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

Tom Tyrrell

Agenda

November 1, 2016

Union Train Station
103 River Street
6:30 p.m.

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1. **Roll Call**

2. **Closed Session**

3. **Moment of Silence**

4. **Pledge of Allegiance**

5. **Presentations / Proclamations / Recognitions: (Each presentation will be limited to 10 minutes.):**

   a. My Home Initiative Presentation

6. **Consent Agenda:**

   a. Minutes: Regular City Council Meeting: October 4, 2016, October 18, 2016; Special City Council Meetings October 11, 2016, October 17, 2016, October 20, 2016, October 24, 2016

   b. Request a public hearing on the disposition of publicly-owned property for the express purpose of offering vacant lots to citizens for homeownership, expansion of existing residential lots, and attracting residential investment through the "My Home Initiative (MHI)".

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

   a. A public hearing for a Special Use Permit pursuant to Article 23, Section 4(5) of the Zoning Ordinance to have a solar power generation facility at 950 (rear) Winfield Road, T.P. 034-02-0003. The property is zoned R-5, Multiple Dwelling District.

b. A public hearing for a Special Use Permit pursuant to Article 23, Section 4(12) of the Zoning Ordinance to operate a child care center in a residential district, subject to certain terms and conditions at 2568 N. Stedman Drive, T.P. 039-01-0012. The property is zoned R-1, Single Family Residence District.

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

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

   a. Consideration to approve Virginia Department of Transportation (VDOT) to Administer the State of Good Repair Grant for the City of Petersburg

   b. Consideration of an appointment to the Appomattox River Water Authority (ARWA) Board

   c. Consideration of an appointment to the South Central Wastewater Treatment Authority Board

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

10. City Manager's Agenda

   a. City Manager's Report

11.Clerk of City Council's Agenda

12.City Attorney's Agenda

13.Closed Session (if necessary)

14.Adjournment

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim, City Manager

FROM: Dr. Landis Faulcon, Director of Economic Development
Michelle B. Peters, Director of Planning & Community Development

RE: **My Home Initiative Presentation**

PURPOSE: Presentation on the initiative to sell city-owned property for development

REASON: Inform City Council Members of the My Home Initiative program and the effort to sell city-owned property for development

RECOMMENDATION: For information only

BACKGROUND: The city owns over 100 vacant lots, and several lots with improvements. The comprehensive plan and the strategic plan for the city is to get these vacant lots back on the real estate roles of the city and in the hands of citizens. The "My Home Initiative" aims to do just that by offering to a citizen, a public servant, an existing homeowner and a developer the opportunity to purchase the vacant lot and within an established time line develop a single family residential unit on the property. The initiative has three categories for citizens, developers or existing homeowners to participate. Purchase the vacant land to construct a home, purchase the corner lot to consolidate with an existing lot, or a developer will have the opportunity to purchase contiguous land for the development of a subdivision. Applicants who participate in this program will be referred to a housing counseling agency, who will take them through the pre-qualification process. The program is a collaborative effort of local government, non-profit organizations, and the financial community.

COST TO CITY: N/A

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning and Economic Community Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

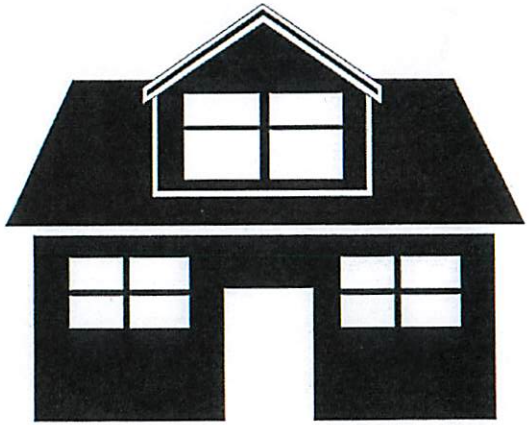
REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Presentation

STAFF: Department of Planning & Economic Development

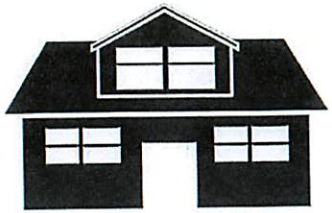
MHI

My Home Initiative

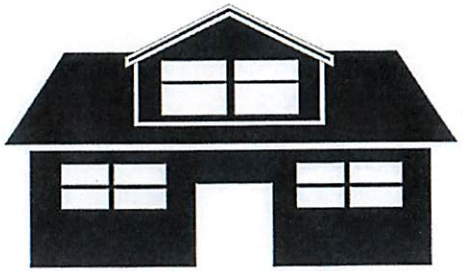


Sponsored by the City of Petersburg, Virginia

Introduction of MHI



- Promotes homeownership and neighborhood revitalization through the sale of vacant city-owned property
- Consists of three distinctly different programs
- Encourages neighborhood and community re-investment
- Improves the quality of life in neighborhoods around the city
- Redevelops vacant and blighted properties
- Leverages diverse community resources



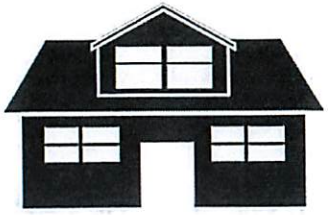
My Home Initiative At-A-Glance

Home Ownership
First-Time Buyers

Investment Partners
Developers

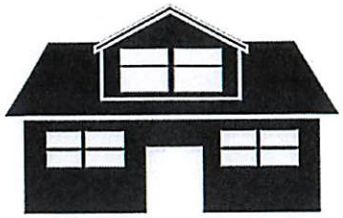
Side Lots
Existing Owners

MHI Special Features



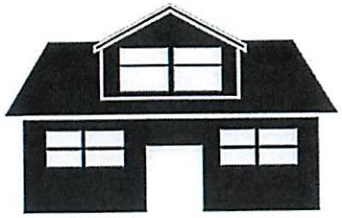
- One dollar down payment for qualified first-time home buyers
- Reduced price on select city-owned properties
- All properties sold as is
- Buyers must close within 60 days of approved application
- After closing, buyers are given a predetermined amount of time for property improvements depending on category of property purchased
- Collaborative network of community partners and resources

Summary of MHI Programs



Program	Target Audience
Home Ownership	Public service employees seeking to become first-time home owners; income of $35,000 or less
Investment Partners	Developers, investors, or nonprofits with financing and demonstrated experience in housing development
Side Lots	Existing homeowners with properties adjacent to city-owned side lots

Other Requirements



- Completion of home buyer's club/seminar within 12 months prior to submitting an application
- Loan prequalification contingent upon the category of property the purchaser wants to buy
- Property must be primary residence for purchaser
- Five-year occupancy

The regular meeting of the Petersburg City Council was held on Tuesday, October 4, 2016, at the Union Train Station. Mayor Myers called the regular meeting to order at 6:30p.m.

REGULAR-SCHEDULED MEETING – 6:30 P.M.

1. **ROLL CALL:**

Present:

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

Absent: None

Present from City Administration:
Assistant City Attorney Danielle Powell
Acting City Attorney Mark Flynn
Acting City Manager Dironna M. Belton
Clerk of Council Nykesha Jackson

2. **CLOSED SESSION:**

Acting City Attorney Mark Flynn stated that it was City Council's desire to enter into a closed session under Section 2.2-3711.A (1) of the Code of Virginia under Subsection 1 for discussion of performance of personnel of appointees, employees or officials of the City specifically the City Manager and City Attorney; under Subsection 3 to discuss pending litigation with South Central Wastewater Authority.

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, Moore, Wilson-Smith, Parham and Myers

City Council entered closed session at 6:32 p.m.

CERTIFICATION:

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

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

Vice Mayor Parham made a motion to certify the purposes of the closed session were authorized under the Freedom of Information Act and that while in closed session only the matters for going into closed session were discussed. 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, Moore, Wilson-Smith, Parham and Myers

16-R-55 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.

3. **MOMENT OF SILENCE:**

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

4. **PLEDGE OF ALLEGIANCE:**

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

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

a. Proclamation for Domestic Violence Awareness Month

BACKGROUND: The City has been supportive in the past. Issuing a proclamation allows citizens to see that City officials take the issue seriously and are taking a proactive approach to addressing the issue.

RECOMMENDATION: Proclaim October 2016 as Domestic Violence Awareness Month

Marie Vargo, Member of Board of Directors for The James House, accepted the proclamation and gave some important facts regarding their program for domestic violence and the services that The James House provides.

6. **CONSENT AGENDA:**

No items for this portion of the agenda.

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.)**

No items for this portion of the agenda.

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.

Dolores Smith, 410 Mistletoe Street, said, "You all are always having closed session but that it seems like you never have an open session and let the people know what is going on. I mean we do not even know what is going on. This is the most important thing. I say that every one of you all that are sitting in those seats are not there to warm the seats. You are there to get some information to the people of what's going on. This is what they want to know. We do not seem to be getting that. One of those was a question. I know sometimes that you all say that you will get back with us later but we see nothing later either. We would like to know what is going on and we like to have some open sessions. You all come back and let the people know what is going on and what you all are doing. Also another thing that I would like to know is if the City is given money to help pay the bills who is going to hold it. Who is going to handle that? Another thing is that you all that have wards it

would be such a good idea to go out in your wards even if there is nothing but just once a week and see what is going on. You have some houses that look like trees because the trees have covered up the property. The owners need to know what is going on with these properties and what not. The back doors are open and windows are broken out. This is your ward and that you all are not there. You are behind the wall and the seats. We need you to interact with the people and let us know what is going on."

Linwood Christian, 410 Mistletoe Street, said, "First on behalf of the President of the Harding Street Neighborhood Association, Mrs. Dolores Smith, we would like to thank the Senator Rosalyn Dance and Delegate Lashrecse Aird who we work together with at the Voter Education Forum. Especially in light of some of the things that went on with people trying to get their rights back. And of course the Republican Party what they did and the Governor had to do what he did. We had a nice little turn out. And so again I would like to thank them for working with us. Also one thing that I would also like to say too as a citizen is that I remember when it was put in the paper about all of the bills and the citizens not paying their taxes. I just what to say this too. I definitely believe in using public information and going down there and finding out some stuff. I would say to those elected officials that why your blaming me and my fellow citizens for not paying our taxes who are we to blame when you do not pay yours. We have a few City officials who are not paying their bills. We are not talking about $4 or $5. We are talking about $4,500 or more. So remember that when you are put out there that we the citizens that you too need to pay your bills and the same goes for you buddies. They need to pay their bills too. Also I saw where we just hired a new City Attorney and all of that is wonderful. The person that was chosen is a wonderful man but the salary that he is getting is $1,000 or more shy of what recreation could have had instead to keep the summer program in place. Then you are hiring someone to look for a City Manager when the City already cannot pay their bills like they supposed too and cannot pay some of their workers. But you are going to hire somebody to go look for a City Manager when you need to keep what we have right here for at least another year until we get out of this mess. This is what we need to do. I am tired as well as other poor folk in this City of caring the burden of mismanagement. Because that's what it is when you are already talking about the City is this and the City is that but then you go hire a firm to make recommendations that are going to put our young people in jeopardy because it will not be any program for them next summer. Then you go hire a firm to hire a City Manager when we already have some that is capable of doing the job. Last but not least a few years ago we talked about the CCRA and a few other commissions. I just want to say this before you decide to do away with the CCRA you cannot do it until you have a public hearing and go before the house of delegates because it is written in our chart. Thank you."

Talibah Majeed, 1847 Brandon Avenue, stated, "This weekend my friend and I went to Hopewell to the Farmer's Market because unfortunately we do not have a Farmer's Market here. After going around Hopewell and seeing all the wonderful things that they have there we came back to Petersburg and saw all of the wonderful things that we have here. My friend pointed out some of the places that warmed her heart when she was a child, the neighbor's house, her grandmother's house and the historic buildings. Earlier in the week a friend from work took me to dinner at the Rajun Cajun which I definitely recommend. It was absolutely great. She doesn't live in Petersburg but she loves the restaurants in Petersburg. There are a lot of good things in Petersburg that really would attract people if they weren't so discouraged by all the craziness that is going on in Petersburg. It is very tiring and very depressing to have to answer questions about Petersburg and what's going on. It seems like there is layers and layers of things going on. The last thing that I heard really bothered me which was something that was already mentioned. This is paying a firm to do a selection process for a City Manager. It is a very important position but we have people who are making six figures in the City. If they are not competent enough to put together a committee to choose a City Manager then this is where some of the saving should be. Get rid of those people.

Tomeika Moody, 1862 E. Boulevard, stated, "I have a question about drainage down here in Old Towne because we are having another storm I think Saturday morning. Are there any work crews going around trying to repair drains so far? I haven't seen anyone but it's just a question. Also since we are hiring a firm to find a new City Manager, is this the same firm that Rosalyn Dance recommended to hire the last guy? I am just checking and I hope not."

Barb Rudolph, 1675 Mt. Vernon Street, stated, "I would like to talk about some of the operational changes that are being implemented as a result of budget cuts. What stands out to me is the absence of a

coherent plan and the consequences this has happened. A number of us proposed alternative budget reductions which ended up being ignored by City leaders. I am not here to talk about that but there seems to be a hog of spending cuts which are not included on the approved plan which are being implemented anyway. I won't take the time to go through all that. The main point is that we haven't really learned of anyone other than public safety employees losing the use of City provided vehicles or their City provided local phones or their data plans. These are various other material benefit and privileges that Petersburg employees seem to believe are their right. Those of use working for other government organizations or in the private sectors look on amazed at the sense of entitlement demonstrated by City leaders and City employees. Likewise, extra layers of supervisors and a number of administrative support staff are alien to those who are not immersed in Petersburg City Government unique organizational culture. Meanwhile, the screws are being turned tighter on the public safety organizations and other entities as well. The consequence for many employees include their pay has been cut 10%. Who knows when it will be restored and how it will affect their retirement. The City is not paying into the retirement as they should and are many months behind. This is a recurring problem. Operational support for work units are being reduced or withdrawn. Vehicles and equipment are not being maintained and we all know that this has been in the news a lot for public safety. Folks working for the City are relying on colleagues or caring citizens to keep things going. Some of our employees have marketable skills and they can look for a position in a more stable work environment. One that appears to have more concern for its employees then does Petersburg City. We are losing some of our best and brightest. Management is creative budget savings by doing everything in their power to drive off dedicated employees. I do not know if that's an intentional or unintentional consequence. This is what's happening. I say good for those employees if they leave for better job prospects. The result of all this is instant savings from that last chance scenario which is budgeting by attrition. Attrition is the gradual decline in the number of strength due to constant stress, which I think the constant stress is what's being put on our employees. This method used to produce savings has nothing to do with the tough and necessary job of prioritizing what's important to maintain and then cutting the excessive and unnecessary. It just shows the lack of foresight and guts on the part of you, the leaders. Thank you."

Gina Harrison, 1687 South Crater Road, stated, "I just want to touch on a couple of items. One is our HR practice. I was originally told by somebody outside the City of Petersburg that our HR Department has dropped the ball on providing adequate notice of personnel to people who were being laid off, therefore, having to push out the date of their lay-off causing more money from the City that we do not have obviously. And that this was the announcement of the reason why the museums were staying open. The same department has a history of not vetting employees very well and amazingly enough has a history of leaking items out to the public, schools and everywhere. I think that this needs to be looked into its not professional and you pay this person a lot of money. It needs to be looked at and I would appreciate it. All of our tax dollars are paying these large salaries. The other thing I wanted to make a point of is the emergency workers are still getting this 10% cut and their leaving. I think we are down to a little bit over 60 police officers for the whole City I have been told and some with one foot out the door. That's a big concern for me as a resident. When something happens I expect the police to be there. Of course, if my house is getting broken into and someone is getting shot down the street they are not going to come to my house. That's a big problem. So I think that maybe Council and the City Manager needs to look back at some of the alternative budget cuts that were offered and explain to us why they haven't taken them into account. In an effort to stop the 10% cut to our emergency workers and maybe lay-off non-essential. I would rather have high tall grass on the corner then have less police on the ground. Thanks."

