism and museums have finally made it on the property list in the City. He stated that he has said time and time again that the City is missing a huge opportunity by not effectively marketing and preserving the City as a premier tourist destination for history, sightseeing and also touring. He stated that with museums and tourism being one of his main interests he is concerned that they may be violating the agreement between the City and the Federal Department of Interior for the ownership and use of Centre Hill Mansion. He stated that when Centre Hill was deeded to the City in 1972, the property was conveyed for the specific use as a public museum and must be maintained in the public interest. He read the agreement out loud. He stated that he brings this question up since the mansion has been closed for three months while filming is being conducted. He stated that by the term of the deed agreement if the City does not have Centre Hill open as a museum then the City loses the building. He stated that the closing of Centre Hill is taking place during the peak of tourist season. He stated that they are already one site down with the closure of the Siege Museum in November. He stated that the mansion cannot be toured and enjoyed by tourist while the filming is taking place. He stated that the historic landmark continues to take damage with every film project. He stated that areas have taken on floor damage, cracking in the plastered, electrical shortages, damages to doors and windows through the scraping and nailing to the building. He stated that it is one thing when a structure is damaged through natural disaster which is a force that is beyond human control. He stated that after a Facebook post last Saturday about the new shutters on the mansion flopping around in the wind due to the film company unlatching the secured devices. He stated that he took a ride over to the mansion to look at the shutters and that he noticed that one of them has gone missing. He stated that it is his assumption that it fell off the building and shattered. He stated that for ten years the citizens have waited to have the shuttered replaced. He stated that the grant repair of \$135,000 was completed last August. He stated that filming is a great way for City exposure. He stated that they must be stricter when doing a contract for the use of Centre Hill. He stated that eh museums should be open on the weekend when filming takes place usually during the week and guidelines must be adhere to so that preservation is assured. He stated that they must not let the City's historic structures fall derelict to Hollywood. He stated that they must keep the historic structure intact.

Barbara Holmes, 307 Spotswood Drive, stated that she is present because of the police. She stated that on Friday the 13<sup>th</sup> around 2:30am in her neighborhood there is a dead end. She stated this is where Thacker's Hardware is and that this is a dead end. She stated that they have all of this traffic going and that there is people coming and parking and going to sleep with the lights on in the dead end. She stated that they called Petersburg Police. She stated that Petersburg Police stated that this is not there jurisdiction and that she is to call someone else. She stated that they called Prince George and that Prince George comes out and Petersburg still comes out as well. She stated that Petersburg sits back and watch Prince George do whatever. She stated that she is paying taxes in Petersburg. She stated that if this happens again then who they to call. She asked is it Petersburg or Prince George. She asked where exactly she lives. She stated that she does not know where she lives anymore. She stated that they say Petersburg and Petersburg says that it is not Petersburg. She stated that knows that it is supposed to be Petersburg but Petersburg will not do what they are supposed to do. She stated that if she has to pay taxes to Petersburg then why cannot get

Petersburg come over there and take care of the problem instead of calling Prince George. She stated that they tell her that they are in an annex area. She stated that she knows that it is an annex area but that this was there before she moved there in 1987. She stated that if they want her to pay Petersburg taxes she will but if they want to call Prince George and pay them her tax money will do that. She stated that also they live in the wetlands. She stated that where the four houses are she has been reporting to the City of Petersburg since 1990 that they have a water problem. She stated that right now she has a sewage stench in her yard that is high. She stated that all of the land down there is disappearing. She stated that they have no road or yard because it is full of water. She stated that right now they have moccasins and copperheads swimming around in the ditches. She stated that there are plenty of little children that are playing now. She stated that they are going out and fighting these things with sticks and that someone is going to get bit. She stated that this has been going on ever since Mr. Canada was there and that he stated that he was going to take care of the problem. She stated that she showed him pictures and everything. She stated that they did not do anything. She stated that she has been over there for 30 years. She stated that she has replaced a drain pipe and that now she has to replace another drain pipe. She stated that she understands that it is her responsibility but that she does not have \$1,600 to keep buying drain pipes for water corruption that they are not fixing. She stated that they introduced a plan to the City and that they went down the other end which made it worse. She stated that does not know what they are going to do. She stated that another thing is her water bill. She stated that she just paid a water bill that was due on May 6<sup>th</sup> for \$134.50. She stated that now she has another bill for \$134.50 due on May 25<sup>th</sup>. She stated that this is nothing but 19 days. She stated that they are billing her for \$134.50 bill due in 19 days. She stated that she does not have this type of money and that she is retired. She stated that she will find the money and that she will pay this. She stated that she would like to speak with Mr. Darrin Hill and that you can send him to her house.

Lawrence McLaughlin, 115 Marshall Street, stated that he has two small questions. He asked did the developers B & W or the developers of any major factories ask the City for HUD money. He stated that he believes that the answer is no. He stated that if there is a new person asking for HUD for the City to apply for it then have the City looked into how stable Harrison LLC is and what type of track record they have. He stated also what they have done previously. He stated that the City had one catastrophe with the water department and meters. He stated that maybe they should really look at whoever is coming in so that they do not repeat the mistakes as before. He stated that they need money and development. He stated that the City has this fabulous harbor. He stated that it will take tons of money. He stated that someone has to deal with the two incentives. He stated that ten years ago it was \$10 million dollars. He stated that at that time the engineers told the City that if they told them it was a non-specific petroleum product they would have finished the job. He stated that finishing that job is something that they really need to do. He stated that the money that they bring from this would certainly pay for the redeveloping and another housing institution when they cannot rent the ones that the City already has available.

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

- a. Consideration of an appropriation for \$202,000 to the Petersburg Department of Social Services.

**BACKGROUND:** The Virginia Department of Social Services funded an additional \$202,000 to the Petersburg Department of Social Services for Child Welfare Services and Adoptions. Many children in need of adoptive placement are unlikely to be adopted within a reasonable period of time due to their special needs without adoption assistance. Adoption assistance provides necessary payments to facilitate adoptions and help provide care for children who have documented special needs by supplementing the resources of adoptive parents. The State budget line is 812 IVE Adoption Subsidy and Special Service Payments.

**RECOMMENDATION:** Recommend Council approve the appropriation for \$202,000.

Vice Mayor Parham made a motion to approve appropriation ordinance in an amount of \$202,000. 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-26 AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATION FOR THE FISCAL YEAR COMMENCING JULY 1, 2015 AND ENDING JUNE 30, 2016, IN THE GENERAL FUND, THIS AMENDMENT APPROPRIATES \$202,000 FOR SOCIAL SERVICES FOR FUNDING CHILD WELFARE AND ADOPTIONS.**

b. Consideration of approval for City Attorney and City Manager Application Process.

**BACKGROUND:** The City currently does not have a permanent City Attorney or City Manager. This request is to begin the process of finding highly qualified individuals to appoint as City Attorney and City Manager.

**RECOMMENDATION:** Recommend Council approve the City Attorney and City Manager Application Process as attached.

There was discussion among City Council Members.

Council Member Moore made a motion to approve the City Manager and City Attorney Application process with "and be a registered voter," stricken from the process. The motion was seconded by Mayor Myers. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Moore, Parham and Myers; Voting No: Hart, Hill and Wilson-Smith

c. Consideration of approval for Councilor Attendance at Conference Policy

**BACKGROUND:** There is no legislative requirement for Council to prepare and adopt this policy. However, it has been developed to ensure:

1. Transparency for the public of Council's decisions regarding the attendance of Councilor's at conferences.
2. Parity and equity of access for Councilors to these activities, and
3. Those financial responsibilities are fulfilled by Council.

**RECOMMENDATION:** Recommend City Council approves the policy for Councilor Attendance at Conferences.

Council Member Wilson-Smith made a motion to approve the policy for Councilor Attendance at Conferences. 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-27 AN ORDINANCE APPROVING THE POLICY FOR COUNCILOR ATTENDANCE AT CONFERENCES.**

d. Consideration of approval for Citizenry Committee Policy.

**BACKGROUND:** The charter for the City of Petersburg has not been reviewed by citizens for possible upgrades since around 1973. Citizens have spoken to this government about the changes that they feel should be made in the City.

**RECOMMENDATION:** Recommend Council approve the policy for the Citizenry Committee.

Council Member Wilson-Smith made a motion to approve the policy for the Citizenry Committee. 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-28 AN ORDINANCE APPROVING THE POLICY FOR CITIZENRY COMMITTEE.**

- e. Consideration of reappointment to the John Tyler ASAP Policy Board.

**BACKGROUND:** In 1979, Petersburg passed a resolution to participate in the John Tyler Alcohol Safety Action Program (ASAP). For the past 30 years John Tyler ASAP has been serving the citizens in Petersburg. The agency has been involved with the courts pertaining to the adjudication, monitoring and intervention with clients convicted of charges which involve alcohol/drugs. Typical charges for referral include Driving under the Influence, Possession of Alcohol by a Minor and First Time Drug Offenders.

The Commission on VASAP requires the locality to appoint a member of Petersburg to the John Tyler Policy Board. Kimberley Miles, Director of Social Services, has been an active John Tyler Policy Board Member and is willing to continue in that capacity and represent Petersburg.

**RECOMMENDATION:** Recommend City Council reappoints Kimberley Miles, Director of Social Services, to the John Tyler ASAP Policy Board.

Council Member Coleman made a motion to reappoint Kimberley Miles, Director of Social Services, to the John Tyler ASAP Policy Board. 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-30 A RESOLUTION REAPPOINTING KIMBERLEY MILES, DIRECTOR OF SOCIAL SERVICES, TO THE JOHN TYLER ASAP POLICY BOARD.**

Council Member Wilson-Smith thanked everyone for attending the City Council meeting. She stated that on May 21<sup>st</sup> she will be at ACQUA Apartments for those residents only. She stated that May 28<sup>th</sup> she will be back at Pinetree Apartments to visit for those residents only. She stated that at the first meeting in June she will have a schedule for her June meetings. She stated that the Citizens Academy scheduled for May will not happen until June. She stated that it will be June 26<sup>th</sup> and the subject will be "Money Matters." She stated that it will present the Acting City Manager, Ms. Belton.

Council Member Hart stated that he had a question for the Acting City Manager. He stated that she can respond with just an email back to him. He asked whether there was a cost savings for closing the city jail and moving the inmates to Riverside Regional Jail. He stated that on June 4<sup>th</sup> he will be hosting along with Eureka 15 Masonic Lodge a 1000 father's event. He stated that he is asking that all fathers come out and participant in this event. He stated to bring the children out and that they will be on the football stadium at Petersburg High School. He stated that they will feed the kids hotdogs, snacks and drinks. He stated that there will a lot of things out there. He stated that he wants to show Petersburg that they can truly get 1000 men to come out with their kids. He stated whether it's your grandkids, your older daughter, your son or whatever. He stated to the ladies that they love them and appreciate them but that they are asking the men to step up. He stated that they are looking to take a picture of this event so that they can post it for Father's Day.

Council Member Hill stated that he has a couple of items. He stated that he will be having a Town Hall meeting in June. He stated that he will have the time and date at the next meeting. He stated that they are looking at some facilities at the moment. He stated that they have had them every three months to keep the people informed. He stated that he want to thank Ms. Belton for the budget that she has presented. She stated that the school system is one the things that a lot of them advocated for. He stated that he is glad that she found the money for this. He stated that he thinks that they are saving a lot as far as the City doing their own maintenance on fleet. He stated that he would like to thank the citizens in his ward for coming out with their concerns and that he will be addressing those.

Vice Mayor Parham thanked everyone who came out to Ward 3 Summer Fair at Petersburg High School. He stated that it was a great event. He stated that he wants to thank all of his council members that attended to make the event a huge success. He stated that on Monday, May 23<sup>rd</sup>, they are having a Ward 3 meeting at Petersburg High School. He stated that they moved it from Dogwood Trace Golf Course to the high school because they are bringing out the new superintendent. He stated that Dr. Marcus Newsome will be

speaking along with the Acting City Manager, Dironna Belton. He stated that this is 6:00pm at Petersburg High School on this Monday in the cafeteria.

#### **10. CITY MANAGER'S AGENDA:**

Ms. Belton stated she want to publicly thank Mr. Noise for the kind act that he did at the last City Council meeting. She stated that she did forget to say thank you publicly regarding that kind act. She stated that she will be going down the City Manager's Report based on the questions that they received from the last city council meeting.

a. City Manager's Report

**1. Can the City's Antique Fire Trucks be restored?**

a. The City values its late model Fire Trucks and is currently seeking grant funding to have them restored.

**2. What type of accountability standards are put in place for damage that occurs during filming.**

a. In the event that damage does occur to any of the City's Historical sites during the filming, the company has been charged for the repairs. Additionally Risk Management and the Department of Planning Preservation Planner are notified to provide input on the damage. Filming companies receive contracts as a part of their engagement with the City which includes a clause regarding damages. The clause in the Contract for Centre Hill Mansion states the following:

"Any damage to the building, its surfaces, and objects within Centre Hill Museum, as a result of the work of the production company during the use of the building by the production company, must be repaired within a reasonable amount of time. Damage must be reported to the Site Supervisor (on site during filming) and/or the Operations Manager or Curator of Collections immediately."

A certificate of insurance (minimum \$1-million policy, with the City of Petersburg named as an additional insured is also required prior to start of production and approved by the City's Risk Management office.

**3. What is the City Council doing to address Poverty?**

a. During the May 3, 2016 Regular City Council Meeting. Council Woman Wilson-Smith made a motion to accept the Anti-Poverty Commission Policies. The focus of this Commission will be to address issues of poverty in the City.

**4. When will the AAU Sports Complex be built?**

a. A date has not been determined. Staff will be meeting with the developer in June for a status report.

**5. Is the City aggressively pursuing a new grocery store?**

a. Contacts with grocery store developers and corporate representatives have been on-going. It should also be noted that the owner of the Martin's property located on Crater Road has been reviewing proposals from potential tenants.

**6. What is the balance in the Economic Development fund?**

a. The balance in the Economic Development Fund is approximately \$800,000 or \$809,800. These funds are in a special fund account and not general fund account.

**7. What is the current status of payments to Virginia Retirement System, Appomattox Regional Water Authority, and Riverside Regional Jail.**

- a. The City is working with each of these vendors to provide agreed upon payments plans. Over the past few months payment plans have been adjusted to reflect the revenue collections of the City and are paid accordingly.

**8. What is the City doing about high grass on public property?**

- a. The City will be hiring additional temporary workers to better handle the grass cutting season. The Construction Worker (Temporary/Seasonal/Full time) positions were posted to the City Website [www.petersburg-va.org](http://www.petersburg-va.org) on Wednesday, May 11, 2016 and will close when filled. If anyone is interested in applying he or she can do so on the City Website. Residents may also report high grass on the City's Website in the "Help Center" or call Code Compliance at 804-733-2409.

**9. What is the status of the water billing issue**

- a. Water Utilities and Billing is one of our most important priorities. Residents should have received two, "two month" estimated bills for the Billing cycles for their January & February and March & April. The March & April Bills have been extended from May 25, 2016 to June 8, 2016. Approximately four weeks ago several crews were deployed throughout the City to manually check water meters usage and installation. Customers will receive a bill with actual usage for the month of May usage around June 20<sup>th</sup>.

**10. Can a monthly update be given on the collection of taxes?**

- a. According the City Treasurer \$633,846.02 of delinquent taxes has been collected through April 30, 2016.

