AGENDA

CITY OF HOPEWELL

AGENDA

(804) 541-2408
www.hopewellva.gov
cityclerk@hopewellva.gov

CITY COUNCIL
John B. Partin, Jr., Mayor, Ward #3
Rita E. Joyner, Vice Mayor, Ward #1
Michael B. Harris, Councilor, Ward #2
Ronnie O. Ellis, Councilor, Ward #4
Susan L. Daye, Councilor, Ward #5
Malik D. Wheat, Councilor, Ward #6
Lovena B. Rapole Councilor, Ward #7

Vincent E. Jones, City Manager
Anthony R. Bessette, City Attorney
Sade' J. Allen, City Clerk

July 14, 2026	REGULAR MEETING	Closed Session – 5:00 P.M. Open Session – 7:00 P.M.

Call to order and roll call
Call for amendments to the agenda

CLOSED MEETING

SUGGESTED MOTION: I move to go into a closed meeting under Va. Code § 2.2-3711(A)(1), to discuss personnel matters (HR class and compensation study); § 2.2-3711(A)(7), to consult with legal counsel on actual or probable litigation (Hopewell Water Renewal Commission); and § 2.2-3711(A)(8), for the purpose of consultation with legal counsel (offer of gifted properties and franchise agreement).

Certification Under Virginia Code § 2.2-3712 (D): Were only public business matters (l) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in the closed meeting?

WELCOME TO VISITORS

REPORT OF THE CITY MANAGER

Crime Summary Report – Gregory Taylor, Chief of Police
Fiscal Year 2026 Year-End Preliminary Report – Stacey Jordan, Deputy City Manager
Treasurer's Collection Report – Jason Yancey, City Treasurer

ACTIONS RESULTING FROM CLOSED MEETING

PRAYER AND PLEDGE OF ALLEGIANCE

Prayer by Reverend Boggs, followed by the Pledge of Allegiance to the Flag of the United States of

America, led by Mayor Partin.

CONSENT AGENDA

All matters listed under the Consent Agenda are considered routine by the 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:** May 11, 2026, and May 12, 2026 – Sade' Allen, City Clerk
- **C-2 Human Resource Report** – Yaosca Smith, Director of Human Resources
- **C-3 Ordinance adopting a previously executed franchise agreement** – Anthony Bessette, City Attorney
- **C-4 Resolution accepting funding for Hopewell Water Renewal facility improvements** – Matt Ellinghaus, Director of Water Renewal
- **C-5 Proclamation designating July as Park and Recreation Month and July 17, 2026, as Park and Recreation Professionals Day** – Tabitha Martinez, Director of Recreation and Parks
- **C-6 Proclamation in recognition of Mary French Elder's Service to the City** – Chris Ward, Director of Planning and Development
- **C-7 Resolution Rescinding Resolution No. 2024-0611 Establishing Interim Marina Rates** – Charles Bennett, Director of Economic and Development

SUGGESTED MOTION: To adopt the consent agenda

COMMUNICATIONS FROM CITIZENS

CITY CLERK: *A Communication from Citizens period, limited to a total of 30 minutes, occurs at each regular Council meeting. Persons addressing Council approach the microphone, give their name and, if they reside in Hopewell, their ward number. Each comment is limited to 3 minutes. No person is permitted to speak on an item scheduled for public hearing. All remarks must be addressed to the Council as a body. Any person who makes personal, impertinent, abusive, or slanderous statements or incites disorderly conduct in Council Chambers may be barred from future Communications from Citizens and removed.*

REGULAR BUSINESS

- **R-1 (Public Hearing) Ordinance repealing and reenacting Hopewell City Code Chapter 9 (Barbershops, Beauty Parlors, and Tattoo Parlors) sections 9-41 through 9-61**– Anthony Bessette, City Attorney
- **R-2 (Public Hearing) Ordinance amending Hopewell City Code Chapter 33 (Streets and Sidewalks) sections 33-60 through 33-62** – Anthony Bessette, City Attorney
- **R-3 (Public Hearing) Modification of Development Standards request from the Well of Hope Church of the Nazarene to install a second freestanding sign on Parcel #089-1462, also identified as 3308 Oaklawn Blvd., in the B-4 Corridor Development District** – Chris Ward, Director of Planning and Development
- **R-4 Legacy Swim Club 2026–2027 MOA (formerly known as NOVA South**) – Tabitha Martinez, Director of Recreation and Parks
- **R-5 Resolution amending the fiscal year 2027 budget to fund an operational audit for Hopewell Public Schools** – Stacey Jordan, Deputy City Manager

ADJOURNMENT

CLOSED MEETING

REPORTS OF THE CITY MANAGER

Hopewell Police Department Crime Summary

July 14, 2026

HOPEWELL POLICE DEPARTMENT
CRIME SUMMARY
Reporting Date: July 6, 2026

Year-to-Date	Thru July 5th						
	2025	**2026**	**# Change**	**% Change**	**5 Year Average**	**% Change to Average**	Last Week thru 6/28 % Change
MURDER	4	3	-1	-25%	4	-29%	400%
FORCIBLE RAPE	3	4	1	33%	4	5%	200%
ROBBERY	9	2	-7	-78%	9	-79%	2300%
AGGRAVATED ASSAULT	35	23	-12	-34%	38	-39%	3200%
Violent Crime Total	**51**	**32**	**-19**	**-37%**	**55**	-42%	300%
ARSON	3	3	0	0%	2	50%	1500%
BURGLARY	16	15	-1	-6%	22	-32%	12500%
LARCENY	128	125	-3	-2%	173	-28%	2200%
MOTOR VEHICLE THEFT	22	22	0	0%	38	-43%	16500%
Property Crime Total	**169**	**165**	**-4**	**-2%**	**236**	-30%	19700%
Total Major Crime	**220**	**197**	**-23**	**-10%**	**291**	-32%	0%

Murder, Rape, Assault by # of Victims, All others by # of Incidents

5 Year Average to 7/31

HOPEWELL POLICE DEPARTMENT
CRIME SUMMARY
Reporting Date: July 6, 2026

Year-to-Date									
	Thru July 5th								
	2022	**2023**	**2024**	**2025**	**2026**	***# Change 2022 & 2026***	***% Change 2022 & 2026***	***4 Year Average***	***% Change to Average***
MURDER	7	5	1	4	3	-4	-57%	4	-29%
FORCIBLE RAPE	4	2	3	3	4	0	0%	3	33%
ROBBERY	16	5	2	9	2	-14	-88%	8	-75%
AGGRAVATED ASSAULT	26	35	35	35	23	-3	-12%	33	-30%
Violent Crime Total	**53**	**47**	**41**	**51**	**32**	**-21**	**-40%**	48	-33%
ARSON	0	4	2	3	3	3	#DIV/0!	2	33%
BURGLARY	29	18	15	16	15	-14	-48%	20	-23%
LARCENY	181	133	151	128	125	-56	-31%	148	-16%
MOTOR VEHICLE THEFT	27	27	68	22	22	-5	-19%	36	-39%
Property Crime Total	**237**	**182**	**236**	**169**	**165**	**-72**	**-30%**	206	-20%
Total Major Crime	**290**	**229**	**277**	**220**	**197**	**-93**	**-32%**	254	-22%

Murder, Rape, Assault by # of Victims, All others by # of Incidents

HOPEWELL POLICE DEPARTMENT
CRIME SUMMARY
Reporting Date: July 6, 2026

Suspected Opioid Overdoses 7/31							
	2021	**2022**	**2023**	**2024**	**2025**	**2026**	**Grand Total**
Fatal	12	5	13	5	3	2	40
Non-fatal	55	43	52	37	23	7	217
Grand Total	**67**	**48**	**65**	**42**	**26**	**9**	**257**

Subject to change as
forensic results are returned

HOPEWELL POLICE DEPARTMENT
CRIME SUMMARY
Narcotics Incidents/Arrests
Reporting Date: July 6, 2026

Year-to-end-of-Month

	Thru July							
	2023	**2024**	**2025**	**2026**	**# Change 2023 & 2026**	**% Change 2023 & 2026**	***3 Year Average***	***% Change to Average***
Felony	68	58	47	25	-43	-63%	58	-57%
Misdemeanor	8	7	5	2	-6	-75%	7	-70%
Total Narcotics Incidents with Arrests	**71**	**59**	**48**	**27**	-44	-62%	59	-54%
Felony	59	53	42	25	-34	-58%	51	-51%
Misdemeanor	8	7	5	2	-6	-75%	7	-70%
Total Persons Arrested for Narcotics Violations	**62**	**54**	**43**	**27**	-35	-56%	53	-49%

Note: Felony + Misdemeanor does not always = Total as one incident can have multiple charges and persons charged.

HOPEWELL POLICE DEPARTMENT
Reporting Date: July 6, 2026

Verified Shots Fired January 1, 2026 - July 6, 2026		
2024 Yearly Total	**2025 Yearly Total**	**2026 Thus far**
64	**54**	**12**

Neighborhood Watch Meetings

Ward 2 & 6 (combined) - Arlington Heights: 4th Tuesday of each month from 6:00 pm to 7:00 pm at Friendship Baptist Church. Mr. Michael Mahan is the NW Captain.

Ward 3 – 2nd Wednesday of each month from 6:00 pm to 7:00 pm at Power's Memorial Church. Pastor Roger Crump & Greg McDaniel are the NW Captains.

Ward 4& Ward 5 – 1st Monday of each month from 6:00 pm to 7:00 pm at Wesley United Methodist Church. Mrs. Sha'rah Fuller is the NW Captain.

Ward 7 – Lord Taylor: 1st Monday of each month on Autumn Terrace Ave from 6:00 pm to 7:00 pm. Ms. Michelle Taylor is the NW Captain.

Ward 7 - 4th Wednesday of each month at 6:00 pm at Woodlawn Presbyterian Church. Councilor Rapole is the current NW Captain.

City Point – 1st Wednesday of each month from 6:00 pm to 7:00 pm at PD Multipurpose Room. Ms. Debbie Randolph is the NW Captain.

Cobblestone – 3rd Wednesday of every other month at 1:00 pm at Cobblestone Rec Center.

Kippax Dr – 3rd Thursday of each month at Mr. Brown's residence at 3807 Gloucester Dr.

Hiring-Recruitment
June 2026

- Two Dispatch positions are vacant. Two applicants are currently in the background stage.
- Five Police positions are open. One applicant currently in background. The next testing event is scheduled for July 18, 2026.

Community Policing Officers by Wards

- Corry Young Wards -1- cyoung@hopewellva.gov
- Cory Taylor Ward 3-cttaylor@hopewellva.gov
- Ryan Hayberg Ward-2 -rhayberg@hopewellva.gov
- Michael Redavid Ward-6 & Cobblestone mredavid@hopewellva.gov
- Thomas Jones Ward-4 tjones@hopewellva.gov
- Tiffany Sherard Ward-7 tsherard@hopewellva.gov

Community Engagement

Upcoming Events

July 18, 2026 - Hopewell Schools back-to-school event

July18, 2026 - Hopewell Parks and Rec community appreciation event

July 18, 2026 – James House appreciation day 1-4

July 21, 2026 – Summer Camp "Hero's Day".

Strategic Enforcement Team (SET) Summer Months Focus

- Curfew Violations- 17 years of age or younger are not to be on the street or other public places from 11 pm-6 am unless accompanied by a parent or guardian.
- Citizen Contacts – Field Interviews
- Loud Music
- Hot Spots
- HRHA Properties - Directed Patrols
- Crime & Disorder
- Assist Patrol on priority calls when needed
- Firearms and Narcotics Violations
- Warrant Services

Finance Committee Meeting

CITY MANAGER: VINCENT JONES

PRESENTED BY: STACEY JORDAN, DCM/CFO

AGENDA

Minutes from last meeting

FY26 Budget to Actuals - Preliminary Year-End

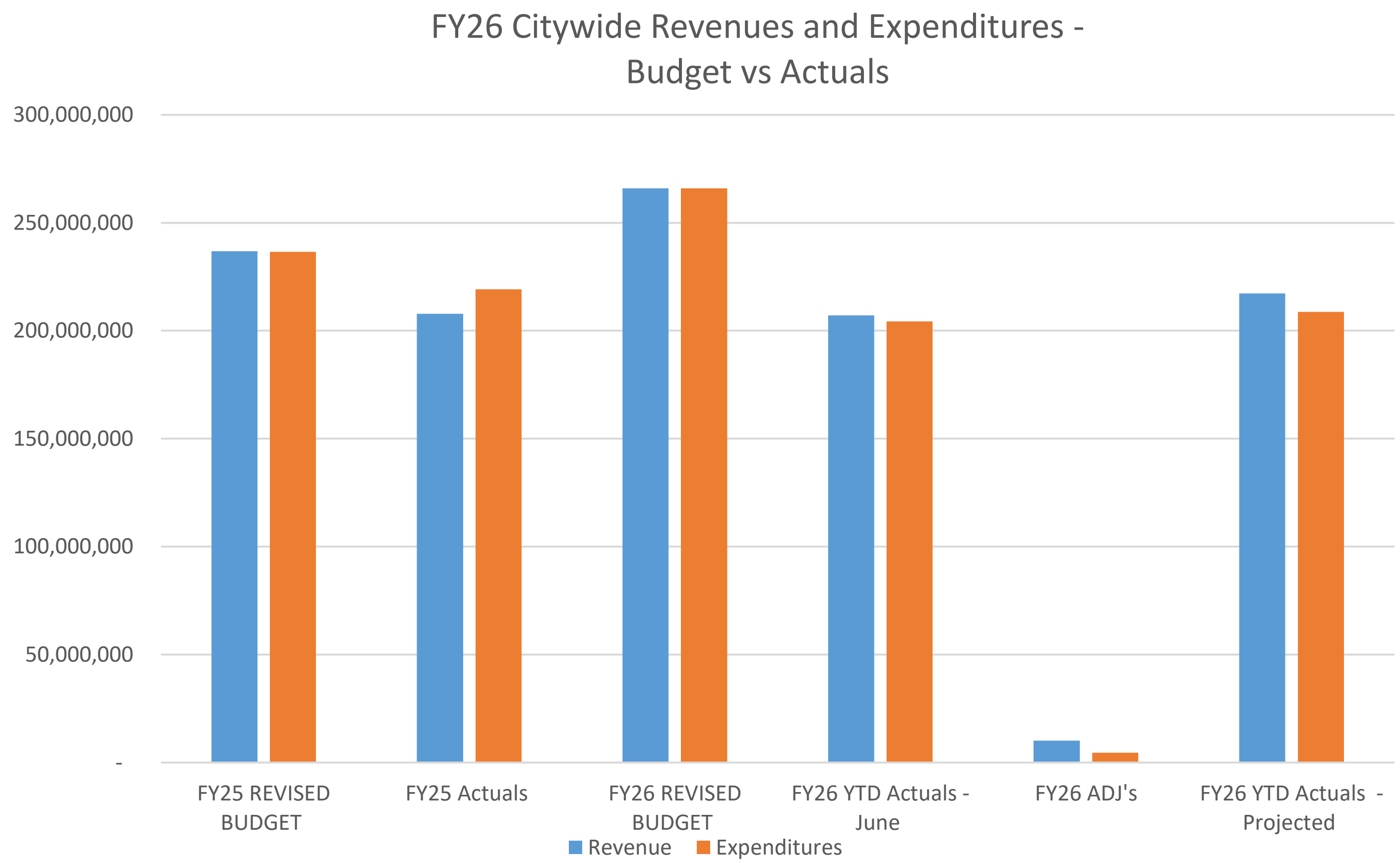
- Citywide
- General Fund
- Enterprise
- Schools

Accounts Payable/Debt Service

Committee items

Citywide FY26 Budget to Actuals – Preliminary Year-End

- **City-wide for Preliminary Year-End revenues are trending 6.05% or $9.4M higher for FY26 vs FY25.**
- **Expenses for Preliminary Year-End are trending 14.8% or $10.4M lower for FY26 vs FY25.**
- **Increase in revenues stem from State Revenues, increase in HWR capital billing and collections from Minol.**
- **Increase in expenses stem from Annual Increases and class and comp study increases, as well as increases in school and enterprise capital expenses.**
- **For FY26 revenues/expenses City-wide preliminary is $8.4M. This does not include any AP or PR accruals or additional transfers.**



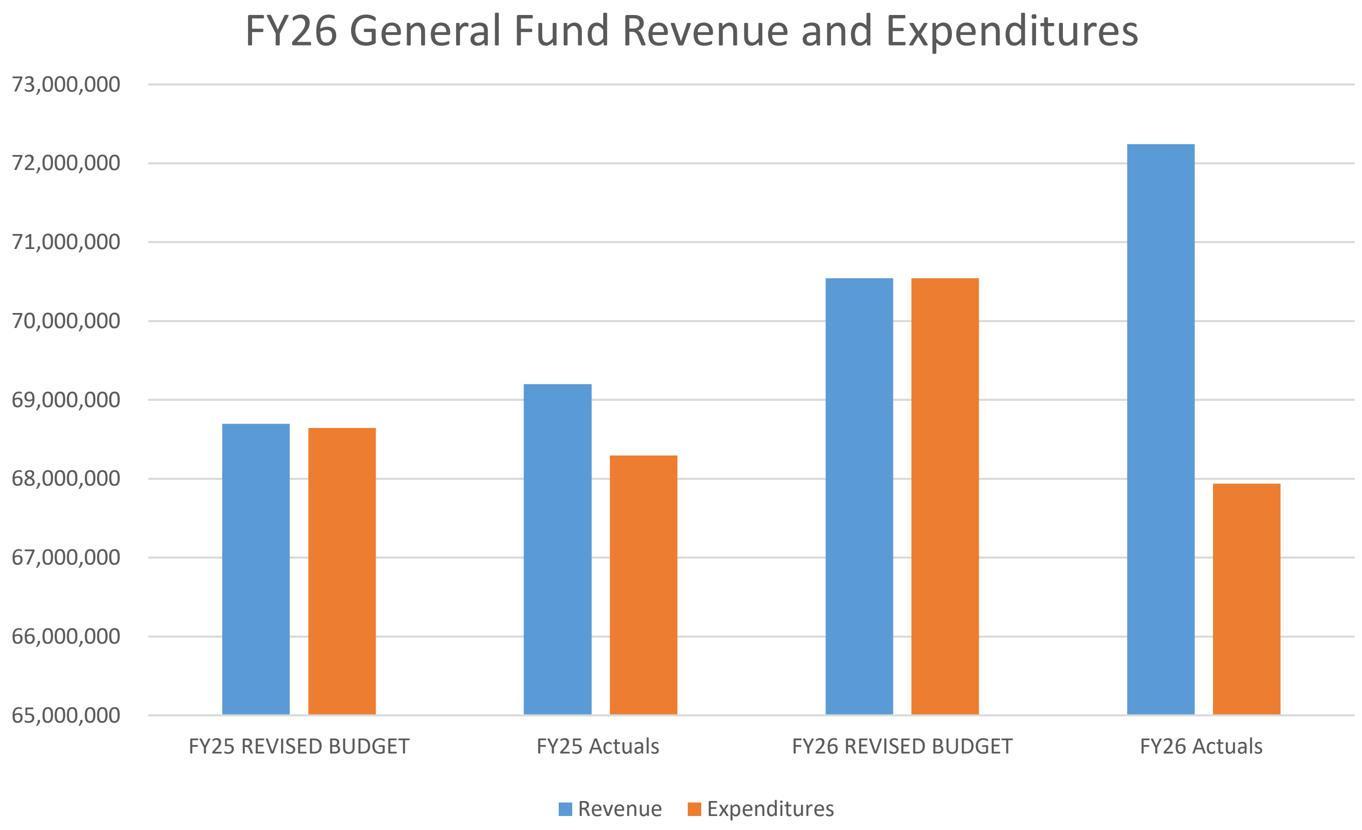
Citywide FY26 Budget to Actuals – Preliminary Year-End

CITY-WIDE

REVENUES	FY25 REVISED BUDGET	FY25 Actuals	FY25 % of Budget Rec'd	FY26 REVISED BUDGET	FY26 YTD Actuals - June	FY26 ADJ's	FY26 YTD Actuals - Projected	FY26 % Rec'd Budget	Comments
REAL ESTATE TAXES	21,928,970	22,247,779	101.5%	24,030,746	22,903,175		22,903,175	95.3%	2ND half Due in June
PUBLIC SERVICE CORP TAX	5,100,000	5,229,555	102.5%	4,900,000	5,554,365		5,554,365	113.4%	Due in February
PERSONAL PROPERTY TAX	7,056,000	5,740,333	81.4%	6,597,440	5,242,919		5,242,919	79.5%	Due in February
MACH & TOOL TAX	9,586,049	9,965,828	104.0%	9,384,549	10,302,348		10,302,348	109.8%	Due in Dec & June
PPTRA STATE REIMBURSEMENT	1,618,030	1,618,030	100.0%	1,618,030	1,698,931		1,698,931	105.0%	Consistent, final paymet in June
OTHER TAXES	10,840,000	11,490,771	106.0%	11,545,280	11,672,515	105,500	11,778,015	102.0%	$80K Consumption & Utility Tax; $25.500 reclass needed from Permits, Fees & Licenses
USE OF MONEY & PROPERTY	530,200	863,222	162.8%	14,930,901	1,020,106	360,000	1,380,106	9.2%	$360K in unrecorded US Bank Investment Income
CHARGES FOR SERVICES	51,076,562	34,340,033	67.2%	53,557,146	41,549,615	8,275,000	49,824,615	93.0%	$1.2M in unallocated Sewer & Trash Revenue (Minol), $7M HWR monthly & Capital billing ($4M.1)
PENALTIES & INTEREST	586,000	624,343	106.5%	596,000	914,591		914,591	153.5%	Slight increase stems from Collections
PERMITS, FEES AND LICENSES	470,450	455,535	96.8%	470,751	1,493,154	(25,500)	1,467,654	311.8%	Increase in permit fees & Stormwater fees ($469K) new in FY26
FINES & FORFEITURES	1,667,473	1,245,717	74.7%	1,346,117	1,238,894		1,238,894	92.0%	$68K in addtl' School Zone fines revenue
GRANTS	469,964	424,211	90.3%	190,118	123,547		123,547	65.0%	$270K reduction in Stormwater ($255K) & Recreation Grants ($15K)
STATE REVENUES	63,765,006	60,854,526	95.4%	68,411,717	66,271,033	(222,400)	66,048,633	96.5%	Schools funding; $250K Accrual for CSA FY26 Reimbursements: 472K reclass to Federal from State
FEDERAL REVENUES	16,976,761	15,286,392	90.0%	15,038,874	10,487,079	1,472,400	11,959,479	79.5%	$1M Schools Head Start; Decrease in ARPA funding
MISCELLANEOUS REVENUE	7,968,021	1,950,075	24.5%	9,717,113	1,674,482		1,674,482	17.2%	$450K Increase in insurance claims, $300K decrease in Cost Recovery
IN LIEU OF TAXES	1,591,511	1,591,511	100.0%	1,591,511	1,563,677	27,834	1,591,511	100.0%	Consistent
DEBT SERVICE	947,617	952,324	100.5%	1,042,739	901,613	105,018	1,006,631	96.5%	Consistent
TRANSFERS IN	34,736,815	32,972,815	94.9%	40,987,305	22,539,787		22,539,787	55.0%	
TOTAL REVENUES	**236,915,429**	**207,852,998**	**87.73%**	**265,956,337**	**207,151,832**	**10,097,852**	**217,249,684**	**81.7%**	
EXPENDITURES	**FY25 REVISED BUDGET**	**FY25 Actuals**	**FY25 % of Budget Rec'd**	**FY26 REVISED BUDGET**	**FY26 YTD Actuals - June**	**FY26 ADJ's**	**FY26 YTD Actuals - Projected**	**FY26 % Rec'd Budget**	**Comments**
SALARIES & WAGES	29,531,414	28,816,531	97.6%	31,364,057	30,919,047		30,919,047	98.6%	3% Annual Salary Increase; 6% HWR & SWR
HEALTH BENEFITS	5,387,853	4,972,688	92.3%	6,119,671	5,529,188		5,529,188	90.4%	3% Annual Salary Increase; 6% HWR & SWR
EMPLOYEE BENEFITS	406,595	297,998	73.3%	431,977	265,863		265,863	61.5%	3% Annual Salary Increase; 6% HWR & SWR
RETIREMENT	4,321,239	3,888,195	90.0%	4,699,743	4,288,578		4,288,578	91.3%	3% Annual Salary Increase; 6% HWR & SWR
OTHER PERSONNEL	2,475,224	2,376,909	96.0%	2,657,699	2,577,233		2,577,233	97.0%	
PROFESSIONAL SERVICES	17,551,202	15,693,933	89.4%	18,422,190	15,215,304		15,215,304	82.6%	
WORKERS COMPENSATION	513,869	517,431	100.7%	548,839	600,816		600,816	109.5%	
SERVICE & SUPPLIES	42,679,159	33,321,036	78.1%	57,937,105	29,997,194		29,997,194	51.8%	
OUTSIDE AGENCIES	5,916,424	5,514,148	93.2%	6,311,709	5,657,584		5,657,584	89.6%	
NON-DEPARTMENTAL	1,262,574	1,257,500	99.6%	1,522,358	1,257,500		1,257,500	82.6%	
OTHER	75,891,165	66,974,843	88.3%	78,935,571	69,371,717	4,527,563	73,899,280	93.6%	$4.5M in SBO estimated unposted expenditures
CAPITAL	9,464,385	15,680,160	165.7%	16,299,872	9,619,009		9,619,009	59.0%	
DEBT	7,418,450	7,968,759	107.4%	7,488,854	7,442,689		7,442,689	99.4%	
SUPPORT OF SCHOOLS	13,865,900	13,865,900	100.0%	13,580,000	13,580,000		13,580,000	100.0%	
TRANSFERS OUT	19,861,915	18,097,915	91.1%	19,655,193	7,950,787		7,950,787	40.5%	
TOTAL EXPENDITURES	**236,547,368**	**219,243,945**	**92.69%**	**265,974,838**	**204,272,511**	**4,527,563**	**208,800,073**	**78.50%**	
NET INCOME	**368,061**	**(11,390,948)**	**-4.95%**	**(18,501)**	**2,879,321**	**5,570,290**	**8,449,611**	**3.18%**	

