

**May 3, 2022  
Special Meeting**

**MINUTES OF THE SPECIAL CITY COUNCIL MEETING**

A Special Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, May 3, 2022, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Johnny Partin, Vice Mayor (Ward 3)  
Deborah Randolph, Councilor (Ward 1)  
Arlene Holloway, Councilor (Ward 2) – (via Zoom)  
Jasmine Gore, Councilor (Ward 4)  
Brenda S. Pelham, Councilor (Ward 6)

ABSENT: Janie Denton, Councilor (Ward 5)  
Patience Bennett, Mayor (Ward 7)

f: Mollie P. Bess, City Clerk  
J. March Altman, Jr., City Manager

Vice Mayor Partin called the meeting to order at 6:30 p.m.

Vice Mayor Partin	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present – (remotely)
Councilor Gore	-	present
Councilor Pelham	-	present

City Clerk ask Councilor Holloway to state the reason that she is joining virtually, her response was medical. Vote is taken to allow/deny Councilor Holloway to join remotely.

Motion to allow Councilor Holloway to join remotely made by Councilor Pelham and seconded by Councilor Randolph

Roll Call:	Vice Mayor Partin	-	present
	Councilor Randolph	-	present
	Councilor Gore	-	present
	Councilor Pelham	-	present

Motion Passes: 4 – Ayes  
0 – No

**WORK SESSION**

**WS-1 – FY 2023-2027 Capital Improvement Plan**

Vice Mayor Partin turned the meeting over for discussion and power point presentation to Mr. Altman, City Manager. Mr. Altman stated this this evenings budget work session will be focusing on the Capital Improvement Budget. Looking at the budget under CIP, one of the first pages shows a table of all of the projects across the five years of the plan, previous years and the future year funding. The previous funded

**May 3, 2022**  
**Special Meeting**

of these projects years was \$4,273,857, the total five years of request is \$46,905,710. Beyond the five years is \$4,228,000, for a total in the CIP of \$55,407,567. The next slide showed the five years of the CIP, this doesn't include the previous number, which was everything up until last year that had been funded on projects that are either currently in for a total of \$46,905,710. Those are the capital needs for all of the departments, they put everything in there that they feel like they need. It is always front loaded because what wasn't funded in 2022 gets pushed to 2023 which will get pushed to 2024. He spoke on each department individually starting with Development with a total need of \$975,000; then Fire with \$12,991,000; Engineering with \$16,679,000; Information Technology with \$510,660; Marina with \$1,778,000; Public Works with \$2,319,800; Recreation with \$3,191,000; Sheriff's Office with \$64,000; and Hopewell Water Renewal with \$7,075,000. The Capital Project and Operating Budget will be under review by the Commission next week at its meeting, therefore the list may change some and whatever is approved there will be added to the next slide which is the projects but understanding that those projects are paid for out of those fees, not coming out of the general fund. We went from \$29 million worth of requested projects in the current year to our ability to fund \$1.4 million, what we are looking at is funding the final lease payment (balloon pmt.) on the fire truck, so that lease is finished and then the VDOT matching money of \$1 million that keeps that whole revenue sharing piece rolling and our paving program and others keep on moving. Mr. Altman went over all projects requested by each department individually that were included in the packet for the meeting. We went from \$29 million worth of requested projects in the current year to our ability to fund \$1.4 million. What we are looking at is funding that final lease payment on the fire truck so that lease would be finished and then the VDOT matching money of \$1 million that keeps the whole revenue piece rolling. There is funding in the upcoming year for Moultrie that will keep that project on the way to being constructed. Councilor Randolph asked what we were going to do the CIP Plan and what is the time frame to determine whether or not we are going to have enough money to do anything for next year. Mr. Altman responded that it is part of the budget deliberation, we have \$1.4 million of reoccurring revenue on the capital side to address those issues, we have to make that balloon payment. We could do as we did last year, take the money from capital and put on the operating side and backfill the capital with American Rescue Plan Act money as was done last year, and that puts operating capital on the operating side. We are looking at Swagat streaming software to better enhance what we are doing, but not recommended this year. Discussion on Leech dollars by Mr. Altman. Councilor Randolph indicated that the plants have told her that they are not excited about paying for an admin building for all of the workers there. What is the stance on them being asked to house our employees? Mr. Altman answered that their focus has been on limited expenditure. Mr. Altman stated that he believes that the objection they have with regard to the admin building and lab expansion is 1) they would have to be a participating entity in the cost, they view it as why don't we just rent lab space, bring in a bunch of labs on trailers. If the city rents lab space for 5 years and it cost of \$500,000, at the end that is \$500,000 gone and we don't have anything to show for it. If we spend that money into the project we have brick and mortar as a result. Their discussion is where would they put the admin people? Vice Mayor Partin stated that the engineering report came back that bringing in all of the lab testing services, that we could end of saving hundreds of thousands of dollars. Could free up money in our trash and storm water fund. Initial estimate was somewhere between \$600,000 and \$700,000 in savings by bringing services in house and allowing contractors and data integrators in house, which frees up operational money, which means we don't have to raise sewer rates. Councilor Pelham asked, the only part you bring forth for 2023 is the truck lease and the VDOT project match. Mr. Altman responded "Yes." Councilor Pelham stated that Atwater Park needs a permanent restroom. Would like a plan for this to be a project. Vice Mayor Partin as City Manager Altman, on the Shiloh Lodge project, has staff reached out to any local businesses to see if they might be able to donate some labor or materials to help with the renovation project? They are working through grants received from the Cameron Foundation. Councilor Randolph stated that research is being done to see what is historically relevant, the biggest issues is that they have historians coming to do another dig, they are looking at what the actual

**May 3, 2022  
Special Meeting**

building needs based on the existing structure is historically relevant and to what is standing there today, what is original and what is not. Everything has to be kept historically relevant. Partin asked about the projects approved for the I&I. Mr. Altman stated that the Capital budgets were submitted before the end of the capital year. Councilor Randolph asked City Manager Altman if he was planning on going through this list with or for Council to tell them what are imminent, will you and Mr. Terry let us know what is critical on this list? Mr. Altman stated right now we have two projects that are at the top and that is what has been given to Council. Councilor Pelham asked, Revenues coming in for the new fiscal year, where is that. Mr. Altman stated that Council has been given the revenue projections for next year but has not provided it for a 5-10 year projection yet. Pelham, don't we need that for the raises, every year it is going to be more with all the raises we gave not excluding the other employees. How will we meet that challenge after the next fiscal year? Mr. Altman stated the reassessment will be coming in next year, which will change the real estate revenue projection, which will increase your value.

Motion by Councilor Gore and seconded by Councilor Pelham to adjourn.

ROLL CALL:	Vice Mayor Partin	-	yes
	Councilor Randolph	-	yes
	Councilor Holloway	-	yes
	Councilor Gore	-	yes
	Councilor Pelham	-	yes

Motion Passes: 5 – Ayes  
0 – Nays

Meeting Adjourned

---

Patience Bennett, Mayor

---

Mollie Bess, City Clerk