**11. What is the status of North Park Drive?**

- a. Please accept our apologies for the delays and inconvenience caused by our construction project at the intersection of North Park Drive and Rolyart Road in the Battlefield Park Subdivision. We are making a significant infrastructure investment for the City that will provide long-term benefits. However, during the construction phase we are experiencing quite a few delays. This project involves restoring function of two watercourse crossings by replacing corroded and failing culverts, and improving their performance and capacity. A majority of the project has been completed including removal of the deteriorated corrugated metal pipe arch culverts/headwalls and installation of 5'x3' box culverts and upstream headwall. Remaining work includes reinstalling the new elliptical pipe culvert, completing the box culvert work, and road pavement reconstruction. Currently, we are working with the contractor on a revised project schedule and a contract time extension, and we expect construction activities will resume next month.

**12. Is there an updated list of Petersburg Properties for sale.**

- a. Yes, please contact the Department of Economic Development at 804-733-2352 for a copy of this list.

**13. Are there any funds allocated to fix the streets in Petersburg**

- a. The City works with the Virginia Department of Transportation yearly to rate routes and prioritize projects for paving. If you are concerned about a route please feel free to report it on line a [www.petersburg-va.org](http://www.petersburg-va.org) or call 804-733-2415.

**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 8:28p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 25, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna M. Belton, Acting City Manager

**FROM:** Tara Anderson, Freedom Support Center

**RE:** Schedule a public hearing on the disposition of city-owned properties located at 29 South Union Street, 41 South Union Street, and 801 South Adams Street

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**PURPOSE:** Schedule a public hearing for the disposition of city-owned properties located at 29 South Union Street, 41 South Union Street and 801 South Adams Street

**REASON:** A public hearing is required for the disposition of city-owned properties

**RECOMMENDATION:** Staff recommends City Council schedule a public hearing on June 7, 2016.

**BACKGROUND:** The Petersburg Freedom Support Center has established a full-service, one-stop location providing an array of supportive services for area veterans. Since its inception, the Freedom Support Center has received national acclaim for its service to veterans. The Freedom Support Center is requesting the purchase of city-owned property to expand its core mission and services to include affordable and supportive housing for disabled veterans. It is anticipated that its housing development activities would occur in two phases. Phase I would be developed as Freedom Lofts at 29 South Union Street, consisting of approximately 64 housing units. Phase II would be a mixed-use housing development located at 801 South Adams Street.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** June 7, 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: Tara Anderson, Freedom Support Center**



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** April 25, 2016

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Dironna M. Belton, Acting City Manager

**RE:** **Consideration of approval and adoption of the Fiscal Year 2016-2017 Operating Budgets**

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**PURPOSE:** In accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the Proposed General Fund, Community Development Block Grant, Enterprise Fund, Special Fund, and Utility Fund Budgets a public hearing was held. The FY 2016-2017 Operating Budgets will now need to be approved and adopted

**REASON:** A Public Hearing was held in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the proposed budgets of the various operating funds in the amount of \$102,312,073. The proposed budget must now be approved and adopted by City Council.

**RECOMMENDATION:** Recommend Council approval and adoption the proposed FY2016-17 Operating Budgets of \$102,312,073 with recommended amendments.

**BACKGROUND:** City Manager has recommended an operating spending plan of \$102,312,073 for the Fiscal Year beginning July1, 2016, and ending June 30, 2017.

**COST TO CITY:** N/A

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** June 7, 2016

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Finance

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:** Proposed FY 2016-2017 Budget

**STAFF:** Dironna M. Belton, Acting City Manager



Item	Description	Amount
101	The proposed FY 2016-2017 Budget	
102	Dironna M. Belton, Acting City Manager	
103	Consideration of approval and adoption of the FY 2016-2017 Budget	

The proposed FY 2016-2017 Budget is in compliance with Article 10 of the Texas Constitution and the Texas Government Code. The proposed budget is based on the current fiscal year's performance and the City's long-term financial goals. The proposed budget is subject to the City Council's review and approval.

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FOR THE CITY CLERK:

BUDGET ADAPTER, JR.

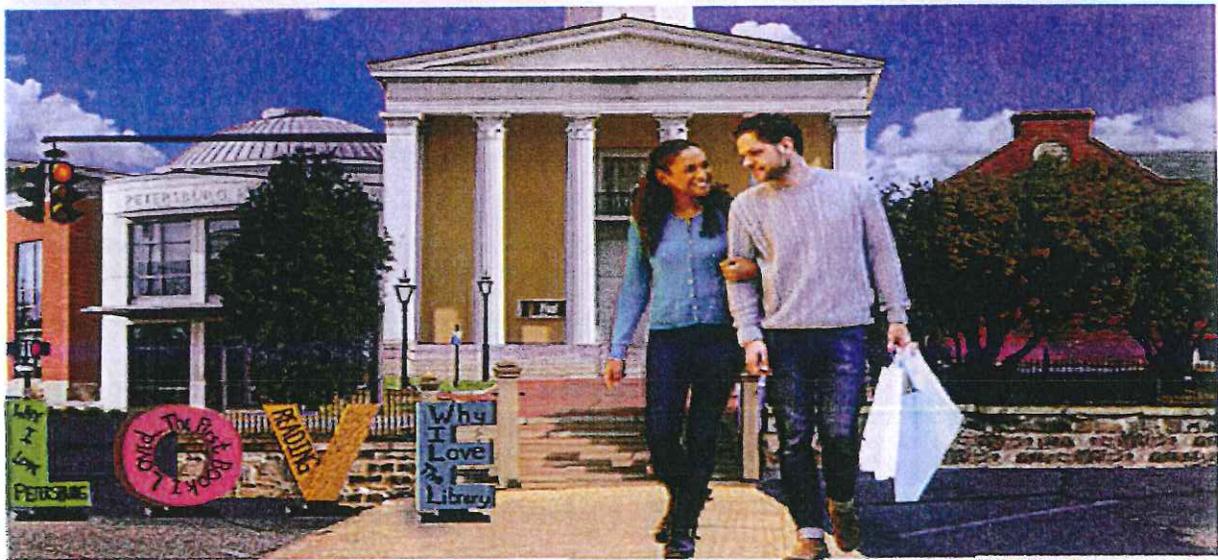
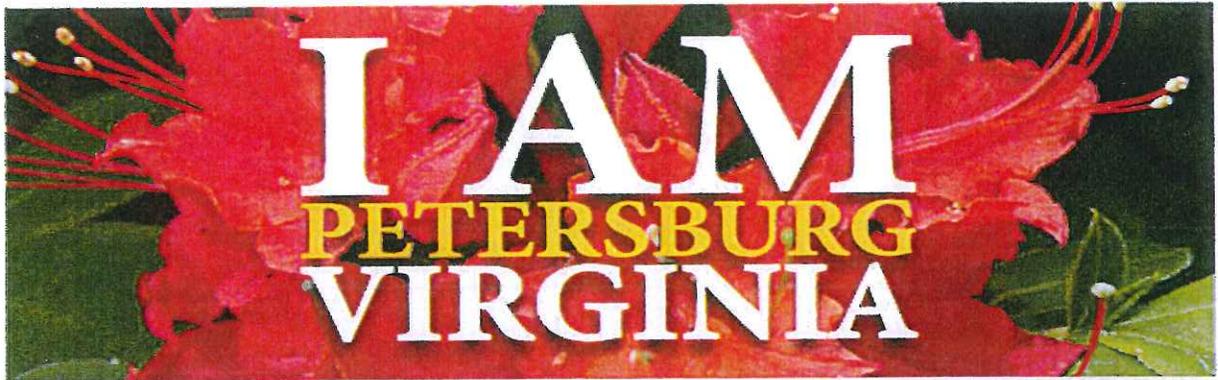
REVENUE TO CITY:

CITY OFFICE: BELTON, TEXAS 77814

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:

# FY 2016-2017 Proposed Budget

## Defining the Local Economy and Moving Us Forward



**Submitted To City Council**

**Dironna M. Belton, Acting City Manager**





City of Petersburg

**Proposed Annual Budget Fiscal year 2016-2017**

**Defining the Local Economy and Moving Us  
Forward**

Submitted to the

**Petersburg City Council**

By

Dironna M. Belton, Acting City Manager









# City of Petersburg

Office of the City Manager  
135 North Union Street  
Petersburg, Virginia 23803

(804) 733-2301  
Fax 732-9212  
TDD 733-8003

May 27, 2016

Honorable Mayor and Members of City Council  
City of Petersburg, Virginia

**RE: FY 2016- 2017 Budget**

Dear Mayor and Council:

I am pleased to present to the City Council and the people of Petersburg the FY17 proposed annual budget. This budget recommendation is in line with the City Vision which states, "Petersburg is an economically, environmentally and socially vibrant community with a physically active, well educated, healthy and diverse citizenry." Guided by policy and fiscal discipline, this budget is intended to meet the goals of the City, without raising taxes and while also reducing this year's budget by 6.2% from FY16.

The FY17 budget, is the beginning of a conversation, I intend to continue between my office, this Council, and the people we serve. We must begin this conversation with an understanding of where we are today as a city. City residents have known for some time that we must turn our focus to the basics. Our needs, not our wants. This budget does just that and begins to turn the City's focus onto repairing storm drains, sidewalks, and the streets residents use every day to get to and from their homes, and businesses.

While Petersburg maintains a BBB bond rating, we have issued debt to fund a number of new capital projects, since 2015. Much of this debt is found and serviced in the city's Capital Improvement Project fund, or CIP. The CIP has been a great asset to our city, providing for projects ranging from facility improvements and planned infrastructure. This year, the proposed budget focuses on increasing overall road and sidewalk projects and increasing both federal and state funding without incurring new debt. With our infrastructure in its current state, we must move away from a "wait and see" policy and move forward with basic infrastructure projects we have funding for. These projects will significantly improve the roadways and provide seamless access to key areas of our city such as Exit 52 and the new parking deck to be built at 100 W. Washington St.



Investing in this infrastructure is good for our city's economy and strengthens our future revenue prospects. Addressing our city's aging fleet, especially for members of our police and fire departments is also very important. Recently we have done a great job of working to maintain these vehicles, but without an effective plan for replacement we have been simply avoiding the larger problem. My office is working with our leadership in the Police and Fire Department to develop a long-term strategic plan for fleet replacement. This plan will also ensure that the new vehicles we purchase are the most fuel efficient and environmentally friendly of each model type.

Since 2015, Petersburg has been operating with a gap between ongoing expenses and ongoing revenue. The money we spend to cover expenses has outpaced what we generate from ongoing revenue sources such as property and sales tax. This budget reduces General Reduced General Fund Revenue Projections to allow for reserves to begin to cover deficits and basing our local fees on the last four years to better align our revenues.

It is in the city's best interest for this Council and my office to stand united in our economic development efforts. In this budget I have proposed a strategic realignment of our city's economic agencies, including the realignment of the Tourism and Museum Services into the Office of Economic Development. This newly proposed department is being carved out of the city's current Departments, essentially combining the functions of these existing departments into one agency. My vision for this new Department will be to support and advocate for local businesses, both large and small. As well as work to attract complementary new industries into our local economy. Under a separate function the City will also continue to provide services like special events and cultural affairs programs.

Finally and most importantly, in order to provide quality services to residents, we must diversify our revenue to pay for our ongoing needs. As Petersburg continues to push for growth, creating more development opportunities in Tourism, Retail Development, Entertainment, Technology and Education become even more critical. By focusing on these target growth sectors the City will enhance our ability to attract new employers, new visitors, new home owners, community investment, and higher paying jobs closer to home. We will further be able to grow our local economy with the state investment of 100% to fund a PAT Emporia, Jarratt and Stoney Creek Intercity bus route. This route will allow for greater regional access to our healthcare and retail services.

The budget to follow is a fiscally responsible budget which begins to address long-term problems and finds funding for programs important to our identity as a city. A city for everyone. I respectfully request consideration of this recommended FY17 proposed budget.

Respectfully Submitted,



Dironna Moore Belton  
Acting City Manager



Total Budget Schedules  
Fiscal Year 2016-2017  
Section I



**CITY OF PETERSBURG, VIRGINIA**  
**Budget Recap**  
**for Fiscal Year Ending June 30, 2017**

**REVENUES**

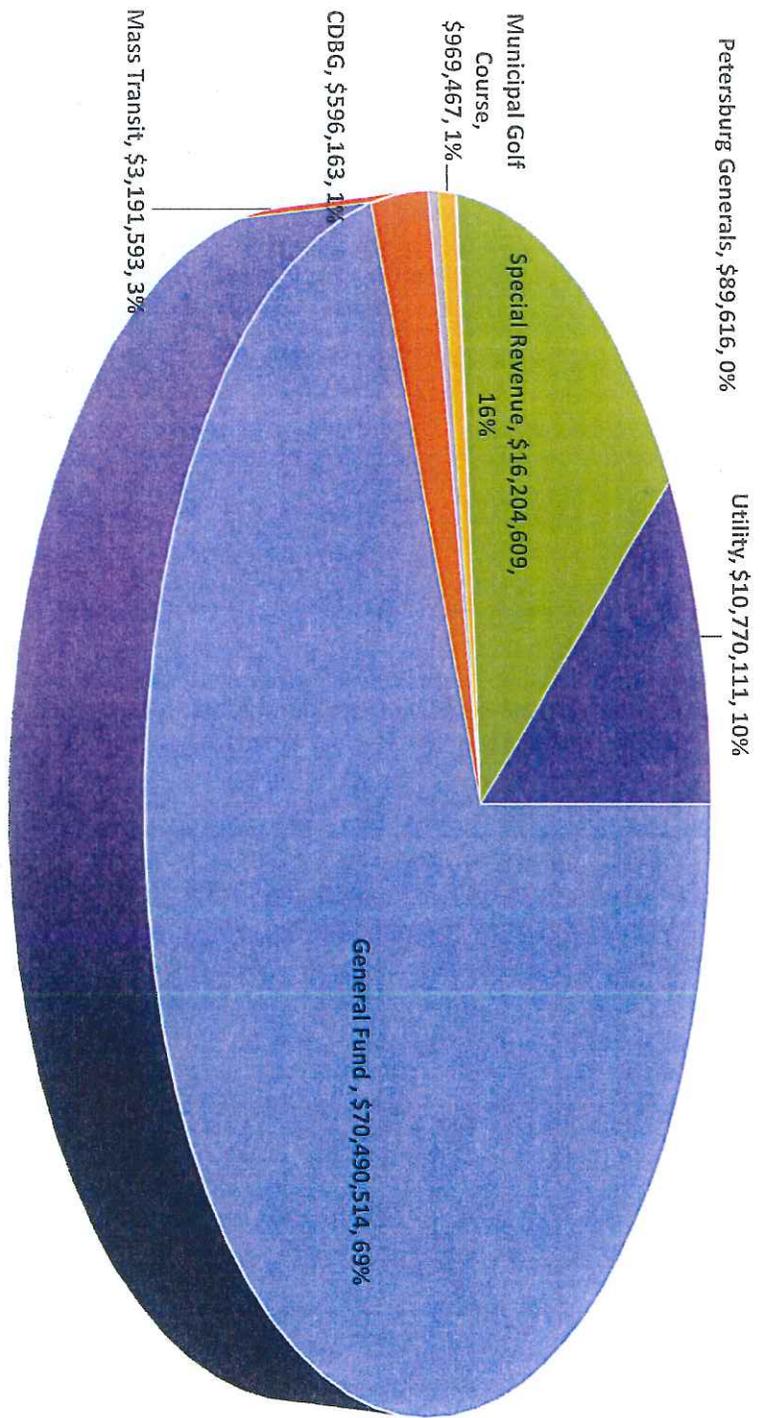
General Property Taxes		\$ 33,578,988
Other Local Taxes		14,587,928
Licenses, Permits and Privilege Fees		672,763
Fines and Forfeitures		864,304
Revenue from Use of Money and Property		380,706
Revenue from Other Agencies		17,117,760
Charges for Current Services		2,738,529
Recovered Cost		385,266
Miscellaneous Revenues		<u>164,271</u>
<b><u>Total General Fund Revenue</u></b>		<b>\$ 70,490,514</b>