General Fund FY26 Budget to Actuals – Preliminary Year-End

- **General fund for Preliminary Year-End is trending 1.68% or $4.1M higher in Revenues for FY26 vs FY25.**
- **Expenses for FY26 are trending 3.18% or $354K lower than FY25.**
- **Increase in expenses stem from Annual Increases and class and comp study increases.**
- **General Fund Year-end revenues/expenses preliminary is $5.4M this does not include AP or PR accruals and any additional transfers.**



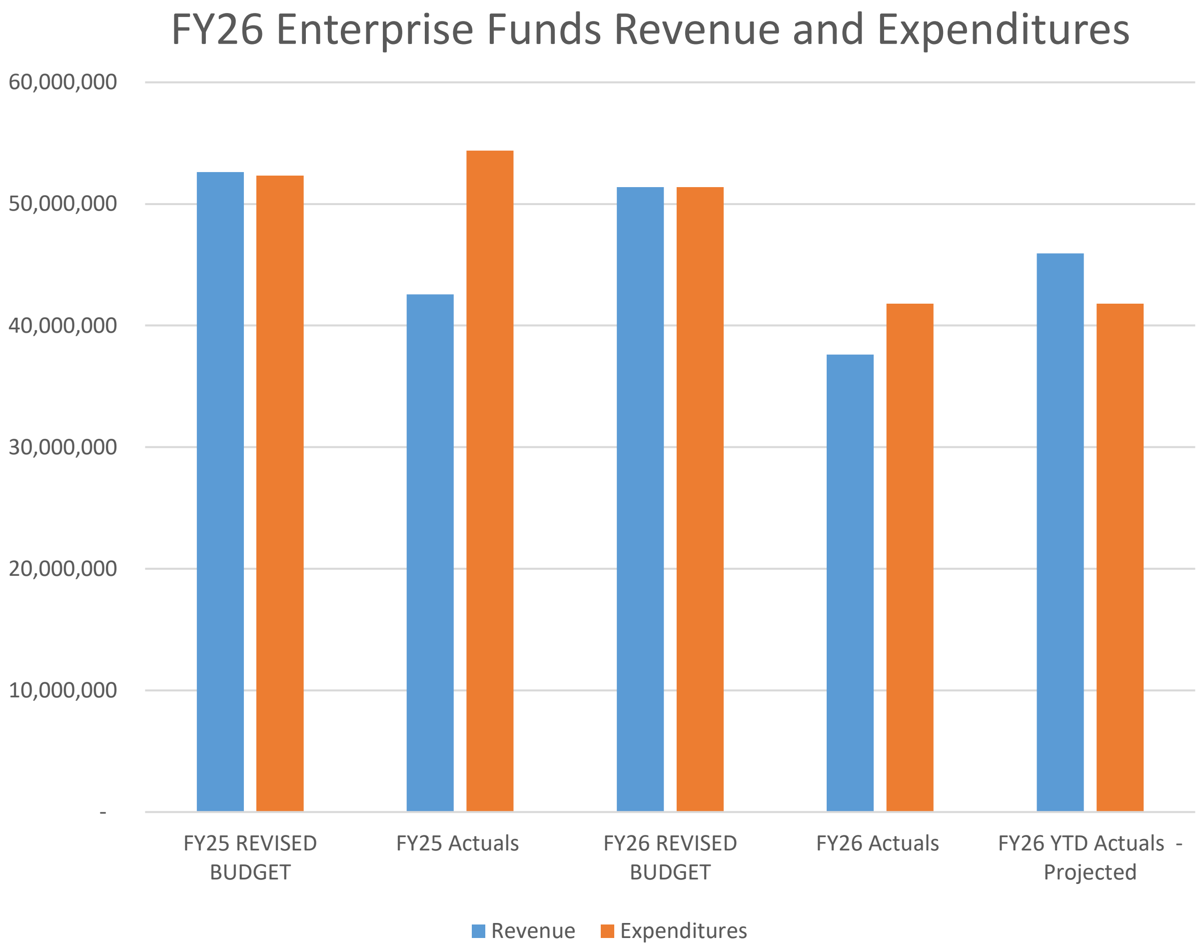
General Fund FY26 Budget to Actuals – Preliminary Year-End

REVENUES	FY25 REVISED BUDGET	FY25 Actuals	FY25 % of Budget Rec'd	FY26 REVISED BUDGET	FY26 Actuals	FY26 % Rec'd Projected	FY26 YTD - Projected	FY25 vs FY26 Variance	Comments
REAL ESTATE TAXES	21,928,970	22,247,494	101.5%	24,030,746	22,902,208	95.3%	$ 23,550,131	$ 1,302,637.29	2ND half Due June
PUBLIC SERVICE CORP TAX	5,100,000	5,229,555	102.5%	4,900,000	5,554,365	113.4%	$ 5,554,365	$ 324,810.69	Due in February
PERSONAL PROPERTY TAX	7,056,000	5,719,113	81.1%	6,597,440	5,242,319	79.5%	$ 5,442,319	$ (276,794.27)	Due in February
MACH & TOOL TAX	9,586,049	9,965,828	104.0%	9,384,549	10,302,348	109.8%	$ 10,302,348	$ 336,519.92	Due in June
PPTRA STATE REIMBURSEMENT	1,618,030	1,618,030	100.0%	1,618,030	1,698,931	105.0%	$ 1,698,931	$ 80,901.48	Consistent
OTHER TAXES	7,240,000	7,211,130	99.6%	7,745,280	7,323,384	94.6%	$ 7,423,384	$ 212,254.41	$75K Consumption/Utility Tax & $25K Utility Tax- Water
USE OF MONEY & PROPERTY	90,000	91,396	101.6%	60,000	50,534	84.2%	$ 50,534	$ (40,861.81)	
CHARGES FOR SERVICES	847,000	1,504,354	177.6%	1,247,000	2,129,437	170.8%	$ 2,279,437	$ 775,082.45	$150K in unrecorded EMS receipts
PENALTIES & INTEREST	581,000	618,388	106.4%	591,000	900,131	152.3%	$ 900,131	$ 281,743.36	Penalties and Interest
PERMITS, FEES AND LICENSES	470,450	453,435	96.4%	467,400	803,021	171.8%	$ 803,021	$ 349,586.30	Increase in Sewer/Bldg Permits & $320K in Stormwater fees new in FY26
FINES & FORFEITURES	1,266,816	1,233,522	97.4%	1,008,196	1,232,224	122.2%	$ 1,232,224	$ (1,298.03)	Increase in fines
GRANTS	-	21,125	---	-	24,258	---	$ 24,258	$ 3,133.00	
STATE REVENUES	9,183,676	9,725,985	105.9%	9,530,420	10,333,362	108.4%	$ 10,333,362	$ 607,376.97	Slight increase in state revenues received for Constitutionals
FEDERAL REVENUES	350,000	158,947	45.4%	458,403	543,882	118.6%	$ 543,882	$ 384,935.70	
MISCELLANEOUS REVENUE	1,113,485	1,135,137	101.9%	636,551	935,693	147.0%	$ 935,693	$ (199,443.83)	
IN LIEU OF TAXES	1,257,500	1,257,500	100.0%	1,257,500	1,257,500	100.0%	$ 1,257,500	$ -	Consistent
TRANSFERS IN	1,009,000	1,009,000	100.0%	1,009,000	1,009,000	100.0%	$ 1,009,000	$ -	Consistent
TOTAL REVENUES	**68,697,976**	**69,199,938**	**100.73%**	**70,541,515**	**72,242,598**	**102.41%**	**$ 73,340,521**	$ 4,140,583.63	
EXPENDITURES	**FY25 REVISED BUDGET**	**FY25 Actuals**	**FY25 % of Budget Rec'd**	**FY26 REVISED BUDGET**	**FY26 Actuals**	**FY26 % Rec'd Projected**	**FY26 YTD Actuals - Projected**	**FY25 vs FY26 Variance**	**Comments**
SALARIES & WAGES	20,671,143	19,998,063	96.7%	22,552,795	21,950,883	97.3%	$ 21,950,883	$ 1,952,819.79	3% Annual Salary Increase
HEALTH BENEFITS	3,755,212	3,546,945	94.5%	4,325,168	4,014,263	92.8%	$ 4,014,263	$ 467,317.60	3% Annual Salary Increase
EMPLOYEE BENEFITS	279,380	210,070	75.2%	293,241	178,678	60.9%	$ 178,678	$ (31,392.08)	3% Annual Salary Increase
RETIREMENT	2,940,040	2,650,837	90.2%	3,239,449	2,991,911	92.4%	$ 2,991,911	$ 341,073.63	3% Annual Salary Increase
OTHER PERSONNEL	1,681,129	1,654,270	98.4%	1,806,483	1,812,706	100.3%	$ 1,812,706	$ 158,436.37	3% Annual Salary Increase
PROFESSIONAL SERVICES	4,826,612	5,409,066	112.1%	4,826,012	4,714,528	97.7%	$ 4,714,528	$ (694,537.85)	
WORKERS COMPENSATION	430,823	440,703	102.3%	466,336	523,723	112.3%	$ 523,723	$ 83,020.14	
SERVICE & SUPPLIES	5,715,619	4,542,147	79.5%	5,800,422	4,347,368	74.9%	$ 4,347,368	$ (194,779.58)	
OUTSIDE AGENCIES	5,076,644	5,316,209	104.7%	5,249,330	5,158,334	98.3%	$ 5,158,334	$ (157,875.18)	
NON-DEPARTMENTAL	24,491	-	0.0%	265,864	-	0.0%	$ -	$ -	
OTHER	424,804	346,099	81.5%	592,278	402,439	67.9%	$ 402,439	$ 56,340.02	
CAPITAL	202,696	887,768	438.0%	240,390	312,685	130.1%	$ 312,685	$ (575,083.05)	
SUPPORT OF SCHOOLS	13,710,000	13,865,900	101.1%	13,580,000	13,580,000	100.0%	$ 13,580,000	$ (285,900.00)	
TRANSFERS OUT	8,904,979	9,424,991	105.8%	7,304,746	7,950,787	108.8%	$ 7,950,787	$ (1,474,203.78)	
TOTAL EXPENDITURES	**68,643,572**	**68,293,070**	**99.5%**	**70,542,514**	**67,938,306**	**96.31%**	**$ 67,938,306**	$ (354,763.97)	
NET INCOME	**54,404**	**906,868**	**1.24%**	**(999)**	**4,304,292**	**6.10%**	**$ 5,402,216**	**$ 4,495,348**	

Enterprise Fund FY26 Budget to Actuals – Preliminary Year-End

Regional Water, Sewer, Solid Waste, and Storm Water

- **Enterprise fund for Preliminary Year-End is trending 26.9% or $12.8M higher in Revenues for FY26 vs FY25.**
- **Expense for FY26 are trending 5.65% or $3.9M lower the expense in FY25.**
- **Increase in revenues stem from on time billing and capital billing for FY26.**
- **Increase in expenses stem from working through capital projects and DEQ NOV.**
- **Enterprise preliminary revenues/expenses is $4.9M. This does not include any AP or PR accruals or additional transfers.**

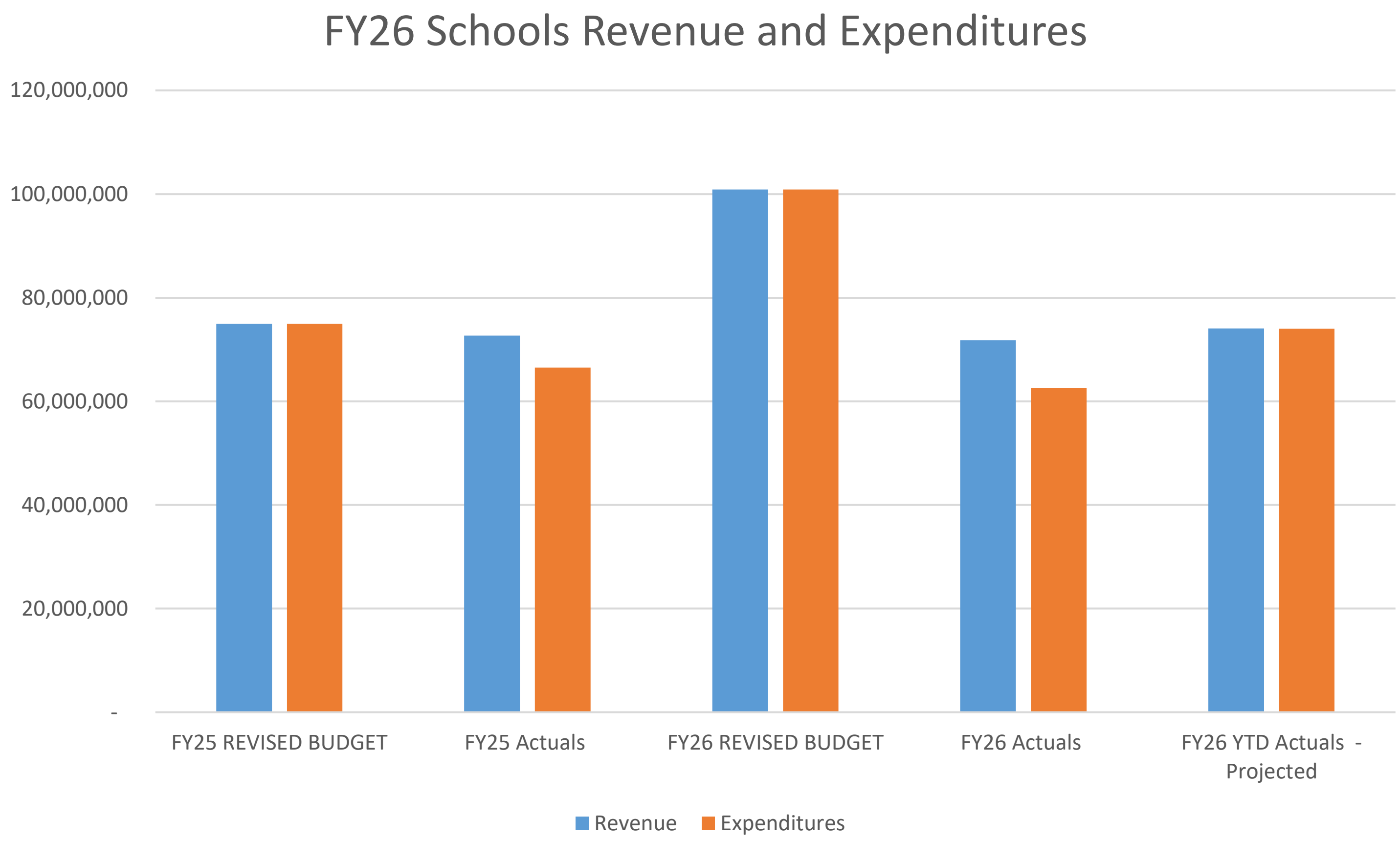


Enterprise Fund FY26 Budget to Actual – Preliminary Year-End

ENTERPRISE FUNDS								
REVENUES	**FY25 REVISED BUDGET**	**FY25 Actuals**	**FY25 % of Budget Rec'd**	**FY26 REVISED BUDGET**	**FY26 Actuals**	**FY26 YTD Actuals - Projected**	**FY26 % Rec'd**	**Comments**
USE OF MONEY & PROPERTY	300,000	545,094	181.7%	114,901	422,431	422,431	367.6%	
CHARGES FOR SERVICES	42,367,151	31,194,715	73.6%	40,399,616	35,522,420	43,722,420	108.2%	$7M Accrued for June Billing & Capital & $1.2M for DI/Minol
MISCELLANEOUS REVENUE	13,450	624,243	4641.2%	12,000	559,532	559,532	4662.8%	
GRANTS	-	254,771	---	-	-	-	---	
IN LIEU OF TAXES	334,011	334,011	100.0%	334,011	278,343	306,177	91.7%	
DEBT SERVICE	947,617	952,324	100.5%	1,042,739	832,702	937,720	89.9%	
TRANSFERS IN	8,672,924	8,672,924	100.0%	9,490,359	-		0.0%	
TOTAL REVENUES	**52,635,153**	**42,578,082**	**80.89%**	**51,393,626**	**37,615,427**	**45,948,279**	**89.40%**	
EXPENDITURES	**FY25 REVISED BUDGET**	**FY25 Actuals**	**FY25 % of Budget Rec'd**	**FY26 REVISED BUDGET**	**FY26 Actuals**	**FY26 YTD Actuals - Projected**	**FY26 % Rec'd**	**Comments**
SALARIES & WAGES	4,731,824	4,270,027	90.2%	4,859,893	4,133,817	4,133,817	85.1%	
HEALTH BENEFITS	713,300	642,906	90.1%	811,128	624,028	624,028	76.9%	
EMPLOYEE BENEFITS	79,559	37,058	46.6%	29,880	16,513	16,513	55.3%	
RETIREMENT	642,777	577,954	89.9%	727,132	568,347	568,347	78.2%	
OTHER PERSONNEL	364,449	349,807	96.0%	383,456	361,451	361,451	94.3%	
PROFESSIONAL SERVICES	9,905,026	9,857,815	99.5%	9,732,258	10,112,840	10,112,840	103.9%	Increase in outside Maintenance Support
WORKERS COMPENSATION	53,697	54,253	101.0%	51,489	52,483	52,483	101.9%	
SERVICE & SUPPLIES	13,218,314	16,064,984	121.5%	13,363,331	14,319,097	14,319,097	107.2%	
OUTSIDE AGENCIES	5,000	2,408	48.2%	2,300	210	210	9.1%	
NON-DEPARTMENTAL	1,257,500	1,257,500	100.0%	1,257,500	1,257,500	1,257,500	100.0%	
OTHER	61,400	34,472	56.1%	76,400	46,997	46,997	61.5%	
CAPITAL	9,150,012	9,964,945	108.9%	7,929,394	8,202,763	8,202,763	103.4%	Increase in delayed and planned capital spending
DEBT	2,583,988	2,588,672	100.2%	2,679,109	2,115,328	2,115,328	79.0%	2015D last payment in Oct25
TRANSFERS OUT	9,576,924	8,672,924	90.6%	9,490,359	-		0.0%	
TOTAL EXPENDITURES	**52,343,770**	**54,375,725**	**103.9%**	**51,393,629**	**41,811,375**	**41,811,375**	**81.4%**	
NET INCOME	**291,383**	**(11,797,643)**	**-22.99%**	**(3)**	**(4,195,948)**	**4,136,904**	**8.05%**	

Schools FY26 Budget to Actual – Preliminary Year-End

- **Schools is trending 23.55% or $1.4M higher in revenues for FY26 vs FY25.**
- **Expenses are trending 15.35% or $7.5M higher in FY26 vs FY25.**
- **Decrease in federal revenues for ESSER.**
- **Increase in operational expenses for FY26.**
- **Preliminary revenues/expenses for schools is $14K.**



Schools FY26 Budget to Actuals – Preliminary Year-End

REVENUES	FY25 REVISED BUDGET	FY25 Actuals	FY25 % of Budget Rec'd	FY26 REVISED BUDGET	FY26 Actuals	FY26 YTD Actuals - Projected	FY26 % Rec'd	Comments
CHARGES FOR SERVICES	5,515,232	1,218,171	22.1%	27,520,010	1,230,925	1,230,925	4.5%	
STATE REVENUES	46,085,993	46,156,113	100.2%	49,469,417	50,048,161	50,704,161	102.5%	$344K to Federal - 1M Accrual , need to follow up w/SBO
FEDERAL REVENUES	9,643,588	11,423,930	118.5%	10,318,029	6,888,641	8,532,641	82.7%	$1.3M in Head Start Funds Projected
TRANSFERS IN	13,710,000	13,865,900	101.1%	13,580,000	13,580,000	13,580,000	100.0%	
TOTAL REVENUES	**74,954,813**	**72,664,113**	**96.94%**	**100,887,456**	**71,747,727**	**74,047,727**	**73.40%**	
EXPENDITURES	**FY25 REVISED BUDGET**	**FY25 Actuals**	**FY25 % of Budget Rec'd**	**FY26 REVISED BUDGET**	**FY26 Actuals**	**FY26 YTD Actuals - Projected**	**FY26 % Rec'd**	**Comments**
SERVICE & SUPPLIES	3,716,420	-	0.0%	3,723,220	-	-	0.0%	
OTHER	71,191,213	66,506,880	93.4%	77,905,814	62,506,315	74,033,878	95.0%	$7M Accrued for June
CAPITAL	47,180	-	0.0%	19,258,422	-		0.0%	
TOTAL EXPENDITURES	**74,954,813**	**66,506,880**	**88.7%**	**100,887,456**	**62,506,315**	**74,033,878**	**73.38%**	
NET INCOME	**-**	**6,157,233**	**8.21%**	**-**	**9,241,412**	**13,849**	**0.01%**	

FY26 Accounts Payable/Debt Service – Preliminary Year-End

Accounts Payable 4th QTR

Invoices Received	
# of invoices processed	5,036
$ amount processed	$21,572,324

Debt Service Payments YTD

FY26 Budget	YTD Actuals	Remaining Budget	% of Budget YTD
$7,488,854	**$7,488,854**	**$0**	**100%**

Year-End Items

1. Bi- Weekly meetings begin for FY27 ACFR Preliminary Year-End 22, 2026 with schools, city and RFC
2. All items are due to David by August 31, 2026

End of FY26 Summary Report

Treasurer’s Office

Trends as of March 13, 2026

- Personal Property
  - 2023: 96.25% Collection
  - 2024: 94.48% Collection
  - 2025: 89.7% Collection
- Business
  - 2023: 99.63% Collection
  - 2024: 99.77% Collection
  - 2025: 95.99% Collection
- Real Estate
  - 2023: 99.27% Collection
  - 2024: 98.5% Collection
  - 2025: 96.45% Collection

Side by Side comparison Year 2024: March 13, 2026

City of Hopewell, Virginia

munis
a tyler erp solution

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
PP-VRW	.00	.00 42,922.02	.00 -20.54	.00 .00	139,925.00 -25.00	139,925.00 42,926.48 96,998.52	.00 42,926.48	30.68
PS	.00	5,185,765.86 5,185,765.86	.00 .00	.00 .00	.00 .00	5,185,765.86 5,185,765.86 .00	.00 5,185,765.86	100.00
PSA	.00	43,788.64 43,788.64	.00 .00	.00 .00	.00 .00	43,788.64 43,788.64 .00	.00 43,788.64	100.00
VLF-MC	.00	6,240.00 4,270.53	.00 -7.50	-615.00 .00	7.50 .00	5,632.50 4,263.03 1,369.47	.00 4,263.03	75.69
VLF-TR	.00	11,940.00 8,690.78	.00 -5.00	-765.00 .00	15.00 -5.00	11,190.00 8,690.78 2,499.22	.00 8,690.78	77.67
VLFA&T	.00	469,280.00 295,041.97	.00 -1,773.12	-53,440.00 .00	2,218.36 -194.95	418,058.36 293,463.80 124,594.56	.00 293,463.80	70.20
SUBTOTAL FOR YEAR 2024, CATEGORY 25 - Personal Property	-181.84	21,475,010.25 20,297,091.56	.00 -35,252.87	-466,024.45 .00	437,041.10 -672.43	21,445,845.06 20,262,511.12 1,183,333.94	55,373.85 20,317,884.97	94.48
SUBTOTAL FOR YEAR 2024	-71,142.50	44,517,675.50 42,258,350.14	.00 -148,698.82	-1,409,735.60 .00	589,009.31 -848.73	43,625,806.71 42,110,500.05 1,515,306.66	110,046.57 42,220,546.62	96.53

