

AGENDA



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

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

CITY COUNCIL

John B. Partin, Jr., Mayor, Ward #3
Rita Joyner, Vice Mayor, Ward #1
Michael B. Harris, Councilor, Ward #2
Ronnie Ellis, Councilor Ward #4
Susan Daye, Councilor, Ward #5
Yolanda Stokes, Councilor, Ward #6
Dominic R. Holloway, Sr., Councilor, Ward #7

Dr. Concetta Manker, City Manager
Stefan Calos, Interim City Attorney
Brittani Williams, City Clerk
Sade' Allen Deputy City Clerk

January 28, 2025

REGULAR MEETING

Closed Meeting- 6:00 PM
Work Session- 7:00 PM
Open Meeting: 7:30 PM

6:00 p.m. Call to order, roll call, and welcome to visitors

CLOSED MEETING

SUGGESTED MOTION: Move to go into a closed meeting pursuant to Va. Code Section §2.2-3711 (A)(1) to discuss and consider personnel matters, including board and commission appointments; the assignment and performance of specific appointees and employees of City Council and discussion, consideration or interviews of prospective candidates for employment, and VA Code § 2.2-3711(A)(29) "Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and to the extent such discussion will be aided thereby;

Roll Call

RECONVENE OPEN MEETING

CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in the closed meeting?

WORK SESSION

1. Conditional Use Permit for a single-family dwelling on a non-conforming lot parcel # 079-0005 Cedar Lane – Chris Ward, Director of Planning & Development
2. Compensation study update – Evergreen Solutions

REGULAR MEETING

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

Prayer by Pastor Collier, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Holloway.

SUGGESTED MOTION: To amend/adopt Regular Meeting Agenda Roll Call

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: December 3, 2024, December 10, 2024, December 17, 2024(Finance), December 17, 2024(Special) January 8, 2025, January 16, 2025

C-2 Pending List:

C-3 Information for Council Review: Police Report

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

C-5 Public Hearing Announcements:

C-6 Routine Approval of Work Sessions:

C-7 Ordinances on Second & Final Reading:

C-8 Routine Grant Approval:

SUGGESTED MOTION: To amend/adopt consent agenda

INFORMATION/PRESENTATIONS

- 1. Public Access Defibrillator Program** – Tabitha Martinez, Recreation and Parks Director

COMMUNICATIONS FROM CITIZENS

*CITY CLERK: A Communication from Citizens period, limited in total time to 30 minutes, is part of the Order of Business at each regular Council meeting. All persons addressing the Council shall approach the microphone, give their name and, **if** they reside in Hopewell, their ward number, and limit comments to three minutes. No one is permitted to speak on any item scheduled for consideration on the regular agenda of the meeting. All remarks shall be addressed to the Council as a body, any questions must be asked through the presiding officer. Any person who makes personal, impertinent, abusive, or slanderous statements or incites disorderly conduct in Council Chambers may be barred by the mayor from further audience before Council and removed, subject to appeal to a majority of Council (See Rules 405 and 406)*

PUBLIC HEARING

CITY CLERK: *All persons addressing the Council shall step to the microphone, give their name and, **If** they reside in Hopewell, their ward number, and limit comments to three minutes. No one may address the*

council more than once per meeting unless granted permission by the presiding officer. Speakers address the council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. Any person who makes personal, impertinent, abusive, or slanderous statements or incites disorderly conduct in the council chamber may be reprimanded by the presiding officer and removed from the meeting upon a majority vote of councilors present, excluding any councilor who is the subject of the motion. (See Rules 405 and 406)

PH-1 – Epps Property Sale – Charles Bennett, Economic Development Director

PH-2 – Conditional Use Permit to construct a single-family dwelling on a non-conforming lot Parcel #013-1210 Atlantic St – Chris Ward, Director of Planning & Development

PH-3 – Zoning Ordinance Amendment to add Churches as an allowable use to R-1-A District - Chris Ward, Director of Planning & Development

PH-4 – School Board Appropriation – Janel English, Director of Finance/Internal Auditor

REGULAR BUSINESS

R-1 – Adoption of Economic Development Strategic Plan

R-2 – Penalty and Interest Extension Resolution – Stacey Jordan, CFO

R-3 – Resolution of Support for WODA Group on new development – Charles Bennett, Economic Development Director, Eric Wright, Woda Group

R-4 – Proposed Schedule for Council Meetings – Dr. Manker, City Manager

R-5 – MOU of NOVA Aquatics – Lauren Waterworth, Program Manager

Reports of City Manager: Budget Calendar, IT Security, and Workflow

Reports of City Attorney:

Reports of City Clerk:

Councilors Pending Request:

Presentations from Boards and Commission

Other Council Communications

BOARD/COMMISSION VACANCIES

Board of Building Code and Fire Prevention Code Appeals – 4 Vacancies

Keep Hopewell Beautiful – 5 Vacancies

Recreation and Parks – 3 Vacancies

Library Board – 1 Vacancy

Department of Social Services – 2 Vacancies

District 19 – 2 Vacancies (Currently has no active members; Requirement of 2)

Dock Commission – 2 Vacancies

Board of Zoning Appeals – 2 Vacancies

Bright Point Community College Local Board – 1 Vacancy

Economic Development Authority – 2 Vacancies

Architectural Review Board – 2 Vacancies

Hopewell Redevelopment and Housing Authority – 1 Vacancy

**CLOSED
MEETING**

RECONVENE OPEN MEETING

WORK SESSION

WS-1

CONDITIONAL USE PERMIT REQUEST

Single-Family Dwelling on a Non-Conforming Lot

Parcel #079-0005 - Cedar Ln.

CITY COUNCIL

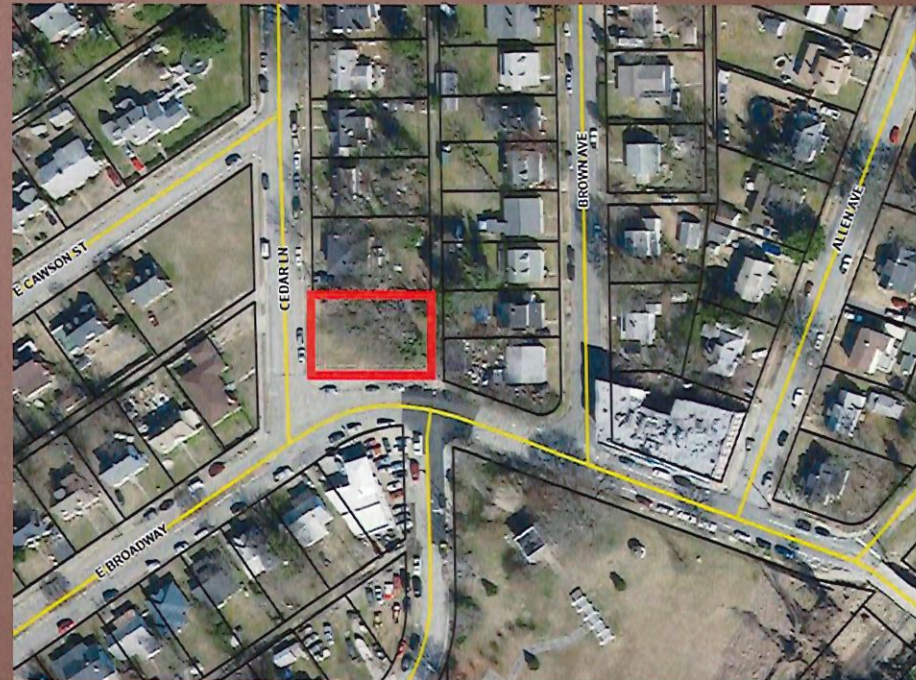
January 28, 2025

CUP REQUEST: SFD on Non-Conforming Parcel #079-0005

- APPLICANT: Riley Ingram, Jr.
- WARD: 1
- CURRENT ZONING: R-1 Res. Low Density
- REQUEST: Approve CUP request
- PUBLIC NOTICE: Ads in Progress-Index, letters to adjacent property owners, sign placed at property



CUP REQUEST: SFD on Non-Conforming Parcel #079-0005



CUP REQUEST: SFD on Non-Conforming Parcel #079-0005

Minimum lot size in R-1 is 80 feet wide and 12,000sf.

Cedar Lane – Parcel #079-0005 is 82 feet wide and 9,430sf.

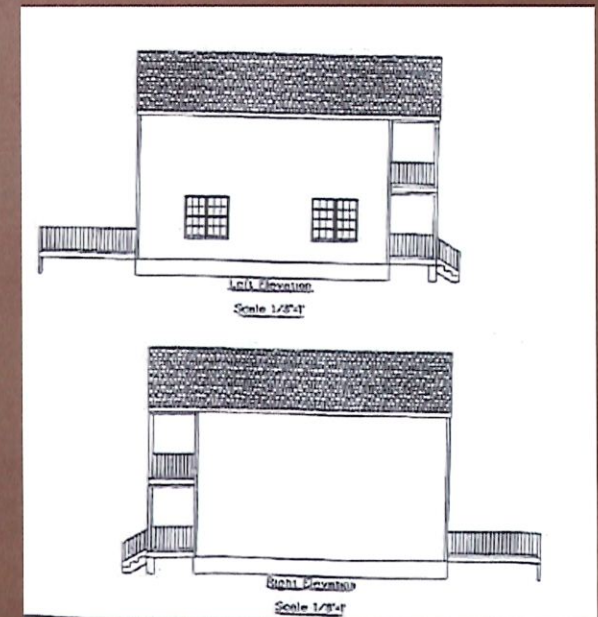
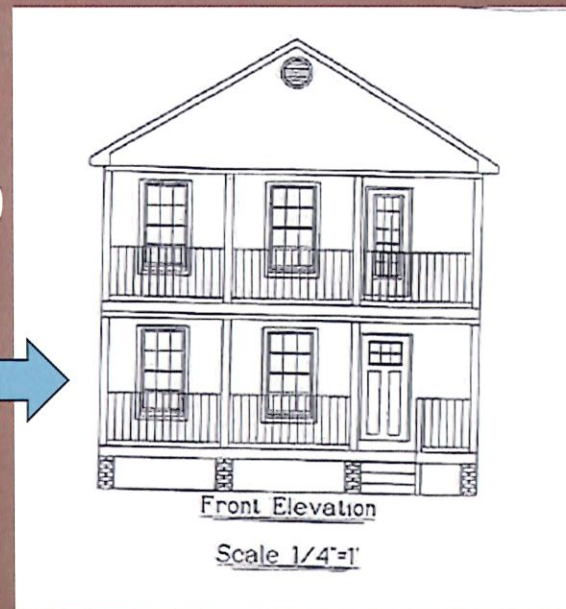
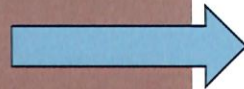
Non-Conformity – Total Lot Size less than 12,000sf.



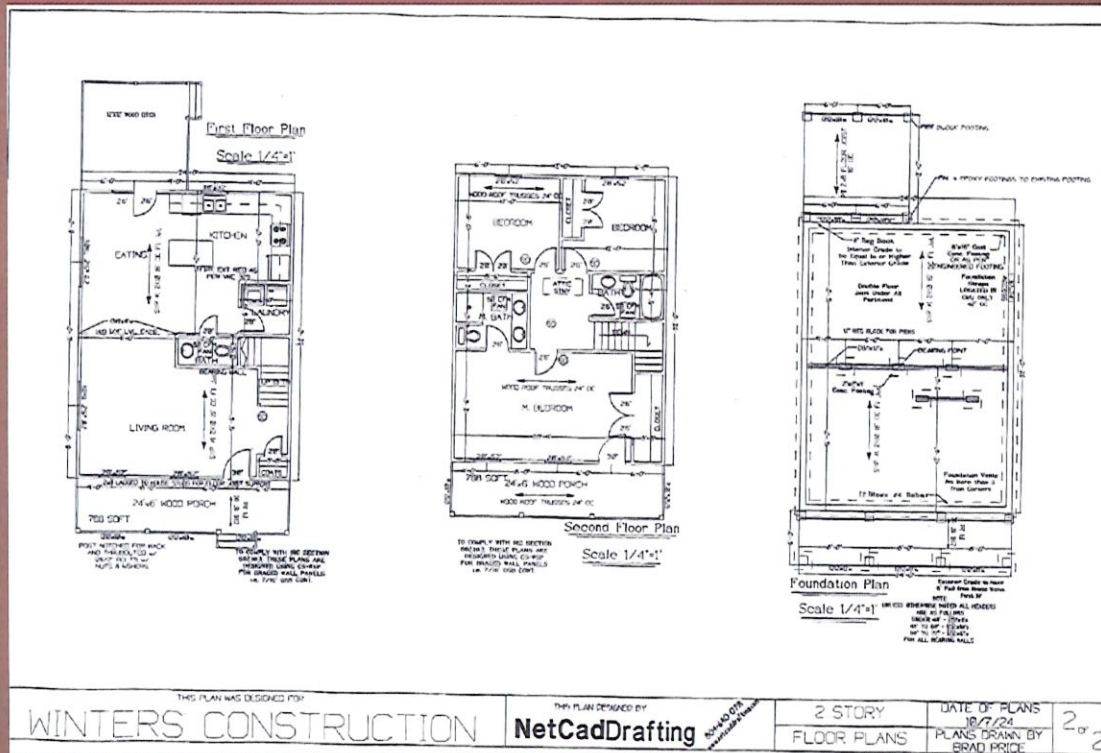
CUP REQUEST: SFD on Non-Conforming Parcel #079-0005

- 2-Story SF Dwelling
- 3 Bedroom; 2.5 Bath
- 1,536sf (previously 1,728sf)

First floor front façade to be brick



CUP REQUEST: SFD on Non-Conforming Parcel #079-0005



Staff Analysis

7 CUP Approval Criteria	✓
Comprehensive Plan	✓

- Proposed dwelling attempts to bridge disparities between houses on Cedar Lane and E. Broadway in terms of materials, scale, and style.
- Average size of dwellings in the surrounding area is 1,553 sf.
- Proposed dwelling is 1,536sf.

Staff Recommendation

Staff recommends approval with the following conditions:

- a. The proposed dwelling as presented is to be constructed with a brick facing on the first floor of the front façade.
- b. A driveway of concrete or asphalt will be installed in accordance with the City's driveway policy.
- c. The dwelling will have a roof overhang/eaves on all sides.
- d. The applicant will ensure a tree canopy of at least 20% lot coverage.

Planning Commission Recommendation

4-0

Jan. 9, 2025

Planning Commission recommends approval with the following conditions:

- a. The proposed dwelling as presented is to be constructed with a brick facing on the first floor of the front façade.
- b. A driveway of concrete or asphalt will be installed in accordance with the City's driveway policy.
- c. The dwelling will have a roof overhang/eaves on all sides **at a minimum of 12 inches**.
- d. The applicant will ensure a tree canopy of at least 20% lot coverage.

CUP REQUEST: SFD on Non-Conforming Parcel #079-0005

Questions?

Applicant: Riley Ingram, Jr.



The City
of
Hopewell, Virginia

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

Application #: 20240236

CONDITIONAL USE PERMIT APPLICATION

Permit #: _____

APPLICATION FEE: \$300

APPLICATION #

APPLICANT: Riley E. Ingram, Tr.

ADDRESS: 12616 Brook Ln.
Chester, Va. 23831

PHONE #: 804-720-9494 FAX #: _____

EMAIL ADDRESS: rileyingramjr02@gmail.com

INTEREST IN PROPERTY: _____ OWNER OR AGENT
IF CONTRACT PURCHASER, PROVIDE A COPY OF THE CONTRACT OR A LETTER
OF THE PROPERTY OWNER'S CONSENT TO MAKE APPLICATION.

OWNER: Carlos Carrasquillo

ADDRESS: _____

PHONE #: 804-721-2419 FAX #: _____

PROPERTY ADDRESS / LOCATION:

Cedar Ln.

PARCEL #: 0790005 ACREAGE: 0.2165 ZONING: R1

*** IF REQUIRED BY ARTICLE 16 OF THE ZONING ORDINANCE, ***
A SITE PLAN MUST ACCOMPANY THIS APPLICATION

ATTACH A SCALED DRAWING OR PLAT OF THE PROPERTY SHOWING:

1. FLOOR PLANS OF THE PROPOSED BUILDINGS.
2. THE PROPOSED DEVELOPMENT WITH FRONT, SIDE, AND REAR ELEVATIONS.

THIS REQUEST FOR A CONDITIONAL USE PERMIT IS FILED UNDER SECTION _____ OF THE ZONING ORDINANCE.

PRESENT USE OF PROPERTY:

Vacant Lot

THE CONDITIONAL USE PERMIT WILL ALLOW:

For the construction of a 3 bedroom house

PLEASE DEMONSTRATE THAT THE PROPOSAL AS SUBMITTED OR MODIFIED WILL NOT AFFECT ADVERSELY THE HEALTH, SAFETY, OR WELFARE OF PERSONS RESIDING OR WORKING IN THE NEIGHBORHOOD OF THE PROPOSED USE.

home will conform to neighborhood / with brick front

PLEASE DEMONSTRATE THAT THE PROPOSAL WILL NOT BE DETRIMENTAL TO PUBLIC WELFARE OR INJURIOUS TO THE PROPERTY OR IMPROVEMENTS IN THE NEIGHBORHOOD.

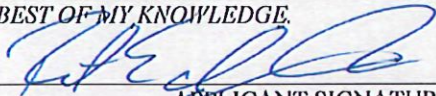
proposing to build a home that conforms to the neighborhood.

PLEASE DEMONSTRATE HOW THE PROPOSAL AS SUBMITTED OR MODIFIED WILL CONFORM TO THE COMPREHENSIVE PLAN AND THE PURPOSES AND THE EXPRESSED INTENT OF THE ZONING ORDINANCE.

Adding new housing to Hopewell's housing stock.

doing away with a vacant lot, less trash and debris.

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



APPLICANT SIGNATURE

DATE

Riley E. Ingram, Jr.

APPLICANT PRINTED NAME

OFFICE USE ONLY

DATE RECEIVED 1-31-24 max

DATE OF ACTION _____

____ APPROVED _____ DENIED

____ APPROVED WITH THE FOLLOWING CONDITIONS:

CHECK: 2299

Transaction Amount:

300.00

Payment Amount:

300.00

CONDITIONAL USE PERMIT - REVIEW

105948 - INGRAM-RILEY-E

021209-0004 del:ra-me...01/31/2024 02:09PM

Permits / Inspect... - 20240236ICUP - 2024

City of Hopewell, VA



The City
of
Hopewell, Virginia

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

Application #: 20240236

CONDITIONAL USE PERMIT APPLICATION

Permit #: _____

APPLICATION FEE: \$300

APPLICATION #

APPLICANT: Riley E. Ingram, Tr.
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Chester, Va. 23831
PHONE #: 804-720-9494 FAX #: _____
EMAIL ADDRESS: rileyingramjr02@gmail.com

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OWNER: Carlos Carrasquillo
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PROPERTY ADDRESS / LOCATION:
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PARCEL #: 0790005 ACREAGE: 0.2165 ZONING: R1

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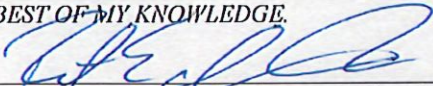
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APPLICANT SIGNATURE

DATE

Riley E. Ingram, Sr.