Mass Transit	\$ 3,191,593	
CDBG	596,163	
Municipal Golf Course	969,467	
Petersburg Generals	89,616	
Special Revenue	16,204,609	
Utility	<u>10,770,112</u>	<u>31,821,560</u>

**TOTAL REVENUES** **\$ 102,312,073**



## Total Budgeted Revenue By Fund Fiscal Year 2016-2017



**Total Revenue \$102,312,073**

- General Fund
- Utility
- Special Revenue
- Mass Transit
- CDBG
- Municipal Golf Course
- Petersburg Generals



**CITY OF PETERSBURG, VIRGINIA**  
**Comparative Budgets**  
**for Fiscal Years 2014 through 2017**

<b>EXPENDITURES</b>	<b>Adopted Budget 2013-14</b>	<b>Adopted Budget 2014-15</b>	<b>Adopted Budget 2015-16</b>	<b>Proposed Budget 2016-17</b>	<b>Increase (Decrease) 2016-17 over 2015-16</b>
<b>General Government:</b>					
Legislative	\$201,103	\$230,996	\$231,555	\$229,250	(2,305)
Executive	509,824	591,650	766,876	556,102	(210,774)
Legal Counsel	300,113	287,471	341,355	320,762	(20,593)
Financial Administration	4,798,046	4,817,643	4,833,155	4,649,523	(183,632)
Human Resources	296,991	312,520	318,384	299,156	(19,228)
Board of Elections	330,374	332,379	320,951	324,721	3,770
Planning and Economic Development	943,943	915,158	924,616	1,081,963	157,347
Judicial	2,202,177	2,223,534	2,245,715	2,208,063	(37,652)
Public Safety	24,061,788	24,125,295	19,834,022	18,803,861	(1,030,161)
Health and Human Services	12,509,197	12,013,491	12,185,989	11,646,576	(539,413)
Public Works	11,516,253	11,893,054	6,806,495	5,246,214	(1,560,281)
Debt Service	5,069,723	4,439,237	4,580,327	4,847,477	267,150
Contingencies	0	0	0	0	0
Museums & Visitor Services	651,270	798,547	1,064,792	848,393	(216,399)
Libraries	957,808	999,086	1,005,989	1,005,989	0
Parks and Leisure Services	925,054	908,345	957,595	904,742	(52,853)
2% Attrition Rate	0	0	0	0	0
Public Utilities	8,865,767	9,699,114	10,999,257	10,770,112	(229,145)
Municipal Golf Course	1,006,462	1,057,713	1,086,982	969,467	(117,515)
Petersburg Generals	163,023	147,011	138,011	89,616	(48,395)
Mass Transit	1,911,748	3,006,735	3,020,592	3,191,593	171,001
CDBG Projects	567,965	636,640	641,490	596,163	(45,327)
Special Funds	4,649,431	6,032,905	12,819,678	16,204,609	3,384,931
Non-Departmental	4,188,684	3,924,795	7,147,001	5,621,959	(1,525,042)
Education	10,862,512	11,662,512	11,662,512	11,895,762	233,250
<b>Total Expenditures</b>	<b>\$97,489,256</b>	<b>\$101,055,832</b>	<b>\$103,933,338</b>	<b>\$102,312,073</b>	<b>(1,621,266)</b>



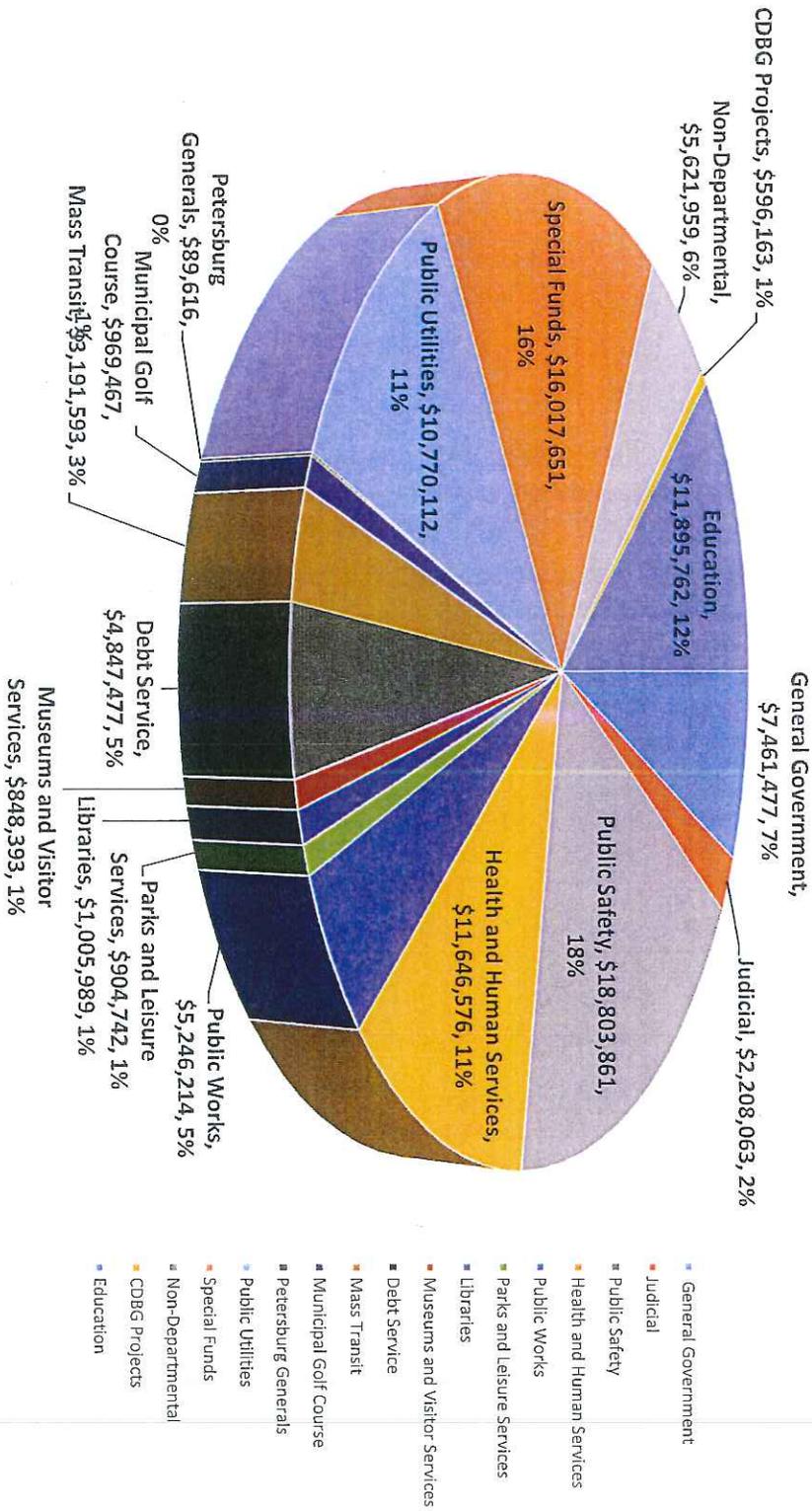
**CITY OF PETERSBURG, VIRGINIA**  
**Budget Recap**  
**for Fiscal Year Ending June 30, 2017**

**EXPENDITURES**

General Government			
Legislative	\$	229,250	
Executive		556,102	
Legal Counsel		320,762	
Financial Administration		4,649,523	
Human Resources		299,156	
Board of Elections		324,721	
Planning and Economic Development		<u>1,081,963</u>	\$ 7,461,477
Judicial			2,208,063
Public Safety			18,803,861
Health and Human Services			11,646,576
Public Works			5,246,214
Parks and Leisure Services			904,742
Libraries			1,005,989
Museums and Visitor Services			848,393
Debt Service			4,847,477
Contingencies			0
Mass Transit			3,191,593
Municipal Golf Course			969,467
Petersburg Generals			89,616
Public Utilities			10,770,112
Special Funds			16,204,609
Non-Departmental			5,621,959
CDBG Projects			596,163
Education			11,895,762
2% Attrition Rate			<u>0</u>
<b><u>TOTAL EXPENDITURES</u></b>			<u>\$ 102,312,073</u>



## Fiscal Year 2016-2017 Total Budgeted Expenditures by Category



**Total Expenditures \$102,312,073**



General Fund  
Fiscal Year 2016-2017  
Section II



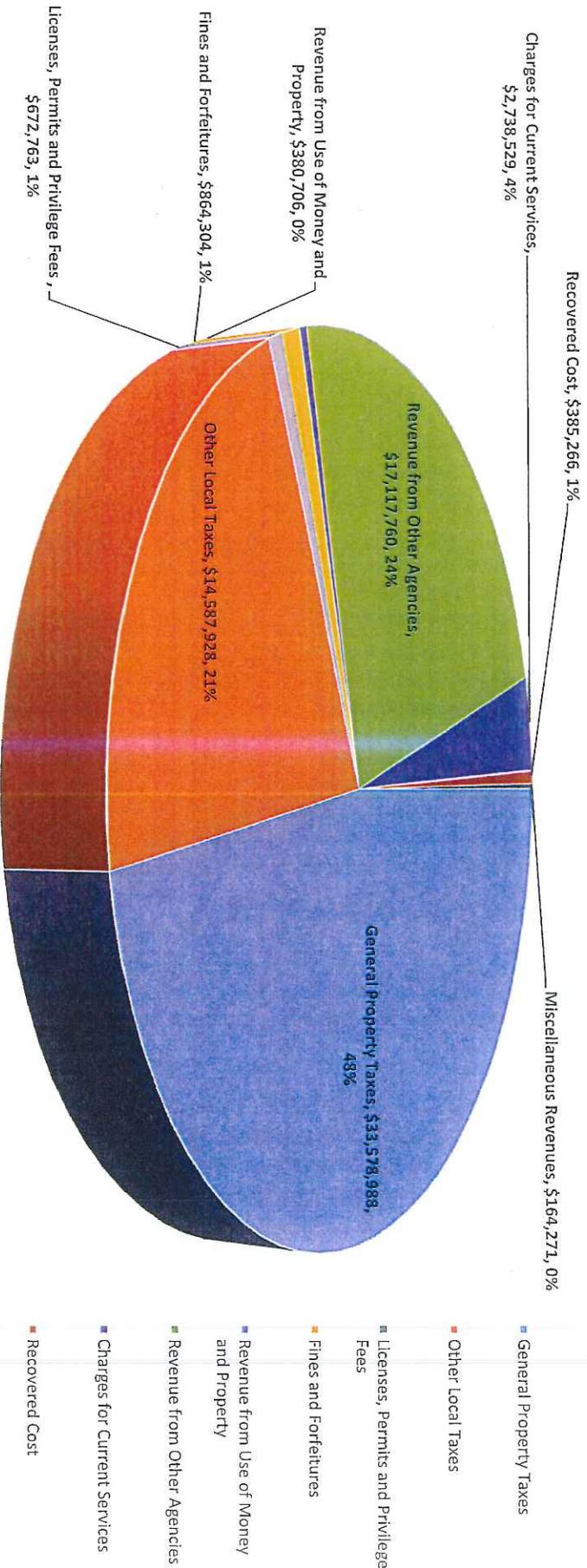
**CITY OF PETERSBURG, VIRGINIA  
General Fund Budget  
for Fiscal Year Ending June 30, 2017**

**REVENUES**

General Property Taxes	\$	33,578,988
Other Local Taxes		14,587,928
Licenses, Permits and Privilege Fees		672,763
Fines and Forfeitures		864,304
Revenue from Use of Money and Property		380,706
Revenue from Other Agencies		17,117,760
Charges for Current Services		2,738,529
Recovered Cost		385,266
Miscellaneous Revenues		<u>164,271</u>
<b><u>TOTAL REVENUES</u></b>	<b>\$</b>	<b><u><u>70,490,514</u></u></b>



## FY 2016-2017 Total General Fund Budgeted Revenues



**Total Revenues \$70,490,514**

- General Property Taxes
- Other Local Taxes
- Licenses, Permits and Privilege Fees
- Fines and Forfeitures
- Revenue from Use of Money and Property
- Revenue from Other Agencies
- Charges for Current Services
- Recovered Cost
- Miscellaneous Revenues



**CITY OF PETERSBURG, VIRGINIA**  
**REVENUE BUDGET DETAILS**  
**FY 2016-2017**

Description	Actual 2013-14	Actual 2014-15	Budget 2015-2016	Recommend 2016-2017
Delinquent Taxes RE	1,550,579	1,430,598	2,491,686	1,770,171
Current Taxes RE	21,182,340	21,999,834	23,489,348	22,454,985
Current Taxes PSC	1,741,283	1,722,866	1,700,000	1,638,001
Delinquent Taxes PP	685,147	551,352	1,282,020	878,773
Current Taxes PP	3,675,437	3,552,625	3,675,437	3,453,059
Mobile Home Taxes	14,481	14,769	18,079	17,251
Machinery & Tools Taxes	3,471,516	2,437,432	3,585,220	2,500,000
Pen Int & Adv on Taxes	968,423	439,648	722,204	866,747
Interest-All Property Tax	0	409,640	0	-
<b>Total Property Taxes</b>	<b>33,289,206</b>	<b>32,558,764</b>	<b>36,963,994</b>	<b>33,578,988</b>
Sales and use Taxes	3,530,101	\$ 3,715,835	3,747,000	3,685,105
Communications Tax	1,949,736	1,833,573	0	1,886,695
Taxes on Util Chgs	1,638,737	1,715,224	3,555,908	2,139,109
E-911 Tax	0	359,861	0	-
Bus & Occup Licenses	2,727,727	2,797,490	2,845,099	2,833,197
Bank Stock Taxes	191,274	174,743	191,274	175,275
Motor Vehicle Licenses	487,391	420,191	505,000	480,345
Recordation Taxes	182,127	225,778	182,346	189,415
Tax on Willis and Adm	7,571	5,115	4,718	5,446
Cigarette Taxes		-	0	-
Cigarette Taxes	230,711	190,558	225,000	213,007
Admission & Amusement Taxes	7,286	6,271	7,200	6,655
Lodging Taxes	268,575	256,521	278,889	273,297
Meal Taxes	2,423,433	2,571,792	2,734,272	2,700,382
<b>Total Local Fees</b>	<b>13,644,669</b>	<b>14,272,952</b>	<b>14,276,706</b>	<b>14,587,928</b>
Animal Licenses	7,755	6,420	6,285	6,319
K-9 Donations-Police Dept	0	-	0	-
Land Use Application Fees	100	-	0	-
Zoning Fees	0	-	0	-
Zoning and Subdvn Permits	0	-	0	-
Building Permits	91,335	192,401	120,000	136,230
Electrical Permits	26,212	40,553	26,000	31,883
Electrical Inspec Fees	50	50	150	100
Plumbing Permits	12,395	11,916	16,045	15,013
Mechanical Permits	20,254	22,857	20,000	23,552
Fire Permits	4,015	3,195	5,000	4,190
Special Use Permits	7,500	9,000	6,000	4,575
Sign Inspection Fees	300	0	500	299
Pub Veh Oper Lic Fees	1,900	1,580	2,375	2,176
Occupancy Permits	50	(50)	0	-
Erosion and Sediment Contr	3,200	2,250	4,231	3,736
Burial Permits and Fees	18,550	19,850	12,843	14,595
Solicitation Permits	1,864	1,952	1,900	1,945
Demolition Fees	12,121	4,122	12,000	4,609
Grass Cutting Fees	31,939	57,000	50,000	42,081
Parking Lot Rental	31,706	26,662	30,928	29,862
Securing Building	0	-	0	-