Samuel Rhue, 1952 South Westchester Drive, stated, "In difficult times like this I think that it is very important that we have updated financial statements. We have passed the first quarter. We should be getting a quarterly financial statement. I want to know how revenues are tracking on current revenues, taxes being collected and on delinquent taxes. In addition to this, we should be close to looking at expenses and how we track it against other expenses and also the unpaid liabilities. I would suggest that those be considered monthly and that you should be getting those reports every month so we can know exactly where we stand in order to manage through this process. Lastly, tourism is a very important piece of what Petersburg is all about. With the meals tax going up and all these changes I know you have a proposal with tourism and you want to make sure that it stays in place and draws visitors and individuals to this City to spend money at small businesses."

Gloria Brown, 1557 South Sycamore Street, stated, "I am here to talk about a couple of things. Communications as I mentioned in a couple of our City Council meeting has to be across the board. City Council has to know what is going on so that the citizens know what is going on and we do not get to a City Council meeting and City Council do not know what is going on. We have to have communication each and every day. Let's start acting like adults and handle business in the City. This is just so old to me. I know we are better than this. I think for my FOIA request about cars and cell phones. There are 400 cell phones that are used by City employees. I know what our data plan looks like with three. So instead of pay cuts across the board of people barely making over minimum wage, I did not know that we had over 400 employees to give cell phones too. That should be eliminated. That is a cost savings of hundreds and thousands of dollars a year. I do not know about the cars but that the cell phones are nonessential. Everyone that has a cellphone gets a discount. My husband gets a discount and he does not have a City cellphone. He gets a discount by the state. That is a cost savings. I asked before to rescind those raises. I do not know why it's a deer in headlights about the raises that were given from the previous administration. That's a cost saving of one million dollars. I do not understand that tourism is such an important factor. We have to close museums but people got $20,000, $30,000 and $40,000 raises. This is really not cool. I am going to continue to say this because I need to know. The gossip is all over the place. Where is the accountability from Steve Hicks and Johnson Controls that really tipped over this cart? Who was in the meeting to make that deal that went sour and now all of us are paying for it. I really like to know what went on in the meeting and who is responsible. Thank you."

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

a. Consideration of approval to request Virginia Department of Transportation (VDOT) provides supplement assistance in the resurfacing project on Crater Road from E. Washington Street to .11 miles north of the I-95 ramp.

BACKGROUND: In July 2016 the City received a grant from VDOT to complete a resurfacing project on Crater Road from E. Washington Street to .11 Mile North of the I-95. Typically, the City must pay for the services prior to being reimbursed. In light of the City's financial hardships, VDOT has agreed to provide supplemental assistance with the grant dollars that were to be reimbursed to the City. This will also help save cost of materials as the State is able to purchase items at a lower cost. The Public Works Director will certify the final product.

RECOMMENDATION: Recommend City Council approved the request to permit VDOT to provide supplemental assistance in resurfacing Crater Road from E. Washington St. to .11 Miles North of the I-95 ramp and allow the Public Works Director to sign project agreements.

Vice Mayor Parham made a motion to approve the request to permit VDOT to provide supplemental assistance in resurfacing Crater Road from E. Washington St. to .11 Miles North of the I-95 ramp and allow the Public Works Director to sign project agreements. 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

b. Consideration of approval to request the Virginia Department of Transportation (VDOT) provide supplemental assistance for roadway maintenance and repairs within the City limits.

BACKGROUND: The City of Petersburg is requesting assistance from VDOT to provide on an as needed basis, assistance in acquiring material, equipment, and or services for any necessary roadway maintenance and repairs.

RECOMMENDATION: Recommend Council accept the resolution to allow VDOT to assist with needed roadway maintenance and repairs within the City limits.

There was discussion among City Council and staff.

Vice Mayor Parham made a motion to accept the resolution to allow VDOT to assist with needed roadway maintenance and repairs within the City limits. 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-56 **A RESOLUTION REQUESTING THE VIRGINIA DEPARTMENT OF TRANSPORTATION PROVIDES SUPPLEMENTAL ASSISTANCE TO THE CITY OF PETERSBURG WITH RESOURCES NEEDED FOR ROADWAY MAINTENANCE AND REPAIRS WITHIN THE CITY LIMITS.**

c. Consideration of an appropriation of $10,000 from the Virginia Tourism Commission to Support Drive Tourism.

BACKGROUND: Virginia Tourism Corporation's Drive Tourism team met with City staff, business owners and citizens to make the City a Drive Tourism certified community. Tourism destinations and planning needs were determined and grant funding was sought and acquired through VTC. Funds will be used to revamp and implement plans to create walkable areas around the waterfront and Old Towne areas.

RECOMMENDATION: Recommend Council approve the attached appropriation for $10,000 from the Virginia Tourism Commission.

There was discussion among City Council and staff.

Council Member Coleman made a motion to approve the attached appropriation for $10,000 from the Virginia Tourism Commission. 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-43 **AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2016, AND ENDING JUNE 30, 2017 IN THE SPECIAL FUNDS FUND IN THE AMOUNT OF $10,000 FOR VIRGINIA TOURISM COMMISSION FUNDS.**

Council Member Wilson-Smith stated, "Good evening to everyone. Thank you so much for coming out to your City Council Meeting. At our last City Council meeting I presented a PowerPoint to council and to the citizens. Since then the PowerPoint was sent to all of council and I did stipulate that I would come back today to discuss portions of that PowerPoint. In addition since then we have also gotten the updated budget amendment which was dated for October 3rd. So based on these two documents I would like to speak about some things. First is in "Item 6" on the PowerPoint I suggested a savings of over $84,000, however, the amended budget shows new figures for lodging, travel and dues. Those figures total $26,522. We are no longer members of NLC or VML so traveling isn't something that we should still have on this document. Therefore, with consideration to both items I like to make a motion to amend the budget deleting these items for a savings of $26,522."

Council Member Wilson-Smith made a motion to amend the budget deleting these items (lodging, travel and dues) for a savings of $26,522. 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

Council Member Wilson-Smith stated, "Under the City Manager's budget I discussed in the PowerPoint that there is $20,000 allotted for beautification and supplies. I had suggested that we delete that but that I would like to ask Ms. Belton if she could explain exactly what beautification supplies are under that budget."

Ms. Belton stated, "The beautification line items under the City Manager budget was actually moved from the Public Works budget. It represents the match to the Department of Environmental Qualities Grant.

The grant is approximately average annually around $10,000. I know those funds are used to match that. As the match is not a requirement some reduction in that line item would not slow the beautification efforts that the grant intends for us to do through the Department of Environmental Quality."

Council Member Wilson-Smith stated, "With it not being a requirement would we still meet the match if it was taken from $20,000 to $10,000?"

Ms. Belton stated, "Yes, we would."

Council Member Wilson-Smith stated, "Then based on this conversation, the budget and this presentation I would like to make a motion that we change that line item from $20,000 to $10,000, saving us $10,000."

Council Member Wilson-Smith made a motion to change the line item from $20,000 to $10,000. 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

Council Member Wilson-Smith stated, "On the budget sheet for Finance, there is $4,480 in travel, lodging dues and subscriptions. I know that there are some offices that actually have to pay dues for things. Is this a necessity for the finance department? Do we have to absolutely have to keep it? Do they absolutely have to go on the trips, conventions and training or can we save the $4,480?"

Ms. Belton stated, "If you are talking about the travel amount it is at the discretion of council if they would like to limit no traveling. But the certification amounts are required of staff to maintain their certification in their positions."

Council Member Wilson-Smith stated, "It doesn't really stipulate certification so rather than make the motion to vote on this tonight I would like to ask you to look at this and come back and let us know what is what and to explain it better. The next item is the Freedom Support Center. It was explained in the PowerPoint at the last council meeting that the City is paying a total of $8,035.94 in rent. But what we are obtaining from the renter's doesn't equal to the amount we are putting out and the amount that we are putting out for the utilities. I would therefore like to make a motion to direct the City Manager to have a discussion with the director of the Freedom Support Center in reference to the leases, which most of them are up 2017 to see if they are willing to increase their rent payments. Also to see what we can do to make the Freedom Support self-sustaining."

Mayor Myers stated, "You will not need to motion to ask her to do that Council Member Wilson-Smith. You can direct her to do that without a motion."

Council Member Wilson-Smith stated, "Under the economic development budget, in the PowerPoint I suggested that we can save $7,000 with registration, training and travels expenses. Since then those line item budgets has been reduced and I still question the lodging, registration, training and lodging expenses rather than go with that motion tonight I would like the City Manager to come back with more clarity so that we know whether or not we can save that amount of money. We have $2,333 allotted for beautification supplies on the grounds budget. I have concerns about that. Is this the same beautification that is on the City Manager's budget? And if so do we need both of them?"

Ms. Belton stated, "Currently the $2,300 that is listed in the public works is for the projects when they need supplies for certain cutting of hedges and things that take place sometimes at some of the museum sites. Again, it's at council's discretion that if they think that we can leverage the use of the beautification in the City Manager's budget along with the DEQ grant if it is necessary to remove the $2,300. I would then suggest leaving the $2,300 and taking an additional $2,300 out of the City Manager's budget."

Council Member Wilson-Smith stated, "Thank you. I apologize for taking a lot of time. I have been very concerned about recreation and Parks & Leisure budget and the amount of money that they will not have to work with the children. I am noticing that they too have $7,000 for registration, training and travel expenses and

dues and subscriptions. I wonder if we can take that from those line items and use it towards the children, the youth in the City. Would this be in the jurisdiction of the City Manager or is this something that council would need to vote on?"

Ms. Belton stated, "The monies that are currently in the line item for the parks and leisure department. I can direct the director to reallocate those funds to youth programs via versus lodging and travel. Although, I would ask that I be able to provide clarification on exactly if the lodging and travel can all be removed for that the same that you proposed for the economic development and finance department."

Council Member Wilson-Smith stated, "Thank you. I am coming to the end. One of the last things that I talked about in the PowerPoint was that I felt that with all that is going on that with any organization who has issues with any kind we should come up with a plan of correction. In that plan of correction we did receive an updated policy from Mrs. Innis and Ms. Belton about City vehicle replacement. But I did want to ask one thing about that policy. One thing about that policy as a matter of plan of correction on page 6, item 7. The last statement in the second paragraph says 'any exception to the regulation of assigned parking at the location of the assigned department should be reported to the finance department in a manner similar to the reports for take home vehicles.' I am wondering with that could you insert another paragraph which would be item 8 I believe which would talk about take home vehicles. It would say something such as 'vehicles are allowed to be driven home on a daily basis by' and then give us a list of who will be driving and who will have those vehicles. It should also say 'those who receive approval by the City Manager and persons established as essential personnel.' And can you also stipulate a policy with the difference in an accident and an incident. Another matter for council to consider is that I made a motion some time ago. We have heard it a little bit lately and we did hear from a citizen tonight on it that it is within our charter to reinstate the CCRA. I would like to make the motion that City Council takes the necessary steps to reinstate the CCRA. And that is a motion."

Council Member Wilson-Smith made a motion that City Council takes the necessary steps to reinstate the CCRA. 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

Council Member Wilson-Smith stated, "And the last thing that I would like to ask the City Manager to do is that we had voted to have a spearhead volunteerism in the City and it was formed by our former HR person. This council had approved the motion to formulate a volunteer bank which is what we called it. My directive is to please ask HR to reinstate and get the ball rolling on the volunteer group. I have no further items."

Council Member Hart stated, "Good afternoon everyone. Couple of questions that I have from the community and one is the recycle pick-up. There is an issue with recycle products being picked up on time. So if we can get some information on that so that we can give to the citizens. The second thing is on Young's Road over the past weekend there was some major flooding going on. A lot of that is due from drainage back-up. We have a storm coming in this week. I actually had a whole neighborhood in ward that flooded. We have to work on cleaning the drainage throughout the City. There will be a Ward 7 meeting to be determined in October. I think that Mrs. Brown touched on it earlier about communications. I know that it is not necessarily council's place to hold meetings with City employees however there is a huge breakdown of communication when it comes down to what is happening in the City. And there are things that employees are going out and doing and there are things that council does not know until the last minute. There needs to be some type of meeting that we can all kind of get on the same page into moving this City forward. If the left does not know what the right is discussing then we are lost. I think that it is time for us to get those two in the room and just have conservation."

Council Member Coleman stated, "Last Thursday night if you were watching Channel 6 they reported that Ray Coleman had not paid his water bill which was very incorrect. I did contact Channel 6 and they had another Ray Coleman and they retracted that statement Friday. However, the damage has been done. Thank you."

Council Member Moore stated, "In reference and this ducktails Ms. Wilson-Smith discussion on Virginia Municipal League if we are no longer members, I know Risk Management and Petersburg Attorney's come

from them, if we are no longer a member of VML will we have to find monies for legal defense?"

Mr. Flynn stated, "First of all VML has a grace period through the end of the calendar year so Petersburg will remain a member from my understanding. VML Insurance does provide coverage to a number of entities that are not members of VML itself. I will take a look but there are a number of special authorities that are insured by VML Insurance but are not members of the league itself. I will follow-up on that and report to council."

Council Member Moore stated, "So what do we need to follow-up and redo the particular documents or reapply as a separate entity and not as a locality."

Mr. Flynn stated, "I will check on that it's my guess is that the insurance program will just continue providing the same coverage I expect but I don't know that definitively but I will get with the risk folks and get back with you. The insurance is provided through VaCorp and then Risk Management also has coverage for other stuff. As a result of that the membership of VML should not be a factor whatsoever. We will double check that and make sure. And work with the Risk Manager to make sure that the policies are in good shape."

Council Member Moore stated, "My second question of the night is in reference to Mr. Hart's question and Mrs. Brown statement with the water bill. I know I had to ask you to speak to the Subsection 19.2-201. This would basically describe to us what the special grand jury process would be."

Mr. Flynn stated, "The special jury process works typically through the Commonwealth Attorney's Office. The request to the Commonwealth Attorney with an allegation of some evidence of criminal wrong doing and ask either per presentation convenient special grand jury or possible go to a regular grand jury when it convenes. It would be one of the matters that the regular grand jury takes up. I would recommend that it be something that we work with the Commonwealth Attorney. It is the Commonwealth Attorney's responsibility of those actions."

Council Member Moore stated, "If you can bring that information back at the next meeting or however that is. If the current Commonwealth's Attorney is conflicted out will this move to a different locality."

Mr. Flynn stated, "It would be a petition of appointment of a special prosecutor to handle this. Typically, it would be a Commonwealth Attorney from another jurisdiction."

Council Member Hill stated, "Good evening. We have been talking about transparency and communication. I would like for us to start extending the olive branch and maybe if they so choose to give a report every second meeting of the month to the treasurer's department. And to the Commission of Revenue to give us a report of what is going on in their office. So all three entities will be able to talk and find out what is going on. We understand that you all are constitutional officers but as we talked in the past if we can allow a segment on the agenda for those two individuals to come and give a report on what is being taken in and what is being billed out. The City Manager will let us know that bills that we have coming up. That is the reason why we can show the transparency and then everybody will know what is going on and not just one individual because the money goes through two to three hands and not just City Council. They come to us and let us know everything and if they so choose and now we are extending that olive branch to you all to be on our agenda. I do not think that we need a motion for that. Also we have groups in the past that have adopted streets. I would like for us to follow up with them and if we can come out with a list that we can adopt a street to keep Petersburg clean. See if we can encourage the different organizations to come out and help keep the City clean. Also there needs to be more attention to our exits as far as keeping them clean. VDOT has cycle when they clean theirs up but if we can get ours to come by at least once or twice a day to clean up as well. Thank you."

Vice Mayor Parham stated, "I would like to start off with first we had a goal of getting all our fire hydrants checked by October 1st. I would like to get an update on where we are in that process."

Ms. Belton stated, "Pardon me for not having the exact number on the update but we were based on

the staff that we have with the utilities division we were able to have a specific person designated to this doing approximately 14-20 fire hydrants per day to expedite the process. This is currently been going on now for about seven working days. We did reach out to the fire department but based on the unavailability for personnel reasons that person has yet to work on the fire hydrant project. But that they are clock rating and we hope to have them in the upcoming weeks working with the utility department."

Vice Mayor Parham stated, "Second of all we have a lot of properties that are vacant. We as a City cannot cut the grass on these private lots. I would like to check with the City Attorney to see if there is anything that we can do. I have a number of volunteers who would like to cut grass on some of these private lots to at least keep the City looking good but we need to get around that red tape of private property. Can you advise Mr. Flynn on that?"