July 1, 2026

City of Hopewell, Virginia

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
PP-VRW	-80.70	.00 60,460.22	.00 -70.54	.00 .00	138,275.00 -25.00	138,194.30 60,414.68 77,779.62	.00 60,414.68	43.72
PS	.00	5,185,765.86 5,185,765.86	.00 .00	.00 .00	.00 .00	5,185,765.86 5,185,765.86 .00	.00 5,185,765.86	100.00
PSA	.00	43,788.64 43,788.64	.00 .00	.00 .00	.00 .00	43,788.64 43,788.64 .00	.00 43,788.64	100.00
VLF-MC	-15.00	6,240.00 4,485.77	.00 -15.00	-660.00 .00	7.50 .00	5,572.50 4,470.77 1,101.73	.00 4,470.77	80.23
VLF-TR	-5.00	11,940.00 8,996.63	.00 -10.00	-845.00 .00	15.00 -5.00	11,105.00 8,991.63 2,113.37	.00 8,991.63	80.97
VLFA&T	-628.83	469,660.00 313,009.24	.00 -2,032.70	-57,580.00 .00	2,278.36 -236.27	413,729.53 311,212.81 102,516.72	.00 311,212.81	75.22
SUBTOTAL FOR YEAR 2024, CATEGORY 25 - Personal Property	-8,483.17	21,495,750.24 20,541,722.04	.00 -38,483.23	-502,112.23 .00	450,432.90 -715.33	21,435,587.74 20,503,954.14 931,633.60	76,264.33 20,580,218.47	95.65
SUBTOTAL FOR YEAR 2024	-205,218.53	44,538,415.49 42,433,723.48	.00 -153,643.62	-1,446,857.07 .00	604,447.09 -891.63	43,490,786.98 42,280,971.49 1,209,815.49	142,815.88 42,423,787.37	97.22

March 13, 2026

City of Hopewell, Virginia

munis
a tyler erp solution

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
YEAR 2024, CATEGORY 20 - Real Estate								
CODENF	.00	122,323.20 77,686.88	.00 .00	.00 .00	6,330.78 .00	128,653.98 77,686.88 50,967.10	.00 77,686.88	60.38
RE-1ST	-68,916.89	11,436,061.31 10,837,061.90	.00 -66,310.17	-463,517.76 .00	-777.63 .00	10,902,849.03 10,770,751.73 132,097.30	28,568.62 10,799,320.35	98.79
RE-2ND	-2,043.77	11,436,013.56 10,857,074.63	.00 -45,322.62	-477,414.35 .00	-714.32 -216.78	10,955,841.12 10,811,968.79 143,872.33	19,915.02 10,831,883.81	98.69
RE-NSF	.00	.00 175.00	.00 .00	.00 .00	175.00 .00	175.00 175.00 .00	.00 175.00	100.00
RE1PEN	.00	.00 72,003.24	.00 -85.48	.00 .00	73,694.30 20.24	73,694.30 71,897.52 1,796.78	2,718.39 74,615.91	97.56
RE2PEN	.00	.00 70,293.64	.00 -168.07	.00 .00	73,260.08 20.24	73,260.08 70,105.33 3,154.75	1,887.73 71,993.06	95.69
RESUPP	.00	48,267.18 46,963.29	.00 -1,559.61	-2,779.04 .00	.00 .00	45,488.14 45,403.68 84.46	1,582.96 46,986.64	99.81
SUBTOTAL FOR YEAR 2024, CATEGORY 20 - Real Estate								
	-70,960.66	23,042,665.25 21,961,258.58	.00 -113,445.95	-943,711.15 .00	151,968.21 -176.30	22,179,961.65 21,847,988.93 331,972.72	54,672.72 21,902,661.65	98.50

July 1, 2026:

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
YEAR 2024, CATEGORY 20 Real Estate								
CODENF	-224.06	122,323.20 78,477.58	.00 .00	.00 .00	6,330.78 .00	128,429.92 78,477.58 49,952.34	.00 78,477.58	61.11
RE-1ST	-167,636.73	11,436,061.31 10,767,376.47	.00 -66,310.17	-464,034.61 .00	-3,003.56 .00	10,801,386.41 10,701,066.30 100,320.11	34,680.11 10,735,746.41	99.07
RE-2ND	-28,186.62	11,436,013.56 10,850,897.10	.00 -47,037.06	-477,931.19 .00	-2,940.24 -216.78	10,926,955.51 10,804,076.82 122,878.69	24,634.68 10,828,711.50	98.88
RE-NSF	.00	.00 175.00	.00 .00	.00 .00	175.00 .00	175.00 175.00 .00	.00 175.00	100.00
RE1PEN	.00	.00 75,315.34	.00 -85.48	.00 .00	76,762.40 20.24	76,762.40 75,209.62 1,552.78	3,335.96 78,545.58	97.98
RE2PEN	.00	.00 73,485.35	.00 -168.07	.00 .00	76,689.81 20.24	76,689.81 73,297.04 3,392.77	2,317.84 75,614.88	95.58
RESUPP	-687.95	48,267.18 46,274.60	.00 -1,559.61	-2,779.04 .00	.00 .00	44,800.19 44,714.99 85.20	1,582.96 46,297.95	99.81
SUBTOTAL FOR YEAR 2024, CATEGORY 20 - Real Estate								
	-196,735.36	23,042,665.25 21,892,001.44	.00 -115,160.39	-944,744.84 .00	154,014.19 -176.30	22,055,199.24 21,777,017.35 278,181.89	66,551.55 21,843,568.90	98.74

March 13, 2026

City of Hopewell, Virginia

munis
a tyler erp solution

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
SUBTOTAL FOR YEAR 2024, CATEGORY 55 - Business Licenses								
	-1,968.74	6,826,913.98	.00	.00	-60,116.33	6,764,828.91		
		6,767,485.78	-18,257.42	.00	-321.20	6,749,549.56	12,522.60	
						15,279.35	6,762,072.16	99.77

July 1, 2026

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
SUBTOTAL FOR YEAR 2024, CATEGORY 55 - Business Licenses								
	-6,975.17	6,826,943.98	.00	.00	-60,113.33	6,759,855.48		
		6,776,948.70	-18,257.42	.00	-321.20	6,759,012.48	15,530.71	
						843.00	6,774,543.19	99.99

Side by Side comparison Year 2025: March 13, 2026

City of Hopewell, Virginia

munis
a tyler erp soluti

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
VLFA&T	.00	452,640.00	.00	-28,640.00	220.00	424,220.00		
		198,639.33	-287.50	.00	.00	198,351.83	.00	
						225,868.17	198,351.83	46.76
SUBTOTAL FOR YEAR 2025, CATEGORY 25 - Personal Property								
	.00	21,289,987.79	.00	-302,406.79	27,061.50	21,014,642.50		
		18,919,485.73	-69,711.69	.00	.00	18,849,774.04	496.08	
						2,164,868.46	18,850,270.12	89.70
SUBTOTAL FOR YEAR 2025								
	-744.77	47,050,509.66	.00	-1,521,365.73	508,268.86	46,036,668.02		
		43,105,881.88	-122,175.13	.00	.00	42,983,706.75	24,297.93	
						3,052,961.27	43,008,004.68	93.37

July 1, 2026

City of Hopewell, Virginia

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
PSA	.00	.00 .00	.00 .00	.00 .00	.00 .00	.00 .00 .00	.00 .00	0.00
VLF-MC	.00	6,030.00 3,915.00	.00 .00	-375.00 .00	7.50 .00	5,662.50 3,915.00 1,747.50	.00 3,915.00	69.14
VLF-TR	.00	12,010.00 9,371.03	.00 .00	-510.00 .00	10.00 .00	11,510.00 9,371.03 2,138.97	.00 9,371.03	81.42
VLFA&T	-60.00	466,900.00 262,471.66	.00 -653.29	-36,500.00 .00	460.00 -.13	430,800.00 261,818.50 168,981.50	.00 261,818.50	60.77
SUBTOTAL FOR YEAR 2025, CATEGORY 25 - Personal Property	-985.59	21,389,991.21 19,993,846.24	.00 -80,216.88	-393,053.60 .00	638,127.58 -10.73	21,634,079.60 19,913,640.09 1,720,439.51	13,075.23 19,926,715.32	92.05
SUBTOTAL FOR YEAR 2025	-3,690.28	47,173,298.83 44,546,127.56	.00 -148,967.43	-1,631,143.81 .00	1,139,290.01 -33.70	46,677,754.75 44,397,193.83 2,280,560.92	53,220.14 44,450,413.97	95.11

March 13, 2026

City of Hopewell, Virginia

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
UTIGAS	.00	.00	.00	.00	.00	.00		
		.00	.00	.00	.00	.00	.00	
						.00	.00	0.00
SUBTOTAL FOR YEAR 2025, CATEGORY 55 - Business Licenses								
	-1.95	7,316,371.67	.00	.00	50,966.59	7,367,336.31		
		7,083,276.83	-11,520.13	.00	-.96	7,071,757.66	7,345.67	
						295,578.65	7,079,103.33	95.99

July 1, 2026

City of Hopewell, Virginia

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
UTIGAS	.00	.00	.00	.00	.00	.00		
		.00	.00	.00	.00	.00	.00	
						.00	.00	0.00
SUBTOTAL FOR YEAR 2025, CATEGORY 55 - Business Licenses								
	-2,660.14	7,316,686.67	.00	.00	47,929.20	7,361,955.73		
		7,249,381.97	-11,550.13	.00	-.96	7,237,832.80	13,339.45	
						124,122.93	7,251,172.25	98.31

March 13, 2026

City of Hopewell, Virginia

munis
a tyler erp solutic

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
YEAR 2025, CATEGORY 20 - Real Estate								
CODENF	.00	74,480.68 51,149.63	.00 -200.00	.00 .00	-1,875.00 .00	72,605.68 50,949.63 21,656.05	.00 50,949.63	70.17
RE-1ST	.00	12,795,016.01 11,962,216.60	.00 -30,862.90	-609,389.80 .00	6,180.74 .00	12,191,806.95 11,931,353.70 260,453.25	18,772.58 11,950,126.28	97.86
RE-2ND	-399.83	12,794,967.01 11,596,476.39	.00 -4,554.07	-608,908.09 .00	3,552.90 .00	12,189,211.99 11,591,922.32 597,289.67	2,169.33 11,594,091.65	95.10
RE-NSF	.00	.00 140.00	.00 .00	.00 .00	140.00 .00	140.00 140.00 .00	.00 140.00	100.00
RE1PEN	.00	.00 66,170.33	.00 -2,397.63	.00 .00	67,936.58 .00	67,936.58 63,772.70 4,163.88	2,007.19 65,779.89	93.87
RE2PEN	.00	.00 43,626.88	.00 .00	.00 .00	41,536.39 .00	41,536.39 43,626.88 -2,090.49	260.69 43,887.57	100.00
RESUPP	.00	96,058.17 67,637.17	.00 -1,094.59	-661.05 .00	.00 .00	95,397.12 66,542.58 28,854.54	426.19 66,968.77	69.75
ST-FEE	-344.94	.00 398,979.15	.00 -13,354.25	.00 .00	363,735.75 .00	363,390.81 385,624.90 -22,234.09	165.87 385,790.77	100.00
SUBTOTAL FOR YEAR 2025, CATEGORY 20 - Real Estate								
	-744.77	25,760,521.87 24,186,396.15	.00 -52,463.44	-1,218,958.94 .00	481,207.36 .00	25,022,025.52 24,133,932.71 888,092.81	23,801.85 24,157,734.5	96.45

July 1, 2026

City of Hopewell, Virginia

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
YEAR 2025, CATEGORY 20 - Real Estate								
CODENF	.00	74,480.68 53,294.81	.00 -200.00	.00 .00	-1,875.00 .00	72,605.68 53,094.81 19,510.87	.00 53,094.81	73.13
RE-1ST	-158.93	12,795,016.01 12,025,247.40	.00 -31,700.59	-615,556.84 .00	3,087.54 -6.46	12,182,387.78 11,993,553.27 188,834.51	24,781.02 12,018,334.29	98.45
RE-2ND	-1,898.87	12,794,967.01 11,866,072.84	.00 -5,861.44	-619,050.97 .00	-2,950.96 -16.51	12,171,066.21 11,860,227.91 310,838.30	9,816.42 11,870,044.33	97.45
RE-NSF	.00	.00 140.00	.00 .00	.00 .00	140.00 .00	140.00 140.00 .00	.00 140.00	100.00
RE1PEN	.00	.00 75,384.06	.00 -3,352.61	.00 .00	74,878.56 .00	74,878.56 72,031.45 2,847.11	2,699.71 74,731.16	96.20
RE2PEN	.00	.00 61,686.66	.00 -1,991.53	.00 .00	65,277.93 .00	65,277.93 59,695.13 5,582.80	998.12 60,693.25	91.45
RESUPP	-43.65	118,843.92 104,009.97	.00 -1,185.85	-3,482.40 .00	-1,131.39 .00	114,186.48 102,824.12 11,362.36	1,141.60 103,965.72	90.05
ST-FEE	-603.24	.00 366,445.58	.00 -24,458.53	.00 .00	363,735.75 .00	363,132.51 341,987.05 21,145.46	708.04 342,695.09	94.18
SUBTOTAL FOR YEAR 2025, CATEGORY 20 - Real Estate								
	-2,704.69	25,783,307.62 24,552,281.32	.00 -68,750.55	-1,238,090.21 .00	501,162.43 -22.97	25,043,675.15 24,483,553.74 560,121.41	40,144.91 24,523,698.65	97.76

2026 Real Estate as of July 1, 2026

City of Hopewell, Virginia

munis
a tyler erp solution

SUMMARY REPORT

CHG CD	BEG RECEIVABLE	PRIMARY BILLED PAYMENTS	SECNDRY BILLED REFUNDS	ABATEMENTS DISCOUNTS	ADJUSTMENTS WRITE-OFFS	ADJ BILLED NET PMT/CREDIT END RECEIVABLE	INTEREST PAID NET PMTS + INT	%PAID
YEAR 2026, CATEGORY 20 - Real Estate								
CODENF	.00	46,157.00	.00	.00	.00	46,157.00		
		12,702.77	.00	.00	.00	12,702.77	.00	
						33,454.23	12,702.77	27.52
RE-1ST	.00	12,846,503.36	.00	-552,769.41	.00	12,293,733.95		
		11,327,001.65	-95.94	.00	-6.43	11,326,912.14	57.26	
						966,821.81	11,326,969.40	92.14
RE-2ND	.00	12,846,454.45	.00	-554,287.33	.00	12,292,167.12		
		1,145,345.60	.00	.00	.00	1,145,345.60	.00	
						11,146,821.52	1,145,345.60	9.32
RE-NSF	.00	.00	.00	.00	.00	.00		
		.00	.00	.00	.00	.00	.00	
						.00	.00	0.00
RE1PEN	.00	.00	.00	.00	16,370.89	16,370.89		
		16,330.64	.00	.00	.00	16,330.64	6.65	
						40.25	16,337.29	99.75
RESUPP	.00	.00	.00	.00	.00	.00		
		.00	.00	.00	.00	.00	.00	
						.00	.00	0.00
STORMW	.00	725,900.00	.00	-838.49	.00	725,061.51		
		396,536.85	-5,733.22	.00	.00	390,803.63	11.20	
						334,257.88	390,814.83	53.90
SUBTOTAL FOR YEAR 2026, CATEGORY 20 - Real Estate								
	.00	26,465,014.81	.00	-1,107,895.23	16,370.89	25,373,490.47		
		12,897,917.51	-5,829.16	.00	-6.43	12,892,094.78	75.11	
						12,481,395.69	12,892,169.89	50.81

Investments

- LGIP Market Value as of June 30, 2026: $9,207,627.88
- Schwab Estimated Value as of May 31, 2026: $6,193,727.28
- US Bank Sewer System Market Value as of March 31, 2026: $1,726,128.82

Banking as of July 1, 2026

- City Master: **$19,446,775.51**
- Special Welfare: **$123,038.84**
- School Board Café Prepay: **$300.00**
- Beacon Theatre: **$11,599.20**
- EMS Revenue Recovery: **$10,051.76**

CONSENT AGENDA

C-1

<u>MINUTES OF THE MAY 11, 2026 CITY COUNCIL SPECIAL MEETING</u>

A SPECIAL meeting of the Hopewell Council was held on Monday, May 11, 2026, at 5:00 p.m.

<u>PRESENT:</u> (Council)

John B. Partin, Mayor
Rita Joyner, Vice Mayor
Michael Harris, Councilor
Susan Daye, Councilor
Malik Wheat, Councilor
Lovena Rapole, Councilor

(School Board)
John Griffin, Board Chair
Chris Reber, Vice Chair
Ruth Johnson, Member
Heather Bennett, Member
Patience Bennett, Member (arrived at 5:39 p.m.)

Vice Mayor Joyner makes a motion to allow Councilor Harris to participate remotely. Councilor Daye seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris -	Abstain
Mayor Partin-	Yes
Councilor Daye-	Yes
Councilor Wheat-	Yes
Councilor Rapole-	Yes

<u>Motion Passes 5-0</u>

Vice Mayor Joyner makes a motion to amend the agenda to include a R-6 item for recognition of City employees. Councilor Wheat seconds the motion.

John Griffin stated that he always looks forward to the annual work session, noting that it serves as an important opportunity to move the school year forward as the spring season begins. He emphasized that the primary focus of the work session is ensuring that Hopewell's students receive the quality educational services and support they need to succeed. Mr. Griffin expressed confidence that a strong agenda had been prepared for the meeting to facilitate productive discussions and planning. He then concluded his remarks by turning the presentation over to Dr. Hackney to continue the work session.

Dr. Melody Hackney explained that Hopewell City Public Schools remained in a difficult position due to the uncertainty surrounding the Virginia state budget. She said the division had considered delaying the annual budget work session because they lacked the critical information typically needed to make informed financial decisions, specifically the finalized General Assembly budget. Dr. Hackney shared that she had recently spoken with Delegate Carrie Coyner Daugherty during the Teacher Appreciation Banquet, where she was informed that the earliest a state budget might be approved would be the end of May, although a more realistic timeline appeared to be mid-to-late June. She noted that this delay created challenges for the school division's budget planning but acknowledged that neither local officials nor individual legislators had control over the timing.

Despite the uncertainty, Dr. Hackney said the purpose of the work session remained the same as in previous years: to provide City Council with an overview of the school division's financial needs and budget priorities. She explained that the presentation would follow the customary format by identifying new funding needs for the upcoming fiscal year. Historically, the division has relied on anticipated state funding to support these budget additions; however, because the state budget had not been finalized, it was impossible to determine whether those resources would be available. Dr. Hackney advised that the division would instead base its planning on the three existing state budget proposals—the House, Senate, and Governor's proposed budgets. She noted that while it was unlikely any single proposal would be adopted in its entirety, the final state budget would likely include elements from all three. To assist Council in understanding the potential financial impact, the school division prepared budget scenarios illustrating its funding needs under each of the three proposed state budget versions. She concluded by stating that Janelle would provide a brief overview of the bottom-line figures associated with each proposal.

Chris Reber makes a motion to adopt the agenda. Ruth Johnson seconds the motion.

ROLL CALL	Ruth Johnson-	Yes
	Chris Reber-	Yes
	John Griffin-	Yes
	Heather Bennett-	Yes

<u>Motion Passes 4-0</u>

Joint Budget Work Session – Hopewell City Public Schools Budget Discussion

Dr. Melody Hackney reviewed the school division's staffing requests for the upcoming fiscal year, explaining that the requests had been divided into two categories: the continuation of positions currently funded through one-time carryover savings and requests for new or expanded positions. She reminded Council that, during the previous budget cycle, the City had allowed the school division to use year-end carryover funds to retain essential positions totaling approximately $1.1 million. Dr. Hackney expressed her appreciation for Council's support but explained that relying on one-time savings creates an ongoing structural deficit because those funds are not recurring. She emphasized that these positions had already been presented to and approved by Council during the prior budget process and now required permanent funding.

Dr. Hackney stated that the new staffing requests totaled approximately $233,000 and primarily consisted of expanding or enhancing existing positions to meet operational and student needs.

She explained that the transportation coordinator position required additional funding so it could be reclassified as exempt under the Fair Labor Standards Act, allowing the employee to work the extended hours necessary to oversee transportation operations throughout the day. She also noted that the division needed to convert an existing part-time social worker position to full-time due to increasing student needs. Additionally, the transition coordinator position, previously classified as a teacher assistant role, required expansion to better support special education services.

Dr. Hackney further explained that the division was requesting additional van drivers and transportation aides because of the growing number of students requiring individualized transportation services. She also highlighted the proposed TEAM Program, an intensive behavioral support program designed for elementary students experiencing significant behavioral and adjustment challenges. She noted that many of these students were "COVID babies" whose early childhood experiences had affected their ability to adapt to the routines and expectations of elementary school. The proposed funding of approximately $110,000 would support one teacher and one teacher assistant to operate a consolidated behavioral program serving students from Dupont and Patrick Copeland Elementary Schools. Altogether, the continuation of previously funded positions and the new staffing requests totaled approximately $1.3 million.

During Council discussion, Dr. Hackney responded to questions regarding the Pathways Program. She explained that the program had been established in partnership with City Council to provide an alternative educational setting for approximately 60 to 80 Hopewell High School students who were legally required to attend school but were not engaged academically and were frequently disruptive in the traditional school environment. She reported that the program had been highly successful, noting that participating students were now performing well while Hopewell High School had become a more orderly learning environment. She added that the students with the greatest needs now receive services through a separate program located at the School Board Office.

Council also asked whether the staffing requests were listed in order of priority. Dr. Hackney clarified that the list was not prioritized but explained that, if ranked, the highest priorities would be the additional van drivers and transportation aides, followed by the TEAM behavioral program, and then the remaining expanded positions. She noted that this staffing proposal had undergone four separate rounds of internal review and represented only those positions the administration considered essential to maintaining effective school operations.

Dr. Melody Hackney presented the second budget handout, which outlined the school division's non-personnel funding requests for the upcoming fiscal year. She explained that while the first column reflected the staffing requests previously discussed, the remaining items represented essential operational costs unrelated to personnel. Dr. Hackney emphasized that these requests were necessary to maintain the division's operations and services during the coming school year. She began by addressing the significant increase in employee health insurance costs, explaining that the division initially faced a 39 percent premium increase. By transitioning to the Local Choice health insurance program, the increase was reduced to 26 percent. Although the division had traditionally covered the full cost of employee-only health insurance premiums as a competitive recruitment and retention benefit, Dr. Hackney stated that the magnitude of the increase made that practice financially unsustainable. As a result, the proposed budget assumed

employees would absorb 25 percent of the premium increase, with the remaining cost reflected in the division's budget request.
Dr. Hackney next discussed a modest tuition increase for the Governor's School and highlighted the need to begin a structured replacement cycle for student Chromebooks and laptops. She explained that the division had reached the point where all devices required replacement and recommended budgeting for approximately 20 percent of the inventory each year, allowing all devices to be refreshed over a five-year cycle while avoiding large one-time expenditures.
She also reviewed the proposed employee salary increases reflected in the Governor's, House, and Senate budget proposals. Both the Governor's and House budgets included funding for a 2 percent salary increase, while the Senate proposal provided funding for a 3 percent increase. Because the final state budget remained uncertain, the school division incorporated each proposal into its planning to illustrate the potential financial impact under each scenario.

Dr. Hackney highlighted funding for the ITeach program, Virginia's teacher licensure initiative, explaining that it had successfully helped provisionally licensed and unlicensed educators earn full teaching credentials. She stated that the division had seen excellent results from the program and estimated approximately $50,000 would be needed to continue supporting participants during the upcoming year.

She also emphasized the ongoing need for maintenance funding to preserve school facilities and infrastructure, noting that continued investment was critical while expressing appreciation for City Council's support of capital improvement efforts through borrowing initiatives. Finally, she discussed funding needed to continue the services of financial consultants assisting with the implementation of the Munis financial management system, explaining that these contractual services remained necessary as implementation continued.

Dr. Hackney concluded by noting that the staffing requests previously discussed, combined with these additional non-personnel needs, represented the school division's projected funding requirements before accounting for anticipated state revenues. During Council discussion, a member asked whether the financial consultant funding related to preparation for the FY2026 audit. Dr. Hackney confirmed that it did, and another Council member clarified that the funding specifically pertained to the consultants assisting with the Munis implementation project.

Janel English presented a financial analysis comparing the school division's current budget with the Governor's, House, and Senate proposed state budgets to illustrate how each funding scenario would impact the division's ability to meet its projected needs. She explained that the first column reflected the division's current budget, while the shaded columns represented each of the proposed state budgets. Under the Governor's proposal, the division would receive approximately $2.6 million in additional state funding. However, after subtracting the estimated district needs of nearly $4.5 million, the division would still face a deficit of approximately $1.9 million. Even if the division carried forward an anticipated year-end surplus of approximately $940,000, the remaining shortfall would still total roughly $950,000. Ms. English noted that the Governor's proposal appeared to be the least likely scenario since a new administration would be preparing its own budget.

Ms. English explained that the House budget proposal represented the most favorable financial scenario. Under that proposal, total state funding would increase to approximately $50.6 million, representing nearly $5 million in additional revenue over the current budget. After accounting for the division's estimated $4.5 million in needs, the school division would realize a surplus of approximately $488,000. Combined with the anticipated $940,000 carryover balance, those funds could potentially be dedicated to the school division's building maintenance and bus replacement reserves to address future capital needs.