**CITY OF PETERSBURG, VIRGINIA**  
**REVENUE BUDGET DETAILS**  
**FY 2016-2017**

Description	Actual 2013-14	Actual 2014-15	Budget 2015-2016	Recommend 2016-2017
Services Rendered	0	-	0	-
Fuel	140,665	82,523	219,495	185,252
Right of Way Permit Fees	114,590	124,250	250,000	119,420
Home Occupation Fees	4,600	4,200	4,000	3,067
Business License Zoning Permit Fees	11,650	12,725	10,700	12,488
Rezoning Fees	1,500	6,000	12,000	3,000
Site Plan Fees	0	-	4,800	-
Special Use Exceptions	3,500	2,000	2,000	2,750
Sign Permits	5,975	5,675	3,150	5,825
3rd Submittal Review Fees	8,638	7,780	5,000	8,209
Special Exception Fees	0	4,853	0	2,801
Appeal of Zoning Administrator	0	-	0	-
Zoning Confirmation Letter Fee	3,150	25	1,300	-
Ordinance Amendment Fee	125	0	0	-
Approved Plan Amendment Fee	0	10,000	0	5,200
Boundary Line Adjustment Fee	75	2,375	75	3,588
Subdivision Preliminary	25	100	50	-
Vacant Property Registry	400	200	6,000	-
Property Easement Fees	4,800	250	4,800	0
<b>Total Permits, Fees, Licenses</b>	<b>570,939</b>	<b>662,714</b>	<b>837,628</b>	<b>672,763</b>
Fines and Forfeitures	491,850	406,440	589,393	449,145
Fines\Redflex	134,160	275,279	250,000	275,000
Parking Fines	13,172	11,376	16,115	14,930
Interest on Fines & Forfeitures	21,266	20,701	20,228	20,346
Decal Violations Fines	54,421	51,560	54,033	53,415
Admin Fees Treasurer Office	10,185	3,609	15,000	13,944
Legal Fees Delinq Real Estate	3,997	-	0	0
DMV Stop Fees	28,820	44,485	28,820	37,523
<b>Total Fines &amp; Forfeitures</b>	<b>757,871</b>	<b>813,450</b>	<b>973,589</b>	<b>864,304</b>
Interest on Bank Deposits	118,158	(24,126)	0	112,848
Rental of General Property	302,293	179,570	315,594	251,908
Rental of Library Meeting Rooms	0	0	1,000	0
Concession Rentals and Commissions	26,995	0	2,000	2,000
Special Event Fees	(642)	56,947	500	1,000
Special Event Fees - Public Works	-	5,623	-	4,369
Tourism-Special Event Fees	2,130	950	1,000	1,277
Filming Fees	10,000	0	10,000	7,305
<b>Total Property Rental</b>	<b>458,934</b>	<b>218,964</b>	<b>330,094</b>	<b>380,706</b>
EMS-Transportation	29,941	234,292	335,000	54,541
Fees of Court Officers	9,573	8,146	9,573	10,170
Law Library Fees	-	-	0	-
Court Appointed Attorney	15,478	10,056	17,241	15,445
Courthouse Maint Fees	35,194	33,803	40,856	38,261
Courthouse Security Fees	102,084	98,685	102,100	107,183
Real Estate Transfer Fees	736	750	600	676
Proposal Review Fees	39,163	13,612	0	26,388



**CITY OF PETERSBURG, VIRGINIA**  
**REVENUE BUDGET DETAILS**  
**FY 2016-2017**

Description	Actual 2013-14	Actual 2014-15	Budget 2015-2016	Recommend 2016-2017
Electronic Monitoring Surv	268	267	0	0
Credit Card Processing Fee	28,541	48,045	20,000	38,293
Commonwealth Atty Fees	5,204	5,481	5,071	5,174
Accident Report Fees	4,373	5,977	4,353	4,687
City Sheriff Fees	4,473	4,484	4,473	4,476
Weapon Permits	7,415	5,486	6,417	6,185
Fire & Rescue Services	1,210	490	1,280	1,083
Dog Pound Fees	3,399	4,138	2,455	2,876
Refuse Fees	1,485,164	1,728,983	1,985,000	1,693,250
Landfill Host Fee	50,000	5,000	50,000	50,000
Landfill - Liaison Reimbursement	0		50,000	55,000
Landfill Charges	10,417	-	600,000	500,000
Recycling Fees	0		75,000	
Cemetery Admin Fees	10,350	9,025	7,000	8,050
Sports Complex Fees	0	-	0	
Recreational Fees	14,691	18,424	21,600	23,652
Tourism Admission Fees	30,163	20,100	32,000	29,874
Sales Gift Shop	30,603	27,445	30,000	29,523
Sales Central Store	110,691	98,883	0	-
Sales Gasoline	689,989	0	690,000	-
Vehicle Repair Services	11,438	47	0	5,742
Sales Library Gift Shop	350	1,420	3,000	885
Library Café Rent	500	4,550	6,000	5,000
Library Café Commission	72	127	1,000	1,000
Library Fines and Fees	20,777	39,671	25,000	26,346
Sales Branding		542		-
Sale of Publications	691	236	1,000	391
Bulk Waste Payment	10,593	3,360	2,500	5,492
Sale of Services & Supplies	464	1,080	0	386
Taxes	(5,423)	(22,526)	0	(11,497)
<b>Total Charge for Services</b>	<b>2,758,582</b>	<b>2,410,079</b>	<b>4,128,519</b>	<b>2,738,529</b>
Rebates and Refunds	6,548	4,572	7,000	9,653
Local CSA/VPA Refunds	3,551	(3,048)	0	-
Copying Fee	303	64	0	-
Vending Machine Commission		89		-
Expenditure Refunds-Other	19,767	14,035	0	12,254
Primary Fees	0	2,484	0	946
Payment In Lieu of Taxes	29,008	27,166	30,000	30,485
Gifts and Donations	4,386	11,225	4,500	19,103
Commissions - Inmate Phones	179,922	117,181	0	-
Sale of Salvage and Scrap	11,192	34,910	10,000	13,227
Sale of Property	0	(378,281)	0	-
Utility Cuts	0	-	0	-
Burial Charges	0	-	0	-
Sale of Cemetery Lots	16,100	21,570	18,600	18,130
Canteen Commission		96,218		-
Loan Proceeds	0	0	0	-
QTSB Interest Subsidy	0			-



**CITY OF PETERSBURG, VIRGINIA**  
**REVENUE BUDGET DETAILS**  
**FY 2016-2017**

Description	Actual 2013-14	Actual 2014-15	Budget 2015-2016	Recommend 2016-2017
Gold Sponsorship Program		10,000		-
Gifts & Donations-Fam Stab	0	-	0	-
Sale of Properties-Clerk	6,597	-	0	57,571
Cash Over & Short	(369)	11	0	-
Misc Other	0	999,561	0	-
Bad Check Fee Charges	3,465	2,150	3,000	2,903
<b>Total Misc. Revenue</b>	<b>280,470</b>	<b>959,907</b>	<b>73,100</b>	<b>164,271</b>
Recoveries and Rebates	4,351	5,068	0	1,807
Recoveries & Rebates	175,214	83,108	160,000	235,915
Recovered Costs	0	-	0	0
Emerg Medical - Sheriff		-	0	0
Recoveries of Jail Costs	0	-	0	0
Home Incarceration Program	3,275	6,587	0	0
Recovery of DNA Sample Cost	638	722	0	0
Jail-Weekenders	13,366	7,974	0	0
Dollar Per Day	30,040	25,523	0	0
Damaged Property	9,059	185	3,000	0
Medical Co-Pay	3,135	3,600	0	0
PPL Library	1,275	0	264,015	0
Professional Services	6,135	42,219	5,000	22,544
Work Release	0	35,592	0	0
Insurance Recoveries	126,488	20,905	0	
<b>Total Recovered Cost</b>	<b>372,976</b>	<b>231,483</b>	<b>432,015</b>	<b>260,266</b>
Payment In Lieu of Taxes (Utilities)	0	0	125,000	125,000
General Fund Staff Support (CDBG)	0	0	0	0
<b>Total Transfer from Other Fund</b>	<b>0</b>	<b>0</b>	<b>125,000</b>	<b>125,000</b>
Sales Taxes Mob Homes Title	2,025	900	0	1,628
Grantor Taxes	60,313	71,067	60,000	58,066
Rolling Stock Taxes	83,100	82,078	90,154	88,135
Auto Rental Tax	114,921	114,655	121,869	120,066
PPTRA	2,726,040	2,726,040	2,726,040	2,726,040
State Share-Comm Atty	694,390	718,917	694,390	718,917
State's Share-Sheriff	3,215,836	2,790,945	553,000	553,000
State's Share-Comm of Revenue	152,646	144,317	152,646	144,317
State's Share-Treasurer	110,238	110,519	110,238	110,519
Med Examiner	0	0	0	-
Registrar/Electoral Boards	41,168	40,894	41,168	40,894
Fine & Fee Registrar\Elec Boards	1,449	3,307	1,500	4,177
Clerk of the Circuit Court	342,559	333,045	342,559	334,555
Public Assistance Grants	2,963,237	3,004,688	2,963,237	3,043,447.33
Comprehensive Services Act	0	-	0	-
Comprehensive Services	1,881,425	1,910,671	1,881,425	1,917,382
State & Local Foster Care	0	-	0	-
State Share-Law Enforcement	2,022,236	2,022,317	2,022,236	2,022,317
Cameron Foundation	0	-	0	-
Street Const & Maint	5,148,282	5,289,868	0	-



**CITY OF PETERSBURG, VIRGINIA**  
**REVENUE BUDGET DETAILS**  
**FY 2016-2017**

Description	Actual 2013-14	Actual 2014-15	Budget 2015-2016	Recommend 2016-2017
Cert Grant	0	-	0	-
Library Funds-State	145,774	145,621	145,774	142,172
Four-For-Life	24,843	-	0	-
State Fire Program Funds	0	-	0	-
Motor Vehicle-State	0	-	0	-
Emerg Med - Sheriff	6,665	4,222	0	-
Adult Confinement-State	472,756	380606	0	-
Juror Fees	0	-	0	1,206
Petty Juror Fees	14,759	29,220	14,760	21,990
Police highway Safety Grant	12,217	-	0	3,054
LEMPG - Fire	0	-	0	-
VA E - 911	380,875	845	395,331	386,464
Federal Grant-COPS	0	-	0	-
Triad	50	75	0	-
State Office of Emerg Services	0	-	0	-
Firefighters Grant	0	-	0	-
School Read Planning Grant	0	-	0	-
Virginia Commission on the Arts	0	5,000	0	-
YES Health Grant	0	-	0	-
Irene hurrican Recoveries	4,658	-	0	-
Dept of Health Fire Squad Assit Grant	26,395	-	0	-
Other State Grants	0	-	0	-
Sheriff Grant - S.T.E.P.S.	0	-	0	-
Wellness Grant - Health	0	-	0	-
Irene Hurrican Recoveries - Fed	14,555	-	0	-
Sheriff\Police ARRA	0	-	0	-
Federal Emergency Manage System	0	110,249	0	-
National Endowment Arts	0	-	0	-
Social Services Federal	4,385,317	4,602,161	4,385,317	4,663,290
Emergency Management PREPA	0	-	0	-
CSA Federal	274,019	186,673	274,019	-
Record System Grant-Police	0	-	0	-
Sworn Officer Grant - ARRA	0	-	0	-
Police Atech ARRA Grant	0	-	0	-
Other Federal Grants	0	-	0	-
Library-E Rate	14,621	13,075	23,453	16,125
Bond Proceeds	0	-	0	-
Proceeds from Capital Leases	691,910	703,066	0	-
Transfer From Community Development	0	0	87,567	-
Transfer from Perpetual CA	0	-	-	-
Transfer From Hospital Trust	0	-	-	-
<b>Total Revenue from Other Agencies</b>	<b>26,029,279</b>	<b>25,545,041</b>	<b>17,086,683</b>	<b>17,117,760</b>
<b>Total</b>	<b>78,162,926</b>	<b>77,673,354</b>	<b>75,227,328</b>	<b>70,490,514</b>



**CITY OF PETERSBURG, VIRGINIA**  
**General Fund Revenue Comparisons**  
**for Fiscal Years 2014 through 2017**

SOURCES OF REVENUE	Adopted Fiscal Year 2014		Adopted Fiscal Year 2015		Adopted Fiscal Year 2016		Proposed Fiscal Year 2017	
	Amount	Percent	Amount	Percent	Amount	Percent	Amount	Percent
Property Tax	\$34,979,610	43.5%	\$36,110,910	44.9%	\$36,963,994	49.1%	\$33,578,988	47.6%
Local Tax	14,451,567	18.0%	14,332,454	17.8%	14,276,706	19.0%	14,587,928	20.7%
Licenses and Permits	724,050	0.9%	759,794	0.9%	837,628	1.1%	672,763	1.0%
Fines & Forfeitures	953,500	1.2%	820,140	1.0%	973,589	1.3%	864,304	1.2%
Recovered Cost	420,345	0.5%	442,813	0.6%	557,015	0.7%	385,266	0.5%
Intergovernmental	25,821,302	32.1%	24,124,158	30.0%	17,086,683	22.7%	17,117,760	24.3%
Charges for Services	2,558,784	3.2%	3,424,896	4.3%	4,128,519	5.5%	2,738,529	3.9%
Other Revenue	415,700	0.5%	460,549	0.6%	403,194	0.5%	544,977	0.8%
<b>TOTAL REVENUE</b>	<b>\$80,324,858</b>	<b>100.0%</b>	<b>\$80,475,714</b>	<b>100.0%</b>	<b>\$75,227,328</b>	<b>100.0%</b>	<b>\$70,490,514</b>	<b>100.0%</b>



