



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

(804) 541-2408

www.hopewellva.gov

info@hopewellva.gov

cityclerk@hopewellva.gov

CITY COUNCIL

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

John M. Altman, Jr., City Manager

Sandra R. Robinson, City Attorney

Mollie P. Bess, Acting City Clerk

May 11, 2021

ELECTRONIC MEETING

Closed Meeting: 5:30 PM

Regular Meeting: 7:30 PM

5:30 p.m. Call to order, roll call, and welcome to visitors

CLOSED MEETING

SUGGESTED MOTION: Move to go into closed meeting pursuant to Va. Code Sections 2.2-3711 (A)(1) to discuss and consider personnel matters, including the recruitment and appointment of a City Clerk; (A)(7) and (A)(8) to consult with legal counsel and staff regarding specific legal matters and probable litigation, where such consultation in open meeting would adversely affect the City's interests; and to the extent these discussions will be aided thereby, (A)(4) for the protection of the privacy of individuals in personal matters not related to public business.

Roll Call

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

REGULAR MEETING

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

Prayer by Mr. Charles Dane, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph.

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: February 22, 2021, Special Meeting; March 9, 2021, Regular Meeting; April 1, 2021, Special Meeting; April 14, 2021, Joint Budget Worksession with Hopewell City Schools

C-2 Pending List:

C-3 Information for Council Review: ARB 1/25/21 Meeting Minutes; ARB 2/22/21 Meeting Minutes; ARB 3/22/21 Meeting Minutes; DDRC 2/2/21 Meeting Minutes; EDA 1/4/21 Meeting Minutes; EDA 2/1/21 Meeting Minutes; EDA 3/1/21 Meeting Minutes; HRHA 2/8/21 Meeting Minutes;

C-4 Personnel Change Report & Financial Report: Personnel Change Report – April 2021

C-5 Public Hearing Announcements: May 13, 2021 – Hopewell Public School FY22 Budget and City of Hopewell FY22 Budget; May 25, 2021 – 5113 Plaza Drive CUP Request and CDBG FY21 Budget

C-6 Routine Approval of Work Sessions: May 18, 2021, FY22 Budget Worksession; May 25, 2021, Boards and Commissions, Stormwater Program, and 3603 Jackson Farm Road Development Standards Modification

C-7 Ordinances on Second & Final Reading:

C-8 Routine Grant Approval:

SUGGESTED MOTION: To amend/adopt consent agenda

Information/Presentations

NONE

Public Hearings

PH-1. **Public Hearing** – 2021 Tax Rates

MOTION: _____

Roll Call

Unfinished Business

NONE

Regular Business

Reports of Boards and Commissions:

NONE

Reports of City Manager:

R-1. **Regular Business** – In-Home Family Services Specialists

MOTION: _____

Roll Call

R-2. **Regular Business** – Surplus Property Auction

MOTION: _____

Roll Call

Reports of City Attorney:

Reports of City Clerk:

Reports of City Council:

Committees

Councilors Request

CR-1 Councilor Request – Feasibility of conducting City Council meetings back in the City Council Chambers (Denton)

MOTION: _____

Roll Call

CR-2 Councilor Request – Feasibility of setting up Enterprise Accounts for Recreation and Parks for Community Memberships, and Development for grass cutting, trash violations and permits (Partin)

MOTION: _____

Roll Call

CR-3 Councilor Request – Formal Creation of the City Council Finance Committee (Pelham)

MOTION: _____

Roll Call

CR-4 Councilor Request – Expand stormwater program into an independent and more comprehensive Environmental Engineering Department (Partin)

MOTION: _____

Roll Call

CR-5 Councilor Request – Audit Deadline of 9/11 and Accountability Discussion (Pelham)

MOTION: _____

Roll Call

CR-6 Councilor Request – Committee for the Shiloh Lodge Museum Discussion (Pelham)

MOTION: _____

Roll Call

CR-7 Councilor Request – COVID-19 Expenditures (Pelham)

MOTION: _____

Roll Call

CR-8 Councilor Request – Fraud, Waste and Abuse Policy (Gore)

MOTION: _____

Roll Call

CR-9 Councilor Request – Riverside Regional Jail (Gore)

MOTION: _____

Roll Call

Presentations from Boards and Commissions

Other Council Communications

Adjournment

CLOSED MEETING

CONSENT AGENDA

April 14, 2021
Special Council Meeting
---DRAFT---

MINUTES OF THE JOINT BUDGET WORK SESSION WITH HOPEWELL CITY PUBLIC
SCHOOLS HELD April 14, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, and the Hopewell City Public Schools was held Wednesday, April 14, 2021 at 6:30 p.m. to discuss the Hopewell City Schools Budget for FY22.

Mayor Bennett opened the meeting at 6:30 p.m. Roll call was taken as follows:

PRESENT: Patience A. Bennett, Mayor, Ward 7
Deborah Randolph, Councilor, Ward 1
Arlene Holloway, Councilor, Ward 2
Jasmine E. Gore, Councilor, Ward 4
Janice B. Denton, Councilor, Ward 5
Brenda S. Pelham, Councilor, Ward 6
ABSENT: John B. Partin, Vice Mayor, Ward 3

Ruth Johnson, School Board
Kristina Truell, School Board
Christopher Reber, School Board
Linda Hyslop, School Board
John Griffin, Jr., School Board
Greg Cuffey, School Board
Melody Hackney, School Superintendent

John March Altman, Jr., City Manager
Sandra Robinson, City Attorney
Charles E. Dane, Assistant City Manager
Mollie P. Bess, Interim City Clerk

Prayer was offered by Mr. Reader followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph. Mayor Bennett turns the work session over to Mr. Cuffey.

Mr. Cuffey then turned the meeting over to Superintendent Melody Hackney. The FY22 School Budget was presented by School Board. Expect to have an additional meeting, but wanted to give you some updates in the interim. Updates have been made based on current projections for savings, based on information that we are hopeful about with the surplus that is anticipated with the 18 caper.

Dr. Hackney explained what is needed in new monies – in addition to regular level budget of this year, we are requesting \$3.2 million dollars in new expenditures. Outline of each. – 1) Governor's recommended 5% raise for teachers and all SOQ positions in the Commonwealth; 2) Compliance Officers – improvement of services for students with disabilities – would like to move compliance officers from 210 day contracts to 20 more non instructional days at the cost of approximately \$6,000 per contract, so a total cost to the district of \$30,000, need the additional of special education teachers to be in compliance with federal guidelines around staff to student ratios in our special education classrooms; 3) English teacher is a position we squeezed last year due to budget crunch, not mandated, a position that was lost but is really needed, an essential position. Only position we feel strongly needs to be restored. 3) Health insurance increase is

April 14, 2021
Special Council Meeting

---DRAFT---

approximately \$450,000 an 11% percent increase. It is bid out every single year to keep competitive. This was the best given some of the high individual claims. No changes to benefits for current products. All of these things equal in addition to the current budget of approximately \$3.2 million. We believe that these items outlined are truly essential and that we need to be responsible to funding them.

Current budget – from city with level funding (office of youth removed). We are requesting level funding of the Office of the Youth, but did not include it in these figures, but can change that if requested. Still have the \$1.1 million dollars that was used in FY21 that CC was willing to give back, technical level funding would include the \$12.2 plus the \$1.1 allowed to fill the gap last year from the surplus. Total request of \$14,947,454. Asking you to consider a willingness to allow us to continue to covet that gap into this next year with the estimated surplus that we have been informed is going to be there for FY18 CAFR and we are optimistic we can cover the difference of \$882,270 with saving we have incurred this year. So, if you can reallocate it to us in the next fiscal year we would looking at a level funding budget in terms of the city council's ability to have to bring new money to the table other than the surplus. If the school system does not give a 5% raise, the full \$1,706,901 will not be received from the state.

ADJOURN

Motion was made by Councilor Denton, seconded by Mayor Bennett to adjourn the meeting.

ROLL CALL:

Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes

Meeting adjourned at 7:30pm

Patience Bennett, Mayor

Mollie Bess, Interim City Clerk

April 1, 2021
Special Council Meeting

MINUTES OF THE SPECIAL MEETING OF CITY COUNCIL HELD April 1, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Thursday, April 1, 2021 at 6:30 p.m. to discuss the continuation of the Francisco Landing Contract.

Mayor Bennett opened the meeting at 6:30 p.m. Roll call was taken as follows:

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

John March Altman, Jr., City Manager
Sandra Robinson, City Attorney
Charles E. Dane, Assistant City Manager
Mollie P. Bess, Interim City Clerk

CLOSED MEETING

SUGGESTED MOTION: Move to go into closed meeting pursuant to Va. Code Sections 2.2- 3711 (A)(1) to discuss and consider personnel matters, including the interview, and appointment of prospective candidates for employment (City Clerk) and appointment (boards and commissions); and (A)(4) for the protection of the privacy of individuals in personal matters not related to public business. Motion was made by Vice Mayor Partin and seconded by Councilor Denton

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no answer

RECONVENE OPEN MEETING

Motion made to come out of closed session by Vice Mayor Partin and seconded by Councilor Pelham.

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

**April 1, 2021
Special Council Meeting**

CERTIFICATION

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:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

Motion made by Councilor Denton and seconded by Councilor Randolph for Council to approve the tax rebate development incentive agreement and the donation agreement and have the City Manager sign the necessary paperwork.

Discussion – Motion to make a Substitute motion by Vice Mayor Partin and seconded by Councilor Pelham.

ROLL CALL:

Vice Mayor Partin	-	no
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	no
Councilor Holloway	-	yes

Substitute Motion made by Councilor Pelham to adjourn. Motion was not seconded so it died on the floor.

What is impact on project if these rebate and donation agreements are not granted? Point of Information – is this a legal discussion for a motion. If Councilor says I need a POI in order to vote and ask question in general to staff or someone on Council then that answer is allowable. Councilor asked as a POI to staff specifically to Mr. Altman to Mr. Dane. Answer is if these two agreements are approved tonight there still is a development agreement standing that would need to be complied with. If the tax rebate development incentive agreement is not moved forward it would endanger the ability for the developer to acquire financing from VH for the project and may result in a different project being put on the property than that was hoped for or discussed by City Council over the last 3 years that this has been in discussion. Councilor asked if this rebate is not granted, then when can construction be started. The site plan has been approved and once they have the building permit approved, they could start at any time. However, not sure how that plays into any financing they need to move forward to secure that financing. Councilor stated that the deadline is still 2 ½ years after the initial construction start date of 2/28/220. Asst. City Mangers stated that is 2 ½ years for completion or of substantial progress. City Attorney stated the actual agreement states that if the developer fails to complete phase within 2 ½ years or is failing to make ongoing progress determined by Hopewell in its reasonable discretion. POI directed to Councilor Denton and Councilor Randolph to rescind the motion on the floor temporarily for questions without POI's.

**April 1, 2021
Special Council Meeting**

Motion made by Councilor Gore and seconded by Vice Mayor Partin waive rule 203 so that council can speak on this matter freely and not remove the motion on the floor.