Mr. Flynn stated, "I will take a look into it to make sure what the City Code is. I believe that the City has a provision for cutting grass and charging the owners. I think that you have full authority with volunteers also but I will follow-up on it."

Vice Mayor Parham stated, "Also I would like to let everyone know that Ward 3 will be having a meeting on October 31st. It will be a joint meeting with myself and Ken Pritchett of the school board. Again that is October 31st at 6:00pm at Walnut Hill Elementary School. Thank you."

10. CITY MANAGER'S AGENDA:

Ms. Belton stated, "Thank you. I would like to first start my report by saying that the citizens are really showing that they are supporting the City by paying their bills on time. I am very thankful for that and for those actions. Also I would like to thank staff for all the work that they are currently doing and not only their everyday jobs but taking on some of the other jobs as well as for the treasurer staff for the first quarter of exemplary revenues. We are very happy with the outcome thus far."

a. City Manager's Report

1. What is the status of the forensic audit?
   a. The evaluation committee interviewed the firms with the highest scores. The City is currently in the negotiation stage.

2. Can something be done regarding the over growth of trees and grass in Delectable Heights?
   a. A request was received by Public Works to remedy the overgrowth in the Delectable Heights area. The department had begun by cutting back brushes on High Pearl Street and North Carolina Avenue.

3. What is the status of the joint partnerships for Museums?
   a. The City of Petersburg has received an unsolicited proposal for managing and operating city-owned museums. The City also welcomes additional proposals for these sites by Friday, October 14, 2016 at 5:00pm Proposals should be mailed to the Office of Economic Development, 400 E. Washington Street, Petersburg, Virginia 23803. Proposals may also be faxed to (804) 733-1276 or emailed to tjohnson@petersburg-va.org. For information about the property and guidelines for proposals, please contact the office by telephone at 804-733-2352 or email.

4. How much does the City receive from Curb-side recycling?
   a. The City does not receive money from curb-side recycling; it is a part the refuse revenue which is a user fee.

11. CLERK OF CITY COUNCIL'S AGENDA:

No items for this portion of the agenda.

12. CITY ATTORNEY'S AGENDA:

Mr. Flynn stated, "I have some potentially good news. If you recall that the very long public hearing that City Council had that resulted in City Council taking the actions to begin the process of balancing the budget. This is prerequisite to going out for interim financing as a part of an overall program that you all have the City Manager working with PFM and bond counsel to move forward. At this point the bond counsel and Davenport are ready to go out to the financial markets with an RFP for the interim financing. You have to see what proposals you get but then the public finance act requires advertising two weeks in the newspaper and a public hearing. I believe the next meeting is the 18th. This would be too early so it would have to be November 1st for a public hearing. I would ask for that public hearing and I would ask Ms. Jackson to do the necessary advertising on getting the right language for the ad. This would be the City and City Council moving forward.

13. CLOSED SESSION (IF NECESSARY):

No items for this portion of the agenda.

14. ADJOURNMENT:

City Council adjourned at 8:14p.m.

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Clerk of City Council

APPROVED:

_____
Mayor

The Special Meeting of the Petersburg City Council was held on Monday, October 11, 2016, at City Hall in Council Chambers. Mayor Myers called the special meeting to order at 12:30p.m.

1. **ROLL CALL:**

Present:

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

Absent: Council Member David R. Coleman

Present from City Administration:

Clerk of Council Nykesha Jackson, CMC
Assistant City Attorney Danielle Powell
City Attorney Joseph E. Preston
Acting City Manager Dironna M. Belton

2. **PURPOSE:**

a. Regarding Personnel Matters and emergency procurement contract negotiations.

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 1 regarding the discussion of personnel issues as it relates to the City Manager.

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

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

City Council entered closed session at 12:33 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: Hart, Hill, Moore, Wilson-Smith, Parham and Myers: Absent: Coleman

Council Member Hill made a motion to certify the purposes of the closed session. The motion was seconded by Vice Mayor Parham. There was no discussion on the motion, which was approved on roll call vote.

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

16-R-57 **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.**

CLOSED SESSION:

Assistant City Attorney Danielle Powell stated on behalf of the City Attorney that it was City Council's desire to enter into a closed session under Section 2.2-3711.A (7) of the Code of Virginia under Subsection 7 to consult with legal counsel pertaining to actual or probable litigation, where such consultation or briefing in open session would adversely affect the negotiating or litigating posture of the public body regarding about five suiters.

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

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

City Council entered closed session at 2:09 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: Hart, Hill, Moore, Wilson-Smith, Parham and Myers: Absent: Coleman

Council Member Hill made a motion to certify the purposes of the closed session. The motion was seconded by Vice Mayor Parham. There was no discussion on the motion, which was approved on roll call vote.

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

16-R-58 **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.**

Vice Mayor Parham made a motion to authorize the Acting City Manager to direct Mrs. Tangela Innis to enter into emergency procurement Petersburg Section 2-393 and Virginia Code 2.2-4303F for Emergency Procurement to preserve the interest of the City to maintain proper function of the government, to maintain the official rendering of public service and start negotiation with the Robert Bobb Group and InTek Incorporated immediately. The motion was seconded by Council Member Moore. There was no discussion on the motion, which was approved on roll call vote.

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

3. ADJOURNMENT:

City Council adjourned at 2:44p.m.

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Clerk of City Council

APPROVED:

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Mayor

The Special Meeting of the Petersburg City Council was held on Monday, October 17, 2016, at the Union Train Station. Mayor Myers called the special meeting to order at 4:30p.m.

1. **ROLL CALL:**

Present:

Council Member David R. Coleman
Council Member John A. Hart, Sr.
Council Member Darrin 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:

Clerk of Council Nykesha Jackson, CMC
City Attorney Joseph E. Preston
Acting City Manager Dironna M. Belton

2. **PURPOSE:**

a. The purpose of the meeting is to consult with legal counsel regarding specific legal matters requiring the provision of legal advice by such counsel relating to Robert Bobb Group and In-Tek.

CLOSED SESSION:

City Attorney Joseph E. Preston 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 7 to consult legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body regarding Robert Bobb Group and In-Tek; and consultation with legal counsel employed or retained by a public body regarding specific legal matters requiring the provision of legal advice by such counsel and under Subsection 29 for discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body.

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

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

City Council entered closed session at 4:33 p.m.

CERTIFICATION:

Council Member Hart made a motion to return City Council into open 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, Moore, Wilson-Smith, Parham and Myers

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

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

16-R-59 **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.**

3. ADJOURNMENT:

City Council adjourned at 6:06 p.m.

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Clerk of City Council

APPROVED:

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Mayor

The regular meeting of the Petersburg City Council was held on Tuesday, October 18, 2016, at the Union Train Station. Mayor Myers called the regular meeting to order at 6:30p.m.

REGULAR-SCHEDULED MEETING – 6:30 P.M.

1. **ROLL CALL:**

Present:

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

Absent: None

Present from City Administration:
City Attorney Joseph E. Preston
Acting City Manager Dironna M. Belton
Clerk of Council Nykesha Jackson

2. **CLOSED SESSION:**

*No Closed Session.

3. **MOMENT OF SILENCE:**

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

4. **PLEDGE OF ALLEGIANCE:**

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

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

a. Proclamation for Community Planning Month

BACKGROUND: October is the month that we join our planning colleagues from across the country to celebrate who planners are and the lasting value thoughtful planning has on our City. This year's theme is civic engagement, underscoring the necessity of engaging the public, elected officials, and key leaders in discussions that shape the future of our cities. It is our goal to involve the community and our key stakeholders in our city-wide strategy to get rid of blight and develop and implement initiatives that achieve the goal of community revitalization. We want to help create spaces and places that our citizens are proud to call home.

RECOMMENDATION: Proclaim October as Community Planning Month.

Vice Mayor Parham read the proclamation out loud.

Michelle Peters, Director of Planning and Community Development, accepted the proclamation.

b. Presentation on Commission of Revenue Assessments

BACKGROUND: At the request of City Council, this information is being provided for an understanding of the assessments done by commissioner of Revenue cash flow.

RECOMMENDATION: For informational purposes only.

Pamela Hairston, Commissioner of Revenue, provided information for an understanding for the assessments done by commissioner of Revenue cash flow.

There was discussion among City Council and staff.

c. Update on Collection Results from City Treasurer's Office

BACKGROUND: City Treasurer contracted with Propel Financial Services and TACS to assist in the collection of delinquent taxes in November 2015. City Treasurer has prepared and presented a monthly collection of delinquent revenue presentation for City Council.

RECOMMENDATION: For informational purposes only.

Kevin Brown, City Treasurer, presented a PowerPoint presentation.

There was discussion among City Council and staff.

6. **CONSENT AGENDA:**

a. Minutes: Regular City Council Meetings, September 6, 2016; Special City Council Meeting, September 7, 2016; September 20, 2016; September 14; September 30, 2016.

b. Request a public hearing for a Special Use Permit pursuant to Article 23, Section 4 (5) of the Zoning Ordinance to have a solar power generation facility at 950 (rear) Winfield Road, T.P. 034-02-0003. The property is zoned R-5, Multiple Dwelling District.

c. Request a public hearing for a Special Use Permit pursuant to Article 23, Section 4 (12) of the Zoning Ordinance to operate a child care center in a residential district, subject to certain terms and conditions at 2568 N. Stedman Drive, T.P. 039-01-0012. The property is zoned R-1, Single Family Residence District.

Vice Mayor Parham made a motion to accept the Consent Agenda that scheduled public hearings for November 1, 2016, regular City Council meeting. 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.)**

No items for this portion of the agenda.

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.

Richard Stewart, 129 Rolfe Street, stated, "Why I am here today? My community sent me to ask a question. Why you are all trying to kill us? That is the question. What is happening in Pocahontas? The waste treatment traffic has gone crazy. They have no curfew. They come anytime of the night. They come in and there is noise. There are crushed rocks and fumes. People cannot sit on their porch. They called EPA and EEQ. Something is getting ready to happen and there might be a suit against it because they are treating us so bad. Even I had to get a sample. You that there (pause) that's dust. This is what we are encountering in Pocahontas. There's a 300 feet area to put crushed rocks that Mr. Johnson told them not to put it there. But that there is 300 feet of crushed rock on the east side of Sapony Street. Today 78 trucks came through. Can you imagine how much dust there was that came and landed on our house. One of the most historic houses over there called the "Stephen's House" that the Washington Post exhibited is rotting away. Dust is all over it and the people want to know why are you all trying to kill us. Why have the curfew changed for the trucks and why so many trucks. I stopped one off them today and he said he bringing water. What water he carrying to the waste treatment plant. I thought it already had water there. They are killing Pocahontas and we cannot put up with that. EPA I think may come in there tomorrow. I don't know when they are coming in there but right now we can't open our doors. We can't even operate our air conditioners. You look inside your house there is smoke. I hope the City Council goes in and investigate because big things getting ready to happen. Because the EPA and the rest of them get involved in it I don't know where the suit is going. Things have to stop. This is what is out there now "Dust." I thank you."

Carl Ridley, 15 N. Crater Road, stated, "My comments are directed to the man who would be king, Mr. Myers. It seems that you have not learned anything or are aware of Hillary Clinton as it pertains to emails. Well it appears that you have email controversy of your own. For example, the one where you label a small minority, which I am a part of, as racist. And now other emails have surfaced indicating your attempt to stop the authority of City Manager and Council to implement your own agendas. You seem to have some diluted concept that you are the authority and that you set positives for others to follow. Let me remind you that your duties as Mayor are to shake hands, cut ribbons, kiss babies and reside as chairman over council. Your apparent subversive campaign smacks the codes and violations. The last two are against a council person. I respectively ask you to stay in your lane and stop acting as commanding chief in this City. A positon in which you are not clearly qualified. Council, how long do you intend on letting Mr. Myers bully and embarrass you and the City of Petersburg. Resend his mayorship ASAP."

Ron Flock, 1708 Pender Avenue, stated, "I would also like to speak regarding the emails serving the ACM of duties. The Mayor recently made demands in an email on behalf of City Council without the knowledge of vote or approval by city Council restricting the acting city manager of duties and responsibilities while elevating his position to the presiding member of City Council in direct conflict with Section 3.4 of the City Charter. It states, 'the mayor should reside over the meetings of council and shall have the same right to vote and speak therein as other members and shall have no veto power. He shall be recognized as the head of City government for ceremonial purposes, military law and service of civil process." The Mayor's actions by definition are malfeasances. That definition says the performance by the public official of an act that is legally unjustified, harmful or contrary to law, wrongdoing used especially of an act in violation of public trust without a doubt. I would ask the City Council in interest of and on behalf of the residence of the City of Petersburg to demonstrate its resolve in conducting themselves in an honorable manner and defending the residence against those abort the City Charter for their own interest and agendas to make a motion and pass that motion to take action and reprimand and remove Mayor Myers as his position as Mayor effective immediately on the grounds of malfeasances. Each member of council in your oath of office to uphold laws in constitution of the State of Virginia as well as the Charter of Petersburg. It is time for each of you to step up and demonstrate to the residence of our City that you will abide by that oath."

Prince Duke, 2793 S. Crater Road, stated, "I am here to ask for Council and the new City Attorney questions. Recently citizens have been informed that the City is getting a consulting firm to come and manage the fiscal City by the name of Robert Bobb Group. The cost of their services for five months is going to be $350,000. My question to council is that if we don't have the money to fund the students, if you don't have the money to pay the bills of the City, if you don't have the money to supply the appropriate equipment for the Fire

Department and if you have the nerve and audacity to take 10% from the hard working employees of the City. When you are losing good officers, good fire department people and plus they are suffering and struggling in the City where are you going to find $350,000 to pay this group. And if you have this money somewhere then why don't you use it to help the City pay a couple of bills. Because the Robert Group is coming in and they are going to bring a City Manager, human resource person, a finance person and other people. Now these jobs I think some of them are already being filled here. So if you are bringing them in does that mean that those that in that position aren't qualified are you going to terminate them or not. That's my first question. I don't think it's fair that you ask the citizens of Petersburg to sacrifice so much heavily beyond increasing taxes and duties too. I have several questions directed to you because we have so many issues. I would like you to please let the citizens of Petersburg know what are the specific powers, authorities, responsibilities and duties of the Mayor per the Charter. What are the specific parameters that creates the need for an emergency closed session of council? Because as other speakers have said it seems our Honorable Mayor have somehow felt like he is an executive. This City has a weak Mayor and a strong Council. The gentleman has not only violated the City Code and he has violated the Charter and he has violated State Law. You need to recognize that because you are about to get sued. You need to read that email and read it very, very carefully. He used his office to intimidate. If members of council, this gentleman represents you when Johnson was here Johnson beat his wife nobody spoke up against it. Johnson had a DUI and nobody spoke against him. This lady carried a positon to do a job that nobody would to do.

Mayor Myers stated, "Mr. Duke the clerk has asked you and your time is up."

Ms. Jackson stated, "Before I call the next speaker I will ask of everyone, when the buzzer goes off in three minutes, please respectively close your comments. So that everyone can have a chance to talk and everyone can be heard. I really appreciate it."

Michael Edwards, 409 Grove Avenue, stated, "Good Evening Mayor Myers, Vice Mayor Parham and Members of City Council and Petersburg citizens. I come before you to remind you of September 6th when we met at the high school. How the citizens begged and pleaded for public safety. Now I know this City is in a financial struggles. But every day we either read the Progress-Index, Richmond Times or Channel 6, 8 and 12 and we make headlines. This is not a City that should be making headlines every day especially negative. When I read the article from Channel 6 I had to go by Market Street to see this ancient fire truck. When I went up there I was somewhat dismayed. We have a truck, Truck 1, which has nothing but problems since the day we bought it. And now that truck still sits at a shop waiting for payment. We have to go across the bridge to Colonial Heights. The very same ones that sit over there and laugh at us and tell us that we are nothing but trash across the bridge and borrow a fire truck. What's going to happen when Colonial Heights says no more? What's going to happen if Hopewell, Prince George or Dinwiddie doesn't come to our aid? What's going to happen when we can no longer pay our bills? Public safety should not be put in jeopardy no longer. The high rises downtown depend on these trucks. The rest of the City depends on these trucks. Now we are bringing this firm in here. I am like the rest of them, if this man can perform a miracle to turn this City around then it is money well spent. But if he can't then I am going to question the judgment of this council to authorize whoever, the City Manager, the Operation Manager or whoever we are going to put in charge to release these funds. Make a good judgment call. And piggybacking on the previous speaker when Mr. Johnson was first hired not even a year into his job he made headlines for beating his wife. Well I have no respect for a man who beats on a woman. If you are going to beat on someone beat on a man that can beat you back. This woman has stepped into a mess to a poker hand that you all dealt her without even a winning hand. I read the article from Richmond Times on the meeting at the train station. A woman went into her office at the transit station wiping away tears from her eyes. Have we became so self-centered and developed such a big ego that we will attack a woman that is trying to do a job with the mess that she is dealt but you would not fire a man that beat his wife.

