
The work session meeting of the Petersburg City Council was held on Tuesday, January 4, 2022, at the Petersburg Public Library. Mayor Parham called the meeting to order at 6:17 p.m.

1. ROLL CALL:

Present:

Council Member Charles H. Cuthbert, Jr.
Council Member Treska Wilson-Smith
Council Member W. Howard Myers
Council Member Arnold Westbrook, Jr
Council Member Darrin Hill
Vice Mayor Annette Smith-Lee
Mayor Samuel Parham

Absent: None

Present from City Council Administration:

Clerk of City Council Nykesha D. Jackson
City Manager Stuart Turille, Jr
City Attorney Anthony C. Williams

2. PRAYER:

Mayor Parham stated, "Councilman Hill will lead us in our opening prayer."

Council Member Hill led the council meeting in prayer.

3. PLEDGE OF ALLEGIANCE:

Mayor Parham led council and the citizens in the pledge of allegiance.

4. DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum is present.

5. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETING/S):

- a. A request to schedule a public hearing on January 18, 2022, for the consideration of an ordinance amending the City Code Chapter 122 Waterways, Article II. Chesapeake Bay Presentation Areas. Section 122-51 Areas of Applicability.
- b. A request to schedule a public hearing on January 18, 2022, for the consideration of an ordinance authorizing the city manager to execute a purchase agreement between the City of Petersburg and Southside Community Development and Housing Corporation towards the sale of City-owned property at 835 Commerce Street, parcel ID 024-130012.
- c. Request to hold a public hearing on January 18, 2022, for the consideration of an ordinance authorizing the city manager to execute a purchase agreement between the City of Petersburg and Paradise Trust, LLC for the sale of City-owned property at 835 Commerce Street, parcel ID 024-130012.
- d. A request to schedule a public hearing on January 25, 2022, 5:00pm and consideration of revised city council ward maps following population changes identified in the 2020 Census.
- e. A request to schedule a public hearing and consideration of an ordinance approving amendment to the Comprehensive Plan to Comply with the Chesapeake Bay Preservation Act.

*Audio available upon request.

- f. A request to schedule a public hearing and consideration of an ordinance approving an amendment to the City Code, Chapter 50. Environment, Article II. Noise
- g. A request to schedule a public hearing and consideration of an ordinance approving an amendment to the PUD and proffers for the Harrison Creek Properties.
- h. A request to schedule a public hearing on January 18, 2022, for the consideration of an ordinance authorizing the city manager to establish the Enterprise Zone Capital Investment Real Estate Tax Rebate.
- i. Request to hold a public hearing on January 18, 2022, for the consideration of an ordinance authorizing the city manager to execute a purchase agreement between the City of Petersburg and Tri-Cities Habitat for Humanity Restore for the sale of city-owned property at 835 Commerce Street, parcel ID 024-130012.
- j. A request to schedule a public hearing to be held on January 12, 2022, for consideration of an ordinance to authorize the city to receive a grant from the Virginia Department of Transportation and for the City Manager to execute an assignment and assumption agreement for the acquisition of property owned by CSX for the completion of the Appomattox River Trail.
- k. A request to schedule a public hearing on January 18, 2022, and consideration of an ordinance approving the Vacation of Right of Way and an ordinance to vacate and convey Coffee House Street (Approximately 0.16 acre); and approximately .063 portion of Madison Street; and an approximately 0.740 Acre portion off River Street as depicted on the plat prepared on November 5, 2020, by The Timmons Group in Furtherance of The Harbor Properties Conveyance.
- l. A request to schedule a public hearing and consideration of the funding recommendations from the Community Development Block Grant Advisory Board.
- m. Minutes:
December 14, 2021 – Closed Session Meeting
December 14, 2021 – Regular City Council Meeting

Council Member Wilson-Smith stated, "Item 5d discusses the consideration of revised city council ward maps and to schedule a public hearing on January 25th. I would like to know what the plans are to bring this issue to the public. Will the public see the maps prior to this scheduling day? What do we have in place so that at the public can see this and make a well-informed judgement about the redistricting in the city?"

Mr. Tabor stated, "We can certainly put the proposed maps on the website and allow the public the opportunity to review those proposed maps on the websites. And we are working with the library to also post those maps in the library for the public to review them at the opening of the library."