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	no
Mayor Bennett	-	yes
Councilor Randolph	-	no
Councilor Holloway	-	no

Point of Information - Councilor asked City Manager what he means by if developers cannot receive financing this may result in a different product, can you please explain to public. City Manager responds - If not able to secure financing to build the product the building and product with the fixtures and finishes that has been discussed and have been shown in plans throughout process. If can't secure financing to do that then with whatever financing they can secure would be based on the current market of the city so that market rate, that VA Housing feels that Hopewell's market will bear for rents would result in not the product that we would be talking, because the whole time we were talking about elevating that number to a higher number than where it is now and as a result of not getting the same type of financing the exterior of the building at this point would have to stay the same because they have gone through the downtown design review process but the interior of the building but the fixtures and finishes in the unit would probably be downgraded. Just speculating, no conversation with the builder on what they would do or what they have said they would do. If market will only bear for example, what the Freedman Point project is then that would be the type of project that you can expect to be developed on this property. If that is all that VH feels that our market will bear then that will be the level and threshold in which they could lend money for the project too, so we would have another similar project to Friedman Point on the property and potential for all of those building that were proposed as part of the development agreement and the intent here has always been to elevate the product and the market rate in the City that then helps with the next phase of their project and other development and investment in and around the downtown. The donation agreement if Council approves and authorizes the CM to sign, the flow of the donation agreement has the city receiving a donation in January, years 1-10 are handled through our enterprise zone program, so that tax rebate is always handled through our program, then the donation agreement for year 11-12 in which the donor make a cash donation to the city of \$50,000 each of those years. The remaining years 13 through the termination of the agreement, the donation to the city would be equal to one hundred percent of the tax paid and then the rebate made to buy the EDA back to the developer. In layman's terms – the developer makes a cash donation according to the agreement paid by the donor to the city no later than January 1 of each tax year which is the rebate agreement, when the rebate agreement is still in effect. So, January 1, a donation is made, then taxes are paid, so then in June half taxes are paid to the city, in December the second half of taxes are paid to the city and then the EDA would refund or rebate the taxes paid back to the developer per the donor agreement. A tax lien would be placed on the property for any unpaid taxes by the donor, should that happen.

**April 1, 2021
Special Council Meeting**

Motion made by Councilor Denton to extend the meeting until 10:30, seconded by Mayor Bennett.

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	no
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

Motion made to make a Substitute Motion by Vice Mayor Partin to charge the City Attorney to issue a notice of Breach of Contract

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	no
Councilor Holloway	-	yes

Motion made by Vice Mayor Partin and seconded by Councilor Pelham that since there was a start date of 2/28/2020 and we are officially 13 months in with no construction started to move that we authorize the City Attorney to issue a notice of a breach of contract.

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	no
Councilor Holloway	-	yes

Discussion – The development agreement did not indicate what construction meant or the definition thereof, construction does not mean building out of the ground, it entails topography and architectural renderings as well as other aspects of preparation. There are many facets to construction, not just breaking ground. If a breach is issued, the developed has 30 days to solve the problem and then it is up to city to decide if it has been resolved to our satisfaction. The city then as the option to initiate the reversion clause. Madame Attorney please share what the reversion clause is: Under the agreement, if there is a right to reversion the city can demand its property back. It does not get the property back for free, it has to purchase the property and the options for the price are two under the agreement, you can either repurchase the property in the amount equal to the higher of the purchase price or the assessed value of the land plus the actual cost of

**April 1, 2021
Special Council Meeting**

improvements made to the portion of the property and actually paid by the developer at the time of the reversion and provided that those costs for improvements were within a budget that had been approved by the city in writing. So purchase price was 391,000 and assessed value now is 849,200 with both parcels. We can buy back at purchase price or assessed value, based on which one is highest. If we agree the developer does not meet our satisfaction if we breach, then the reversion clause will kick in. May possibly have to have a conversation about buying back the property.

Asst. City Manager noted that they had actually started construction a week or two before the construction date, by removing brush and other factors. Says there has been no breach and they can actually break ground if this passes tonight.

If we go the route of the breach the developer has 30 days to cure the breach and from the motion it would be for not starting initial construction and based on what was described that interpretation is breaking ground. Question to staff, what would be a cure. Asst. City Manager noted that the Bowman firm would be on site within days setting up silt fencing, construction fencing for the building coming out of the ground and probably start moving dirt, start scraping, it would be cured easily in 30 days as long as the agreement is approved tonight for the construction, if they don't get the financing piece tonight then they have to rotate to something that is not high end and could be a hud-funded project.

ADJOURN

Motion was made by Councilor Randolph, seconded by Mayor Bennett to adjourn the meeting.

ROLL CALL:

Vice Mayor Partin	-	yes
Councilor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	no
Mayor Bennett	-	no
Councilor Randolph	-	yes
Councilor Holloway	-	yes

: Meeting adjourned at 10:20pm

Patience Bennett, Mayor

Mollie Bess, Interim City Clerk

**March 9, 2021
Regular Meeting**

---DRAFT---

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD March 9, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, March 9, 2021 at 6:30 p.m.

ROLL CALL

Mayor Bennett opened the meeting at 6:30 p.m. Roll call was taken as follows:

PRESENT	Patience A. Bennett, Mayor, Ward 7
	John B. Partin, Jr., Vice Mayor, Ward 3
	Deborah Randolph, Councilor, Ward 1
	Arlene Holloway, Councilor, Ward 2
	Jasmine E. Gore, Councilor, Ward 4
	Janice B. Denton, Councilor, Ward 5
	Brenda S. Pelham, Councilor, Ward 6
	John March Altman, Jr., City Manager
	Sandra Robinson, City Attorney
	Charles E. Dane, Assistant City Manager
	Mollie P. Bess, Interim City Clerk

CLOSED MEETING

Motion made by Councilor Denton to move to into closed meeting pursuant to Va. Code Sections 2.2-3711 (A)(1) to discuss and consider personnel matters, including the recruitment and appointment of a City Clerk, and to consider prospective candidates for appointment to various boards and commissions: (A)(39) to discuss and consider information related to economic development, including (A)(5) a prospective new business (where no previous announcement has been made) and existing business interest in expanding its facilities in the City; (A)(6) to discuss and consider the investment of public funds where bargaining is involved and discussion in open meeting would adversely affect the bargaining or negotiation strategy of the City adversely affecting the financial interest of the City; (A)(6) and (7) to consult with legal counsel regarding specific legal matters and actual litigation requiring the provision of legal advice and where such consultation in open meeting would adversely affect the City's interest; and to the extent these discussions will be aided thereby, (A)(4) for the protection of the privacy of individuals in personal matters not related to public business. Motion seconded by Councilor Randolph.

Motion to come out of Closed Session by Vice Mayor Partin and seconded by Councilor Denton.

ROLL CALL

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

CERTIFICATION

March 9, 2021
Regular Meeting
---DRAFT---

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:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

Motion made by Councilor Randolph, seconded by Councilor Pelham to appoint Jean Langford to Historic Preservation Committee

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

Motion made by Vice Mayor Partin, seconded by Councilor Denton to appoint Erika Jenkins to the Recreation Commission.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	abstain

Motion made by Councilor Randolph seconded by Vice Mayor Partin to appoint Paul Reynolds to the Planning Commission.

OPEN MEEETING

Mayor Bennett opened the meeting and welcomed guests. Roll call was taken as follows:

Mayor Bennett	-	present
Vice Mayor Partin	-	present
Councilor Randolph	-	present

**March 9, 2021
Regular Meeting**

---DRAFT---

Councilor Holloway	-	present
Councilor Gore	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

\

REGULAR MEETING

The Regular Meeting opened at 7:30 p.m. Prayer was offered by Charlie Dane followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Gore. Mayor Bennett welcomed everyone and asked City Council for any good news. It was noted that Rashad Briggs was Employee of the Quarter.

AMEND THE AGENDA

Motion was made by Vice Mayor Partin and seconded by Mayor Bennett to adopt the regular meeting agenda. ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes

CONSENT AGENDA

Motion was made by Vice Mayor Partin, seconded by Councilor Pelham, and unanimously passed to accept the consent agenda. ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes

UNFINISHED BUSINESS

Motion made by Councilor Randolph and seconded by Mayor Bennett to reconsider the motion that was passed at the last regular meeting concerning HRHA's Rezoning.
ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes

**March 9, 2021
Regular Meeting**

---DRAFT---

Councilor Holloway	-	no
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	no

Motion made by Councilor Denton and seconded by Councilor Randolph to approve HRHA's rezoning request Highland Park R-3 and B-3 to R-4, identified as sub-parcel numbers 042-0095, 042-0195 and 042-0252, with proffered conditions from the letter dated December 14, 2020.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Vice Mayor Partin	-	no
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	no

R-1 DISTRICT 19 COMMUNITY SERVICES BOARD

Meeting led by Jennifer Tunstall, Executive Director of District 19 Community Services Board. Want to provide an update on District 19 services for those who are not familiar with District 19 and provide information items for City Council. District 19 is a multi-jurisdictional, community based organization whose mission is to improve the quality and productivity of the lives of individuals who experience, or are at risk of experiencing mental disabilities and/or substance abuse. Are licensed by Department of Behavioral Health and Developmental Services, serving 9 localities. Have a volunteer Board of Directors. District 19 offers mental health, intellectual/development disability and substance use service, as well as emergency services for people in crisis, early intervention services for young children, and prevention services to reduce risk and promote wellness. There is a Community & Crisis Services Center located in Hopewell and it was created to provide an assessment site for law enforcement to use as an alternative to incarceration and as a services access point. In March 22, the CAC revised it operations to account for staff and consumer safety in the face of the COVID-19 crisis. They also accept the transfer of emergency custody orders.

District 19 CSB finances its work through a combination of public and private sector funding. Funding comes from federal, state, and local entities. District 19 serves a high volume of individuals that are uninsured. Service fee revenue comes primarily from Medicaid, but also from other sources. District 19 began accepting some commercial insurances for services in February 2019.

FY21 State fund contribution to District 19: \$8,510,923

FY21 local matching funds requirement: \$900,243

Important new legislation that impact your locality: Marcus Alert - Mental health awareness response and community understanding services alter system. It is a series of protocols aimed to divert to the behavioral health system or respond with a specialized law enforcement response, including;

1. Protocols to divert from 911 to crisis call center
2. MOUs for law enforcement backup to a crisis response

March 9, 2021
Regular Meeting
---DRAFT---

3. Minimum standards/best practices for law enforcement response

This alert system is included in the Step-VA Crisis Continuum Buildout and it is going to include a crisis call center with a triage for when 911 or law enforcement needs to be involved. If there is a active rescue or weapons are involved, then law enforcement will be called without the mobile crisis team.

To prepare for the MARCUS Alert the following actions are being taken.

- Taking steps toward readiness
- Seeking representation on state group, stay engaged and attend forums, calls for comments, etc.
- Focus of first year will be on protocols for diversion from PSAPs (Public Safety Answering Point), protocols to serve as back up to regional mobile crisis, and changes to police presentation when responding
- During the first year, may determine plan for team coverage
- Will submit plans for approval to implement by July 1, 2022

For Long term outcomes and additional information please visit Crisis Now Model at www.crisisnow.com

R-2 Proposed FY22 City Budget Calendar

Mr. Altman stated that first work session is scheduled for April 6 where there will be a discussion of revenue projections and department requests, will move through with a joint meeting of the school board on April 14, another work session on the 20th and then we hopefully get our budget adopted, at the end of May for FY22 beginning July 1. We still have the absence of our finance director, but are continuing to work in his absence. Mr. Altman spoke with him recently, he is still at home, but making good progress and hopefully will be able to do some remote work next week from home. We will hopefully have in back in the office in April. Seeking council approval of the calendar so that we can move forward with the budget process. We are hopeful to have the FY18 cafer wrapped up within the next 3 weeks, we are finalizing issues with schools to have that completed. The FY16 single audit is completed and was uploaded to the federal system. Auditors are moving on to the FY17 single audit. Annual audit has to be completed before we can do our single audit.

Point of Information directed to Mr. Altman by Councilor Gore – I thought that FY16 was already done, is that a misstatement on your part. Did you mean FY17 or FY16, Mr. Altman will have to verify and send a copy of what was just uploaded. There were no significant issues at all.

Motion made by Councilor Denton and seconded by Vice Mayor Partin to approve the proposed city budget calendar for FY22.

