



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

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CITY COUNCIL

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

John M. Altman, Jr., City Manager
Sandra. Robinson, City Attorney
Camisha M. Brown, Assistant City Clerk

August 18, 2020

ELECTRONIC MEETING

Closed Meeting: 5:30 PM
Regular Meeting: 7:30 PM

OPEN MEETING

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

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 consideration, interview, and appointment of prospective candidates for employment (City Clerk) and appointment (boards and commissions); and to the extent such 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

CLOSED MEETING

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 Herbert Bragg, Director, Intergovernmental & Public Affairs, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Pelham.

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:

C-2 Pending List:

C-3 Routine Approval of Work Sessions: September 15th, 2020- Development

C-4 Personnel Change Report & Financial Report: August 6, 2020

C-5 Ordinances on Second & Final Reading:

C-6 Routine Grant Approval:

1. FY20 Department of Justice JAG Grant

C-7 Public Hearing Announcement:

C-8 Information for Council Review:

C-9 Resolutions/Proclamations/Presentations:

SUGGESTED MOTION: To amend/adopt consent agenda

Regular Business

R-1 Colonial Corner (4100 Oaklawn Boulevard) Demolition Revisited

ISSUE: Provide an update to City Council regarding the demolition of Colonial Corner

MOTION: _____

Roll Call

R-2 2020 National Endowment for the Arts Grant

ISSUE: The 2020 National Endowment for the Arts Our Town grants support projects that integrate arts, culture and design activities into efforts that strengthen communities by advancing local economic, physical and/or social outcomes. Successful Our Town projects ultimately lay the groundwork for systemic changes that sustain the integration of arts, culture and design into local strategies for strengthening communities. These projects require a partnership between a local government entity and nonprofit organization in order to apply. These are cost share/matching grants with a minimum of \$25,000 match.

The city would like to partner with the Lamb Arts Center for Arts and Healing to apply for a 2020 Our Town grant. The premise of the project would be for public art installation throughout the downtown, and to build upon the Hopewell Arts Fest (held by Lamb Arts). Our hope is to also add the Hopewell Downtown Partnership as a partner and to work in tandem to install murals throughout the downtown district and hold an interactive “exhibit” to unveil these murals at the 2021 Hopewell Arts Fest.

Lamb Arts would take the lead on this project if funded, but it is required by the NEA that they City of Hopewell serve as a partner on the application. This project would **NOT** require a financial commitment from the City of Hopewell. The match required from the City of Hopewell would come from in-kind services, such as: a very small portion of staff’s time to assist with the coordination of the grant application, the mural installation and the

Hopewell Arts Fest, and possibly waiving permit and other fees associated with holding a special event in the city of Hopewell. A majority of the match would come from Lamb Arts.

This project would not only increase the amount of arts initiatives available throughout the city, but would also add to the excitement of our revitalizing downtown district.

MOTION: _____

Roll Call

R-3 Request for City Council to direct the City Manager to provide Council with a full up date as to the current delay in completing the CAFR

ISSUE: The City’s CAFRs have been delinquent since FY15. A majority of City Council supported hiring an outside finance consultant to service bring the city current with audits. City Council was originally informed that the delinquent CAFRs (FY16, FY17, and FY18) would be completed with a year. They have not been completed and city staff requested an extension of the agreement. The last audit supplied to City Council was the FY17 audit for fiscal year (July 1, 2016 - June 30 2017) June 2019. FY18. FY19 and FY20 are currently outstanding.

MOTION: _____

Roll Call

R-4 Blue Zone Cities

MOTION: _____

Roll Call

R-5 COVID-19 Testing

MOTION: _____

Roll Call

R-6 COVID-19 Community Support Update

MOTION: _____

Roll Call

R-7 Request for City Council to consider Creating a Covid-19 Specialist to assist development and roll out of City Covid-19 Relief

ISSUE: Due to Covid-19 several households are struggling to maintain and multiple resources have been established at the federal, state and regional level. The City of Hopewell is developing plans for how the City will disperse federal Covid-19 Relief aid. Since several are experiences gaps with workforce, housing, food, education, technology, etc. And the populations include the elderly, homeless, single-family and multi-family, the City should invest in one individual that can loop are resources into one POC. This POC will help ensure that there are no service gaps while assisting the City of Hopewell develop and implement Covid-19 resources. Additionally, this individual will be the fact when speaking with residents to assist them and be a source to identify additional need and how

effective relief is. Several resources established at the federal and state level are hard to access and in some instances do not meet the actual need.