APPLICANT PRINTED NAME

OFFICE USE ONLY

DATE RECEIVED 1-31-24 max

DATE OF ACTION _____

____ APPROVED _____ DENIED

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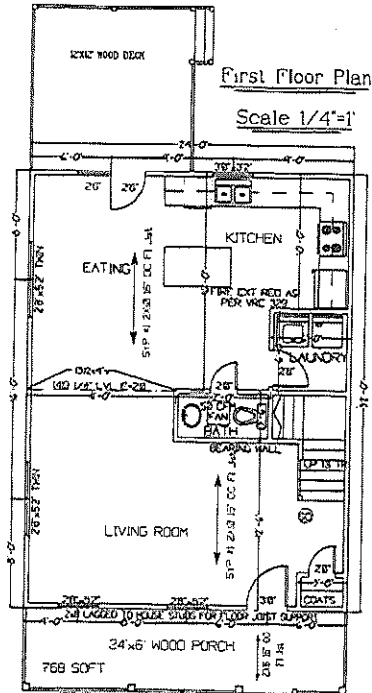
CONDITIONAL USE PERMIT - REVIEW

1105948 - INGRAM, RILEY E

024209-0004 deltra me... 01/31/2024 02:09PM

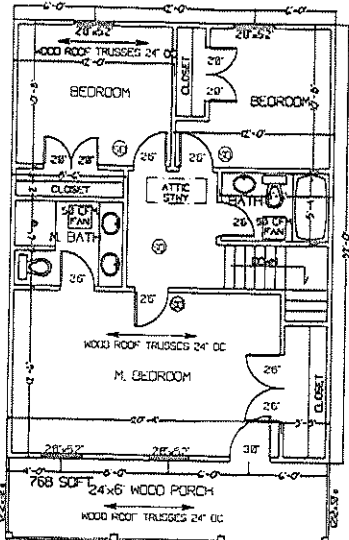
Permits / Inspect... - 20240236ICUP - 2024

City of Hopewell, VA

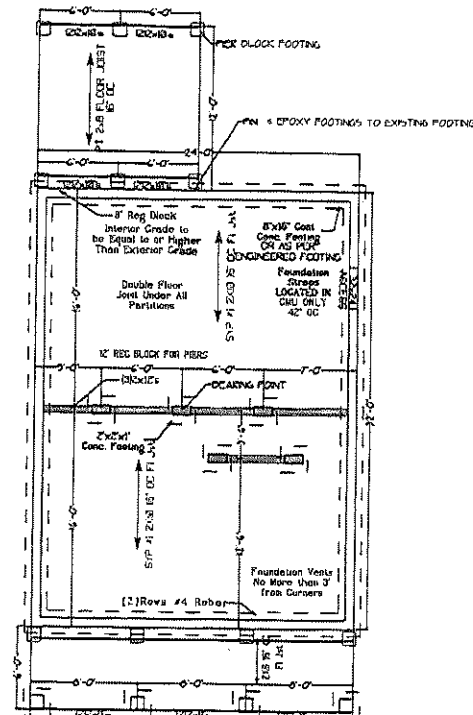


POST NOTCHED FOR KICK AND TRIMMED W/ 2x4" S.D. 12" W/ NUTS & WICHERS

TO COMPLY WITH IRC SECTION 602.3, THESE PLANS ARE DESIGNED USING OS-BYP FOR BRACED WALL PANELS 16, 7/10' OSB CONT.



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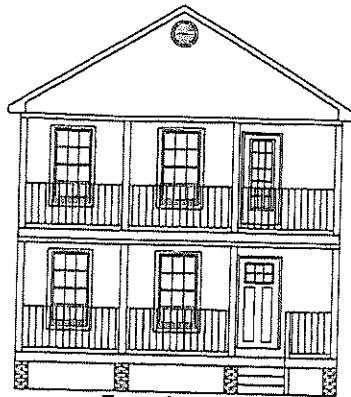


NOTE: UNLESS OTHERWISE NOTED ALL HEADERS USE AS FOLLOWS:
UNDER 4" - 2x4s
4" TO 8" - 2x6s
8" TO 12" - 2x8s
FOR ALL BEARING WALLS

THIS PLAN WAS DESIGNED FOR
WINTERS CONSTRUCTION

THIS PLAN DESIGNED BY
NetCadDrafting
804-440-2078
www.netcad.com

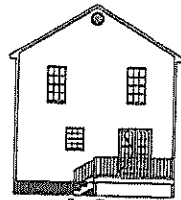
2 STORY	DATE OF PLANS 10/7/24	2 OF 2
FLOOR PLANS	PLANS DRAWN BY BRAD PRICE	



Front Elevation

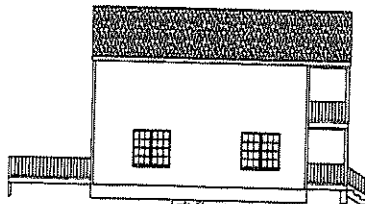
Scale 1/4"=1'

THIS PLAN IS DRAWN TO MEET
IRC 2018 & VRC 2018
BRANDED WALL LINES USING
PRACTICAL METHOD



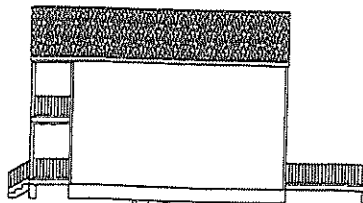
Rear Elevation

Scale 1/8"=1'



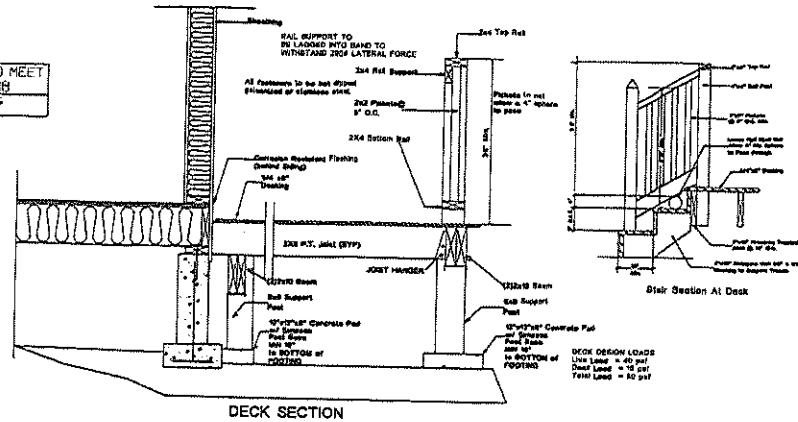
Left Elevation

Scale 1/8"=1'

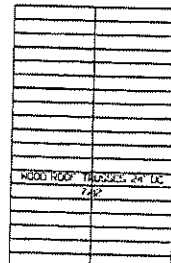


Right Elevation

Scale 1/8"=1'

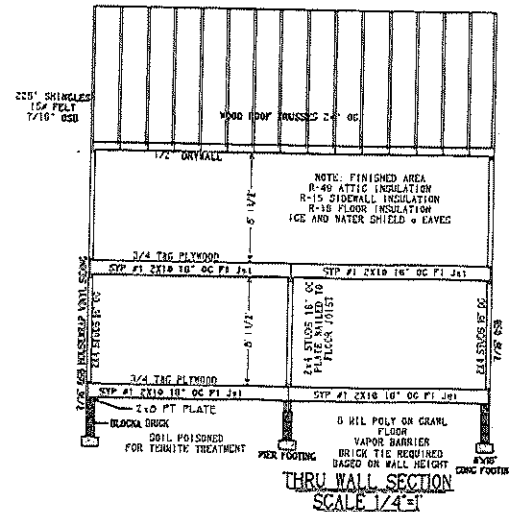


DECK SECTION



Roof Framing Detail

Scale 1/8"=1'



THRU WALL SECTION
SCALE 1/4"=1'

THIS PLAN WAS DESIGNED FOR
WINTERS CONSTRUCTION
MADE FOR RILEY INGRAM JR.

THIS PLAN DESIGNED BY
NetCadDrafting 601-540-0701
www.netcaddrafting.com

2 STORY
ELEVATIONS

DATE OF PLANS
10/7/24
PLANS DRAWN BY
BRAD PRICE

1 of 2

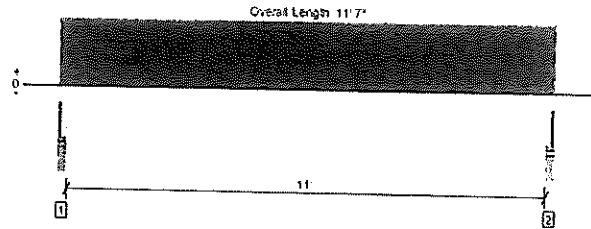
Winters Construction

Virginia Practical Wall Bracing Worksheet
per 2018 Virginia Residential Code R602.12

Ultimate Wind Speed (mph)		110 (90)								
Rectangle Size (ft)		Front/Rear: 24		Left/Right: 32		Aspect Ratio: PASS				
Rectangle Side		Front		Rear		Left		Right		
Number of Floors Above		1		1		1		1		
Eave-to-Ridge Height (ft)		7		7		7		7		
Exterior BWP Material		Wood Structural Panels		Wood Structural Panels		Wood Structural Panels		Wood Structural Panels		
Tabular Requirement (ft)		9.60		9.60		7.50		7.50		
Adjustments	Exposure	B	1.00	B	1.00	B	1.00	B	1.00	
	Wall HL (ft)	8.00	0.90	8.00	0.90	8.00	0.90	8.00	0.90	
	Omit Interior Finish?	No	1.00	No	1.00	No	1.00	No	1.00	
	Fasteners @ 4" o.c.?	No	1.00	No	1.00	No	1.00	No	1.00	
Required BWP Length (ft)		8.64		8.64		6.75		6.75		
Required BWP Length from Common Rectangle Side										
Total Required BWP Length (ft)		8.64		8.64		6.75		6.75		
Actual BWPs	Contributing Length (ft) CS-PF=1.5xactual PFC=1.5xactual PFH=4' ABW=4'	BWP	Location	Length	Location	Length	Location	Length	Location	Length
		1	Exterior	2.50	Exterior	3.00	Exterior	5.00	Exterior	32.00
		2	Exterior	5.00	Exterior	4.50	Exterior	10.00		
		3	Exterior	3.00	Exterior	7.50	Exterior	5.00		
		4	Exterior	4.50						
		5								
		6								
		7								
Actual BWP Length (ft)		15.00		15.00		20.00		32.00		
Actual ≥ Required?		Pass		Pass		Pass		Pass		
BWPs ≤ 20' Apart?		Yes		Yes		Yes		Yes		
BWP within 12' of Corners?		Yes		Yes		Yes		Yes		
Compliant Number of BWPs		Yes		Yes		Yes		Yes		
BWL Compliance		Pass		Pass		Pass		Pass		

MEMBER REPORT
 Level, Floor: *Flush Beam*
 4 piece(s) 1 3/4" x 9 1/4" 2.0E Microllam® LVL

PASSED



Drawing is Conceptual. All locations are measured from the outside face of left support (or left cantilever end). All dimensions are horizontal (h.p.).

Design Results	Actual @ Location	Allowed	Result	LDF	Load Combination (Pattern)
Member Reaction (lbs)	5112 @ 2"	6694 (2.25")	Passed (76%)	--	1.0 D + 1.0 L (All Spans)
Shear (lbs)	4251 @ 1' 3/4"	12303	Passed (35%)	1.00	1.0 D + 1.0 L (All Spans)
Moment (Ft-lbs)	14221 @ 5' 9 1/2"	22408	Passed (63%)	1.00	1.0 D + 1.0 L (All Spans)
Live Load Defl. (in)	0.368 @ 5' 9 1/2"	0.281	Passed (L/304)	--	1.0 D + 1.0 L (All Spans)
Total Load Defl. (in)	0.376 @ 5' 9 1/2"	0.563	Passed (L/359)	--	1.0 D + 1.0 L (All Spans)

Member Length : 11' 4 1/2"
 System : Floor
 Member Type : Flush Beam
 Building Use : Residential
 Building Code : IRC 2018
 Design Methodology : ASD

- * Deflection criteria: LL (L/450) and TL (L/240).
- * Allowed moment does not reflect the safety-increment for the beam stability factor.
- * Member should be side-loaded from both sides of the member or braced to prevent rotation.

Supports	Bearing Length			Loads to Supports (lbs)			Accessories
	Total	Available	Required	Dead	Floor Live	Factored	
1 - Stud wall - SPF	3.52'	2.25'	1.72'	1497	3707	5204	1 1/4" Edge Board
2 - Stud wall - SPF	3.52'	2.25'	1.72'	1497	3707	5204	1 1/4" Edge Board

* Rim Board is assumed to carry all loads applied directly above it, bypassing the member being designed.

Lateral Bracing	Bracing Intervals	Comments
Top Edge (Lx)	11' 5" c/c	
Bottom Edge (Lx)	11' 5" c/c	

* Maximum allowable bracing intervals based on applied loads.

Vertical Loads	Location (Side)	Tributary Width	Dead (0.50)	Floor Live (1.00)	Comments
0 - Self Weight (PLF)	1 3/4" to 11' 5 3/4"	N/A	18.9	--	
1 - Uniform (PSF)	0 to 11' 7" (Front)	8'	15.6	40.0	Floor
2 - Uniform (PSF)	0 to 11' 7" (Back)	8'	15.0	40.0	Floor

* Side loads are assumed to not induce cross-grain tension.

Member Notes

Center Beam

Weyerhaeuser Notes

Weyerhaeuser warrants that the using of its products will be in accordance with Weyerhaeuser product design or label and published design values. Weyerhaeuser expressly disclaims any other warranties related to the software. Use of this software is not intended to circumvent the need for a design professional to determine by the authority having jurisdiction. The designer of record, builder or fabricator is responsible to ensure that this calculation is compatible with the overall project. Accessories (Rim Board, Blocking Panels and Squish Blocks) are not designed by this software. Products manufactured at Weyerhaeuser facilities are third-party certified to sustainable forestry standards. Weyerhaeuser Engineered Lumber Products have been evaluated by ICC-ES under evaluation reports ESR-1153 and ESR-1187 documents only.

The product application, input design loads, dimensions and support information have been provided by ForteWEB Software Operator

ForteWEB Software Operator	Job Notes
Brad Price Kalsed Engineering, Inc (303) 649-6731 brad@kalsed.com	



10/7/2024 6:06:12 PM UTC
 ForteWEB v3.8, Engine: V8.4.1.24, Data: V8.1.6.3
 File Name: Winters 24x32



**REQUEST FOR CONDITIONAL USE PERMIT
TO CONSTRUCT A SINGLE-FAMILY DWELLING ON
NON-CONFORMING LOT, PARCEL # 079-0005 AT
THE CORNER OF CEDAR LN. & E. BROADWAY**



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, Riley Ingram, Jr., requests a Conditional Use Permit to construct a single-family dwelling on the non-conforming Parcel #079-0005 located at the corner of Cedar Lane and E. Broadway in the A Village Neighborhood. The applicant has reduced the width of the proposed house by two feet, thereby requiring review of the Planning Commission. Staff recommends approval with conditions.

II. TENTATIVE SCHEDULE OF MEETINGS

BODY	DATE	TYPE	RESULT
Planning Commission	April 4, 2024	Public Hearing	Applicant absent/ No action taken
Planning Commission	May 2, 2024	Regular Meeting	Rec. Approval 4-0
Applicant withdrew house plans; resubmitted plans for smaller house			
Planning Commission	Jan. 9, 2025	Public Hearing	Rec. Approval 4-0
City Council	Jan. 28, 2025	Work Session	No Action
City Council	TBD	1st Reading / PH	Pending

III. IDENTIFICATION AND LOCATIONAL INFORMATION

Existing Zoning	R-1 – Residential Low Density
Requested Zoning	N/A
Acreage	0.218 acres / 9,487.5 sf

Legal Description	PARCEL OF LAND NE CORNER BDWY & CEDAR LN SUBDIVISION: W. CITY POINT ANNEX
Election Ward	1
Future Land Use	Urban Residential
Strategic Plan Goal	Housing
Approval Form	City Council Resolution
Can Conditions be set?	Yes
Map Location	Parcel #079-0005

IV. PUBLIC NOTIFICATION

PUBLIC HEARING	NOTIFICATION TYPE	DATE	DATE
Planning Commission	Progress-Index Ad	3/27/2024	4/3/2024
	Letter to Adj. Properties	3/28/2024	
Planning Commission	Progress-Index Ad	12/26/2024	1/2/2025
	Letter to Adj. Properties		
City Council	Progress-Index Ad		
	Letter to Adj. Properties		

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 Conditional Use Permit 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.

Conditional Use Permits in Hopewell run with the land and not the owner.

VI. APPLICABLE CODE SECTIONS

1. [Article XVII, Non-Conforming Uses, Section F, Non-Conforming Lots of Record](#)
2. [Article XXI, Amendments, Section D, Conditional and Special Use Permits](#)

VII. SUBJECT PROPERTY

The subject property, Parcel #079-0005, is a corner lot at the intersection of Cedar Lane and E. Broadway. The property dimensions are 82 feet (Cedar Lane) by 115 feet (E. Broadway) for a total of 9,430 square feet. The R-1 Residential Low Density District sets the minimum lot width at 80 feet and the minimum lot size for a single-family dwelling at 12,000 square feet. The total square footage of this lot is less than the required minimum, making it non-conforming to the R-1 District.

VIII. APPLICANT POSITION

The applicant proposes to construct a 1,536 square foot, two-story, single-family dwelling on the property. The dwelling will contain 3 bedrooms and 2.5 baths with a first and second-floor front porch. The proposed dwelling will have a brick front on the first floor and vinyl siding on all other facades. The applicant argues that the proposed dwelling conforms to the neighborhood and is consistent with the Comprehensive Plan by adding new market rate housing to Hopewell's housing stock. In addition, the applicant notes that constructing a dwelling on this parcel will eliminate a vacant, overgrown lot on a prominent corner of the A Village neighborhood.

IX. STAFF ANALYSIS

When considering a conditional use permit, one must consider the seven conditions outlined in Article XXI of the Zoning Ordinance (see attachment). The Planning Commission may also recommend to impose conditions that are suitable to 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 at variance 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 required setbacks in the R-1 District are as follows:

- 25ft. – front yard.
- 10ft. – interior side yard; 20ft. – corner side yard.
- 25ft. – rear yard.

The parcel has a buildable area that is 52ft x 65ft (3,380sf) after applying the required setbacks.

The lot is 2,513sf smaller than the minimum lot size in the R-1 district; however, nearly all the surrounding properties are also smaller than 12,000sf. In fact, this parcel is the second largest parcel in the study area.

X. RELATIONSHIP TO THE COMPREHENSIVE PLAN

AGE OF HOUSING

Hopewell has seen lower levels of new development in recent decades when compared to other cities in the region and state, with a drastic slowdown beginning in the 1980s. For this reason, the city now has an aging stock of housing units, with nearly 80% of all units built in the 1970s or earlier (Hopewell Comprehensive Plan 2018, pg. 202).