Vice Mayor Partin asked Mr. Altman at last meeting there was discussion about a work session for the storm water and capital projects. Is that going to be included in the work session on May 4 or May 18? May 4 is just dealing with overall capital improvements, the meeting you are talking about would be May 27.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

**March 9, 2021
Regular Meeting**

---DRAFT---

Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

R-3 SCHOOL RESOURCE OFFICER FY22 CONTINUATION GRANT

Chief Afzal – This is a request to continue the grant we have had in the last few years for FY22 and the grant is so we can have a third SRO among us. Request is asking council to authorize us to seek this grant, the cost for the city is \$52,636 dollars with a match by the city of \$13,598 which is 20% of the total cost and benefit of an officer at grade 25 and it is the same amount that was requested and approved last year.

For Public's Review – the third officer will be working in the high school, have two positions for SRO, one for high school and one for middle school, this grant will allow us to put a second officer in our high school to work with younger generation and also the school system. No officer assigned to elementary school at this time as there is no need. SRO's are sworn position for the police department.

Motion made by Councilor Denton and seconded by Councilor Pelham to authorize the Hopewell Police to apply for the \$52,636 in full Resource Officer Grant funding. City of Hopewell's cash match is a requirement is \$13,598 – total budget cost is \$66,234.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

R-4 ASHLAND CHEMICAL – INDUSTRIAL EXPANSION UPDATE

This is an update on an existing project. Three and half years ago city council approved an economic incentive grant for Ashland Chemical to do a major expansion at their facility. Due to World Market and then COVID it was put on hold, but they are ready to move forward now that the approval that council gave was up to a 15% rebate of M&T tax paid over a 20 year period. We only offer these incentives on projects where there is a competitive situation, where we are trying to get a project that could be built elsewhere and we are competing with other localities or sites around the world, certainly around the country. We are competing with this for somewhere in Louisiana and Pennsylvania. We were able to be successful with that grant, good news is that the project is a \$91 million estimated investment, a little of bad news with it is they were hoping to have 40 new jobs, but due to a corporate restructuring, it will actually create no jobs, but it is a \$91 million investment for us. The results of that is because of the loss of jobs, they slide down the scale on the 15% and they now only get 25% of that 15% which is 3.75% rebate. The resulting numbers are annually we are estimating getting annually right at \$650,000 a year in additional for M&T Tax for the project and the incentive grant would be receiving a rebate of about \$53,000. So, out of \$700,000 we are getting about \$650,000 and they are getting to keep \$53,000 to make this competitive project happen here in Hopewell. It is moving forward and we would expect them to complete this project and have everything

**March 9, 2021
Regular Meeting**

---DRAFT---

operational, possibly, by year end. If so, we would see the reporting on next year's M&T Taxes and then we will reap the benefit.

No Action Necessary

R-5 PROJECT DOUGHBOY – ECONOMIC DEVELOPMENT INCENTIVE GRANT

This is a new project, it involves state incentives as well. This project was looking to go into Maryland, Pennsylvania or West Virginia. They came to Hopewell only to look at some equipment here that they want to buy for a project elsewhere and we were able to meet and talk with them and move into the game and were successful at recruiting them. The state was involved as well in offering some incentives packages, they is why the name of the company cannot be mentioned at this time nor the specific of what they do, because the grants from the state would go away if we announced any of the publically before the Governor is able to announce it and that should happen in the next two to three weeks. After the briefing that was given in closed session, what we are asking is a similar deal to the same structure of the deal we just discussed with Ashland Chemical, an M&T rebate of up to 15% based on their performance on the standards. They are looking to invest about \$50 and excitedly they are going to have 50 plus jobs in the first 12 months and hope to have 74 jobs by the end of year three. They are good paying jobs an average salary \$61,000. The state has committed over \$2 million in incentives, the incentives we are offering is 15% of the M&T Tax they would have to pay. Over the 20 year period we would receive \$6 million and they would receive \$1.1 million in incentives, if they meet the criteria of the state, they could drop as Ashland did and it would be more for us. It is reuse of existing ground field site. We are asking for council to approve the structure of the deal, up to 15% rebate on this project and ask that pending the approval of the contract with the attorney, authorization for the city manager to sign the necessary documents.

Motion made by Councilor Denton and seconded by councilor Randolph to approve an Economic Development Incentive of up to 15% rebate for the machinery and tool tax over a 20 year period subject to the city attorney review and authorize the city manager to executive all necessary documents.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	no
Councilor Gore	-	no
Councilor Denton	-	yes
Councilor Pelham	-	no

R-6 Francisco Landing Development Agreement Amendment

Seeking approval of a tax rebate to enable the Francisco Landing Project to break ground and begin construction in the next 90 days or so. We recommend to approve the request for an Economic Development Grant to be disbursed by the city of Hopewell EDA, equal to 100% rebate on Real Estate taxes on the first building only of the Francisco Landing project for the life of the VHDA note. If the note is refinanced at any time the rebate will continue. Beginning at year 11 the company would make a donation to the city in the amount of \$50,000 for the rest of the term, which would end they refinanced, but if it goes out for the full 35 year's, that amounts to \$1.2 million in additional funds that we would be

March 9, 2021
Regular Meeting
---DRAFT---

receiving. If that is added to personal property tax, meals tax over the course of the 35 year deal we would have a gain of \$2,740,000 plus coming into our coffers while we rebated a total of \$1.7 to them.

Developer has agreed to freeze any rebate (economic incentive) at \$139,000, in what they paid in real estate tax but not more than that and they would immediately cut the difference back to us. Secondly, they agreed to at any point during the life of the term of the contract, if they ever refinance the deal that the

benefit we were giving them, the incentive amount, would go away immediately. We feel confident that this would not go out the 35 years. We had a market analysis done by a third company that we did not employ – PGR employed them for us to do an Economic Impact Study on what this project does for our community. Once the property opens after about a year, it generates \$2 million plus a year for the life of the property. This is just the first building.

Essentially this project comes down to this, if we decide to not move forward at this point, the option is to walk away, but we would have to buy back the land that they purchased. They purchased the land at the appraised value, we would have to buy it back at that value and pay them for any expenses they have incurred preparing to develop this property, which is approaching or over \$1 million. If we move forward we would be giving them rebates of \$1.7 million, not paying \$1.5 out of our pocket. So over 35 years would be paying out incentives of \$1.7 million and we would be receiving \$2.7 million in other taxes to us. Staff recommends to approve this project for generations down the road. Will led to other properties in downtown being bought up and revised. This will have a tremendous economic impact.

Motion to extend meeting time to finish this particular item and to take a vote on the Crater Workforce issue. Motion made by Councilor Randolph and seconded by Councilor Gore.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

Council as a majority feels that construction has not begun on this project and does not feel comfortable at this time voting in favor of this amendment.

City Attorney states as she reads the contract (without giving legal advice). She suggest moving back into closed session so that she can speak more freely. However, just looking at the language that is in the agreement that has already been fully endorsed by the parties, there is not a term therein that contemplates a decision to just buy back the property. There are reversion clause throughout the agreement, triggered by the developer failing to perform as agreed. City needs to give the developer written notice of the breach and 30 day to cure the breach. And then if developer does not you can proceed forward with the remedies that the agreement provides. Nothing gives the city the ability to terminate the agreement for convenience or simply buy back the property. The extension only extended the closing date, not other terms or conditions. Must give written notice of a breach. Based on what agreement says, if the City exercises its rights to aversion under the agreement, the terms say that the city will pay to get the property back at a cost that is equal to the higher of 1) the purchased price or the assessed value of the land plus the actual cost of the improvement made thereto to that property and which was actually paid by the

**March 9, 2021
Regular Meeting**

---DRAFT---

developer at the time of reversion and provided also that those cost were within a budget that were approved by the city writing.

End result is that the majority of city council feels that there has been a breach in the contract determines that they are in favor by a majority of 5 -2 that that breach should be initiated.

ROLL CALL:

Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	no

ADJOURN

Motion was made by Councilor Partin, seconded by Mayor Bennett, and unanimously passed to adjourn the meeting. Meeting adjourned at 10:20pm.

Patience Bennett, Mayor

Mollie Bess, Interim City Clerk

February 2, 2021
Special City Council Meeting

MINUTES OF THE SPECIAL CITY COUNCIL MEETING HELD FEBRUARY 2, 20

A Special Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 2, 2021, at 6:30 p.m. via Zoom.

PRESENT: Patience Bennet, Mayor – (arrived 6:37pm)
Johnny Partin, Vice-Mayor
Brenda Pelham, Councilor
Deborah Randolph, Councilor
Arlene Holloway, Councilor
Jasmine Gore, Councilor (arrived 6:33pm)
Janice Denton, Councilor

John Altman, Jr., City Manager
Sandra Robinson, City Attorney

ROLL CALL

Vice-Mayor Partin called the meeting to order at 6:31 p.m. Roll call was taken as follows:

Mayor Bennett	-	present
Vice Mayor Partin	-	present
Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Gore	-	present
Councilor Denton	-	present
Councilor Pelham		
City Manager Altman	-	present
City Attorney Robinson	-	present

WELCOME

– it is noted that Mayor Bennett is having technical issues.

CLOSED MEETING

Motion was made by Councilor Denton, seconded by Councilor Pelham, and unanimously passed to convene into Closed Session meeting pursuant to Va. Code Sections 2.2- 3711 (A)(1) to discuss and consider personnel matters, including the interview, and appointment of prospective candidates(s) for employment (City Clerk).

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice-Mayor Partin	-	yes
Councilor Gore	-	yes

February 2, 2021
Special City Council Meeting

OPEN MEEETING

Motion to come out of closed session by Mayor Bennett and seconded by Councilor Randolph.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes

Council convened into Open Session. Councilors responded to the question: “Were the only matters discussed in the Closed Meeting public business matters lawfully exempted from open meeting requirements; and public business matters identified in the motion to convene into Closed Session?” Upon the roll call, the vote resulted:

Councilor Pelham – amended the agenda to move forward to next Tuesday, seconded by Councilor Gore
Mayor Bennett reconvened the meeting.

Councilor Denton	-	no
Councilor Pelham	-	yes
Mayor Bennett	-	no
Councilor Randolph	-	no
Councilor Holloway	-	yes
Vice Mayor Partin	-	no
Councilor Gore	-	yes

Moved to recess for 5 minutes to 7:37pm – moved by Councilor Gore and seconded by Vice-Mayor Partin.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes

Mayor Bennett - asked if the agenda needed to be adopted when a special meeting is called.

City Attorney Robinson - indicated yes, it is customary to adopt an agenda.

Councilor Gore - asked if this issue is proper to be on the agenda given that it has been on our previous agendas.

City Attorney Robinson - has opined that the rules are proper for a special meeting; only wrinkle is that it was a topic of a work session. City Attorney discussed charter provision to call a special meeting.

February 2, 2021
Special City Council Meeting

Moved to adopt agenda to move matter forward – by Councilor Pelham and seconded by Councilor Gore.

Councilor Denton	-	no
Councilor Pelham	-	yes
Mayor Bennett	-	no
Councilor Randolph	-	no
Councilor Holloway	-	yes
Vice-Mayor Partin	-	no
Councilor Gore	-	yes

Mayor Partin - turned the meeting over to Councilor Denton who discussed what her objective was for the meeting.

Councilor Denton – Rule 105 Voting Methods; there is nowhere in the rules that define discipline or misconduct. Would like for City Council to agree to work with City Attorney to develop an ordinance.

Moved to work with City Attorney to draft an ordinance to address misconduct.

City Attorney Robinson – motion is vague; is there a majority of Council to develop ordinance?

Moved to determine if misconduct by any Councilor should be a part of the Council Rules – moved by Councilor Denton and seconded by Vice-Mayor Partin.

