



# CITY OF HOPEWELL

Hopewell, Virginia 23860

## AGENDA

(804) 541-2249

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### CITY COUNCIL

Jasmine E. Gore, Mayor, Ward #4  
Patience Bennett, Vice Mayor, Ward #7  
Debbie Randolph, Councilor, Ward #1  
Arlene Holloway, Councilor, Ward #2  
John B. Partin, Jr., Councilor, Ward #3  
Janice Denton, Councilor, Ward #5  
Brenda S. Pelham, Councilor, Ward #6

John M. Altman, Jr., City Manager  
Sandra. Robinson, City Attorney  
Ronnieye L. Arrington, City Clerk

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August 20, 2019

**COUNCIL CHAMBERS**  
**300 N MAIN ST. HOPEWELL VA**

**Closed Meeting: 5:30 PM**  
**Regular Meeting: 5:30 PM**

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### OPEN MEETING

**7:30 p.m.** Call to order, roll call, and welcome to visitors

Prayer by Pastor Sean “Rocky” Shearin of Calvary’s Love Ministries, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Denton.

**Roll Call**

### CLOSED MEETING

**SUGGESTED MOTION: To go into closed meeting pursuant to Va. Code Section 2.2-3711**

**(A)(1) to discuss and consider personnel matters, including the appointment, assignment, salaries, and performance of specific appointees (City Manager, City Attorney and City Clerk), and to consider prospective candidates for appointment to John Tyler Community College Board; and**

**(A)(3) and (A)(5) to discuss the disposition of publicly-held real property and investment of public funds where bargaining is involved, and where discussion in open meeting would adversely affect the bargaining position or negotiation strategy of the City adversely affecting the financial interest of the City; and to the extent such discussion will be aided thereby,**

**(A)(4) for the protection of the privacy of individuals in personal matters not related to public business**

### RECONVENE OPEN MEETING

**CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?**

**Roll Call**

**6:30 p.m.**

**WORK SESSION**

**SUGGESTED MOTION: To amend/adopt work session agenda**

**Roll Call**

WS - 1 Work Session to provide information regarding a request for a Conditional Use Permit at 710 Winston Churchill Drive to operate a Night Club/Dance Hall

**ISSUE:** In order to operate a Night Club/Dance Hall in the Limited Business District (B-2) an applicant must request a Conditional Use Permit.

**MOTION:** \_\_\_\_\_

**Roll Call**

**REGULAR MEETING**

**7:30 p.m.** Call to order, roll call, and welcome to visitors

Prayer by Chaplain Ronnie Brown of John Randolph Pastoral Care, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Denton.

**SUGGESTED MOTION: To amend/adopt Regular Meeting agenda**

**Roll Call**

**Consent Agenda**

*All matters listed under the Consent Agenda are considered routine by Council and will be approved or received by one motion in the form listed. Items may be removed from the Consent Agenda for discussion under the regular agenda at the request of any Councilor.*

**C-1 Minutes:** May 28, 2019, June 11, 2019, June 25, 2019, July 9, 2019, July 23, 2019

1.

**C-2 Pending List:**

**C-3 Routine Approval of Work Sessions:**

**C-4 Personnel Change Report & Financial Report:**

1. EnterTextHere

2. EnterTextHere

**C-5 Ordinances on Second & Final Reading:**

**C-6 Routine Grant Approval:**

**C-7 Public Hearing Announcement:**

**C-8 Information for Council Review:** April 22, and June 24, 2019 ARB minutes; July 22, 2019 CDBG minutes; April 1 and 2, June 5, June 19, 2019 HEB minutes; July 16, 2019 ARLS minutes; June 17, 2019 CPMT minutes; May 13, 2019 HRHA minutes; May 8, and June 12, 2019 KHB minutes

1. EnterTextHere

**C-9 Resolutions/Proclamations/Presentations:** City Council Advance Report and State of the City Address Update (returning item); Performance Management Group Efficiency and Technology Review (new item) ; I Love Hopewell Showcase (returning item)