Council Member Wilson-Smith stated, "Is it possible, because in the proposal that I saw some people will change from one ward to another ward. Everyone is not computer savvy, and everyone does not look at the website. Especially your elderly population who may not come to the library to look at a ward map. For those persons who street are listed in the information who will change from one ward to another. For instance, in the proposal, you changed Burch Street out of Ward 1 to Ward 4. Is it possible that those individuals on those streets in all of the wards get a mailing letting them know that this is our proposal?"

Mr. Tabor stated, "That is conceivable. I may need to confer with the city attorney."

Mayor Parham stated, "I have a question Mr. Tabor. Are we going to send that out afterwards? Have we gotten to a point that we are going to send out all the options or are you waiting until we get to one option? What do you think is the best method of us getting this out?"

Mr. Turille stated, "I would recommend ensuring that you finalize the correct ward map. As I recall, there was still some discussion on which maps would be final. Then once you are clear on that, certainly cost is not prohibited if you feel that's necessary to send out the final ward delineated maps. I do not have a

*Audio available upon request.

problem with that in posting on the website and in public places.”

Council Member Wilson-Smith stated, “So, then the finalization that we are looking for is the finalization from council first and then we take it to the public?”

Mr. Tabor stated, “Yes.”

Council Member Wilson-Smith stated, “When does council expect to finalize?”

Mr. Tabor stated, “Hopefully, on the 25th.”

Council Member Wilson-Smith stated, “So, we will have a special meeting on the 18th to finalize and then take it to the public on the 25th. So, still if we finalize this on the 18th, does the public have ample amount of time to get the information that they need. I do not think so. And if we are doing it by way of a public comment period then that is only going to give consideration to the public who comes to the meetings to give that public comment. And is that actually fair to people who are actually move with out moving from one ward to another. Are we doing the best that we can do to ensure that the public gets the information that they need to understand? Are we reaching them? The website does not reach everyone. Neither does putting it in the library. We have to reach the people. I know that we cannot be 100% but we have to put forth an effort to say that we have really reached out people. The mailings would be good but even if we decide on the 18th, it still would not be straight by the 25th.”

Mayor Parham stated, “Council Member Wilson-Smith do you think that it would be a good idea to have a town hall meeting with them down there with those maps?”

Council Member Wilson-Smith stated, “I think that would be good. I suggested that about a money ago that we do that. But I think in addition to that the mailings could not hurt. And we may have to move the January 25th date.”

There was discussion among City Council Members and staff.

Council Member Myers made a motion to approve the consent agenda. The motion was seconded by Vice Mayor Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Myers, Westbrook, Hill, Smith-Lee, and Parham; Voting No: Wilson-Smith

6. **SPECIAL REPORTS:**

a. Presentation and Recognition to Dominion Energy

Mayor Parham stated, “This item has been moved to January 18th. But we do have our Senator Joe Morrissey here today. I ask you to come up and give us a report. I know you had a great event with a check given from Dominion. So, it is good to see you since then. It was a \$30,000 check that Dominion gave to Habitat here. And we want to thank you for your leadership and Happy New Year to you.”

Senator Joe Morrissey provided updates from the General Assembly.

Key points:

- Senator Morrissey serves on judiciary, agricultural, rehabilitation, social services, and local government.
- Top priority in the 2022 Session is to get a casino resort in Petersburg.
- There are currently five casino licenses that have been authorized in the commonwealth. Four

*Audio available upon request.

of the cities have approved it and one has rejected it.

- Before Petersburg can get a casino, it must be authorized by the General Assembly. That bill has been prepared and will be introduced. A second enactment clause will be introduced.
- Explained to council the benefits of casino. In a nutshell, there will be 1,500 jobs making at least \$55,000 a year.
- The infrastructure will improve throughout the city.
- Senator Morrissey stated that he will keep the city advised with everything going on in the General Assembly.
- He will be introducing several criminal justice reform bills. And this has been a focus since becoming a Senator.
- He will be introducing a bill that will repeal all mandatory minimum sentences in Virginia. It passed the Senate last year but did not get to the House. It will be reintroduced again this year.
- Will be introducing a bill to reintroduce parole in the Commonwealth.
- Stated that it has been an honor serving Petersburg and look forward to continuing to serve the City of Petersburg.

Mayor Parham stated, "Thank you so much Senator Morrissey and that is good news to hear that you are going to keep on fighting for us down here in Petersburg. Also, not only move here but we want a piece of the 'Fighting Joe Morrissey Show' broadcasted down here in Petersburg as well. It is a great show, and we enjoy everything that you do. And we appreciate your leadership representing us down here in Petersburg. You continue to fight a good fight and we are behind you 100%."