Councilor Denton	-	yes
Councilor Pelham	-	no
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Vice-Mayor jPartin	-	yes
Councilor Gore	-	no

Councilor Randolph - believes that City Council should set a Council on Ethics Committee; thought to have sub-committee to work with City Attorney to develop proposals to bring back to Council.

Councilor Pelham - asked how **** is most times if there is a sub-committee that they review and taking a recommendation back to the body.

Councilor Gore - can't support because Ethics Committee has not been established, no framework, in name only; also concerned with politics.

Councilor Holloway - stated Ethics Committee should be established first before meeting.

Councilor Randolph – do have an established Ethics Committee with no guidelines; once a majority of Council decides then it should go to the Committee to work with the city Attorney; I feel motion on the floor is the way to go; supports motion on floor.

Mayor Bennett recognized City Attorney Robinson.

**February 2, 2021
Special City Council Meeting**

City Attorney Robinson – there is and was an Ethics Committee formed prior to my arrival; process would be if committee was properly formed, if there is no charge then Council needs to provide guidelines to follow prior to; committee can't create its own guidelines.

Councilor Gore – my opinion still stands; committee has never given rules/guidelines; would ask this be put on next regular meeting.

Councilor Denton – Rule 203

Move to change Rule 203 to limit speaking to 3 minutes and maximum of 2 items per Councilor – moved by Councilor Denton and seconded by Vice-Mayor Partin.

Councilor Denton	-	yes
Councilor Pelham	-	no
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	no
Vice-Mayor Partin	-	yes
Councilor Gore	-	no

Councilor Gore – I placed this item on agenda to be reduced; what has changed your mind on it this time?

Councilor Denton – I have always thought that 10 minutes is too long.

Councilor Gore – Thank you for bringing it back up.

Councilor Randolph – I have changed my mind and we need to adhere ***** issue; will support.

Mayor Bennett – I always support 10 minutes, given its Black History Month, I will always oppose limiting speech.

Councilor Holloway – supports 10 minutes.

Councilor Denton – Rule 303 Agenda, last sentence “The final draft shall be prepared...to City Manager, City Attorney, Mayor and Vice-Mayor (see PowerPoint for language) and make informational presentations as a separate item with a time limit of 10 minutes each, eliminate initial requests under City Council Reports.

Mayor Bennett – asked for a point of order, the presentation was not a part of the amendment.

Move to amend Rule 303 as presented (see PowerPoint) moved by Councilor Denton and seconded by Mayor Bennett.

Councilor Denton	-	yes
Councilor Pelham	-	no
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice-Mayor Partin	-	yes
Councilor Gore	-	no

Councilor Gore – striking 2/3 majority lowers ability to have democratic process and allows majority control over the agenda.

**February 2, 2021
Special City Council Meeting**

Councilor Denton – this is what we have been doing since I have been on City Council.

Councilor Denton – motion to remove proclamation/resolution/presentation from consent to a stand alone informational presentation with 10 minute limit prior to PH. Moved by Councilor Denton and seconded by Vice Mayor Partin.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes

Councilor Randolph – where would this go on the agenda?

Councilor Denton – it would be the next item after consent agenda before PH and unfinished business.

Councilor Pelham – it seems that resolutions are ****items and should be on consent, are you moving out of consent agenda?

Councilor Denton – would be a separate item not a part of consent

Councilor Pelham – Madam City Attorney, is this appropriate?

City Attorney Robinson – yes ma'am

Councilor Gore – is this the same as we discussed previously; is this a separate section that needs to be approved?

City Attorney Robinson – It would be appraised as part of the whole agenda when approved.

Councilor Denton – Rule 303 from under report of Council – Eliminate initial request and CCR and give each Councilor the opportunity to recommend items of interest for a future City Council meeting with the approval of City Council and asking the City Manager to research and bring back a recommendation – seconded by Mayor Bennett.

Councilor Pelham – can we discuss without a motion?

City Attorney Robinson – in a workshop - yes

Vice-Mayor Partin – if a citizen brought an item to a Council would we have to have Council approve then wait 2 weeks to refer to City Manager; limits speech

Councilor Gore – asked City Manager to repeat motion

City Manager Altman – restated the motion

Councilor Randolph – asked City Attorney if other committee

**February 2, 2021
Special City Council Meeting**

City Attorney Robinson – answered

Councilor Gore – if we have a citizen issue for upcoming meeting; would all 7 members have to go through process?

Councilor Denton – Yes

Councilor Gore - how is this different from our current process? If we have to get permission to place an item on the agenda then that is censorship.

Mayor Bennett – passed gavel to Mice Mayor Partin to speak; addressed IRS and ECRS; would like to commence to have the ability to place items on the agenda but not to IRS, bus should limit the that each Councilor can place on the agenda to the consideration of time.

Mayor Bennett – limiting people’s right as an elected official; now did Vice-Mayor get involved.

Amended motion – leave CCR’s on the agenda. Motion by Councilor Pelham seconded by Councilor Holloway

Move to amend the motion. Moved by Mayor Bennett, seconded by Councilor Randolph.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes

Councilor Randolph – agree with Mayor Bennett would like to remove IRS & CCRs and keep Council Request and limit the minutes of CRs.

Amend M 0 IRS & CCRs and now CRs with limit of 2 per Councilor until they are acted upon

Move to amend amended .

Move to extend meeting to complete this item – moved by Councilor Denton and seconded by Mayor Bennett.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	yes

February 2, 2021
Special City Council Meeting

Move to delete IRs &^ CCRs from agenda, to have CRs on the agenda, limit Councilors to 2 CRs and any one council agenda per councilor – moved by Councilor Randolph and seconded by Vice-Mayor Partin.

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes
Vice Mayor Partin	-	yes
Councilor Gore	-	no

Councilor Denton – ask a point of information of how CCRs were handled of City Manager.

City Manager Altman – revised new CCCRs were handled **** previously

Councilor Gore – no in favor of motion because limits number of CRs, it is censorship; limited ward representation.

Councilor Denton – point of order not to motion

Mayor Bennett – overruled

Councilor Denton – port of order opinion of Councilor is beyond motion.

Councilor Gore – asked for a friendly amendment to require Council o vote

Councilor Randolph – will not accept friendly amendment

Councilor Randolph – I cannot make a motion to make Council vote

Councilor Gore – would you commit to not skip items?

Councilor Randolph – I cannot

Vice Mayor Partin – call for the vote by Vice Mayor Partin and seconded by Councilor Gore – 7-0

Councilor Gore – asked for her comments regarding the friendly amendment in the minutes and her positon for voting ‘no’.

Councilor Randolph – asked for the same

Mayor Bennett –asked for the same

Councilor Gore – point of order from City Attorney Robinson – are the amended rules going to take effect immediately?

City Attorney Robinson – would be effective for next (2nd Feb.) meeting because agenda deadline has past.

February 2, 2021
Special City Council Meeting

ADJOURN

Meeting was adjourned at 9:49pm

Patience Bennett, Mayor

John M. Altman, Jr., Clerk Pro Tem

DATE: May 4, 2021
TO: The Honorable City Council
FROM: Jennifer Sears, Director of Human Resources
SUBJECT: Personnel Change Report – April 2021

APPOINTMENTS:

NAME	DEPARTMENT	POSITION	DATE
TRACEY FRAME	CSA ADMIN	CSA SPECIALIST	04/07/2021
ELIZABETH WILSON	SHERIFF	PT SHERIFF DEPUTY	04/07/2021
JAMES BURNS	FIRE	FIREFIGHTER / ALS	04/21/2021
CHARLENE REED	SOCIAL SERVICES	FAM SERV SUP	04/21/2021
AKILAH ALLEN	SOCIAL SERVICES	BEN PROG SPC II	04/21/2021
MICHAEL NEWBILL	PWS GARAGE	FLEET MANAGER	04/26/2021

SUSPENSIONS: 0 (Other information excluded under Va. Code § 2.2-3705.1(1) as Personnel information concerning identifiable individuals)

REMOVALS:

NAME	DEPARTMENT	POSITION	DATE
HUNTER FISHER	FIRE	FIRE FIGHTER I	04/05/2021
LAFAYETTE BAUCUM	PUBLIC WORKS	CONV CTR MAIN SPC	04/07/2021
CHANQUIS LEE	POLICE	COMMUNICATIONS OPERATOR	04/10/2021
WILLIAM STINSON	POLICE	PT ANIM CONT CUST	04/14/2021
CHARNELE MCRAE	SOCIAL SERVICES	FAMSERSVSPEC II	04/14/2021
JUSTIN COTE	POLICE	POL SGT	04/19/2021
COLIN WRIGHT	FIRE	ALS / FIREFIGHTER	04/20/2021
CASSANDRA MAYE	SOCIAL SERVICES	FAMSERSVSPEC II	04/20/2021
BREEANA HUNTER	RECREATION	PT REC PROGRAMS ASST	04/22/2021
SHANTA WARD	RECREATION	PT CENTER SUPV	04/27/2021
JACOB LUMPKIN	FIRE	ALS / FIREFIGHTER	04/29/2021
REBECCA VASQUEZ	FIRE	ALS / FIREFIGHTER	04/29/2021

CC: March Altman, City Manager
 Charles Dane, Assistant City Manager
 Debbie Pershing, Administrative Services Manager
 Elizabeth McGaha, Accounting Tech
 Michael Terry, Finance Director
 Dipo Muritala, Assistant Finance Director

Concetta Manker, IT Director
Jay Rezin, IT
Arlethia Dearing, Customer Service Mgr.
Kim Hunter, Payroll

April 22, 2021

Mrs. Sheila Flowers, Chairman
Hopewell Redevelopment and Housing Authority
350 East Poythress Street
Hopewell, VA 23860

RE: Resignation from Board of Commissioners

Dear Chairman Flowers:

I was appointed to serve on the Board of Commissioners as Commissioner. I am no longer able to serve in that capacity. This is to tender my resignation, effective April 30, 2021.

Please be assured that I valued the opportunity to serve on the Board and to represent the interests of the Authority's residents. I wish for the continued success of the Authority, the betterment of the City of Hopewell and all of the clients of the Hopewell Redevelopment and Housing Authority.

Sincerely,



Wendy Gant

cc: Steven A. Benham, Sr.
City of Hopewell, City Clerk

HOPEWELL REDEVELOPMENT AND HOUSING AUTHORITY
350 East Poythress Street
Hopewell, VA 23860

REGULAR MEETING OF February 8, 2021

*** MINUTES ***

Minutes of Regular Meeting of the Board of Commissioners of the Hopewell Redevelopment and Housing Authority of the City of Hopewell, Virginia, held Monday, February 8, 2021 at 5:15 p.m.

The meeting was called to order by the Chairman. Roll call, those present and absent were as follows:

Present: Sheila Flowers, Chairman
 John Tunstall, Vice-Chairman
 Shamika Lewis, Commissioner
 Ruth Johnson, Commissioner – arrived at 5:21 p.m.
 Anthony Bennett, Jr., Commissioner – arrived at 5:21 p.m.
 Susan Temple, Commissioner

Absent: Wendy Gant, Commissioner

Also Present: Steven Benham, Chief Executive Officer
 Madelyn Peay, Chief Operating Officer
 Sherry Henderson, Executive Secretary
 Tarvaris McCoy, Chief Development Officer
 Kameko Coleman, Administrative Assistant

CONSENT AGENDA

C-1 Upon motion made by Commissioner Lewis and seconded by Commissioner Temple with all Commissioners present responding, the Consent Agenda was approved.

Upon roll call, the vote resulted:

Chairman Flowers	- Yes
Vice-Chairman Tunstall	- Yes
Commissioner Lewis	- Yes
Commissioner Temple	- Yes

4 Yes; Motion Passed

COMMUNICATIONS FROM CITIZENS: None

R-1 Election of Chair and Vice-Chair for the February 9, 2021 – February 14, 2022 term.