THE FUTURE LAND USE PLAN

Stable areas are fully built-out and are not viewed as available strategic opportunity areas for future growth. This leaves infill development and redevelopment employing Traditional Neighborhood Design (TND) and Urban Development Area (UDA) principles as the land use form upon which City leaders must focus. It is important to distinguish between the two. Infill attempts to “seed” (or catalyze) a progressive movement to gradually upgrade the value and attractiveness of a given neighborhood or commercial area. Redevelopment focuses on larger properties or groups of properties that are substantially deteriorated or vacant, with potential economic value for the entire community.

Infill development and redevelopment projects can have substantial benefits for Hopewell. This will not occur without City guidance and planning initiatives. Communities that have pursued active infill and redevelopment programs have realized a strengthening of their real estate market by renewing housing stock and readapting sub-standard neighborhoods and sub-par commercial areas. *Hopewell Comprehensive Plan 2018, pg. 117).

XI. STAFF RECOMMENDATION

The parcel in question is located on the edge of the A Village neighborhood which is an area that is potentially eligible for listing in the National Register of Historic Places. A survey of the properties along Cedar Lane reveals a homogeneous block of brick Cape Cod-style homes (1.5 stories) that average 1,950sf. The houses along E. Broadway all have siding (vinyl, asbestos or Masonite), consist of 1 or 1.5 stories, and average 1,155sf. The applicant proposes a 2-story, 1,536sf dwelling with brick on the

front first-floor façade and vinyl siding on all other facades. The proposed dwelling attempts to bridge the disparities in scale, size and material between the houses on Cedar Lane and those on E. Broadway. Considering all these factors, Staff cites Article XXI, Section D, Item d(4), Approval Criteria, which states:

“As may be specified within each zoning district, uses permitted subject to conditional use review criteria shall be permitted only after review by the Planning Commission and approval by the City Council only if the applicant demonstrates that:

4. The proposed conditional use conforms to the character of the neighborhood within the same zoning district in which it is located. The proposal as submitted or modified shall have no more adverse effects on health, safety or comfort of persons living or working in or driving through the neighborhood, and shall be no more injurious to property or improvements in the neighborhood, than would any other use generally permitted in the same district. In making such a determination, consideration shall be given to location, type, size, and height of buildings or structures, type and extent of landscaping and screening on the site, and whether the proposed use is consistent with any theme, action, policy or map of the Comprehensive Plan.”

For these reasons, Staff supports the approval of this application with the following conditions:

- a. The proposed dwelling as presented is to be constructed with a brick facing on the first floor of the front façade.
- b. A driveway of concrete or asphalt will be installed in accordance with the City’s driveway policy.
- c. The dwelling will have a roof overhang/eaves on all sides.
- d. The applicant will ensure a tree canopy of at least 20% lot coverage.

XII. PUBLIC COMMENT

Diane Stuart of 300 Cedar Lane stated at the public hearing held on April 4, 2024 that any future resident of this property will have an issue with the parking along the street due to all the vehicles from City Point Garage parked on the street.

XIII. OPTIONS FOR PLANNING COMMISSION RECOMMENDATION

The Hopewell Planning Commission recommended 4-0 to approve with the conditions proposed by staff with the following changes:

- The roof overhang/eaves will be a minimum of 12 inches on all sides.

APPENDIX A - MAPS

CITY LOCATIONAL MAP – Yellow Circle indicates general area



PROPERTY LOCATION – Blue box indicates Parcel #079-0005



APPENDIX B – SURROUNDING AREA DATA

SURROUNDING PROPERTIES - PARCEL #079-0005

Cedar
Lane

	ADDRESS	STORIES	HOUSE SQ FT	WIDTH	DEPTH	LOT SQ FT	MATERIAL	YR BUILT	TYPE
1	311 CEDAR	2	3358	70	115	8,050	BRICK	1927	SF
2	313 CEDAR	1.5	1664	60	115	6,900	BRICK	1945	SF
3	315 CEDAR	1.5	1869	60	115	6,900	BRICK	1945	SF
4	317 CEDAR	1.5	1435	60	115	6,900	BRICK	1945	SF
5	319 CEDAR	1.5	2240	60	115	6,900	BRICK	1945	SF
6	321 CEDAR	1.5	2141	60	115	6,900	BRICK	1945	SF
7	323 CEDAR	1.5	1547	60	115	6,900	BRICK	1945	SF
8	325 CEDAR	1.5	1649	60	115	6,900	BRICK	1945	SF
9	327 CEDAR	1.5	1652	50	115	5,750	BRICK	1945	SF
10	300 CEDAR	1	1948	80	110	8,800	BRICK	1954	SF

AVERAGE 1.50 1,950 69 114 7,823

#079-0005 2 1536 82 115 9,430 BRICK/VINYL SF

SURROUNDING PROPERTIES - PARCEL #079-0005

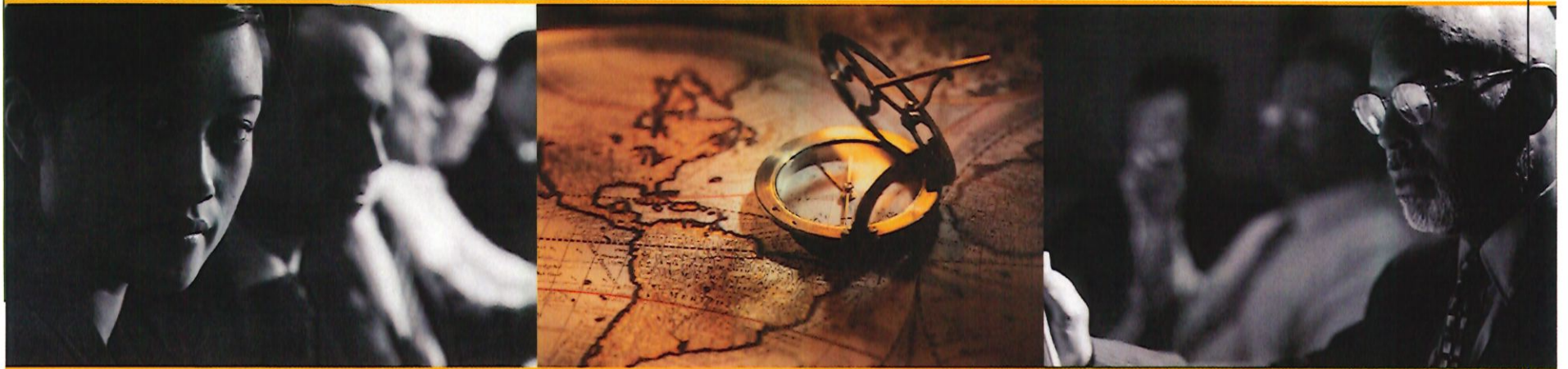
E. Broadway

	ADDRESS	STORIES	HOUSE SQ FT	WIDTH	DEPTH	LOT SQ FT	MATERIAL	YR BUILT	TYPE
1	804 E. BROADWAY	1	888	50	115	5750	VINYL	1916	SF
2	805 E. BROADWAY	1.5	1538	60	108	6480	VINYL	1942	SF
3	806 E. BROADWAY	1	1204	49	115	5635	WOOD	1916	SF
4	807 E. BROADWAY	1.5	1170	60	108	6480	ASBESTOS	1942	SF
5	808 E. BROADWAY	1	1044	55	115	6325	VINYL	1916	SF
6	809 E. BROADWAY	1.5	1266	60	108	6480	VINYL	1942	SF
7	810 E. BROADWAY	1	972	62	120	7440	VINYL	1916	SF

AVERAGE 1,155 57 113 6,370

WS-2

City of Hopewell, Virginia Compensation and Classification Study Presentation of Results



**Presented by:
Brian Wolfe**



Evergreen Solutions, LLC

January 28, 2025

Overview

- Study Goals
- Project Phases
- Employee Meetings
- Current System Findings
- Market Results
- Recommendations

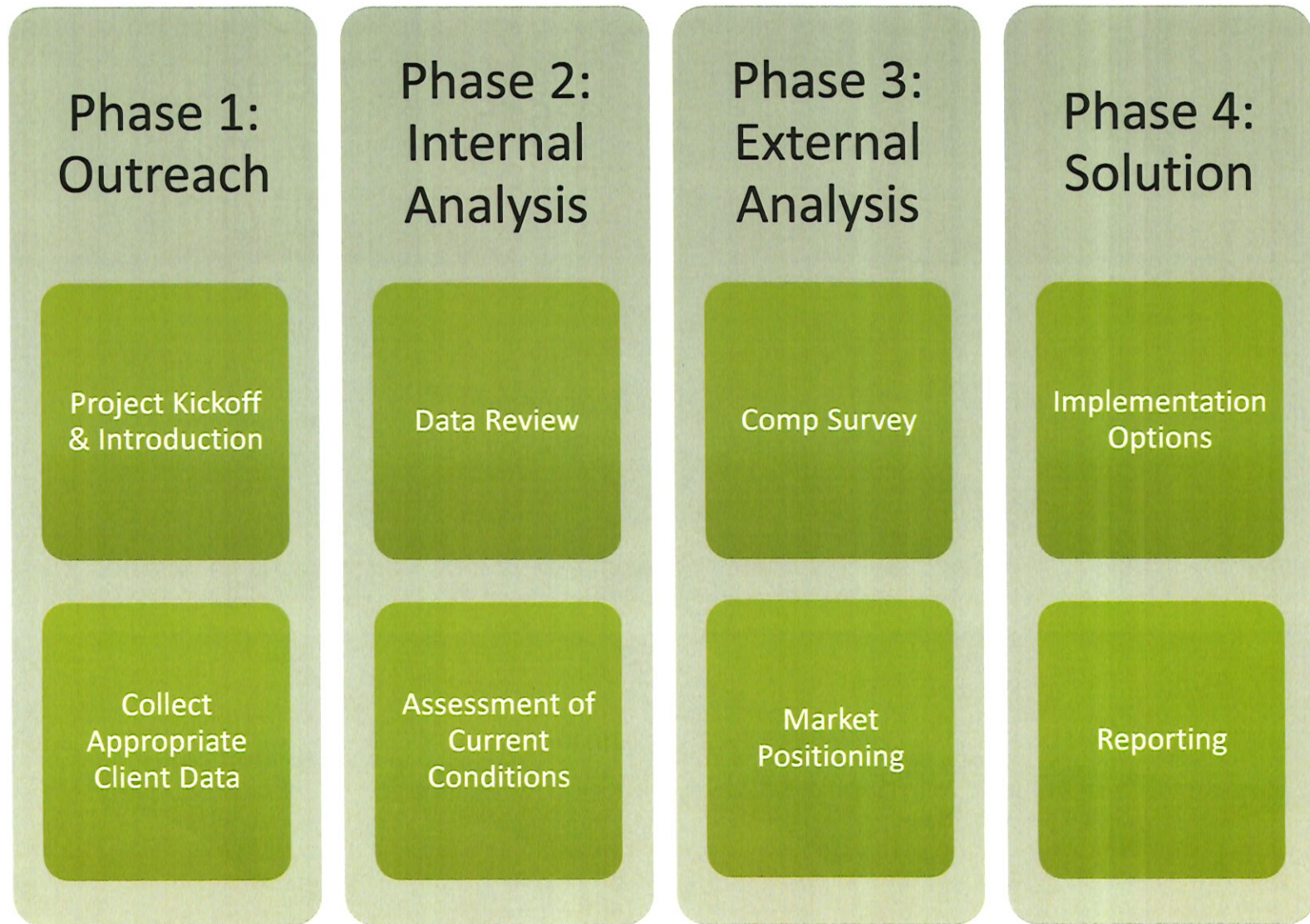


Study Goals

- Review current compensation system to ensure internal equity.
- Survey peer organizations to ensure external equity.
- Produce recommendations to provide the organization with a compensation system that is equitable, both internally and externally.



Project Phases



Employee Meetings Comments - Positive

- **Benefits** – The City’s employees expressed that the benefits package, as a whole, working conditions, and the pride they feel by serving their community, played a positive role in affecting morale.
- **Commitment** – Several employees described a sense of being “vested” in the community, the City, and their coworkers such that they have no desire to leave.
- **Confidence** – Many employees expressed confidence in the City’s executive leadership team and their commitment to improvement while not being overbearing or micromanaging.
- **Schedule** – With a few exceptions, employees expressed their satisfaction with the hours worked leading to a greater work life balance.
- **Culture** – A culture of cooperation between departments was lauded by several employees and managers who appreciate the collaboration across departments to achieve the City’s goals.



Employee Meetings

Comments - Concerns

- **External Equity** – Feedback on the market competitiveness of pay in the City was mixed but the majority of employees expressed at least some level of concern with the City’s standing in the market.
- **Internal Equity** – There was some feedback in a small number of departments that certain other departments receive more favorable treatment which can cause a general sense that equity between departments for similar types of work is lacking.
- **Compression** – Some concerns were raised over past adjustments to the lower end of the pay plan(s) without extending the ranges uniformly created compression.
- **Professional Development** – A number of employees indicated that opportunities for advancement via the “career ladder” was a strength of the City and worked in their favor.



Current System Findings

- **Strength:**

- Hopewell possesses a series of well organized pay plans with consistent 65 percent range spreads except for the Part-Time scale where ranges vary.
- Hopewell's workforce has an average tenure of over nine years compared to the national average of around six years.

- **Weakness:**

- Grade assignments and range values reported in the City's data were not always consistent between departments. Some positions included in the study had no published ranges.
- Hopewell closely aligns with market best practices in terms of its Public Safety step pay plan. Some departments deviate from common pay scale design practices, but a more detailed market analysis was warranted.



Market Targets

- Salary survey resulted in responses from 19 peers
- All responses are adjusted for cost-of-living differentials.
- One hundred jobs were benchmarked and compared directly to the market. Average response rate was 11.7 matches per position.

Responding Peers
Henrico County, VA
Danville, VA
Chesterfield County, VA
Chesapeake, VA
Richmond, VA
Portsmouth, VA
Charlottesville, VA
Lynchburg, VA
Roanoke, VA
Hanover County, VA
Hampton, VA
Norfolk, VA
Dinwiddie County, VA
Fredericksburg, VA
Virginia Beach, VA
Newport News, VA
Prince George County, VA
New Kent County, VA
Petersburg, VA



Market Results

Unadjusted Results (no cost-of-living adjustment)			Adjusted Results (cost-of-living adjusted)		
Minimum	Midpoint	Maximum	Minimum	Midpoint	Maximum
-9.3%	-15.9%	-21.8%	-4.7%	-11.2%	-16.9%

- A negative differential indicates Hopewell is behind at that market position on average.
- The results show that while the City is below market at all points of the current ranges, it is more notably below market at the middle and top of the range which could impact the ability to retain top talent long-term.



Key Recommendations

1. Adopt an adjusted pay plan go govern all general employees on one scale. The newly recommended pay plan has consistent range spreads and progression between the grades.
2. Reassign pay grades to positions based on internal equity and the market results. Some positions will see larger adjustments than others due to the market response.
3. Place employees within their newly recommended pay grades. Select an implementation methodology that aligns with the compensation philosophy and financial means of Hopewell.
4. Conduct strategic reviews of the City's market position and grade structure every two to three years to ensure the continued strength of the plan.



Implementation Costs

- Bring to Minimum – places employees in the newly recommended ranges and makes no further adjustment.
- Hybrid Parity – gives a “projected salary” based on an employees time with Hopewell and in their current class title (a hybrid of the two). If an employee is below the hybrid salary, they receive an adjustment.
- Compa Ratio – sets an employee’s salary in the recommended range so that their compa ratio is unchanged. Compa ratio is a ratio between an employee’s salary and their range midpoint.



Questions? Thank you!

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REGULAR MEETING

CONSENT
AGENDA

C-1

MINUTES OF THE DECEMBER 3, 2024, CITY COUNCIL SPECIAL MEETING

A SPECIAL meeting of the Hopewell City Council was held on Tuesday, December 3, 2024, at 6:30 p.m.

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

Councilor Pelham makes a motion to allow Councilor Harris and Councilor Holloway to participate remotely; Councilor Denton seconds the motion.

ROLL CALL	Councilor Joyner-	Yes
	Councilor Harris-	Abstain
	Mayor Partin-	Yes
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham-	Yes
	Councilor Holloway-	Abstain

Motion Passes 5-0

CLOSED MEETING:

Councilor Denton makes a motion to go into a closed meeting pursuant to (A)(1) to discuss and consider personnel matters, including board and commission

appointments; the assignment and performance of specific appointees and employees of City Council, and to the extent such discussion will be aided thereby. Councilor Joyner seconds the motion.

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

Motion Passes 7-0

Reconvene Open Meeting

Councilor Denton makes a motion to reconvene an open meeting. Mayor Partin seconds the motion.

ROLL CALL	Councilor Joyner-	No
	Councilor Harris-	Absent
	Mayor Partin-	Yes
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham-	Yes
	Councilor Holloway-	No

Motion Passes 4-2

CERTIFICATION:

CERTIFICATION PURSUANT TO VIRGINIA CODE §2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in a closed meeting?

ROLL CALL

Councilor Joyner-	Yes
Councilor Harris-	Absent
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes (Silent)
Councilor Holloway-	Yes (Silent)

Motion Passes 6-0

Councilor Denton makes a motion to adjourn.

ROLL CALL

Councilor Joyner-	No
Councilor Harris-	Absent
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	No
Councilor Holloway-	No

Motion Fails 3-3

Councilor Harris was called Via telephone, and the motion to adjourn was called again by Councilor Denton.

ROLL CALL

Councilor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Absent
Councilor Holloway-	No

Motion Passes 5-1

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

MINUTES OF THE DECEMBER 10, 2024, CITY COUNCIL REGULAR MEETING

A REGULAR meeting of the Hopewell City Council was held on Tuesday, December 10, 2024, at 6:30 p.m.

PRESENT:

John B. Partin Jr., Mayor
Jasmine Gore, Vice Mayor
Rita Joyner, Councilor
Michael Harris, Councilor
Janice Denton, Councilor
Brenda Pelham, Councilor
Dominic Holloway Sr., Councilor

CLOSED MEETING:

Councilor Holloway makes a motion to go to go into a closed meeting pursuant to Va. Code Section § 2.2-3711 (A)(I) “to discuss and consider personnel matters, including board and commission appointments” (Hopewell Redevelopment and Housing Authority, Board of Zoning Appeals, Economic Development Authority, Planning Commission, Healthy Families, Department of Social Services, District 19, Recreation and Parks, Keep Hopewell Beautiful, Community Policy and Management Team, Historic Preservation Committee, Architectural Review Board); “the assignment and performance of specific appointees and employees of City Council” (City Attorney applicants) and VA Code § 2.2-3711(A)(30) “Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body and to the extent such discussion will be aided thereby”. (Procurement of real estate in Hopewell)

ROLL CALL

Councilor Haris-	Abstain
Mayor Partin-	Yes

Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 6-0

Reconvene Open Meeting

Councilor Denton makes a motion to reconvene an open meeting. Councilor Holloway seconds the motion.

ROLL CALL

Councilor Haris-	Abstain
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 6-0

CERTIFICATION:

CERTIFICATION PURSUANT TO VIRGINIA CODE §2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in a closed meeting?