Senator Morrissey stated, "Thank you very much and it is an honor to represent our city."

b. Presentation from Neighborhood Services

Nikesha Williams, Director of Neighborhood Services, presented a PowerPoint presentation on Neighborhood Services.

Key points:

- In stage one, iWorQ is currently uploading and creating new documents and customizing its processes to meet the needs of each division. Once each module is completed, a review is done on its functionality and request modifications to any deficiencies detected.
- In stage two, iWorQ will provide in-depth one-on-one manager training that will allow them to train their teams. iWorQ will also provide group training for the entire team on their respective modules.
- In stage three, their goal is to go live on January 31st, bringing all divisions of Neighborhood Services together and providing us with seamless communication.

There was discussion among City Council and staff.

Vice Mayor Smith-Lee stated, "Can you give me your number because I was trying to locate you to speak with you."

Ms. Williams stated, "Yes ma'am. It is 804-733-2409 ext. 4179."

Council Member Hill stated, "I just wanted to tell you congratulations on your new appointment and look forward to working with you."

7. **MONTHLY REPORTS:**

*Audio available upon request.

*There are no items for this portion of the agenda.

8. FINANCE AND BUDGET REPORT:

Budget to Actual Report

Shakira Wynn, Finance Manager, gave an update on the budget.

Key points:

- The budget it is trending positive.
- 39% remains for the general fund revenue and 46% remains for the general fund expenses.
- The grant fund figures do not include ARPA funds.
- Excess revenue and over expenses as of November 30th for the general fund is in the amount of \$4.6 million. Across all funds is \$3.9 million.
- They anticipate that the second quarter of actuals will be completed on January 15th and will be posted to the city's website once completed.

9. CAPITAL PROJECTS UPDATE:

a. Public Works & Utilities Update

Andrew Barnes, City Engineer and General Manager of Utilities, gave an update on public works.

Key points:

- "No Firearms" signs have been posted at public entrances to occupied city buildings.
- The signs have been posted at major entrances to most parks. And more signs have been ordered.
- They welcome any feedback from council or public.
- The St. Andrew Street Bridge is substantially complete and there are minor punch list items.
- The bridge has remained closed in case the contractor required access to the bridge's road surface.
- The LED Replacement Project is currently in WARD 5 & 7. The expected completion is Spring 2022.
- The Park N Ride constructing is currently going on now. It started 8/2/2021 with the precast walls and deck going up. There will be road closure along Union Street in the coming weeks and expected completion is late Spring 2022.
- The Pump Station Flow Meters are currently completed.
- Southside Depot has ARPA allocation for renovation costs. The renovation IFB was submitted to purchasing for review in the middle of December. Advertisement on eVA is expected by middle of January.
- The Annual Bridge Inspections and local ratings are completed for 2021.
- The annual paving contract is 50% completed.
- The citywide drainage study, the city is receiving a \$2.238 million dollar grant from DEQ. The RFP Committee is reviewing proposals. The study phase could take 18 months. Long-term capital projects will be scoped and identified.
- ARPA funds for drainage remediation in long-term problem areas. Work will be completed through a contractor.
- Locks Watermain Replacement – currently resubmitting wetlands permit application to Corps of Engineers. The bid phase is next. Completion is expected spring/summer 2023.

*Audio available upon request.

- Prince George Water System Interconnection – currently bid document preparation is taking place and the bid is next. Expected completion is fall 2022.
- Phlow Pharmaceutical has ongoing coordination.
- Poor Creek Wastewater Improvement and Water System Improvements – Loan awards from DEQ and VDH totaling nearly \$27 million. Need to fund and finalize designs, bid/award construction contract to close loans. And additional funding sources are being identified.
- Leaf Collection is substantially complete.
- Streets Division is stocked on sand and salt and new spreaders have been purchased.
- Developing a Blandford Cemetery Maintenance Plan.
- Reviewing Downtown litter and trash can collection options.

Council Member Hill stated, “Thank you for the work that you do. Quick question. When will the fence at People’s Cemetery be fixed?”

Mr. Barnes stated, “I understand that the fence is on order. And we have had some issues with trying to get fences in. So, I will certainly check back. I know that facilities has placed that order and tried to get it in place. But I think that there is a manufacturer or supply issue that this point.”