1. EnterTextHere

2. EnterTextHere

**C-10 Public Hearing Announcement:**

**SUGGESTED MOTION: To amend/adopt consent agenda**

**Public Hearings**

**CITY CLERK:** *All persons addressing Council shall approach the microphone, give name and, if they reside in Hopewell, their ward number, and limit comments to **five minutes**. No person shall be permitted to address the Council a second time until all others have been heard, and no one may speak more than twice on any subject in any one meeting. All remarks shall be addressed to the Council as a body, any questions must be asked through the mayor only, and there shall be no discussion without permission of the mayor. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in Council Chambers may be barred by the mayor from further audience before Council and removed, subject to appeal to a majority of Council. (See Rules 405 and 406)*

PH-1 Monthly fee increase for refuse and recycling services

**ISSUE:** As of July 1, 2019, Central Virginia Waste Management and the City Of Hopewell entered into contracts with Container First Services (CFS) and TFC Recycling (TFC) to provide refuse and recycling collection services for the next 5 years. The total additional cost of these programs has increase by \$315,000 a year.

**MOTION:** \_\_\_\_\_

**Roll Call**

**Unfinished Business**

**UB-1 Update of Conditional Use Permit at 2907 Poplar Street to allow a duplex in the R-2, Residential, Medium Density District**

**ISSUE:** At the June 25, 2019 City Council meeting, the applicant postponed further action until a meeting was held with the Building Official to finalize the requirement for fire retardation for the proposed duplex.

**MOTION:** \_\_\_\_\_

**Roll Call**

UB-2 Continuation of a Conditional Use Permit to construct a cell tower at 130 Mercer Lane

**ISSUE:** The City has received a request to construct a 195 foot monopole cell tower, with a four (4) foot lightning rod at 130 Mercer Lane.

**MOTION:** \_\_\_\_\_

**Roll Call**

**UB-3 Reconsider three properties presented for demolition at the July 9, 2019 City Council meeting in accordance with Hopewell City Code, Chapter 19, Housing, Article VI, Spot Blight Abatement**

**ISSUE:** In accordance with Chapter 19, Article VI, Spot Blight, on July 9, 2019 the City Manager recommended eight properties that qualify for demolition, rehabilitation, and/or acquisition through the Spot Blight Ordinance. The City Council approved the demolition of five structures, but tabled a decision of three. Staff was asked to meet with each property owner and discuss options.

**MOTION:** \_\_\_\_\_

**Roll Call**

**Communications from Citizens**

**CITY CLERK:** *A Communications from Citizens period, limited in total time to 30 minutes, is part of the Order of Business at each regular Council meeting. All persons addressing Council shall approach the microphone, give name and, if they reside in Hopewell, their ward number, and limit comments to **three minutes**. No one is permitted to speak on any item scheduled for consideration on the regular agenda of the meeting. All remarks shall be addressed to the Council as a body, any questions must be asked through the mayor only, and there shall be no discussion without permission of the mayor. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in Council Chambers, may be barred by the mayor from further audience before Council and removed, subject to appeal to a majority of Council. (See Rules 405 and 406.)*

**Regular Business**

**Reports of City Manager:**

R-1 VDOT State of Good Repair Primary Extensions – Route 36 Pavement Resurfacing

**ISSUE:** The City of Hopewell was selected to receive \$377,450.00 from the VDOT State of Good Repair Primary Extensions Program for pavement resurfacing of Route 36 (Arlington Road and S 15<sup>th</sup> Ave) northbound and southbound lanes from Winston Churchill Drive to City Point Road. In order to accept the funding the City must complete the following actions:

1. Endorse the project by Council resolution and agree to enter into the standard project administration agreement for state aid-projects with VDOT.
2. Grant the City Manager signature authority to sign the standard project administration agreement for state-aid projects. Such agreement shall be reviewed and approved by the City Attorney prior to the City Manager’s signing.

Project Number: 0036-116-212 / UPC Number: 115247

There is no local match required for this project and all eligible expenses will be reimbursed to the City as detailed in the agreement.

**MOTION:** \_\_\_\_\_

**Roll Call**

R-2 Action Items from Closed Agenda – If any

**ISSUE:** For Council to address any items discussed in Closed Meeting that need to be discussed in Open Session as well

**MOTION:** \_\_\_\_\_

**Roll Call**

R-3 Subdivision of 1400 South 1st Avenue, also identified as Sub-Parcel #071-0095 from one lot to two lots

**ISSUE:** The City of Hopewell has received a request from the owner, Burt Hunter, to subdivide 1400 South 1st Avenue, also identified as Sub-Parcel # 071-0095 from one parcel to two parcels.