Upon nomination made by Vice-Chairman Tunstall and seconded by Commissioner Temple with all Commissioners present responding, the Board of Commissioners nominated Mrs. Sheila Flowers as Chairman.

Upon roll call, the vote resulted:

Chairman Flowers	- Yes
Vice-Chairman Tunstall	- Yes
Commissioner Lewis	- Yes
Commissioner Temple	- Yes

4 Yes; Motion Passed

Upon nomination made by Chairman Flowers and seconded by Commissioner Temple with all Commissioners present responding, Mr. John Tunstall was nominated as Vice-Chairman.

Upon roll call, the vote resulted:

Chairman Flowers	- Yes
Vice-Chairman Tunstall	- Yes
Commissioner Lewis	- Yes
Commissioner Temple	- Yes

4 Yes; Motion Passed

R-2 Summary Report Discussion.

The summary report was provided to the Board of Commissioners. There was no discussion on this matter.

R-3 Discussion of Pending List

Mr. Benham discussed the pending list with the Board of Commissioners. The following will be completed for the pending list:

1. Item number 48 will remain as a pending item.
2. Item numbers 51 and 52 were moved to Items Completed.
3. Item numbers 23, 47, 49, and 50 were moved to the Items Removed.
4. Item numbers 43 and 46 will be removed.
5. Add Item number 53 – Commissioner Johnson requested the ratio of applicants on the waiting list to be housed to the total number of Public Housing units the Housing Authority maintains.

R-4 Request approval of Resolution No. 889, 2021-2022 Operating Budget Submission.

Upon motion made by Vice-Chairman Tunstall and seconded by Commissioner Lewis, with all Commissioners present responding, Resolution No.889, 2021-2022 Operating Budget Submission was approved.

Upon roll call, the vote resulted:

Chairman Flowers	- Yes
Vice-Chairman Tunstall	- Yes
Commissioner Johnson	- Yes
Commissioner Lewis	- Yes
Commissioner Bennett	- Yes
Commissioner Temple	- Yes

6 Yes; Motion Passed

R-5 Affordable Housing Procedures Discussion – Pet Policy

Mrs. Peay presented the Board of Commissioners with a discussion on Affordable Housing (Pet Policy) procedures.

R-6 Other Matters

Mr. Benham provided the Board of Commissioners with the 2021 Conference Schedule.

R-7 Commissioner Comments (and recommendations for next meeting).

Commissioner Temple – The applicants on the waiting list are not informed what number they are on the waiting list anymore. Mrs. Peay – The number would change so we had to make changes and not provide the number anymore.

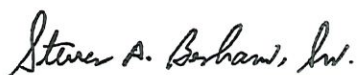
Commissioner Johnson – What is the ratio of applicants on the waiting list to be housed to the Public Housing units HRHA maintains? Mr. Benham – We will put this request on the pending list.

ADJOURNMENT

Upon motion made Commissioner Lewis seconded by Vice-Chairman Tunstall with all Commissioners present responding affirmatively, the meeting was adjourned at 6:17 p.m.



Sheila V. Flowers, Chairman



Steven A. Benham, Secretary-Treasurer

EDA Meeting March 01, 2021 @ 5:30 pm

Present: Steve Pettler, Tom Wagstaff, Elliott Elides, Bob Moore, Shanna Havens and Lynda Frink

Absent: Joan Gosier

Staff Present: Charles Dane, Assistant City Manager

Others Present: None

Called to order: S Pettler called the meeting to order at 5:30 pm in Council Chambers Conference Room.

Approval of Agenda: Agenda was approved and distributed.

Minutes: The minutes of the February 01, 2021 meeting were reviewed. A motion was made by T. Wagstaff and 2nd by E. Eliades to approve the February 2021 minutes. Motion carried.

Treasurer's Report: T. Wagstaff gave the Treasurer's Report and reviewed the Balance Sheet and P&L statements. After Discussion, a motion was made by L. Frink and 2nd by B. Moore to approve the Treasurer's report. Motion carried.

Chairperson Report: S. Pettler reported on the WE Bowman / Luck building

Unfinished Business: C. Dane reported that the City Council has tabled the Francisco Landing project with the WE Bowman Construction Real Estate Tax Abatement to the next meeting on March 09, 2021.

Closed Session:

The EDA entered closed session to discuss matters related to business development not subject to open meeting requirements. The motion was made to go into closed session by T. Wagstaff and 2nd by B. Moore. Motion carried.

Upon returning to open session with a motion made by T. Wagstaff and 2nd by B. Moore, the Board stated only matters discussed in closed session were those not subject to open meeting requirements. Roll call vote: S. Pettler, Yes, T. Wagstaff, Yes; E. Eliades, Yes; B. Moore, Yes; S. Havens, Yes, and L. Frink, Yes.

Actions from Closed Session: None

New Business: The following was discussed:

- The Legacy Program will move forward
- Legal bills for Stefan Calos will be paid
- S. Pettler informed the Board that he will be moving to Charleston, SC in the next year and that he will not run for President of the Board in November. The Board congratulated him and said that his Business Backed Leadership has been excellent for the EDA.

Upcoming Events: Upcoming events and happenings were shared by the members.

Next meeting: The next meeting will be held on Monday, March 1, 2021 at 5:30pm in City Council Chambers Conference Room.

Adjourn: Motion by E. Eliades to adjourn, 2nd by B. Moore; adjourned at 7:05pm.

Minutes taken by Lynda K. Frink

EDA Meeting January 04, 2021 @ 5:30 pm

Present: Steve Pettler, Tom Wagstaff, Elliott Elides, Bob Moore, Shanna Havens and Lynda Frink

Absent: Joan Gosier

Staff Present: Charles Dane, Assistant City Manager, Stacey English, Assistant to City Manager

Others Present: None

Called to order: S Pettler called the meeting to order at 5:30 pm in Council Chambers Conference Room.

Approval of Agenda: Agenda was approved and distributed.

Minutes: The minutes of the November 3, 2020 and December 7, 2020 meetings were reviewed. A motion was made by T. Wagstaff and 2nd by B. Moore to approve both the November and December minutes. Motion carried.

Treasurer's Report: T. Wagstaff gave the Treasurer's Report and reviewed the Balance Sheet and P&L statements. After Discussion, a motion was made by E. Eliades and 2nd by B. Moore to approve the Treasurer's report. Motion carried.

Chairperson Report: S. Pettler reported on the following:

- The 246 E Broadway Avenue Committee met and recommended WE Bowman Construction. Negotiations will follow.

Unfinished Business: None.

Closed Session:

The EDA entered closed session to discuss matters related to business development not subject to open meeting requirements. The motion was made to go into closed session by T. Wagstaff and 2nd by B. Moore. Motion carried.

Upon returning to open session the Board stated only matters discussed in closed session were those not subject to open meeting requirements. Roll call vote: S. Pettler, Yes, T. Wagstaff, Yes; E. Eliades, Yes; B. Moore, Yes; S. Havens, Yes, and L. Frink, Yes.

Actions from Closed Session:

- A motion was made by S. Pettler and 2nd by B. Moore to reject the Body Shop offer. Motion carried.
- A motion was made by L. Frink and 2nd by T. Wagstaff to allow S. Pettler, Chairperson, negotiate talks with the Brewery proposal. Motion carried.
- A motion was made by T. Wagstaff and 2nd by B. Moore to appoint S. Pettler, E. Eliades and S. Havens to talk with Sona Bank about reconfiguration of loan and to remove City of Hopewell from the note as a responsible party. Motion carried.
- A motion was made by S. Havens and 2nd by T. Wagstaff to move forward to foreclose on the delinquent property. Motion carried.

New Business: None

Upcoming Events: Stacy English shared upcoming events and happenings with the members.

Next meeting: The next meeting will be held on Monday, February 1, 2021 at 5:30pm in City Council Chambers Conference Room.

Adjourn: Meeting adjourned at 7:15pm.

Minutes taken by Lynda K. Frink

EDA Meeting February 01, 2021 @ 5:30 pm

Present: Steve Pettler, Tom Wagstaff, Elliott Elides, Bob Moore, Shanna Havens and Lynda Frink

Absent: Joan Gosier

Staff Present: Charles Dane, Assistant City Manager, Stacey English, Assistant to City Manager

Others Present: None

Called to order: S Pettler called the meeting to order at 5:30 pm in Council Chambers Conference Room.

Approval of Agenda: Agenda was approved and distributed.

Minutes: The minutes of the January 04, 2021 meeting were reviewed. A motion was made by T. Wagstaff and 2nd by B. Moore to approve the January 2021 minutes. Motion carried.

Treasurer's Report: T. Wagstaff gave the Treasurer's Report and reviewed the Balance Sheet and P&L statements. After Discussion, a motion was made by E. Eliades and 2nd by S. Havens to approve the Treasurer's report. Motion carried.

Chairperson Report: S. Pettler reported on the WE Bowman Construction Real Estate Tax Abatement. After discussion, a motion was made by S. Pettler and 2nd by T. Wagstaff to write The Honorable City Council a letter concerning the EDA's support for the Francisco Landing project as follows:

As Chairman of the Hopewell Economic Development Authority, I would like to express our support of the WE Bowman Construction Real Estate Tax Abatement that was requested at the January 26, 2021 City Council work session. At our February 1, 2021 meeting, the EDA voted unanimously to provide this letter of support for the Francisco Landing project.

Motion carried.

Unfinished Business: None.

Closed Session:

The EDA entered closed session to discuss matters related to business development not subject to open meeting requirements. The motion was made to go into closed session by T. Wagstaff and 2nd by E. Eliades. Motion carried.

Upon returning to open session the Board stated only matters discussed in closed session were those not subject to open meeting requirements. Roll call vote: S. Pettler, Yes, T. Wagstaff, Yes; E. Eliades, Yes; B. Moore, Yes; S. Havens, Yes, and L. Frink, Yes.

Actions from Closed Session: None

New Business: None

Upcoming Events: Stacy English shared upcoming events and happenings with the members.

Next meeting: The next meeting will be held on Monday, March 1, 2021 at 5:30pm in City Council Chambers Conference Room.

Adjourn: Meeting adjourned at 7:10pm.

Minutes taken by Lynda K. Frink

**MINUTES OF THE FEBRUARY 2, 2021 MEETING
OF THE DOWNTOWN DESIGN REVIEW COMMITTEE
City of Hopewell**

A meeting of the Downtown Design Review Committee for the City of Hopewell was held on Wednesday, February 3, 2021 in the City Council Conference Room located at 300 N. Main St. at 3:30pm.

Downtown Design Review Committee Members present:

Rita Joyner
Mary French Elder - virtually
Irma Gail Mahaney
Daniel Jones
Terry Ammons - virtually

Staff:

Chris Ward, Senior Planner

Guests:

Heather Lyne – Hopewell Downtown Partnership, Executive Director

Ms. Joyner called the meeting to order at 3:34 p.m. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner welcomed the members and guest.

ADMINISTRATIVE MATTERS / CONSENT AGENDA ITEMS

Ms. Joyner asked if there were requests for withdrawal, deferral or amendment to the agenda. There were none.

Ms. Joyner asked if there were any corrections or changes to the meeting minutes from January 6, 2021. There were none. Mr. Jones made a motion to approve the meeting minutes. Ms. Mahaney seconded. The motion carried 5-0.

CITIZEN COMMENTS

Ms. Joyner asked if the guest had any comments on items not on the agenda. There were none.