Council Member Hill stated, “And do you have a positive date of the St. Andrews Street Bridge opening?”

Mr. Barnes stated, “Like I said I think that within the next week we will probably be closed out on that project with the contractor. At which point we will coordinate with the city manager and try to schedule an opening.”

Council Member Hill stated, “Thank you.”

Council Member Cuthbert stated, “Thank you Mr. Mayor and thank you Mr. Barnes. Questions on a number of the capital projects that you have reported on. It is an exciting time in Petersburg. At last, we seem to have a little bit of money to address some of the very serious problems that have been bothering our constituents. Let me start with the LED Replacement Project. I was really excited when that idea came forward. I went to the ribbon cutting in front of the police station along with the Mayor, Council Member Hill, Council Member Myers and perhaps Councilwoman Treska Wilson-Smith and Annette was with us as well. I was really excited and yet I drive around town, and I already see lights that are not functioning in the Fourth Ward. These were lights that were supposed to have some fabulous, phenomenal life expectancy and they are not burning. I think that I would like to offer a couple of suggestions. One that there be a schedule for verification that lights are functioning properly throughout the city. And that the schedule be reduced to a writing and that the writing be put in our procedure manual Mr. City Manager. Because ten years from now we may not have people who remember that this issue was discussed on January 4, 2022. But if they have a procedure manual, they can open that manual and see that every quarter I am supposed to sweep the city and keep a check list. And file a check list with the head of the Department of Public Works or whatever the procedure might be. But I think that the procedure needs to be put in writing in order to preserve institutional knowledge. I think that the procedure needs to be followed and I know that some of the lights in the Fourth Ward are already out to my disappointment. Before I leave that one, Mr. City Manager is that something that you can do and write up in a protocol and share with council at an upcoming meeting. I don’t mean to overburden you, but I am a huge believer in touch it once and solve the problem and then move on. We don’t have to revisit it again. We do not have to talk about it again and council doesn’t have to follow up again. It is just done and a matter of routine. And I wonder if things can be set up in that fashion in terms of monitoring our streetlights. Which are important to the safety of all citizens that those streetlights are properly functioning. Is that something that you think is appropriate?”

*Audio available upon request.

Mr. Turille stated, "Yes. We can do that. Let me just make sure that I understand. Scheduled regular maintenance review of lighting throughout the city. Is that correct?"

Council Member Cuthbert stated, "Yes sir. And maybe it has to be a check list for every light so that somebody is responsible for saying, yes that light is on. The council person goes by and sees that the light is off, and now who checked the box and said it was on. I don't know I do not want to over complicate it. It needs to be administratively feasible. If you would decide what is best and bring that back to council maybe at our work session in February. Maybe a month from now or our work session in March. There is no real compulsion to get it done, I just have noticed that sometimes if we don't have deadlines of doing things then it is very easy for them to slip through cracks."

Mr. Turille stated, "Understood. If it is through the GIS, then it may have lighting within the model that can be reviewed through the GIS."

Mr. Barnes stated, "Absolutely. Those lights can be added as GIS features, and we can have where it be a citizen or staff member or council member who is going around and sees an issue and identify that location. I would proffer one story that I have heard particularly in Pecan Acres. Where some lights were replaced recently but the existing electrical system that Dominion owns was actually not equipped to supply feed to those lights. It is possible that is an issue that we have been experiencing with some of your outages."

Council Member Cuthbert stated, "Well, if that is what the explanation is then it needs to be addressed and corrected. The ultimate goal is to get the lights on and if it is a question of replacing a light bulb or an electrical box, I don't think that it matters to the public safety. I think that it is important that it gets done. And I am sure that you understand that. Let me go to Southside Depot. I wrote myself a note. When will work begin and when will work end? Can you help council with that question?"

Mr. Barnes stated, "Sure. Assuming that we can get this bid out on the street within the next two weeks, construction could potentially begin within four months. By the time we have had a contractor to go through the process and to get them onboard and check references, bonds and so forth. So, earlier summer, I would assume that renovation could begin. As for how long that will take, I am not actually certain how long a duration of the restoration will take. But I can certainly find out."

Council Member Cuthbert stated, "And in the citywide drainage study I was really puzzled as to why it takes 18 months to do a study."