ROLL CALL

Councilor Haris-	Abstain
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 6-0

Councilor Joyner makes a motion to appoint Shantae Wheeler to the Social Services Advisory Board, Violet Taylor to the Hopewell/Prince George Healthy Families Advisory Board, Chris Lofstrom to Keep Hopewell Beautiful, Jennifer Lowery to Keep Hopewell Beautiful, and Zyannah Richardson to the Recreation Commission Board, Vice Mayor Gore seconds the motion.

ROLL CALL

Councilor Haris-	Abstain
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 6-0

WORK SESSION

WS-1- Zoning Text Amendment- Christopher Ward, Director of Planning & Development

The meeting discussed a zoning amendment request to add "municipal facility" as an allowable use in the C-1 (Conservation) District and to define "municipal facility" in the zoning ordinance. The City of Hopewell is the applicant for this request, which specifically applies to two areas in Ward 2 of the city. Currently, these areas are zoned C-1 and allow municipal utilities but not municipal facilities. The purpose of the request is to facilitate the construction of a new burn building for the Fire Department at one of these locations, which would not qualify as a municipal utility. The discussion also touched on the potential for further development of these brownfield sites, which are currently limited in redevelopment potential due to their previous use for wastewater treatment and landfills. The mayor suggested exploring ways to make the district more

compatible for redevelopment, possibly by blending it with industrial zoning or qualifying it for brownfield redevelopment grants. However, the city planner noted that such changes would require further review and consultation with the Department of Environmental Quality (DEQ) and could involve starting the process over with additional public hearings. The meeting ended with no action being requested at this time, as this was a work session, and the matter will return for further discussion at a later public hearing.

Councilor Holloway asks can a motion be waived to allow for this to pass tonight. Mr. Ward explained this needs to be a public hearing requirement, so it will come back to the council as a public hearing and can pass at that time with one reading if five or more vote in favor of it.

WS-2- Single Family Dwelling on a Non-Conforming Lot- Christopher Ward, Director of Planning & Development

Mr. Ward began this work session item addressing a conditional use permit request from SRB Investors, LLC, to construct a single-family dwelling on a non-conforming lot located at Parcel number 0131210 on Atlantic Street in Ward Three. The property is zoned R-2 Residential Medium Density, but the lot in question is 60 feet wide, which is smaller than the required 75 feet for R-2 zoning, though it meets the 7,500 square foot size requirement. The proposed dwelling is a Cape Cod-style, two-story house with three bedrooms, two and a half baths, and 2,040 square feet. It is larger than the average home size in the area, which is 1,267 square feet. The design includes vinyl siding, which is consistent with the neighborhood. Staff recommended approval of the application with conditions, including minimum 12-inch eaves, 20% tree canopy coverage at full maturity, an asphalt or concrete driveway, brick or stone foundation on all sides with plantings, and construction in substantial conformance with the presented plans. The Planning Commission had already approved the application on November 14th with no modifications. The council was not asked to take action during the work session but was available for any questions. There were no questions for Mr. Ward for this work session.

REGULAR BUSINESS

The regular meeting was called to order. Roll call was taken. All councils are present. Pastor Hart leads prayer followed by the pledge of allegiance.

Councilor Pelham makes a motion to adopt the agenda, and Councilor Joyner seconds the motion. Discussion is made by Councilor Pelham to amend the agenda to change the order of the agenda to allow the Petersburg Symphony to be first in information and presentations, Councilor Joyner accepts the amendment.

ROLL CALL

Councilor Haris-	Yes
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 7-0

Councilor Joyner makes a motion to adopt the consent agenda, and Councilor Pelham seconds the motion.

ROLL CALL

Councilor Haris-	Yes
Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	Yes

Motion Passes 7-0

INFORMATION/PRESENTATION

Petersburg Symphony: Mayor Partin asks that all members of the Petersburg Symphony come to the front along with any former members of the City Council in

the audience along with current city council members. Councilor Pelham presents to the Petersburg Symphony by thanking them for their support. Dr. Kenneth W. Lewis, President of the Petersburg Symphony Orchestra (PSO), expressed his deep gratitude to the Hopewell City Council and residents for their unwavering support of the orchestra over the past decade. He highlighted that the council's financial contribution of \$4,000 in 2014, requested by the late Mrs. Mary Adams, allowed the PSO to host an annual concert at the historic Beacon Theater, a tradition that continues today. Dr. Lewis praised not only the financial support but also the community's moral backing, enthusiasm, and hospitality. He fondly remembered the concert at Grant's Headquarters in 2012 and mentioned a recent holiday concert in December 2023 that drew 800 attendees. Looking ahead, he invited the council and community to attend the PSO's upcoming performance at the Beacon Theater on March 9, 2024, featuring "Kicked Back Classics." He concluded by expressing the PSO's ongoing gratitude for the city's support. A certificate was presented to all current council members and to the formal councilors who were present.

Fire Brief- Ben Ruppert, Chief of Fire

The fire department is currently facing significant staffing challenges, as detailed in a recent presentation. The department normally operates with 48 full-time positions, but there are currently 12 vacancies, and 15 fewer personnel are available for daily shifts due to ongoing training for some new recruits. This shortage has led to frequent use of overtime and "drafting," where employees are required to stay beyond their scheduled shifts. Despite efforts to avoid further strain, including reducing the minimum staffing from 13 to 11 on certain days, the department has faced increased risks and fatigue among its staff. These staffing issues have impacted the department's ability to meet national fire service standards and deliver adequate emergency services. Additionally, the department now handles all EMS calls, a responsibility previously shared with the now-defunct Hopewell Emergency Crew. This shift has led to an increase in EMS calls and further strain on the department. Efforts to mitigate the challenges include better managing staffing levels and training to ensure safety during operations, but hiring new staff remains a key issue. The department continues to explore solutions to maintain service levels while addressing the ongoing staffing deficit. The department is facing significant staffing challenges, especially in EMS, which accounts for 82% of call volume. Currently, the EMS staff is overwhelmed, with many working long hours and experiencing burnout. The 24/48 schedule originally implemented for EMS staff is no longer sustainable, especially when additional overtime is required. To address this, the department has proposed switching to a

24/72 schedule, which would give staff an extra day off between shifts, helping with burnout and improving recruitment. This schedule is highly sought after, but it would require adding extra positions to accommodate the shifts. Despite challenges, including being the second-lowest paying department in the region, the department has advertised and made significant progress in recruiting new staff. Seven offers have been accepted so far, including three ALS providers and one firefighter. The department plans to continue its recruitment efforts and believes that addressing pay disparities with neighboring jurisdictions and offering career development opportunities will help retain staff and attract new talent.

Councilor Holloway asks Chief Ruppert do you already have any numbers as to what it would cost the city yearly if everybody in the department paid a set increase like 3% or 5%, or do we have anything already? Chief Ruppert answers he does not have that in front of him but he certainly is able to share that with him.

Councilor Pelham asks if it would be cheaper for them to purchase more ambulances to send people out with instead of sending out the big truck for each call if it's not a fire they are responding to. Chief Ruppert explained it would be time-consuming to operate in that way because if they are called to a fire while at the current call and they are not in their truck, they will have to return to the station to gear up in the truck before making it to the next call.

2020 Annual Comprehensive Financial Report – David Foley

David Foley, a partner with Robinson Farmer Cox Associates, presented the results of the City's Fiscal Year 2020 audit. The audit process began in early October, with weekly status meetings held between the audit team and city management to discuss progress and open items. The audit was completed in June 2020, and the final report includes three key sections. First, an unmodified opinion on the city's financial statements, confirming they were prepared in accordance with generally accepted accounting principles. Second, a report on the city's internal controls over financial reporting, which noted material weaknesses related to monthly reconciliations and other internal control issues from previous years. Finally, the audit included a clean federal compliance report, with no findings or issues regarding federal awards. Moving forward, the team will begin the FY 2021 audit while continuing weekly meetings with city management to ensure smooth progress.

Councilor Joyner asks about the time constraints and, given they just finished 2020, what their expectations are with completing the turnaround for the annual

audits. Mr. Foley states it's contingent upon getting everything they need, so he says it would be assuming everything happens properly. It would be about 60 days.

Councilor Holloway asks what takes so long. What usually happens when you're requesting information? Mr. Foley says 60 days if they receive all the information. In the past it took longer because they were not receiving everything they needed right away. Councilor Holloway asks more questions about the process and how the process works.

Vice Mayor Gore makes a motion to extend the meeting to the completion of the agenda, Councilor Pelham seconds the motion.

ROLL CALL

Councilor Haris-	Yes
Mayor Partin-	No
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes
Councilor Joyner-	No

Motion Passes 5-2

Councilor Pelham asked did the RBG not give them the information they needed, and that is the reason for the slow process? He explains when RBG came in 2020 had already happened, and they can't go back and change the past. So, Councilor Pelham asks how do you change that. Mr. Foley says you can't, but if 21 and 22 follow suit, they will have an unmodified opinion on the financial statements. Mr. Foley gives a detailed response explaining that while it's possible to go back and recreate reconciliations to support financial statements, the underlying internal control processes, which involve daily and monthly activities, cannot be retroactively fixed. Efforts are ongoing to improve these internal controls by working with city staff to implement new policies and procedures. However, the challenge remains that internal controls need to be managed moving forward, while the financial statements need to be supported through reconstructed reconciliations. These are two separate issues requiring different approaches. Dr. Manker steps in to state the draft for 2020 is nearly complete, with some internal processes still pending. The expectation is that the 2021 audit will begin in January, following the completion and upload of the necessary documents by the

Robert Bob Group.

Mayor Partin says he has a hard time believing 60 days is going to stick, and he asked does he needs to request an additional team to his firm to help expedite this process. Mr. Foley says he has the staff available to do this, and the 60 days is contingent on getting sufficient information. So, if they get some information in February but don't have enough to complete, the 60 days is prolonged. Mayor Partin asks for, in the future, when they ask for the documents, to CC the entire council on their requests so that everyone is aware of any requests being made.

Vice Mayor Gore emphasized the importance of clear communication and ensuring everyone is on the same page regarding the audit process. He recalled his initial concerns about the audit, where it became apparent only recently that the necessary financial documents had not been provided for the audit despite the belief that they had been. He acknowledged the quick turnaround after the clarification, noting that the delay stemmed from miscommunication about document submission. He explained that documents for the 2021 audit would not be requested until the 2020 audit was complete, as further changes could render the 2021 records outdated. Gore also clarified that the issue with audits began in 2016 when the city could not produce the necessary financial records. This problem persisted until the Robert Bob Group worked to recreate and prepare the financial statements for auditing. Moving forward, the groundwork laid by the Robert Bob Group will ensure the finance department can submit future financial records in a timely manner. However, material weaknesses will remain until 2023 due to the inability to change past records. She then emphasized the importance of ensuring that any outstanding documents, such as the Standard Operating Procedures (SOPs) and other work products from the Robert Bob Group, are requested before the holiday. She instructed the finance department to email and copy the counsel to request any missing documents, highlighting that there are still deliverables the city has paid for but not received. She stressed that these documents are crucial for the implementation of the work product and for applying the SOPs, and they need to be provided to the city as soon as possible to avoid further delays. She asked if anyone objected, but no one had an objection.

PUBLIC HEARING

PH-1 – Storm Water Fee Study (2nd Reading)– Michael Campbell, Public Works Director

Michael Campbell addressed the council regarding the stormwater fee study,

introducing Deputy Director Mike Crocker to present detailed findings. The city's current stormwater management program has a \$4 monthly fee, which has been in place since 2015. A recent evaluation by CDM Smith found that the current utility rate structure is insufficient to meet the city's needs, particularly in regulatory compliance and capital investment. The utility generates about \$905,000 annually, covering basic staffing, maintenance, and office expenses but not addressing regulatory or capital needs. The staff presented several options for increasing the fee, with the least favorable option deferring capital investment until 2030. The preferred recommendation is to raise the utility rate by \$8, reduce the industrial credit to 20%, and establish a more stable funding source for regulatory compliance and capital projects. This increase would begin in FY 2025, with a goal of gradually bringing in just under \$2.4 million by FY 2027. A list of capital projects was also presented, highlighting the urgent need for increased funding. The staff requested council approval for the rate increase and to conduct a stormwater utility fee assessment every four years to ensure sufficient funding in future budgets.

Councilor Holloway raised questions about the impact of reducing the utility incentive. He clarified that reducing the incentive would raise the stormwater fee revenue from approximately \$905,000 to \$1.315 million, generating an additional couple of hundred thousand dollars. He then asked how much the total increase would be if the utility rate were raised by \$4. Deputy Director Crocker explained that with the \$4 increase, the total revenue would rise from \$905,000 to around \$2.2 million, generating an extra \$1.3 million. Councilor Holloway expressed concern about the significant 100% increase in the utility rate, noting the substantial impact this would have.

Councilor Pelham inquired about the proposed reduction in the utility credit, asking if the recommendation was for a 20% incentive instead of the current 90%. Deputy Director Crocker confirmed that the recommendation is indeed for a 20% incentive. Councilor Pelham thanked him for the clarification.

Mayor Partin expressed no objection to reducing the industrial incentive from 90% to 20% but emphasized his preference for stormwater billing to be tied to real estate taxes rather than monthly billing, as it would eliminate certain expenses and improve collection rates. He voiced concerns about justifying an additional tax increase, given that residents had already faced a real estate tax hike and were still waiting for completed capital projects, such as street paving, which had been delayed for several years. Deputy Director Campbell responded by explaining that

capital improvement projects were on schedule and that the stormwater program's regulatory compliance costs required urgent funding. The mayor disagreed, citing unfulfilled promises to pave streets since 2019, which he felt diminished citizens' confidence in further tax increases. Campbell countered by noting that while some projects had been delayed, stormwater funding was crucial to avoid further financial strain. The mayor remained unconvinced but indicated a willingness to support the stormwater fee increase once visible progress on street projects was made.

Councilor Holloway expressed strong opposition to the proposed tax increase, particularly the 100% increase in stormwater utility fees. He highlighted concerns raised by citizens, including struggles to afford basic needs like medication or food due to rising costs. Holloway emphasized that many citizens had already been burdened by previous tax increases, such as the real estate tax hike and assessments, which he considered a backdoor tax increase. He argued that such additional fees would only further strain residents and that alternative methods for funding should be explored. He also concurred with Mayor Partin's call for street repairs to be prioritized, noting the frequent complaints from constituents about poor road conditions. Holloway suggested that capital improvement projects should be addressed more efficiently, especially given the low cash flow and budget freezes, which hinder progress. He also acknowledged that some difficult decisions were necessary for long-term funding sustainability but believed that better management of available funds could alleviate the need for further tax hikes. Additionally, Holloway discussed a specific example of stormwater issues on Hampton Avenue, highlighting the high costs of repairs and the consequences of underfunding the stormwater program. While understanding the challenges, he advocated for reconsidering the proposed fee increase and exploring other budgetary options to avoid further burdening citizens.

Councilor Joyner expressed disagreement with some of her colleagues regarding the proposed 100% increase in the utility fee, acknowledging the financial burden but pointing out that the city's current situation is a result of previous councils' short-sightedness. She argued that the rate had not been increased in 10 years, despite significant inflation, and questioned how the city would address the issue without additional tax hikes. Joyner suggested that future utility fee assessments should be conducted every four years to ensure proper budgeting and sufficient funds. She also criticized the handling of surplus funds earlier in the year, noting that improper budgeting led to questioning of how the surpluses were allocated. While she agreed to reduce the utility fee incentive for industries, she ultimately supported the staff's recommendation for the fee increase, understanding that it was necessary to address

long-standing issues. Joyner emphasized the need for careful consideration of future tax increases but expressed confidence in the proposed solution, signaling her intention to support it in the upcoming vote.

Councilor Denton expressed concerns about the funding challenges for infrastructure projects in Hopewell, particularly the stormwater projects. She pointed out that the city does not generate significant profits and thus relies on taxpayers to fund these necessary improvements. Denton acknowledged the tough situation where the council must decide between funding the projects to improve the city's infrastructure or risking public dissatisfaction if these projects remain unaddressed. She referenced a specific example of a project on Heretic Avenue that had been delayed due to a lack of funds, highlighting the need for financial resources to move forward with similar initiatives. Denton emphasized that funding these projects is crucial, as economic development and general funds cannot resolve the issues. She supported the staff's recommendation to establish a dedicated utility fund through the stormwater utility fee, which would allow the city to prioritize infrastructure without overburdening other funds. Denton also shared her past experience in a similar situation, noting that such infrastructure challenges are common in many cities and that the problems are compounded over time. She expressed her commitment to addressing these issues and ensuring that the city's infrastructure is improved, even though it will require substantial funding and external assistance for larger projects.

Councilor Pelham discussed the city's stormwater projects and the challenges of funding them. She questioned how much the additional \$4 utility fee would help cover the costs of the ongoing projects, acknowledging that the fee would not be sufficient to fund a single project on the list. Pelham highlighted the issue of generating revenue through utility increases, which is typically used to support debt service and enable borrowing for larger projects. She noted that the city currently lacks the capacity to borrow due to insufficient incoming funds. Pelham proposed a solution of adding the stormwater utility fee to real estate taxes rather than charging individual citizens, which would increase revenue and reduce costs associated with data integrators. She emphasized that this approach would improve collection rates, shift the responsibility to property owners rather than renters, and help address some of the city's financial challenges, potentially saving significant costs. Pelham expressed support for this method as a more efficient way to fund stormwater projects while easing the financial burden on citizens.

Vice Mayor Gore expressed her understanding of the various perspectives on the proposed stormwater utility fee increase but emphasized her concern about adjusting fees outside of the regular budget cycle. She recommended that the discussion of such fee increases be incorporated into next year's budget planning process, which will begin in January or February. She noted that while the fee increase could still be implemented by July 1, it should be addressed within the broader context of the budget. Gore also reminded everyone that the proposed \$4 stormwater utility increase had already been discussed and included in the approved budget during a previous session. She cautioned that adjustments outside the budget cycle could disrupt the planning process and advised that any future fee proposals should be formally brought before the council during budget discussions. Gore further highlighted the importance of keeping the council informed about ongoing staff requests for such fee increases to avoid issues stemming from past miscommunications.

Councilor Holloway expressed concerns about the proposed stormwater utility fee increase, emphasizing that the city had already implemented several tax and fee increases this year, such as property taxes and trash fees. He suggested that the burden of additional fees should be considered within the context of the city's budget and allocated from the increased revenue generated by the recent tax hikes rather than adding a new fee. Holloway concurred with Vice Mayor Gore's view that such discussions should be part of the upcoming budget cycle, particularly since the increase in revenue from taxes had already raised the budget. He also highlighted the need to address immediate needs through the budget and not through new fees, pointing out that emergencies could be brought to the council for consideration as needed. Holloway ultimately recommended that the issue be handled during the budget discussions in January with the new council.

The mayor opened the public hearing but noted that no one had signed up to speak. However, the Mayor acknowledged a written public comment had been submitted and asked for it to be read aloud by Madam Clerk.

A written public comment was submitted by Catherine Pki from Ward One. She expressed her opinion that the industrial stormwater fee should be reduced to 20% and that the citizens' fee should not be raised. She also raised a concern about the 90% credit given to Hopewell's industries, questioning who authorized such a significant reduction. She criticized the city's financial practices, highlighting that Hopewell has been taken advantage of by industries and has experienced a lack of

accountability. She concluded by noting that living and thriving in Hopewell has historically been challenging.