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-4 Subdivision of 123 South Mesa Drive, also identified as Sub-Parcel #014-0295 from one lot to two lots

**ISSUE:** The City of Hopewell has received a request from the owner, The Gibbs & Story Team LLC, to subdivide 123 South Mesa Drive, also identified as Sub-Parcel # 014-0295 from one parcel to two parcels.

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-5 FOIA Policy

**ISSUE:** Pursuant to Va Code §2.2-3704.1 *Posting of notice of rights and responsibilities by state and local public bodies*, All state public bodies...any county or city, any town with a population of more than 250, and any school board shall make available the following information to the public upon request and shall post a link to such information on the homepage of their respective official public government websites.

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-6 IR item – Gore - Open Finance Software

**ISSUE:** Request for decision on Open Finance software

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-7 IR items – Gore – Request for Steering Committee

**ISSUE:**

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-8 IR items – Gore – Request for Census Committee appointments (return item)

**ISSUE:**

**MOTION:** \_\_\_\_\_

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**Roll Call**

R-9 Audit Actions by Council

**ISSUE:** Council is requested to discuss actions to be taken regarding the CAFRs, such actions to include any and all necessary voting, as well as to set a work session for the September 10, 2019 meeting

**MOTION:** \_\_\_\_\_

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**Roll Call**

**R-10 Gore - Audit Actions by Council - (returning item)**

**ISSUE:** Council is requested to discuss actions to be taken regarding the CAFRs, such actions to include any and all necessary voting.

**MOTION:** \_\_\_\_\_

**Roll Call**

**Reports of City Attorney:** Report of items due at 8-20-19 meeting, including: financial policy drafts/amendments and recommendations for new policy; review of Council's Pending List for confirmation of requests/priorities; City Attorney contract

**Reports of City Clerk:** Amend agenda format to comply with law to state delay of CAFRs; request that Council consider training schedule/work session for new Agenda Management meeting software; amend agenda format to combine action items.

1 EnterTextHere

**Reports of City Council:**

**Committees:**

**Individual Councilors**

**IR-1 Partin - New Curb and Gutter Program -** Due to the age of the City of Hopewell. Neighborhoods were built with little regard to best management practices in managing storm water. One of the biggest issues facing our neighborhoods, besides the deteriorating roads, is stagnant water and flooding. Because of the neighborhood flooding, our roads are worsening faster and foundations on many houses are currently deteriorating. In order to protect our infrastructure investments and homeowner investments, we are seeking council's approval to charge the city manager and the city engineer to develop a full plan to install curb and gutter on all streets within the next 15 years, where it is physically practical, and to present a plan back to city council within 90-120 days.

**IR-2 Gore - Strategic Plan-** Determine deadline for staff to have draft tasks, costs and time frame for items listed by Council in part II of the Strategic Plan Advance. Council will need to set a work session to review cost and time frame to determine level of priority and approval. (return item)

**IR-3 Gore - State of the City Address- Select new date to conduct event now that Strategic Advance has concluded.** (return item - April 2019)

**IR-4 Denton - Amend Council rules to reduce the amount of time each councilor speaks on various items to three (3) minutes** (new item)

**IR-5 Gore – Request to amend agenda template to include section for Strategic Plan updates/progress report** (new item)

**ISSUE:**

**MOTION:** \_\_\_\_\_

**Roll Call**

**IR-6 Gore - Monthly list of Council appointees – Annual Report and minutes** (return item)

**ISSUE:**

**MOTION:** \_\_\_\_\_

**Roll Call**

IR-7 IR item – Ashford Kent Ad-Hoc Committee - Gore

**ISSUE:** Discussion of Ashford Kent Adh-Hoc Committee

**MOTION:** \_\_\_\_\_

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**Roll Call**

**Citizen/Councilor Requests**

CCR-1 CCR item - Gore

**ISSUE:** Speeding in Cameron’s Landing

**MOTION:** \_\_\_\_\_

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**Roll Call**

**Presentations form Boards and Commissions**

**Other Council Communications**

**Adjournment**