Mr. Barnes stated, "So this will be a rather comprehensive study. It is going to actually involve having a surveyor go out and survey all of our storm drainage culverts, ditches in front of homes, the bottom and top of pipes and finding out what the slope and capacity of those systems are. And then performing an engineer evaluation to determine how much water is going through each of those projects that need to be located to improve the capacity of those pipes."

Council Member Cuthbert stated, "Will that study include identifying private homes whose stormwater is going into the wastewater system?"

Mr. Barnes stated, "The short answer to that is no. However, that would be something from the wastewater utility side that we would want to know about. So, that would be what we would call a cross connection where you have stormwater entering a wastewater system. And we pay to treat that, and it is something that we certainly would not want."

Council Member Cuthbert stated, "I have a feeling that it is happening more than its not happening in downtown Petersburg."

*Audio available upon request.

Mr. Barnes stated, "I have some stories to confirm that."

Council Member Cuthbert stated, "I do not know what we do about it. At least, please I ask you and the city manager to think about. I think that is a real problem and it overstates the amount of water that we send through our wastewater system. Now the Prince George Water System Interconnection O&M Project, maybe you mentioned what that was."

Mr. Barnes stated, "Sorry, I passed over that. I mentioned that in prior updates. That is an interconnection on Baxter Road. Prince Goerge has a terminal section of their water system right at their county line. We have a terminal section of the city system right at the city line. This project is meant to connect those two ends and install a meter vault. And it would used in times of emergencies and supply to Southside Regional Medical Center. That is where the interconnection came from. The only other supply for the city is the Locke's Water Maine which runs from Dinwiddie all the way over to Upper Appomattox Street."

Council Member Cuthbert asked, "Would we be receiving water from this system, or would we be sending water from this system?"

Mr. Barnes stated, "The primary purpose is that it would be meant to be used in both directions on an as needed basis under emergency circumstances. We would have to enter into some sort of Memorandum of Undertanding addressing rates and usage and so forth. However, the hydraulics that are involved would mean that we would predominately be receiving much less capacity to provide them in an event they have an emergency."

Council Member Cuthbert stated, "On balance this is likely to benefit us more than Prince George?"

Mr. Barnes stated, "95% of the benefit would be derived by Petersburg."

Council Member Cuthbert stated, "And I think that you said that Memorandum of Understanding was required."

Mr. Barnes stated, "We have a number of conveyance agreements with our surrounding municipal partners. So, in the event that we would want to take water from them we would have procedures and understand what the rate that the city would pay to take water from them and vice versa."

Council Member Cuthbert stated, "Alright. Now let me go to the Poor Creek Wastewater Improvements. I know that it really important to Ward 2 especially because it is curtailing our development along Crater Road. When are those improvements going to begin and when are they going to end?"

Mr. Barnes stated, "This is a little bit more nebulous than I would like to convey but we are still in the process of trying to close these loans. So, that is going to involve actual design on these projects. Designs that have not been done. We have had preliminary designs done to identify alignments and what will be involved. So, the design process could be as much as 9-12 months. We will probably need to go out with an RFP to procure the design. If you assume a 15% design cost and a \$10 million dollar project, it can be upwards of over \$1 million dollars. So, that is not something that we can accommodate inhouse on consulting contracts."

Council Member Cuthbert stated, "Well that is unhappy news. I thought I remembered from a meeting with council maybe six months ago where we were told that the Poor Creek Wastewater. No that was the infiltration of whatever the other term is. It is kind of foreign to me."

Mr. Barnes stated, "Inflow and Infiltration."

*Audio available upon request.

Council Member Cuthbert stated, "Yes. If that would be addressed within the next 12 months. Is that on this capital project schedule anywhere?"

Mr. Barnes stated, "That is not. The inflow & infiltration reduction is something that we are working on. We recently procured a CCTV truck that is basically a truck that we can inspect sewer lines. Once we get out of the cold weather we will be going out and looking at some of the sewer lines through Blackwater Swamp. We have had conversation with one of our water and wastewater consultants about forming an isolated inflow and infiltration study on the Poor Creek Sewer Service area. They have identified a rather exuberant cost to do so. A relatively unquantified benefit."

Mr. Turille stated, "Let me just comment on that. The inflow portion of that will be done through the storm drainage study. Inflow is stormwater into a cross connection into the system. Part of the problem will be addressed through the storm drainage study."