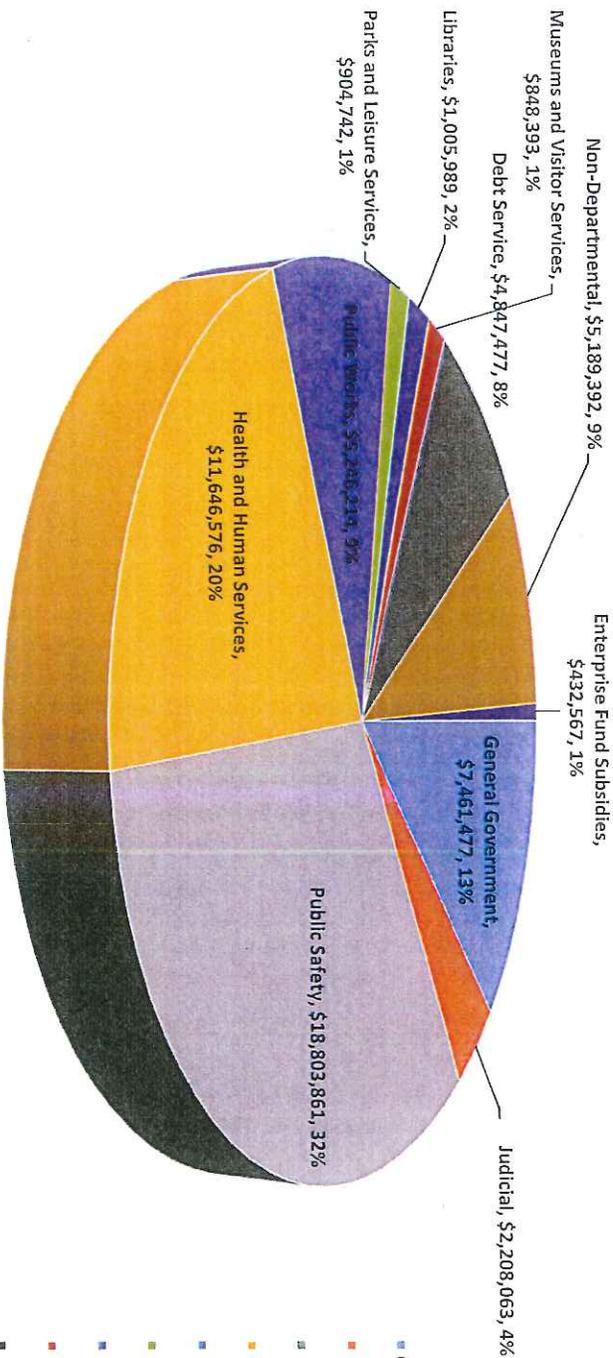
**CITY OF PETERSBURG, VIRGINIA**  
**General Fund Budget**  
**for Fiscal Year Ending June 30, 2017**

**EXPENDITURES**

General Government			
Legislative	\$	229,250	
Executive		556,102	
Legal Counsel		320,762	
Financial Administration		4,649,523	
Human Resources		299,156	
Board of Elections		324,721	
Planning and Economic Development		<u>1,081,963</u>	\$ 7,461,477
Judicial			2,208,063
Public Safety			18,803,861
Health and Human Services			11,646,576
Public Works			5,246,214
Parks and Leisure Services			904,742
Libraries			1,005,989
Museums and Visitor Services			848,393
Debt Service			4,847,477
Non-Departmental			5,189,392
Enterprise Fund Subsidies			432,567
Contingencies			0
2% Attrition Rate			<u>0</u>
<b><u>Total Expenditures</u></b>			<b>\$ 58,594,751</b>
Transfers to Other Funds:			
School Board			<u>\$ 11,895,762</u>
<b><u>TOTAL EXPENDITURES</u></b>			<b><u>\$ 70,490,514</u></b>



## FY 2016-2017 Total General Fund Budgeted Expenditures



**Total Expenditures \$70,490,514**

- General Government
- Judicial
- Public Safety
- Health and Human Services
- Public Works
- Parks and Leisure Services
- Libraries
- Museums and Visitor Services
- Debt Service
- Non-Departmental
- Enterprise Fund Subsidiaries



CITY OF PETERSBURG  
EXPENDITURE BUDGET DETAILS  
FY 2016-2017

Category	Department	Adopted FY14	Adopted FY15	Adopted FY16	Request FY17	Recommend FY17
Legislative	City Council	\$ 201,103	\$ 230,996	\$ 231,555	\$ 221,063	\$ 229,250
Executive	City Manager	397,864	481,531	659,179	634,480	449,687
Executive	Hispanic Liaison	111,960	110,119	107,697	104,651	106,414
Legal Counsel	City Attorney	300,113	287,471	341,355	0	320,762
Human Resources	Human Resources	296,991	312,520	318,384	306,263	299,156
Financial Administration	Com of Revenue	316,452	347,540	351,928	340,862	426,044
Financial Administration	Assessor	341,276	358,239	490,115	471,491	471,141
Financial Administration	Treasurer	480,240	484,092	482,421	464,089	420,536
Financial Administration	Finance	713,635	699,701	686,936	660,832	586,573
Financial Administration	Purchasing	191,277	256,055	299,041	287,677	287,677
Financial Administration	Information Systems	1,220,067	1,175,115	1,107,281	1,065,204	810,164
Public Works	Fleet & Equipment Mgmt	875,005	1,639,088	1,802,003	1,733,527	497,522
Board of Elections	Electoral Board	123,900	0	-	0	0
Board of Elections	Registrar	206,474	332,379	320,951	348,108	324,721
Judicial	Judge- Circuit Court	106,232	112,662	75,008	104,639	104,639
Judicial	Gen- District Court	54,900	54,076	52,800	50,700	40,700
Judicial	Magistrate	4,800	40,200	39,400	41,584	41,584
Judicial	Juv Justice	83,524	84,954	89,288	85,836	88,636
Judicial	J & DR Court	13,900	13,050	12,765	12,000	12,000
Judicial	Clerk - Circuit Court	679,790	682,879	704,366	691,150	677,650
Judicial	Juv Court Services	204,513	189,888	189,040	180,461	157,607
Judicial	Commonwealth Attorney	1,054,518	1,045,825	1,083,048	1,091,467	1,085,247
Public Safety	Police	8,956,416	9,093,330	9,072,178	8,727,389	8,462,863
Public Safety	Emergency Communications	1,646,195	1,633,233	1,784,761	1,823,369	1,705,549
Public Safety	Fire	6,113,647	6,037,059	6,382,229	6,670,380	6,143,589
Public Safety	Code Compliance	651,256	786,811	844,698	798,775	783,598
Public Safety	City Jail	6,416,431	6,281,264	1,439,430	1,384,732	1,409,322
Public Safety	Animal Warden	277,843	293,598	310,725	331,372	298,940
Public Works	Public Works	0	0	-	0	0
Public Works	Engineering & Stormwater Mgmt	119,788	140,560	142,141	141,541	212,978
Public Works	Street Operations	5,118,979	5,146,032	-	0	0
Public Works	Refuse Collection	1,730,000	1,730,000	1,580,000	1,519,960	1,519,960
Public Works	Grounds	0	769,191	771,471	742,155	691,333
Public Works	Facility Management	3,413,391	2,281,134	2,353,090	2,245,586	2,181,848
Health & Human Services	Health	562,206	603,258	603,258	562,206	562,206
Health & Human Services	Soc Services	8,625,519	8,316,631	8,488,906	8,165,178	8,108,111
Health & Human Services	CSA	3,321,472	3,093,602	3,093,826	2,970,169	2,976,259
Parks and Leisure Services	Parks & Leisure Svcs.	925,054	908,345	957,595	911,038	904,742
Public Works	Cemeteries	259,090	187,049	157,789	151,793	142,573
Libraries	Public Library	957,808	999,086	1,005,989	967,760	1,005,989
Planning and Economic Dev	Planning	451,336	429,335	404,637	389,246	382,898
Planning and Economic Dev	Economic Development	492,607	485,823	519,978	504,422	699,065
Museums and Visitor Services	Tourist Promotion Program	479,524	531,147	680,125	664,280	753,856
Museums and Visitor Services	Cultural Affairs	171,746	267,400	384,667	269,631	94,537
Financial Administration	Risk Management	1,535,095	1,496,901	1,415,433	1,325,626	1,647,389
Non-Departmental	Civic & Community Org	3,338,030	3,337,823	6,544,179	5,432,606	5,189,392
Contingencies	Contingencies	0	0	-	0	0
Debt Service	Debt Service	5,069,723	4,439,236	4,580,327	4,657,469	4,847,477
Education	Schools	10,862,512	11,662,512	11,662,512	11,662,512	11,895,762
Enterprise Fund	Petersburg Generals	124,823	117,011	108,011	0	64,616
Enterprise Fund	Municipal Golf Course	241,273	235,950	248,219	236,934	143,467
Enterprise Fund	Mass Transit	484,556	234,011	246,592	236,591	224,484
<b>Total Fund 100</b>		<b>\$ 80,324,854</b>	<b>\$ 80,475,714</b>	<b>\$ 75,227,328</b>	<b>\$ 72,388,803</b>	<b>\$ 70,490,514</b>



**CITY OF PETERSBURG, VIRGINIA**  
**General Fund Budget Comparisons by Categories**  
**for Fiscal Years 2014 through 2017**

<u>FINANCIAL EXPENDITURES</u>	<u>Budgeted</u> <u>Fiscal Year 2014</u>		<u>Budgeted</u> <u>Fiscal Year 2015</u>		<u>Budgeted</u> <u>Fiscal Year 2016</u>		<u>Proposed</u> <u>Fiscal Year 2017</u>	
	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>	<u>Amount</u>	<u>Percent</u>
Personnel	\$ 37,389,073	46.5%	37,541,266	46.6%	32,611,131	43.4%	31,282,888	44.4%
Operating	37,866,061	47.1%	38,495,213	47.8%	38,035,870	50.6%	34,360,149	48.7%
Debt	5,069,723	6.3%	4,439,236	5.5%	4,580,327	6.1%	4,847,477	6.9%
Contingencies	0	0.0%	0	0.0%	0	0.0%	0	0.0%
<b><u>Total Expenditures</u></b>	<b>\$ 80,324,857</b>	<b>100.0%</b>	<b>80,475,714</b>	<b>100.0%</b>	<b>75,227,328</b>	<b>100.0%</b>	<b>70,490,514</b>	<b>100.0%</b>

Note: The above table depicts the General Fund budget by categorical expenditures for FY 2014 through FY 2017. The expenditures for personnel, purchased services, supplies and equipment have remained fairly constant as percentages of the total expenditures over the period FY 2014 through FY 2017.



**CITY OF PETERSBURG, VIRGINIA**  
**Non-Departmental (Civic Organizations) Budget**  
**for Fiscal Year Ending June 30, 2017**

	Adopted FY16	Request FY17	Recommend FY17
4H - Southeast Region		-	
American Red Cross	2,000	3,000	1,925
Appomattox River Soil & Water	-	5,000	4,000
Black History Month	10,000	-	9,620
C.V.W.M.A.	15,735	15,562	15,562
Chamber of Commerce	1,000	-	1,000
Crater Criminal Justice	81,655	-	62,957
Crater Dist Area Agency DN	2,000	17,145	1,925
Crater Juv Det Home	498,231	-	498,231
Crater Planning Dist	21,073	21,073	21,073
Dogwood Trace Golf Course Subsidy	248,219	236,934	143,467
District 19 - Mental Health	193,523	209,185	209,185
Employee Recognition Events	8,500	-	3,000
Feed More	3,000	5,000	2,885
Forensic Audit			300,000
Friends of the Appomattox		8,175	8,175
Film Festival	-	0	0
Freedom Center	-	-	150,284
Fund Balance	750,000	750,000	0
Halifax Music Festival	5,000	8,100	4,810
Health Care Alliance	50,000	-	-
Health Care Increase (4.9%)	224,024	-	-
Host Agreement - Refuse	50,000	50,000	
John Tyler Comm College	5,000	5,361	5,361
Legal Aid Justice Center	59,200	65,000	59,200
Longwood Univ Small Business	-	5,000	4,810
National League Of Cities	3,388	-	-
Petg Area Regional Tourism	32,500	38,500	38,500
Petersburg Area Transit Subsidy	246,592	236,591	224,484
Petersburg Generals Subsidy	108,011	-	64,616
PPL Inc.	350,000	213,380	213,380
Petersburg Symphony	10,000	10,000	9,620
Pre-Trial Match	24,023	-	-
Regional Med Flight	3,200	1,000	1,000
Reserve For Contingencies	-	-	3,531
Richard Bland College	3,000	5,000	5,000
Riverside Regional Jail	3,844,179	3,292,195	3,292,195
South Centre Corridors RCDC	1,500	-	-
Southside Va Emer Crew	183,000	183,000	183,000
Triad			10,000
Va Coop Extnsn Svc	40,000	-	-
Va First Cities	15,763	-	15,763
Virginia Historical Society	-	1,500	-
Virginia Institute of Gov	1,500	1,500	1,500
Virginia Municipal League	12,280	-	12,280
Virginia State University	7,500	8,000	7,215
Virginia's Gateway Region	32,405	37,405	32,405
Youth Empowerment Program			-
150 Year Celebration	-	0	0
	<b>\$ 7,147,001</b>	<b>\$ 5,432,606</b>	<b>\$ 5,621,959</b>



Other Funds  
Fiscal Year 2016-2017  
Section III



**CITY OF PETERSBURG, VIRGINIA**  
**Community Development Block Grant Budget**  
**for Fiscal Year Ending June 30, 2017**

**REVENUES**

FY 2016 Entitlement	\$ <u>596,163</u>
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<b><u>TOTAL REVENUES</u></b>	<b>\$ <u><u>596,163</u></u></b>
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**EXPENDITURES**

CDBG Projects:	\$ 475,073
Administrative Cost	\$ 121,090

Transfers To Other Funds:	
General Fund:	\$ <u>0</u>

<b><u>TOTAL EXPENDITURES</u></b>	<b>\$ <u><u>596,163</u></u></b>
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**CITY OF PETERSBURG, VIRGINIA**  
**Municipal Golf Course**  
**for Fiscal Year Ending June 30, 2017**

**REVENUES**

Charges for Current Services	\$ 826,000
Transfer From Other Funds:	
General Fund	<u>143,467</u>
<b><u>TOTAL RESOURCES</u></b>	<b><u>\$ 969,467</u></b>

**EXPENDITURE**

Operations	\$ <u>969,467</u>
<b><u>TOTAL EXPENDITURES</u></b>	<b><u>\$ 969,467</u></b>



**CITY OF PETERSBURG, VIRGINIA**  
**Petersburg Generals**  
**for Fiscal Year Ending June 30, 2017**

**REVENUE**

Charges for Current Services	\$ 25,000
Transfer From Other Funds: General Fund	<u>64,616</u>
<b><u>TOTAL REVENUE</u></b>	<b>\$ <u><u>89,616</u></u></b>

**EXPENDITURES**

Operations	\$ <u>89,616</u>
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$ <u><u>89,616</u></u></b>







**CITY OF PETERSBURG, VIRGINIA**  
**Public Utility Budget**  
**for Fiscal Year Ending June 30, 2017**

**REVENUE**

Charges for Current Services:		
Revenue From Sewer Sales	\$	6,491,501
Revenue From Water Sales		3,828,611
Miscellaneous Revenue		450,000
Connection Fees		<u>0</u>
<b><u>TOTAL REVENUE</u></b>	<b>\$</b>	<b><u><u>10,770,112</u></u></b>

**EXPENDITURES**

Utility Lines	\$	9,729,612
Utility Billing		0
Pumping Stations		123,900
Debt Service		916,600
Contingencies		<u>0</u>
<b><u>Total Expenses</u></b>	<b>\$</b>	<b>10,770,112</b>
Transfers to Other Funds:		
General Fund		<u>0</u>
<b><u>TOTAL EXPENDITURES</u></b>	<b>\$</b>	<b><u><u>10,770,112</u></u></b>



**CITY OF PETERSBURG, VIRGINIA  
SPECIAL REVENUE FUNDS BUDGET SUMMARY  
FY 2015-2016**

Agency	2015-16 Adopted	2016-17 Proposed
Commonwealth Attorney	\$ 288,096	\$ 296,760
Community Correction	\$ 339,124	\$ 358,257
Court Services	\$ 368,990	\$ 338,589
Economic Development	\$ 218,198	\$ 859,000
Fire	\$ 1,045,832	\$ 1,422,865
Freedom Center	\$ 166,400	\$ 86,000
Library	\$ 145,000	\$ 170,000
Office of Youth	\$ 117,448	\$ 118,186
Parks and Leisure Services	\$ -	\$ -
Planning	\$ 110,000	\$ 9,270
Police	\$ 733,270	\$ 90,000
Public works	\$ 8,491,281	\$ 11,053,258
Sherriff and Jail	\$ 718,039	\$ 14,500
Social Services	\$ 78,000	\$ 109,500
Workforce Investment	\$ -	\$ 1,278,424
<b>Total Special Fund</b>	<b>\$ 12,819,678</b>	<b>\$ 16,204,609</b>