She then reviewed the Senate proposal, which would provide approximately $3.6 million in additional state funding. Ms. English explained that because the Senate budget included a proposed 3 percent employee salary increase instead of the 2 percent increase included in the Governor's and House proposals, the school division's projected expenses would rise to approximately $5 million under that scenario. After subtracting those costs from the additional state revenue, the division would face a deficit of approximately $1.5 million. Applying the anticipated $940,000 carryover would still leave an estimated funding gap of approximately $518,000. Ms. English emphasized that these projections were simply planning scenarios based on the limited information currently available, as the General Assembly had not yet adopted a final state budget.

During Council discussion, members requested additional financial detail beyond the summary information presented. One Council member asked whether staff could provide a line-by-line breakdown of expenditures to better understand how the summarized budget figures were developed. Ms. English responded that the division could provide any level of detail requested and would work with the City's Finance Department to supply the information. Another Council member requested historical comparisons and trend data showing where the division had been financially, its current position, projected future spending, and the specific factors driving cost increases. The member also acknowledged that previous questions regarding the use of carryover funds had been answered and recognized that those funds had been used to address operating deficits rather than being reserved for capital projects.

In response to questions regarding capital planning, Dr. Melody Hackney explained that the school division had recently received a Virginia Department of Education grant to complete a comprehensive third-party facilities condition assessment for Woodlawn and Carter G. Woodson schools, which currently have some of the division's greatest facility needs beyond HVAC improvements. She stated that the assessment would identify the most critical infrastructure needs, prioritize projects, and provide cost estimates to guide future capital planning. Dr. Hackney noted that the division hoped to eventually complete similar assessments for every school, although each assessment costs approximately $48,000. She emphasized that the reports would help ensure capital funds are invested in the appropriate projects and in the proper order. Council members discussed how the information could also assist future operational assessments by identifying opportunities for cost savings and refining project scopes.

Council also discussed the proposed $15 million general obligation bond for HVAC improvements. Vice Mayor Joyner asked whether multiple estimates had been obtained for the HVAC replacement project. Burlin Gregory explained that the division utilized an existing state cooperative contract rather than issuing a separate request for proposals. He stated that the

division had obtained a proposal from the equipment manufacturer, but it was approximately $5 million higher than the selected proposal, largely because of labor costs, while providing essentially the same equipment.
Council then asked about student enrollment trends and whether enrollment was expected to increase or decrease. Mr. Gregory responded that declining enrollment is a statewide issue affecting approximately 122 of Virginia's 134 school divisions. He noted that the Virginia Department of Education develops enrollment projections that are incorporated into school funding formulas and confirmed that Hopewell's enrollment is also projected to continue declining. When asked whether private schools were drawing students away from public schools, Mr. Gregory stated that West End Christian School was the primary private school serving Hopewell students and that the division could analyze those trends if requested. However, he explained that the division has historically attributed much of its enrollment fluctuation to the transient nature of the local population, particularly because of Fort Lee, as well as broader statewide trends such as declining birth rates. He offered to provide Council with research and literature documenting the statewide decline in public school enrollment.

The discussion concluded with council asking why the school division continued to submit budget requests for additional positions and funding despite being advised that the City expected level funding. Mr. Gregory explained that state law requires school divisions to present the funding necessary to meet the educational needs of students rather than limiting requests to what the locality may be able to afford. He acknowledged that the division has consistently been conservative in its requests but noted that the schools have experienced level or reduced local funding for many years. As a result, the division has eliminated approximately 200 positions over the past decade to balance its budget. He stated that these reductions have increased staff-to-student ratios and affected class sizes, emphasizing that while the division ultimately operates within available funding, it has a responsibility to communicate the resources required to adequately serve students.

Mayor John Partin acknowledged the discussion regarding the school division's budget development process and stated that it was similar to the approach used by other City departments. Drawing on his experience serving on the wastewater commission, he explained that each department is responsible for preparing a budget that reflects the resources it believes are necessary to accomplish its mission. He noted that the School Board must then evaluate and refine those requests before presenting them to City Council, just as the City does when balancing the needs of its own departments against available funding.

Mayor Partin emphasized that City Council must weigh numerous competing priorities when making budget decisions. As an example, he referenced the City's ongoing obligations under the Virginia Department of Environmental Quality (DEQ) consent order governing the wastewater treatment system. He stressed that ensuring compliance with the consent order remains a critical financial priority because failing to meet DEQ's requirements would result in costly penalties and fees, diverting resources away from other important community needs. He noted that Council must carefully balance these mandatory infrastructure obligations alongside requests from the school division and other City departments when developing the City's overall budget.

Vice Mayor Jackie Sherry Joyner discussed the school division's annual budget process, noting that this collaborative approach has been followed for many years and would continue. She stated that no one had instructed the school division to prepare a level-funded budget, explaining that such direction is not typically provided. However, she acknowledged that once City Council determines the amount of local funding it can provide, the school division must then adjust its budget accordingly, as it has successfully done in previous years. Vice Mayor Joyner recognized that balancing available funding with operational needs is a recurring part of the budget process and expressed confidence that the school division would continue working collaboratively with the city to address any funding constraints.

Vice Mayor Joyner also expressed optimism about the upcoming operational assessment of the school division. She stated that the assessment, to be conducted by the A&M consulting team and its contractors, would help identify additional efficiencies and potential funding opportunities. She said the findings would provide valuable guidance for maximizing available resources and help both the city and the school division implement needed improvements as quickly and effectively as possible.

Stacey Jordan asked the school division about its current staffing vacancies. Dr. Melody Hackney responded that she did not have the exact number of vacant positions available but reported that the division's overall vacancy rate was approximately 3.5 percent based on the most recent data she had received that morning. She also stated that the school division employs approximately 800 employees.

Ms. Jordan then asked whether the personnel cost estimates included in the staffing request reflected employee benefits in addition to salaries. Dr. Hackney confirmed that the figures presented in the budget request included both salaries and associated employee benefits.

Interim City Manager Michael Rogers asked whether the approximately $1 million in carryover funds referenced by the school division was primarily the result of personnel vacancies during the fiscal year. Dr. Melody Hackney confirmed that it was, explaining that the carryover balance was derived primarily from salary and benefit savings generated by vacant positions that had remained unfilled.

Stacey Jordan asked whether a portion of the anticipated $940,000 carryover could be used to fund the operational assessment, with the remaining funds directed toward capital needs since the money was still available in the current fiscal year. Dr. Melody Hackney responded that it would be possible, but cautioned that using the carryover in that way would come at the expense of other identified needs, including the positions and staffing costs already discussed.

Ms. Jordan also asked whether the estimated $1.2 million for employee raises applied across the board to all school employees or only to Standards of Quality-funded positions. Dr. Hackney clarified that the raise amount applied to all employees. Ms. Jordan then asked for a breakdown showing the portion of the raise costs covered by the state compared with the amount the school division would still be responsible for funding locally, including central office employees. Dr. Hackney agreed to provide that information and noted that the state revenue was already built into the budget projections.

Mayor John Partin asked how the proposed general obligation bond funding for school capital projects would affect the school division's proposed capital budget. He wanted to know whether projects included in the current budget would be funded through the bond proceeds, thereby freeing operating funds for other priorities.

Mr. Gregory explained that the school division had previously provided Finance Director Stacey Jordan and Mayor Partin with a detailed list identifying how the proposed $15 million in bond funding would be allocated. He clarified that the approximately $400,000 in maintenance funding included in the proposed operating budget was intended for deferred maintenance and routine facility needs and was not part of the projects to be financed through the bond proceeds. Instead, the bond funding was intended for larger capital investments, including school bus replacements**,** HVAC system improvements, and other major facility projects. He also noted that the school division planned to apply again for the School Construction Assistance Program (SCAP) grant, which could provide up to 30 percent of eligible project costs, while identifying an additional approximately $1 million roof replacement at Carter G. Woodson School as another significant capital need. Mr. Gregory emphasized that these larger projects fell outside the operating budget currently under discussion.

Mayor Partin then asked whether any of those major capital projects were reflected in the budget being presented that evening. Mr. Gregory responded that they were not, explaining that the only capital-related funding included in the proposed budget was the required local matching funds should the school division receive a SCAP grant. The larger capital projects proposed to be financed through the general obligation bonds were budgeted separately from the operating budget.

Stacey Jordan asked where the proposed capital projects could be found within the budget documents, noting that they did not appear to be listed in the materials presented. Vice Mayor Joyner confirmed that the capital projects were not included in the operating budget handout being reviewed.

Mayor John Partin acknowledged that there appeared to be some confusion regarding the information Council had requested about the school division's capital projects. He suggested that Stacey Jordan and Mr. Gregory had likely been referring to information that had already been distributed by email and indicated that there may have been a misunderstanding about the specific documents or details Council was requesting. Mayor Partin emphasized the need to clarify the request so that Council members would receive the appropriate capital project information needed for their budget review.

Stacey Jordan asked whether the school division would consider using a portion of its anticipated $940,000 year-end carryover to fund an operational assessment and facilities needs assessment, with any remaining balance applied toward the debt service associated with the City's planned general obligation bonds for school capital improvements. She referenced a recent email exchange in which she had advised the school division that additional local funding was unlikely to be available and suggested that it might be appropriate for City and school staff to jointly review the school budget line by line to identify opportunities for savings and prioritize expenditures.

Ms. Jordan explained that the City already provides approximately $13.5 million annually in local operating support to the school division, in addition to paying approximately $1.6 million in debt service, resulting in a total annual local commitment of more than $15 million. She noted that the City was preparing to assume additional debt to finance major school capital projects through the proposed general obligation bonds and emphasized the importance of planning ahead for those future financial obligations. Ms. Jordan suggested that allocating a portion of the carryover funds toward the operational assessment and future debt payments could help position both the City and the school division more favorably in the years ahead.

Dr. Melody Hackney responded that such an approach was certainly possible but reiterated that using the carryover funds for those purposes would come at the expense of other operational priorities previously identified by the school division, including essential staffing and program needs. Ms. Jordan acknowledged that concern and explained that her intent was to be proactive in addressing the City's long-term financial responsibilities. She emphasized that, while the additional debt payments for the bonds would not begin until the following fiscal year, the City also faced future financial commitments, including the upcoming real estate reassessment and other capital priorities, making long-range planning essential for both the City and the school division.

During the discussion, Dr. Melody Hackney explained that the school division had not included funding for an operational assessment in its proposed budget because the administration had been led to believe that City Council would fund the assessment separately. She stated that she personally supported conducting an operational assessment and had communicated that support to Mayor Partin months earlier. Dr. Hackney added that, from the school division's perspective, the only way it could fund the assessment internally would be to use money already allocated for other school operations and priorities.

Finance Director Stacey Jordan clarified that if the City were to fund the operational assessment, the funding would have to come from the City's existing financial resources, including the local funds already provided to the school division. She acknowledged that this had not been clearly communicated to school officials. Ms. Jordan explained that the City was simultaneously addressing numerous competing priorities, including investments in economic development initiatives intended to generate additional future revenue and significant infrastructure improvements needed throughout the community. She emphasized that without increasing the City's revenue base and maintaining critical infrastructure, the City would be unable to provide additional financial support to the schools. Ms. Jordan concluded by stating that her goal was to identify collaborative solutions and alternative funding strategies that would allow both the City and the school division to meet their respective needs while working together toward their shared objectives.

Mayor John Partin acknowledged that his original intention had been for the City to fund operational assessments for both the Housing Authority and Hopewell City Public Schools simultaneously. He explained that completing both assessments at the same time would have created opportunities for cost savings and improved efficiency. However, he noted that the City had since encountered several unforeseen issues that required immediate attention. Mayor Partin stated that these emerging infrastructure concerns had to be addressed promptly to prevent them from developing into much larger and more costly projects if left unresolved for several more years.

Mayor Partin explained that, because of these unexpected financial pressures, the City was now exploring every available option to complete the operational assessments. He emphasized that obtaining comprehensive assessments remained an important priority because they would provide valuable documentation when the City met with bond rating agencies, demonstrating that both the City and the school division were proactively evaluating operations and pursuing efficiencies. He further stated that the completed assessments would establish a clear roadmap for both organizations by identifying and prioritizing their most critical operational and capital needs, allowing future investments to be made strategically and efficiently.

Councilor Daye asked whether conducting the proposed operational (turnaround) assessment would have a positive impact on the City's bond rating. Specifically, she questioned whether demonstrating that the City and the school division were proactively evaluating school operations and bringing in an independent third party to review efficiencies and organizational performance would strengthen the City's financial position and be viewed favorably by bond rating agencies.

In response to Councilor Daye's question, Stacey Jordan stated that she believed the proposed operational assessment could have an influence on the City's bond rating but said she would confirm that with the City's financial advisor, Jimmy Sanderson. She explained that she had already forwarded the City's presentation, which was being prepared for the bond rating agencies, to Mr. Sanderson for review. Ms. Jordan indicated that she would seek his guidance regarding the extent to which completing an operational assessment of the school division would strengthen the City's presentation and positively impact the bond rating process.

School Board Member Patience Bennett asked whether the City and Hopewell City Public Schools had a Memorandum of Understanding (MOU) governing the relationship between the two organizations. She explained that she had searched online for the document but had been unable to locate it, although she recalled seeing one during her previous service on City Council.

In response, Ms. Jordan indicated that they would need to verify whether such an agreement existed by checking with the City Attorney's Office. During the discussion, clarification was sought as to whether Ms. Bennett was referring to an agreement concerning the use of rollover funds. Ms. Bennett clarified that she was referring to a broader Memorandum of Understanding outlining the relationship between the City and the School Board, including matters such as financial support, capital improvements, responsibilities of each entity, and possibly funding percentages or other shared obligations. Ms. Bennett reiterated that she distinctly remembered a Memorandum of Understanding from her time on Council, although she could not locate it. The discussion concluded with a commitment to consult the City Attorney's Office to determine whether an existing MOU could be located and provided.

Vice Mayor Joyner asked whether it is standard practice for local governments and school divisions to have a Memorandum of Understanding (MOU) governing their relationship. She questioned whether such agreements are commonly used in other communities.

Chris Reber responded that the use of MOUs varies by locality. He explained that the only MOU he was aware of in Hopewell was an agreement that had been in place for approximately 20 years concerning the handling of additional surplus funds, which required those funds to be returned. He noted that the agreement eventually expired, leaving the City and School Board without that arrangement. Vice Mayor Joyner then asked whether the MOU pertained specifically to the bus replacement fund, and Mr. Reber confirmed that it did. Vice Mayor Joyner acknowledged the clarification before the discussion moved on.

Patience Bennett clarified that her earlier question was not specifically about the former bus replacement fund agreement. Instead, she explained that she was interested in whether there was a broader Memorandum of Understanding (MOU) outlining the budgetary relationship and responsibilities between the School Board and the City. She stated that such an agreement could clearly define the schools' obligations to the City, establish expectations for transparency and communication during the budget process, and provide a strong framework for collaboration. Ms. Bennett noted that having an MOU would allow both organizations to review their respective responsibilities, ensure compliance with agreed-upon practices, and strengthen the working relationship between the City and the School Board. She concluded by thanking everyone for the discussion.

Vice Mayor Joyner stated that, based on the discussion, it appeared that a joint meeting to review the school division's budget line by line would be beneficial.

Finance Director Stacey Jordan expressed a desire to work more closely with the school division during the budget development process. She stated that she believed there were opportunities to assist the school division in streamlining its budget and identifying potential savings, emphasizing that her goal was not necessarily to reduce funding or cut programs but rather to find efficiencies and savings opportunities that could better position the division financially.

Ms. Jordan explained that the summary-level budget information currently being presented limited her ability to provide meaningful assistance. She suggested that meeting with school staff to review the budget line by line would allow her office to offer additional support, identify possible efficiencies, and explore alternative funding opportunities or other strategies that could help address the school division's financial needs while maximizing available resources.

Interim City Manager Michael Rogers sought clarification regarding the proposed $15 million general obligation bond for school capital improvements. He asked whether the planned HVAC replacement project would be funded through the bond proceeds. School officials confirmed that the HVAC project would be covered by the bond funding, noting that while the HVAC work would require less than the full $15 million, it represented the primary purpose of the bond issuance.

Mr. Rogers further recalled that the original HVAC project had an estimated cost of approximately $11 million, leaving a funding gap that contributed to the decision to pursue a $15 million bond. He asked whether the remaining bond proceeds would be used for other capital priorities. School officials confirmed that any remaining funds would be allocated toward other previously identified capital improvement projects and noted that those priorities had already been shared with Mayor Partin for review.

Dr. Melody Hackney suggested that, in light of the delay in the state budget and the additional time before the City's public hearing on the school budget, the school division work closely with Finance Director Stacey Jordan to provide more detailed budget information. She proposed scheduling another joint work session with City Council to review the budget in greater depth, allowing Council members the opportunity to examine the school division's finances more thoroughly and discuss potential efficiencies and funding options.

Council members agreed that another joint meeting would be beneficial. After reviewing calendars, several possible dates were discussed. The May 27 date was ruled out due to a retirement celebration, and May 28 was determined to be unavailable for some participants. The group then agreed to hold the joint budget work session on May 21 at 5:30 p.m. Dr. Hackney also agreed to provide the requested budget information to Council members before the meeting, enabling them to review the materials in advance and facilitate a more productive discussion during the work session.

Councilor Daye questioned why the school division's expenditures continued to increase despite declining student enrollment. She commented that it would seem logical for fewer students to result in reduced staffing levels and lower operating costs, and asked for an explanation of how the division manages those changes.

Dr. Melody Hackney explained that the school division evaluates staffing levels every year and continually looks for opportunities to reduce positions where possible. She stated that the division "squeezes" staffing and other expenditures whenever enrollment trends allow. However, she noted that enrollment declines rarely occur in a way that directly eliminates the need for an entire teaching position. For example, a loss of 20 students may be spread across multiple grade levels or subject areas rather than occurring within a single classroom, making it impossible to simply reduce one teacher. Dr. Hackney explained that the division adjusts staffing by evaluating enrollment at each grade level and in each instructional area, reducing positions where class sizes and student distribution permit. She added that the administration could provide Council with additional information demonstrating how those staffing decisions are made and emphasized that there is a logical process behind the reductions, even though declining enrollment does not always produce proportional decreases in staffing or expenditures.

Vice Mayor Joyner requested that the school division provide Council members with the detailed budget information in advance of the planned follow-up work session. She explained that receiving the supporting materials ahead of time would allow Council members to review the information thoroughly, become more informed before the meeting, and better understand how the detailed budget data supports the summarized figures presented in the budget documents. Vice Mayor Joyner stated that having the opportunity to examine the underlying details beforehand would help facilitate a more productive and informed discussion during the joint budget work

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Sade' Allen, City Clerk

MINUTES OF THE MAY 12, 2026, CITY COUNCIL REGULAR MEETING

A REGULAR meeting of the Hopewell Council was held on Tuesday, May 12, 2026, at 5:00 p.m.

PRESENT:

John B. Partin, Mayor
Rita Joyner, Vice Mayor
Michael Harris, Councilor
Susan Daye, Councilor
Lovena Rapole, Councilor

Vice Mayor Joyner motions to add an item to the closed agenda regarding the resignation of a school board member who has provided a letter of resignation. Councilor Rapole seconds the motion.

ROLL CALL		
	Councilor Harris-	Yes
	Mayor Partin-	Yes
	Councilor Daye -	Yes
	Councilor Rapole-	Yes
	Vice Mayor Joyner -	Yes

Motion Passes 5-0

Councilor Rapole makes a motion to go into closed meeting under Va. Code § 2.2-3711(A)(3), (8), and (29), to discuss the acquisition or disposition of real property, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, the award of a public contract where discussion in an open session would adversely affect the City's bargaining position, and to consult with legal counsel regarding specific legal matters (real estate contract discussions); § 2.2-3711(A)(1) and (8), to discuss personnel matters (Beacon Theater Board, Library Board, Wetlands Board, Brightpoint Community College, Salary Supplements). Councilor Daye seconds the motion.

ROLL CALL		
	Councilor Harris-	Yes
	Mayor Partin-	Yes
	Councilor Daye -	Yes
	Councilor Rapole-	Yes
	Vice Mayor Joyner -	Yes

Motion Passes 5-0

Vice Mayor Joyner makes a motion to reconvene the open meeting. Councilor Daye seconds the motion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Daye -	Yes
Councilor Rapole-	Yes
Vice Mayor Joyner -	Yes

Motion Passes 5-0

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 the closed meeting.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Daye -	Yes
Councilor Rapole-	Yes
Vice Mayor Joyner -	Yes

Motion Passes 5-0

REPORT OF THE CITY MANAGER

City Manager Michael Rodgers reported several administrative updates to Council. He announced that Kyle English has been designated as the City's new Public Information Officer following the departure of Ginger Holland. In addition to assuming public information responsibilities, Mr. English will continue his work supporting business recruitment and development efforts alongside Economic Development Director Charles Bennett. Mr. Rodgers also advised that responsibility for coordinating the City's special events will be transferred back to Tabitha Martinez and the Parks and Recreation Department.

Mr. Rodgers also provided an update on the Hopewell Water Renewal Operations and Maintenance (O&M) contract. He explained that while the City had hoped to have the contract award completed by the meeting, the process required additional evaluation. Staff identified two qualified vendors, negotiated with both, and requested revised proposals to ensure a fair and consistent comparison before making a final recommendation. He noted that finalizing the O&M contract, along with the associated supplemental agreement governing the relationship between the City and its industry partners at Hopewell Water Renewal, remains a high priority. Mr. Rodgers stated that both items were nearing completion and expressed optimism that they would be ready for Council's consideration by the next meeting. He acknowledged that these efforts would become part of incoming City Manager Vincent Jones' responsibilities beginning the following day and thanked staff, including Water Renewal Director Matthew Ellinghaus, for their continued work to bring the projects to completion.

Crime Summary Report – Gregory Taylor, Chief of Police

Police Chief Gregory Taylor presented the May Crime Summary Report, covering crime statistics through May 4, 2026. He reported that violent crime had decreased by 39%, property crime had declined by 4%, and total major crime was down 12% compared to the same period in the previous year. Chief Taylor clarified that the three arsons reported during the year did not involve structures but instead consisted of isolated incidents involving trash and debris that met the reporting criteria for arson. He also noted that the reported forcible offenses involved known acquaintances rather than random offenders.

Chief Taylor reviewed long-term crime trends using 2022 as the benchmark year, when the city began expanding its public safety technology initiatives. Compared to 2022, violent crime has declined by 33%, property crime has decreased by 27%, and total major crime has fallen by 28%, demonstrating continued progress in reducing crime throughout the city.

Providing an update on opioid overdose incidents, Chief Taylor reported that the city had experienced one fatal overdose and three non-fatal overdoses in 2026, for a total of four incidents. He noted that this remains the lowest five-year total at this point in the calendar year.

Chief Taylor also discussed narcotics enforcement activity. He explained that in 2023 the Police Department investigated 55 narcotics incidents resulting in 53 felony arrests and six misdemeanor arrests, with a total of 50 individuals arrested. In 2024, officers investigated 49 incidents, resulting in 48 felony arrests and six misdemeanor arrests, with 46 individuals arrested. During 2025, 29 narcotics incidents resulted in 28 felony arrests and three misdemeanor arrests, with 27 individuals arrested. He noted that 2026 statistics are still being compiled. Chief Taylor emphasized the Department's continued participation in the regional One B Task Force, which includes Hopewell, Petersburg, Dinwiddie, Colonial Heights, and Chesterfield. Over the past three years, the task force has executed approximately 40 search warrants within the City of Hopewell, with a Hopewell investigator assigned full-time to assist with regional narcotics investigations.

Chief Taylor reported continued reductions in verified shots-fired incidents, noting that there were 64 verified incidents during the same period in 2024, 54 during 2025, and only eight reported so far in 2026. He advised that Neighborhood Watch meeting dates, times, and locations remain unchanged from previous reports.

Regarding staffing and recruitment, Chief Taylor stated that the Police Department currently has two vacant dispatcher positions, with one application under review, and four vacant police officer positions, with four applicants progressing through the background investigation process. He also outlined upcoming recruitment efforts, including participation in the Virginia Law Enforcement Foundation recruiting event in Ashland on May 17 and Transition Assistance Program recruitment events at Fort Lee on June 11 and August 11.

Chief Taylor announced updates to the Department's community policing assignments, introducing Officer Cory Taylor as the community policing officer for Ward 3 and Officer Tiffany Shira as the community policing officer for Ward 7.

In closing, Chief Taylor highlighted several recent and upcoming community engagement activities. He recognized the successful completion of the Citizen Police Academy on May 7 and thanked Vice Mayor Joyner and Councilor Rapole for participating in the graduation ceremony. He also announced participation in the annual Tip-A-Cop fundraiser benefiting Special Olympics at Texas Roadhouse in Colonial Heights, a recruitment event at Green Top, a Business Resource Meeting hosted by Officer David at The Good Ship Brewery, and the upcoming Special Olympics Fishing Tournament at the marina on May 23. Chief Taylor concluded his presentation and offered to answer any questions from Council.

Proclamation for National Public Works - Monique Robertson, Interim Director of Public Works

Mayor John Partin expressed his appreciation for the City's Public Works employees, recognizing their dedication and the critical services they provide to the community. Speaking from his background as an engineer, Mayor Partin remarked that Public Works has always been one of his favorite departments because of the essential role it plays in maintaining the City's infrastructure. He commended staff for their willingness to respond to emergency situations, including sinkhole concerns, severe weather events, and natural disasters, noting that much of their work occurs behind the scenes and often goes unnoticed by the public. He also praised the department's exceptional customer service, recalling an instance on Good Friday when two Public Works employees volunteered their personal time to meet with residents regarding erosion concerns, providing education and guidance on potential solutions. Mayor Partin thanked the department for consistently going above and beyond in serving Hopewell's residents.