Mayor Parham stated, "Mr. Turille is it possible for us to have a follow-up to this conversation. Because right now it is getting kind of in the weeds of it and I want all of council to be up-to-date as Council Member Cuthbert is on this. Council Member Cuthbert is that okay?"

Council Member Cuthbert stated, "Yes. That is all fine. I just think that we need to keep pushing on all of these fronts. If I were the city manager, I would have a hard time sleeping at night because so many things need our immediate attention. And I don't mean to be oblivious to that, but I am grateful to the city manager, Mr. Barnes and the rest of the team that is pushing these projects forward. But I think what I will do is that from time to time I will ask the city manager to give council an update on these projects so that council will be in the loop. And assure that things are moving forward. And also, if this is practical if we need more horsepower to get these studies done, I hope that we will go to the contractors to help supplement the very talented staff that we have in order to put projects together for grant applications and construction projects and so on. But in any event, thank you Mr. Mayor."

Council Member Westbrook stated, "I have two quick questions. I saw that you had something with drainage. The underpass on Defense Road between Squirrel Level and Banister, is that a high priority. Because it normally floods, and it closes that road down."

Mr. Barnes stated, "I am aware of that issue. We had actually identified that particular location ends up draining south of the South of the James apartment complex kind of crosses Squirrel Level and back there. Our crew have tried to inspect that line because it is a verily long run before it actually gets to a discharged location. I don't know that this particular location was identified for the ARPA allocation. But we are aware that it can be a problem area at times, and we have tried to address it."

Council Member Westbrook stated, "Especially coming into the winter and spring months with the heavy water. It normally shuts it down very easily. Secondly on that same stretch of road on the shoulder, I know that it is a pebble road, but the shoulder has a deep ravine that if you ease off the road it can really mess up transmissions and car trouble. Some of the residents have complained. And in that same little spot from Squirrel Level to Banister Road, there is a lot of pothole problems. As we go into spreading salt and things they normally reoccur. And one of them is right at the base of Ramblewood Subdivision. When you come into the subdivision there is a pothole right there that is causing a lot of trouble. That stretch of the road there is the drainage, the shoulder, and the potholes and I would like for that to be in your notes."

Mr. Barnes stated, "I can speak with our streets manager and see if he can go along and do a drive tomorrow and identify those potholes."

*Audio available upon request.

Mayor Parham stated, "Thank you Mr. Barnes. We appreciate it. And for also keeping us safe during this storm you guys did phenomenal."

10. **UTILITIES:**

a. ARPA Utility Relief Update

Randall Williams, Assistant Director of Public Works and Utilities, gave a brief update with a PowerPoint presentation.

Key points:

- The city's intent was to provide relief to residential customers experiencing economic hardships from the pandemic.
- A notice of the City of Petersburg's intent to apply was submitted on October 15, 2021.
- An application was completed on October 22, 2021, which provided the value of outstanding residential customer arrangements over 60 days as of August 31, 2021, at \$5.2 million.
- On October 29, 2021, the City of Petersburg was awarded \$3,672,454.51 for utility relief for residential customers.
- Completed the program certification and compliance documents on December 30, 2021, which was a requirement to physically receive the funds.
- This step demonstrated that customer 60+ day arrearages of residential customers increased as of August 31, 2021, vs. pre pandemic FY (2019).
- As a result, individuals' residents do not have to attest that they were impacted by the pandemic.
- Currently accounts are being analyzed to computer relief amounts to ensure compliance with state requirements.
- Current BAI system not ideal which requires more time for analysis of accounts.
- Goal to complete analysis and have total relief amounts to the applied to customers prior to receiving funds.
- \$1.9 million increase between pre-pandemic (March 2020) vs. post-pandemic (August 2021) outstanding balances for water and wastewater.
- After receiving funds, the collections will individually credit relief amounts to customer accounts.
- Funds must be expended by February 28, 2022.

There was no discussion among staff and council on the presentation.

11. **STREETS:**

*There are no items for this portion of the agenda.

12. **FACILITIES:**

*There are no items for this portion of the agenda.

13. **ECONOMIC DEVELOPMENT:**

- ### a.
- A presentation on proposals to purchase city-owned property at 835 Commerce Street, parcel ID 024-130012.

*Audio available upon request.

Cynthia Boone, Program Coordinator for Department of Economic Development, gave a brief presentation on property located at 835 Commerce Street.