Linwood Christian, 410 Mistletoe Street, stated, "One thing I have to say is that as a father when I got custody of my son I had to take his mother to court and have her put in jail for not paying child support. Any parent would take care of their children, right or wrong? Even if you don't have children you make sure your children are taken care of. So with that I want to know if we can find monies whether it be from people that resigned and not get rehired to pay Robert Bobb who was sent out of Richmond to turn this City around double

what Mrs. Yerby needed for summer programs then what is the problem. It is $350,000 yet you took $150,000 from recreation. You are not taking care of you children but yet you will be quick to put them in jail. Because when our kids have nothing to do and people come up here and complain that our kids have nothing to do what you are going to do council. You are going to try and throw the finger back on us. But guess what you all control the first strings. You all are the providers and you are supposed to take care of your kids. Because if I didn't take care of my children and you all had to do it you would want me to pay my debt. Is that right? We want you all to pay your debt. Let Robert Bobb stay wherever he comes from and take care of Petersburg first. We have streets that look like hell but you are bringing Robert Bobb in here close to $400,000. Also I remember a statement was made that even if all of you all gave up your salaries it wouldn't make-up what is going on. Lead by example. Ward 1 councilwoman is the only one that gave up her salary and you all have done nothing. How can you expect up to do what we are supposed to do and you do not make any attempt to do it. That's what leads by example mean. Are we prepared if something happened here like it happened in Flint. We haven't gotten any reports. I am going to close on this note. It is interesting that you all now want the treasurer and commissioner. I applaud our commissioner. Even when she is busy she will stop and talk to customers and break things down and talk with you. Now you want her to come in here with others and give reports when we have been asking for this when you were Mayor Mr. Moore. And you all haven't done it yet. In other words, what I am saying is two things. Lead by example and take care of your children first."

Dolores Smith, 410 Mistletoe Street, stated, "I do not know what to say because I am really angry and disgusted with you all that is sitting here. What I think about Bobb or whoever you are bringing here with six figures is that if you all is paying this guy to turn us around to find out what we doing then why are you all still sitting there. Why don't you relieve your seat and salary and put Bobb up there to handle things and then you all need to get the hell out of dodge."

Raymond Crockett, 248 Southwood Drive, stated, "Good evening I'm back. Mayor, Vice Mayor, City Council and new City Attorney and Interim City Manager good evening. I want to welcome our new City Attorney. I hope you all let him do his job. His job is to guide you all. It's not what you want to hear but give you all the facts and the law. When you don't want to hear something don't get mad and say we are going to fire him. He is giving you the facts of the law. Once we had a City Attorney and council got rid of him because he was dealing them with facts and the law and they didn't like it. I hope they let Mr. Preston do his job. I read in the paper that Mr. Moore was talking about the water bill. I have a problem with my water bill. We need a full investigation going on with this water bill. I have a business and my water bill jumped over $200 and something dollars in one month. They said because I have a two inch water meter. That business has been here since 1990. I had a two inch water meter then. I was paying bi-monthly and it was running about $300 to $400 something dollars. I got a bill last month for $530 for one month. Because I have a two inch water meter without running water with my water hooked up and my sewer line it is costing me $178 a month without running any water at all. My customers are on a fixed income and I cannot raise their price of washing clothes every time the City goes up. Because what is going to happen is that people will not be able to afford to wash clothes here. We set back and make decisions and all we have to do is increase and we don't think about the downsize of what is going to happen to the City and the citizens in the City. The State came in and did an audit. The State came out and told us everything we need to do. What is the difference in what the State did and what Bobb is going to do for us. The State comes in and looks at the City's finance record. How did we get this way? They waited until the last minute to do what we have to do. I go back and say what I said in May. If you are running a business and sales drop and revenues drop coming into the City there is not but one thing for you to do. Call supervisors in and department heads and tell every employee that everyone's job is on the line and that they better do a good job. You have to have a layoff. Do not wait until Christmas to tell the people that you are going to have a layoff. The State department is coming up short and what did they say. They said that they are going to have to have a layoff. They have a rainy day fund but we do not have a rainy day fund. Thank you."

Vernel Gannaway, 652 Old Wagner Road, stated, "I came to dido on every person that has come up to the podium. And one thing that I want to say is that I am disgusted. I am disgusted with all of you that said 'aye' because you have been influenced by somebody that said you are going to be great in your new position. When you start being over people it's a problem. You have a person that is the Interim City Manager that is trying to get something done. We didn't complain about it. But you have your private meetings with people. You

talk about transparency and that you are together. Some of your council members don't even know that you have your private meetings and sessions and its time up with that. I am tired of closed sessions because they are a bunch of lies. Your liars and thieves. And those of you that are being influenced I do not care if it's the Pope or pastor or bishop. If he is influencing you and you think you can come and run this City then it's not going to happen. This City was meant for greatness. We have people that are in place that is right here that can do a better job then what you are doing. We have people that really have their heart for this City. It's a time up for all this extra and stuff that you are trying to do like laying off people. I never seen so much mess. What's wrong with this picture? We have people that have been around here for years and you come in here and change the page. We not going to pay anybody. We are going to pay it the way we want to pay it. You have a person right there. Why go and pay $300,000? Stupid. Thank you."

Barb Rudolph, 1675 Mt. Vernon Street, stated, "It's been about six months since I have asked you Council Members, how could you tolerate keeping the Mayor we have? He was an embarrassment to the City then. I listed a number of things that have happened. Mr. Mayor you were out sick that night but I am sure that you ready the minutes or heard about it. I think things have really gone from bad to worst. I am not going to try and repeat everything because there were a lot of good points that were made tonight. Oh and thank you most of what you said I have in my notes so I will skip over it quickly. But I would comment that there has been an endless parade of closed and special meetings. They have actually multiplied that those occur more frequently than regular meetings. I would like to know what you all are afraid of talking about in public. What is it about the public asking questions that make you seem to go more and more in hiding? It's very strange and partly why everyone is looking at Petersburg because they are like what is going on here and no one will talk about it. And we already talked about the Mayor and emails but I would think that you all would be concerned. He really needs to stay off the email between racist republican rants that got picked up all over the country and published and the latest about this meeting that was held to talk about the responsibilities and the authority of the Acting City Manager and how that went down with no public notification. I would think that his people would be learning. I would also wonder isn't it kind of embarrassing in a City when an announcement goes out that we are going to hire a new City Manager from Fayetteville and everyone is gathered to this event but a vote hasn't taken place. It turns out that this individual was not selected. And then yesterday there was a meet and greet scheduled for Robert Bobb Group but no vote was taken to hire Robert Bobb. And as of the end of yesterday his firm was not hired. It seems like these things would be like egg on the face. Council I have to ask you again is Mr. Myers the best we can do for leadership of this City and Council. Thank you."

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

a. Consideration to approve the Virginia Water and Wastewater Agency Network Mutual Aid Agreement and Resolution.

BACKGROUND: The National Infrastructure Protection Plan and in particular the Sector Specific Plan for the Water Sector developed by the United States Environmental Protection Agency identifies the development of a Water and Wastewater Agency Response Network in each State as an important means of helping to ensure resilient water and wastewater infrastructure in the public interest. Virginia's longstanding, nationally-recognized professional associations known as the Virginia Section of the American Water Works Association ("VAAWWA") and the Virginia Water Environment Association ("VWEA") have jointly formed the Virginia Water and Wastewater Agency Response Network ("VAWARN") Committee to develop the EPA-recommended network and associated procedures for implementation in Virginia.

RECOMMENDATION: Recommend that City Council approve the resolution and mutual aid agreement to allow the Virginia Water/Wastewater Agency Response Network to provide rapid short-term deployment of emergency services to restore the critical operations of the impacted utility operations in an emergency.

Vice Mayor Parham made a motion to approve the resolution and mutual aid agreement to allow the Virginia Water/Wastewater Agency Response Network to provide rapid short-term deployment of emergency services to restore the critical operations of the impacted utility operations in an emergency. 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-60 A RESOLUTION AUTHORIZING EXECUTION OF THE VIRGINIA WATER AND WASTEWATER AGENCY RESPONSE NETWORK MUTUAL AID AGREEMENT.

Council Member Hart stated, "Good evening. There will be a Ward 7 meeting held on October 25th at Stuart School at 6:30pm."

Council Member Hart made a motion that they dismiss the case of Smith and Myers as their agreements through the mediator have been reached. There was discussion among City Council Members. 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 and Parham; *could not vote due to vote pertaining to them: Wilson-Smith and Myers

Council Member Coleman stated, "Ward 6 will have a meeting on next month at A.P. Hill School. We will make the specific date at our next meeting."

Council Member Moore stated, "Thank you madam clerk. I've got three items in reference to the forensic audit. I believe the Acting City Manager will talk about that in her portion so I will pass that at this point. Also, I asked for information in reference to the special grand jury. The City Attorney in his portion may speak to that issue. Lastly, I would like to talk about fire. It is a great question that Mr. Edwards asked on whether Hopewell, Dinwiddie or Prince George come to the call. I can give you a 100% answer. They will always come to the call of Petersburg as we go to them. So we need to make sure that we go ahead....Information has been provided that we most likely will be getting 'Truck 1' back the end of the week. I will let the City Manager talk about that. There has been payment. I would like to get the report on the status of the items that had to be canceled. I understand pretty much that the trucks had to be specially built. So it's not the matter of a car dealership where they are sitting on a lot and can go to somebody else. Can you provide a little bit of background about that. There is a possibility after we go through the books that there is a way that we can get a plan to get new trucks. Those are the items that I have. Thank you."

Council Member Hill stated, "Yes, good evening. Ward 2 will be having a meeting next month to be announced. Also I like for the City Attorney to either have meeting with us whether publicly or privately about the ways of Rules of Council. These last events that just happened not too long ago, I felt like we need to be briefed on special meetings or phone calls or things of that nature. Ethically I think that we can do better as a council as a whole. A lot of us are being thrown under the bus because of the actions of a few. So with that being said, City Attorney I need for you to set up a meeting very soon and go over the Rules of Council and the ordinance of the City as it pertain to City Council Members as it relates to duties and responsibilities on what to do and what not to do. That will be all."

Vice Mayor Parham stated, "First of all Ward 3 meeting will take place now on November 14th instead of on October 31st. Mr. Pritchett had a conflict for that date so we are moving it to Monday, November 14th at 6:00pm at Walnut Hill Elementary School. On June 21st, 2016, Council adopted an amended motion for Citizenry Committee, which had the committee end at the end of October however; the committee would like an amendment to extend the committee at least until November 7th to finish their deliberations."

Vice Mayor Parham made a motion that Council amend ordinance 16-30 allowing the committee to continue work and make deliberations until November 7th. The motion was seconded by Mayor Myers. There was discussion among City Council Members and staff. The motion was approved on roll call. On roll call vote, voting yes: Coleman, Hart, Hill, Moore, Wilson-Smith, Parham and Myers

16-ORD-44 AN ORDINANCE AMENDING ORDINANCE 16-ORD-30 ALLOWING THE COMMITTEE TO CONTINUE WORK AND MAKE DELIBERATIONS UNTIL NOVEMBER 7TH.

Vice Mayor Parham stated, "The next item I have is to discuss with the Interim City Manager the status of our museums here. I know we wanted to have these museums at least partially open through the holidays.

The holidays are about here upon us as I speak. I would like to move forward to make a decision on opening the museums on November 1st and choose a group to operate them. Could you discuss that with us?"

Ms. Belton stated, "Currently, we have received additional proposals outside the original solicited proposals. There were a total of three proposals that were submitted. Currently, based on some of the proposals we do have some questions that we would like to go back. But I do think we could setup interviews with those or question time period for each of those individuals to answer those same questions we will ask to each of them. I can through the clerk provide you with a recommendation to accommodate the November 1st deadline if indeed you do not want to do it through a motion at the next November meeting."

Vice Mayor Parham stated, "Also we are looking at three proposals. Can we try to expedite that because time is of the essences? We have people that like to come tour our historic places throughout the holidays. Hopefully by November 1st we can get together and get a decision made. If you need a motion I am prepared to give you one."

Ms. Belton stated, "Councilman it is not necessary for a motion for me. But I can get you the information. It would be up to council if you wanted any motion in deciding on the one group that you do decide on."

Vice Mayor Parham stated, "How soon can we have those options available to us?"

Ms. Belton stated, "I can have them for you Monday of next week."

Vice Mayor stated, "Thank you. Also on yesterday we had a chance to talk to the In-Tek group on obtaining federal dollars to help provide funds for our emergency services, our firemen and our schools. "

Vice Mayor Parham made a motion that he moves pursuant to Section 2.2403F "Emergency Procurement" I move to direct the Acting City Manager to sign and execute immediately the In-Tek Memorandum of Understanding. The motion was seconded by Council Member Moore. The motion was approved on roll call. On roll call vote, voting yes: Hart, Hill, Moore, Wilson-Smith, Parham and Myers; Abstain: Coleman (due to the fact that there are too many unanswered questions)

Vice Mayor Parham made a motion that he moves pursuant to Section 2.2403F "Emergency Procurement" I move to direct the Acting City Manager to sign and execute immediately the Robert Bobb Group Emergency Contract. The motion was seconded by Council Member Moore. There was discussion among City Council Members.

Vice Mayor Parham stated, "City Attorney can we go into closed session to discuss this document? Is it possible for him to take a look at it?"

Vice Mayor Parham made a motion to go into closed session to review the contract. The motion was seconded by Council Member Moore. The motion was not approved on roll call. On roll call vote, voting yes: Moore, Parham and Myers; Voting No: Coleman, Hart, Hill and Wilson-Smith

Vice Mayor Parham made a motion that he moves pursuant to Section 2.2403F "Emergency Procurement" I move to direct the Acting City Manager to sign and execute immediately the Robert Bobb Group Emergency Contract. The motion was seconded by Council Member Moore. The motion was not approved on roll call. On roll call vote, voting yes: Moore, Parham and Myers; Abstain: Coleman (due to the fact that there are too many unanswered questions); Voting No: Hart, Hill and Wilson-Smith

10. CITY MANAGER'S AGENDA:

Ms. Belton stated, "This is the update for the forensic financial audit services. City Council had requested the City to solicit services on behalf of the forensic financial audit. The purpose of the RFP was to solicit funds to provide investigations and research and ensure citywide compliance with the generally

accepted accounting principles. On June 13th, 2016, the City received four proposals. On September 28th, the committee for the RFP-0035 met with three prospective firms. The top two rate firms have been chosen for negotiations. We will negotiate with the firms on October 19th, 2016. The firm 'Number 1' estimates a total of 1,280 hours to complete the project. The fee for services are approximately $300,000. 'Firm 2' estimates a total of 1,600 hours to complete the project with a fee of approximately $192,000. These are both nonbinding estimates and the committee will make an award and recommendation after the October 19th meeting."

a. City Manager's Report

1. What is the status of the City's drainage system and can it be addressed prior to the Hurricane Matthew?
   a. The Public Works staff began a City wide effort to remove sediment and debris from storm drain system weeks prior to the arrival of Hurricane Matthew. Although a number of drains, ditches, and drop inlets have been addressed , Public Works continues to clean drainage areas on an as needed basis. Please contact Daniel Harrison, the Acting Public Works Director to provide him with areas of concern.

2. Can the City pay more attention to the exit ramps?
   a. A team was assigned from both Police and Public Works to address the entrances and exits into the City. We hope to see improvement in the coming weeks.

3. Can the volunteer policy be developed?
   a. The City of Petersburg's Human Resource Department has developed a Volunteer Service Program that is designed to provide opportunities for individuals to become involved in City efforts and to provide assistance to City employees in various services and needs. These policies and procedures govern the utilization of all volunteers for all city departments, except Police and Fire, whose volunteer policies may exceed these requirements. The Department of Human Resources will serve as a volunteer for the City of Petersburg. City departments are encouraged to embrace and operate a volunteer program. The City Administration believes that volunteerism is a charitable and rewarding experience for all parties involved. We have provided Council with the Policy for their review.

