

MINUTES OF THE JANUARY 23, 2024 CITY COUNCIL REGULAR MEETING

A REGULAR meeting of the Hopewell City Council was held on Tuesday January 23, 2024 at 6:00 p.m.

PRESENT: John B. Partin, Mayor
Jasmine Gore, Vice Mayor (Virtual)
Janice Denton, Councilor (Virtual)
Brenda Pelham, Councilor
Dominic Holloway, Councilor
Rita Joyner, Councilor
Michael Harris, Councilor (Virtual)

Councilor Joyner makes a motion to allow Councilor Harris and Councilor Denton to participate for meeting virtually, Councilor Pelham seconds the motion.

ROLL CALL

Mayor Partin	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Councilor Harris-	Abstained
Councilor Denton-	Abstained
Vice Mayor Gore -	Excused

Motion Passes 4-0

Councilor Joyner makes a motion to go into closed meeting pursuant to Va. Code Section § 2.2-3711 (A) (I) to discuss and consider personnel matters, including board and commission appointments; the assignment and performance of specific appointee and employees of City Council, and to the extent such discussion will be aided thereby, Mayor Partin seconds the motion.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 6-0

Reconvene Open Meeting

Councilor Holloway makes a motion to reconvene open meeting and second by Councilor Joyner.

ROLL CALL

Councilor Harris	Excused
Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 4-0

CERTIFICATION:

Immediately thereafter, council responded to the question 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

Councilor Harris	Yes
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Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 5-0

Councilor Holloway makes a motion to appoint Wanda Williams, Tina Fonteneau, and Cynthia Parker to the Healthy Families Board, Williams Stewart to the library board, and Herbert Bragg as the legislative representative, Councilor Pelham seconds the motion.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 5-0

WORK SESSION

WS-1 – B3 Zoning Amendment – Chris Ward – Mr. Ward begins his presentation stating this is request to add single family dwelling as an allowable use with a conditional use permit in the B3 zoning district. He states currently there is no single dwelling in B3 and they would like to amend that. He goes over in detail the powerpoint he presented to council explaining the slides to them. He states a lot of properties in B3 district were constructed as single family homes ranging from 40 ft. wide to 115 ft. deep. It has not been permitted in the district in over 30 years. It

was anticipated if the use was removed the properties would convert to commercial use. He states the numbers in 87 properties in B3, 31.7 percent are still currently used as single family dwellings which makes them non-conforming. He gives further detail of why this request is necessary from a staff perspective. He mentions the whole B3 district should be re-examined. He mentions planning commission voted 3 to 1 on the vote, the concern was the use could be a mistake and would not support the transition of these properties transitioning to commercial use. Councilor Holloway asks how far does B3 go up. His question was answered by Mr. Ward based on the presentation provided.

WS-2 – 2707 Oaklawn Conditional Use Permit – Chris Ward, Mr. Ward begins his presentation stating it is the same applicant located in zone 6. This will be under consideration at the next public hearing. The request is to have the addition added to this zone, he then goes over the comprehensive plan with council based on the presentation he provided. He discusses the difficulties of how they could convert to commercial use which is the reason for concern from some. He states the comprehensive plan recognizes the challenges with this request. Staff would like to see where changes can be made to better accommodate the conversion of these properties to commercial. He stated this is a task they will look into this year.

WS-3 Proposed redevelopment for Victoria Landing – Charles Bennett – Mr. Bennett begins his presentation stating this was created internally by EDA in coordination with other staff within the city. He states this is for the purpose of feedback for advertising for this property. He gives history of this property and when the city purchased it. Mr. Bennett gives further history of the building and how it looked when built and how it looks presently. He explains in the comprehensive plan what it would include and explained what staff did when completing the survey and establishing the boundaries. He met all requirements for firetruck turn around and most boxes are checked with open requirements. He stated it will have public access to the water from the public right away. Lot sizes would be 20 ft. wide and 85 ft. deep. Mr. Bennett gives details of the property and what would be included if approved to include walking trails and amenities. He opens the floor for council to ask any questions. Councilor Pelham asked at what point do they consult with the school division? Mr. Bennett responds that when plans are submitted they would go around to get that feedback at that time. Councilor Joyner mentions replicating a success like cobble stone she hopes he will look into that. Mayor Partin asks for entry way when coming in could he require them to add the digital technology that has been invested into the city to know who is coming in and who is coming out for an extra level of safety. He stated because it is right on the river

houses with siding get mildew faster, he would like to see all brick or predominantly brick to help with the value and esthetics.

Mayor Partin Opens up the regular meeting, roll call is called for attendance.

PRESENT:

John B. Partin, Mayor
Jasmine Gore, Vice Mayor (Not Present)
Janice Denton, Councilor (Virtual)
Brenda Pelham, Councilor
Dominic Holloway, Councilor
Rita Joyner, Councilor
Michael Harris, Councilor (Virtual)

Prayer takes place by Pastor Wyche followed by the Pledge of Allegiance led by Councilor Pelham.