CERTIFICATES OF APPROPRIATENESS (COAs)

Ms. Joyner asked Mr. Ward to introduce the COA application for 218 E. Broadway, Walkers Gym. Mr. Ward noted that the sign under consideration was installed without a permit or a COA. He continued that the sign is within the size limitations set forth in the zoning ordinance. Ms. Elder made a motion to approve the COA application for the wall mounted sign at 218 E. Broadway as presented. Ms. Mahaney seconded. The motion carried 5-0.

Mr. Ward introduced the next COA application for banners at 218 E. Broadway, Walkers Gym. He informed the members that Walkers Gym is participating in the city's Small Business Marketing Program and the banners are a part of that program. Mr. Ward continued that the mock-up image in the packet is not accurate by showing the banners hanging on the outside of the

windows. He stated that the banners will actually hang inside and set back from the windows approximately 2 feet. Ms. Mahaney asked if the banners were under the 20% coverage limitation stated in the ordinance. Mr. Ward answered that measurements were done onsite and they banners will cover less than 20% of the windows. Mr. Jones made a motion to approve the COA application for the interior banners at 218 E. Broadway. Ms. Mahaney seconded. The motion carried 5-0.

UNFINISHED BUSINESS

Ms. Lyne inquired about having a large banner hanging downtown across E. Broadway. She stated that she has permission from property owners to do this but is unsure who at the city would approve the banner. Mr. Ward answered that he didn't know which department would review this but thought possibly that either Public Works or the Special Events Committee would approve this type of banner. Ms. Lyne indicated that she would contact other Main Street communities to learn how they handled banners.

Ms. Lyne asked about the city's Wayfinding Plan and if that plan was being implemented. Mr. Ward answered that the plan is not currently being implemented but has heard of intentions for the plan to be implemented in the near future. Ms. Lyne asked if CDBG funds could be used for things such as banners downtown. Ms. Joyner responded that CDBG funds were used in the past for banners. Mr. Ward stated that CDBG applications are due February 16th.

Ms. Lyne also asked about installing bike racks and trash receptacles. Mr. Ward replied that she should speak with Public Works since these items would likely be installed on public right-of-way. Mr. Jones responded that the HPG Chamber developed an image that may be used as branding on these items. Ms. Lyne asked if there was anything that could be done about all the paper signs in the windows of the corner marker. Mr. Ward said he would investigate the issue.

NEW BUSINESS

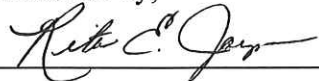
There was no new business.

REPORTS FROM BOARD MEMBERS

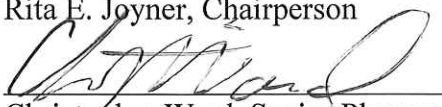
Ms. Mahaney asked if there was anything that could be done about traffic speeds and parking downtown. She noted that a pedestrian was hit by a car and visibility is severely impacted by all the parked cars. Mr. Ward responded that he would inquire with the Engineering Department.

Ms. Mahaney made a motion to adjourn. Mr. Jones seconded. The motion carried 5-0.
The meeting adjourned at 4:18PM.

Submitted by,



Rita E. Joyner, Chairperson



Christopher Ward, Senior Planner

4-7-21
Date

**MINUTES OF THE MARCH 22, 2021 MEETING
OF THE ARCHITECTURAL REVIEW BOARD
City of Hopewell**

A meeting of the Architectural Review Board for the City of Hopewell was held virtually on Monday, March 22, 2021 at 6:00PM.

Architectural Review Board Members present:

Rita E. Joyner, Chairman
Joseph Bailey, Vice Chairman
Kathleen Vincent
Stephanie Dayberry

Absent: Mary Calos (excused)

Staff:

Chris Ward, Senior Planner

The meeting was called to order at 6:03 p.m. by Ms. Joyner. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner welcomed ARB members.

ADMINISTRATIVE MATTERS / CONSENT ITEMS

Ms. Joyner asked if there were any requested changes to the agenda. There were none. Ms. Joyner asked if there were any corrections to the minutes. There were none. Ms. Vincent made a motion to approve the ARB meeting minutes from February 22, 2021. Mr. Bailey seconded. The motion carried 4-0. Ms. Vincent made a motion to approve the Consent Agenda. Mr. Bailey seconded. The motion carried 4-0.

CITIZEN COMMENTS

None

CERTIFICATES OF APPROPRIATENESS (COAs)

Mr. Ward introduced the COA application for 1016 Maplewood Avenue regarding the proposed addition of new black chain link fence to the rear yard. He continued that the fencing will separate the driveway from the rear yard and will prevent their dog from escaping when entering the driveway. Ms. Vincent asked if the existing chain link fence that surrounds the property is black. Mr. Ward answered yes and that the proposed new fencing will also be black. He continued that the City Point Handbook states that chain link fences may be appropriate for rear yards. The members agreed that the addition of this fencing was acceptable. Ms. Vincent made a motion to approve the installation of 4' black chain link fence in the yard as presented. Ms. Dayberry seconded. The motion carried 4-0.

Mr. Ward presented the next COA application for 1018 Maplewood Avenue, also known as the Maplewood Apartments. He explained that the trash toters along Prince Henry Avenue have long been a problem for the neighborhood and that the proposed fencing will serve as a screen for the trash toters. Mr. Ward continued that the proposal is for 6 foot wooden privacy fence to be installed behind the apartment building along Prince Henry Avenue that will screen the trash toters. He noted that the City Point Handbook suggests that wood fences be stained or painted. Mr. Ward also noted that the property owner will be having all the white trim and 4 foot picket fencing repainted and that the illegal porch fence in the rear has been removed (enforced via code enforcement). Ms. Dayberry asked if the ARB should consider if the new privacy fence

should be painted white to match the existing picket fence in the front. Mr. Ward replied that he believed paint would not last as long, will show dirt, grime and mold, and will cause the privacy fence to stand out. He recommended a dark brown stain for the fence which will cause it to not stand out as much. He noted that stain soaks into the wood and will preserve it better than paint. Ms. Vincent and Ms. Joyner agreed. Mr. Ward stated that he would include a specific Sherwin-Williams dark brown deck stain color in the COA approval letter. Ms. Vincent made a motion to approve the 6 foot wood privacy fence to screen the trash totes at 2018 Maplewood Avenue and that the fence should be stained dark brown within two months of installation. Mr. Bailey seconded. The motion carried 4-0.

OLD BUSINESS

Mr. Ward shared with the members a quick update on recent property improvements that have occurred in City Point to show that many good things are happening in the neighborhood.

REPORTS FROM BOARD MEMBERS & STAFF

None.

Ms. Vincent made a motion to adjourn. Mr. Bailey seconded. The motion carried 4-0. The meeting adjourned at 6:35 PM.

Submitted by,



Rita Joyner, Chairperson



Christopher Ward, Senior Planner

DATE:

4-26-21

**MINUTES OF THE FEBRUARY 22, 2021 MEETING
OF THE ARCHITECTURAL REVIEW BOARD
City of Hopewell**

A meeting of the Architectural Review Board for the City of Hopewell was held virtually on Monday, February 22, 2021 at 6:00PM.

Architectural Review Board Members present:

Rita E. Joyner, Chairman
Joseph Bailey, Vice Chairman
Kathleen Vincent
Mary Calos
Stephanie Dayberry

Staff:

Chris Ward, Senior Planner

Guests:

Tevya Griffin, Director of Development
Elliot Eliades, Planning Commission, Chairman

The meeting was called to order at 6:02 p.m. by Ms. Joyner. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner welcomed the guests and new ARB member, Stephanie Dayberry.

ADMINISTRATIVE MATTERS / CONSENT ITEMS

Ms. Joyner asked if there were any requested changes to the agenda. There were none. Ms. Joyner asked if there were any corrections to the minutes. There were none. Ms. Vincent made a motion to approve the ARB meeting minutes from January 25, 2021. Mr. Bailey seconded. The motion carried 4-0 (Ms. Dayberry abstained). Ms. Vincent made a motion to approve the Consent Agenda. Mr. Bailey seconded. The motion carried 5-0.

CITIZEN COMMENTS

None

CERTIFICATES OF APPROPRIATENESS (COAs)

None

NEW BUSINESS

Ms. Joyner welcomed Ms. Griffin and Mr. Eliades to the meeting. Ms. Griffin began her presentation about the start of an investigation into the zoning of the E. Broadway Avenue corridor leading from downtown into A Village. She stated that the area is currently zoned R-4 which is a high-density designation, with the idea that the density be reduced through the corridor. Ms. Joyner stated that she had recommended last year that selected parcels be re-zoned to R-1 to prevent the construction of new apartments. Ms. Griffin replied that rezoning to R-1 would create too many non-conforming lots. She continued that an overlay district may make more sense as it can set forth design requirements for new development. A discussion ensued over Heritage Gardens, why it was originally zoned R-4, and what the future holds for the property. Ms.

Vincent commented that she likes the small lots with cottage-style homes and hopes to protect that. Mr. Bailey asked if Heritage Gardens would be re-zoned as well. Ms. Griffin responded that there was a potential for that and this discussion is just the first of many to come. Mr. Eliades thanked everyone for their comments.

Ms. Joyner reminded the members that a letter of concern was sent two years ago to the National Park Service, federal authorities, and state officials regarding the poor condition of the Appomattox Manor and other buildings on NPS property. Ms. Calos suggested having the properties nominated for Virginia's Most Endangered Historic Properties list. Ms. Joyner commented that the due date for nominations is the end of February so submission this year may not be feasible. She also noted that the nomination form suggests extensive communication with the property owner as a pre-requisite for nominating a structure. Ms. Calos suggests that placement of the structure on this list would be to assist NPS in getting rehabilitation funding and not as a punitive measure. Mr. Ward suggested investigating this option after the Aderholt-Hunter house sale has finalized towards the end of May. The members agreed.

OLD BUSINESS

Mr. Ward updated the members on the status of the Aderholt-Hunter House. He informed them that the City is no longer a party to the transaction, a private cash buyer has been identified, and NPS and TCF are working directly with that buyer on the sale of the property. He noted that the closing is anticipated to occur at the end of May 2021.

Mr. Ward reminded the members of a draft proposal made to the owner of 505 Prince Henry Avenue a couple of years ago for the City to potentially purchase the structure and move it. At the time, the proposal was rejected. The heirs of the property have recently contacted the Department of Development and asked if the offer was still on the table. The Director informed them that the offer no longer stands. Mr. Ward concluded that the property may be soon going up for sale and the possibility of the structure being rehabilitated is improving.

Mr. Ward informed the members that he has been working with the property owner of the Maplewood apartments to address the trash totter problem, the illegal fencing in the rear, and the trash and debris in one of the courtyards. He noted that the owner should be submitting a COA for a fence that will screen the trash totters from public view and that the illegal fence and trash should be dealt with by March 12th.

REPORTS FROM BOARD MEMBERS & STAFF

Ms. Joyner stated that some cedar trees suffered damage during the recent snow and ice storms and asked Mr. Ward if Public Works could address them. She also commented that the owners of 1016 Maplewood have made the requested changes to the porch railing and they are taking very good care of the house as a whole. Ms. Joyner noted that there soon will be movement with the Shiloh Lodge with the Historic Preservation Committee holding a meeting this coming Thursday.

Ms. Vincent made a motion to adjourn. Mr. Bailey seconded. The motion carried 5-0. The meeting adjourned at 7:22 PM.

Submitted by,


Rita Joyner, Chairperson


Christopher Ward, Senior Planner

DATE:

3/22/21

**MINUTES OF THE JANUARY 25, 2021 MEETING
OF THE ARCHITECTURAL REVIEW BOARD
City of Hopewell**

A meeting of the Architectural Review Board for the City of Hopewell was held virtually on Monday, January 25, 2021 at 6:00PM.