Mayor Partin then read a proclamation recognizing National Public Works Week, observed May 17–23, 2026. The proclamation acknowledged that public works professionals are responsible for the infrastructure, facilities, and services essential to protecting the public's health, safety, and well-being. It recognized the importance of maintaining streets, stormwater systems, streetlights, walkways, public buildings, grounds, solid waste systems, and other critical infrastructure, while emphasizing that these services are made possible through the skill, professionalism, and dedication of public works employees. The proclamation also highlighted the 2026 National Public Works Week theme, "Rooted in Service, Powered by Community," which celebrates the longstanding commitment of public works professionals and the innovations that strengthen communities and improve quality of life. Noting that 2026 marks the 66th anniversary of National Public Works Week, sponsored by the American Public Works Association, Mayor Partin officially proclaimed May 17–23, 2026, as National Public Works Week in the City of Hopewell and encouraged all citizens and civic organizations to recognize the invaluable contributions of public works professionals. Following the presentation, he congratulated the department and thanked its employees for their outstanding service to the community.

Interim City Manager Michael Rodgers delivered farewell remarks during his final City Council meeting, expressing a mixture of gratitude, nostalgia, and optimism as he concluded his service to the City of Hopewell. He described his time as Interim City Manager as one of the most rewarding experiences of his career, noting that although his tenure was brief, he hoped it had been meaningful and impactful for both the organization and the community. Mr. Rodgers reflected that he accepted the position understanding the challenges it would present while also recognizing Hopewell's tremendous potential. He described the City as a community built on the dreams, efforts, and aspirations of its residents, stating that every initiative undertaken during his tenure was intended to help build a stronger future for Hopewell.

Mr. Rodgers expressed his sincere appreciation to the Mayor and City Council for their unwavering support and guidance throughout his tenure. He credited Council's leadership with helping the city navigate important municipal responsibilities and highlighted collaborative efforts to strengthen public safety, invest in infrastructure, and promote community engagement. He also thanked City staff for their professionalism, dedication, and tireless work behind the scenes, recognizing the contributions of frontline employees, planners, engineers, and all departments that work together to provide essential services to the community. He stated that it had been an honor to work alongside such a talented and committed team.

Mr. Rodgers also thanked the residents of Hopewell for their involvement and engagement, noting that public input helped shape the City's priorities and contributed to the progress achieved during his tenure. He emphasized the importance of listening to residents' concerns, understanding their perspectives, and working collaboratively to develop solutions that benefit the entire community.

Reflecting on his participation in the recent National Day of Prayer observance, Mr. Rodgers spoke about the importance of maintaining civic decorum during public meetings. He stated that respectful dialogue is essential to fostering collaboration, ensuring that all voices are heard, and creating an environment where differing viewpoints can be expressed without hostility or fear of reprisal. He emphasized that focusing discussions on issues rather than personal disagreements leads to more productive decision-making and strengthens democratic principles. Mr. Rodgers encouraged both elected officials and citizens to continue modeling respectful interactions in public forums to promote meaningful community engagement.

In closing, Mr. Rodgers expressed confidence in Hopewell's future and welcomed incoming City Manager Vincent Jones, stating that new leadership would bring fresh perspectives, ideas, and energy to the organization. He shared that he would leave Hopewell with lasting friendships and valuable experiences, adding that the city would always hold a special place in his heart. Mr. Rodgers thanked Council, staff, and the community for the trust they placed in him, their kindness, and their spirit of cooperation, stating that it had been an honor and privilege to serve as Hopewell's Interim City Manager.

Prayers and Pledge of Allegiance

Prayer by Reverend Boggs, followed by the Pledge of Allegiance to the flag of the United States by Mayor Partin.

Vice Mayor Joyner makes a motion to adopt the consent agenda. Councilor Daye seconds the motion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Daye -	Yes
Councilor Rapole-	Yes
Vice Mayor Joyner -	Yes

Motion Passes 5-0

COMMUNICATIONS FROM CITIZENS

Ed Hauser Ward 5, addressed City Council during public comment, expressing concerns about several issues discussed at the previous Council meeting. He questioned statements regarding audit findings involving alleged fraud, asking why no warrants had been issued if fraudulent activity had been identified. Mr. Hauser also challenged comments made about the recruitment of Finance Director Stacey Jordan, stating that former City Manager Dr. Kendra M. Minter was responsible for recruiting Ms. Jordan to the City and noting that he believed her contribution had not been acknowledged during the previous discussion.

Mr. Hauser further commented on recent recognition given to the current City Council for progress made in completing the City's financial audits. He stated that, in his view, previous City Councils played a significant role in initiating the audit process and helping move the effort forward, and he believed those contributions should also be recognized. At the same time, he commended Finance Director Stacey Jordan for her leadership in bringing the City's audits back into compliance, stating that she deserved significant recognition for her efforts and dedication.

Finally, Mr. Hauser criticized a city-funded retreat that he stated cost more than $17,000. He questioned the expenditure of public funds for the retreat while contrasting it with restrictions placed on citizens during Council meetings, expressing concern about the City's priorities and use of taxpayer resources.

Rick Davis Ward 1, addressed City Council regarding concerns about a reported ammonia release that occurred over the weekend. He stated that on Friday evening, after receiving a call from a neighbor, he went outside and detected an unusual odor. Drawing on his background and hazardous materials training, he believed the odor to be ammonia and said he was later informed by personnel associated with AdvanSix that the substance involved was ammonia. However, he expressed concern that residents had not received clear or timely information regarding the incident, including the amount released, the concentration of the chemical, or the potential impact on surrounding neighborhoods.

Mr. Davis explained that the wind carried the odor into his neighborhood, located across the creek from the facility, and that the smell was strong enough to cause physical discomfort. He noted that one of his neighbors became ill after being exposed to the odor, and he observed that by the time emergency personnel advised residents to shelter in place, the odor had already spread throughout the area and was detectable even on his front porch. He stated that the delayed communication left residents uncertain about the severity of the situation and whether additional precautions were necessary.

Mr. Davis urged the city and the facility to improve transparency and public communication during chemical incidents. He remarked that alarms often sound for relatively minor events at the plant, yet residents received little information during what appeared to be a significant chemical release. He also referenced the Virginia Freedom of Information Act, stating that information regarding the chemicals stored at the facility, including safety data and associated precautions, should be available to the public. He requested greater access to this information so residents can better understand potential risks and respond appropriately during future incidents.

Laura Greenwood Ward 6, addressed City Council to report on the Citizens Oversight Committee meeting held on April 30, 2026. She stated that nine committee members were present, while two members were unable to attend, noting that one of the absent members participated by telephone to speak with the City Council members who attended the meeting. Ms. Greenwood added that several other Council members either were unable to attend or chose not to participate.

Ms. Greenwood stated that the committee conducted a question-and-answer discussion during the meeting, with the City's financial audits serving as a primary topic of conversation. She said that one of the Council members in attendance indicated there had been unaccounted-for funds that were later documented through receipts and invoices. Ms. Greenwood expressed her opinion that such actions would be improper if receipts were created after the fact to account for previously undocumented funds. She referenced statements previously made by the City's independent auditor, David Foley of Robertson Farmer Cox, regarding deficiencies in the City's internal controls, explaining that internal controls consist of the policies and procedures used to ensure the reliability and accuracy of financial reporting. She asserted that inadequate internal controls contributed to the issues identified during the audit process.

Ms. Greenwood further stated that she had contacted a retired federal prosecutor, whom she considers knowledgeable on such matters, to seek his opinion regarding her concerns. She noted that he was currently out of the country and that she intended to discuss the issue with him upon his return. Ms. Greenwood concluded by encouraging City Council to carefully consider the matters she had raised regarding the City's financial practices and internal controls.

Mark Burrows Ward 3, addressed City Council to reflect on his own role in recent public discourse and to encourage a more respectful dialogue within the community. He acknowledged that he has often spoken passionately and, at times, emotionally during Council meetings, recognizing that some of his remarks may have been viewed as blunt or controversial. Mr. Burrows stated that his comments stem from his deep concern for the community and the frustration he has experienced when feeling unheard or dismissed. While accepting responsibility for his words and tone, he emphasized that passionate advocacy should not be equated with promoting hatred or intimidation.

Mr. Burrows made clear that he does not condone hate speech, threats, harassment, or offensive remarks directed toward public officials, private citizens, or their families. He stated that although public frustration may be understandable, allowing anger to escalate into cruelty or dehumanization undermines the community's ability to address issues constructively. He urged residents to reject hateful rhetoric and maintain respect for one another, even during periods of significant disagreement.

Mr. Burrows also stated that he would not allow criticism or attempts at intimidation to discourage him from continuing to speak on issues he believes are important. He distinguished between holding elected officials accountable and engaging in intimidation, asserting that respectful disagreement and passionate advocacy are essential components of public participation. He concluded by encouraging the community to engage in honest and respectful dialogue, emphasizing that while differences of opinion are inevitable, maintaining civility and mutual respect is critical to preserving a healthy democratic process. He urged an end to hateful online rhetoric, stating that communities are strengthened when people can disagree without resorting to personal attacks or division.

Darling Thompson Ward 6, addressed City Council with concerns regarding the continued collection of the City's vehicle decal fee. She questioned why residents are still being charged for decals that have not been issued for more than three years. Ms. Thompson recalled that the Commissioner of the Revenue previously appeared before Council to recommend eliminating the fee, noting that the amount collected at that time was approximately $44,000. She argued that residents should not continue paying the $20 fee when decals are no longer being provided. Ms. Thompson compared the relatively small amount generated by the decal fee to the larger appropriations Council has approved for various economic development projects, including funding for the Bank of America property and the marina, stating that Council should similarly be willing to eliminate what she viewed as an unnecessary financial burden on residents.

Ms. Thompson also expressed concerns about the conduct of Council meetings, specifically referencing comments made by the mayor following citizen remarks at a previous meeting. She stated that she considered those comments disrespectful and believed citizens should be allowed to speak during their allotted time without receiving responses from Council unless they are also given an opportunity to reply. Ms. Thompson asserted that expectations for civility and respectful conduct should apply equally to both Council members and citizens.

In closing, Ms. Thompson stated that residents have repeatedly appeared before Council to voice their concerns but often feel that their input is not heard or meaningfully considered. She emphasized that City Council serves at the will of the citizens and encouraged Council members to provide greater transparency by explaining their positions when they disagree on issues rather than simply voting in favor of agenda items. Her remarks concluded as her allotted speaking time expired.

Regular Business

R-1 (Public Hearing) Proposed Fiscal Year 2025-2026 City Budget – Stacey Jordan, Deputy City Manager

Finance Director Stacey Jordan presented the first public hearing and first reading of the proposed Fiscal Year 2027 Operating Budget. She reminded Council that the proposed budget had previously been introduced during an initial presentation in April and was further discussed during two public town hall meetings held to gather community input. Ms. Jordan explained that the City's budget encompasses numerous governmental functions, including general government, judicial administration, recreation, economic development, capital projects, grants, the marina, perpetual care, enterprise funds for regional water, sewer, refuse, and stormwater, as well as social services, Children's Services Act programs, Healthy Families, public schools, and the City's debt service obligations. She noted that personnel costs are developed by the Budget Office and Human Resources, while individual departments, capital projects, and Hopewell City Public Schools prepare their own budget requests.

Ms. Jordan outlined the major priorities of the proposed FY2027 budget, explaining that the City's goal is to maintain current service levels while funding essential capital needs and building reserves when revenues permit. She highlighted the continuation of the City's classification and compensation study, noting that implementation was completed for Public Safety and Parks and Recreation during FY2026 and that all remaining departments are included in the FY2027 budget. She also reported that employee health insurance costs increased by approximately 6%, or $293,000, with the City absorbing 82% of the increase **to** reduce the impact on employees. The proposed budget also includes a 2% cost-of-living adjustment (COLA**)** for City employees, annual step increases for Police and Fire personnel, and comparable salary adjustments for state-supported departments, including Social Services and constitutional officers.

Reviewing revenues, Ms. Jordan reported that the proposed General Fund budget totals $72,183,583, an increase from the FY2026 adopted budget of approximately $70.5 million. She explained that decreases in certain revenue categories reflect more realistic projections for cigarette tax collections, while increases in fines and forfeitures are largely attributable to school zone enforcement. She also noted that changes in federal revenues were related to grant activity and that increased transfers reflected Social Services funding aligned with the state budget. She identified real estate taxes as the City's largest revenue source, followed by machinery and tools taxes, other local taxes, and state revenues.

Ms. Jordan reviewed major General Fund transfers, including $1.2 million for Social Services, $13.5 million for school operations, $962,000 for the Children's Services Act and Community Policy and Management Team (CPMT), $2.5 million for Parks and Recreation, $570,000 for capital projects, $50,000 for the Economic Development Authority, $600,000 for self-insurance, $1.1 million for debt service, and $398,000 for Healthy Families. She explained that several of these transfers reflect state funding adjustments, organizational changes, or revenue trends, including stronger-than-expected meals and lodging tax collections.

Ms. Jordan also highlighted funding recommendations for outside agencies. She reported modest increases for the Appomattox Regional Library due to additional state aid and explained that $30,000 previously budgeted within Public Works for Beacon Theatre maintenance had been transferred directly to the Beacon Theatre, increasing the City's total contribution to $180,000. Additional proposed appropriations included $5,000 for Historic Hopewell, $2,000 for the Kiwanis Club, and an increase for Feed More from $2,000 to $2,500.

Turning to the overall budget, Ms. Jordan stated that the proposed all-funds budget totals $222,707,646, with the largest expenditures supporting Hopewell City Public Schools, the General Fund, Hopewell Water Renewal, and the sewer operating fund. She explained that the largest General Fund expenditure includes transfers, followed by Police, Fire, and Public Works, reflecting the City's continued investment in essential public services.

Ms. Jordan then reviewed significant departmental budget changes. She explained that City Council's budget reflects lower healthcare costs, while the Clerk's Office budget increased because of salary, benefit, and health insurance adjustments. The City Attorney's budget also increased due to personnel-related costs. Within the City Manager's Office, management consulting expenses were reduced, while the Deputy City Manager's salary was transferred from the Finance Department to the City Manager's budget. Additional changes included combining two vacant positions into one within Voter Registration while increasing funding to support additional elections, increased postage costs within the Treasurer's Office for delinquent tax notices, higher information technology service contract costs, continued funding for state-supported positions within the Circuit Court and Commonwealth's Attorney's Office, annual Police and Fire step increases, funding for three previously unfunded police officer positions, and the addition of a new Neighborhood Planner position within the Planning and Development Department.

Ms. Jordan concluded this portion of her presentation by reviewing the proposed operating budgets for major departments. She reported the following proposed FY2027 operating budgets: City Council – $196,644; Clerk's Office – $240,659; City Attorney – $788,870; City Manager's Office (including Economic Development and Communications) – $2,031,896; Voter Registration – $548,687; Police Department – $12,060,397; Fire Department – $8,150,746; Public Works – $6,655,199; Parks and Recreation – $2,652,812; Planning and Development – $1,641,735; and Finance Department – $2,436,552**.** She summarized the primary factors driving each department's budget changes, including personnel costs, healthcare, classification and compensation adjustments, additional staffing where applicable, and organizational restructuring. Before proceeding to the Enterprise Funds section of the budget presentation, Ms. Jordan paused to ask whether Council had any questions regarding the information presented to that point.

Mark Burrows, Ward 3, thanked Finance Director Stacey Jordan for her work in bringing the City's financial audits up to date and for the transparency she provided during the budget presentation. He stated that he appreciated her efforts and expressed hope that the City's improved financial standing would help position Hopewell for future success.

Mr. Burrows also discussed his experience attending a recent Citizens Oversight Committee meeting, where Commissioner of the Revenue Day provided additional information regarding the Commissioner's request for approximately $25,000 to install a security barrier. He explained that he had previously questioned the request during Council meetings but had not received sufficient information to understand its purpose. After receiving an explanation from Commissioner Day, he stated that the need for the security barrier and its associated cost became clear and, in his opinion, was easily justified. Mr. Burrows emphasized that greater transparency and explanation during the budget process would help both Council and the public better understand the necessity of requested expenditures.

Mr. Burrows concluded by asking two questions regarding the proposed Fiscal Year 2027 budget. He inquired whether the Fire Department's proposed budget included funding for the additional personnel requested by the Fire Chief and also asked whether funding had been included for upgraded radio equipment previously requested by either the Sheriff's Office or the Police Department. He thanked Ms. Jordan for her presentation and requested clarification on those budget items.

R-2 (Public Hearing) Conditional Use Permit request from Ross Bauschatz, agent for the owner, to construct a residential duplex on nonconforming Parcel #073-0835 in the R-3 Residential High-Density District located on Dublin St. – Chris Ward, Director of Planning and Development

Planning and Development Director Chris Ward presented the first public hearing and first reading for a Conditional Use Permit request for Parcel 073-0835, located on Dublin Street in Ward 2. He explained that the applicant, Ross Otz, submitted the request on behalf of the property owner, R. Bennett, seeking approval to construct a residential duplex on a nonconforming lot zoned R-3 Residential.

Mr. Ward explained that while the R-3 zoning district permits duplexes through a Conditional Use Permit, the zoning ordinance requires a minimum lot width of 50 feet and a minimum lot area of 7,500 square feet. Although the subject property meets the required 50-foot width, it contains only 5,000 square feet, making it nonconforming with respect to total lot area. The applicant proposes constructing a two-story duplex, with each unit containing three bedrooms, two bathrooms, and approximately 1,200 square feet of living space. The proposed design includes a brick front porch and foundation with vinyl siding, and floor plans and architectural elevations were presented for Council's review.

Mr. Ward advised that the proposed structure would be larger than the average residence in the immediate neighborhood but noted that the use is compatible with the surrounding area. He reported that six of the eleven surrounding properties on the block are already duplexes, many of which are located on similarly sized 50-foot-wide lots. He further stated that the proposed duplex complies with all applicable R-3 setback requirements, making the requested Conditional Use Permit necessary only because of the lot's reduced square footage.

Staff recommended approval of the Conditional Use Permit subject to several conditions, including: installation of minimum 12-inch roof eaves on all roof edges; construction of separate asphalt or concrete driveways for each dwelling unit; installation of a brick foundation on all sides of the building with appropriate foundation landscaping; and construction of the duplex in substantial conformance with the architectural plans presented to Council.

Mr. Ward concluded by reporting that the Planning Commission unanimously recommended approval by a 3-0 vote following its public hearing on April 2, 2026, and noted that no public comments had been received regarding the request. He then offered to answer any questions from Council.

Councilor Harris makes a motion to approve the conditional use permit request to construct a residential duplex on a non-conforming parcel 073-0835 in the R-3 residential high-density district located on Dublin Street. Mayor Partin seconds the motion.

ROLL CALL		
	Councilor Harris-	Yes
	Mayor Partin-	Yes
	Councilor Daye -	Yes
	Councilor Rapole-	Yes
	Vice Mayor Joyner -	Yes

Motion Passes 5-0

R-3 (Public Hearing) Solicit public comments on the City's Community Development Block Grant (CDBG) Program and Funding priorities – Chris Ward, Director of Planning and Development

Chris Ward presented the first public hearing of the annual Community Development Block Grant (CDBG) process, explaining that the hearing was intended to solicit public input regarding the CDBG program and establish funding priorities for the upcoming program year. He noted that the City's Citizen Participation Plan requires two public hearings each program year. This first hearing begins the public participation process, while a second hearing will be held after the CDBG Committee reviews submitted applications and develops funding recommendations for City Council's consideration.

Ward provided an overview of the Community Development Block Grant program, explaining that it is administered by the U.S. Department of Housing and Urban Development (HUD) with the mission of creating strong, sustainable, and inclusive communities while expanding access to quality affordable housing. He stated that the City of Hopewell is an entitlement community, meaning it automatically receives annual CDBG funding from the federal government without having to compete for grants. However, he emphasized that the funding comes with federal requirements and that every funded activity must meet at least one of three national objectives: benefiting low-to-moderate-income persons, preventing or eliminating slums and blight, or addressing an urgent community need, typically resulting from a natural disaster.

Ward reviewed the City's recent funding history, explaining that Hopewell had historically received annual allocations in the low $200,000 range. For the current program year, however, HUD increased the City's allocation to $263,796**,** representing a significant increase over the previous year's allocation of $239,391. Since 2020, the City has received approximately $1.6 million in Community Development Block Grant funding to support eligible community improvement projects.

He also outlined HUD's spending limitations for the grant, explaining that no more than 20 percent of the annual allocation may be used for program administration and no more than 15 percent may be spent on public service activities. The remaining funds may be invested in eligible capital improvements and community development projects such as housing rehabilitation, infrastructure improvements, utility projects, public facilities, and parks.

Ward reminded Council that the City's recently adopted five-year Consolidated Plan identifies the community's priority needs, goals, and eligible project types that guide future funding decisions. He explained that organizations seeking CDBG funding are expected to submit applications that address one or more of those identified priorities and advance the goals established in the Consolidated Plan.

Concluding his presentation, Ward announced the beginning of the required 30-day public comment period, which would officially begin the following day. During this period, residents are encouraged to submit comments regarding the CDBG program and recommend community funding priorities. He advised that the Consolidated Plan and related CDBG information are available on the City's website and that citizens may contact the Development Department or reach out to him directly with questions. Ward concluded by informing Council that staff anticipated returning at one of the next two Council meetings with the proposed Annual Action Plan, including a recommended budget and funding allocations for the upcoming program year, and then offered to answer any questions from Council.

Following his presentation, Chris Ward clarified that no action was being requested from City Council during the public hearing, explaining that staff would return at a future meeting with the proposed Annual Action Plan and program budget, at which time Council would be asked to take formal action. During Council discussion, Mayor Partin asked whether Community Development Block Grant (CDBG) funds could be used to assist the Hopewell Redevelopment and Housing Authority with replacing or upgrading its camera system. Ward responded that he did not believe such an expenditure would qualify because public housing authorities already receive funding directly from the U.S. Department of Housing and Urban Development (HUD) through a separate funding stream. He explained that the City's CDBG program is generally intended to support eligible community development activities and nonprofit organizations that provide services benefiting Hopewell residents, rather than funding public housing authorities.

After the Mayor explained that he and City Manager Vincent Jones had attended a recent Housing Authority meeting where the Authority's CEO indicated she was unaware of receiving any CDBG funding, Ward acknowledged that while the Housing Authority may not currently receive CDBG funds, it does receive HUD funding through other federal programs. He stated that he could not immediately determine whether the Housing Authority would even be eligible to receive CDBG funding but committed to researching the matter. Ward noted that, during his experience, he had not encountered a housing authority applying for or receiving CDBG funds in Hopewell, although he recognized that this was the first entitlement community in which he had worked. He concluded by agreeing to investigate the eligibility requirements, determine whether the Housing Authority could participate in the City's CDBG program, and report his findings back to Council. Mayor Partin confirmed that no Council action was required on the public hearing and then initiated a discussion regarding whether the Hopewell Redevelopment and Housing Authority could utilize Community Development Block Grant funding to address deficiencies with its security camera system. He explained that he and City Manager Vincent Jones had attended a Housing Authority meeting the previous evening where concerns were raised about the condition of the camera system. The mayor stated that the Housing Authority's CEO indicated the agency was not receiving any CDBG funding, prompting questions about whether the City could partner with the Housing Authority to fund needed improvements. Mayor

Partin further explained that, during the discussion, it was mentioned that some localities coordinate their Community Development Block Grant programs with their local housing authorities and, in some cases, include advisory representatives to foster collaboration. He stated that this information led him to explore whether Hopewell could similarly work with its Housing Authority to address improvements that would ultimately benefit the broader community. While recognizing that Ward was uncertain about the eligibility requirements, Mayor Partin expressed appreciation for his willingness to research the issue and provide Council with additional information at a future meeting.

R-4 Resolution to Un-restrict EDA funds – Charles Bennett, Director of Economic Development

Charles Bennett presented a resolution on behalf of the Hopewell Economic Development Authority (EDA) requesting that surplus funds remaining from several previously approved City support agreements be reallocated to the City's Legacy Business Grant Program. He explained that the request was primarily an accounting and housekeeping matter, as the funds had not been fully utilized for their original purposes. Bennett noted that he and Mr. English serve as staff liaisons to the EDA and were bringing forward the Board's request for City Council's consideration.

Bennett explained that the Legacy Business Grant Program was established by City Council to support long-standing local businesses by assisting with expansion and capital improvement projects. He stated that eligible uses include items such as new business signage, restaurant equipment like ovens and refrigerators, parking lot improvements, and other investments that help established businesses remain competitive and continue serving the community. He emphasized that while economic development efforts often focus on attracting new businesses, the Legacy Business Grant Program demonstrates the City's commitment to supporting existing businesses that have contributed to Hopewell's economy for many years.