MOTION: _____

Roll Call

R-8 City of Hopewell Participation in Governor Northam’s Health Equity Pilot Program

ISSUE: Health Equity Working Group (HEWG) collaboratively the equity leadership team guides the overall work of the HEWG and all subworking groups of the COVID-19 response. Per the organizational chart, the HEWG reports directly to the COVID-19 Unified Command Leadership Group. The HEWG is an innovative coalition embedded at the senior-level of Virginia’s unified command structure for the COVID-19 public health crisis. The first-of-its-kind in Virginia state history and nationally to exist within an emergency response body, the nearly 50 member HEWG serves as a cabinet-level mechanism that convenes representatives from:

- each agency and advisory board of the Virginia Health and Human Resources Secretariat;
 - the Office of the Secretary of the Commonwealth and related constituent advisory boards;
 - leadership from relevant state entities across the Commonwealth; as well as
 - representatives from private human service organizations, advocacy and stakeholder groups, community leaders, and diverse faith leaders
- in order to ensure health equity is central to every decision made throughout this crisis. The purpose of the HEWG is to apply a health equity lens to the Commonwealth of Virginia’s COVID-19 response by proactively and reactively:
- Identifying and prioritizing resources and decision points impacting marginalized and atrisk individuals and communities.
 - Supporting intentional inclusion of the needs of at-risk and marginalized individuals and communities within each working group related to preparedness, mitigation, response, and recovery

MOTION: _____

Roll Call

R-9 Healthy Hopewell – Ward 4 Covid-19 Kit Donation - Dupont

ISSUE: Due to Covid-19, many households are experiencing a loss of income. Many localities and elected officials are provided PPE to residents. As such, I have been working to get donations to supply the residents of Ward 4 PPE in addition to advocating for the City of Hopewell to participate in the Governor’s Health Equity Program to provide PPE to a majority, if not all City residents. DuPont Teijin Films would like to help by donating four cases (16 gallons) of sanitizer and (500) disposable masks

MOTION: _____

Roll Call

RB-10 Strategic Plan and Crime Meeting Transparency – Post Online Records for Public

ISSUE: City Council held three Town Hall Meetings in 2019 to develop a draft Strategic Plan. The resident feedback from those meetings is not posted online for the public to view. Additionally, City Council held several Advances to prepare the Strategic Plan. The first draft (skeleton) and the City Mangers’ feedback is not posted online. Each step to include the date should be made available to the public. The Crime Meeting resident feedback should also be posted online.

MOTION: _____

Roll Call

R-11 Request for City Council to support and fund technological improvements to modernize the online access for residents to complete city services. For example- Online forms, online payments, credit cards, Wi-Fi access, etc. in light of Covid-19.

ISSUE: Discussion

MOTION: _____

Roll Call

R-12 Request for City Council to direct the City Clerk to work with the IT Department to develop a system that posts vacancy information for City Boards, Commissions and Authorities

ISSUE: Due to Covid-19, many residents are more in tuned with their local governments. Residents are seeking ways to become involved. As such, many are researching the City’s Boards, Commissions and Authorities. The City’s website does not list current vacancies to let people know how which boards are open for service/appointment.

MOTION: _____

Roll Call

R-13 Request for City Council to review the Court Services and VJCCCA Budget and review programs offered for juvenile delinquency; the state's annual report for the City of Hopewell's recidivism rate.

ISSUE: Discussion

MOTION: _____

Roll Call

R-14 City Council establish a Quarterly Joint School Board Meetings to discuss the Direction of the School Board, a plan for Woodlawn Learning Center and Covid-19

MOTION: _____

Roll Call

R-15 Request City Council to pass Cities are Essential Resolutions to support NLC’s mission to advocate for Congress to give Cities, Towns and Villages direct Federal Aid.

ISSUE: Due to Covid-19, many localities are experiencing a loss of income. Cities are essential to America’s economic recovery. Communities will use federal aid and support to facilitate a reopening of the national economy. Local governments are calling for at least \$500 billion in direct federal funding to protect families, municipal workers and America’s economic future.