Key points:

- The is zoned M-1 and it is 1.30 acres.
- The building is a little over 14,363 square feet.
- It is in the Enterprise and Tourism Zone.
- The appraisal of the property came in at \$440,000.
- First proposal is from Quality Trailers who produces utility trailers. They have 50 years of combined experience, and they have two wholesale dealers that are committed to purchasing trailers.
- Second proposal is from Northside Gourmet Market Ecosystem. They create modular coworker space and business incubator for producers, small businesses, entrepreneurs, freelancers, artists, and creators who seek to create real-time solutions in health and well-being. They currently operate eight markets in Virginia.
- Third proposal is from Southside Community Development and Housing Corporation. They are creating a communal living space with 12 market rate studio apartments, shared kitchen, dining, exercise room, laundry and living space. The space will include several amenities. The lease will be \$725-\$785.
- Fourth proposal is from Paradise Trust, LLC. The specialize in the manufacturing, assembly, and transporting of Death Care Products. The products that will be offered are metal and wood caskets, embalming tables with built-in sterilization, and embalming chemicals. This will be the first minority owned and operated Death Care Entity in the USA. They already have commitments from firms in Baltimore, Georgia, Indianapolis, Texas, and Tennessee.
- Fifth proposal is from Tri-Cities Habitat for Humanity. They plan to expand their Habitat ReStore to exhibit the brand-new products they receive from Wal-Mart, Lowe's, Home Depot, Big Lots, Amazon, and Haverty's Furniture. They also receive new and used donations from homeowners and businesses. Their current space at 829 Commerce Street has an inoperable elevator requiring staff to take furniture up the narrow stairway. The benefit to the city will be generate revenue through this expansion that allows Habitat for Humanity to increase their mission to build and renovate more homes in the community.

There was discussion among City Council and staff.

Council Member Myers stated that he is in support of Tri-Cities Habitat for Humanity.

b. The Department of Economic Development report on Deficient Properties.

Ms. Boone gave an update and briefing on the deficient properties in the City of Petersburg.

Key points:

- Upon the review of the 129 available properties for sale by the Stormwater Manager and Zoning Administrator, 72 properties have been identified for removal from the disposition list.
- Issues include floodplains, right of ways, nonconforming lots, and other issues that impede development of the parcels.
- The lots too small to build they will offer to neighboring property owners to add to their acreage and to combine adjoining lots to comply with zoning requirements.
- Remaining lots that are available for sale will be placed on GovDeals to help facilitate the sale of properties to developers, which is an auction site.

*Audio available upon request.

There was no discussion on the presentation.

c. A presentation on the proposed Enterprise Zone Capital Investment Real Estate Tax Rebate.

Ms. Boone stated, "We are not going to do the presentation tonight. After speaking with the city manager, we believe that we are going to give him time to review that and give the new director time to review it. And we will bring back for the city council to review it and they can give their recommendations for it."

Mayor Parham stated, "And the new economic development director starts on the 17th, right?"

Ms. Boone stated, "Yes."

Mayor Parham stated, "So, they have one day. They have some work to do before the 18th."

Ms. Boone stated, "Yes sir. Thank you."

Mayor Parham stated, "Thank you."

14. CITY MANAGER'S AGENDA:

Mayor Parham stated, "We added to the agenda the resolution. So, you want to start by talking about the resolution so we can approve that tonight. So, we added this resolution authorizing the temporary closure of public buildings and authorizing remote meetings."

Mayor Parham read the resolution out loud.

Mr. Williams stated, "Mayor, can you precede the motion with a motion to suspend the Rules of Council to authorize the adoption during the work session."

Council Member Hill made a motion to suspend the Rules of Council. The motion was seconded by Council Member Myers. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Myers, Westbrook, Hill, Smith-Lee, and Parham

Council Member Hill made a motion to approve the resolution authorizing the temporary closure of public buildings and authorizing remote meetings. The motion was seconded by Council Member Myers. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Myers, Westbrook, Hill, Smith-Lee, and Parham

22-R-3 A RESOLUTION AUTHORIZING TEMPORARY CLOSURE OF PUBLIC BUILDINGS AND AUTHORIZING REMOTE MEETINGS.

Mr. Turille can a brief overview of the city manager's report.