Vice Mayor Gore makes a motion to table the discussion until March. Councilor Harris seconds the motion.

Josh, the Program Manager, explained the city's regulatory compliance requirements, specifically the need to reduce 85 pounds of total phosphorus by FY 27 to meet the MS4 permit. He emphasized that failing to meet these requirements could result in a consent order from the state. While the timeframe allows for planning and project implementation, the funding is crucial for executing these projects. He clarified that the city would not receive any funds until the next budget cycle, which starts in July. Even if the requested fee increases are implemented, the funds would not be enough to meet the phosphorus reduction goal. Additionally, without council approval for a lump sum of money, the city would be unable to proceed with the necessary projects.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	No
Vice Mayor Gore -	Yes
Councilor Denton -	No
Councilor Pelham -	Yes
Councilor Holloway -	No
Councilor Joyner -	No

Motion Fails 4-3

Councilor Joyner makes a motion to reduce the 90% industrial credit down to 20%. Councilor Holloway seconds the motion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	Yes
Vice Mayor Gore -	Yes

Councilor Denton -	No
Councilor Pelham -	Yes
Councilor Holloway -	Yes
Councilor Joyner -	Yes

Motion Passes 6-1

Councilor Holloway makes a motion to remove the monthly Storm Water fee from the utility billing to the real estate taxes. Councilor Joyner seconds the motion.

Councilor Denton raised a concern about the potential impact of moving the stormwater fee to the real estate taxes, noting that it would primarily affect homeowners and not renters. She pointed out that rentals, which make up about 50% of Hopewell, also benefit from infrastructure such as roads and suggested that renters should contribute to these costs. Denton emphasized that while homeowners could pass the fee increase onto renters by raising rent, the burden would still fall mainly on homeowners. Michael Campbell clarified that the stormwater fee is based on a residential unit and would be billed to the homeowner if tied to real estate taxes. He explained that landlords could raise rent to cover the fee, but the liability for the fee would fall on property owners. Councilor Holloway pointed out that rental increases in Virginia have already gone up by 4.1% in 2024. He suggested that this increase would likely be enough for rental property owners to cover the additional \$4 per month stormwater fee, implying that the fee wouldn't impose a significant additional burden on landlords. Vice Mayor Gore confirmed that if the fee were moved to real estate taxes, it would be processed with the next real estate bill in June.

ROLL CALL

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

Motion Passes 7-0

PH-2 – Single Family Dwelling on a non-conforming lot, Bank St.– Chris Ward, Director of Planning & Development

Chris Ward presented a conditional use permit (CUP) request for a new single-family dwelling on a non-conforming lot at Parcel 0270240 on Bank Street in Ward One. The property, located in the Historic City Point District, is smaller than required by zoning, being 38 feet wide and 2,470 square feet, as opposed to the required 80 feet wide and 12,000 square feet. The proposed house is a one-story, three-bedroom, two-bath design totaling 1,056 square feet. The applicant, Value Corps LLC, has already received approval from the Architectural Review Board and the Board of Zoning Appeals for the design and necessary variances. The staff recommended approval of the CUP, contingent upon the house being built in substantial conformance with the approved plans. There were no public comments received during the public hearing or the Planning Commission meeting, where the request was unanimously approved. The applicant was present for any questions.

Councilor Joyner raised a question regarding the term "substantial conformance" in relation to the proposed house's design. She asked for clarification on what it means visually and aesthetically. Chris Ward explained that "substantial conformance" means the house must be built exactly as shown in the presented drawings. Any deviations from the approved plans would need to go through the Architectural Review Board (ARB), and if the changes are significant enough to impact the conditional use permit, the matter would need to come back before the Council. Councilor Joyner expressed satisfaction with the explanation.

The public hearing was opened, but no one had signed up to speak. The Mayor asked if anyone in the audience would like to address the issue, and it was then noted that there was one written public comment.

The public comment from Ms. Debbie Randolph, a resident of Ward One, expressed opposition to the proposed single-family dwelling on Bank Street. She cited two primary concerns: first, the size of the proposed home, which is less than 1,100 square feet, and the lack of recent improvements made by the company that owns the adjacent rental property. She suggested that the city-owned land nearby

could be better developed, potentially allowing for multiple larger homes, improving parking conditions, and preserving the area's quality. Her second concern was the inadequate parking on Bank Street, which she believes is already a significant issue. Ms. Randolph noted that adding more cars to the area would worsen the situation, especially since fire trucks cannot currently pass through due to narrow streets. She advocated for better planning that respects the historic area and provides quality housing and amenities.

Councilor Pelham makes a motion to approve the CUP as presented with conditions. Vice Mayor Gore seconds the motion.

Councilor Harris responded to Ms. Randolph's concerns about fire truck access on Bank Street. He confirmed that fire trucks face difficulty due to narrow turning and parking on both sides of the street, making it nearly impossible for them to pass. He mentioned that staff had already met with Public Works to explore solutions, such as restricting parking to one side, but he was unsure of the status of these changes. Councilor Harris also shared his personal experience living on Bank Street, noting that while fire trucks had never encountered issues during his time there, safety remained a valid concern. He emphasized that fire trucks could still fight fires by accessing the area from the Prince Henry or Maplewood sides, though they could not navigate down Bank Street itself. He acknowledged the broader challenge of street access, including issues with garbage pickup, and suggested that the city-owned vacant parcel could help improve the situation if developed.

They had further discussion in reference to the presenter's presentation.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	Yes
Vice Mayor Gore -	Yes
Councilor Denton -	No

Councilor Pelham -	Yes
Councilor Holloway -	Yes
Councilor Joyner -	Yes

Motion Passes 6-1

Councilor Pelham makes a motion to direct the city manager to get Public Works to notify citizens that the street will be one-way parking at some point for the house. Councilor Holloway seconded the motion.

ROLL CALL

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

Motion Passes 7-0

PH-2 – Rezoning Request- 2610 City point Rd.– Chris Ward, Director of Planning & Development

Chris Ward presented a rezoning request for the property at 2610 City Point Road (Parcel 0140015), proposing a change from R-2 Residential to B-2 Limited Commercial. The request was discussed at a public hearing held by the Planning Commission on October 3rd, with advertisements and notifications sent out as required. The applicant, Ms. Lisa Brown, has provided proffers to limit the types of uses allowed under the B-2 zoning to low-impact activities, such as specific commercial and institutional uses, ensuring minimal impact on surrounding properties. The proffers also include operating hours from 7 AM to 9 PM, restrictions on live music, dancing, arcade games, and special events, as well as a ban on specific signage and illumination. Staff supports the rezoning, citing its alignment with traditional neighborhood design principles and its location on a

major collector road. The property has previously been used for commercial purposes despite its residential zoning, and its conversion to residential use is unlikely. There have been some objections, including one email requesting additional proffers, but also some support from a local resident. The Planning Commission and staff both recommend approval of the request, provided the proffers are adopted.

Councilor Holloway questioned the inclusion of restrictions on live music, dancing, and special events or charitable activities in the proffers for the rezoning of 2610 City Point Road. While recognizing the intention to minimize neighborhood impacts, Holloway expressed concerns about the need for such prohibitions, especially given the property's proximity to a church. He emphasized that the restrictions seemed overly broad and suggested that limiting operational hours (7 AM to 9 PM) could be sufficient. Holloway argued that such restrictions might not be necessary and that similar establishments, like Car Brothers, operate near residential areas without such limitations. He proposed that the proffers could be reconsidered, potentially removing these specific prohibitions to allow for more flexibility.

Ms. Brown, the applicant, expressed gratitude to the citizens of Hopewell and shared her efforts to create a high-quality soul food restaurant in the area, citing \$27,000 in renovations. She emphasized her dedication to improving the property, including landscaping, a private trash enclosure, and parking lot upgrades. She also highlighted her ownership of another property with fewer restrictions, questioning why this new property should have so many limitations. Brown mentioned that the building at 2610 City Point Road was previously used as a small restaurant and gym. She noted that she has already implemented responsible practices like minimizing traffic through deliveries. She disagreed with some of the proposed proffers, particularly the restrictions on live music, dancing, and special events, which she felt were unnecessary and discriminatory. Brown argued that such restrictions would limit her business's potential, especially as a small soul food restaurant, and she suggested removing them, particularly since existing noise ordinances should suffice to manage concerns. She clarified that while she had agreed to the proffers due to pressure, she felt the restrictions were unfair and not conducive to the success of her business.

Councilor Joyner expressed support for the proposed proffers, agreeing that they were appropriate given the location of the building. She acknowledged the building's history, mentioning that it had been a store and later a dance studio for many years. While she praised the applicant's efforts in bringing a soul food restaurant to the area, Joyner suggested that the building might have historical or architectural significance, particularly due to its old structure and ghost signage. She recommended that the Department of Historic Resources (DHR) consider reviewing the building to ensure its preservation for future improvements but clarified that this would not affect interior changes. Despite this suggestion, Joyner expressed her intent to keep the proffers as they were.

Mayor Partin expressed support for the proffers, emphasizing their importance in preserving the integrity of the established neighborhood. He noted that while the applicant may have a great vision for the property, the proffers would ensure that future owners adhere to the same standards and protect the community from potential negative changes. The Mayor also mentioned submitting a request to the Planning Commission for an additional proffer, asking the applicant to purchase a camera that would integrate with the city's overall surveillance system. He clarified that this would not be a license plate reader but part of the city's broader camera network, with the city covering ongoing costs after the initial capital investment by the applicant.

Ms. Brown expressed concerns about the additional costs she has incurred for renovations, including installing cameras around her building, which she believes should be sufficient for security. She acknowledged that the city's request for a camera system tied to the city's broader surveillance network was a reasonable idea but emphasized that she should not bear the cost of such installation, given the significant expenses she has already paid, including \$27,000 for renovations and improvements. She pointed out that previous businesses at the location were not asked to make similar investments. While she agreed to allow the city to install a camera on her building, she insisted that the city should bear the cost and that the camera system should remain intact if she were to sell the building in the future. She offered to sign an agreement ensuring that the camera would remain operational even under new ownership.

Councilor Denton expressed reservations about the proposed restaurant despite agreeing with the proffers. She acknowledged her familiarity with the neighborhood and noted that most of the petitions supporting the restaurant came from people outside the immediate area, including from other cities. She emphasized that her concerns stemmed from not wanting outside influences to affect her decision. Although she recognized the success of the business and the improvements made by the applicant, she remained unconvinced that the location was suitable for a restaurant, which was her main reservation. She also mentioned receiving additional petitions from residents of the immediate area, though there was some confusion about their inclusion in the packet.

Councilor Pelham suggested considering the inclusion of live music at the restaurant, proposing that it could be something subtle, such as a saxophone or a guitar player, rather than a full band. He argued that the size of the building would limit the potential for a loud band, and he didn't see any issue with having live music, such as a resident pianist or saxophonist, to entertain diners. He acknowledged concerns about noise, specifically differentiating between quiet and loud performances, but emphasized that this type of live music wouldn't typically cause issues before the noise ordinance kicks in at 10 p.m. He also disagreed with the restriction on special events or charitable activities outside the building, asserting that since the restaurant would close before the noise ordinance takes effect, these activities should not be restricted. Pelham proposed removing these restrictions from the proffers.

Councilor Holloway raised concerns about the potential double standard regarding noise restrictions, questioning why the proposed restaurant would face stricter limits on live music or DJ performances compared to churches in the area. He pointed out that churches, which also host events with music, can have services that run late into the evening, yet there seems to be no issue with their noise. Holloway asked Mr. Ward for clarification on the specific concern regarding noise at the restaurant, suggesting that noise from businesses, including live music, should be treated similarly to that of churches, as both would occur during the day and early evening hours. He expressed confusion about why the restaurant would

be held to different standards, especially considering the noise from churches, which is not typically restricted in the same way.

The mayor announced the opening of the public hearing. He indicated that only one person had signed up to speak, Anthony Sylvester, and invited him to address the meeting.

Anthony Sylvester addressed the meeting in support of the rezoning but emphasized that his support is contingent upon the proffers being attached. He highlighted that the rezoning process is essentially a "bargain and exchange," where the proffers are tied to the specific land use. He raised concerns about potential changes to the proffers, suggesting that altering them after the Planning Commission's approval could undermine the process and trust.

Sylvester acknowledged the value of the new business in the community, noting the opportunity for walking to purchase food, but emphasized the importance of protecting the integrity of the residential neighborhood. He agreed with Ms. Brown's offer to allow a camera installation, suggesting that the city use available resources for that purpose. Finally, Sylvester reiterated his support for the project, provided the proffers are maintained, as they reflect the historical residential nature of the area.

Susan Dent addressed the meeting by expressing concern about the rezoning of the property rather than the restaurant itself. She acknowledged that she does not have an issue with the restaurant but raised concerns about the zoning change from residential to B-2 (commercial). She explained that B-2 zoning is intended for limited commercial establishments along major travel streets and is designed to protect existing commercial areas. Dent emphasized that setting a precedent by placing a commercial establishment in a residential neighborhood could have long-term implications.

She also questioned the decision to invest significant money into property improvements before knowing whether the zoning would be approved, suggesting that this may imply a sense of assurance that the process would go through. Additionally, Dent highlighted the importance of considering traffic flow in the

area, as City Point Road is a major route for residents in the neighborhood, unlike other more heavily trafficked streets in the city.

Finally, she expressed her gratitude to the city council for reviewing public letters and emails but urged the Planning Commission to provide more transparency about the letters received during the process. Only two emails and one letter were mentioned without any details on whether they were in support or opposition.

Charles Bennett spoke in support of the rezoning, emphasizing his approval of the investment being made in the city. He expressed that when someone is willing to invest their money and take a chance on providing economic activity, it should be supported. Bennett also voiced his support for the process and the recommendations made by the staff.

Councilor Joyner makes a motion to approve the rezoning request with the proffers offered by the applicant as presented. Councilor Harris seconds the motion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	Yes
Vice Mayor Gore -	Yes
Councilor Denton -	No
Councilor Pelham -	Yes
Councilor Holloway -	Yes
Councilor Joyner -	Yes

Motion Passes 6-1

Vice Mayor Gore makes a motion that after unfinished business they move on to adjourn council presentations and remove everything else pending to the Finance Committee meeting on the 17th to close off the year. Councilor Harris seconds the motion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	No
Vice Mayor Gore -	Yes
Councilor Denton -	No
Councilor Pelham -	Yes
Councilor Holloway -	Yes
Councilor Joyner -	No

Motion Passes 5-2

UNFINISHED BUSINESS

UB-1 – HR Conflict of Interest Policy Update- Dr. Concetta Manker, City Manager

Dr. Concetta Manke explained that the policy before the council was drafted at the request of the City Attorney. The policy consolidates various provisions from the Virginia Code into one city policy. Currently, the city has a conflict-of-interest policy within its handbook, but this new policy would expand on that. Manke clarified that if the city does not adopt this policy, it would still rely on the Virginia Code. The draft policy merely gathers all relevant code language into one document for local application. She noted that the City Attorney has indicated where each part of the policy was sourced from the Virginia Code. Dr. Manke then turned the floor back to the mayor for any questions or further discussion.

Mayor Partin raised concerns regarding the new conflict of interest policy and its potential legal implications. He mentioned that the Commonwealth's Attorney had some concerns about the interpretation of certain sections of the policy, particularly those related to the budget, personnel issues, salaries, and healthcare. Specifically, he pointed out Section 16, which addresses voting on budgetary matters that could

affect the economic interests of City Council members, drawing a parallel to past legal issues with a council member's actions.

Partin suggested that it would be prudent to sit down with the Commonwealth's Attorney to address these concerns before passing the policy in order to avoid potential legal troubles. However, Dr. Manke clarified that the policy consolidates state law, and there should not be any interpretation issues as it reflects the actual legal code. She emphasized that the purpose of the policy was to incorporate the law locally rather than reinterpreting it.

The discussion highlighted the importance of ensuring clarity and alignment with the law, particularly regarding conflicts of interest, and the need for City Council members to avoid situations where they hold conflicting roles as both employees and council members. The mayor made sure to place his concerns on the record to ensure transparency.

Vice Mayor Gore makes a motion to approve, adopt and implement the revised City of Hopewell HR Conflict of Interest Policy. Councilor Pelham seconds the motion. There was a discussion prior to the roll call of the motion.

Councilor Holloway discussed the implications of certain policies related to city employees, specifically safety officers and medical personnel, in regard to running for elected office. The key point made is that these individuals can run for a city council position, but before they can officially take their seat, they would need to either resign, be fired, or retire, according to state laws and local ordinances.

The Councilor emphasizes that the current ordinance essentially reinforces and clarifies existing laws, with the goal of ensuring that elected officials and city employees are in compliance with these rules. The city attorney confirmed the question about the understanding of this policy.

Councilor Joyner (female) is raising concerns regarding the current ordinance. She mentions that the Attorney General (AG) has issued an opinion that differs from the interpretation provided by the city attorney. She also notes that recent inquiries to the AG's office suggest that the ordinance may not hold up in court. Additionally, Councilor Joyner references comments made by the Commonwealth Attorney, which may further suggest potential issues with the ordinance.

In light of these concerns, she recommends that the council take more time to explore these legal matters before proceeding with a vote to adopt the ordinance.

They had further discussion in reference to the clarification of the Attorney General's opinion.

ROLL CALL

Councilor Harris-	Yes
Mayor Partin -	No
Vice Mayor Gore -	Yes
Councilor Denton -	No
Councilor Pelham -	Yes
Councilor Holloway -	Yes
Councilor Joyner -	No

Motion Passes 5-2

Councilor Harris makes a motion to include presentations for council at the following week's Finance Committee meeting. Vice Mayor Gore seconds the motion.

ROLL CALL

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

Motion Passes 7-0

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

MINUTES OF THE DECEMBER 17, 2024, CITY COUNCIL SPECIAL MEETING

A SPECIAL meeting of the Hopewell City Council was held on Tuesday, December 17, 2024, at 7:30 p.m.

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

Councilor Harris makes a motion to allow Mayor Partin and Councilor Joyner to participate remotely; Councilor Denton seconds the motion.

ROLL CALL	Vice Mayor Gore-	Yes
	Councilor Denton-	Absent
	Councilor Pelham-	Yes
	Councilor Holloway-	Yes
	Councilor Joyner-	Abstain
	Councilor Harris-	Yes
	Mayor Partin-	Abstain

Motion Passes 4-0

Councilor Holloway makes a motion to adopt the agenda, and Councilor Pelham seconds the motion.

ROLL CALL	Councilor Joyner-	Absent
	Councilor Harris-	Yes

Mayor Partin-	Yes
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes
Councilor Holloway-	Yes

Motion Passes 7-0

CLOSED MEETING:

Councilor Holloway makes a motion to go into a closed meeting pursuant to Va. Code Section §2.2-3711(A)(7). Consultation with legal counsel pertaining to actual or probable litigation, Vice Mayor Gore seconds the motion.

ROLL CALL

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

Motion Passes 6-0

Reconvene Open Meeting

Councilor Denton makes a motion to reconvene an open meeting. Councilor Holloway seconds the motion.