4. What is the notice requirement for employees subject to the Reduction in Force and was this applied with the current reduction in force?
   a. Administration Regulations require employees impacted by reduction in force to be given 15 calendar days' notice prior to a separation of employment. The impacted part-time employees, impacted by the reduction in force, were also given the same 15 day notice.

5. Is Virginia Municipal League impacted by the budget cuts?
   a. Currently VML is handling a lawsuit for the City but they no longer provide our insurance coverage. Risk Management has confirmed that there is no impact to this lawsuit by the City not being a VML (as we do now with VACORP). Occurrence based coverage simply means that the insurance coverage in force at the time the incident occurred will continue to cover any lawsuits filed after the policy is cancelled or not renewed; as long as, the incident giving rise to the lawsuit occurred during the period the insurance coverage was in effect.

6. Eliminate travel and lodging budgets for Council, Parks and Leisure and Economic Development.
   a. Have received information regarding this travel. All is related to staff development and national conferences. The departments did request to keep these funds, but due to no forseen traveling in the future I recommend that they can all be removed from the budget, if Council so wants.

7. Clarification of incident and accident.
   a. Council has been provided an updated City vehicle draft policy.

8. Update on fire hydrants.
   a. There are approximately a total of 1,100 fire hydrant maintenance inspections that has been completed. Approximately 503 were completed by utility and approximately over 500 were completed by the fire department. If weather permits the completion date should be the end of November, early December.

9. Financial update this quarter.
   a. The actual 2016 real estate revenue collected from August 15, 2016 thru August 9th have been $5,504,019. Obligations in revenues, the public has been provided with obligations and revenues that show for the month of October. The date being October 1st thru 31st. The sources are the daily cash reports. The available funds as of October 17, 2016, from the SunTrust bank account is approximately $5.3 million. The key obligations due for the month of October total $8.6 million. The key estimated revenues based on the balance moved forward from September, we will be able to meet the full month of October key obligations. We currently met them as of date. We also have enough money to cover moving forward into out November obligations. The cash flow projections also show that the additional analysis tools to be used in September is adding the liability for the data that is being used. Both show that the City would have met these obligations. Revenue should continue to be monitored closely and there should be limited payment of any other obligations not listed to council. Monitoring will effectively limit the payment that of the listed obligations must occur in order to prepare for the month of November.

11. CLERK OF CITY COUNCIL'S AGENDA:

No items for this portion of the agenda.

12. CITY ATTORNEY'S AGENDA:

Mr. Preston stated, "I will briefly address Mr. Moore's inquiry about the special grand jury. I just received the order on Friday from the court indicating that a special grand jury of Chesterfield has been appointed. Mr. Davenport, Commonwealth Attorney of Chesterfield County, has been appointed to convene a special grand jury. A special grand jury will consist of seven to eleven citizens. People who are not from Petersburg and people who are not from the region who obviously are good citizens to investigate potential wrongdoing in the City of Petersburg government. I have not been contacted officially in terms of what information they are going to be requiring from our office but I can assure you that we will cooperate with the special grand jury and Mr. Davenport in every way that we can. At this point in time I am not sure if a forensic audit is something that Petersburg ought to be considering paying for in light of the fact that we have a special grand jury that is going to be impaneled. Of course I haven't met with Mr. Davenport yet to ascertain whether or not he plans to do a forensic audit. It seems to me that in order to do a proper investigation some type of forensic audit would be necessary and maybe we can use the funds of Chesterfield County or the state, whoever is going to pay for that, in lieu of our own funds as the Acting City Manager indicated. One bid is around $300,000 which is a lot of money as well as the $192,000. So at this point in time I don't know where we are at in that process but again I would recommend that we hold off on pursuing that forensic audit until such time we find out whether Chesterfield will do a forensic audit as well."

13. CLOSED SESSION (IF NECESSARY):

No items for this portion of the agenda.

14. ADJOURNMENT:

City Council adjourned at 7:53p.m.

Clerk of City Council

APPROVED:

Mayor

The Special Meeting of the Petersburg City Council was held on Thursday, October 20, 2016, at the City Hall in Council Chambers. Mayor Myers called the special meeting to order at 6:30p.m.

1. ROLL CALL:

Present:

Council Member Darrin Hill
Council Member Brian A. Moore
Vice Mayor Samuel Parham
Mayor W. Howard Myers

Absent: Council Member David R. Coleman
Council Member John A. Hart, Sr. (arrived at 7:52pm)
Council Member Treska Wilson-Smith

Present from City Administration:

Clerk of Council Nykesha Jackson, CMC
City Attorney Joseph E. Preston
Acting City Manager Dironna M. Belton

2. PURPOSE:

a. The purpose of the meeting is to discuss and consider the contract for Robert Bobb Group and discussion on forensic audit.

Mayor Myers stated, "Ladies and gentlemen we are going to go into recess. We are awaiting one of our council members to arrive and he should be here in a little while. It would be approximately 60 minutes."

City Council went into recess at 6:32pm.

City Council came out of recess at 7:52pm.

Mayor Myers stated, "Good evening again everyone we are going to come out of recess. Council Member Hart has joined us. Mr. City Attorney, do we need to do roll again or move forward?"

Mr. Preston stated, "I think you should

ROLL CALL:

Present:

Council Member John A. Hart, Sr.
Council Member Darrin Hill
Council Member Brian A. Moore
Vice Mayor Samuel Parham
Mayor W. Howard Myers

Absent: Council Member David R. Coleman
Council Member Treska Wilson-Smith

Mr. Preston stated, "Let me state the purpose of the meeting tonight is to vote up or down on the Robert Bobb agreement. It is my legal position that since no action was taken due to Mr. Hart indicating that at the last meeting he needed more time to review this matter we are now going to have an up or down vote on whether or not the Robert Bobb Group will be someone that we enter into contract with. We will have a

separate discussion about the forensic audit after you make a decision about the Robert Bobb meeting."

There was discussion among City Council and staff.

Council Member Hart moved to direct the Acting City Manager to sign the Robert Bobb contract to take effect Tuesday, October 25, 2016. The motion was seconded by Vice Mayor Parham. There was no discussion on the motion, which was approved on roll call vote. On roll call vote, voting yes: Hart, Moore, Parham and Myers; Voting No: Hill; Absent: Coleman and Wilson-Smith

There was discussion among City Council and staff on the forensic audit.

3. ADJOURNMENT:

City Council adjourned at 8:16 p.m.

_____
Clerk of City Council

APPROVED:

_____
Mayor

The Special Meeting of the Petersburg City Council was held on Monday, October 24, 2016, at the City Hall in Council Chambers. Ms. Jackson called the special meeting to order at 6:00p.m.

1. **ROLL CALL:**

Present:

Council Member David R. Coleman
Council Member John A. Hart, Sr.
Council Member Brian A. Moore
Council Member Treska Wilson-Smith

Absent: Council Member Darrin Hill
Vice Mayor Samuel Parham
Mayor W. Howard Myers

Present from City Administration:

Clerk of Council Nykesha Jackson, CMC

2. **PURPOSE:**

a. The purpose of the meeting is to interview candidates for the Anti-Poverty Commission.

Council Member Moore made a motion to nominate Council Member Coleman to reside over the meeting in absence of the Mayor and Vice Mayor. 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, Moore and Wilson-Smith; Absent: Hill, Parham and Myers

CLOSED SESSION:

Clerk of Council Nykesha D. Jackson stated that it was City Council's desire to enter into a closed session under Section 2.2-3711.A (1) of the Code of Virginia under Subsection 1 to have discussion or consideration of interviews of prospective candidates for appointment to the Anti-Poverty Commission.

Council Member Moore moved that the City Council go into closed session for the purposes noted by the Acting City Attorney. The motion was seconded by Council Member Wilson-Smith. There was no discussion on the motion, which was approved on roll call vote.

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

City Council entered closed session at 6:07 p.m.

CERTIFICATION:

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

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

Council Member Hart made a motion to certify by roll call vote that only those public business matters lawfully exempted from the open meeting requirements of the Virginia Freedom of Information Act and identified in the notion to go into closed session were heard, discussed or considered in "Closed Session." The motion was seconded by Council Member Moore. There was no discussion on the motion, which was

approved on roll call vote.

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

16-R-61 **A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.**

Council Member Moore made a motion to appoint Daniel Todd, Gerry Rawlinson, Michael Edwards, Jonathan Tolbert, Michael Shannon and Joanne Williams to the Anti-Poverty Commission with a term expiring October 24, 2018. The motion was seconded by Council Member Hart. There was no discussion on the motion. On roll call vote, voting yes: Coleman, Hart, Hill, Moore and Wilson-Smith; Absent: Parham and Myers

16-R-62 **A RESOLUTION APPOINTING DANIEL TODD, GERRY RAWLINSON, MICHAEL EDWARDS, JONATHAN TOLBERT, MICHAEL SHANNON AND JOANNE WILLIAMS TO THE ANTI-POVERTY COMMISSION WITH A TERM EXPIRING OCTOBER 24, 2018.**

3. ADJOURNMENT:

City Council adjourned at 7:47 p.m.

_____
Clerk of City Council

APPROVED:

_____
Mayor

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim, City Manager

FROM: Dr. Landis Faulcon, Director of Economic Development
Michelle B. Peters, Director of Planning & Community Development

RE: **Request a public hearing on the disposition of publicly-owned property for the express purpose of offering vacant lots to citizens for single family development and an opportunity of homeownership, expansion of existing residential lots, and attracting residential investment through the "My Home Initiative (MHI)".**

PURPOSE: The City of Petersburg requests a public hearing be scheduled for the disposition of publicly-owned property for the sole purpose of inclusion in the "my home initiative".

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

RECOMMENDATION: Staff recommends City Council schedule a public hearing for November 15, 2016.

BACKGROUND: The city owns over 100 vacant lots, and several lots with improvements. The comprehensive plan and the strategic plan for the city is to get these vacant lots back on the real estate roles of the city and in the hands of citizens. The "My Home Initiative" aims to do just that by offering to a citizen, a public servant, an existing homeowner and a developer the opportunity to purchase the vacant lot and within an established time line develop a single family residential unit on the property. The initiative has three categories for citizens, developers or existing homeowners to participate. Purchase the vacant land to construct a home, purchase the corner lot to consolidate with an existing lot, or a developer will have the opportunity to purchase contiguous land for the development of a subdivision. Applicants who participate in this program will be referred to a housing counseling agency, who will take them through the pre-qualification process. The program is a collaborative effort of local government, non-profit organizations, and the financial community.

COST TO CITY: None

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning and Economic Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENT: N/A

STAFF: Department of Planning & Economic Development

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

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

RE: **Request of Glen Zhou (Advanced Solar Power Holding, Inc.) for a Special Use Permit pursuant to Article 23, Section 4(5) of the Zoning Ordinance to have a solar power generation facility at 950 (rear) Winfield Road, T.P. 034-02-0003. The property is zoned R-5, Multiple Dwelling District.**

PURPOSE: To hold a public hearing to receive citizen comment on a request for a special use permit to allow a solar power generation facility at 950 rear Winfield Road.

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

RECOMMENDATION: Following a duly advertised public hearing, Council may affirm the Planning Commission recommendation, overturn the Planning Commission recommendation, table for further consideration, or return the item under consideration to the Planning Commission requesting further review. The recommendation of the Planning Commission was to approve the special use permit request with a vote of 7-0.

BACKGROUND: The property is vacant and adjacent to railroad tracks. This is a request for a special use permit to provide public utilities through an innovative way of providing energy by having these solar panels laid out on a large tract of land. The solar facility is green and utilizes the sunlight to provide renewable power. This is the future for providing energy, and a way for Virginia Power to work cooperatively with other energy companies.

The solar panels can sit as low as two feet from the ground to a maximum height of about 22' from the ground. The solar panels are installed in rows and looks like a garden. Other than a fence around the property and a transformer with other ground equipment that is part of the generation, transmission and distribution system there will be no other buildings or structures.

This method of providing energy is fairly new in the State of Virginia, but you are beginning to see these panels popping up on large tracts of former farm land in different parts of Virginia, and North Carolina.

COST TO CITY: None

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning and Community Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Department of Planning & Community Development

RESOLUTION OF THE PLANNING COMMISSION

WHEREAS, pursuant to the requirements of Title 15.2-2204 of the Code of Virginia, as amended, the Planning Commission of the City of Petersburg, Virginia, held a public hearing to consider a request of Glen Zhou (Advanced Solar Power Holding, Inc.), for a special use permit to to allow a solar power generation facility at 950 rear Winfield Road.

WHEREAS, the Planning Commission has given interested citizens and other parties the opportunity to comment on the proposed request at a duly advertised public hearing conducted on October 5, 2016; and

WHEREAS, the Planning Commission considered the information provided by the applicant regarding the Special Use Permit; and

WHEREAS, the Planning Commission received a few calls of support and a call in opposition; and

WHEREAS, staff made a recommendation to the Planning Commission to approve the request with conditions;

THEREFORE, BE RESOLVED that the Planning Commission of the City of Petersburg at its October 5, 2016 meeting recommends that City Council approve a Special Use Permit to allow a solar power generation facility at 950 rear Winfield Road with a vote of 7-0.

I, Michelle B. Peters, Secretary to the Planning Commission of the City of Petersburg, do hereby certify that the foregoing action was taken by said Commission at its meeting held on October 5, 2016.

Michelle B. Peters

Michelle B. Peters,
Planning Commission Secretary

City of Petersburg

7.b

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

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

RE: **Request of Cheryl Jones for a Special Use Permit pursuant to Article 23, Section 4(12) of the Zoning Ordinance to operate a child care center in a residential district, subject to certain terms and conditions at 2568 N. Stedman Drive, T.P. 039-01-0012. The property is zoned R-1, Single Family Residence District.**

PURPOSE: To hold a public hearing to receive citizen comment on a request for a special use permit to operate a child care center in a residential district at 2568 North Stedman Drive.

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

RECOMMENDATION: Following a duly advertised public hearing, Council may affirm the Planning Commission recommendation, overturn the Planning Commission recommendation, table for further consideration, or return the item under consideration to the Planning Commission requesting further review. The recommendation of the Planning Commission was to approve the special use permit request with a vote of 7-0.

BACKGROUND: The applicant has requested to operate a Child Care Center within an existing church located in a residential district. Ms. Jones will be seeking licensure through the Commonwealth of Virginia Department of Social Services, but before she can obtain a license she must receive authorization from the City of Petersburg. Ms. Jones is a former correctional officer at Sussex State Prison, and has many years of childcare experience. She has operated an in-home daycare, as well as, a child care facility as recent as last year. Ms. Jones closed her last facility due to limited space and no opportunity to expand. Ms. Jones was presented with an opportunity to once again, own and operate a child care center. The proposed child care center will operate from 5:00 am – 6:00 pm, Monday – Friday, and on an as needed basis on the weekends. The child care facility will co-exist with the church, but each will operate independently.

COST TO CITY: None

BUDGETED ITEM: N/ A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Planning and Community Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Planning Commission Resolution, Staff Report, Application, Site Plan, Pictures and Supplemental Documentation.

STAFF: Department of Planning & Community Development

RESOLUTION OF THE PLANNING COMMISSION

WHEREAS, pursuant to the requirements of Title 15.2-2204 of the Code of Virginia, as amended, the Planning Commission of the City of Petersburg, Virginia, held a public hearing to consider a request of Cheryl Jones, for a special use permit to operate a child care center in a residential district subject to certain terms and conditions, at 2568 N. Stedman Drive;

WHEREAS, the Planning Commission has given interested citizens and other parties the opportunity to comment on the proposed request at a duly advertised public hearing conducted on October 5, 2016; and

WHEREAS, the Planning Commission considered the information provided by the applicant regarding the Special Use Permit; and

WHEREAS, the Planning Commission received no letters of support or opposition; and

WHEREAS, staff made a recommendation to the Planning Commission to approve the request with conditions;

THEREFORE, BE RESOLVED that the Planning Commission of the City of Petersburg at its October 5, 2016 meeting recommends that City Council approve a Special Use Permit to allow a child care center in a residential district subject to conditions at 2568 N. Stedman Drive with a vote of 7-0.