Architectural Review Board Members present:

Rita E. Joyner, Chairman

Joseph Bailey, Vice Chairman, virtually

Kathleen Vincent, virtually

Absent:

Mary Calos

Staff:

Chris Ward, Senior Planner

Guest:

George Kvasnicka – owner of 602 Brown Ave.

The meeting was called to order at 6:01 p.m. by Ms. Joyner. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner welcomed the members and guest.

ADMINISTRATIVE MATTERS / CONSENT ITEMS

Ms. Joyner asked if there were any requested changes to the agenda. There were none. Ms. Joyner asked if there were any corrections to the minutes. There were none. Ms. Vincent made a motion to approve the ARB meeting minutes from October 26, 2020. Mr. Bailey seconded. The motion carried 3-0. Ms. Vincent made a motion to approve the Consent Agenda. Mr. Bailey seconded. The motion carried 3-0.

CITIZEN COMMENTS

None

CERTIFICATES OF APPROPRIATENESS (COAs)

Ms. Joyner asked the applicant if he wanted to present his application. Mr. Kvasnicka deferred to Mr. Ward. Mr. Ward stated that the applicant wants to replace his existing light gray asphalt shingle roof with a dimensional Harbor Blue (blue/gray) asphalt shingle. He continued that red, gray, and black roofs of varying materials exist along that same block. Mr. Bailey and Ms. Joyner noted that the new color and architectural shingle will look nice. Ms. Vincent agreed and made a motion to approve the Owens-Corning Harbor Blue dimensional shingle for 602 Brown Ave. Mr. Bailey seconded. The motion carried 3-0.

OLD BUSINESS

Mr. Ward informed the members that the National Park Service was proceeding with the sale of the Aderholt-Hunter House to a private buyer and that the City is no longer part of the transaction. He stated that the sale should occur soon and the new owner has stated that restoration of the property will begin as soon as possible.

Ms. Joyner noted that 505 Prince Henry is on its way to demolition by neglect. She asked if we could start investigating options with this property. Mr. Ward asked if he could have some time to review the previous proposal put forth by the City and see if city management still backs the proposal. All agreed to move forward.

Mr. Ward provided a recap of the status of the Shiloh Lodge property and that the oversight group is preparing to meet again. He noted that he has had a discussion with the Cameron Foundation about the property and they have indicated interest in playing a role in the project.

Mr. Ward informed the members that he has been working with the property owner of the Maplewood apartments to address the trash, trash toters, and illegal patio structure. He will be meeting with the owner again on January 27th.

NEW BUSINESS

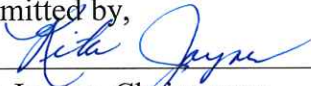
None

REPORTS FROM BOARD MEMBERS & STAFF

None

Ms. Vincent made a motion to adjourn. Mr. Bailey seconded. The motion carried 3-0. The meeting adjourned at 6:24 PM.

Submitted by,



Rita Joyner, Chairperson



Christopher Ward, Senior Planner

DATE:



3/17/2021

PH-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- ☐ Civic Engagement
- ☐ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☐ Housing
- ☐ Safe & Healthy Environment
- ☒ None (Does not apply)

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☒ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Proposed Tax Rates for Tax Year 2021

ISSUE: City Council to set the Tax Rates for Tax Year 2021 beginning January 1, 2021 and ending December 31, 2021.

RECOMMENDATION: Approved the recommended Tax Ordinance

TIMING: Staff recommends action at the May 11, 2021 City Council to provide ample time for the production and mailing of the tax bills

BACKGROUND: The City Manager's proposed FY2022 Budget holds all of the tax rates constant with those in the FY2021 Budget.

ENCLOSED DOCUMENTS:

- Tax Year 2021 Tax Rate Ordinance

STAFF:

John M. Altman, Jr., City Manager

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

ORDINANCE NO. _____

ORDINANCE ESTABLISHING TAX CLASSIFICATIONS AND TAX RATES

Tax Year beginning January 1, 2021 and ending December 31, 2021

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL this 11th day of May, 2021 that the following tax classifications and tax rates are approved and adopted for tax year beginning January 1, 2021 and ending December 31, 2021. All levies are per one hundred dollars of assessed valuation at fair market value as of January 1, 2021. Real and personal property owned by a Public Service Corporation shall be taxed in accordance with Va. Code 58.1-2600, *et seq.*

REAL ESTATE AND VEHICLES (WITHOUT MOTOR POWER) USED OR DESIGNATED TO BE USED AS HOMES OR OFFICES

2020 Levy	\$1.13
2021 Levy	\$1.13

MACHINERY & TOOLS

2020 Levy	\$3.05
2021 Levy	\$3.05

VOLUNTEER FIRE & EMS (EMERGENCY CREW) MOTOR VEHICLE (*applicable to one vehicle only owned or leased by bona fide member who regularly responds to emergency calls. Must meet statutory qualifications as provided by Va. Code §58.1-3506, as amended.*)

2020 Levy	\$0.10
2021 Levy	\$0.10

TANGIBLE PERSONAL PROPERTY (*household goods and personal effects exempt*)

2020 Levy	\$3.50
2021 Levy	\$3.50

Witness this signature and seal

Mayor Patience A. Bennett, Ward 4

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

ATTEST:

Mollie P. Bess, Acting City Clerk

NOTICE OF PROPOSED REAL PROPERTY TAX INCREASE

CITY OF HOPEWELL

Pursuant to the authority granted by Governor Northam's State of Emergency, by Va. Code §15.1-1413, and by the Emergency Ordinance adopted by City Council at its April 28, 2020 meeting, the City Council of the City of Hopewell will hold a public hearing on Tuesday, May 11, 2021, at 7:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia to receive public comments regarding the proposed real property tax rate for 2021. The City of Hopewell proposes to increase property tax levies.

1. **Assessment Increase:** Total assessed value of real property, excluding additional assessments due to new construction or improvements to property, exceeds last year's total assessed value of real property by 4.92 percent.
2. **Lowered Rate Necessary to Offset Increased Assessment:** The tax rate which would levy the same amount of real estate tax as last year, when multiplied by the new total assessed value of real estate with the exclusions mentioned above, would be \$1.07 per \$100 of assessed value. This rate will be known as the "lowered tax rate."
3. **Effective Rate Increase:** The City of Hopewell proposes to adopt a tax rate of \$1.13 per \$100 of assessed value. The difference between the lowered tax rate and the proposed rate would be \$0.06 per \$100, or 5.31 percent. This difference will be known as the "effective tax rate increase."

Individual property taxes may, however, increase at a percentage greater than or less than the above percentage.

4. **Proposed Total Budget Increase:** Based on the proposed real property tax rate and changes in other revenues, the total budget of the City of Hopewell will exceed last year's by 5.13 percent.

Due to the COVID-19 pandemic, the City Council meeting will be held virtually via Zoom as an effort to decrease the spread of the virus. The changes are designed to accommodate public input while encouraging the public to continue to practice self-quarantining and social distancing, as recommended by health officials. The City Council Chambers located at 300 N. Main Street are closed. Prior to the meeting, the public may offer comment on the public hearing items or under citizen comments by leaving a voice message with the City Clerk that will be read into the meeting minutes at (804) 541-2249. The public can also email comments to cityclerk@hopewellva.gov. All verbal and written comments must be received by Monday, May 10, 2021 at 5:00 p.m., the day before the public hearing. A complete copy of the proposed budget may be viewed on the City of Hopewell website at www.hopewellva.gov. Anyone needing assistance or accommodations under the provisions of the Americans with Disabilities Act should contact the City Clerk at (804) 541-2249.

R-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- ☐ Civic Engagement
- ☐ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☐ Housing
- ☒ Safe & Healthy Environment
- ☐ None (Does not apply)

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☒ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Request to establish two (2) full-time permanent In-Home Family Services Specialists positions with the Hopewell Department of Social Services.

ISSUE: Additional staff resources are required to help implement the Commonwealth of Virginia's mandate for In-Home foster care prevention services (formerly known as CPS Ongoing Services) as a result of the Family First Prevention Services Act.

RECOMMENDATION: Approve

TIMING: Immediate approval is requested to afford time to recruit, hire, and train new staff prior to the implementation of In-Home foster care prevention services effective July 1, 2021 as mandated by the State.

BACKGROUND: The Family First [Prevention Services] Act, enacted by Congress in February 2018, led to significant changes to the Social Security Act enabling States to draw down Federal funding to enhance support to children and families, and prevent foster care placements.

The Commonwealth of Virginia is implementing the Family First Act as a mandatory component of local Departments of Social Services and has allocated funds to each local DSS to hire new staff for Fiscal Year 2022 to provide In-Home foster care prevention services. These staff in combination with any existing staff providing prevention services to families, will work to stabilize and build family functioning. These prevention services will help protect children and help prevent foster care placements. It has been demonstrated that preventing children from entering the foster care system results in cost savings to localities. Additionally, under the Family First Act, services such as mental health and substance use disorder services to foster children and/or their families will be covered Federal costs. Heretofore, these mental health and

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

substance use disorder services serving foster children and/or their family members were reliant on Children Services Act (CSA) funding. Consequently, Hopewell will presumably see significant savings through the implementation of the Family First Act, respective of preventing children from entering foster care, and now having a Federal funding source to cover the cost of prevention/treatment services for children in foster care and their family members.

Hopewell has been allocated \$94,061 to hire new staff to implement mandated In-home prevention services. There is no local cost for this allocation in FY2022. In subsequent years, the allocation will be subject to a State 84.5% - local 15.5% match.

Utilizing the above-referenced State allocation, Hopewell Social Services is proposing to establish two (2) new positions to help implement In-home prevention services. One position is for an In-home prevention specialist to complement the current 2 positions the Department designates for family prevention services. These workers will engage with families early to focus on finding solutions to issues that if left unattended may lead to incidents of child abuse and/or children entering the foster care system. Through the passage of the Family First Act, these worker will have access to Federally funded community resources, such as mental health and/or substance use disorder services, to offer to the families they are working with.

The second position is to create an additional Child Welfare supervisor position designated to administer the new In-Home Prevention Services program, and also Child Protective Services (CPS). Currently, the Department only has one supervisor to manage all of Child Welfare Services, including Adoption Services, Foster Care, CPS, and Resource Families (aka foster parent recruitment). Adding the above-referenced In-home prevention services program will be beyond the capacity of a single supervisor to ensure compliancy with State regulations regarding Child Welfare services to protect children and to help achieve permanency for foster children as quickly as possible. Having this new supervisor, will afford the opportunity to have the existing supervisor dedicated to administering the Department's services for Adoptions, Foster Care, and Resource Families, thus equally sharing the responsibilities of managing the complex and heavily regulated Child Welfare Services. Of the mid-sized local Departments of Social Services throughout the Commonwealth, there is believed to be no other Department besides Hopewell DSS that only has one supervisor responsible for all Child Welfare programs.

FISCAL IMPACT: The Virginia Department of Social Services has allocated Hopewell DSS \$94,061 to hire new staff to implement the aforementioned mandated In-home prevention services. There is no local cost for the first year allocation in FY2022. In subsequent years, the allocation will be subject to a State 84.5% - local 15.5% match. The local cost to maintain the 2 positions as described above beginning in FY 2023 is estimated to be \$17,949.

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

ENCLOSED DOCUMENTS:

- State Budget Allocation for In Home Family Services Specialist Positions
- Hopewell DSS Organizational Chart for proposed Child Welfare Services

STAFF:

Ray Spicer, Director, Social Services

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

To: Local Directors
Local Office Managers
Regional Directors

From: Ida Witherspoon, Chief Financial Officer
Kristin Zagar, Family Services Director

Re: FY 2022 In-Home Family Services Specialists Budget Allocations

Date: January 15, 2021

The 2020 Special Session I Appropriation Act, Chapter 56, included additional funding beginning in FY 2022 for local departments of social services (LDSS) to continue to provide In-Home foster care prevention services (formerly known as CPS Ongoing) as a result of the Family First Prevention Services Act. The total to be allocated in FY 2022 is \$12.8M for the equivalent of 148 new In-Home Family Services Specialists positions. Each locality will receive funding for at least one half of a position based on the statewide average cost.