ROLL CALL

Councilor Joyner-	Absent
Councilor Harris-	Yes
Mayor Partin-	Absent
Vice Mayor Gore-	Yes
Councilor Denton-	Yes
Councilor Pelham-	Yes

Councilor Holloway- Yes

Motion Passes 5-0

CERTIFICATION:

CERTIFICATION PURSUANT TO VIRGINIA CODE §2.2-3712 (D): Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in a closed meeting?

ROLL CALL

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

Motion Passes 5-0

Prior to the 7:30 start time for the special meeting, a presentation took place for outgoing councilors, Vice Mayor Gore, Councilor Pelham, and Councilor Denton. They received an Ed Hatch framed as well as an award for their dedicated service to the city.

MOA and Operation Summary: - Tabitha Martinez, Recreation and Parks Director

Ms. Martinez began with a presentation regarding the Memorandum of Agreement (MOA) for the NOVA South Swim Team for the upcoming 2025-2026 season. The speaker, who took office recently, recommended that the council endorse the proposed MOA. The speaker addressed concerns raised earlier about revenue generation, explaining that since their tenure began, the swim program had been operating at a net loss. However, they have successfully worked to reduce this deficit. Their goal moving forward is to continue increasing revenue, and one strategy involves reducing the swim team's use of the pool to three lanes. The speaker proposed reallocating the remaining pool space for swim lessons, which would generate additional revenue. This adjustment would compensate for the revenue lost by cutting back on the swim team's lane usage, resulting in a net gain.

The speaker invited any questions from the council regarding these proposals.

Councilor Holloway makes a motion to approve the MOA based on a staff recommendation to the city council to endorse the proposed MOA for NOVA South 2025-2026; Councilor Harris seconds the motion.

ROLL CALL	Councilor Joyner-	Absent
	Councilor Harris-	Yes
	Mayor Partin-	Absent
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham-	Yes
	Councilor Holloway-	Yes

Motion Passes 5-0

Councilor Holloway makes a motion to adjourn, and Councilor Pelham seconds the motion.

ROLL CALL	Councilor Joyner-	Absent
	Councilor Harris-	Yes
	Mayor Partin-	Absent
	Vice Mayor Gore-	Yes
	Councilor Denton-	Yes
	Councilor Pelham-	Yes
	Councilor Holloway-	Yes

Motion Passes 5-0

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

MINUTES OF THE DECEMBER 17, 2024, CITY COUNCIL SPECIAL MEETING

A SPECIAL meeting of the Hopewell City Council was held on Tuesday, December 17, 2024, at 6:30 p.m.

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

Councilor Harris makes a motion to allow Mayor Partin and Councilor Joyner to participate remotely; Councilor Pelham seconds the motion.

ROLL CALL	Mayor Partin-	Abstain
	Vice Mayor Gore-	Yes
	Councilor Denton-	Absent
	Councilor Pelham-	Yes
	Councilor Holloway-	Yes
	Councilor Joyner-	Abstain
	Councilor Harris-	Yes

Motion Passes 4-0

Finance Report – Stacy Jordan

The Finance Committee meeting for November covered several key points regarding the city's fiscal performance. Ms. Jordan reported that citywide revenues for November were 1.72% or \$6.9 million higher than the previous year,

while expenses were 1.59% or \$2.9 million higher. Real estate taxes showed a slight decrease due to lower collections in personal property, machinery, and tools, while charges for services had a slight increase. The General Fund revenues were \$944,000 higher than last year, though expenses were \$2.5 million higher. This resulted in a balanced budget, with the increased spending offset by a higher operating budget for the year. In the Enterprise Funds, revenues were \$4 million higher due to on-time billing, and expenses were \$4.2 million lower due to fewer emergency repairs compared to last year. Schools saw a slight decrease in revenues and a rise in expenses, mainly due to the timing of federal and state funding. For November, specific departments, including the City Manager's office and Information Technology, showed overages due to specific contractual expenses, while the Marina had increased expenses for repairs and utilities. Additionally, collection rates for utilities were down to 88% in November, lower than usual, possibly due to the holiday season. Accounts payable data showed 1,462 invoices processed, amounting to \$4.7 million in payments for the month. The meeting concluded with a preview of the following month's report, which will include updates on the 2021-2024 ACFR and second-quarter performance.

Councilor Holloway asks does Ms. Jordan have a percentage of that general fund? Ms. Jordan states she does not have it or know it off the top of her head, and she lets him know she will add it for him.

Vice Mayor Gore asks is there a deficit or does everything equal out based on the numbers provided from 2024 and 2025. The answer is the balance out.

Treasurer's Report – Mya Bolling

Maya Bowling from the Treasurer's Office presented a comprehensive update on the city's collection reports. She began with the 2022 real estate collections, which stand at 97.03%. For 2023, collections have slightly dropped to 95.78%. Personal property tax collections for 2023 are currently at 75.54%, but these have not yet been turned over to the collection agency, which is expected to improve the rate once they are. As for the 2024 cycle, collections are just beginning. The second-half real estate collections for 2023 show a lower rate of 60.73%, with \$4.3 million still in receivables. However, since the report was run, the Treasurer's Office has collected an additional \$2.9 million from CoreLogic, a mortgage servicing company. There were also issues with another mortgage servicer, VHDA, where a wire transfer was initially kicked back. This is expected to be

resolved, adding \$575 for 575 parcels. Bowling emphasized that these issues will improve the 2023 collection rate once fully processed. The personal property (PP) and public service (PS) collections for 2024 are down because the billing cycle has just started, and collections are not yet fully underway. Moving on to business license and meal tax collections, Bowling reported that 2022 collections were 99.77% complete, and 2023 collections stand at 99.60%. For 2024, collections are at 96.67%. There was also a slight overage in one category, which was likely due to prepayments, bringing the total collection to 100.52%. Bowling expressed confidence that these numbers will reach 100% soon, as businesses are motivated to remain in good standing with the city. Finally, Bowling provided an update on the city's cash and investment balances as of September 30, 2024. The total cash on hand was \$14.75 million, with total investments amounting to \$25.08 million, bringing the total combined cash and investments to \$39.83 million. She noted that these figures were recorded before the peak real estate collection period, and as personal property and public service tax bills are sent out, the Treasurer's Office expects to continue adding revenue to the city's funds.

Councilor Holloway makes a motion to adjourn the finance committee meeting, and Councilor Harris seconds the motion. No objection. Meeting Adjourned.

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

MINUTES OF THE JANUARY 8, 2025 CITY COUNCIL SPECIAL MEETING

A SPECIAL meeting of the Hopewell City Council was held on Wednesday, January 8, 2025, at 6:30 p.m.

PRESENT:

John B. Partin, Mayor
Rita Joyner, Vice Mayor
Ronnie Ellis, Councilor
Michael Harris, Councilor
Susan Daye, Councilor
Yolanda Stokes, Councilor
Dominic Holloway, Councilor (Virtual)

Councilor Joyner makes a motion to allow Councilor Holloway to participate remotely. Councilor Partin seconds the motion.

ROLL CALL

Rita Joyner, Councilor-	Yes
Michael Harris, Councilor-	Yes
John B. Partin, Jr, Councilor	Yes
Ronnie Ellis, Councilor	Yes
Susan Daye, Councilor	Yes
Yolanda Stokes, Councilor	Yes
Dominic Holloway, Councilor	Abstain

Motion Passes 6-0

SPECIAL BUSINESS

SB-1 – Reorganization selection of Mayor and Vice Mayor- Brittani Williams, City Clerk

Brittani Williams opened the floor for nominations for the selection of the mayor. Councilor Joyner nominated Johnny Parton, and John B. Partin seconded the nomination. Councilor Holloway nominated Councilor Rita Joyner to be mayor. Councilor Yolanda Stokes seconds the nomination of Councilor Joyner. There were no further nominations, so Brittani Williams closed the floor with a roll call for the mayor’s appointment.

ROLL CALL

Rita Joyner, Councilor-	Yes
Michael Harris, Councilor-	Yes
Ronnie Ellis, Councilor	Yes
Susan Daye, Councilor	Yes
Yolanda Stokes, Councilor	Yes
Dominic Holloway, Councilor	No
John B. Partin, Jr, Councilor	Yes

Motion Passes 6-1

Newly elected Mayor Partin opens the floor for nomination for the selection of Vice Mayor. Councilor Susan Daye nominates Councilor Rita Joyner, and Mayor Partin seconds the motion. Councilor Dominic Holloway Jr. nominates Councilor Michael Harris. Councilor Harris verbally declined the nomination. There were no further nominations, so Mayor Partin closed the floor with a roll call for the Vice mayor’s appointment of Rita Joyner.

ROLL CALL

Rita Joyner, Councilor-	Yes
Michael Harris, Councilor-	Yes
John B. Partin, Jr, Councilor	Yes
Ronnie Ellis, Councilor	Yes
Susan Daye, Councilor	Yes
Yolanda Stokes, Councilor	Yes
Dominic Holloway, Councilor	Yes

Motion Passes 7-0

SB-2 Adoption of Inclement Weather Policy- DR. Manker, City Manager

Dr. Manker presented the adoption of the Inclement Weather Policy to the City Council. The policy outlines how the city will operate during emergencies or adverse weather conditions. It specifies that if the Mayor or, in the Mayor's absence, the Vice Mayor determines that weather or other emergency conditions make it hazardous to hold a scheduled City Council meeting, the meeting will be rescheduled to the following Tuesday, if possible. If rescheduling is not feasible, the Mayor will select another date with the majority agreement of the Council. The policy also reserves the right for the city to amend or alter it as necessary. Dr. Manker concluded her presentation and yielded the floor to the Mayor for further discussion or adoption of the policy.

Vice Mayor Joyner makes a motion to adopt the inclement weather policy as presented. Councilor Harris seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes

Motion Passes 7-0

SB-3- Adoption of City Council Meeting Schedule – Brittani Williams, City Clerk

Brittani Williams explained that the meeting dates were selected based on the policy of holding meetings on the second and fourth Tuesday of every month. She noted that the March meeting date is impacted by the National League of Cities (NLC) conference, which runs from March 10th to 12th. Depending on how many council members plan to attend the conference, it may be necessary to select a

different date for the regular meeting that falls within that time frame. She confirmed that no other conferences would affect the remaining selected dates. Vice Mayor Gore asked questions about the VML that is held in November. Mrs. Williams explained that those dates would not affect the meeting dates.

Councilor Holloway requested a change in the meeting date for May due to conflicts with Hopewell High School's graduation and events, which fall during the week of the meeting. He noted two meetings are scheduled in May: one on May 2nd and the other on the last Tuesday, May 27th. He suggested moving the May 27th meeting to either May 20th, the third week of May, or possibly Thursday, May 29th. After some discussion, Councilor Holloway indicated he was fine with rescheduling the meeting for May 20th, which was agreed upon by the majority. Dr. Manker suggests changing the meeting to May 29th, which is an anticipated budget meeting date. After discussion council decides to keep the May date the same until it gets closer and a graduation date has been determined.

Vice Mayor Joyner expressed concerns about the current structure of City Council meetings, particularly the limited time available to address the city's business. She noted that meetings are held twice a month, often cramming work sessions, closed sessions, and other discussions into a short time frame. Additionally, meetings start at 6:00 PM, which is later than surrounding jurisdictions, many of which begin their meetings earlier in the day and hold work sessions separately. She suggested the possibility of adopting a structure similar to other jurisdictions, with one Council meeting per month and another work session, to allow for more focused discussions without rushing or keeping the public waiting for extended periods. Joyner acknowledged that this might not be something the Council could decide on immediately but recommended further discussion. She proposed that she and Dr. Manker work together to develop a few options for a revised schedule, which could be presented back to the Council for consideration. The idea was well-received by the Council, and they agreed to explore the proposal further.

Councilor Daye makes a motion to adopt the meeting schedule as presented and to revisit the May 27th meeting date as it gets closer. Vice Mayor Gore seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes

Motion Passes 7-0

CLOSED MEETING

Vice Mayor Joyner moves to go into closed meeting pursuant to Va. Code Section § 2.2-3711 (A) (1) to discuss and consider personnel matters, including board and commission appointments; the assignment and performance of specific appointee and employees of City Council, and to the extent such discussion will be aided thereby. Councilor Harris seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes

Motion Passes 7-0

RECONVENE OPEN MEETING

Vice Mayor Joyner makes a motion to come out of closed meeting. Councilor Stokes seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Absent

Motion Passes 6-0

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 closed meeting?

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Absent

Motion Passes 6-0

Mayor Partin read out the list of appointments for various Council standing boards and commissions. For the Ethics Committee, Councilors Daye and Harris were appointed. Councilors Harris and Holloway were appointed to the Crater Planning District Commission. Councilor Daye was appointed to the CPMT, while Vice Mayor Joyner, Councilors Harris, Stokes, and Holloway were appointed to the CDBG Committee. The mayor also announced several other appointments, including Councilor Stokes as a non-voting member of the HRHA and Vice Mayor Joyner as a non-voting member of the EDA. Councilor Ellis was appointed to the Water Renewal Commission, and Councilors Harris and Holloway were appointed to the Healthy Families Advisory Board. Other appointments included Councilor Stokes to the MPO, Vice Mayor Joyner to the Chief Local Elected Officials Board, and Councilor Stokes as the interim Council appointment to the Planning Commission. Additionally, Vice Mayor Joyner and the Mayor were appointed to the combined City Council and School Board Facilities Committee and Work Group, with the mayor also serving on the Technology Fund Committee. Councilor Stokes was appointed to the Law Library Committee, Vice Mayor Joyner to the Virginia First Cities Coalition, and Councilors Ellis and Daye to the Hopewell Prince George Chamber of Commerce Liaison roles. Mayor Partin assured the Council that the full list would be sent via email.

Councilor Daye makes a motion to approve the slate of appointments. Vice Mayor Joyner seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Absent

Motion Passes 6-0

Mayor Partin asks council if there is a motion to dissolve the Historical Preservation Committee and transfer their duties and responsibilities to the Architecture Review Board.

Vice Mayor Joyner makes a motion to dissolve the Historical Preservation Committee and transfer their duties and responsibilities to the Architecture Review Board. Councilor Stokes seconds the motion.

ROLL CALL

Vice Mayor Joyner-	Yes
Councilor Harris-	Yes
Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Absent

Motion Passes 6-0

ADJOURNMENT:

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

MINUTES OF THE JANUARY 16, 2025, CITY COUNCIL SPECIAL MEETING

A SPECIAL meeting of the Hopewell City Council was held on Thursday, January 16, 2025, at 6:30 p.m.

PRESENT: John B. Partin Jr., Mayor
Rita Joyner, Vice Mayor
Michael Harris, Councilor (Virtual)
Ronnie Ellis, Councilor
Susan Daye, Councilor
Yolanda Stokes, Councilor
Dominic Holloway Sr., Councilor (Virtual)

Councilor Daye makes a motion to allow Councilor Holloway and Councilor Harris to participate remotely; Mayor Partin seconds the motion.

ROLL CALL	Councilor Harris-	Abstain
	Mayor Partin-	Yes
	Councilor Ellis-	Yes
	Councilor Daye-	Yes
	Councilor Stokes-	Yes
	Councilor Holloway-	Abstain
	Vice Mayor Joyner-	Yes

Motion Passes 5-0

Mayor Partin made a public statement at the conclusion of Monday night’s meeting that the closed session was not certified; he asked for a motion certifying that the only matters described in the notice for that closed meeting were discussed.

Vice Mayor Joyner makes the motion, and Mayor Partin seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

CLOSED MEETING:

Councilor Holloway makes a motion to go into a closed meeting pursuant to Va. Code Section § 2.2-3711 (A)(1) “to discuss and consider personnel matters, including board and commission appointments” (Hopewell Redevelopment and Housing Authority, Planning Commission, Healthy Families, Community Policy and Management Team) and Discussion, consideration, or interviews of prospective candidates for employment; VA Code § 2.2-3711(A)(29) “Discussion of the award of a public contract involving the expenditure of public funds, including interviews of bidders or offerors, and discussion of the terms or scope of such contract where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the public body; and Va. Code Section § 2.2-3711(A)(7) Consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in an open meeting would adversely affect the negotiating or litigating posture of the public body; followed by an open session to discuss the repeal of the recently adopted conflict of interest policy; and to the extent such discussion will be aided thereby”, Councilor Ellis seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes

Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

Reconvene Open Meeting

Councilor Daye makes a motion to reconvene an open meeting. Mayor Partin seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

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

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

WORK SESSION

- 1. **Zoning Ordinance, adding churches as an allowable use in R1-A district** – Chris Ward, Director of Planning and Development
 Mr. Ward began his work session explaining to the council the zoning amendment request to add churches as an allowable use in the R1-A low-medium density residential district. The applicant, Restored Hope Church of the Nazarene, is seeking this change for a district that covers parts of Wards 4, 5, and 7, where churches are currently not permitted. The request is to allow churches throughout the entire district, not just specific properties. The R1-A district has historically excluded churches, despite their presence in the area for over 60 years, including the applicant's previous location, which was destroyed by fire in 2019. After research, no compelling reasons for the exclusion were found. Staff recommends approval of the amendment, and the Planning Commission has already voted 4-0 in favor of the request. There was one public comment in support during the public hearing. He is not asking for any action tonight, but the council was invited to ask any questions. Council had no questions for Mr. Ward.

REGULAR MEETING

Councilor Daye makes a motion to amend the agenda to add R-6 to end all litigation against Councilor Ronnie Ellis, and Vice Mayor Joyner seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Abstain
Councilor Daye-	Yes
Councilor Stokes-	No
Councilor Holloway-	No
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 4-2

Vice Mayor Joyner makes a motion to extend the meeting until R6 is complete. Mayor Partin seconds the meeting.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes

Councilor Holloway-	No
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 6-1

R-1 – Economic Development Authority Strategic Plan – Charles Bennett, Economic Development Director

Mr. Bennett began with a presentation of the City of Hopewell's Draft Strategic Economic Development Plan, which has been revised and updated. This plan was initiated after a city council retreat in early 2024, where three key areas for the city's health and sustainability were identified: establishing a comprehensive financial infrastructure, developing an economic strategy to support the city's growth and stability, and enhancing public safety. In June 2024, the city council tasked the Economic Development Department, led by the director, to coordinate with the Hopewell Economic Development Authority to update the previous 2014 plan. After working closely with city officials and other stakeholders, the updated draft was finalized in November 2024. Due to time constraints, the director opted not to read the entire 4,436-word document during the meeting but emphasized the importance of council members reviewing the plan ahead of an Economic Development Summit on February 6. Council members are encouraged to review the document and provide feedback on any disagreements or areas for modification before the summit, with the goal of having an adopted plan by then. The director highlighted that the plan includes strategic areas of the city where economic growth and development could be influenced, both through public initiatives and partnerships with developers and investors. The director also shared recent positive movements in the city's real estate market, with properties, both commercial and residential, seeing increased activity, which signals growing optimism and potential for economic progress. The director urged the council to take the time to review the plan thoroughly before the next meeting, where action on the plan will be requested.