He advised Council that the proposed resolution would reallocate surplus funds from previous support agreements, including funding associated with the 509½ East Cawson Street project and the CW Harris acquisition, into the Legacy Business Grant Program. Bennett stated that the total amount available for reallocation was approximately $19,000, which would provide additional resources for future grant awards. He concluded his presentation by offering to answer any questions from Council.

During the discussion, Bennett responded to Council's interest in expanding the grant program's eligibility. After a councilmember suggested reviewing the program to allow additional building improvements and other eligible expenses, Bennett confirmed that the Economic Development Authority already planned to evaluate the program at a future meeting. He explained that the program had not been substantially reviewed in approximately six or seven years and that the EDA had received feedback from prior grant recipients, particularly from the period during the COVID-19 pandemic when the program was most actively utilized. Bennett stated that the Authority intended to update the program to make it as beneficial as possible while recognizing that the current funding level remained relatively modest. With approximately $19,000 available, he estimated that grant awards would likely be limited to $4,000 to $5,000 per applicant, although additional funding could be pursued in the future if the program continued to demonstrate success.

Bennett also agreed to Council's request for a future presentation regarding the Economic Development Authority's operations. He stated that EDA Chair Vars Marks would be happy to appear before Council later in the summer to provide an update on the Authority's recent organizational restructuring, efforts to reduce costs by bringing services in-house, and strategies to generate additional revenue and support economic development initiatives throughout the City.

Vice Mayor Joyner makes a motion to approve the resolution as presented. Mayor Partin seconds the motion

ROLL CALL

Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Daye -	Yes
Councilor Rapole-	Yes
Vice Mayor Joyner -	Yes

Motion Passes 5-0

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Sade' Allen, City Clerk

C-2

DATE: July 08, 2026

TO: The Honorable City Council

FROM: Yaosca Smith, Director of Human Resources

SUBJECT: Personnel Change Report – June 2026

APPOINTMENTS:

NAME	DEPARTMENT	POSITION	DATE
GARDNER, CHAD	SOCIAL SERVICES	BEN PRG SP IV	06/10/2026
MAYO, JORDYN	SOCIAL SERVICES	FAMSERVSPEC I	06/10/2026
FORBES, KISHA	SOCIAL SERVICES	FAMSERVSPEC I	06/10/2026
ZEVGOLIS, WILLIAM	RECREATION	PT SEASONAL PARK LABORER	06/10/2026
ALEXANDER, CRYSTAL	RECREATION	PT RECREATION PROGRAM LEADER	06/10/2026
CANCINO, HARRISON	RECREATION	PT SUM PROG ASSISTANT	06/10/2026
BODDIE, SUTHERLAND	RECREATION	PT SUM PROG SPECIALIST	06/10/2026
SAUNDERS, ZHAKERA	RECREATION	PT SUM PROG ASSISTANT	06/10/2026
UNDERHILL, BLAKE	RECREATION	PT SUM PROG ASSISTANT	06/10/2026
BIBBY, THOMAS	RECREATION	PT SUM PROG ASSISTANT	06/10/2026
CONKLIN, JALYN	RECREATION	PT SUMMER PROGRAM COORDINATOR	06/10/2026
HORNSBY, COLTON	HOPEWELL WATER RENEWAL	WWT OPER TRAINEE	06/10/2026
MCLAUGHLIN, ZOE	HEALTHY FAMILIES	PROGRAM OPERATIONS COORDINATOR	06/10/2026
MACKIN, JAZMYN	CITY MANAGER	XJOB PROG INTERN	06/15/2026
MARSHALL, STACEY	TREASURER	GEN CLK	06/24/2026
PATRICK, ECIANE	SOCIAL SERVICES	BEN PROG MANAGER	06/24/2026
HAWKINS, SHYMIR	POLICE	COMMUNICATIONS OPERATOR	06/24/2026
MORALES, VANESSA	HEALTHY FAMILIES	COMMUNITY HEALTH WORKER	06/24/2026
GUILLOT, ALICE	FINANCE	PAYROLL ADMINISTRATOR	06/24/2026
BOOKER, MONICA	FINANCE	SENIOR ACCOUNTANT	06/24/2026

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

REMOVALS:

NAME	DEPARTMENT	POSITION	DATE
HAZELWOOD, AIKIRA	SOCIAL SERVICES	FAMSERVSPEC I	06/10/2026
WEBB, ASHBY	SOCIAL SERVICES	BEN PROG SPC II	06/15/2026

NAYLOR, ALEXANDER	FIRE	FIREFIGHTER II/MEDIC	06/16/2026
ASARE, SIATTA-JOAN	HEALTHY FAMILIES	FAM REC SPEC HEALTHY FAMILIES	06/24/2026
RAIKES, TABITHA	HEALTHY FAMILIES	ADMIN SER MGR	06/30/2026

CC: Vincent Jones, City Manager
Stacey Jordan, Deputy City Manager
Information Technology
Finance Department
Human Resources
Recreation and Parks

C-3

ORDINANCE NO. _______________

AN ORDINANCE TO FORMALLY ADOPT AND CODIFY A FRANCHISE AGREEMENT PREVIOUSLY EXECUTED BY THE CITY MANAGER

WHEREAS, the City of Hopewell ("City") is authorized under Va. Code §15.2-2101 and §15.2-2109 to grant franchise agreements for the use of public rights-of-way;

WHEREAS, a franchise agreement between the City and Virginia American Water was previously negotiated and executed by the City Manager on or about February 3, 2023;

WHEREAS, the agreement was not formally codified by ordinance at the time of execution; and

WHEREAS, the City Council of Hopewell, Virginia finds that the agreement serves a valid public purpose by operating a waterworks system and supplying water to City residents; NOW, THEREFORE,

BE IT ORDAINED, by the City Council of Hopewell, Virginia, that the agreement between Virginia American Water Company and the City of Hopewell, as attached hereto, is hereby ratified and approved.

DONE this ____ day of ________________, 2026.

____

Mayor Johnny Partin, Ward 3

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

Witness this signature and seal

ATTEST:

____

Sade' Allen, City Clerk

C-4

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	**Order of Business:**	**Action:**
☐ Civic Engagement	☒ Consent Agenda	☐ Approve and File
☐ Culture & Recreation	☐ Public Hearing	☒ Take Appropriate Action
☐ Economic Development	☐ Presentation-Boards/Commissions	☐ Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
☒ Safe & Healthy Environment	☐ Regular Business	☐ Set a Public Hearing
☐ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Resolution accepting funding for Hopewell Water Renewal facility improvements

ISSUE: Water Renewal seeks to enter into an Agreement with DEQ to accept $250,000 for wastewater facility improvements.

RECOMMENDATION: Staff recommends that the City enter into the Memorandum of Agreement with DEQ to make the funds available for facility improvements.

TIMING: Immediate action is recommended to allow access to the funding and continue with planned maintenance projects.

BACKGROUND: This funding is a result of DEQ's Consent Order with AdvanSix requiring AdvanSix to provide financial assistance to Water Renewal. DEQ is the holder of the funds and requires entering into this Memorandum of Agreement outlining the terms and conditions of the money's use.

ENCLOSED DOCUMENTS:

- Memorandum of Agreement between DEQ and Hopewell

STAFF: Matthew Ellinghaus – Drector, Water Renewal

FOR IN MEETING USE ONLY

MOTION:____

____

SUMMARY:

Y	N		Y	N	
☐	☐	Vice Mayor Rita Joyner, Ward #1	☐	☐	Councilor Susan Daye, Ward #5
☐	☐	Councilor Michael Harris, Ward #2	☐	☐	Councilor Malik Wheat, Ward #6
☐	☐	Mayor John B. Partin, Ward #3	☐	☐	Councilor Lovena Rapole., Ward #7
☐	☐	Councilor Ronnie Ellis, Ward #4			

Roll Call

SUMMARY:

Y	N		Y	N	
□	□	Vice Mayor Rita Joyner, Ward #1	□	□	Councilor Susan Daye, Ward #5
□	□	Councilor Michael Harris, Ward #2	□	□	Councilor Malik Wheat, Ward #6
□	□	Mayor John B. Partin, Ward #3	□	□	Councilor Lovena Rapole., Ward #7
□	□	Councilor Ronnie Ellis, Ward #4			

Commonwealth of Virginia

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

www.deq.virginia.gov

David L. Bulova
Secretary of Natural and Historic Resources

Michael S. Rolband, PE, PWD, PWS Emeritus
Director

MEMORANDUM OF AGREEMENT

THIS AGREEMENT is made as of this 22nd day of June, 2026, by and between the Virginia Department of Environmental Quality (the "Department") and the City of Hopewell, Virginia ("Hopewell").

The Department and AdvanSix Resins and Chemicals, LLC ("Advansix") entered into a Consent Order on April 14, 2026 that required AdvanSix to provide financial assistance to Hopewell for design and/or implementation of wastewater treatment facility maintenance measures identified as deficient in DEQ inspection reports for the Hopewell Water Renewal facility ("Facility").

Pursuant to the terms of the Consent Order, AdvanSix is to provide $250,000 (the "Funds") to DEQ and DEQ is to hold the funds under the terms of a Memorandum of Agreement ("MOA") between DEQ and Hopewell.

This Agreement constitutes the MOA required for the disbursement of the Funds.

ARTICLE I
DEFINITIONS

1. The capitalized terms contained in this Agreement shall have the meanings set forth below unless the context requires otherwise:

   a. "Agreement" means this Memorandum of Agreement between the Department and Hopewell, together with any amendments or supplements hereto.

   b. "Authorized Representative" means any member, official or employee of Hopewell authorized by resolution, ordinance or other official act of the governing body of Hopewell to perform the act or sign the document in question.

   c. "Facility" or "Wastewater Treatment Facility" means the Hopewell Water Renewal wastewater treatment facility located at 231 Hummel Ross Rd in the

tmr

City of Hopewell.

d. “Eligible Project” means the design and/or implementation of wastewater treatment facility maintenance measures identified as deficient in DEQ inspection reports and as described in Exhibit A to this agreement.

e. “Eligible Project Costs” means a cost incurred or expended in the design and/or implementation of wastewater treatment facility maintenance measures identified as deficient in DEQ inspection reports and as described in Exhibit B to this agreement.

Eligible Project Costs do not include costs incurred or expended prior to the execution of this Agreement, nor do they include personnel or fringe costs for City of Hopewell and/or wastewater treatment plant employees.

f. “Funds” means the $250,000 provided by AdvanSix and held by the Department.

ARTICLE II
REIMBURSEMENT

2.0 Funds. AdvanSix provided $250,000 under the terms of a Consent Order for financial assistance to the City of Hopewell for the Facility.

2.1. Payment of Funds. Disbursement of Funds will be in accordance with the payment provisions set forth in Section 2.2. herein.

2.2 Disbursement of Funds. The Department will disburse the Funds to Hopewell not more frequently than once each calendar month for Eligible Project Costs upon receipt by the Department of a Reimbursement Package that includes:

a. Description of the project for which cost reimbursement is sought;

b. Receipts, vouchers, statements, invoices and/or other evidence sufficient to document that the Eligible Project Costs for which reimbursement is requested have been incurred or expended;

c. Explanation for how the cost is in accordance with the Eligible Project and Statement of Eligible Project Costs.

d. The Department reserves the right to request additional documentation to justify proper expenditures as needed.

Hopewell shall submit all Reimbursement Packages to the assigned Project Manager and Project Officer as well as to the Clean Water Financing and

Assistance mailbox at cwfap@deq.virginia.gov. Upon receipt of each such Reimbursement Package, the Department shall request disbursement of the Funds to Hopewell in accordance with the Reimbursement Package to the extent approved by the Department and otherwise in accordance with the terms of this Agreement.

2.3. Application of Funds. Hopewell shall apply the Funds solely and exclusively to the reimbursement of Eligible Project Costs. The Department is under no obligation to reimburse any expenses that are not for the purposes set out in this Agreement.

2.4. Non-Payment of Funds. If the Department determines that Hopewell has submitted reimbursement for an item that is not an Eligible Project under this Agreement the Department shall decline to distribute funds for the requested disbursement, and include justification for the decision. Hopewell shall have the right to object to any non-payment of funds to the Director of the Department and the Director's decision shall be final and non-reviewable.

ARTICLE III
GENERAL PROVISIONS

3.0. Effect of the Agreement on Permits. This Agreement shall not be deemed to relieve Hopewell of its obligations to comply with the terms of VPDES Individual Permit No. VA0066630 or any other permits held by Hopewell. This Agreement does not obviate the need to obtain, where required, any other State or Federal permit(s).

3.1. Disclaimer. Nothing in this Agreement shall be construed as authority for either party to make commitments which will bind the other party beyond the covenants contained herein.

3.2. Integration and Modification. This Agreement constitutes the entire Agreement between Hopewell and the Department. No alteration, amendment or modification of the provisions of this Agreement shall be effective unless reduced to writing, signed by Hopewell and the Department and attached hereto. This Agreement may be modified by agreement of the parties for any purpose.

3.3. Severability. Each paragraph and provision of this Agreement is severable from the entire Agreement; and if any provision is declared invalid, the remaining provisions shall nevertheless remain in effect.

3.4. Termination. This MOA may be terminated by the Department with written notice to Hopewell once all of the Funds have been disbursed. The last complete disbursement request must be received within 12 months of the date of this agreement. After DEQ processes the last disbursement request, the MOA will be terminated and any Funds not disbursed will revert back to a civil charge under the consent order. The remaining funds will be transferred to the Virginia Environmental Emergency Response Fund.

3.5. Applicable Laws. This Agreement shall be governed in all respects whether as to validity, construction, capacity, performance or otherwise, by the laws of the Commonwealth of Virginia. The City of Hopewell further agrees to comply with all laws and regulations applicable to the performance of its obligations pursuant to this Agreement.

3.6. Site Access. Additionally, the Department and/or its representatives will have the right to access work sites during normal business hours, after reasonable notice to Hopewell for the purpose of ensuring that the provisions of this Agreement are properly carried out.

ARTICLE IV
COUNTERPARTS

4.0. This Agreement may be executed in any number of counterparts, each of which shall be an original and all of which together shall constitute but one and the same instrument.

WITNESS the following signatures, all duly authorized.

VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY

6/22/2026

Michael S. Rolband, PE, PWD, Emeritus, Director Date

CITY OF HOPEWELL

Vincent Jones, City Manager Date

EXHIBIT A

ELIGIBLE PROJECT DESCRIPTION

The City of Hopewell, VA

Project No.: Hopewell SEP

Project Description:

Hopewell Water Renewal will use the funds to procure one complete set (22 units) of fiberglass Secondary Clarifier discharge weir troughs for one of the eight (8) Secondary Clarifiers. The current Hopewell Consent Order requires Hopewell Water Renewal (HWR) to rehabilitate the secondary clarifiers, in sequential order, to minimize operational disruptions. Purchased weir troughs will be installed by HWR maintenance personnel or maintenance contractor separate from this Supplemental Environmental Project allocation.

Through the planned rehabilitation process for the consent order, HWR was procuring some replacement weir troughs to have on site so when failures occurred, they could be replaced while full replacement (sequentially by clarifier) is programed into future CIP budgets. However, this project allows for the complete replacement of all weir troughs in one secondary clarifier jumpstarting that process.

EXHIBIT B

TOTAL PROJECT BUDGET

The City of Hopewell

Project No.: Hopewell SEP

The following budget reflects the estimated costs associated with eligible cost categories of the project.

Project Category / Project Name	**Project Cost**	**Eligible Cost**	**SEP Budget Total**
Secondary Clarifier Weir Production	390,164.60	$250,000	$250,000
Sub-Total	390,164.60	$250,000	$250,000
TOTALS	**390,164.60**	**$250,000**	**$250,000**

Kmsr

EXHIBIT C

REQUISITION FOR REIMBURSEMENT

(To be on Hopewell's Letterhead)

Department of Environmental Quality
Clean Water Financing and Assistance Program
P.O. Box 1105
Richmond, VA 23218
Attn.: CWFAP Program Manager

RE: City of Hopewell WWTP SEP Project

Project No.:

Dear Program Manager:

This requisition, Number ____, is submitted in connection with the Memorandum of Agreement, dated as of [*insert date of agreement*] between the Virginia Department of Environmental Quality and the City of Hopewell. Unless otherwise defined in this requisition, all capitalized terms used herein shall have the meaning set forth in Article I of the Agreement. The undersigned Authorized Representative of Hopewell hereby requests disbursement of funds under the Agreement in the amount of $__________, for the purposes of payment of the Eligible Project Costs as set forth on Schedule I attached hereto.

Copies of invoices relating to the items for which payment is requested are attached.

The undersigned certifies that the amounts requested by this requisition will be applied solely and exclusively to the reimbursement of Hopewell for the payment of Eligible Project Costs.

This requisition includes (if applicable) an accompanying Certificate of the Project Engineer as to the performance of the work.

Sincerely,

______________________________ Date:______________

(Authorized Representative of Hopewell)

SCHEDULE 1

FORM TO ACCOMPANY REQUEST FOR REIMBURSEMENT

REQUISITION # ____________

City of Hopewell, Virginia

Project No.: CERTIFYING

SIGNATURE: ______________________________ TITLE: __________________________________

____

Project Category / Project Name	Project Cost	Eligible Cost	SEP Budget Total	Eligible Expenditures This Period	Current Project Payment	Previous Disbursements	Total SEP Payments to Date	SEP Budget Balance
Secondary Clarifier Weir Production	390,164.60	$250,000	$250,000					
Sub-Total	390,164.60	$250,000	$250,000					
TOTALS	**390,164.60**	**$250,000**	**$250,000**					

tasr

Resolution No.: _____________

RESOLUTION ACCEPTING FUNDING FOR HOPEWELL WATER RENEWAL FACILITY IMPROVEMENTS

WHEREAS, Hopewell Water Renewal (HWR) seeks authorization from the City Council of Hopewell, Virginia to enter into an agreement with the Virginia Department of Environmental Quality (DEQ) to accept $250,000 of funding for wastewater treatment facility maintenance measures;

WHEREAS, DEQ made this funding available as a result of a Consent Order with AdvanSix Resins and Chemicals, LLC (AdvanSix) on April 14, 2026, which required AdvanSix to provide financial assistance to Hopewell for wastewater treatment facility maintenance measures identified as deficient in DEQ inspection reports; and

WHEREAS, the terms of the consent order require AdvanSix to provide $250,00 to DEQ which will hold and disburse the funds pursuant to the attached Memorandum of Agreement; Now, Therefore,

BE IT RESOLVED that the City Council of Hopewell, Virginia, hereby authorizes the Office of the City Administrator, on behalf of the City of Hopewell, to execute the Memorandum of Agreement with DEQ to accept funds for the maintenance of the Hopewell wastewater treatment facility.

Adopted by the City Council of Hopewell, Viginia at a meeting held on __________________.

Witness this signature and seal

____
Mayor Johnny Partin, Ward 3

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

ATTEST: ____________________________________
Sade' Allen, City Clerk

C-5

Proclamation

OFFICE OF HOPEWELL CITY COUNCIL

Designating July as Park and Recreation Month and July 17, 2026, as Park and Recreation Professionals Day

Whereas, the City of Hopewell recognizes that park and recreation are vital to the health, well-being, and quality of life of its residents, helping to build a vibrant, connected, and resilient community;

Whereas, Hopewell's parks, trails, playgrounds, athletic facilities, and recreation programs promote physical and mental wellness, support youth development, encourage lifelong learning, strengthen families, and provide safe, accessible opportunities for recreation and connection with nature;

Whereas, park and recreation contribute to the City's economic vitality by attracting visitors, supporting local businesses, enhancing property values, and improving the overall livability of the community;

Whereas, Hopewell's parks and natural areas protect environmental resources, enhance resilience to flooding and severe weather, and preserve green spaces for future generations;

Whereas, the City Council of Hopewell, Virginia recognizes and appreciates the dedication of the City's park and recreation professionals and volunteers, whose service ensures that public spaces remain safe, welcoming, inclusive, and enriching for residents of all ages; and

Whereas, the U.S. House of Representatives has designated July as Park and Recreation Month in recognition of the essential role parks and recreation play in communities across the nation; NOW, THEREFORE,

Be it Proclaimed that the City Council of Hopewell, Virginia hereby proclaims the month of July 2026 as Park and Recreation Month in the City of Hopewell.

Be it Further Proclaimed that the City Council of Hopewell, Virginia hereby proclaims July 17, 2026, as Park and Recreation Professionals Day in the City of Hopewell, honoring the dedicated professionals and volunteers whose commitment enriches the lives of residents and strengthens the community every day.

ADOPTED this ___ day of ________, 2026.

____

Mayor Johnny Partin

C-6

Proclamation

OFFICE OF HOPEWELL CITY COUNCIL

RECOGNIZING MARY FRENCH ELDER FOR DISTINGUISHED SERVICE

Whereas, Mary French Elder devoted more than twenty-five years of outstanding volunteer service t the City of Hopewell through her dedicated service on the Architectural Review Board anc Downtown Design Review Committee, demonstrating an unwavering commitment to historic preservation, thoughtful design, and the betterment of the community;

Whereas, Ms. Elder was instrumental in the development of the City Point Historic District Design Guidelines, creating a lasting resource that continues to guide preservation efforts and protect the historic character of one of Hopewell's most treasured neighborhoods;

Whereas, throughout her years of service, Ms. Elder has been a steadfast advocate for the preservation and revitalization of Downtown Hopewell, helping shape policies and projects that celebrate the City's history while encouraging investment and economic vitality; and

Whereas, after more than twenty-five years of exemplary public service, Ms. Elder has retired, leaving a lasting legacy of leadership, dedication, and stewardship that has enriched the City of Hopewell and inspired those who have had the privilege of serving alongside her; Now, Therefore,

Be it Proclaimed that the City Council of Hopewell, Virginia hereby expresses its sincere appreciation and gratitude to Mary French Elder for her distinguished service to the City of Hopewell and recognizes her invaluable contributions to historic preservation, the City Point Historic District, and the revitalization of Downtown Hopewell.

Be it Further Proclaimed that Council congratulates Mary French Elder upon her retirement from public service and extends its heartfelt thanks and best wishes for continued health, happiness, and fulfillment, with appreciation for the lasting impact her service will have on the City of Hopewell for generations to come.

ADOPTED this ___ day of ________, 2026, by the City Council of Hopewell, Virginia

____

John Partin
Mayor of the City of Hopewell

C-7

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	Order of Business:	Action:
☐ Civic Engagement	☒ Consent Agenda	☐ Approve and File
☐ Culture & Recreation	☐ Public Hearing	☒ Take Appropriate Action
☒ Economic Development	☐ Presentation-Boards/Commissions	☐ Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
☐ Safe & Healthy Environment	☐ Regular Business	☐ Set a Public Hearing
☐ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Resolution Rescinding Resolution No. 2024-0611 Establishing Interim Marina Rates

ISSUE: City Council adopted Resolution No. 2024-0611 on June 11, 2024, establishing interim marina rates because the Hopewell Dock Commission lacked sufficient appointed members to conduct business. The Dock Commission has since been fully reconstituted and, at its June 11, 2026 meeting, unanimously adopted Resolution DC-2026-01 establishing a new schedule of marina rates, fees, and policies pursuant to its authority under Chapter XXV of the Hopewell City Charter. Council action is requested to rescind the 2024 interim resolution and return rate-setting authority to the Dock Commission.

RECOMMENDATION: Approve the attached resolution rescinding Resolution No. 2024-0611 and acknowledging the Hopewell Dock Commission's adoption of Resolution DC-2026-01, effective July 1, 2026.

TIMING: The Dock Commission approved Resolution DC-2026-01 on June 11, 2026, with an effective date of July 1, 2026. Approval of this resolution will complete the transition from the temporary City Council rate schedule to the permanent governance structure established by the City Charter.

BACKGROUND: The Hopewell City Charter assigns responsibility for establishing marina rates, dockage fees, wharfage charges, and related policies to the Hopewell Dock Commission. During 2024, the Commission lacked sufficient members to establish a quorum and therefore could not conduct official business. To ensure uninterrupted operation of the Hopewell City Marina, City Council adopted Resolution No. 2024-0611 on June 11, 2024, establishing an interim fee schedule until the Dock Commission could resume its duties.

SUMMARY:

Y	N		Y	N	
☐	☐	Vice Mayor Rita Joyner, Ward #1	☐	☐	Councilor Susan Daye, Ward #5
☐	☐	Councilor Michael Harris, Ward #2	☐	☐	Councilor Malik Wheat, Ward #6
☐	☐	Mayor John B. Partin, Ward #3	☐	☐	Councilor Lovena Rapole., Ward #7
☐	☐	Councilor Ronnie Ellis, Ward #4			

Following the appointment of new commissioners, the Dock Commission was reestablished and held its regular meeting on June 11, 2026. After review and discussion of current marina operations, the Commission unanimously adopted Resolution DC-2026-01 establishing updated marina rates, residency requirements, annual boat ramp fees, commercial launch fees, and other operational policies.

Approval of the attached resolution formally rescinds the temporary 2024 Council action and restores the authority granted to the Dock Commission under Chapter XXV of the Hopewell City Charter.