I, Michelle B. Peters, Secretary to the Planning Commission of the City of Petersburg, do hereby certify that the foregoing action was taken by said Commission at its meeting held on October 5, 2016.

Michelle B. Peters

Michelle B. Peters,
Planning Commission Secretary

CITY COUNCIL STAFF REPORT
SPECIAL USE PERMIT

CASE NUMBER:	16-SUP-05
APPLICANT:	Cheryl Jones
LOCATION OF PROPERTY:	2568 N. Stedman Drive
PARCEL ID #:	039-01-0012
REQUESTED ACTION:	Special Use for a child care center in a residential zoning district
EXISTING ZONING:	R-1A (Single-Family Residence District)
EXISTING USE:	Church
PROPOSED USE:	Church/Child Care Center

SURROUNDING ZONING:

North	A	Agricultural District
East and West	R-1A	Single-Family Residence District
South	B-2	General Business

REAL ESTATE TAXES: No delinquent Real Estate Taxes are owed.

MEETING INFORMATION:

City Council: 6:30 pm, Tuesday, November 1, 2016

RECOMMENDATION:

Staff is supportive of the request if all conditions are met by the applicant.

ATTACHMENTS:

1. Staff Report
2. Special Use Permit Application
3. Supplemental Information

CITY COUNCIL STAFF REPORT
SPECIAL USE PERMIT
CASE 16-SUP-05

Request:

The applicant has applied for a Special Use Permit (SUP) to operate a Child Care Center in a Residential District, pursuant to Article 23, Sec 4(12) of the Zoning Ordinance.

Project Summary:

The applicant has requested to operate a Child Care Center within an existing church located in a residential district. Ms. Jones will be seeking licensure through the Commonwealth of Virginia Department of Social Services, but before she can obtain a license she must receive authorization from the City of Petersburg.

Ms. Jones is a former correctional officer at Sussex State Prison, and has many years of childcare experience. She has operated an in-home daycare as well as a child care facility as recent as last year. Ms. Jones had to close her last facility due to rising costs of maintenance at that location. Ms. Jones would like the opportunity to own and operate a child care center, and this location became available so she is pursuing this location for her business.

The proposed child care center will operate from 5:00 am – 6:00 pm, Monday – Friday, and on an as needed basis on the weekends. The child care facility will co-exist with the church, but each will operate independently.

Existing Zoning and Surrounding Zoning:

The property is zoned R-1, Single-Family Residence district and is identified as 2568 N. Stedman Drive. The surrounding properties are zoned R-1, B-2, and A.

Other Department/Agency Comments:

The Virginia Department of Social Services will be the licensing authority of this facility if approval is granted by City Council.

Public Input:

As of the writing of this report, staff has received no telephone calls or letters in support of or in opposition to this request.

Recommendation:

Should City Council recommends approval of this request, staff recommends the following conditions:

1. The Special Use Permit shall be granted to the applicant, Ms. Jones only, at 2568 N. Stedman Drive only, and shall terminate upon vacation of the property, and shall not run with the land; and

2. The most restrictive number of children shall be permitted as determined by either the Department of Social Services or the Statewide Building Code (Code Compliance).

3 The applicant shall obtain and maintain a child care license from the Virginia Department of Social Services, and shall notify the Department of Planning and Community Development of any changes in licensing. The applicant shall provide a copy of such licenses to the Department of Planning and Community Development. The Special Use Permit shall terminate if the required state license is allowed to lapse or is revoked by the State; and

4 A sign no larger than thirty-two (32) square feet shall be permitted on the premises with sign permit approval; and

5 The applicant shall provide fencing at least four (4) feet in height for outdoor recreation; and

6 The applicant shall keep grass on the subject property cut and maintained at all times; and

7 The applicant shall install or maintain working smoke detectors in all rooms used by children in her care; and

8 The applicant will adhere to limitations placed on the care of children of specific ages by a specific number of care-givers, in accordance with State child-care regulations; and;

9 Prior to the issuance of a business license or the required permit to open, all conditions must be met; and

10 This permit shall be subject to revocation, if the applicant fails at any time to comply with the established conditions and any other applicable regulations.

2568 Stedman Drive CASE NUMBER 2016 - SUP - 05

Applicant: Cheryl Jones
21500 Court Street
South Chesterfield, VA 23803

PETITION FOR REZONING OR SPECIAL USE PERMIT

RETURN TO: DEPARTMENT OF PLANNING (CITY HALL, THIRD FLOOR, ROOM 304) WITH THE FILING FEE: $1,500 (CHECK/MONEY ORDER/CASH) AT THE TIME OF SUBMITTAL

A. Property Information

1. Cheryl Jones, do hereby petition to rezone the following described properties from zoning district R-1 to zoning district R-1 to permit Child Care for ages infancy - 12 yrs

2. Legal Description: (Use attachment if necessary) - Identify proposed Use

3. Tax Parcel Identification Number(s):

Map	Block	Lot
039	01	0012

4. Current Street Address(es): - (if assigned) 2568 Stedman Drive

5. Approximate Area: 89,000 sq. ft. 2.0432 acres

6. Public Street Frontage _____ ft.

7. A boundary plat of this property outlining the area to be rezoned shall be attached to this petition.

8. The following deed restrictions may affect the use of this property:

9. **Brief:**

Said deed restrictions will expire on : _____

B. JUSTIFICATION FOR REZONING

1. **The proposed change in zoning is necessary for the preservation and enjoyment of a substantial property right because: (A detailed statement of reasons why the proposed rezoning should be granted).**

To provide families with a quality Program. The Center would like to Service ages- infancy- 12yrs of age.

2. **The material impact of the proposed rezoning will not be detrimental to the public welfare of the City nor to adjacent property owner(s) or properties located within the nearby vicinity because: (Specify reasons to substantiate this statement).**

The Center would not have a dertimental impact to the public. The Center is located in a quiet neighborhood. The Playground area is fenced in.

3. **The proposed rezoning will be advantageous to the City and benefit the welfare of the general public because: (Specify reasons to substantiate this statement).**

The Center will provide the Community with quality Childcare and employment as well.

4. **The proposed rezoning is necessary because suitable property for the proposed use is not presently situated within required existing zoning districts. (Specify reasons for this determination).**

Yes because the Childcare Center in residential area receiving 10 or more Children require a special Use Permit.

C. **CERTIFICATION:**

The undersigned applicant certifies that: (He) (She):

Cheryl **(a) Is the owner or lessee or agent specified in writing, for**

_____ **(b) Possesses a proprietary interest in: (contract or option agreement)**

the property(ies) identified within this PETITION FOR REZONING; and that the foregoing answer and statements herein contained and all other information herewith submitted are in all respects true and correct to the best of (his) (her) knowledge and belief.

APPROVED

_____

City Attorney

Signed: [signature]

Mailing Address: 21500 Court St
South Chesterfield Va 23803

Phone Number: 804-324-0102

TO BE FILED IN TRIPLICATE (3-SETS) IN THE PLANNING DEPARTMENT, CITY HALL

ACTION RECORD

Date Filed (with Planning Department) 9.7.16

Date of Planning Commission Public Hearing 10.5.16

Planning Commission Action(s) _____

Date of City Council Hearing: _____

City Council Action(s): _____

September 6, 2016

To Whom It May Concern:

My name is Cheryl Jones. I enjoy family, going to church and of course kids. I have been a babysitter since the age of 12, keeping family member children. I am now married for the past 14 years and have four children of my own with one grandchild. I find great joy working with children as people always ask me where do I get the patience of keeping children, my reply would be, it's a gift that I take seriously.

In 2009, while I was employed at Sussex I State Prison as a correction officer, I accepted my calling of making childcare my goal. On October 13, 2009, I resigned from Sussex I State Prison to start my in home daycare, "Jesus Loves the Little Children." I went from a salary of $36,000a year to $300.00 a month. For 3 ½ years I operated out my home until I had a high demand for childcare reaching my maximum. It was June, 2013 that I begin looking for a childcare center to open because of more needed space. November 4, 2013, I opened Kidz Learn N Play Daycare at 105 Coppahaunk Avenue, Waverly, Va. I operated in that facility for 1 ½ years and closed due to safety issues.

It is my goal and dream to open another childcare center. I would like to put my expertise to service in Petersburg. I would like to be licensed at a larger capacity from 20 to 50 children. I take great pride in servicing the community and their needs. I look forward to the day of opening the doors again to Kidz Learn N Play.

For the love of Kidz,

Cheryl Jones, owner

CROSSROADS

Your journey begins here!

September 3, 2016

To Whom It May Concern:

Crossroads Church has contracted Cheryl Jones to develop and run a daycare business in our church located at 2568 North Stedman Drive, Petersburg, VA 23803.

If you have any further questions concerning this matter please contact me at 804-295-8107.

Sincerely,

Shawn M. Brown
Property Manager
Crossroads Church

SOCIAL SERVICES DEPARTMENT
CHEQUILA H. FIELDS, DIRECTOR
TELEPHONE (434) 246-1083
FAX (434) 246-2504

COUNTY OF SUSSEX, VIRGINIA
20103 PRINCETON RD
STONY CREEK, VA 23882

September 7, 2016

Re: Kidz Learn N Play Daycare

To Whom It May Concern:

This letter is being sent on behalf of Sheryl Jones, owner of Kidz Learn N Play Daycare, in an effort to verify that all policies and procedures have been followed in accordance to our Child Care guidelines. It is our understanding that Ms. Jones is pursuing the re-opening of Kidz Learn N Play Daycare. Upon completing the certification and permit process we look forward to Ms. Jones providing services needed to clients within our area. Please feel free to contact me if you have any questions or concerns that I am able to assist you with. I can be reached at 434-246-1062.

Sincerely,

Andrea Cornett

Andrea W. Cornett
Emergency Child Care Worker

Norfleet Givens (Chair) – Henry District – Cynthia Pegram-Wyche (Vice-Chair) – Stony Creek District
Gayle Bain – Blackwater District – Lou Savedge – Courthouse District – Evelyn P. Giles – Waverly District
Alfred Futrell – Waverly District – Mae Mason – Wakefield District

Kidz Learn N Play Day Care
Daily Activity Schedule
School Age (Before and After)

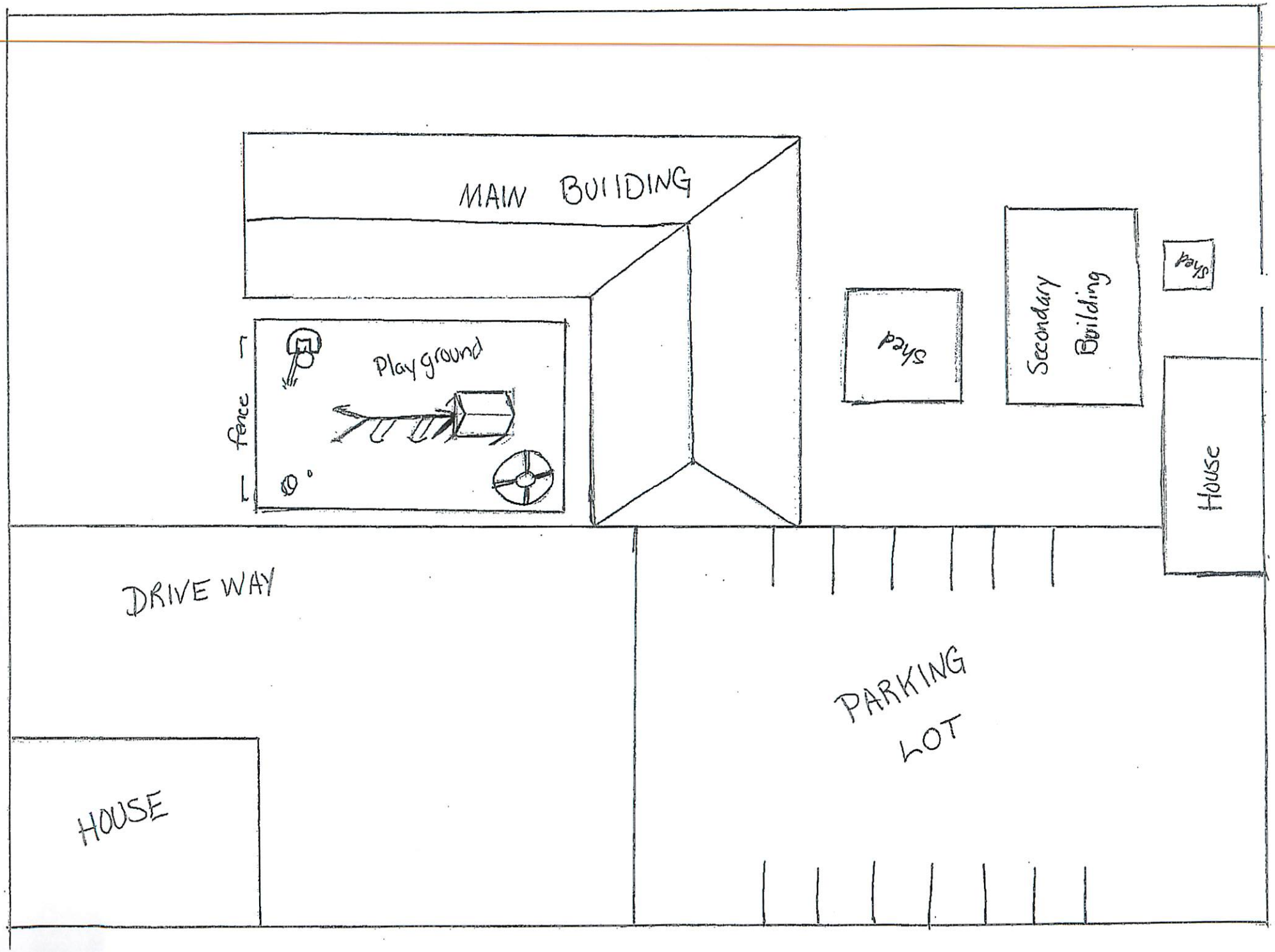
5:00 am	Center opens/arrivals
6:00 am	Quiet time/quiet activities
7:00 am	Breakfast
8:00 – 8:30 am	School kids have exited the building for their school
3:00 pm	School kids arrive from school/snack
4:00 pm	Homework
5:00 – 6:00 pm	Outside play
6:00 pm	Center closed

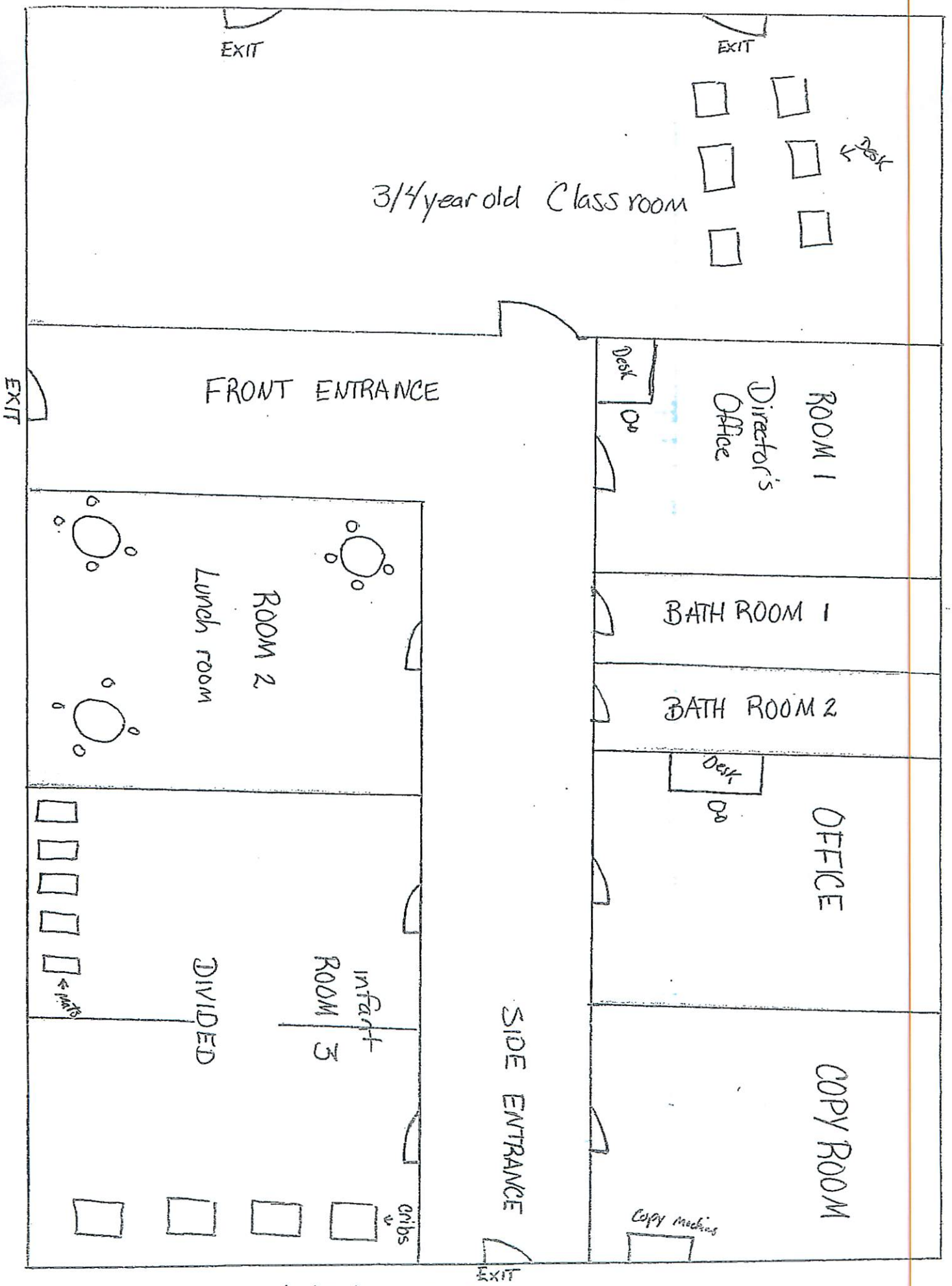
Kidz Learn N Play Day Care
Daily Activity Schedule
2 years old