MOTION: _____

Roll Call

R-16 Motion to Rescind

MOTION: _____

Roll Call

R-17 Eviction

MOTION: _____

Roll Call

R-18 Request for City Council to set a Work Session review and amend the City's Emergency Operations Plan due to the state in July and for City Council to receive a draft of the Continuity Operations Plan requested to be developed due to Covid-19.

ISSUE: The City Council voted to approve the purchase of OpenFinance in 2019. The system was supposed to be implemented for the FY20 budget cycle. City Council was informed in November during a public meeting that purchasing was underway. During the Budget Work Sessions, City Council was notified that the process had not yet begun.

MOTION: _____

Roll Call

R-19 Request for City Council to review the third-party biller Data Integrators contract and evaluate if the City should bring sewer/trash billing services in-house.

ISSUE: The contract for Data Integrators has loopholes that cause the City to lose a considerable amount of revenue. The contract has not been amended to adjust the issues identified. City Council needs to either direct staff to amend the contract or bring services in-house.

MOTION: _____

Roll Call

R-20 Request for City Council to receive the CSA's policies and response to the State's Special Audit Directives in response to fraud

ISSUE: Discussion

MOTION: _____

Roll Call

R-21 Crater Workforce Investment Board

MOTION: _____

Roll Call

R-22 Request for City Council to evaluate all departments that provide direct services to residents and share publicly how the funds are directly invested into the Community; I.E. Upcoming road payments, stormwater projects, community events & programs

ISSUE: Discussion

MOTION: _____

Roll Call

R-23 Request for City Council to consider holding a public hearing or Community Town Hall about the City's Policing Policies, establishing a community task force comprised of residents impacted by neighborhood gun violence, inclusion of mental health professionals to assist after shootings within neighborhoods and a citizen oversight board for complaints to increase engagement/transparency.

ISSUE: Request City Council discuss how they would like to proceed and give staff objectives to return back to City Council with recommendations for action.

MOTION: _____

Roll Call

R-24 City Council vote to establish an Ordinance and Resolution Clean-Up to index, organize, sign upload in Municode ordinances from 2015-2020.

MOTION: _____

Roll Call

R-25 City Council vote to establish an City Council Minutes Clean-Up to index, organize, sign upload online Agenda Packed and Minutes from 2017-2020.

MOTION: _____

Roll Call

R-26 City Council Backlog

ISSUE:

The City of Hopewell Charter states that all powers vested in the City is under City Council’s authority.

“The city shall have and may exercise all powers which are now or may hereafter be conferred upon or delegated to cities under the constitution and law of the commonwealth and all other powers pertinent to the conduct of the city government, the exercise of which is not expressly prohibited by the said constitution and laws and which in the opinion of the council are necessary and desirable to promote the general welfare of the city and the safety, health, peace, good order, comfort, maintenance and morals of its inhabitants, as fully and completely as though such powers were specifically enumerated in this charter, and no enumeration of particular powers herein shall be held to be exclusive but shall be held to be in addition to this general grant of power.”

As such, City Council must serve as the decision-maker and approve, disapprove and/or amend the agenda requests. If a request is approved, City Council needs to direct a member of staff to facilitate completing the request.

The following items have been submitted to City Council Meeting Agendas for members of City Council to take action. Several items have been submitted repeatedly on agendas, waiting to either be heard/discussed, followed-up on for a decision and or simply voted on.

I am requesting for all items to be voted on in order to receive determinates – this will remove them from future agendas unless the matter has been passed.

MOTION:_____

Roll Call

R-27 Legislative Recap

MOTION:_____

Roll Call

Reports of City Manager:

CARES Act Coronavirus Relief Funds

ISSUE: City Council to approve the receipt of \$1.9 million in CARES Coronavirus Relief Funds from the Commonwealth of Virginia.

MOTION:_____

Roll Call

Reports of City Attorney:

Reports of City Clerk:

Reports of City Council:

Committees:

Individual Councilors

IR-1 Request for City Council to vote to establish a rule that supports the new practice to limit City Councilors ability to place items on future agendas, conduct research with staff and seek legal guidance for potential legislative items.