Councilor Holloway makes a motion to amend the agenda to move up the Robert Bobb presentation to before information and presentations, Councilor Joyner seconds the motion.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 6-0

Councilor Holloway makes a motion to approve the consent agenda, motion is seconded by Councilor Joyner.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 6-0

R1 – Standard Operating Procedures – Heather Ness – Ms. Ness Begins by thanking Council for allowing the agenda to be amended to allow her presentation to go first. She begins her presentation with the powerpoint that was provided to council. She mentions they finished the recons for fiscal year 2020 and staff will be viewing everything beginning 1.29.24. They are currently on schedule to hit FY 2021 Feb 28 date. They have begun some batches so far for 2021. She passes her presentation to guest speaker Ms. Christy to speak. She explains that an SOP is and how it operates. She goes over what it includes briefly which is included in the slides provided. She mentions you need SOP's because it fills in gaps that are needed. It identifies what and how it needs to happen. She states they need to train people on how to use provided documents and provide updates to ensure they remain current going forward. There are 22 narratives done that gave them an understanding to give them a current state of how things are done currently. She states they receive benefits of improving services, faster and more reliable information, more transparency of why things are required to be completed. It provides proactive leadership as well. She goes over the breakdown of an SOP beginning with the table of contents. Ms. Christy goes over the purpose of the SOP, the scope of the document, definitions and appreciations, the background, and the process. She goes over the steps and color coded instructions with council to help understand what is included in their documents. Ms. Christy goes further into the detail of her documents with council based on the powerpoint slides that was provided to all. There was question and answer between Council and Heather, Robert, and Christy. Heather goes into detail about MUNIS and approval levels that prevents unnecessary issues or mistakes. A second guest speaker Audriana Luna speaks to discuss the overview of what they have been doing so far. She goes in detail of where they started and what they plan to continue to do to get through

completion of planning to get to the execution stage. She mentions they are currently with Tyler PACE program and explains what that is. She mentions it is important to have an EPR team put together a functional leader department head for each major module. Councilor Harris asked what is the procedure for identifying individuals being trained that cannot get it. Ms. Ness answers this question for Councilor Harris. She states they identify them early on and work with them to get them trained. Mr. Bobb speaks as well stating they will provide all the tools they need in order to have people trained as necessary. He states they need to fix the systems and then train employees on how to use the systems.

Councilor Pelham makes a motion to extend the meeting until completion of the reports of the city clerk, Mayor Partin seconds the motion.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 5-0

INFORMATION/PRESENTATIONS

New Trash Service Vendor, Ms. Hynes – Ms. Hynes begins her presentation with a brief introduction of herself and her team. She goes over what will be coming down the pipeline for citizens with new things such as all residents will get a new trash cart. She mentions the service will remain as a weekly collection and residents can purchase an additional can. She mentions carts will be delivered mid-June. She mentions residents can keep their old cans, however, CVWMA will not pick the trash up out of the old cart. She speaks about bulky waste and states it is collected on collection date up to what will fit in a half ton pickup truck load. She

states residents will need to call in their pick up by 2:00 pm the day prior to collection to let them know what is on the curve for waste management. She speaks about communication to get the changes to residents, she states they use spotlight and news media and social media as well. She opens the floor for any questions. Councilor Holloway asks the price increases and are there any services they will decrease. Ms. Hynes answered the question that services will stay the same and the cost increases about 30 percent. He asks how much is that number wise, she states 2.60 difference. Councilor Pelham asks does that include the cost of the container, and Ms. Hynes answered no, the cost for container is over 10 years of .60 cents. Councilor Holloway asks what is the easiest for citizens to complain. She provides that number to council. Councilor Pelham asks that citizen can keep the old cart, will meridian give them permission to keep them, but they are only able to keep the city owned carts.

Planning Commission Annual Report – Paul Reynolds – Mr. Reynolds begins his presentation speaking about the Planning Commission status stating they only have 4 members, state law mandates to have at least 5. He goes over his accomplishments and then goes through each of them briefly. He stated they came up with 7 capital improvement plan recommendations. He goes through each one briefly with council, all 7 are included in his presentation.

COMMUNICATION FROM CITIZENS

1. Gregory Carden – War 7 – He states he stumbled upon something that was very disturbing and he requested a private meeting with the mayor. He states he is who caught the new appointed sergeant recklessly driving and he showed the secretary a photo of him. He states they have been retaliating against him since that occurred.

PUBLIC HEARING

PH1 - Modifications to Development Standards – Chris Ward – He being his presentation stating this request is to modify the development standards the currently limits them to one sign, they are requesting a second sign at the second entrance. The location has an existing sign at their primary entrance but request a sign at their secondary entrance. He goes over 4 questions that should be considered before granting modifications to development standards. Staff recommends the granting of the modifications based on the 4 questions that need to be met. Councilor Holloway asks about the sign at bojangles, stating they cannot see to the right when pulling out at Woodlawn. Mr. Ward gives explanation and states he will look into getting it resolved.

Councilor Joyner makes a motion to approve the sign at 3609 Oaklawn Blvd. in accordance with article 18 section G of the Hopewell zoning ordinance on behalf of Advance Auto for modification to new development standards to construct a free standing sign, Mayor Partin seconds the motion. Councilor Holloway asks based on the photo provided is that where the sign is going to be placed. Mr. Ward stated it is just a visual aid.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 5-0

UNFINISHED BUSINESS

UB-1 Reports of city Clerk – Brittani Williams – Ms. Williams begins by explaining the currently schedule provided with alternate dates and original dates. Councilor Pelham states most do not attend the March NLC and should keep the original schedule for March, and keep the alternate date for the NLC in November.

Councilor Pelham makes the motion to accept the Calendar and keep March 12 and November 19, all other dates will remain the same, Councilor Joyner seconds the motion.

ROLL CALL

Councilor Harris	Yes
Mayor Partin	Yes
Councilor Denton-	Excused
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes
Vice Mayor Gore -	Excused

Motion Passes 5-0

City Attorney has agreed to move her item to the next meeting as unfinished business for the sake of time. All council agree.

City Clerk reads all current vacancies for each board and commission.

Councilor Holloway makes a motion to adjourn

5 – Ay

0 – Nay



Brittani Williams, City Clerk


Johnny Partin, Mayor

MEETING IS ADJOURNED