5:00 am	Center opens/arrivals
6:00 am	Free play/quiet time/arrivals
7:00 – 7:30 am	Free play/awaken/bathroom break/wash hands/prepare for breakfast
7:30 – 8:00 am	Breakfast
8:00 am	Wash hand/music & movement
9:00 am	Instructional time/activity/bathroom break/wash hands
10:00 – 10:30 am	Morning snack
10:30 am	Outside play/activity
11:30 – 12:00	Wash hands/bathroom break
12:00 noon	Lunch/bathroom break/wash hands
1:00 pm	Nap/quiet time/quiet activity
2:00 pm	Nap/quiet time/quiet activity
3:00 pm	Nap time end/bathroom break/snack
4:00 pm	Activity
5:00 – 6:00 pm	Outside play/clean up/prepare for departure
6:00 pm	Center closed

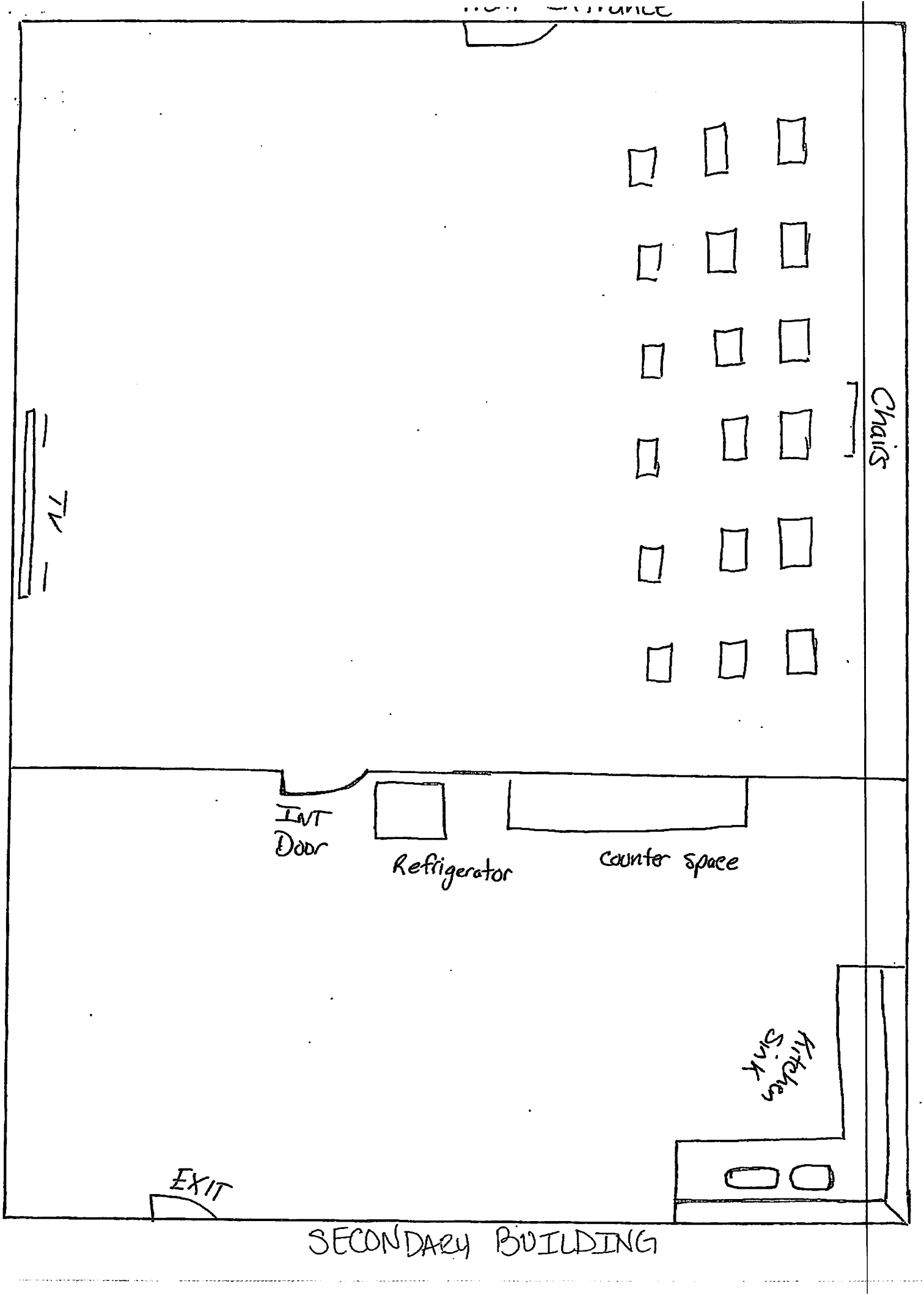
Kidz Learn N Play Day Care
Daily Activity Schedule
3, 4 & 5 years old

5:00 am	Center opens/arrivals
6:00 am	Free play/quiet time/arrivals
7:00 – 7:30 am	Free play/awaken/bathroom break/wash hands/prepare for breakfast
7:30 – 8:00 am	Breakfast
8:00 am	Wash hand/music & movement
9:00 am	Instructional time/activity/bathroom break/wash hands
10:00 – 10:30 am	Morning snack
10:30 am	Outside play/activity
11:30 – 12:00	Wash hands/bathroom break
12:00 noon	Lunch/bathroom break/wash hands
1:00 pm	Nap/quiet time/quiet activity
2:00 pm	Nap/quiet time/quiet activity
3:00 pm	Nap time end/bathroom break/snack
4:00 pm	Activity
5:00 – 6:00 pm	Outside play/clean up/prepare for departure
6:00 pm	Center closed

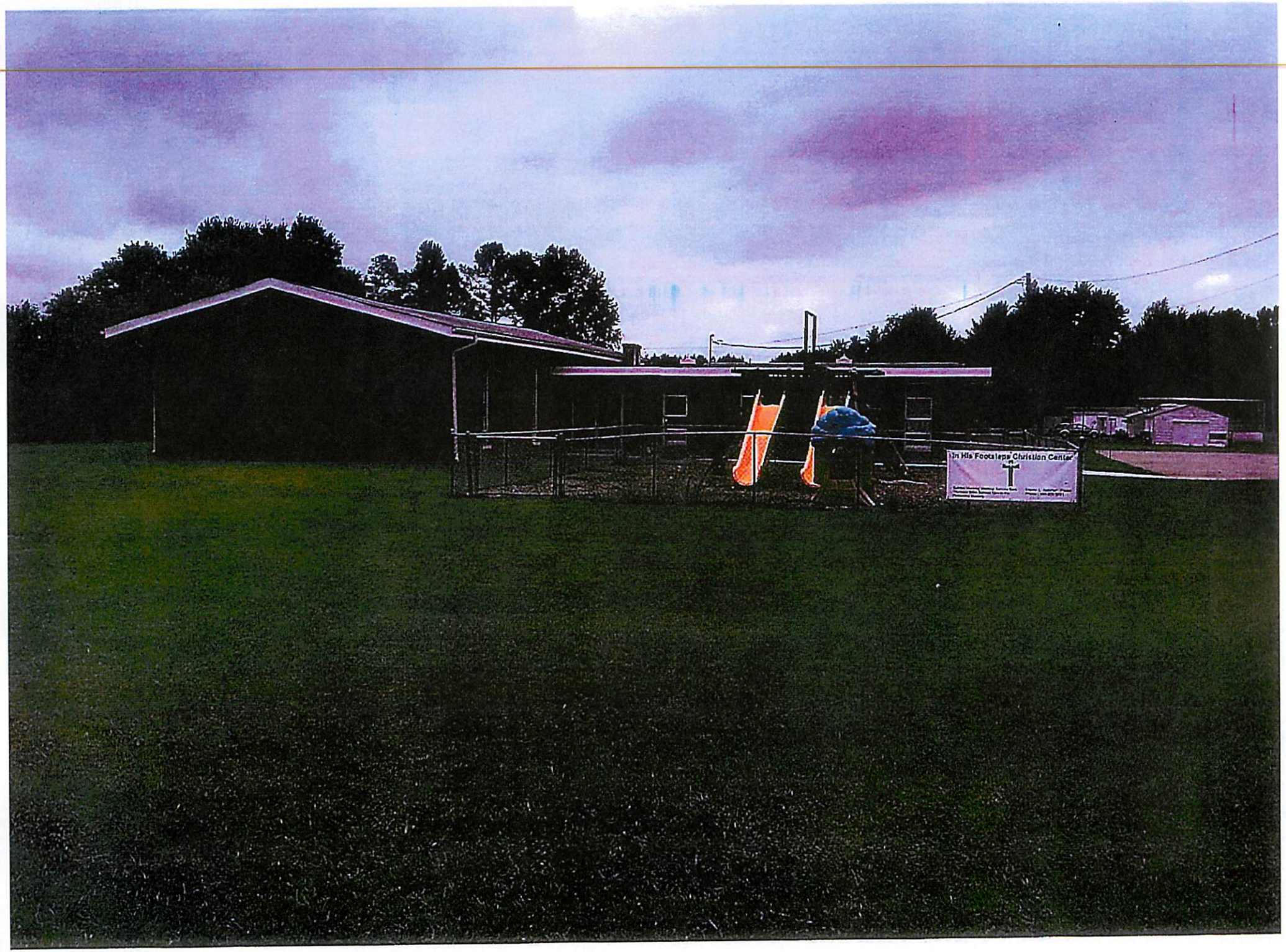

MAIN BUILDING
Playground
fence
Shed
Secondary Building
Shed
House
DRIVE WAY
PARKING LOT
HOUSE