Key points:

- A grant was awarded in the amount of \$2.6 million to include a city stormwater drainage study flood plain management and resilience plan for solutions for flooding areas. Many have flooded since the 1950s.
- Commended Darryl Walker for applying and receiving the grant.
- Circuit Court Clerk, Maytee Parham, awarded two records preservation program grants totaling \$44,059 for preservation and digitation.
- Introduced New Director of Neighborhood Services, Nikesha Williams. She began with the city

*Audio available upon request.

on December 20, 2021.

- The new Parks and Recreation Director, Marquis Allen who began January 3, 2022.
- The new Economic Development Director is Brian Moore, who will begin on January 17, 2022.
- February 8th is the date for a workshop for outside agencies to make request for contributions.
- He has begun working on ten strategies that correspond with city council vision of neighborhood revitalization, good government, celebrate Petersburg and economic development. he will be rolling them out as the city goes forward in the winter and spring.

Mayor Parham stated, “At this time, I want to add to the announcements that we had last week. We had another special one that came out in the Progress-Index. And I just want to give people the background of the article that came out about the Black History Museum that came out of Petersburg. Mr. Crocker was in there and commented on there. I just want to give a shoutout to Councilman Myers, back then Mayor Myers that started that process back in 2015-2016. It just lets me know the amount of time put into that and how things take time to come into fruition. Thanks to your leadership.”

Council Member Myers stated, “Thank you. And I want to thank Wayne for continuing efforts.”

Mayor Parham stated, “Thank you.”

15. BUSINESS OR REPORTS FROM THE CLERK:

Ms. Jackson stated, “Happy New Year Everyone.”

16. BUSINESS OR REPORTS FROM THE CITY ATTORNEY:

Mr. Williams gave a briefing with a PowerPoint on closing of some of the hotels in the city.

Key points:

- The enforcement agencies are the health department, police department, commissioner of the revenue, zoning administrator, and the building code enforcement. This would include the property maintenance official and fire marshal.
- The health commissioner inspects the hotels annually.
- There are significant penalties for health violations.
- They can be fined up to \$10,000 in each violation.
- The zoning administrator ensures compliance with existing provisions of the Zoning Ordinance (off street parking, occupancy, etc.)
- The hotels have a certain amount of occupancy.
- Properly administer 2-62(b)(3) of the Petersburg City Code.
- There can be no more than 3 police calls to hotel with 30 days.
- The property can be declared a public nuisance from a series of ongoing violations which has a negative impact on public health, safety, and welfare.
- City Council can formally instruct the city manager that hotel/motel interdiction is a priority for the city. They can have staff report and identify which properties pose the highest risk to health, safety, and welfare and describe in detail why. They can also encourage staff to work with the property owners to bring properties into compliance. And appropriate funding as necessary for eliminating negative impacts.

Council Member Wilson-Smith stated, “That was a good presentation. And it takes a lot for me to say that. But it actually was. And I appreciate you doing that and giving me the answer that I was looking for. So, we will go back to the drawing board. Would you please if you can send that PowerPoint to us. Because there

*Audio available upon request.

were items within the PowerPoint that we will not remember, and I want to start working on some of it. Thank you.”

Mayor Parham stated, “Also, I think that we need to go ahead and get started and make it yes that it is a priority to address those issues. Especially, when you say 196 calls of service to the police to one of those hotels it is a huge issue that we definitely need to address.”

Council Member Cuthbert stated, “Those are good points made by Councilwoman Treska Wilson-Smith and the Mayor. Perhaps we can talk about an action plan and deadlines. Maybe our January meeting is too soon but maybe it can be our February business meeting. Is that too far away?”

Mayor Parham stated, “That sounds good. Let’s at least start on a plan and have a sketch of what we are trying to do.”

Council Member Cuthbert stated, “I think that we are all sensitive to the problem and want to see it lessened. Mr. Turille is that something you think that you can come back to us with, with an action plan with deadlines at our business meeting in February.”

Mr. Turille stated, “Yes, I can. And I have toured these hotels and met with the owners myself. So, I have seen the inside.”

Council Member Cuthbert stated, “We all know that it is mess. And in any event, great we all look forward to the action plan. And thank you. And I thank Mr. Williams.”

17. PUBLIC COMMENTS:

*No public comments.

18. ADJOURNMENT:

Mayor Parham stated, “Being that there are no public comments, everyone please have a good night and be safe out there. It kind of have some slick spots. Look out for the black ice and get home safely. See you at the next meeting. This meeting is adjourned.”

City Council adjourned at 8:25 p.m.

Clerk of City Council

APPROVED:

Mayor