ENCLOSED DOCUMENTS:

- Resolution Rescinding Resolution No. 2024-0611
- Dock Commission Resolution DC-2026-01 (Exhibit A

STAFF:

- Charles Bennett, Director of Economic Development and Tourism

FOR IN MEETING USE ONLY

MOTION: _I move that City Council adopt the included Resolution No. R-2026-____ rescinding Resolution No. 2024-0611, adopted on June 11, 2024, which established interim marina fees and rates, and recognize the Hopewell Dock Commission's adoption of Resolution No. DC-2026-01 establishing the FY2027 marina fees, rates, charges, lease standards, and residency requirements, effective July 1, 2026.

Roll Call

SUMMARY:

Y	N		Y	N	
□	□	Vice Mayor Rita Joyner, Ward #1	□	□	Councilor Susan Daye, Ward #5
□	□	Councilor Michael Harris, Ward #2	□	□	Councilor Malik Wheat, Ward #6
□	□	Mayor John B. Partin, Ward #3	□	□	Councilor Lovena Rapole., Ward #7
□	□	Councilor Ronnie Ellis, Ward #4			

RESOLUTION NO. 2024-0611

RESOLUTION TO ESTABLISH THE USAGES AND STORAGE FEES AT THE CITY OF HOPEWELL MARINA

WHEREAS, Chap. IV, §2 of the Hopewell City Charter and § 15.2-1100 and 1102 of the Code of Virginia vest all of the powers the City of Hopewell in, and to be exercised by, its City Council unless that power has otherwise been expressly delegated to another; and

WHEREAS, the Hopewell City Council is empowered by Chapter IV, §4 of the Hopewell City Charter and §15.2-1411 of the Virginia Code (1950), as amended, to establish and appoint such advisory committees as the City Council deems necessary or desirable; and

WHEREAS, the Hopewell City Council has by Code section CHAPTER XXV. §3e delegated to the Dock Commission duties to: " *To fix the rates of, to charge and collect reasonable wharfage fees, tolls or dues for the use of municipal terminals, warehouses or facilities.*"; and

WHEREAS, The Hopewell City Dock Commission does not have current members appointed to meet with a quorum and conduct business; and

WHEREAS, the Hopewell City Council is dedicated to the vibrant revitalization of the City of Hopewell Marina located at 1051 Riverside Ave, Hopewell, VA 23860; and

WHEREAS, on February 11, 2014 the City Of Hopewell approved a lease agreement between the City of Hopewell and Fish Tales Bait and Tackle Inc for the marina property and all improvements located on Tax Map Parcel #066-0003; and

WHEREAS, on June 30, 2024 the lease agreement between the City of Hopewell and Fish Tales Bait and Tackle Inc. will expire, and all control of property and operations will revert to the City of Hopewell.

BE IT RESOLVED this 11th day of June, 2024 that the Hopewell City Council hereby exercises their vested powers *to manage its property, fix the rates to charge and collect reasonable wharfage fees, tolls or dues for the use of the City of Hopewell Marina.* The Hopewell City Council resolves and approves the following:

City of Hopewell Marina Lease/Rental & Usage Fees:

1. Covered Boat Slip: **\$300.00/\$350.00** per month, Resident/Non-Resident.
2. Open Boat slip (transient)**: \$10.00/\$15.00** per day, Resident/Non-Resident.
3. Boat Ramp (Daily): **\$8.00/10.00** per day, Resident/Non-Resident.
4. Paddle Craft Launch Area: **Free/Free,** Resident/Non-Resident.
5. Overnight Parking: **\$10.00/\$15.00** per night, Resident/Non-Resident.
6. Fishing Tournament: **\$250.00** (Special Event Permit required for **more than 20 boats**)

RESOLUTION NO. 2024-0611

"Key" Terms and Conditions of Boat Slip Lease/rental Agreements:

1. Lease term shall not exceed 24 months.
2. 60-day notice of termination by either party for convenience.
3. Two Months security deposit required.
4. There are no automatic rent escalations.
5. There are no automatic or other renewal options.
6. Boat must be seaworthy and move in and out of the slip under its own power.
7. Boat must be licensed, registered and insured at all times.
    a. Insurance coverage required at $500,000.00 with the City of Hopewell named as certificate holder and listed as additionally insured.
8. Personal property taxes required to be up to date.
9. Lessee cannot live on boat in slip for more than 183 days (in the aggregate) per year.
10. Domestic water is included.
11. Electrical service is not included.
12. Subleasing slip is prohibited.
13. Assignment of lease is prohibited.
14. Slips cannot be used for major repairs to boats. Minor repairs and maintenance allowed.
15. Lessees will be selected via lottery system annually once marina is fully leased.
16. The City of Hopewell staff has inspection right to board vessel at anytime for the purposes of inspecting the boat sanitary, bilge, fuel, electrical systems.
17. Standard assumption of risk and hold harmless clause allowable by law.
18. Standard compliance with all applicable law clause will be included.

(The Office of the City Manager and the City Attorney will work together to prepare the final lease agreements in accordance with the "Key" terms and conditions outlined above)

BE IT FUTHER RESOLVED that Hopewell City Council expressly delegates to the Office of the City Manager, Department of Economic Development and Tourism the powers and duties outlined in Code of the City of Hopewell section CHAPTER XXV. §3 for the operation of the City of Hopewell Marina.

VOTING AYE:	Mayor Partin-	Yes
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham-	Yes
	Councilor Joyner-	Yes
	Councilor Harris-	Yes

Motion Passes 6-0

RESOLUTION NO. 2024-0611

ABSENT: Councilor Holloway

John Partin, Mayor

ATTEST:

Brittani Williams, City Clerk

Resolution: _______________

Resolution Rescinding Interim Lease, Usage Fees, and Policies for the Hopewell Marina

WHEREAS, Chapter XXV of the Charter of the City of Hopewell establishes the authority of the Hopewell Dock Commission;

WHEREAS, the City Council of Hopewell, Virginia, adopted Resolution No. 2024-0611 at a public meeting to establish interim lease terms, usage fees, and policies for the Hopewell Marina; and

WHEREAS, the authority to establish marina lease terms, fees, and policies is vested in the Hopewell Dock Commission and that Commission adopted lease terms, usage fees, and policies effective July 1, 2026; NOW, THEREFORE,

BE IT RESOLVED by the City Council of Hopewell, Virginia, that Resolution No. 2024-0611, establishing the interim lease terms, usage fees, and policies for the Hopewell Marina, is hereby rescinded, effective July 1, 2026.

Adopted at a regular meeting of the City Council of Hopewell, Virginia held on ____________

____
Mayor Johnny Partin, Ward 3

VOTING AYE:

VOTING NAY:

ABSENT:

ABSTAINING:

Witness this signature and seal

ATTEST:

____
Sade' Allen, City Clerk

CONSENT
AGENDA

REGULAR BUSINESS

R-1

Ordinance No: ________________

AN ORDINANCE REPEALING AND REENACTING HOPEWELL CITY CODE § 9-41 through 9-61

WHEREAS, Va. Code §§ 15.2-1427 and 15.2-1433 enable a local governing body to adopt, amend, and codify ordinances or portions thereof;

WHEREAS, Va. Code § 15.2-912 allows localities to regulate the sanitary condition of the personnel, equipment, and premises of tattoo parlors and, body-piercing salons, and ear-piercing salons;

WHEREAS, the City Council of Hopewell, Virginia has been given notice of its intention to amend this ordinance and conducted a public hearing in accordance with Va. Code § 15.2-1427; and

WHEREAS, the full text of this proposed ordinance amendment was available for the public and was adopted by Council after a public hearing held on July 14; Now Therefore,

BE IT ORDAINED, by the City Council of Hopewell, Virginia that Hopewell City Code § 9-41 through 9-61 are hereby repealed and § 9-41 through 9-50 reenacted as follows:

ARTICLE III. - TATTOO PARLORS & PIERCING SALONS

Sec. 9-41. – Definitions.

The following words, terms and phrases, when used in this article, have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Body piercing means penetrating the skin to make a hole, mark, or scar, generally permanent in nature. "Body piercing" does not include the use of a mechanized, pre-sterilized ear-piercing system that penetrates the outer perimeter or lobe of the ear or both.

Body piercing artist means a person who performs body piercing.

Body piercing salon means any place in which body piercing is performed.

Tattoo means to place any design, letter, scroll, figure, symbol or any other mark upon or under the skin of any person with ink or any other substance resulting in the permanent coloration of the skin, including permanent makeup or permanent jewelry, by the aid of needles or any other instrument designed to touch or puncture the skin.

Tattoo artist means any person who controls, operates, or manages any tattoo parlor, whether actually performing the work of tattooing or not, or who performs tattooing.

Tattoo parlor means any place in which is offered or practiced the placing of designs, letters, scrolls, figures, symbols or any other marks upon or under the skin of any person with ink or any other substance resulting in the permanent coloration of the skin, including permanent makeup or permanent jewelry, by the aid of needles or any other instrument designed to touch or puncture the skin.

State Law Ref: Va. Code § 15.2-912(B)

Sec. 9-42. – Exemption.

This article does not apply to medical doctors, veterinarians, registered nurses, or any other medical services personnel licensed in the performance of their professional duties as prescribed by law.

State Law Ref: Va. Code § 15.2-912(C)

Sec. 9-43. – Informed consent.

(a) It is unlawful for any person to administer a tattoo or body piercing without first:
   (1) Explaining the risks and dangers of the procedure set forth in Sec. 9-48(b); and
   (2) Obtaining the client's prior written informed consent.
(b) For purposes of this section, no person under the age of 18 years is deemed capable of giving informed consent.

State Law Ref: Va. Code § 18.2-371.3

Sec. 9-44. – Disclosures.

(a) Immediately after tattooing or body piercing, the tattoo artist or body piercing artist must advise the patron of the care of the tattooed or body pierced area and instruct the patron to consult a physician if there is any sign of infection.
(b) No tattooing or body piercing may be performed on any client unless that person complies with the Centers for Disease Control and Prevention's guidelines for "Universal Blood and Body Fluid Precautions" and provides the client with the following disclosures:
   (1) Tattooing and body piercing are invasive procedures in which the skin is penetrated by a foreign object.
   (2) If proper sterilization and antiseptic procedures are not followed by tattooists and body piercers, there is a risk of transmission of bloodborne pathogens and other infections, including human immunodeficiency viruses and Hepatitis B or C viruses.
   (3) Tattooing and body piercing may cause allergic reactions in persons sensitive to dyes or the metals used in ornamentation.
   (4) Tattooing and body piercing may involve discomfort or pain for which appropriate anesthesia cannot be legally made available by the person performing the tattoo or body piercing unless such person holds the appropriate license from a State Health Regulatory Board.

Sec. 9-45. – Sanitary conditions.

(a) All tattoo parlors and body piercing salons must have running hot and cold water and facilities for cleaning, disinfection, and fungicidal treatment of instruments. All instruments must be sterilized by subjecting them to autoclaving at the following temperatures:
  (1) 20 minutes at 121 degrees Celsius;
  (2) 15 minutes at 126 degrees Celsius; or
  (3) 5 minutes at 134 degrees Celsius.

(b) All waste generated by tattooing or body piercing other than needles, must be collected in a sealable leakproof plastic bag or box before disposal. Needles must be disposed of in accordance with the Virginia Department of Environmental Quality's Regulated Medical Waste Regulations.

(c) More than 1 set of sterilized needles, tubes, and tips must be kept on the premises at all times.

(d) All procedures must be carried out in a clean, safe and sanitary manner as approved by the health department to minimize the potential of disease transmission.
All tattoo artists and body piercing artists must complete annual blood borne pathogen training approved by the health department.

(e) All areas of the tattoo parlor or body piercing salons must be constructed and maintained in a clean, safe and sanitary manner in compliance with all applicable laws.

(f) All walls, ceilings and floors must be smooth and easily cleaned. The floors must not be carpeted, and neither rugs nor fabrics of any kind may be placed on the floors. Walls, ceilings, and floors must be kept clean and free from dust and debris. The floors must be swept and mopped daily. The walls, ceilings, or floors may not be swept or cleaned while tattooing is occurring.

(g) Adequate light and ventilation must be provided.

(h) Adequate toilet and hand-washing facilities must be available in the tattoo parlor separate and isolated from the business area in which tattooing is performed, for the use of customers and personnel of the tattoo parlor. Toilets and washing facilities must be maintained in a sanitary condition at all times. Smoking, eating, or drinking is prohibited in the area in which tattooing is performed.

(i) All inks, dyes, pigments, needles, and other equipment must be specifically manufactured for performing tattooing or body piercing and must be used in accordance with the manufacturer's instructions. The mixing of approved tattooing inks, dyes, or pigments, or their dilutions with potable water is permitted. Immediately before a tattoo is applied, the quantity of the dye to be used must be transferred from the dye bottle and placed into single-use paper or plastic cups. Upon completion of the procedure, those cups and their contents must be discarded as set out in the next subsection.

(j) All cleaned, non-disposable instruments used in connection with tattooing must be sterilized before each use in a steam autoclave or dry-heat sterilizer approved by the health department. Such sterilization must be performed in accordance with the manufacturer's instructions, a copy of which must be submitted, with contact information, as part of the permit application. The tattoo operator is responsible for maintaining a log that indicates that the autoclave or other sterilizer has been checked during each cycle and has been sterilized in accordance with the manufacturer's instructions. All cleaned and ready-to-use needles and instruments must be stored in a protective manner to prevent subsequent contamination. Sterile equipment must not be used after the expiration date or if the package has been breached. If disposable instruments are used, those instruments must be disposed of in accordance with law. The skin surface to be tattooed and any jewelry to be used must be cleaned and sanitized using processes and materials approved by the health department. All hazardous waste, body fluids, and medical waste of any kind must be disposed of in accordance with the Virginia Department of Environmental Quality's Regulated Medical Waste Regulations. Single-use items must not be used on more than 1 client for any reason. After use, all single-use needles, razors, and other sharps must be immediately disposed of in accordance with the aforesaid regulations.

(k) No tattooing or body piercing may be performed upon a person having any visible skin infection or other disease of the skin or any communicable disease, nor may a person having any skin infection or disease of the skin perform tattooing or body piercing. Any tattoo artist or body piercing artist who knows or suspects that an infection has resulted from the practice of tattooing or body piercing must promptly report that fact to the health department, and refer the infected person to a physician.

(l) The tattoo artist or body piercing artist must wash with liquid germicidal soap or use a sanitizing solution between customers, between tattooing or piercing different parts of the body on the same person, and whenever gloves are changed. Hands should be washed when visibly soiled. The body artist must wear protective, disposable latex or vinyl gloves while tattooing, and must wear a new pair of gloves for each client and when tattooing or piercing different parts of the same client. Gloves must also be changed for any interruption of service, each time gloves become torn or perforated, or whenever the ability of the gloves to function as a barrier is compromised.

(m) All jewelry used in body piercing must be made only of surgical implant grade stainless steel, solid 14K or 18K white or yellow gold, niobium, titanium, platinum, or dense and low-porosity plastic. All jewelry must be free of nicks, scratches or irregular surfaces and must be in a properly sterilized condition when used.

State Law Ref: 9 VAC 20-120-10 et seq.

Sec. 9-46. – Permitting and compliance.

(a) No person may control, operate, conduct or manage any tattoo parlor or body piercing salon without complying with this article's requirements.

(b) No person may control, operate, conduct or manage any tattoo parlor or body piercing salon without first obtaining a permit from the health department.

(c) The permit fee is $1000 for one-year licensing period for each service. Every tattoo parlor and body piercing artist must provide the following to the health department with its license application and annual renewal the following information for each tattoo artist and body piercing artist. The tattoo operator must amend the list and submit it to the department of public health immediately upon the addition of an employee or termination of an employee:

   (1) Name, permit number, home address, home phone number, and job title; and

(2) One of the following:
   (i) Completion of the full Hepatitis B vaccine;
   (ii) Proof of immunity by blood titer; or
   (iii) Written declination of refusal of the full Hepatitis vaccine.
(3) Current assessment for TB, Lab Tests: HIV, Hepatitis B, Hepatitis C; and
(4) Current TDaP vaccine, which must be completed every 10 years.

(d) Every tattoo parlor and body piercing salon must comply with the following requirements:
   (1) Records for each patron must be maintained by each tattoo parlor and body piercing salon for a minimum of 4 years, except if the patron is under 18 years old, in which case these records must be maintained for a minimum of 4 years from the patron's 18th birthday. Those include the following information:
      (i) Name, address, sex and age of the person tattooed;
      (ii) Date of procedure;
      (iii) Location and description on the body;
      (iv) Name of the tattoo artist or body piercing artist;
      (v) Phone number and address of the tattoo parlor or body piercing salon;
      (vi) Parent or legal guardian written consent form for minors; and
      (vii) Name and address of the manufacturer of the dyes used for tattooing, as well as identifying information about the dye solutions and types of dyes used. If a customer has need for this information, then the tattoo parlor operator must release it to the customer.
   (2) If the tattoo parlor or body piercing salon ceases doing business or is removed from the City or changes its name, management, or ownership, copies of all such records must be provided to the health department.

(e) The name, address, and telephone number of the tattoo parlor or body piercing salon must be used on the heading of all waivers, care sheets, and any other forms used.

Sec. 9-47. – Client restrictions.

A tattoo artist must not knowingly serve a client who is either infected with a fungus infection or a communicable disease, or under the influence of alcohol or drugs.

Sec. 9-48. – Inspections.

For purposes of enforcing this article, the health department may enter tattoo parlors and body piercing salons to conduct announced or unannounced inspections. All areas of the tattoo parlor or body piercing salon must be accessible for inspection. Without limitation, the health department may also inspect sterilizing and cleaning equipment for proper maintenance and functioning, and it may require reasonable testing of such equipment, with documentation.

Ordinance No: ________________

Sec. 9-49. – Epidemiological surveillance.

The health department may conduct epidemiological surveillance related to bloodborne pathogens, including Hepatitis B and C, and Human Immunodeficiency Syndrome (HIV/AIDS) in tattoo parlors and body piercing salons.

State Law Ref: Va. Code § 18.2-371.3

Sec. 9-50. – Violations and penalties.

Unless otherwise stated, any violation of the requirements of this article is a class 2 misdemeanor.

DONE this _____ day of ____________

____
Mayor Johnny Partin, Ward 3

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

Witness this signature and seal

ATTEST:

____
Sade' Allen, City Clerk

R-2

Ordinance No: ______________

AN ORDINANCE AMENDING HOPEWELL CITY CODE
CHAPTER 33 (STREETS AND SIDEWALKS)

WHEREAS, Va. Code §§ 15.2-1427 and 15.2-1433 enable a local governing body to adopt, amend, and codify ordinances or portions thereof;

WHEREAS, the City Council of Hopewell, Virginia has given notice of its intention to amend this ordinance and conducted a public hearing in accordance with Va. Code § 15.2-1427; and

WHEREAS, the full text of this proposed ordinance amendment was available for the public and was adopted by Council at public hearing held on August 4, 2026; Now Therefore

BE IT ORDAINED, by the City Council of Hopewell, Virginia that Hopewell City Code §§33.60 thru 33.62 are hereby amended as set forth below:

CHAPTER 33- STREETS AND SIDEWALKS

Article II – Excavations

Sec. 33-60. - Prosecution of work without delay; notice of completion of work.

~~It shall be the duty of every person to whom a permit has been granted under this article to~~ *Every person to whom a permit has been granted must* institute at once, and prosecute without delay, the work for which the permit was obtained, and promptly on its completion, to call for an inspection within ~~five (5)~~ working days from the ~~division of code enforcement~~. *Engineering Division of the Department of Public Works.*

Sec. 33-61. - Guards or barriers and protective lights; responsibility for damages caused by excavation.

Any person to whom a permit has been granted under this article ~~shall~~ *must* place guards or barriers around the excavation in question and ~~shall~~ *must* protect it by warning lights at night. Such person ~~shall~~ ~~be~~ *is* responsible for damages to persons or property caused by such excavations until the warranty of work expires or until the road has been overlayed.

Sec. 33-62. - Replacing surface; inspection fee.

(a) When a permit has been issued under this article for removal of pavement, sidewalk or other street surfaces, it ~~shall be~~ *is* the responsibility of the person receiving the permit to replace the removed surface. Such replacement ~~shall be~~ *is* under the direction of the ~~division of code enforcement,~~ *Engineering Division of the Department of Public Works,* who is hereby authorized and directed to promulgate and enforce standards to ensure replacement in compliance with this Code and city polices. The permittee ~~shall be~~ *is* required to replace such surface within ~~five (~~5~~)~~ days after completion of the work for which the surface was removed, excluding Saturday and Sunday, unless otherwise directed or specifically authorized by the ~~division of code enforcement~~ *Engineering Division of the Department of Public Works*. If the replacement becomes defective, the permittee when notified by the ~~division of code enforcement or his designee~~ *Engineering Division of the Department of Public Works* ~~shall~~ *must, within* ~~have five (~~5~~)~~ days*,* ~~to~~ replace the defective replacement. Failure to provide resurfacing approved by the ~~division of code enforcement~~ *Engineering Division of the Department of Public Works* within ~~five (~~5~~)~~ allotted days will result in an assessment against the permittee of ~~one hundred dollars (~~$100.00~~)~~ per day for liquidated damages for each calendar day the work remains undone and until such work has been completed. If the permittee fails to have the work completed and the open surface is deemed to be a safety hazard or a common nuisance, the ~~division of code enforcement~~ *Engineering Division of the Department of Public Works* may authorize the work to be done by the city, at the full expense of the permittee. Such expense ~~shall~~ include*s* the cost of materials and the cost of labor, plus a ~~twenty (~~20 *%*~~) percent~~ overhead cost.

(b) The person to whom a permit is issued under this article ~~shall be~~ *is* responsible for the section that was replaced for a period of ~~five (~~5~~)~~ years following such replacement and ~~shall~~ *will* be held liable for any expense incurred by the city in correcting improper replacement.

(c) An inspection fee of ~~twenty-five dollars (~~$25.00~~)~~ ~~shall~~ *will* be charged to all persons who are issued a permit under this article. An additional ~~fifteen dollars (~~$15.00~~)~~ will be levied for each inspection of a valid complaint.

ADOPTED BY THE CITY COUNCIL OF HOPEWELL, VIRGINIA on ___________________

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

____

Mayor Johnny Partin, Ward 3

Witness this signature and seal

ATTEST:

____
Sade' Allen, City Clerk

R-3

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	Order of Business:	Action:
☐ Civic Engagement	☐ Consent Agenda	☐ Approve and File
☐ Culture & Recreation	☒ Public Hearing	☒ Take Appropriate Action
☐ Economic Development	☐ Presentation-Boards/Commissions	☐ Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
☐ Safe & Healthy Environment	☐ Regular Business	☐ Set a Public Hearing
☒ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Public Hearing (1st Reading) regarding a Modification of Development Standards request from the Well of Hope Church of the Nazarene to install a second freestanding sign on Parcel #089-1462, also identified as 3308 Oaklawn Blvd., in the B-4 Corridor Development District.

ISSUE: Article XVIII-Development Standards of the Hopewell zoning ordinance allows one freestanding sign per parcel. A freestanding sign exists at the intersection of Oaklawn Blvd. and Blackstone Ace.

RECOMMENDATION: Staff and Planning Commission recommend approval of the MODS request with conditions.

TIMING: The public hearing is the 1st reading.

BACKGROUND: This MODS application was presented at a Planning Commission public hearing held on June 4, 2026. Planning Commission recommends approval (3-0) with staff's recommended conditions.

ENCLOSED DOCUMENTS: MODS application, supporting documents, staff report

STAFF: Christopher Ward, Director of Development

FOR IN MEETING USE ONLY

MOTION:____

SUMMARY:

Y	N		Y	N	
☐	☐	Vice Mayor Rita Joyner, Ward #1	☐	☐	Councilor Susan Daye, Ward #5
☐	☐	Councilor Michael Harris, Ward #2	☐	☐	Councilor Malik Wheat, Ward #6
☐	☐	Mayor John B. Partin, Ward #3	☐	☐	Councilor Lovena Rapole., Ward #7
☐	☐	Councilor Ronnie Ellis, Ward #4			

Rev. January 2025

Roll Call

SUMMARY:

Y	N		Y	N	
□	□	Vice Mayor Rita Joyner, Ward #1	□	□	Councilor Susan Daye, Ward #5
□	□	Councilor Michael Harris, Ward #2	□	□	Councilor Malik Wheat, Ward #6
□	□	Mayor John B. Partin, Ward #3	□	□	Councilor Lovena Rapole., Ward #7
□	□	Councilor Ronnie Ellis, Ward #4			

City of Hopewell, VA
Permits / Inspect. - 20260321MOD5 - 2026
032430-0004 debra mc. 04/22/2026 02:00PM
MODIFICATION PERMIT - REVIEW
Payment amount: $200.00
Transaction amount: $200.00
HPDevOffice:

The City of Hopewell, Virginia

APPLICATION # 20260321

300 N. Main Street · Department of Development · (804) 541-2220 · Fax: (804) 541-2318

APPEAL TO HOPEWELL PLANNING COMMISSION
MODIFICATION OF DEVELOPMENT STANDARDS, ARTICLE XVIII OF THE HOPEWELL ZONING ORDINANCE

(Appeal of Decision)
Fee: $200

parcel # 0891462

THIS REQUEST IS HEARD BEFORE THE PLANNING COMMISSION AS AN APPEAL TO A DECISION MADE BY THE DIRECTOR OF DEVELOPMENT OR CITY ENGINEER

APPLICANT: WELL OF HOPE CHURCH OF THE NAZARENE

ADDRESS: 3308 OAKLAWN BLVD
HOPEWELL, VA 23860

PHONE # REDACTED ____ FAX #: ____

EMAIL ADDRESS: REDACTED ____

INTEREST IN PROPERTY: ____ OWNER OR X AGENT

A. HAS ANY PREVIOUS APPLICATION OR APPEAL BEEN FILED IN CONNECTION WITH THIS PROPERTY? ____ Y X N

IF YES, PLEASE EXPLAIN: ____

B. DATE PROVIDED DENIAL OR NOTIFICATION OF THE NEED FOR A MODIFICATION TO DEVELOPMENT STANDARDS:

____, 20____

C. APPEAL OF DECISION/ INTERPRETATION:

STATE BASIS OF APPEAL:

PLEASE SEE ATTACHED

Attach additional sheets, if necessary

In accordance with Article XVIII, Section G of the Hopewell Zoning Ordinance related to Development Standards such appeal of the decision of the Director of Development or City Engineer must be made within thirty (30) days after the decision is provided of denial and/or need for a modification to the standards. The appeal must be filed with the Department of Development specifying the grounds thereof, and paying the applicable fee. The Director shall transmit the application to Planning Commission for its review and recommendation to the City Council. See Article XVIII, Section G, for complete requirements

AS OWNER OF THIS PROPERTY OR THE AUTHORIZED AGENT THERFORE, I HEREBY CERTIFY THAT THIS APPLICATION AND ALL ACCOMPANYING DOCUMENTS ARE COMPLETE AND ACCCURATE TO THE BEST OF MY KNOWLEDGE.