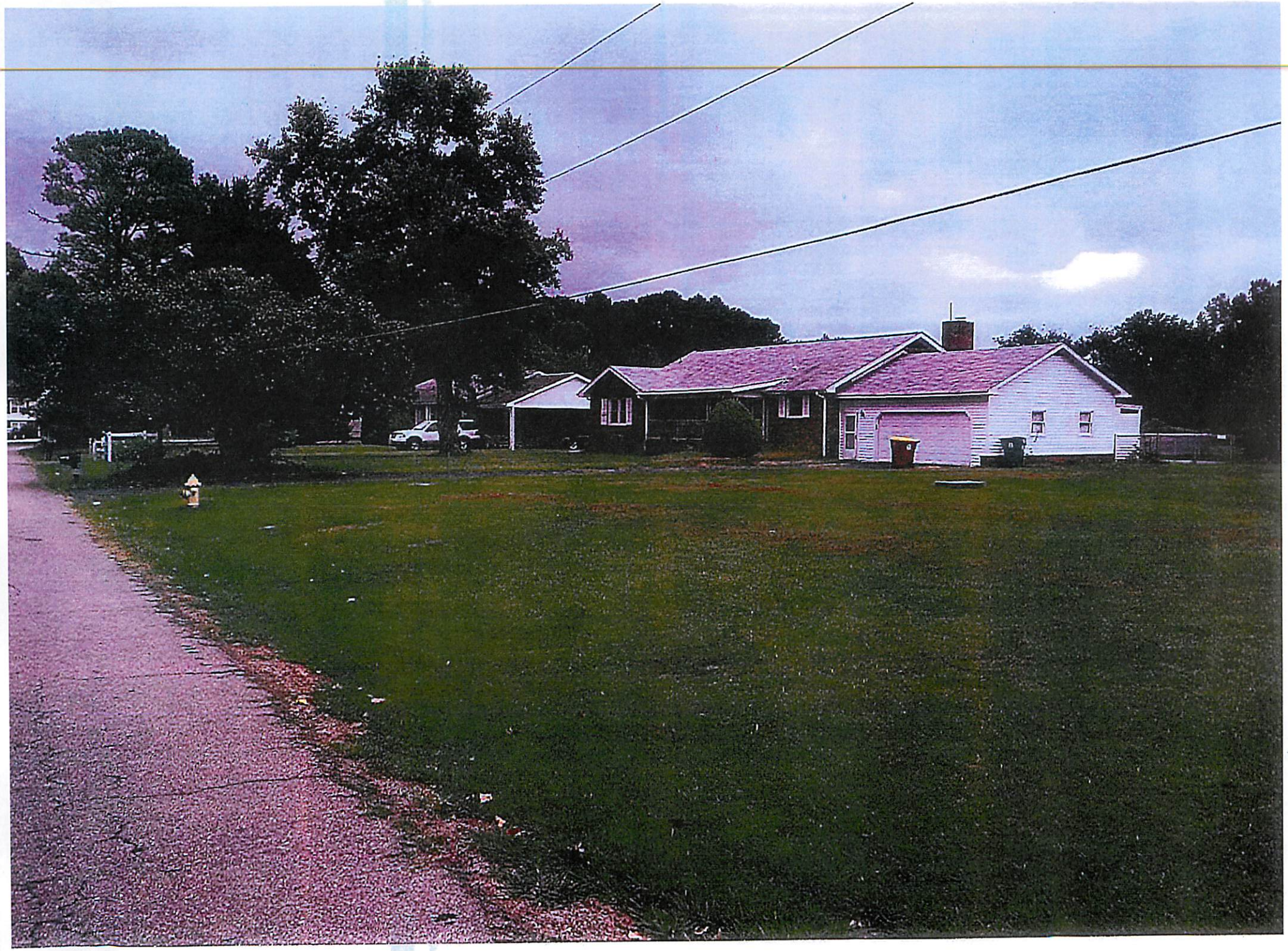


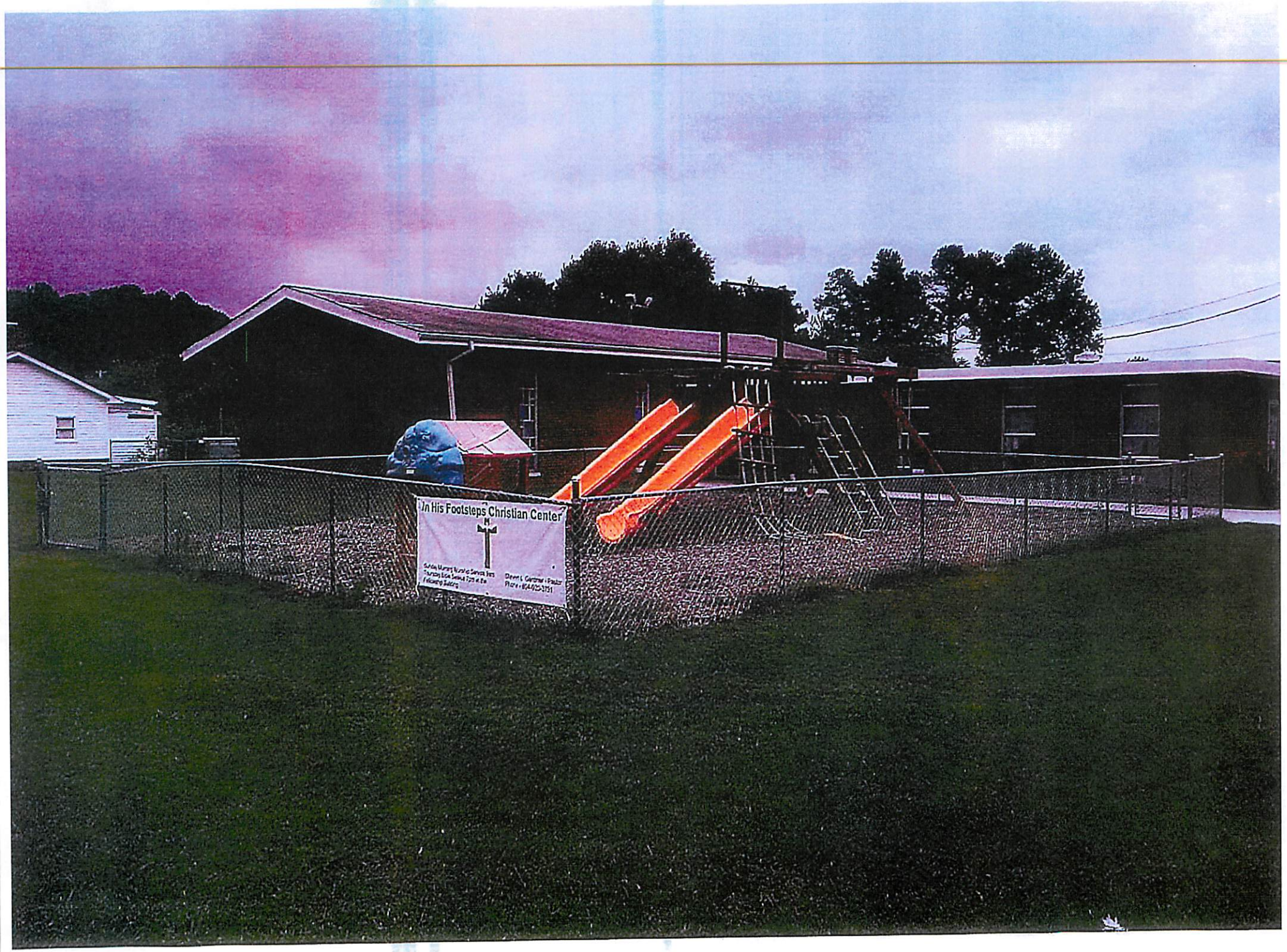
MAIN BUILDING

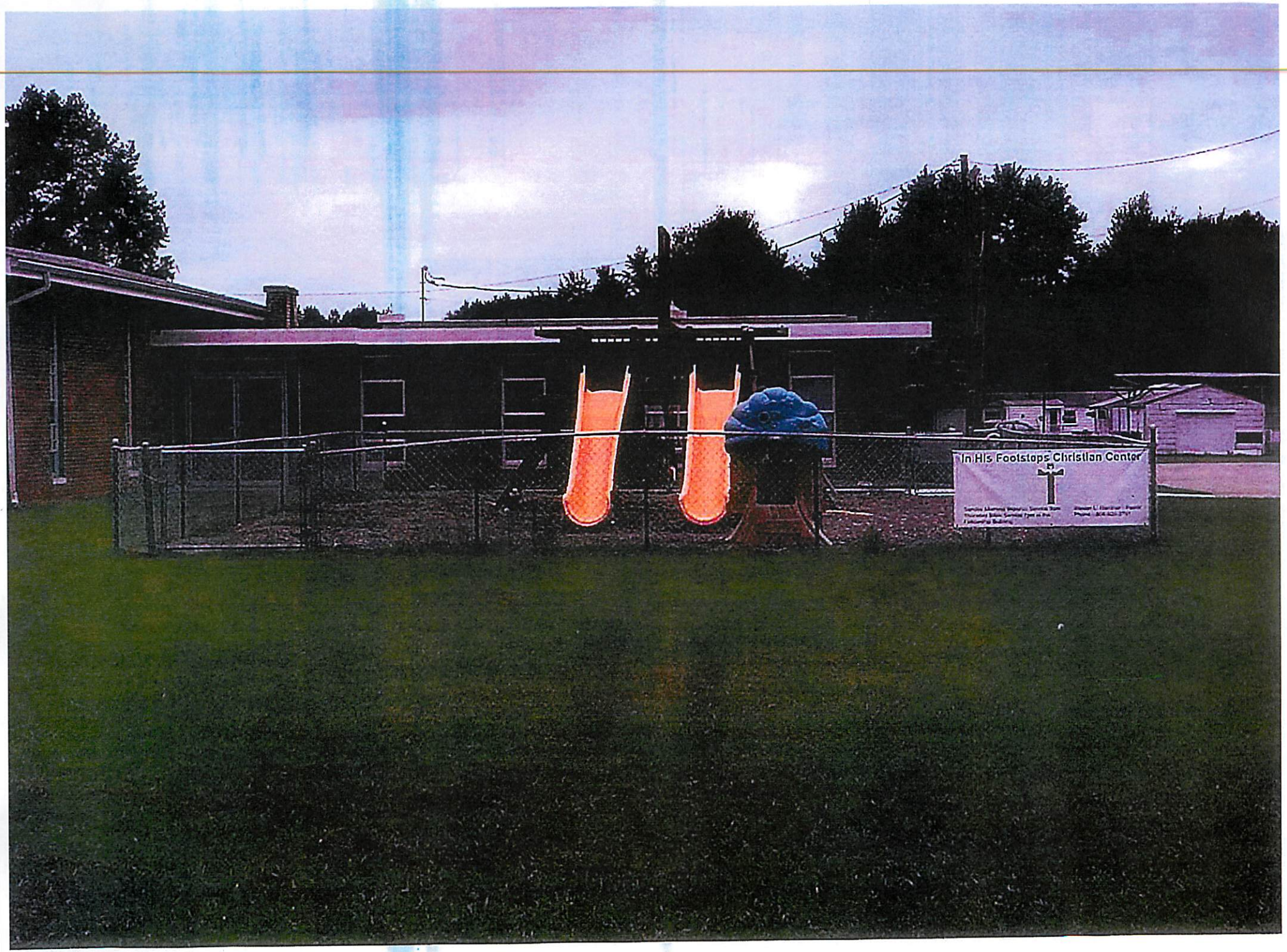


SECONDARY BUILDING


In His Footsteps Christian Center




In His Footsteps Christian Center


In His Footsteps Christian Center

Commonwealth of Virginia

DEPARTMENT OF SOCIAL SERVICES

CHILD DAY CENTER LICENSE

Issued to: KIDZ LEARN N PLAY, Operated by Kidz Learn and Play Bussey LLC

Address: 105 Coppahaunk Avenue, WAVERLY, VA 23890 (312 Main Street, Waverly, VA 23980)

This license is issued in accordance with provisions of Chapters 1, 17, and 18, Title 63.1, Code of Virginia and other relevant laws, the regulations of the State Board of Social Services, and the specific limitations prescribed by the Commissioner of Social Services, as follows:

CAPACITY 20		
GENDER BOTH	AGE 16 MONTHS THROUGH 12 YEARS	

This license is not transferable and will be in effect MAY 4, 2014 through MAY 3, 2016 unless revoked for violations of the provisions of law or failure to comply with the limitations stated above.

ISSUING OFFICE:

Virginia Department of Social Services
Eastern Licensing Office
Pembroke IV, Suite 300

Virginia Beach VA 23462-5496
Telephone: (757) 491-3955

CDC 1107393
LICENSE NUMBER

MARGARET ROSS SCHULTZE
COMMISSIONER OF SOCIAL SERVICES

By Patricia M. Meyer
Patricia M Meyer

Title Licensing Administrator

Date May 5, 2014

Council for Professional Recognition

certifies that

CHERYL JONES

has satisfactorily demonstrated competence in working with young children through an assessment by the CDA National Credentialing Program and is hereby awarded the Child Development Associate (CDA) Credential™

Preschool

Child Development Associate
CDA
National Credentialing Program

November 13, 2014
Credential Date

November 13, 2017
Expiration Date

086892467
Credential Number

Valora Washington
Chief Executive Officer
Council for Professional Recognition

2460 16th Street NW, Washington, DC 20009
202-265-9090 | 800-424-4310 | Fax: 202-265-9161
www.cdacouncil.org

COUNCIL for PROFESSIONAL RECOGNITION

Child Development Associate® CDA National Credentialing Program

Dear CDA Professional:

Congratulations on earning your CDA Credential! You should be extremely proud; your credential is a testimony of your demonstrated competence in working with young children and their families.

I'm delighted to now welcome you to the CDA community of over 300,000 teachers, assistant teachers, family child care providers, and home visitors who work with infants, toddlers, preschoolers, and families. As a Child Development Associate, you will be teaching our nation's youngest children and helping them grow and develop at the most critical period of their lives. The importance of this work cannot be underestimated. You are laying the groundwork for the nation's future.

As you continue your professional development as an early childhood educator, the Council will serve as a resource, so be sure to check our website (www.cdacouncil.org) frequently to stay connected with and learn from your CDA community. Your initial CDA is simply the first step in your journey as an ECE professional.

A special reminder, your CDA is valid for three (3) years from the date of award. You can apply to renew your CDA up to 6 months before your credential expires. If you would like to receive email reminders, please contact the Council to provide us with your current email address.

Again, congratulations on this significant achievement!

With Admiration,

Valora Washington

Valora Washington, PhD
President and CEO
Council for Professional Recognition

VIRGINIA STAR QUALITY INITIATIVE

STAR RATED

Kidz Learn N Play

The Preschool Classroom has received a 3-STAR RATING
by showing a commitment to continuous quality improvement.

Awarded by the Virginia Early Childhood Foundation on
July 22, 2014

Kathryn V Glazer

Kathryn V. Glazer, President

Rating Valid Through July 22, 2016

SMART BEGINNINGS
Ready for School. Ready for Life.

The Virginia Early Childhood Foundation • 8001 Franklin Farms Drive, Suite 116 • Richmond, VA 23229 • www.vecf.org

Certificate of Training

This certificate acknowledges that

Cheryl Jones

has successfully completed the Virginia Department of Health Daily Health Observation Training.

This course satisfies the applicable training components of 22VAC40-185 of the Standards for Licensed Child Day Centers and 22 VAC 40-111-210 for Family day Home Providers in the state of Virginia.

Date completed: 10/29/2013 Contact hours (length of training) 2 1/2 hrs

Authorizing signature: Jamie Turner, CCHC

VDH VIRGINIA DEPARTMENT OF HEALTH

From the Heart Training

THIS IS TO CERTIFY THAT

Cheryl Jones

Has completed

Concepts Early Literacy

"What Children Need to Know Before Reading and Writing"

4 *Hours Skills Training: Child Development and Learning*

Tamara Thompson

Tamara Thompson, Trainer

January 24, 2015

Date

Southside Association

of

Early Childhood Education

Certificate of Training

Mr. Steve - Music for Young Children

presented to

Cheryl Jones

July 19, 2014

naeyc VAECE SECA

Joyce P. Jones

S.A.E.C.E. PRESIDENT

2.0 TRAINING CREDIT HOURS

SMART BEGINNINGS Ready for School. Ready for Life.
Hopewell-Prince George

Certificate of Participation

Transitions To Prevent Challenging Behavior

Presented To:

Cheryl Jones

2 Hours of Professional Development Training

(CDA Functional Area 10: Guidance)

3-11-2015

Date

Yolanda T. Satchell, BSW

VSQI Rater &Mentor/CDA Program Specialist/ECE Consultant

FROM THE HEART TRAINING

THIS IS TO CERTIFY THAT

Cheryl Jones

Assess, Plan, and Implement

Observing the Needs of Children and Meeting Identified Needs

2 In-Service Training Hours

Tam Thompson

Tamara Thompson, Trainer

8/16/14

Date

Virginia Department of Social Services (VDSS) Medication Administration Training Program

I hereby certify that

CHERYL JONES

has successfully completed the Board of Nursing (BON) and VDSS approved Medication Administration Training (MAT) course. This course is for individuals who work in licensed and regulated child day programs and staff who work in private schools accredited by the Virginia Council for Private Education as per subsection O of § 54.1-3408 of the *Code of Virginia*. The above named has demonstrated competency in the administration of medication to children and is hereby awarded the VDSS Medication Administration Training (MAT) Certificate.

JANUARY 16TH, 2014

The above named person:

- has successfully completed a total of eight (8) hours of training in Medication Administration,
- is awarded a certificate that is **valid for three years from the issue date** listed above, and
- is certified to administer medication only when instructions and consent information have been provided in English.

Dianne E. Goethe RN # 0382

Certified Trainer's Signature and Seal Number

This certificate is valid only with embossed seal

Effective 12/11/13

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **October 26, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Daniel Harrison, Interim Director of the Department of Public Works

RE: **Consideration to approve Virginia Department of Transportation (VDOT) to Administer the State of Good Repair Grant for the City of Petersburg**

PURPOSE: To allow VDOT to administer the State of Good Repair Grant

REASON: This resolution will allow VDOT to administer all roadway projects under the State of Good Repair Grant

RECOMMENDATION: Recommend Council accept the resolution to allow VDOT to administer the State of Good Repair Grant

BACKGROUND: The City of Petersburg is requesting that VDOT administer the State of Good Repair grant that was awarded to the City for roadway maintenance and repairs throughout the City for fiscal years 2015-2019. Traditionally, the State of Good Repair grant is reimbursed to the City once roadwork is completed. This resolution will allow VDOT to pay vendors directly.

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: **November 1, 2016**

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Resolution

STAFF: Daniel Harrison, Interim Director, Department of Public Works

RESOLUTION DESIGNATING THE CITY MANAGER AS THE SIGNATORY FOR FUNDING AGREEMENTS WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION

WHEREAS, the City, from time to time, receives funding from the Virginia Department of Transportation (VDOT) for transportation improvements within the City; and

WHEREAS, VDOT has recently developed a Standard Project Administration Agreement that establishes the terms and conditions of the funding with local governments; and

WHEREAS, this Standard Project Administration Agreement will be used from this point forward for projects administered through VDOT, including the State of Good Repair Program; and

WHEREAS, as part of that Agreement, the City must provide VDOT with formal documentation that indicates who within the City has the authority to enter into such agreements.

NOW, THEREFORE, BE IT RESOLVED that the City Council does hereby authorize the City Manager to be signatory for Virginia Department of Transportation Standard Project Administration Agreements.

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Nykesha D. Jackson, Clerk of City Council

RE: **Consideration of an appointment to the Appomattox River Water Authority (ARWA) Board**

PURPOSE: To make an appointment to the ARWA

REASON: Tom Tyrrell was named Interim City Manager on October 25, 2016. He will need to replace Dironna M. Belton, former Acting City Manager on the ARWA board.

RECOMMENDATION: Recommend Council appoint Tom Tyrrell, Interim City Manager to the Appomattox River Water Authority Board.

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

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

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Nykesha D. Jackson, Clerk of City Council

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: October 26, 2016

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Nykesha D. Jackson, Clerk of City Council

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

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

REASON: Tom Tyrrell was named Interim City Manager on October 25, 2016. He will need to replace Dironna M. Belton, former Acting City Manager on the South Central Water Authority Board.

RECOMMENDATION: Recommend Council appoint Tom Tyrrell, Interim City Manager to the South Central Wastewater Treatment Authority Board.

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

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

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Nykesha D. Jackson, Clerk of City Council

City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: **October 26, 2016**

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Nykesha D. Jackson, Clerk of City Council

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

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

REASON: Tom Tyrrell was named Interim City Manager on October 25, 2016. He will need to replace Dironna M. Belton, former Acting City Manager on the Riverside Regional Jail Authority Board.

RECOMMENDATION: Recommend City Council appoint Tom Tyrrell, Interim City Manager to the Riverside Regional Jail Authority Board

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

COST TO CITY: None

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: November 1, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N /A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: N/A

STAFF: Nykesha Jackson, Council Clerk