Local allocations were based on the following three factors:

1. General staff support (60 FTEs) - base award of 0.5 FTE to all 120 localities;
2. Existing Volume/Performance (49 FTEs); and
3. Additional support to open more high risk referrals to cases (39 FTEs)

The table below summarizes the allocation formula.

Factor		Number of FTEs per LDSS
1 - General Staff Support		0.5
2- Existing Volume and Performance		
Ongoing Annual Case Volume	>Top 25%	0.45
	Above Average, but below top 25%	0.15
Entries into Foster Care	> Top 25%	0.45
	Above Average, but below top 25%	0.15
High Risk or Very High Risk Referrals	In Bottom 25%	0.45
Opened to Cases	Below Average but above bottom 25%	0.15
3 - Additional Support for High Risk	Percentage of 39 FTEs	Varies
Referrals Opened to Cases	Based on Total FTES	
	from Factors 1 & 2	

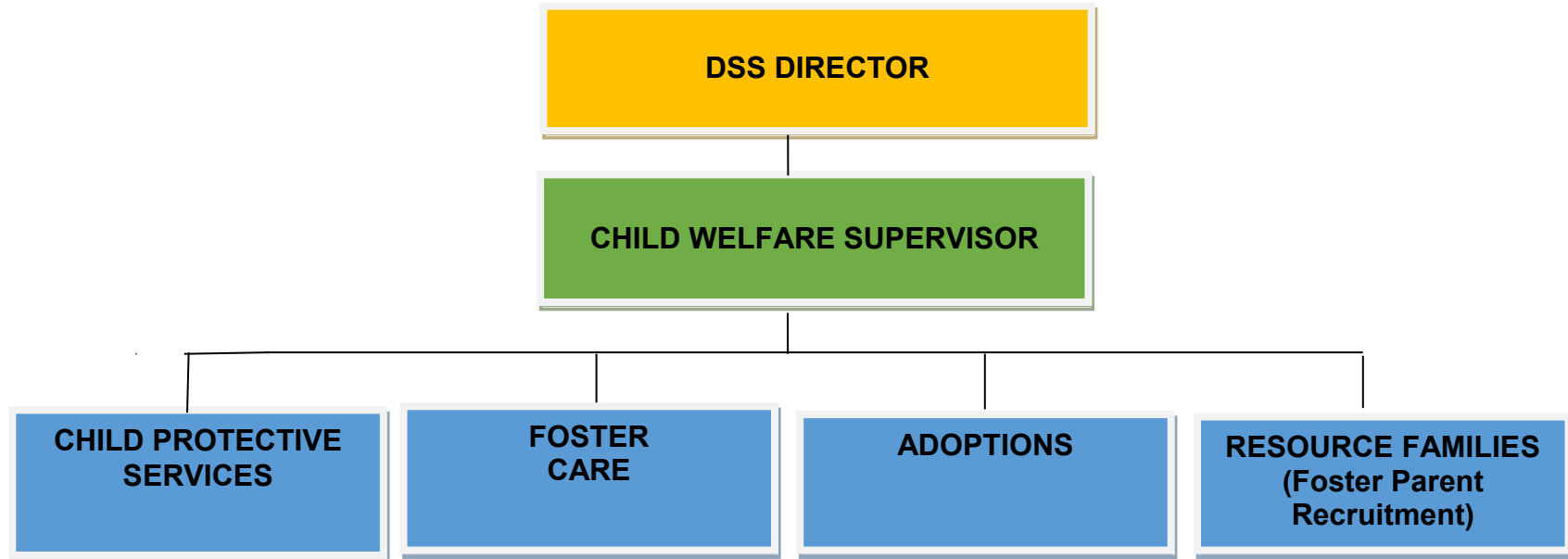
Hopewell City FY 2022 share of the total to be allocated is \$94,061.

In FY 2022, In-Home Family Services Specialists funding will be available in **budget line 847, Current Year Staff and Operations – No Local Match**, when LASER opens for June on July 19, 2021. **This funding will not require a local match for FY 2022 only.** This will allow localities time to increase In-Home Services Specialists staffing where needed and to request funding for local match from their local boards for FY 2023.

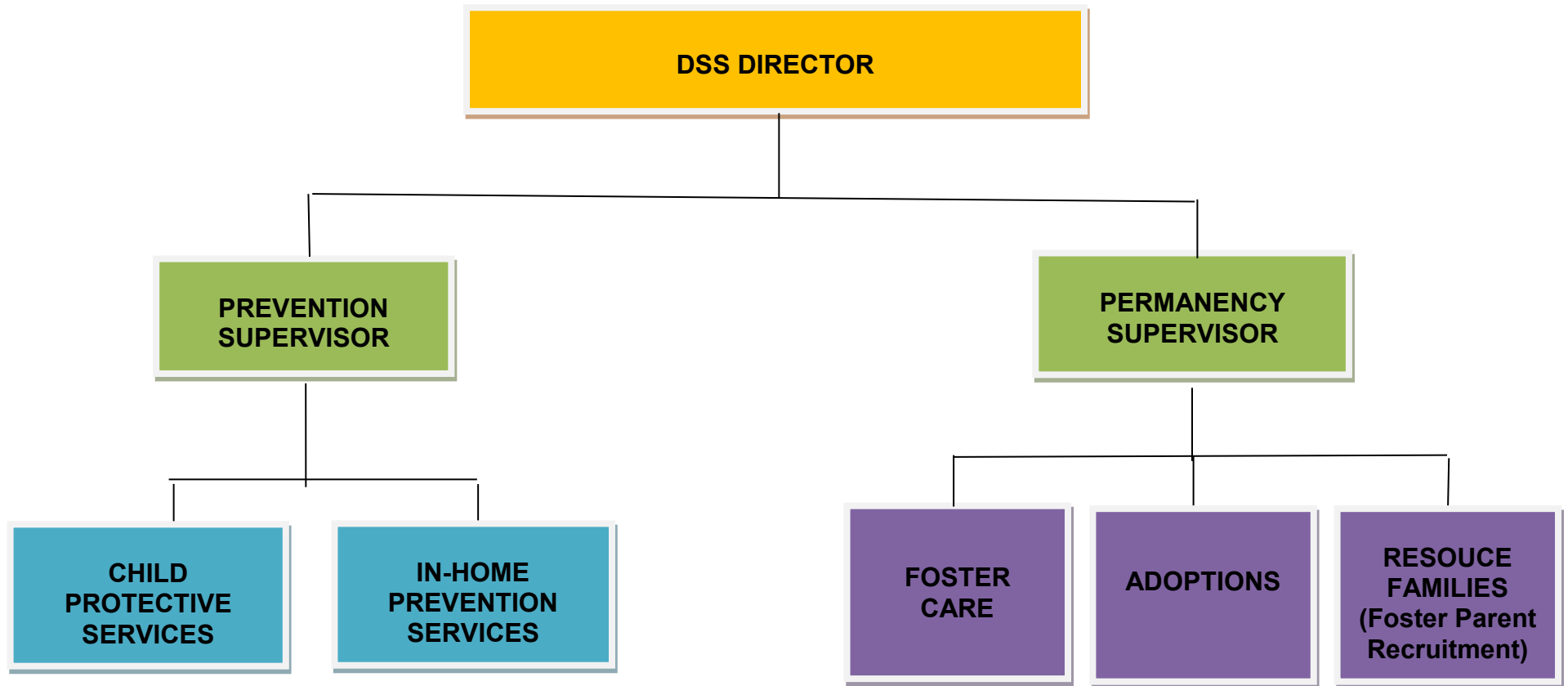
These funds are to be used for any allowable staff and operations activity that is related to In-Home Family Services such as hiring staff, procuring office space and furniture, training, etc. **This funding will be rolled into BL 855 Staff & Operations in FY 2023 and will require a 15.5% local match.**

If you have any questions, please contact Senior Financial Policy Consultant, Kim Conner at kim.conner@dss.virginia.gov or Prevention/ Protection Assistant Director, Elizabeth Lee at Elizabeth.lee@dss.virginia.gov.

**HOPEWELL SOCIAL SERVICES
CURRENT ORGANAZATIONAL STRUCTURE
CHILD WELFARE SERVICES
APRIL 01, 2021**



**HOPEWELL SOCIAL SERVICES
PROPOSED ORGANZATIONAL STRUCTURE
CHILD WELFARE SERVICES
APRIL 1, 2021**



R-2



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- ☐ Civic Engagement
- ☒ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☐ Housing
- ☐ Safe & Healthy Environment
- ☐ None (Does not apply)

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☒ Regular Business
- ☐ Reports of Council Committees

Action:

- ☒ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Request to Appropriate Funds from Surplus Property Auction

ISSUE: The Department of Recreation and Parks has been tasked with managing the sale of surplus property for the City. Traditionally, funds from the sale of surplus property have been appropriated back to the Department to offset the cost of programs, facility repairs, and park maintenance. Recent surplus property sales have resulted in revenue totaling \$22,450. The Department is requesting that \$22,450 be appropriated for future expenditure.

RECOMMENDATION: The City Administration recommends appropriation of \$22,450 in surplus property sale funds to the Department of Recreation and Parks.

TIMING: Action is requested at the May 11, 2021, meeting of Hopewell City Council.

BACKGROUND: None

FISCAL IMPACT: The appropriation of funds would increase the Recreation and Parks budget by \$22,450.

ENCLOSED DOCUMENTS:

- None

STAFF:

Aaron Reidmiller, Director of Recreation and Parks.

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

REPORTS OF THE CITY ATTORNEY

REPORTS OF CITY CLERK

REPORTS OF THE CITY COUNCIL

COUNCILOR REQUESTS

CR-1

CR-2

CR-3

CR-4



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- ☐ Civic Engagement
- ☐ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☐ Housing
- ☐ Safe & Healthy Environment
- ☐ None (Does not apply)

Order of Business:

- ☐ Consent Agenda
- ☐ Public Hearing
- ☐ Presentation-Boards/Commissions
- ☐ Unfinished Business
- ☐ Citizen/Councilor Request
- ☐ Regular Business
- ☐ Reports of Council Committees

Action:

- ☐ Approve and File
- ☐ Take Appropriate Action
- ☐ Receive & File (no motion required)
- ☐ Approve Ordinance 1st Reading
- ☐ Approve Ordinance 2nd Reading
- ☐ Set a Public Hearing
- ☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Formal creation of the City Council Finance Committee

ISSUE: The City Council Standing Finance Committee was not officially established by ordinance or resolution. As such, the City Council does not have clear guidelines of the role of the committee and members do not have cited authority to staff/information as it relates to the City of Hopewell finances.

Members of the last term's Finance Committee (Councilor Gore and Councilor Pelham) requested for City Council to support providing support and guidance to support the effort to provide financial oversight. A majority of City Councilors chose to not vote to direct staff to support the Finance Committee and did not provide clear guidance. In addition, the belief of a majority of City Council was that all finance information should be provided to the entire body and not just the finance committee. Due to this effort, the Finance Committee did not meet on a routine basis.

RECOMMENDATION: City Council vote to formally establish a Finance Committee or void new appointments.

TIMING: At the will of City Council.

BACKGROUND: None

ENCLOSED DOCUMENTS:

- None

STAFF: Councilor Pelham

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

EnterTextHere

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7

CR-5

CR-6

CR-7

CR-8

CR-9

ADJOURNMENT