ISSUE: It has been common practice that City Councilors place items on the City Council Meeting agendas to obtain a vote from City Council to approve/deny the request. At some point in 2019, some members of City Council began to advocate for Councilors to be limited in their ability to place items on the agenda for City Council approval/denial. In turn, they began to limit the ability for a City Councilor to seek legal guidance to determine legality of any proposed legislation. As of now, some City Councilors are seeking to limit the ability to ask the City Manager to provide information so that one can make a determination about the feasibility of any proposed legislation.

MOTION: _____

Roll Call

IR-2 Request for City Council direct the City Manager review city owned space and rental properties to identify a location for the Office on Youth to offer programs. In addition, for the City Manager to provide an update as to the costs/needs to renovate Mallonee Gym to house the Office on Youth and the status of the \$250,000 previously allocated by City Council for renovation.

ISSUE: The Office on Youth is currently housed in the United Way Building. The City rents an office, storage space and front desk reception space. The Office on Youth currently has no dedicated space to offer youth programming.

MOTION: _____

Roll Call

IR-3 Request for City Council direct the City Manager to delegate to staff to review non-developed city land to identify a location for a practice field for youth sports and free citizen usage.

ISSUE: Several groups and residents have shared the need for the City to establish a practice field for various youth supports. If the city can identify public land for the youth to practice during daylight and provide portable restrooms, we can immediate address the need. However, we will have to discuss long-term plans officially develop the field; install lighting; restroom amenities etc. for a permanent location space.

MOTION: _____

Roll Call

IR-4 Request for City Council to set a new date to deliver the “State of the City Address” in February to include the unveiling of the new City Council Strategic Plan.

ISSUE: City Council voted in 2019 to hold a “State of the City Address” in spring. However, the event never was organized or executed. Additionally, information was not compiled to provide an update to residents about the current state of the City, its affairs and City Council’s vision. Residents have complained about lack of City Communication and staff have complained about a lack of a Strategic Plan and collective vision from City Council.

MOTION: _____

Roll Call

IR-5 Request City Council to direct the City Manager to provide Council with the status of uncollected funds within the City of Hopewell

ISSUE: The Mayor requested the following information on December 19, 2019: Wastewater (Water Renewal) uncollected bill amounts (write offs) (individual/business); Data Integrators uncollected bill amounts (individual/business); Uncollected taxes (real estate/personal property); Trash uncollected bill amounts (write offs) (individual/business); Audit reports/schedules with write-offs; Industry payments for Wastewater (Water Renewal) for the last 3 years; Total value of funding that could not be reconciled for the audit - City Funds/Accounts; Total value of funding that did not have backup docs/not approved - City Funds/Accounts; Status of money approached to support Wastewater Grant when DEQ required the City to have a reserve of funding approx.. of \$575,000. *new

MOTION: _____

Roll Call

IR-6 Request for City Council to vote to direct the City Manager provide City Council with options to dissolve the Beacon Theater LLC. The prior City Council voted to support dissolving the LLC in order to create a Regional Performing Arts Center and/or improve community programs and access to the Beacon Theater. In the meantime, the City Council will support opening the Beacon Theater free on Sundays after the Beacon Church for groups to offer free services/programs to the public.

ISSUE: The City needs to address the status of the Beacon Theater’s management and finances. In the past, the City provided the Beacon Theater with approximately \$100,000 to provide community programs. City Council has not established guidelines for that money and support. Since the Beacon Theater is open on Sundays for the Beacon Church, members of the public that want to offer community services can utilize the space – as opposed to pay the high rental fees. The City Council needs to also discuss management of the theater to fully take advantage of the renovation and to provide cultural opportunities for the community. Currently concerts is the primary event type offered by the Beacon. The Theater can also be a space to routinely offer plays, dance, spoken word, classes etc. to the community.

MOTION: _____

Roll Call

IR-7 City of Hopewell Finance Policies

ISSUE: City Council discussed two finance policies during Fall Council meetings. Council's last action was for the CM to prepare an alternative policy for submission for the November 12, 2019 agenda packet. The policy needed to be vetted by the City Attorney prior to submission. Council has not received the policy yet for discussion.

MOTION: _____

Roll Call

Citizen/Councilor Requests

Presentations form Boards and Commissions

Other Council Communications

Adjournment