Agency	2015-16 Adopted	2016-17 Proposed
<b>Commonwealth Attorney</b>		
Asset Forfeiture Commonwealth Attorney Federal	\$ 21,651	\$ 21,651
Asset Forfeiture Commonwealth Attorney State	\$ 40,615	\$ 26,293
Asset Forfeiture Commonwealth Justice Funds	\$ 1,067	\$ 1,067
Mental Health Docket	\$ 23,329	\$ 16,100
Victim Witness	\$ 201,434	\$ 231,649
<b>Total Agency Special Funds</b>	<b>\$ 288,096</b>	<b>\$ 296,760</b>

<b>Community Correction</b>		
Petersburg Community Correction Grant Program	\$ 288,202	\$ 358,257
Pretrial Program	\$ 50,922	\$ -
<b>Total Agency Special Funds</b>	<b>\$ 339,124</b>	<b>\$ 358,257</b>

<b>Court Services</b>		
Community Crime Control	\$ 191,051	\$ 160,650
Courthouse Construction	\$ 177,939	\$ 177,939
<b>Total Agency Special Funds</b>	<b>\$ 368,990</b>	<b>\$ 338,589</b>

<b>Economic Development</b>		
Economic Development Incentive	\$ 218,198	\$ 809,000
Agriculture and Consumer Services	\$ -	\$ 50,000
<b>Total Agency Special Funds</b>	<b>\$ 218,198</b>	<b>\$ 859,000</b>

<b>Fire</b>		
Assistant Fire Grant	\$ -	\$ 568,410
Citizen Corps Program (CERT)	\$ 26,482	\$ -



**CITY OF PETERSBURG, VIRGINIA**  
**SPECIAL REVENUE FUNDS BUDGET SUMMARY**  
**FY 2015-2016**

Agency	2015-16 Adopted	2016-17 Proposed
Fire Citizen Corp Program	\$ 17,140	\$ -
Fire Dispatch Program	\$ 4,080	\$ -
Fire Homeland Security	\$ 54,000	\$ -
Fire Program Fund	\$ 168,000	\$ 90,000
Fire State Program	\$ 728,780	\$ 728,780
For-4-Life	\$ 25,000	\$ 25,000
LEMPG 2013	\$ 10,675	\$ -
LEMPG 2014	\$ 10,675	\$ -
LEMPG	\$ -	\$ 10,675
VFIRS Hardware Grant	\$ 1,000	\$ -
<b>Total Agency Special Funds</b>	<b>\$ 1,045,832</b>	<b>\$ 1,422,865</b>
<b>Freedom Center</b>		
Freedom Center	\$ 166,400	\$ 86,000
<b>Total Agency Special Funds</b>	<b>\$ 166,400</b>	<b>\$ 86,000</b>
<b>Library</b>		
Health Living and Learning Center	\$ 20,000	\$ 20,000
Law Library	\$ 125,000	\$ 100,000
Health Living (Cameron)	\$ -	\$ 50,000
<b>Total Agency Special Funds</b>	<b>\$ 145,000</b>	<b>\$ 170,000</b>
<b>Office on Youth (Workforce)</b>		
Capital Area Partnership Uplifting People	\$ 20,887	\$ 21,625
Workforce Investment Act (WIA)	\$ 96,561	\$ 96,561
<b>Total Agency Special Funds</b>	<b>\$ 117,448</b>	<b>\$ 118,186</b>
<b>Park and Leisure services</b>		
Summer Food/Feeding Program	\$ -	\$ -
<b>Total Agency Special Funds</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Planning</b>		
Central Hill Mansion	\$ 10,000	\$ -
Centre Hill Mansion Cameron	\$ -	\$ 9,270
Jarratt House	\$ 100,000	\$ -
Lead Hazard Grant	\$ -	\$ -
<b>Total Agency Special Funds</b>	<b>\$ 110,000</b>	<b>\$ 9,270</b>
<b>Police</b>		
Asset Forfeiture Federal CIT Program	\$ 182,500	\$ 90,000
Asset Forfeiture Police Federal	\$ 70,000	\$ -
Asset Forfeiture Police State	\$ 270,000	\$ -
Bullet Proof Vest	\$ 25,000	\$ -
Fed asset forfeiture tech program	\$ -	\$ -
Highway Safety Grant (DMV)	\$ 115,770	\$ -
In Car Camera Grant	\$ 28,000	\$ -
Police Swat Armor	\$ 25,000	\$ -
US Marshall	\$ 17,000	\$ -
<b>Total Agency Special Funds</b>	<b>\$ 733,270</b>	<b>\$ 90,000</b>
<b>Public Works</b>		
A1 Gateway Adoption	\$ 700,000	\$ 700,000



**CITY OF PETERSBURG, VIRGINIA**  
**SPECIAL REVENUE FUNDS BUDGET SUMMARY**  
**FY 2015-2016**

Agency	2015-16 Adopted	2016-17 Proposed
Area Signal Cordination	\$ 560,460	\$ 560,460
Fee for Modification	\$ 6,300	\$ 6,300
Litter Control Grant	\$ 8,055	\$ 10,000
Permit Issuance Fees	\$ 23,832	\$ 23,832
Southside Depot Restoration	\$ 725,741	\$ 163,876
Street Operation - VDOT	\$ 5,289,868	\$ 5,282,075
Stormwater Management Program	\$ 17,870	\$ 17,870
Stormwater Program	\$ 1,138,845	\$ 1,138,845
Wilcox Lake Dam Project	\$ 20,310	\$ -
Route 460 Paving Overlay (Revenue Sharing)	\$ -	\$ 1,300,000
East Washington St Route 36 (Revenue Sharing)	\$ -	\$ 600,000
Wagner Rd Underdrain Installation (Revenue Sharing)	\$ -	\$ 600,000
West Washinton Street	\$ -	\$ 650,000
<b>Total Agency Special Funds</b>	<b>\$ 8,491,281</b>	<b>\$ 11,053,258</b>
 <b>Sheriff and Jail</b>		
Cameron Foundation	\$ -	\$ -
ED Byrne STEPS	\$ 28,250	\$ 12,000
Parent And Teens Riding It Out Together	\$ -	\$ -
Sheriff asset forfeiture program	\$ 372,766	\$ -
Sheriff Courthouse Security	\$ 282,000	\$ -
Sheriff vine Program	\$ 33,000	\$ -
Triad	\$ 2,023	\$ 2,500
<b>Total Agency Special Funds</b>	<b>\$ 718,039</b>	<b>\$ 14,500</b>
 <b>Social Services</b>		
Afro-American Adoption Grant	\$ 78,000	\$ 109,500
<b>Total Agency Special Funds</b>	<b>\$ 78,000</b>	<b>\$ 109,500</b>
 <b>Workforce Investment Acts</b>		
Workforce Investment	\$ -	\$ 1,278,424
<b>Total Agency Special Funds</b>	<b>\$ -</b>	<b>\$ 1,278,424</b>
 <b>Total Special Fund</b>	 <b>\$ 12,819,678</b>	 <b>\$ 16,204,609</b>



Real Estate Comparison  
Fiscal Year 2016-2017  
Section IV



**CITY OF PETERSBURG, VIRGINIA  
Real Estate Tax Comparisons  
for Fiscal Years 2007 through 2016**

<u>Fiscal Year</u>	<u>Real Estate Assessment</u>	<u>Real Estate Tax Rate</u>	<u>Real Estate Tax Levy</u>
2016	\$ 1,836,880,294	\$ 1.35	\$ 24,797,884
2015	1,852,462,695	1.35	25,008,246
2014	1,857,601,200	1.35	25,077,616
2013	1,829,437,400	1.35	24,697,405
2012	1,829,437,400	1.35	24,697,405
2011	1,847,916,600	1.35	24,946,874
2010	1,858,266,800	1.35	25,086,602
2009	1,811,044,000	1.35	24,449,094
2008	1,509,000,000	1.35	20,371,500
2007	1,392,900,000	1.35	18,804,150



Authorized Position Summary  
Fiscal Year 2016-2017  
Section V



**Personnel Detail  
Allocated Positions**

Agency	Title	Adopted FY16	Request FY17	Recommend FY17	Adopted FY17
City Council	Mayor	1	1	1	0
	Vice Mayor	1	1	1	0
	Council Members	5	5	5	0
	Council Clerk	1	1	1	0
		<hr/>	8	8	8
City Manager	City Manager	1	1	1	0
	* Assistant City Manager	1	1	1	0
	Executive Assistant to City Manager	1	1	1	0
	Records Manager	1	1	0	0
	Public Relations Liaison	1	1	0	0
		<hr/>	5	5	3
Hispanic Liaison	Hispanic Liaison	1	1	1	0
		<hr/>	1	1	1
City Attorney	City Attorney	1	1	1	0
	Assistant City Attorney	1	1	1	0
	Legal Administrative Asst.	1	1	1	0
		<hr/>	3	3	3
Human Resources	Director	1	1	1	0
	Human Resources Administrator	1	1	1	0
	Human Resources Technician	1	1	1	0
	Office Assistant	0	0	0	0
		<hr/>	3	3	3
Commissioner of Revenue	Commissioner of Rev	1	1	1	0
	Chief Deputy Comm. Of Rev	1	1	1	0
	Business License Inspector	1	1	1	0
	General Clerk	1	1	1	0
	Deputy Comm of Revenue	1	1	1	0
	Deputy Clerk III	2	2	2	0
		<hr/>	7	7	7
Real Estate Assessor	City Assessor	1	1	1	0
	Appraiser I	2	2	1	0
	Appraiser II	2	2	1	0
	Real Estate Data Analyst			1	0
	Real Estate Assmnt. Clerk	1	1	1	0
		<hr/>	6	6	5
City Treasurer	Treasurer	1	1	1	0
	Deputy Clerk II	7	7	5	0
	Administrative Asst. I	1	1	1	0
		<hr/>	9	9	7
Finance	Finance Director	1	1	1	0
	Assistant Director of Finance	1	1	1	0
	* Accountant	1	1	1	0
	Grants Accountant	1	1	1	0
	Account Clerk III	1	1	1	0
	Account Clerk II	1	1	1	0
	Payroll Supervisor	1	1	1	0
		<hr/>	7	7	7
Purchasing	Purchasing Agent	1	1	1	0
	Purchasing Specialist	1	1	1	0
	Asst. Purchasing Agent	1	1	1	0
		<hr/>	3	3	3



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Information Services	Information Systems Manager	1	1	1	0
	Computer Systems & Network Manager	1	1	1	0
	Network Installer	1	1	1	0
	Network Support Specialist			1	
	Help Desk Coordinator	1	1	1	0
		<u>4</u>	<u>4</u>	<u>5</u>	<u>0</u>
Motor Vehicle Repair	Fleet Services Manager	0	1	1	
	* Auto Mechanic I	0	0	1	0
	* Auto Mechanic II	0	0	1	0
	* Auto Mechanic Trainee	0	0	1	0
		<u>0</u>	<u>1</u>	<u>4</u>	<u>0</u>
Registrar	Registrar	1	1	1	0
	Assistant Registrar	2	2	2	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Circuit Court	Legal Administrative Assistant	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Circuit Court Clerk	Clerk	1	1	1	0
	Asst Deputy Clerk	1	1	1	0
	Deputy Clerk II	2	2	2	0
	Deputy Clerk I	6	6	6	0
	Liaison Officer	1	1	1	0
		<u>11</u>	<u>11</u>	<u>11</u>	<u>0</u>
Juvenile Support Serv		2	2	2	0
		<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>
Commonwealth Attorney	Commonwealth Attorney	1	1	1	0
	Attorney II	2	2	2	0
	Attorney III	3	3	3	0
	Attorney IV	1	1	1	0
	Administrative Assistant II	1	1	1	0
	Secretary II	1	1	1	0
	Secretary I	2	2	2	0
	Paralegal	1	1	1	0
		<u>12</u>	<u>12</u>	<u>12</u>	<u>0</u>



**Personnel Detail  
Allocated Positions**

Agency	Title	Adopted FY16	Request FY17	Recommend FY17	Adopted FY17
Police	Chief	1	1	1	0
	Deputy Chief	1	1	1	0
	Chief of Staff	1	1	1	0
	Captain	0	0	2	0
	Lieutenant	2	2	4	0
	Sergeant	7	7	12	0
	Police Officer	97	97	94	0
	Info Systems Manager	1	1	1	0
	Administrative Asst II	1	1	1	0
	Secretary II	1	1	0	0
	Police Admin Svc Mngr.	1	1	1	0
	Administrative Assistant II	1	1	1	0
	Data Entry Operator	3	3	2	0
	Computer Operator	1	1	0	0
	Police Info Analyst	1	1	1	0
	Fiscal Coordinator	1	1	1	0
	Transportation Officers	3	3	0	0
	Desktop Support Specialist	0	0	0	0
	Network Support Specialist	1	1	0	0
			<hr/>	<hr/>	<hr/>
		124	124	123	0
Emergency Communications	* Telecommunicator I/Dispatcher	15	15	12	0
	Telecommunicator II	5	5	5	0
	* Telecommunicator I/Receptionist	5	5	3	0
	Telecommunications Coord.	1	1	1	0
			<hr/>	<hr/>	<hr/>
		26	26	21	0
Fire	Chief	1	1	1	0
	Deputy Chief	1	2	1	0
	Division Chief/Maintenance/Facility	1	1	1	0
	Division Chief/Training	1	1	1	0
	Shirt Commander	3	3	3	0
	Captain	13	15	14	0
	Fire Captain/Training	1	1	1	0
	Division Chief/Admin Serv. & M.I.S.	1	1	1	0
	EMS Coordinator	1	1	1	0
	Public ED Specialist	1	1	1	0
	Sergeant	1	4	16	0
	Firefighter	53	47	41	0
	Fire Apparatus Mechanic	0	0	0	0
	Administrative Assistant II	1	1	1	0
	Stock Control/Property Clerk	0	0	0	0
	Fire Marshall	1	1	1	0
	Deputy Fire Marshall	1	1	1	0
	* Assistant Fire Marshall	2	2	1	0
	Clerk Typist II	1	1	1	0
			<hr/>	<hr/>	<hr/>
		84	84	87	0
Code Compliance	Account Clerk II	1	1	1	0
	Plan Reviewer	1	1	1	0
	Rental Housing Inspector	1	1	1	0
	Building Maintenance Inspector	4	4	4	0
	Building Inspector (R & C)	1	1	1	0
	Plumbing Mechanical Inspector (R & C)	1	1	1	0
	Permit Technician	1	1	1	0
	Building Official/Property Maint Offcl	1	1	1	0
	Electrical Inspector (R&C)	1	1	1	0
			<hr/>	<hr/>	<hr/>
		12	12	12	0