[signature] 4-22-26

APPLICANT SIGNATURE DATE

Joseph A Greene 4-22-26

APPLICANT PRINTED NAME DATE

OFFICIAL USE ONLY

DATE RECEIVED: 4-22-26 DATE OF FINAL ACTION: ____________

ACTION TAKEN:

_______ APPROVED _______ DENIED

_______ APPROVED WITH THE FOLLOWING CONDITIONS:

____

____

April 22, 2026

Basis for Appeal

We respectfully appeal to the determination requiring removal of our newly installed on-site sign and request approval to maintain a 4' x 8' post-and-panel sign identifying our church at 3308 Oaklawn Blvd.

We request approval to install and maintain a 4' x 8' post-and-panel style sign on the corner of the property where our church is located.

Following a fire that destroyed our prior church building, our congregation worshipped for seven years in borrowed space provided by Reverend Darrell Boggs and First Baptist Church of Hopewell. On April 5, 2026, through the generosity of Mr. Riley Ingram, we began worship services at our new location at 3308 Oaklawn Blvd. Because the building is multi-occupancy and we occupy only a portion of the property, we sought to install a dedicated sign to identify our church's entrance and location. With Mr. Ingram's permission, we contracted Holiday Sign Company to construct and install a 4' x 8' post-and-panel sign, which was completed on March 31, 2026.

On April 15, 2026, Mr. Ingram informed us that the City of Hopewell Code Enforcement Office was requiring the sign's removal because another sign was already present on the property. When we contacted Holiday Sign Company, we were advised that they understood a permit was not required, but that a utility locate was required. To ensure compliance and to pursue the appropriate process, I contacted Mr. Chris Ward on April 17, 2026, to ask what steps would be necessary for us to retain the sign, including whether a variance would be required. On April 20, 2026, Ms. Kelly Davis provided the paperwork to file this appeal. As of the date of this letter, we have not received written notice or documentation from Code Enforcement describing the alleged violation; however, we are coordinating with Holiday Sign Company to remove the sign temporarily to avoid any further issues while this appeal is pending.

APPLICATION #________
(Completed by City Staff)

City of Hopewell

Planning & Development · 300 N. Main Street, Hopewell, VA 23860 · 804-541-2220

SPECIAL/LIMITED POWER OF ATTORNEY
LAND USE APPLICATION

KNOW ALL BY THESE PRESENT:

1. That I Riley E. Ingram am the owner of the property described by the Tax ID
   Print Property Owner Name
   number(s) below, and I am authorized to take the action indicated herein and sign this Special Limited Power of Attorney:
   089-1462 + 089-1450

   NOTES:
   (A) IN CASE WHERE THE APPLICANT IS <u>NOT</u> THE SOLE PROPERTY OWNER, THE APPLICANT MUST OBTAIN POWER OF ATTORNEY FROM THE OTHER PROPERTY OWNER(S) EVEN IF AN AGENT IS TO REPRESENT THE APPLICATION.

   (B) If AN AGENT IS TO REPRESENT THE CASE AND SIGN ALL DOCUMENTS, THE AGENT MUST ALSO OBTAIN POWER OF ATTORNEY FROM THE PROPERTY OWNER(S).

2. I do hereby make, constitute and appoint:

   Name: Joseph A. Greene, Sr
   OR
   Name: ________________________________

   to act as my/our true and lawful attorney-in-fact for and in my name, place and stead with full power and authority I would have if acting personally to seek rezoning, conditional use, street/alley vacation, zoning ordinance amendment, modification to development standards, special exception, variance, site plan, subdivision, and/or substantial accord determination and to complete a zoning disclosure affidavit and to set forth and offer such legally acceptable voluntarily proffered conditions including any additions, amendments, modifications or deletions thereto that in their discretion are deemed reasonable, appropriate and necessary except as follows:

3. This special limited power of attorney shall expire upon final action or withdrawal of the application to which this form applies.

(NOTE: EACH PROPERTY OWNER MUST SIGN AND HAVE SIGNATURE NOTARIZED.)

4. WITNESS the following signature:

Print: Riley E. Ingram
Property Owner Name

Property Owner Signature

STAE OF Virginia

COUNTY/CITY OF Hopewell to-wit:

This 21st day of April, 20 26 personally appeared before me, Rebecca Blankenship, a Notary Public in and for the County/City and State aforesaid, and swore or affirmed that the matters state in the foregoing Zoning Disclosure Affidavit are true to the best of his knowledge and belief.

Given under my hand this 21st day of April, 20 26.

Rebecca D. Blankenship
Notary Public

My Commission Expires: 04/30/2028 Notary's Registration Number: 8121180

REBECCA DAWN BLANKENSHIP
NOTARY PUBLIC
COMMONWEALTH OF VIRGINIA
REGISTRATION NO. 8121180
MY COMM. EXPIRES 04/30/2028

REQUEST FOR MODIFICATION TO DEVELOPMENT STANDARDS TO INSTALL A SECOND FREESTANDING SIGN ON PARCEL #089-1462, 3302/3308 OAKLAWN BLVD.

CITY COUNCIL

STAFF REPORT

Staff from the Hopewell Department of Development has drafted this report to assist City leadership with making informed decisions regarding land use cases in Hopewell.

I. EXECUTIVE SUMMARY

The applicant, Well of Hope Church of the Nazarene, requests a Modification to Development Standards to install a second freestanding sign on Parcel #089-1462 located at 3302/3308 Oaklawn Blvd. Staff and Planning Commission recommend approval with conditions.

II. TENTATIVE SCHEDULE OF MEETINGS

BODY	TENTATIVE DATE	TYPE	RESULT
Planning Commission	**June 4, 2026**	**Public Hearing**	**Rec. Appr. 3-0 with conditions**
City Council	**July 14, 2026**	**1st Reading/ PH**	**Pending**
City Council	**August 11, 2026**	**2nd Reading**	**Pending**

III. IDENTIFICATION AND LOCATIONAL INFORMATION

Existing Zoning	B-4 – Corridor Development District
Requested Zoning	N/A
Acreage	1.11 acres / 48,352 sf
Legal Description	LOT 15AR BLK 26 SUBDIVISION: WOODLAWN
Election Ward	7
Future Land Use	Corridor Commercial
Strategic Plan Goal	None
Approval Method	City Council Resolution
Can Conditions be set?	Yes

Map Location	Parcel #089-1462

IV. PUBLIC NOTIFICATION

PUBLIC HEARING	NOTIFICATION TYPE	DATE	DATE
Planning Commission	Progress-Index Ad	5/21/2026	5/28/2026
	Letter to Adj. Properties	5/21/2026	
City Council	Progress-Index Ad	6/30/2026	7/7/2026
	Letter to Adj. Properties	7/2/2026	

V. ROLE OF PLANNING COMMISSION AND CITY COUNCIL

Excerpted and paraphrased from *Handbook for Virginia Mayors & Council Members*

Within each zoning district some uses are permitted as a matter of right and others are only conditionally permitted. The theory behind the conditional use approach is that the particular use has a certain level of negative externality which, if properly managed, could allow the use to be established in the district. Absent proper management, conversely, the use is most likely unacceptable. The conditional use permit process affords a case-by-case review. It is up to the local governing body to establish the conditions under which the Modification to Development Standards is to be approved; applicants/property owners are not required to agree to the conditions imposed for them to be valid and binding on the property. The question being considered is whether the proposed use in the proposed location can be conditioned in such a way as to prevent negative externalities from being imposed on adjacent and nearby properties. Possible negative externalities can comprise a long list that are often spelled out in the ordinance – smoke, dust, noise, trash, light, traffic, incompatible activity levels or hours of operation, likelihood of trespass on adjoining properties, stormwater/drainage runoff, inadequate public infrastructure, and many more.

Modifications to Development Standards in Hopewell run with the land and not the owner or applicant.

VI. APPLICABLE CODE SECTIONS

1. Article XVIII, Development Standards, Section F - Signage
2. Article XVIII, Development Standards, Section G. Modifications to development standards or requirements

VII. SUBJECT PROPERTY

The subject property, Parcel #089-1462, contains the newly constructed 1-story, 10,632sf office building that houses the real estate company, Ingram and Associates, in the eastern half of the structure. The western portion of the building contains the Well of Hope Church of the Nazarene. Driveway entrances provide access at the eastern and western ends of the property that serve parking for each tenant. One freestanding sign has already been installed on the property near the intersection of Oaklawn Boulevard and Blackstone Avenue.

VIII. APPLICANT POSITION

See the narrative submitted by the applicant.

IX. STAFF ANALYSIS

When considering a modification to a development standard, one must consider the four conditions outlined in Article XXIII of the Zoning Ordinance. The Planning Commission may also impose conditions that ensure the character of the neighborhood and zoning district in which the use is locating will not be adversely affected. Conditions may also dictate the architectural style of a proposed structure to ensure it will not be incongruent with either the exterior architectural appeal and/or the functional plan of the structures already constructed in the immediate neighborhood or the character of the applicable zoning district.

The four (4) considerations are:

a. Does the granting of the modification constitute the granting of a variance, special exception, conditional use, or rezoning?
b. Are ordinary financial considerations the principal reason for the requested modification?
c. Does the modification amend a property-specific condition imposed by the City Council or the Board of Zoning Appeals, unless such condition specifically grants such modification authority to the City Council?
d. Did the applicant create the condition or situation generating the need for the modification and the applicant has not exhausted all other practicable solutions to the problem, including but not limited to, the acquisition of additional property, the elimination or redesign of structures, or the reduction of the development density?

Per Article XVIII, Section F, freestanding signage is limited to one per parcel except on through-lots. Parcel #089-1462 is not a trough-lot. A building-mounted sign is permitted by-right. A post-and-panel sign was installed by the applicant without a sign permit.

X. RELATIONSHIP TO THE COMPREHENSIVE PLAN

Signage is not addressed in the Comprehensive Plan.

XI. STAFFF RECOMMENDATION

Section G of Article XVIII, copied on page 3 of this report provides the criteria for approval of a modification. If the applicant meets any of these criteria, the modification cannot be granted.

a. The granting of the modification will constitute the granting of a variance, special exception, conditional use or a rezoning. **This request does not meet the criteria for a variance, special exception, conditional use or a rezoning.**

b. Ordinary financial considerations are the principal reason for the requested modification. **Financial considerations are not the principal or secondary reason for the requested modification.**

c. The modification amends a property-specific condition imposed by the City Council or the Board of Zoning Appeals, unless such condition specifically grants such modification authority to the City Council. **The modification will not amend a property-specific condition.**

d. The applicant created the condition or situation generating the need for the modification and the applicant has not exhausted all other practicable solutions to the problem, including, but not limited to, the acquisition of additional property, the elimination or redesign of structures, or the reduction of the development density. **The applicant did not create the situation and the property owner will not allow a building-mounted sign or the pre-existing freestanding sign.**

Staff recommends the following conditions of approval:

1. The second freestanding sign will conform to the specifications set forth in Article XVIII, Section F.
2. The sign will be placed on Parcel #089-1462 in a location that does not create a visual obstruction to vehicular traffic.

b. PLANNING COMMISSION RECOMMENDATION

The Hopewell Planning Commission voted 3-0 to recommend approval of the Modification to Development Standards application submitted by Well of Hope Church of the Nazarene to install a second freestanding sign on Parcel #089-1462 located at 3302/3308 Oaklawn Blvd. with the staff's recommended conditions.

APPENDIX A - MAPS

R-4

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	Order of Business:	Action:
☐ Civic Engagement	☐ Consent Agenda	☒ Approve and File
☒ Culture & Recreation	☐ Public Hearing	☐ Take Appropriate Action
☐ Economic Development	☐ Presentation-Boards/Commissions	☐ Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
☐ Safe & Healthy Environment	☒ Regular Business	☐ Set a Public Hearing
☐ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Legacy Swim 2026-2027 Memorandum of Agreement (Formally known as NOVA South).

ISSUE: NOVA South has recently changed its operating name to Legacy Swim Club. The existing MOA must be updated to reflect this new operating name for the 2026-2027 agreement period.

RECOMMENDATION: Staff recommends that the 2026-2027 Memorandum of Agreement be approved as presented.

TIMING: To be considered at the July 14, 2026 Regular City Council Meeting.

BACKGROUND: The organization formerly known as NOVA South has undergone a rebranding and now operates under the name Legacy Swim Club. In order to maintain accurate and up-to-date contractual documentation, the MOA must be revised to incorporate the new name while maintaining all existing terms and conditions for the 2025–2027 period. This update ensures clarity, consistency, and proper organizational identification in city records.

ENCLOSED DOCUMENTS:

- MOA HRP_NOVA South 2025.2027 AMENDED 2 Name Change

STAFF: Tabitha Martinez, Director of Recreation and Parks

<u>FOR IN MEETING USE ONLY</u>

MOTION:____

____

Roll Call

SUMMARY:

Y	N		Y	N	
☐	☐	Vice Mayor Rita Joyner, Ward #1	☐	☐	Councilor Susan Daye, Ward #5
☐	☐	Councilor Michael Harris, Ward #2	☐	☐	Councilor Malik Wheat, Ward #6
☐	☐	Mayor John B. Partin, Ward #3	☐	☐	Councilor Lovena Rapole., Ward #7
☐	☐	Councilor Ronnie Ellis, Ward #4			

MEMORANDUM OF AGREEMENT

BETWEEN

CITY OF HOPEWELL RECREATION AND PARKS DEPARTMENT

AND

LEGACY SWIM CLUB

Created March 2025
Amended July 2026

MEMORANDUM OF AGREEMENT

BETWEEN THE CITY OF HOPEWELL RECREATION AND PARKS DEPARTMENT AND Legacy Swim Club.

INTRODUCTION

This Memorandum of Agreement (MOA) outlines the terms and conditions under which Legacy Swim Club is permitted to utilize swimming lanes and facilities at the Hopewell Community Center for the 2026-2027 swim season.

PURPOSE

The purpose of this agreement is to establish a good-faith foundation between the parties for future collaborative efforts that are mutually beneficial. The Parties agree to work together in a cooperative and coordinated manner to achieve each Party's individual goals and the collective goals of the partnership.

This agreement is designed to detail the specifics of the working relationship between the parties to the mutual benefit of the parties and the communities they serve.

AUTHORITY

The signatories of this agreement hereby certify that they have the legal authority, granted by their official position and/or agency or agency governing body, to enter into written agreements in the lawful performance of their duties and that this MOA constitutes such written agreement.

DEFINITIONS

Center – Hopewell Community Center

Certificate of Insurance - is a document that verifies the existence of an insurance policy and summarizes its key details

Hopewell – Hopewell Recreation and Parks

Lifeguard – an expert swimmer employed to rescue people who get into difficulty in a swimming pool or at the beach, with a current American Red Cross certification

Memorandum of Agreement (MOA) – is a written document that outlines an agreement between parties to work together.

LSC – Legacy Swim Club

Swim season – September 2 - May 30 each year.

ROLES AND RESPONSIBILITIES

To achieve Parties' mutual desires, each party agrees to the following roles and responsibilities:

Hopewell agrees to reserve four (4) to five (5) lanes during Center operational hours and up to six (6) lanes during non-operational hours for LSC's swim season, depending on the day of the week. Hopewell will communicate all schedule changes as soon as possible to provide LSC an opportunity to contact its participants.

LSC agrees to execute a rental contract, pay rental fees, and follow all rules, guidelines, policies, and staff direction of the Hopewell Recreation and Parks Department. The parties agree that rental fees shall be $13 per lane per hour for the 2026-2027 season or shall be determined by city council approved fees.

The parties agree to perform their roles and responsibilities in a committed, good-faith manner.

TRAINING

Any and all lifeguards employed by Hopewell or LSC must have a current American Red Cross Lifeguard certification. LSC must provide certifications for all lifeguards assisting with LSC practices to Hopewell.

RESOURCES

To further the collaborative relationship between the Parties, the Parties agree to provide the following resources:

Hopewell shall provide use of a storage closet during LSC swim season at no additional charge. Hopewell also agrees to allow LSC to utilize the tennis courts when not in use by Hopewell or its members for the purpose of dry land practice to include cardiovascular conditioning, plyometric trainings, and team building activities.

LSC shall provide immediate cleaning of storage closet at the end of the swim season.

The Parties may agree to provide additional resources by amendments to this agreement.

PAYMENT TERMS

The facility reservation policy requires all applicable fees to be paid prior to use; however, Hopewell is willing to accept biannual payment installments for LSC rental. The installments will be due in January, covering September through January, and in June, covering February through June.

FACILITY USE

LANE RENTAL

LSC may rent a maximum of four (4) swimming lanes on Mondays, Wednesdays, and Fridays and a maximum of five swim lanes on Tuesdays and Thursdays during the operational hours of the Hopewell Community Center. When renting outside of operational hours LSC may rent all six (6) lanes.

LIFEGUARD REQUIREMENT

LSC is responsible for providing an American Red Cross certified lifeguard during all morning practices at their own expense. Hopewell reserves the right to request additional guard if needed due to the number of swimmers based on practice schedules.

PRACTICE SCHEUDLE

Monday, Wednesday, Friday – 4:45 p.m.-7:45 p.m. (4 lanes)
Tuesday and Thursday – 5:00 a.m.-7 a.m. (5 lanes)
Tuesday and Thursday – 4:45 p.m. -7:45 p.m. (5 lanes)
Saturday – 9:15 a.m.-12:15 p.m. (4 lanes)

EQUIPMENT STORAGE

LSC is permitted to store its equipment in designated areas for fitness equipment on the pool deck and in a secure storage closet. All equipment not designated for overnight storage must be removed daily, with liability disclaimers for lost or damaged items. All equipment shall be removed at the conclusion of the term of this MOA. Hopewell shall not be liable for any lost, damaged or stolen equipment or property belonging to LSC participants, family, friends or guests.

PARENT AND PARTICIPANT EXPECTATIONS

Compliance with Center rules and the terms of the MOA is mandatory for LSC parents and swimmers. Failure to adhere to guidelines may result in suspension from the Center. Specific expectations are detailed for LSC coaches, participants, and spectators. The following guidelines pertain specifically to individuals involved with LSC:

(1) Children under the age of 12 must be supervised by an adult coach or guardian at all times when using the Center. Parents must sign a Hopewell liability waiver to be on pool deck during practices.
(2) Noise levels at the front desk and locker rooms should be kept to a minimum as to not interfere with the regular operations of Hopewell or the Center.
(3) Parents/siblings of LSC swimmers may use designated spectator areas at the front lobby.
(4) No other areas may be accessed without a valid Center membership.

LEGAL OBLIGATIONS/CONSIDERATIONS

LSC shall not use the Center's address as their business address. If LCS lists the Hopewell address it must be listed as the practice location.

All individuals associated with LSC agree to hold the City of Hopewell and the Center harmless from any damages, injuries, expenses during Center use as outlined in this agreement.

LSC agrees to add City of Hopewell as an Additional Insured on liability insurance policy with a minimal of one million dollars coverage and provide a copy of its insurance certificate upon the signing of this agreement. Hopewell shall be listed as *City of Hopewell, 300 N. Main St., Hopewell, VA 23860* on this policy.

SPECIAL PROVISIONS

Hopewell: Per the City's Risk Manager and Virginia Risk Sharing Association, "City staff must be present at the city facilities to ensure that proper safety is in place for staff and patrons. This keeps all parties at lower risk of liability. IE: Use of City pool needs to have *Certified City staffed* lifeguards present while pool is being used regardless if staff, citizens, swim team, or outside party."

Hopewell: Hopewell will be closed for all city holidays and no practices will be permitted. Hopewell reserves the right to close the building under special circumstances, including, but not limited to, natural disasters, acts of God, and other unforeseen circumstances that otherwise create an unsafe environment with prompt notification to LSC. In addition to city holidays, the following dates, the building will be unavailable to LSC during all Hopewell special event dates or the day prior to these dates and mandatory all staff meetings dates. These dates will be provided at the start of each season.

LSC: LSC may only enter the pool when two guards are present as well as the LSC coach.

LSC: LSC coaches, staff, or participants cannot be a lifeguard while coaching or participating in LSC practices.

LSC: LSC is prohibited from using the starting blocks.

LSC: LSC participants may use locker rooms fifteen minutes before practice and shall vacate the premises within fifteen minutes after practice is over.

COMMUNICATION BETWEEN PARTIES

Hopewell will designate a primary and a secondary point of contact for LSC. This is typically the Aquatic Programs Manager and the Deputy Director for the Department. However, in some cases it may be the Recreation and Parks Director. All communication will be in written format via text messages or emails and will be answered within two business days with the goal of answering within the working day email is received unless it is an emergency then a phone call followed by a synopsis email of the conversation.

LSC has designated the point of contact to be the LSC Head Coach. All communication will be in written format via text messages or emails and will be answered within two business days with the goal of answering within the working day email is received unless it is an emergency then a phone call followed by a synopsis email of the conversation.

AMENDMENTS

The terms of this agreement may be amended upon written approval by both original parties and their designated representatives.

DISPUTE RESOLUTION

The Parties hereby agree that, in the event of any dispute between the Parties relating to this Agreement, the Parties shall first seek to resolve the dispute through informal discussions.

TERM AND TERMINATION

This agreement becomes effective on the date it is signed by all parties. It remains in force for a one-year term unless explicitly terminated, in writing, by any party.

Hopewell reserves the right to modify or terminate the MOU with LSC due to any but not limited to the event of staffing shortages, failure to correct cure notices, building renovations, service repair work, or programming needs change.

Failure to abide by the guidelines set forth in this memorandum of understanding may result in the termination of Center use rights.

The undersigned parties acknowledge and agree to this MOA:

SIGNATURES

FOR CITY OF HOPEWELL

______________________	______________________	________________	_____________
Signature	Print Name	Title	Date

FOR Legacy Swim Club

______________________	______________________	________________	_____________
Signature	Print Name	Title	Date

R-5

Resolution No: _______________

A RESOLUTION AMENDING THE FY2027 BUDGET TO FUND AN OPERATIONAL AUDIT FOR HOPEWELL PUBLIC SCHOOLS

WHEREAS, the City Council of Hopewell, Virginia approved the FY2027 operational budget on June 9, 2026;

WHEREAS, Council recognizes the importance of accountability, transparency, and effective operational management within agencies serving the residents of the City;

WHEREAS, the Hopewell Public School ("HPS") system provides critical learning and developmental services to children of the City;

WHEREAS, Council desires to conduct an independent operational audit of HPS to evaluate administrative operations, financial practices, organizational effectiveness, internal controls, compliance procedures, and overall operational efficiency; and

WHEREAS, the FY2027 Budget must be amended to provide funding necessary to retain qualified independent professionals to perform the operational audit; Now, Therefore,

BE IT RESOLVED by the City Council of Hopewell, Virginia, that the FY2027 Budget is hereby amended to deduct $397,000 from their operational budget of $13,580,000 for the purpose of funding an independent operational audit of Hopewell Public School system.

BE IT FURTHER RESOLVED that the City Manager is authorized to take all actions necessary to procure and execute agreements with qualified professionals or firms to conduct the operational audit in accordance with applicable procurement requirements.

BE IT FURTHER RESOLVED that the findings and recommendations of the operational audit shall be presented to the City Council upon completion.

DONE this _____ day of____________

Witness this signature and seal

____

Mayor Johnny Partin, Ward 3

VOTING AYE:

VOTING NAY:

ABSENT:

ABSTAINING:

ATTEST:

____
Sade' Allen, City Clerk

ADJOURNMENT