



# 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

July 14, 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 appointment, assignment, and performance of specific appointees and employees and consideration/discussion of prospective candidates for employment and appointment; (A)(3) and (A)(6) to discuss the investment of public funds for the acquisition of real property for the General Registrar/Voter Registration where bargaining is involved, and discussion in open meeting would adversely affect the City's bargaining position and financial interest; 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

**6:30 p.m.**

### WORK SESSION

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

Roll Call

**WS - 1 Office on Youth and Youth Services Commission**

**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 Denton.

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

**Roll Call**

**Consent Agenda**

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

**C-1 Minutes:**

**C-2 Pending List:**

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

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

- 1. Personnel Report
- 2. Financial Report

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

**C-6 Routine Grant Approval:**

**C-7 Public Hearing Announcement:**

**C-8 Information for Council Review:**

**C-9 Resolutions/Proclamations/Presentations:**

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

**Public Hearings**

**PH-1 Amendment of the Hopewell Public School’s Fiscal Year 2020 Operating Budget**

**ISSUE:** The Hopewell Public School’s received additional state, federal and grant funding for the FY 2020 operating budget in the amount of \$699,985. HPS is requesting the budget and appropriation of these funds.

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

**Roll Call**

**PH-2 Amend Fiscal Year 2020-2021 School Board Operating Budget**

**ISSUE:** Amendment of the FY 2020-2021 Hopewell Public Schools operating budget by \$1,136,069 increasing local support to \$13,451,263.

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

**Roll Call**

**PH-3 Amendment of FY 19-20 City of Hopewell Operating Budget - CARES Act Funding**  
**ISSUE:** Resolution amending the Fiscal Year 2020 City of Hopewell Operating Budget by budgeting and appropriating \$2,026,790 of one-time federal grant funds made available to the City through the Coronavirus Aid, Relief and Economic Security (CARES) Act of 2020.  
**MOTION:** \_\_\_\_\_

\_\_\_\_\_  
**Roll Call**

**PH-4 Community Development Block Grant FY 20-21 Public Hearing**

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

\_\_\_\_\_  
**Roll Call**

**PH-5 Community Development Block Grant- Coronavirus Funding (CDBG-CV) Public Hearing**

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

\_\_\_\_\_  
**Roll Call**

**Unfinished Business**

**Regular Business**

**R-1 DeCarlo case**

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

\_\_\_\_\_  
**Roll Call**

**R-2 Colonial Corner (4100 Oaklawn Boulevard) Demolition Revisited**

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

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

\_\_\_\_\_  
**Roll Call**

**R-3 COVID-19 Community Support Update**

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

\_\_\_\_\_  
**Roll Call**

**R-4 Legislative Recap**

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

\_\_\_\_\_  
**Roll Call**

**R-5 Hopewell Small Business Recovery Program**

**ISSUE:** Provide support to our small businesses in response to the COVID-19 pandemic.

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

\_\_\_\_\_  
**Roll Call**

**R-6 Office on Youth and Youth Commission Ordinance and Resolution**

**ISSUE:** Request Council to review and take action on the proposed resolution and ordinance

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

\_\_\_\_\_  
**Roll Call**

**R-7 Motion to Rescind**

**ISSUE:** Request Council to rescind the motion moving funds from the Office on Youth during the June 25<sup>th</sup> special meeting

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

\_\_\_\_\_  
**Roll Call**

**R-8 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**

**R-9 Crater Workforce Investment Board- Grant Recipient**

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

\_\_\_\_\_  
**Roll Call**

**R-10 City Council Minutes**

**ISSUE:** 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-11 City Council Ordinance**

**ISSUE:** 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-12 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-13 COVID-19 Staffing**

**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-14 Emergency Operations**

**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-15 Eviction**

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

\_\_\_\_\_  
**Roll Call**

**R-16 I.T. Technology**

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

\_\_\_\_\_  
**Roll Call**

**R-17 NLC Resolution**

**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-18 City Council Backlog**

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

\_\_\_\_\_  
**Roll Call**

**R-19 Data Integrators**

**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 CSA Special Audit**

**ISSUE:** Request for City Council to receive the CSA's policies and response to the State's Special Audit Directives in response to fraud

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

\_\_\_\_\_  
**Roll Call**

**R-21 VJCCCA**

**ISSUE:** 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

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

\_\_\_\_\_  
**Roll Call**

**R-22 Policing**

**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-23 Talent Bank Resume**

**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-24 Strategic Plan and Crime Meeting Transparency – Post Online Records for Public**

**ISSUE:** City Council head 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-25 City Investment**

**ISSUE:** 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

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

\_\_\_\_\_  
**Roll Call**

**R-26 Woodlawn and School Board**

**ISSUE:** 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**



**Reports of City Manager:**

**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 rentals 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 complied 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:** he 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, spoke 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**