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Sheriff Office/City Jail	Sheriff	1	1	1	0
	Captain	1	1	4	0
	Lieutenant	1	1	1	0
	Sergeant	0	0	4	0
	Deputy Sheriff	16	21	11	0
	Jail Administrator I	0	1	0	0
	Jail Counselor	0	1	0	0
	Physician Asst II	0	0	0	0
	Administrative Asst. I	1	3	1	0
	Administrative Asst. II	0	0	0	0
	Accounting Analyst	1	1	0	0
	Accreditation Mgr/Grants Writer	0	1	0	0
	Fiscal Coordinator			1	
	Re-Entry Case Mngr	0	1	0	0
	Work Release Counselor	0	1	0	0
		<u>21</u>	<u>33</u>	<u>23</u>	<u>0</u>
Animal Control	Animal Control Officer	4	4	4	0
	Animal Control Assistant	0	0	0	0
	Animal Warden	1	1	1	0
		<u>5</u>	<u>5</u>	<u>5</u>	<u>0</u>
Engineering	City Engineer	1	1	1	0
	* Administrative Assistant I	1	0	1	0
	Capital Projects Coordinator	1	1	1	0
	Engineer Permit Coordinator	1	1	1	0
	Asst.Supt. Permits & Inspect	1	1	1	0
		<u>5</u>	<u>4</u>	<u>5</u>	<u>0</u>
Grounds Maintenance	Construction Worker	3	3	3	0
	Crew Leader	5	5	5	0
	Motor Equipment Operator II	2	2	2	0
	General Supervisor I	1	1	1	0
	Crew Supervisor I	1	1	1	0
		<u>12</u>	<u>12</u>	<u>12</u>	<u>0</u>



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Facility Management	Clerk Typist III	1	1	0	0
	Fiscal Manager	0	0	0	0
	Stock control/Property Clerk	0	0	0	0
	Director	1	1	1	0
	Administrative Asst.	0	0	0	0
	Administrative Asst. II	1	1	1	0
	Secretary III	1	1	1	0
	General Supervisor I	1	1	0	0
	General Supervisor II	1	1	1	0
	Construction Worker	2	2	2	0
	Maintenance Mechanic	5	5	5	0
	Custodian Supervisor	0	0	0	0
	General Manager Facility Management	1	1	1	0
	HVAC Mechanic	1	1	1	0
	Master HVAC/Electrical Tech	1	1	1	0
		<u>16</u>	<u>16</u>	<u>14</u>	<u>0</u>
Social Services	Social Services Director III	1	1	1	0
	Social Worker Manger	1	1	1	0
	Social Worker Supervisor	5	5	5	0
	Social Worker I/II	19	19	19	0
	Social Worker III	5	5	5	0
	* Office Associate III	8	8	8	0
	Benefits Program Manager	1	1	1	0
	* Benefit Programs Specialist I/II	29	30	29	0
	* Human Services Assistant II	11	11	11	0
	Administrative Service Manager	1	1	1	0
	* Benefits Programs Specialist III	6	6	6	0
	Administrative Program Assistant	1	1	1	0
	Clerk I/Receptionist	1	1	1	0
	Information System Support Specialist	1	1	1	0
	* Office Associate I	2	2	2	0
	Office Associate II	1	1	1	0
	* Custodial Worker II	1	1	1	0
	Benefit Program Supv	6	6	6	0
	Fiscal Manager	1	1	1	0
	Fiscal Assistant III	5	5	5	0
	Secretary I	1	1	1	0
	Fraud Investigator	1	1	1	0
	Self-Sufficiency Supv	1	1	1	0
	Self-Sufficiency Specialist I/II	5	5	5	0
	Information Support Specailist	0	0	0	0
	Program Coordinator	0.5	0.5	1	0
	Case Mgr. Welfare Reform	1	1	1	0
	Training Specialist	2	2	2	0
		<u>117.5</u>	<u>118.5</u>	<u>118</u>	<u>0</u>
Comprehensive Svcs.	Coordinator	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Parks & Leisure Svcs.	Director	1	1	1	0
	Secretary II	1	1	1	0
	Clerk Typist II	1	1	0	0
	Recreation Prog Coord	4	4	3	0
	Youth Services Coordinator	1	1	1	0
		<u>8</u>	<u>8</u>	<u>6</u>	<u>0</u>



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Cemeteries	Crew Supervisor I	1	1	1	0
	Crew Leader	1	1	1	0
	* Motor Equipment Operator	1	1	1	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Public Library	Director	1	1	1	0
	Librarian I	3	3	2	0
	Library Assistant I	5	5	5	0
	Library Assistant II	1	1	1	0
	Custodian	1	0	1	0
	Program Coordinator	0	1	1	0
	Administrative Assistant	1	1	1	0
	<u>12</u>	<u>12</u>	<u>12</u>	<u>0</u>	
Planning	Director/Planning & Community Dev	1	1	1	0
	Zoning Administrator	1	1	1	0
	* Chief Planner	1	1	0	0
	Planning/Zoning Technician	1	1	1	0
	Preservation Planner	1	1	1	0
	<u>5</u>	<u>5</u>	<u>4</u>	<u>0</u>	
Economic Development Museums & Visitor Serv.	Director of Economic Development and Tourism	1	1	1	0
	Manager	1	1	1	0
	Accreditation MGR/Grants Writer	1	1	1	0
	Projects Manager	1	1	1	0
	Museum Manager	1	1	1	0
	Secretary II	1	1	1	0
	Museum Site Coord	1	1	1	0
	Marketing Specialist	0	1	0	0
	Curator of Collections	1	1	1	0
	<u>8</u>	<u>9</u>	<u>8</u>	<u>0</u>	
Special Events	Administrative Assistant II	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Risk Management	Risk Management Officer	1	1	1	0
	Office Assistant	1	1	0	0
		<u>2</u>	<u>2</u>	<u>1</u>	<u>0</u>
<b>Total General Fund Allocated</b>		<b>547.50</b>	<b>561.50</b>	<b>541.00</b>	<b>0.00</b>



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Utilities	General Manager Utilities	1	1	1	0
	General Supervisor II	2	2	2	0
	Office Assistant	1	1	1	0
	Chief Meter Reader	1	1	1	0
	Pump Station Equipment Mechanic	2	2	2	0
	Water Service Technician I	1	1	1	0
	Water Service Technician II	2	2	2	0
	Crew Supervisor I	2	2	2	0
	Crew Supervisor II	2	2	2	0
	Construction Worker	6	6	6	0
	Crew Leader	3	3	3	0
	Utility Engineer Assistant	1	1	1	0
	Stock Control Clerk	1	1	1	0
	Motor Equipment Optr. II	2	2	2	0
	Utilities Locator	1	1	1	0
	Account Clerk III	0	0	0	0
	Administrative Asst. II	1	1	1	0
	Administrative Assistant I	1	1	1	0
	Budget Analyst	1	1	1	0
	Assistant General Manager Utilities	1	1	1	0
	Motor Equipment Optr. III	0	0	0	0
	General Supervisor I	1	1	1	0
	Pump Station Supervisor	1	1	1	0
	Customer Service Rep	2	2	2	0
	Utility Billing Supervisor	1	1	1	0
	Education Training Coord	0.5	0.5	0.5	0
		<b>37.5</b>	<b>37.5</b>	<b>37.5</b>	<b>0</b>
Mass Transit	Transit Operations Manager	2	2	2	0
	Assistant General Manger Transit	0	0	0	0
	Systems Manager	1	1	1	0
	Transit Administration Manager	2	2	2	0
	General Manager	1	1	1	0
	Facility Manager	1	1	1	0
	Administrative Assistant	1	1	1	0
	Bus Driver	19	19	19	0
	Para Transit Driver	2	2	2	0
	Account Manager	1	1	1	0
	Security Officers	2	2	2	0
	Automotive Services Superintendent	0	0	0	0
	Diesel Mechanic II	2	2	3	0
	Transit Supervisor	1	1	1	0
	Diesel Mechanic I	1	1	1	0
	Maintenance Supervisor	1	1	0	0
	Grants Accountant	0	0	0	0
	Budget Analyst	1	1	1	0
	Administrative Assistant II	1	1	1	0
	Secretary II	1	1	1	0
	<b>40</b>	<b>40</b>	<b>40</b>	<b>0</b>	



**Personnel Detail  
Allocated Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Street Maintenance	Assistant Superintendent	0	0	0	0
	General Manager Street Operations	1	1	1	0
	Assistant General Manager Street Operations	1	1	1	0
	Crew Supervisor II	4	4	4	0
	Construction Worker	4	4	4	0
	General Supervisor II	1	1	1	0
	Motor Equipment Optr. II	6	6	6	0
	Motor Equipment Optr. III	0	0	0	0
	Crew Leader	12	12	12	0
	Senior Traffic Signal/Street Light	1	1	1	0
	Electronics Technician	1	1	1	0
	Engineering Construction Manager	0.5	0.5	0.5	0
	Education Training Coordinator	0.5	0.5	0.5	0
	Administrative Assistant I	1	1	1	0
	Account Clerk II	1	1	1	0
	Account Clerk III	1	1	1	0
	Clerk Typist	0	0	0	0
		<u>35</u>	<u>35</u>	<u>35</u>	<u>0</u>
Dogwood Trace	General Manager	1	1	1	0
	Assistant Golf Pro	2	2	2	0
	Golf Shop Manager	0	0	0	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Community Correction	Director	1	1	1	0
	Senior Probation Officer	0	0	0	0
	Local Probation Officer	3	3	3	0
	Staff Secretary II	0	0	0	0
		<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>
Pre-Trial	Investigator	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Planning (Lead Hazard)	Program Manager	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Works (Stormwater)	City Engineer	1	1	1	0
	Civil Engineer II	1	1	1	0
	Inspector	1	1	1	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Freedom Center	Executive Director	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Victim Witness	Director	1	1	1	0
	Assistant Director	1	1	1	0
	Program Assistant	1	1	1	0
	Advocate	1	1	1	0
		<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>
Community Crime Control	Supervisor Community Juvenile Services	1	1	1	0
	Community Juvenile Officer	2	2	2	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
	<b>Total Other Funds</b>	<b>131.5</b>	<b>131.5</b>	<b>131.5</b>	<b>0</b>
	<b>Total All Funds</b>	<b>679.0</b>	<b>693.0</b>	<b>672.5</b>	<b>0.0</b>



**Personnel Detail  
Funded Positions**

Agency	Title	Adopted FY16	Request FY17	Recommend FY17	Adopted FY17
City Council	Mayor	1	1	1	0
	Vice Mayor	1	1	1	0
	Council Members	5	5	5	0
	Council Clerk	1	1	1	0
		<hr/>	<hr/>	<hr/>	<hr/>
		8	8	8	0
City Manager	City Manager	1	1	1	0
	* Assistant City Manager	1	1	1	0
	Executive Assistant to City Manager	1	1	1	0
	Records Manager	1	1	0	0
	Public Relations Liaison	1	1	0	0
			<hr/>	<hr/>	<hr/>
		5	5	2	0
Hispanic Liaison	Hispanic Liaison	1	1	1	0
		<hr/>	<hr/>	<hr/>	<hr/>
		1	1	1	0
City Attorney	City Attorney	1	1	1	0
	Assistant City Attorney	1	1	1	0
	Legal Administrative Asst.	1	1	1	0
			<hr/>	<hr/>	<hr/>
		3	3	3	0
Human Resources	Director	1	1	1	0
	Human Resources Administrator	1	1	1	0
	Human Resources Technician	1	1	1	0
	Office Assistant	0	0	0	0
			<hr/>	<hr/>	<hr/>
		3	3	3	0
Commissioner of Revenue	Commissioner of Rev	1	1	1	0
	Chief Deputy Comm. Of Rev	1	1	1	0
	Business License Inspector	1	1	1	0
	General Clerk	1	1	1	0
	Deputy Comm of Revenue	1	1	1	0
	Deputy Clerk III	2	2	2	0
			<hr/>	<hr/>	<hr/>
		7	7	7	0
Real Estate Assessor	City Assessor	1	1	1	0
	Appraiser I	2	2	1	0
	Appraiser II	2	2	1	0
	Real Estate Data Analyst			1	0
	Real Estate Assmnt. Clerk	1	1	1	0
			<hr/>	<hr/>	<hr/>
		6	6	5	0
City Treasurer	Treasurer	1	1	1	0
	Deputy Clerk II	7	7	5	0
	Administrative Asst. I	1	1	1	0
			<hr/>	<hr/>	<hr/>
		9	9	7	0
Finance	Finance Director	1	1	1	0
	Assistant Director of Finance	1	1	1	0
	* Accountant	1	1	1	0
	Grants Accountant	1	1	1	0
	Account Clerk III	1	1	1	0
	Account Clerk II	1	1	1	0
	Payroll Supervisor	1	1	1	0
			<hr/>	<hr/>	<hr/>
		7	7	7	0
Purchasing	Purchasing Agent	1	1	1	0
	Purchasing Specialist	1	1	1	0
	Asst. Purchasing Agent	1	1	1	0
			<hr/>	<hr/>	<hr/>
		3	3	3	0



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Information Services	Information Systems Manager	1	1	1	0
	Computer Systems & Network Manager	1	1	1	0
	Network Installer	1	1	1	0
	Network Support Specialist			1	
	Help Desk Coordinator	1	1	1	0
		<u>4</u>	<u>4</u>	<u>5</u>	<u>0</u>
Motor Vehicle Repair	Fleet Services Manager	0	1	1	
	* Auto Mechanic I	0	0		0
	* Auto Mechanic II	0	0		0
	* Auto Mechanic Trainee	0	0		0
		<u>0</u>	<u>1</u>	<u>1</u>	<u>0</u>
Registrar	Registrar	1	1	1	0
	Assistant Registrar	2	2	2	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Circuit Court	Legal Administrative Assistant	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Circuit Court Clerk	Clerk	1	1	1	0
	Asst Deputy Clerk	1	1	1	0
	Deputy Clerk II	2	2	2	0
	Deputy Clerk I	6	6	6	0
	Liaison Officer	1	1	1	0
		<u>11</u>	<u>11</u>	<u>11</u>	<u>0</u>
Juvenile Support Serv		2	2	2	0
		<u>2</u>	<u>2</u>	<u>2</u>	<u>0</u>
Commonwealth Attorney	Commonwealth Attorney	1	1	1	0
	Attorney II	2	2	2	0
	Attorney III	3	3	3	0
	Attorney IV	1	1	1	0
	Administrative Assistant II	1	1	1	0
	Secretary II	1	1	1	0
	Secretary I	2	2	2	0
	Paralegal	1	1	1	0
		<u>12</u>	<u>12</u>	<u>12</u>	<u>0</u>



**Personnel Detail  
Funded Positions**

Agency	Title	Adopted FY16	Request FY17	Recommend FY17	Adopted FY17
Police	Chief	1	1	1	0
	Deputy Chief	1	1	1	0
	Chief of Staff	1	1	1	0
	Captain	0	0	2	0
	Lieutenant	2	2	4	0
	Sergeant	7	7	12	0
	Police Officer	97	97	94	0
	Info Systems Manager	1	1	1	0
	Administrative Asst II	1	1	1	0
	Secretary II	1	1	0	0
	Police Admin Svc Mngr.	1	1	1	0
	* Administrative Assistant II	1	1	1	0
	Data Entry Operator	3	3	2	0
	Computer Operator	1	1	0	0
	Police Info Analyst	1	1	1	0
	Fiscal Coordinator	1	1	1	0
	Transportation Officers	3	3	0	0
	* Desktop Support Specialist	0	0	0	0
	* Network Support Specialist	1	1	0	0
			124	124	123
Emergency Communications	* Telecommunicator I/Dispatcher	15	15	12	0
	Telecommunicator II	5	5	5	0
	* Telecommunicator I/Receptionist	5	5	3	0
	Telecommunications Coord.	1	1	1	0
		26	26	21	0
Fire	Chief	1	1	1	0
	Deputy Chief	1	2	1	0
	Division Chief/Maintenance/Facility	1	1	1	0
	Division Chief/Training	1	1	1	0
	Shift Commander	3	3	3	0
	Captain	13	15	14	0
	Fire Captain/Training	1	1	1	0
	Division Chief/Admin Serv. & M.I.S.	1	1	1	0
	EMS Coordinator	1	1	1	0
	Public ED Specialist	1	1	1	0
	Sergeant	1	4	16	0
	Firefighter	53	47	41	0
	Fire Apparatus Mechanic	0	0	0	0
	Administrative Assistant II	1	1	1	0
	Stock Control/Property Clerk	0	0	0	0
	Fire Marshal	1	1	1	0
	Deputy Fire Marshal	1	1	1	0
	Assistant Fire Marshal	2	2	1	0
Clerk Typist II	1	1	1	0	
		84	84	87	0
Code Compliance	Account Clerk II	1	1	1	0
	Plan Reviewer	1	1	1	0
	Rental Housing Inspector	1	1	1	0
	Building Maintenance Inspector	4	4	4	0
	Building Inspector (R & C)	1	1	1	0
	Plumbing Mechanical Inspector (R & C)	1	1	1	0
	Permit Technician	1	1	1	0
	Building Official/Property Maint Offcl	1	1	1	0
	Electrical Inspector (R&C)	1	1	1	0
			12	12	12