R-2 – Approval of forensic audit contract – Dr. Manker, City Manager

Dr. Manker presented a request for approval of forensic audit services during the meeting, noting that on November 19th, the previous city council had directed the city manager to issue an RFP for these services. After completing the selection process, a vendor has been chosen, and the staff is now seeking council approval to proceed with the forensic audit. The request includes authorizing the city manager to enter into a contract on behalf of the city for the services, with a cost not to exceed \$84,000. Any unused funds from this amount will be returned to the city's coffers. The funds for the audit will come from salary savings, which will be presented at the Finance Committee meeting on January 21st. Dr. Manker concluded the presentation and opened the floor for discussion.

Vice Mayor Joyner makes a motion to approve the forensic audit services and directs the city manager to enter into a contract on behalf of the city of Hopewell with approving the cost of up to \$84,000, and Councilor Daye seconds the motion.

ROLL CALL

Mayor Partin-	Yes
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Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	No
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 6-1

R-3 – Waive all penalties, fees, and interest for Personal Property Taxes until March 7th, 2025

– Stacy Jordan, CFO

Ms. Jordan addressed the council regarding the potential financial implications of moving the personal property tax due date from March 15th to March 7th. She explained that the Hopewell Code (Section 34-44) requires that tax statements be mailed at least 15 days before penalties for nonpayment apply. The Treasurer's Office sent out the bills on January 3rd, which, historically, the city had done two months in advance as a courtesy to taxpayers. However, it is not a legal requirement. Ms. Jordan highlighted that delaying the due date could impact the city's revenue collection and, consequently, delay the completion of capital projects. This delay could also lead to another budget freeze, as personal property taxes are collected once a year, unlike real estate taxes, which are collected twice annually. She recommended keeping the due date as March 15th to ensure timely revenue collection, but ultimately, the decision is up to the council. She also suggested an alternative option to leave the due date as is but waive penalties, interest, and fees until March 7th. If the council opts for this, a resolution would be needed for the Treasurer's Office, which could be presented for a vote at the next regular meeting.

Councilor Harris makes a motion to waive all penalties, fees, and interest for personal property until March 7, 2025. Councilor Stokes seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

R-4 – Repeal of Recently Adopted Conflict of Interest Policy

Mayor Partin shared that he had a productive conversation with Councilor Harris regarding a particular item, leading to a new approach that he believes will be more beneficial for the city. The proposal is to invite the Virginia Conflict of Interest Advisory Council to a work session, allowing all members of the city council to receive training, ask questions, and gain insight. This session would also serve as an informative opportunity for the public. In addition, Mayor Partin suggested that the Ethics Committee work on converting the existing conflict of interest policy into a Council Code of Ethics, following the Attorney General's decision that the city cannot have its own separate conflict of interest policy.

Councilor Stokes makes a motion to invite the Virginia Conflict of Interest Advisory Council to a training and work session in February, Councilor Harris seconds the motion.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

Councilor Daye makes a motion to charge the ethics committee to work on converting the existing conflict of interest policy to a council code of ethics; Vice Mayor Joyner seconds the motion. Mayor Partin opens the floor for discussion.

Councilor Ellis clarified what the motion was for. He asks can you get rid of the policy now and then work on the code of ethics next. The mayor asked if the council was ok with the friendly amendment. Councilor Holloway states he has had this conversation before, and he does not understand why the council is fighting to replace this. He was under the impression with the ordinance and resolution they have that the council believed the situation the city is facing is a conflict but was requesting to repeal the conflict of interest. He mentions he has statements where he feels there is a state of privilege in place and recorded conversations where councilors were standing in place of being an Uncle Tom. He thinks the direction the city is going with this is a scary place because there is indeed a conflict of interest. How can we have a city councilor being the boss of the city manager and also working for the city manager? These things are great concerns.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes

Councilor Daye-	Yes
Councilor Stokes-	Yes
Councilor Holloway-	No
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 6-1

R-5 – Initiation of Zoning Text Amendments for Motor Vehicle Uses - Christopher Ward, Director of Planning & Development

Mr. Ward addressed the Mayor, Vice Mayor, and Council members regarding a request to investigate specific uses across various zoning districts in the city, particularly focusing on automotive-related uses. He explained that according to State Code 15.2-2286, there are three ways to initiate such an investigation: through a citizen petition, by the Planning Commission, or by the City Council. Mr. Ward emphasized that while an individual council member cannot directly initiate staff review, the entire council body has the authority to do so. He clarified that this resolution was presented as an R-5 item for consideration, which would allow the Council to move forward with a staff investigation into automotive uses within the city, reviewing any existing performance standards or identifying new ones that could be implemented. He also mentioned that staff would look into any additional considerations that the Council might deem relevant for these automotive-related uses. Mr. Ward concluded by offering to answer any questions the Council may have about the resolution.

Vice Mayor Joyner speaks, mentioning this was her request because she sees the proliferation of automotive repairs on City Point Road. There is a used car lot or repair place, and there is a proliferation of them, and they are popping up everywhere. She wants to know if there is a way to control this in some way.

Mayor Partin also thinks it is a good idea because some houses are working on vehicles in the street and leaving them in the streets for days at a time.

Vice Mayor Joyner makes a motion to approve the resolution to initiate a zoning ordinance amendment to review the zoning regulations regarding motor vehicle usage; Councilor Daye second the motion.

Councilor Stokes says she would have liked more time to discuss this and can Mr. Ward could be more specific in his goals with this. She clarifies this motion is to allow them to gather information on ways to make the different areas of the city better.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Yes
Councilor Daye-	Yes

Councilor Stokes-	Yes
Councilor Holloway-	Yes
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 7-0

Councilor Daye makes a motion to end all litigation legal actions, lawsuits, de meres, and appeal petitions against Councilor Ronnie Ellis, Vice Mayor Joyner seconds the motion.

Councilor Holloway speaks in reference to this motion to the citizens. He states litigation has been brought up against the city, and he has a court system that hopefully he can trust. He thinks it is in the city’s best interest to continue to allow the city attorney to go forth with the litigation so the court can properly rule. He hopes the council would not be biased in this space, and he plans to bring information to the public. This is something he thinks should have had a public hearing to allow citizens to speak on the matter. He states all seven councilors have stated this is a conflict, so he cannot understand why they would end litigation.

Councilor Stokes states it was her understanding that they did not have any litigation moving forward. She would have liked to see this play out.

The city attorney mentions the current motion is worded incorrectly and states it should read: The lawsuit that is pending Mr. Ellis has against the city. The city chooses to dismiss its interest in the lawsuit and not pursue it. The mayor confirms that the motion read as it should be will get rid of de meres and appeals.

ROLL CALL

Mayor Partin-	Yes
Councilor Ellis-	Abstain
Councilor Daye-	Yes
Councilor Stokes-	No
Councilor Holloway-	No
Vice Mayor Joyner-	Yes
Councilor Harris -	Yes

Motion Passes 4-2

For the record Councilor Ellis recused himself from this discussion.

ADJOURNMENT

Respectfully Submitted,

Johnny Partin, Mayor

Brittani Williams, City Clerk

C-3

Hopewell Police Department Crime Summary

January 14, 2025



HOPEWELL POLICE DEPARTMENT
 CRIME SUMMARY
 Reporting Date: Dec 30 ,2024

Year-to-Date Comparison		Thru Dec 29th				
	2023	2024	# Change	% Change	5 Year Average	% Change to Average
MURDER	6	6	0	0%	6	3%
FORCIBLE RAPE	4	5	1	25%	4	19%
ROBBERY	11	5	-6	-55%	18	-72%
AGGRAVATED ASSAULT	62	73	11	18%	59	23%
Violent Crime Total	83	89	6	7%	87	2%
ARSON	5	4	-1	-20%	3	54%
BURGLARY	45	33	-12	-27%	62	-47%
LARCENY	289	334	45	16%	335	0%
MOTOR VEHICLE THEFT	77	111	34	44%	56	99%
Property Crime Total	416	482	66	16%	456	6%
Total Major Crime	499	571	72	14%	543	5%

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

5 Year Average to 12/31

HOPEWELL POLICE DEPARTMENT
Reporting Date: Dec 30, 2024

Suspected Opioid Overdoses 12/31							
	2019	2020	2021	2022	2023	2024	Grand Total
Fatal	10	13	19	18	22	6	88
Non-fatal	64	87	92	88	82	47	460
Grand Total	74	100	111	106	104	53	548

Subject to change as
forensic results are returned

HOPEWELL POLICE DEPARTMENT
Reporting Date: Jan 6, 2024

Verified Shots Fired Jan 1 2023-Dec 31 2023 Vs Jan 1 2024-Dec 31 2024			
2023	2024	2023 Yearly Total	2024 Yearly Total
58	63	58	63

Neighborhood Watch Meetings

City Point – 1st Wednesday of every month @ 1800 Hrs. @ PD Multipurpose Room.

Farmingdale – 1st Monday of every month @ 1830 Hrs. @ Wesley United Methodist Church.

Cobblestone – 3rd Wednesday every other month @ 1300 Hrs. @ Cobblestone Rec. Center.

Kippax Dr – 3rd Thursday of every month at Mr. Brown residence @ 3807 Gloucester Dr.

Autumn Woods – Will be starting up again in May 2024 and the location is to be determined.

Ward 3 – 2nd Monday of every month 6:00pm @ Power's Memorial Church.

Arlington Heights – Usually meet last Tuesday of the month @ 1305 Arlington Rd. Friendship Baptist Church.

Hiring-Recruitment Dec 2024

- 13 - Sworn Vacancies, 1 - Emergency Communications Vacancy
- Police background investigations were completed and none were recommended for hire.
- A Recruitment event is scheduled at Brightpoint Community College on Jan 27, 2025 from 10am-2 pm.
- 32 police applicants have been received to be processed for testing invitations.
- The Crater Criminal Justice Academy graduation ceremony was held on December 19, 2024, at 11 a.m. The three graduates will complete initial in-house refresher training followed by 12 weeks of field training.

Recruitment Banner

HOPEWELL POLICE DEPARTMENT

NOW HIRING

- **POLICE OFFICERS**
CERTIFIED AND NON-CERTIFIED
- **EMERGENCY COMMUNICATIONS OFFICERS**



**HIRING
BONUS
AVAILABLE**

APPLY TODAY



(804) 541-0055

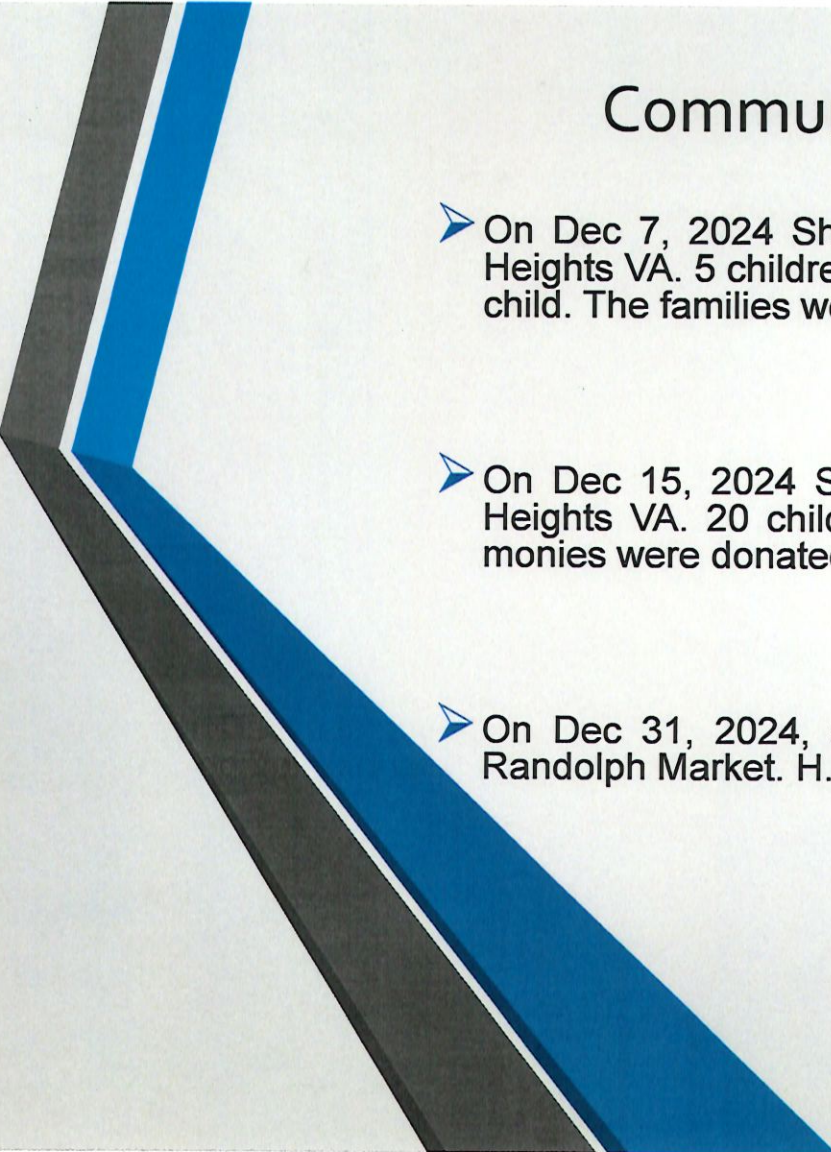
WWW.HOPEWELLVA.GOV/224/JOIN-OUR-TEAM

Community Policing Officers by Ward

- Corry Young Ward -1- cyoung@hopewellva.gov
- Ryan Hayberg Ward-2 rhayberg@hopewellva.gov
- Michael Redavid Ward-3&-6 mredavid@hopewellva.gov
- Thomas Jones Ward-4 &7 tjones@hopewellva.gov
- Jonathon Bailey Ward-5 jbailey@hopewellva.gov

Downtown Community Engagement

- Foot Patrols were completed
- Business Checks were completed.
- Directed Patrols were completed with no significant activity to report on the unsheltered population.
- Citizens contact/Business Owner contacts were made.
- Since August 15, 2024, the total Policing Overtime at the Beacon Theater during scheduled concerts events was 164 hours (41 shifts) for the calendar year 2024.
- Since February 29, 2024, Downtown Community Policing overtime was 456 hours (114 shifts) for the calendar year 2024



Community Engagement Activities

- On Dec 7, 2024 Shop with a Cop event was held at Burlington in Colonial Heights VA. 5 children were adopted from three families and received \$300 per child. The families were nominated by our community partners.
- On Dec 15, 2024 Shop with a Cop event was held at Walmart in Colonial Heights VA. 20 children were adopted and each child received \$200.00. All monies were donated from multiple organizations throughout the city.
- On Dec 31, 2024, a HEAT(Help Eliminate Auto Thief) event was held at Randolph Market. H.E.A.T. educational packets were given out to citizens.

C-4

DATE: January 07, 2025
TO: The Honorable City Council
FROM: Yaosca Smith, Director of Human Resources
SUBJECT: Personnel Change Report – December 2024

APPOINTMENTS:

NAME	DEPARTMENT	POSITION	DATE
DUDLEY, DAPHENE	TREASURER	PT GEN CLK	12/02/2024
CARTER, JACKOLYN	RECREATION	PT CUST SVC AGNT	12/03/2024
ROBBINS, CHELSEA	SOCIAL SERVICES	FAMSERVSPEC I	12/11/2024
WILLIAMS, SHAN-TINA	SOCIAL SERVICES	FAMSERVSPEC I	12/11/2024
HAYES, LAJUAN	PUBLIC WORKS	PW MAINT SPEC	12/11/2024
PETERSON, NOAH	STORMWATER	STRM WTR MGT ENG	12/11/2024

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

REMOVALS:

NAME	DEPARTMENT	POSITION	DATE
WILSON, TYSON	FIRE	FIREFIGHTER II/MEDIC	12/02/2024
SHEA, RIMANATOU	SOCIAL SERVICES	FAMSERVSPEC I	12/06/2024
CURTIS, JAMES	RECREATION	PT GYM ATTEND	12/08/2024
MIJANGOS, SAUL	FIRE	FIRE CAPT	12/11/2024
CHAFFE, THOMAS	COMMONWEALTH ATTORNEY	ASST COMM ATTY I	12/20/2024
FORD, CHRISTOPHER	SHERIFF	SHERIFF DEPUTY FT	12/29/2024
TOWNS, CONSTANCE	VJCCCA	JUV CRT SERV OFF	12/31/2024

CC: Concetta Manker, City Manager
 James Gaston III, Deputy City Manager
 Jay Rezin, IT Director
 Arlethia Dearing, Customer Service Mgr.
 Kim Hunter, Payroll
 Stacey Jordan, Finance Director

INFORMATION/PRESENTATION



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Access Defibrillator (PAD) Program

ISSUE: The Public Access Defibrillator (PAD) Program, administered by the Virginia Department of Health’s Crater Health District, aims to enhance community safety by increasing the availability of automated external defibrillators (AEDs) in public spaces. This initiative represents a vital step in equipping local communities and visitors with essential tools to respond effectively to cardiac emergencies. By strategically placing AEDs in accessible locations and providing training for community members on their use, the program seeks to improve survival rates from sudden cardiac arrest. Ultimately, this initiative fosters a culture of preparedness and support, ensuring that vital emergency assistance is readily available when seconds count.

RECOMMENDATION: Staff recommends City Council supports the PAD program.

TIMING: At the January 28, 2025 City Council Regular Meeting.

ENCLOSED DOCUMENTS: PAD Presentation.

STAFF: Tabitha Martinez, Director of Recreation and Parks and Adairius Williams, Assistant Director of Recreation and Parks

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

- | | | | | | |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|--|
| Y | N | | Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Rita Joyner, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Susan Daye, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Yolanda Stokes, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Ronnie Ellis, Ward #4 | | | |

Roll Call

SUMMARY:

- | Y | N | |
|--------------------------|--------------------------|-----------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Rita Joyner, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Ronnie Ellis, Ward #4 |

- | Y | N | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Susan Daye, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Yolanda Stokes, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |



PUBLIC ACCESS DEFIBRILLATION (PAD) PROGRAM

HOPEWELL RECREATION AND PARKS

DIRECTOR TABITHA MARTINEZ

ASSISTANT DIRECTOR ADAIRIUS WILLIAMS

What is the PAD Program?



- The PAD Program is a grant offered by the Virginia Department of Health (VDH) Crater Health District.
- VDH provided eight AEDs to Hopewell Recreation and Parks
 - Six external CE-TEK 4000 Outdoor AED enclosures
 - One wall mounted cabinet
 - One portable AED
- Total Grant from VDH approximately \$21,023



By the Numbers



- 350,000
- 20%
- Survival DOUBLES
- 24/7



350,000
OUT OF HOSPITAL

CARDIAC ARRESTS EACH
YEAR IN **US** - THAT'S ONE
EVERY 2 MINUTES



20% OF CARDIAC
ARRESTS

OCCUR IN
PUBLIC
SETTINGS
(JOB 1 IN 6
IS FINE FOR
THIS)

**AN
AUTOMATIC EXTERNAL DEFIBRILLATOR
AUTOMATICALLY DETECTS AND
TREATS LETHAL HEART RHYTHMS.**

AN **AED** CAN BE USED BY
ANY PERSON INCLUDING
UNTRAINED BYSTANDERS

AN AEDs WILL **NOT SHOCK**
SOMEONE WHO IS **NOT**
IN **CARDIAC ARREST**

**SURVIVAL FROM CARDIAC
ARREST DOUBLES** WHEN A
BYSTANDER USES AN **AED**
BEFORE EMS ARRIVES.

GOOD SAMARITAN
LAWS PROTECT AED OWNERS AND
USERS FROM LIABILITY WHEN THEY
FOLLOW THE DEVICE INSTRUCTIONS.