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Sheriff Office/City Jail	Sheriff	1	1	1	0
	Captain	1	1	4	0
	Lieutenant	1	1	1	0
	Sergeant	0	0	4	0
	Deputy Sheriff	16	21	10	0
	Jail Administrator I	0	1	0	0
	Jail Counselor	0	1	0	0
	Physician Asst II	0	0	0	0
	Administrative Asst. I	1	3	1	0
	Administrative Asst. II	0	0	0	0
	Accounting Analyst	1	1	0	0
	Accreditation Mgr/Grants Writer	0	1	0	0
	Fiscal Coordinator			1	
	Re-Entry Case Mngr	0	1	0	0
	Work Release Counselor	0	1	0	0
		21	33	22	0
Animal Control	Animal Control Officer	4	4	4	0
	Animal Control Assistant	0	0	0	0
	Animal Warden	1	1	1	0
		5	5	5	0
Engineering	City Engineer	1	1	1	0
	* Administrative Assistant I	1	0	1	0
	Capital Projects Coordinator	1	1	1	0
	Engineer Permit Coordinator	1	1	1	0
	Asst.Supt. Permits & Inspect	1	1	1	0
		5	4	5	0
Grounds Maintenance	Construction Worker	3	3	3	0
	Crew Leader	5	5	5	0
	Motor Equipment Operator II	2	2	2	0
	General Supervisor I	1	1	1	0
	Crew Supervisor I	1	1	1	0
		12	12	12	0



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Facility Management	Clerk Typist III	1	1	0	0
	Fiscal Manager	0	0	0	0
	Stock control/Property Clerk	0	0	0	0
	Director	1	1	1	0
	Administrative Asst.	0	0	0	0
	Administrative Asst. II	1	1	1	0
	Secretary III	1	1	1	0
	General Supervisor I	1	1	0	0
	General Supervisor II	1	1	1	0
	Construction Worker	2	2	2	0
	Maintenance Mechanic	5	5	5	0
	Custodian Supervisor	0	0	0	0
	General Manager Facility Management	1	1	1	0
	HVAC Mechanic	1	1	1	0
	Master HVAC/Electrical Tech	1	1	1	0
		<b>16</b>	<b>16</b>	<b>14</b>	<b>0</b>
Social Services	Social Services Director III	1	1	1	0
	Family Services Spec manager	1	1	1	0
	Family Services Spec Supervisor	5	5	5	0
	Family Services Spec I/II	19	19	17	0
	Social Worker III	5	5	5	0
	* Office Associate III	8	8	5	0
	Benefits Program Manager	1	1	1	0
	* Benefit Programs Specialist I/II	29	30	24	0
	* Human Services Assistant II	11	11	9	0
	Administrative Service Manager	1	1	1	0
	* Benefits Programs Specialist III	6	6	6	0
	Administrative Program Assistant	1	1	1	0
	Clerk I/Receptionist	1	1	1	0
	Information System Support Specialist	1	1	1	0
	* Office Associate I	2	2	2	0
	Office Associate II	1	1	1	0
	* Custodial Worker II	1	1	1	0
	Benefit Program Supv	6	6	6	0
	Fiscal Manager	1	1	1	0
	Fiscal Assistant III	5	5	3	0
	Secretary I	1	1	1	0
	Fraud Investigator I/II	1	1	1	0
	Self-Sufficiency Supv	1	1	1	0
	Self-Sufficiency Specialist I/II	5	5	5	0
	Information Support Specailist	0	0	0	0
	Program Coordinator	0.5	0.5	1	0
	Case Mgr. Welfare Reform	1	1	1	0
	Training Specialist	2	2	2	0
		<b>117.5</b>	<b>118.5</b>	<b>104</b>	<b>0</b>
Comprehensive Svcs.	Coordinator	1	1	1	0
		<b>1</b>	<b>1</b>	<b>1</b>	<b>0</b>
Parks & Leisure Svcs.	Director	1	1	1	0
	Secretary II	1	1	1	0
	Clerk Typist II	1	1	0	0
	Recreation Prog Coord	4	4	3	0
	Youth Services Coordinator	1	1	1	0
		<b>8</b>	<b>8</b>	<b>6</b>	<b>0</b>



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Cemeteries	Crew Supervisor I	1	1	1	0
	Crew Leader	1	1	1	0
	* Motor Equipment Operator	1	1	1	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Public Library	Director	1	1	1	0
	Librarian I	3	3	2	0
	Library Assistant I	5	5	5	0
	Library Assistant II	1	1	1	0
	Custodian	1	0	1	0
	Program Coordinator	0	1	1	0
	Administrative Assistant	1	1	1	0
	<u>12</u>	<u>12</u>	<u>12</u>	<u>0</u>	
Planning	Director/Planning & Community Dev	1	1	1	0
	Zoning Administrator	1	1	1	0
	* Chief Planner	1	1	0	0
	Planning/Zoning Technician	1	1	1	0
	Preservation Planner	1	1	1	0
	<u>5</u>	<u>5</u>	<u>4</u>	<u>0</u>	
Economic Development Museums & Visitor Serv.	Director of Economic Development and Tourism	1	1	1	0
	Manager	1	1	1	0
	Accreditation MGR/Grants Writer	1	1	1	0
	Projects Manager	1	1	1	0
	Museum Manager	1	1	1	0
	Secretary II	1	1	1	0
	Museum Site Coord	1	1	1	0
	Marketing Specialist	0	1	0	0
	Curator of Collections	1	1	1	0
	<u>8</u>	<u>9</u>	<u>8</u>	<u>0</u>	
Special Events	Administrative Assistant II	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Risk Management	Risk Management Officer	1	1	1	0
	Office Assistant	1	1	0	0
		<u>2</u>	<u>2</u>	<u>1</u>	<u>0</u>
<b>Total General Fund Allocated</b>		<b>547.50</b>	<b>561.50</b>	<b>522.00</b>	<b>0.00</b>



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Utilities	General Manager Utilities	1	1	1	0
	General Supervisor II	2	2	2	0
	Office Assistant	1	1	1	0
	Chief Meter Reader	1	1	1	0
	Pump Station Equipment Mechanic	2	2	2	0
	Water Service Technician I	1	1	1	0
	Water Service Technician II	2	2	2	0
	Crew Supervisor I	2	2	2	0
	Crew Supervisor II	2	2	2	0
	Construction Worker	6	6	6	0
	Crew Leader	3	3	3	0
	Utility Engineer Assistant	1	1	1	0
	Stock Control Clerk	1	1	1	0
	Motor Equipment Optr. II	2	2	2	0
	Utilities Locator	1	1	1	0
	Account Clerk III	0	0	0	0
	Administrative Asst. II	1	1	1	0
	Administrative Assistant I	1	1	1	0
	Budget Analyst	1	1	1	0
	Assistant General Manager Utilities	1	1	1	0
	Motor Equipment Optr. III	0	0	0	0
	General Supervisor I	1	1	1	0
	Pump Station Supervisor	1	1	1	0
	Customer Service Rep	2	2	2	0
	Utility Billing Supervisor	1	1	1	0
	Education Training Coord	0.5	0.5	0.5	0
		<u>37.5</u>	<u>37.5</u>	<u>37.5</u>	<u>0</u>
Mass Transit	Transit Operations Manager	2	2	2	0
	Assistant General Manger Transit	0	0	0	0
	Systems Manager	1	1	1	0
	Transit Administration Manager	2	2	2	0
	General Manager	1	1	1	0
	Facility Manager	1	1	1	0
	Administrative Assistant	1	1	1	0
	Bus Driver	19	19	19	0
	Para Transit Driver	2	2	2	0
	Account Manager	1	1	1	0
	Security Officers	2	2	2	0
	Automotive Services Superintendent	0	0	0	0
	Diesel Mechanic II	2	2	3	0
	Transit Supervisor	1	1	1	0
	Diesel Mechanic I	1	1	1	0
	Maintenance Supervisor	1	1	0	0
	Grants Accountant	0	0	0	0
	Budget Analyst	1	1	1	0
	Administrative Assistant II	1	1	1	0
	Secretary II	1	1	1	0
		<u>40</u>	<u>40</u>	<u>40</u>	<u>0</u>



**Personnel Detail  
Funded Positions**

<b>Agency</b>	<b>Title</b>	<b>Adopted FY16</b>	<b>Request FY17</b>	<b>Recommend FY17</b>	<b>Adopted FY17</b>
Street Maintenance	Assistant Superintendent	0	0	0	0
	General Manager Street Operations	1	1	1	0
	Assistant General Manager Street Operations	1	1	1	0
	Crew Supervisor II	4	4	4	0
	Construction Worker	4	4	4	0
	General Supervisor II	1	1	1	0
	Motor Equipment Optr. II	6	6	6	0
	Motor Equipment Optr. III	0	0	0	0
	Crew Leader	12	12	12	0
	Senior Traffic Signal/Street Light	1	1	1	0
	Electronics Technician	1	1	1	0
	Engineering Construction Manager	0.5	0.5	0.5	0
	Education Training Coordinator	0.5	0.5	0.5	0
	Administrative Assistant I	1	1	1	0
	Account Clerk II	1	1	1	0
	Account Clerk III	1	1	1	0
Clerk Typist	0	0	0	0	
		<u>35</u>	<u>35</u>	<u>35</u>	<u>0</u>
Dogwood Trace	General Manager	1	1	1	0
	Assistant Golf Pro	2	2	2	0
	Golf Shop Manager	0	0	0	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Community Correction	Director	1	1	1	0
	Senior Probation Officer	0	0	0	0
	Local Probation Officer	3	3	3	0
	Staff Secretary II	0	0	0	0
		<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>
Pre-Trial	Investigator	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Planning (Lead Hazard)	Program Manager	0	0	0	0
		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Public Works (Stormwater)	City Engineer	1	1	1	0
	Civil Engineer II	1	1	1	0
	Inspector	1	1	1	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
Freedom Center	Executive Director	1	1	1	0
		<u>1</u>	<u>1</u>	<u>1</u>	<u>0</u>
Victim Witness	Director	1	1	1	0
	Assistant Director	1	1	1	0
	Program Assistant	1	1	1	0
	Advocate	1	1	1	0
		<u>4</u>	<u>4</u>	<u>4</u>	<u>0</u>
Community Crime Control	Supervisor Community Juvenile Services	1	1	1	0
	Community Juvenile Officer	2	2	2	0
		<u>3</u>	<u>3</u>	<u>3</u>	<u>0</u>
<b>Total Other Funds</b>		<b>131.5</b>	<b>131.5</b>	<b>131.5</b>	<b>0</b>
<b>Total All Funds</b>		<b>679.0</b>	<b>693.0</b>	<b>653.5</b>	<b>0.0</b>





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 24, 2016

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Dironna Belton, Acting City Manager

**FROM:** Nykesha D. Jackson, Clerk of City Council

**RE:** Consideration of reappointment to the Economic Development Authority

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**PURPOSE:** To consider re/appointments to the Economic Development Authority.

**REASON:** There are two vacancies currently on the board.

**RECOMMENDATION:** Recommend Council make an appointment to the Economic Development Authority.

**BACKGROUND:** The Economic Development Authority consists 7 members appointed by City Council.

The duties of the board include, but are not limited to, the following: The Authority shall have the powers to acquire, own lease, and dispose of properties. Such authority may be able to promote industry and develop trade by inducting manufacturing, industrial, governmental and commercial enterprises to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources; to issue its bonds for the purpose of carrying out any of its powers.

**COST TO CITY:** None

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** June 7, 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: Boards and Commission Excel Sheet**

**STAFF: Nykesha D. Jackson, Clerk of City Council**



TO: The Board of Economic Development Authority  
FROM: Nykesha D. Jackson, Clerk of City Council  
SUBJECT: Consideration of Appointment to the Economic Development Authority

REASON: There are no changes to the Board of Economic Development Authority.  
RECOMMENDATION: Board has no recommendation for the Board of Economic Development Authority.

BACKGROUND: The Board of Economic Development Authority is a body established by the City of Chicago to promote economic development and job creation in the City of Chicago. The Board is composed of representatives from various City departments and the private sector. The Board's primary responsibility is to develop and implement strategies to attract and retain investment in the City of Chicago. The Board also provides advice and guidance to the Mayor and the City Council on economic development issues. The Board is currently composed of the following members: Mayor Lori Lightfoot, Deputy Mayor Anthony Williams, and Board Members: Robert E. Rizzo, Jr., Michael J. Berman, and Robert E. Rizzo, Jr.

FOR THE CITY: N/A  
BY DEPUTY CLERK: N/A  
REVIEW TO CITY: N/A  
CITY OF CHICAGO BOARD OF ECONOMIC DEVELOPMENT  
CONSIDERATION BY THE BOARD OF ECONOMIC DEVELOPMENT: N/A  
CITY CLERK: N/A

# City Manager's Report

## Council Meeting June 7, 2016

- a. Is the City violating the following terms in the Centre Hill Mansion Deed “...this conveyance is made upon the express condition that the mansion property shall be exclusively and perpetually administrated and maintained in the public interest as a public museum.”**

The City uses the Centre Hill Mansion in the public interest as a museum exclusively and perpetually as per the stipulations in the Centre Hill Mansion deed. Throughout the year, the museum is open to the public for events including the Garden Tours in April and various other tour groups during other parts of the year. The Public Broadcasting Service (PBS), a not for profit television station, occasionally films Mercy Street at the museum – a series about the Civil War. Additionally, the Mercy Street set is used as an exhibit which is open to the public. Due to the not for profit status of PBS, the historical nature of this series, and the exhibits added to the museums for public viewing, it is the City's determination that the museum is being used exclusively and perpetually administrated and maintained in the public's interest.

- b. How will the City reach residents who believe they may be overcharged for water bill?**

Each Utility bill sent to residents includes information for residents to contact the City if they feel they have been billed incorrectly. Additionally, updates on utility bills such as extended dues dates are posted on the website and Petersburg's Public Access Channel - Channel 15.

- c. Can the strategic plan and progress reports be placed online?**

Departments are currently finalizing their plans and performance measures for the manager's review. The ability of adding the plans and the progress reports will be then be evaluated once this process is complete.

**d. What research went into moving the farmers market**

Economic Development Office Staff researched operations and requirements from markets in neighboring localities and other areas of the state. Other city-owned properties that offered greater visibility and access to the market were also considered. Additionally a community meeting was held in October 2015 prior to the relocation of the farmer's market.