 American
Heart
Association.
RECOMMENDS USE OF AN
AED WITHIN **3** MINUTES OF
THE CARDIAC ARREST WHILE
THE AVERAGE RESPONSE TIME
FOR EMS IS OVER **6** MINUTES.

24
HOUR AED TEAM PROVIDES A
SECURE SOLUTION FOR
ACCESS TO AEDS IN
OUTDOOR SETTINGS.



www.aedteam.com

(844) AED-1600

info@aedteam.com

Locations of PADs

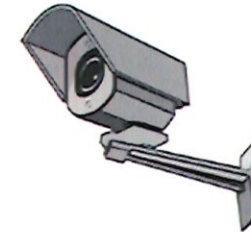


- Crystal Lake
- Mathis Park
- Atwater Soccer Complex
- City Park/Riverwalk
- Riverside Park
- Hopewell City Marina
- Park Shop
- Portable AED

Department Costs



- Installation
- Electricity
- Cameras
- Replacement Pads
 - Every two and half years
 - After deployment
- Replacement Batteries
 - Every five years
 - After deployment
- Subscription fee
 - \$10 per month per cabinet



Timeline

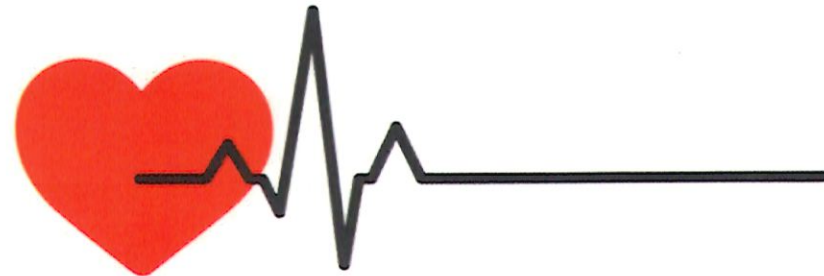


- January

- Receiving and inventorying units
- Securing services for install and electricity
- Press release – Coming Soon!
- Staff training
- Public safety training

- February

- Installation of units
- Practice Run
- Video Education for Public
- Press release of deployment



COMMUNICATIONS FROM CITIZENS

PUBLIC HEARING

PH-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

- Consent Agenda
- Public Hearing
- Presentation-Boards/Commissions
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- Regular Business
- Reports of Council Committees

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Hearing City Sale of Eppes Street Lots

ISSUE: Public Hearing regarding City of Hopewell sale of LOTS 1 TO 4 INCL & LAND NOT PLATTED IN LOTS BLK 2 SUBDIVISION: NATIONAL VIEW, and identified as Parcel/Tax ID number 0640015, containing approximately .438 acres to adjacent property owner, William Therdore Lunsford Jr.

RECOMMENDATION: Conduct the public hearing, approve contract for sale of Parcel/Tax ID number 0640015

TIMING: Public Hearing scheduled for January 28th, 2025

BACKGROUND: This property is adjacent the property owned by the buyer. It is not buildable due to lack of access to public road. The property is being sold at assessed value of \$20,000.00.

ENCLOSED DOCUMENTS:

- **Proposed purchase/sale agreement dated December 13th, 2024**
- **Advertisement of Public Hearing**

STAFF: Charles Bennett, Director of Economic Development and Tourism

SUMMARY:

Y N

- Vice Mayor Rita Joyner, Ward #1
- Councilor Michael Harris, Ward #2
- Mayor John B. Partin, Ward #3
- Councilor Ronnie Ellis, Ward #4

Y N

- Councilor Sandra Daye, Ward #5
- Councilor Yolanda Stokes, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7

FOR IN MEETING USE ONLY

MOTION: Motion to approve the sale of Parcel/Tax ID number 0640015, containing approximately .438 acres to adjacent property owner, William Therdore Lunsford Jr. as outlined in attached purchase agreement dated 12.13.2024, and to direct the proceeds from this property sale to the Hopewell City Marina repairs and maintenance.

Roll Call

SUMMARY:

Y N

- Vice Mayor Rita Joyner, Ward #1
- Councilor Michael Harris, Ward #2
- Mayor John B. Partin, Ward #3
- Councilor Ronnie Ellis, Ward #4

Y N

- Councilor Sandra Daye, Ward #5
- Councilor Yolanda Stokes, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7

The Progress-Index

Public Notices

Originally published at progress-index.com on 01/14/2025

Notice of Public Hearing

CITY OF HOPEWELL, VIRGINIA

Sale of Real Estate

Notice is hereby given pursuant to §15.2-1800(B) and §15.2-1813 that the Hopewell City Council will conduct a Public Hearing on Tuesday, January 28th 2025, 7:30pm in City Council Chambers 300 N. Main Street; Hopewell, VA for the sale of: LOTS 1 TO 4 INCL & LAND NOT PLATTED IN LOTS BLK 2 SUBDIVISION: NATIONAL VIEW Tax Map Number, 0640015. Comment from citizens welcomed. Contact 804-541-2270 for information

1/14, 1/21/25 #10933969

REAL ESTATE PURCHASE AGREEMENT

This Real Estate Purchase Agreement (this "Agreement") dated **December 13th, 2024** is by and between **City of Hopewell, Virginia, a political subdivision of the Commonwealth of Virginia** ("Seller"), **William Therdore Lunsford Jr.** ("Buyer").

Whereas, Seller is the owner of that certain property located in the **City of Hopewell, Virginia, commonly known as LOTS 1 TO 4 INCL & LAND NOT PLATTED IN LOTS BLK 2 SUBDIVISION: NATIONAL VIEW**, and identified as Parcel/Tax ID number **0640015**, containing approximately **.438** acres (the "Property"); and

Whereas, Seller wishes to sell the Property to Buyer, and Buyer wishes to purchase the Property from Seller.

Now, therefore, in consideration of the foregoing, the covenants and agreements herein, and the benefits to be derived therefrom, the receipt and sufficiency of which is hereby acknowledged, the parties, intending to be legally bound, agree as follows:

1. Purchase and Sale of the Property. On the Closing Date, as this and other capitalized terms are defined herein, and subject to the terms and conditions of this Agreement, Seller will sell, grant, convey, and deliver the Property to Buyer, and Buyer will purchase and acquire the Property, which includes without limitation all easements, riparian and other rights, privileges, and appurtenances belonging or in any way appertaining to the Property, all of the estate, right, title, interest, claim, or demand whatsoever therein, and all fixtures and equipment attached thereto.

2. Purchase Price, Deposit, and Payment.

(a) The purchase price to be paid by Buyer for the Property (the "Purchase Price") is **\$20,000.00**; and,

(b) Within three business days after this Agreement is fully executed by both Seller and Buyer (the "Effective Date"), Buyer will deposit with its settlement agent (the "Settlement Agent") **\$1,000.00** (the "Deposit"). At Closing, the Deposit will be applied to the Purchase Price. The Purchase Price, subject to prorations and adjustments herein, will be payable by Buyer to Seller at Closing by certified or bank check, wire, or check of the agent for the company insuring title for Buyer (the "Title Insurer").

3. Deleted

4. Feasibility Period.

(a) For Two months after the Effective Date (the "Feasibility Period"), Buyer and its contractors and other representatives will have the right to enter the Property for Buyer to conduct engineering, architectural, environmental, title, zoning, survey, and feasibility studies, and other studies to determine the suitability of the Property for Buyer's intended use. Buyer will leave

the Property in the same condition as when Buyer entered the Property, restoring any damage to the Property caused by Buyer or its representatives, normal wear and tear excepted. Remediation of any environmentally significant findings uncovered during inspections conducted during the Feasibility Period will be at the sole cost of Seller.

(b) Buyer will submit any objections to title or matters revealed by survey (the "Title Objections") to Seller prior to the expiration of the Feasibility Period, as may be extended. Seller will have five days from submission of the Title Objections to provide a written response, and 30 days from submission of the Title Objections to cure them. If Seller is unwilling or unable to cure the Title Objections, then Buyer may (i) terminate this Agreement, or (ii) waive the Title Objections and proceed to Closing.

(c) During the Feasibility Period, Buyer may apply to all governmental authorities having any jurisdiction over the Property, or its use, for such approvals necessary or desirable for Buyer's intended use. During the Feasibility Period, including any extensions thereof, Seller will execute such instruments requested by Buyer to allow it to obtain any permits and approvals.

(d) During the Feasibility Period, Buyer, in its sole discretion, may terminate this Agreement at any time and for any reason by giving notice to Seller, at which time Buyer's deposit shall be returned to Buyer and the parties hereto shall have no further obligation hereunder.

(e) Upon expiration of the Feasibility Period as may have been extended, if Buyer has not terminated this Agreement, the parties will proceed to Closing, subject to the appropriations and any other contingencies.

5. Covenants, Representations, and Warranties of Seller. Seller covenants, warrants, and represents to Buyer that:

(a) Seller has the authority to enter into this Agreement and to consummate the transactions herein contemplated. Seller is the sole owner of the Property and has the absolute and unencumbered right to sell and convey the Property to Buyer.

(b) To the best of Seller's actual knowledge, Seller is not in default in complying with any of covenants, conditions, restrictions, easements, rights-of-way, or other provisions which are to be performed or complied with by the owner of the Property.

(c) There are no violations of any ordinance or other laws, orders, building codes, zoning, land use regulations, or any other requirements of any applicable governmental authority affecting any portion of the Property or any improvements on the Property, and no notice of any violation has been issued to Seller by any governmental authority.

(d) To the best of Seller's actual knowledge, there are no hazardous substances or toxic substances, including as those terms are defined by the Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA), in, on, or under the Property, or underground storage tanks on or under the Property.

(e) There is no action, suit, or other proceeding pending or threatened against or affecting the Property, nor is Seller a party to any litigation affecting the Property or that could adversely affect the ability of Seller to perform its obligations hereunder or under any document to be delivered pursuant hereto.

(f) Seller is not in default with respect to any obligations or liabilities that could result in a lien or encumbrance against the Property.

(g) There are no leases, written or oral, or any other occupancy rights existing or affecting the Property.

(h) No person or entity has any "right of first refusal" or other option to acquire any right, title, or interest in or to any part of the Property.

(I) Special Notice: the seller discloses an existing easement right for the Hopewell Marina BMP Project. As part of the land acquisition process, a part of Parcel 0640015 was acquired for easement right purposes. (see attached easement plan)

6. Additional Obligations of Seller.

(a) At or before Closing, Seller agrees to execute, acknowledge, and deliver to Buyer (i) a general warranty deed with English covenants of title, conveying title to the Property to Buyer, (ii) an owner's and/or a mechanic's lien affidavit, if required by the Title Insurer, (iii) a survey affidavit in a form acceptable to the Title Insurer, and (iv) such other customary documents reasonably requested by the Title Insurer.

(b) At Closing, Seller will give Buyer full, complete, and actual unencumbered possession of the Property, including all fixtures and equipment attached thereto.

7. Conditions Precedent to Buyer's Obligations.

(a) In addition to the appropriations and any other contingencies, and to the Feasibility Period, the obligation of Buyer to purchase the Property and to perform other obligations under this Agreement will be subject to the following:

(i) Seller will have performed all covenants and obligations and complied with all conditions required by this Agreement to be performed or complied with by Seller on or before the Closing Date that have not been waived.

(ii) All representations and warranties made by Seller will be true and correct in all material respects as of and at Closing.

8. No Liabilities Assumed. Buyer will not assume any liability or obligations of any nature of Seller, except for any items that have been specifically designated for proration hereunder.

9. Closing.

(a) The closing of the purchase and sale of the Property ("Closing") will occur at the Settlement Agent's office on or before the date which is no more than 30 days after the later of the expiration of the Feasibility Period as may be extended, or receipt of sufficient appropriations (the "Closing Date"). Buyer reserves the right to elect to close sooner, in which case Buyer will provide at least 48 hours advance notice to Seller.

(b) At or before Closing, the respective parties will deliver to the Settlement Agent the Purchase Price, the general warranty deed of conveyance, and all other documents and instruments required to be delivered by either party to the other under this Agreement, including documents and instruments required by the Title Insurer. The Settlement Agent will first apply cash funds arising from this transaction to pay off and discharge any encumbrances or other obligations affecting the Property.

(c) Real estate taxes with respect to the Property will be adjusted as of midnight of the day immediately preceding the Closing Date, it being understood that Seller is responsible for all costs incurred or arising from events occurring prior to or at Closing, and Buyer will be responsible for costs incurred or arising from events occurring after Closing. The adjustments described in this subparagraph will be included on the settlement statement prepared in connection with the Closing. In making the adjustments required by this paragraph, Seller will be given credit for all amounts prepaid by Seller before the Closing for any period after the Closing Date, and Seller will be charged with any unpaid charges for the period on or prior to the Closing Date. Special assessments, if any, imposed prior to the Closing Date will be paid in full by Seller prior to or at Closing.

(d) At Closing, Buyer will pay any city, state, and court filing fees, any prorations under this Agreement, and any other costs incurred by Buyer relating to its acquisition of the Property or the requirements of any lender to Buyer, except those costs specified hereinafter which are to be paid by Seller, and Buyer may pay the cost of its attorneys' fees, including the costs to prepare the documents required to be executed and delivered by Buyer, if not paid outside of Closing.

(e) At Closing, Seller will pay the costs pertaining to the payoff and release of any existing liens or encumbrances, the grantor's tax on the deed of conveyance, and all other costs incurred by Seller relating to its sale of the Property, and may pay the cost of Seller's attorneys' fees, including the costs to prepare the deed, if not paid outside of Closing.

10. Termination.

(a) This Agreement may be terminated as set forth herein, including:

(i) By Buyer in accordance with paragraphs 3 and 4;

(ii) By Buyer, prior to Closing, in the event of material breach by Seller of any of its representations, warranties, covenants, or agreements herein, and such breach has not been cured within 10 days after notice to Seller from Buyer; and

(iii) By Seller, prior to Closing, in the event of material breach by Buyer of any of its representations, warranties, covenants, or agreements contained herein, and such breach has not been cured within 10 days after receipt of notice to Buyer from Seller; provided, however, Seller may not terminate this Agreement if Seller is in material breach of any of its own covenants, representations, or warranties herein.

(b) If Buyer is entitled to terminate this Agreement, then Buyer will be entitled to (i) demand strict performance, and delay Closing until Seller has complied with the terms of this Agreement, (ii) waive Seller's default and proceed to Closing, or (iii) pursue a breach of contract action including specific performance of this Agreement against Seller, and will be entitled to damages, and, if Buyer is the prevailing party, attorneys' fees, costs, and other charges in connection with any legal action.

11. Notice. All notices, requests, demands, and other communications hereunder will be in writing and will be deemed to have been duly given if transmitted by hand delivery with receipt therefore, by recognized overnight courier service, by registered or certified mail, return receipt requested, postage prepaid, properly addressed accordingly, or, if agreed upon in advance by the parties or if receipt is acknowledged by the recipient, electronically:

<p><i>If to Buyer:</i> Attn: William Therdore Lunsford Jr. 1004 Eppes Hopewell, VA 23860 Phone: 919-799-6311 Email: billlunsford64@gmail.com</p>	<p><i>If to Seller:</i> <u>City of Hopewell Virginia</u> Attn: <u>Charles Bennett Director</u> <u>300 North Main, suite 214</u> <u>Hopewell, VA 23860</u> Phone: <u>(804) 541-2270</u> Email: cbennett@hopewellva.gov</p>
<p><i>With copy to Buyer's Counsel:</i> _____ _____ _____ Phone: _____ Email: _____</p>	<p><i>With copy to Seller's Counsel:</i> Office of Hopewell City Attorney Phone: (804) 541-2247 Marta Valle Paralegal, City Attorney's Office FOIA Officer mvalle@hopewellva.gov</p>

Such communications will be deemed to have been given (i) at the date of mailing when mailed by registered or certified mail, (ii) on the date of delivery if delivered by hand to the address of a party as set forth above, (iii) on the date of delivery by the sender to a recognized overnight courier service, with direction for delivery on the next business day, and (iv) upon sending of an email or facsimile after such means of delivery has been agreed upon, or otherwise upon acknowledgement of receipt. Either party may change its address for communications by a communication given in accordance with the terms of this paragraph.

12. **Brokers/Commissions.** Seller and Buyer represent and warrant that there are no real estate brokers or other agents involved in this transaction, and Seller agrees to indemnify and hold Buyer harmless against any claim made for brokerage commissions or finder's fees resulting from any violation of the foregoing representation and warranty. The provisions of this paragraph will survive Closing.

13. **Entire Agreement.** This Agreement and any exhibits hereto contain the entire agreement between the parties relating to the purchase and sale of the Property, all prior negotiations between the parties are merged into this Agreement, and there are no promises, agreements, conditions, undertakings, warranties, or representations, oral or written, express or implied, between the parties other than as herein set forth. No change or modification of this Agreement will be valid unless in writing and signed by the parties. No waiver of any of the provisions of this Agreement will be valid unless in writing and signed by the party against whom it is sought to be enforced.

14. **Survival of Representations, Warranties, and Covenants.** In addition to and except as may be specifically provided herein, the representations, warranties, and covenants of Seller set forth herein will survive Closing.

15. **1031 Exchange.** Seller may consummate the purchase or sale of the Property as part of a so-called like-kind exchange (an "Exchange") pursuant to § 1031 of the Internal Revenue Code of 1986, as amended. Neither party will by this Agreement or acquiescence to an Exchange desired by the other party (i) have its rights under this Agreement affected or diminished in any manner; or (ii) be responsible for compliance with or be deemed to have warranted to the other party that such party's Exchange in fact complies with § 1031 of the Code. The provisions of this paragraph will survive any termination of this Agreement or Closing.

16. **Assignment.** *Reserved.*

17. **Miscellaneous.**

(a) This Agreement is binding upon, inures to the benefit of, and is enforceable by, the successors and assigns of the parties.

(b) This Agreement may be executed in any number of counterparts, each of which will be an original and all of which will constitute but one and the same instrument.

(c) Facsimile, PDF, and other electronically-transmitted signatures will be as effective and binding as original signatures.

(d) Seller assumes the risk of loss or damage to the Property by fire or other casualty until Closing.

(e) Any exhibits attached hereto are incorporated herein by reference and made a part hereof as if fully set forth herein.

(f) This Agreement, and the rights and obligations of the parties, will be governed by and construed in accordance with the laws of the Commonwealth of Virginia.

(g) If any term, provision, covenant, or condition of this Agreement is deemed to be invalid or unenforceable, the remainder of this Agreement will not be affected and will remain binding and enforceable, as fully as if the invalid or unenforceable term, provision, covenant, or condition had never been included.

In witness whereof, the parties have caused this Agreement to be duly executed.

**THE CITY OF
HOPEWELL, VIRGINIA**

William Therdore Lunsford Jr

By: _____

By: _____

Name: _____

Name: _____

Title: _____

Title: _____

Date signed: _____

Date signed: _____

0640015

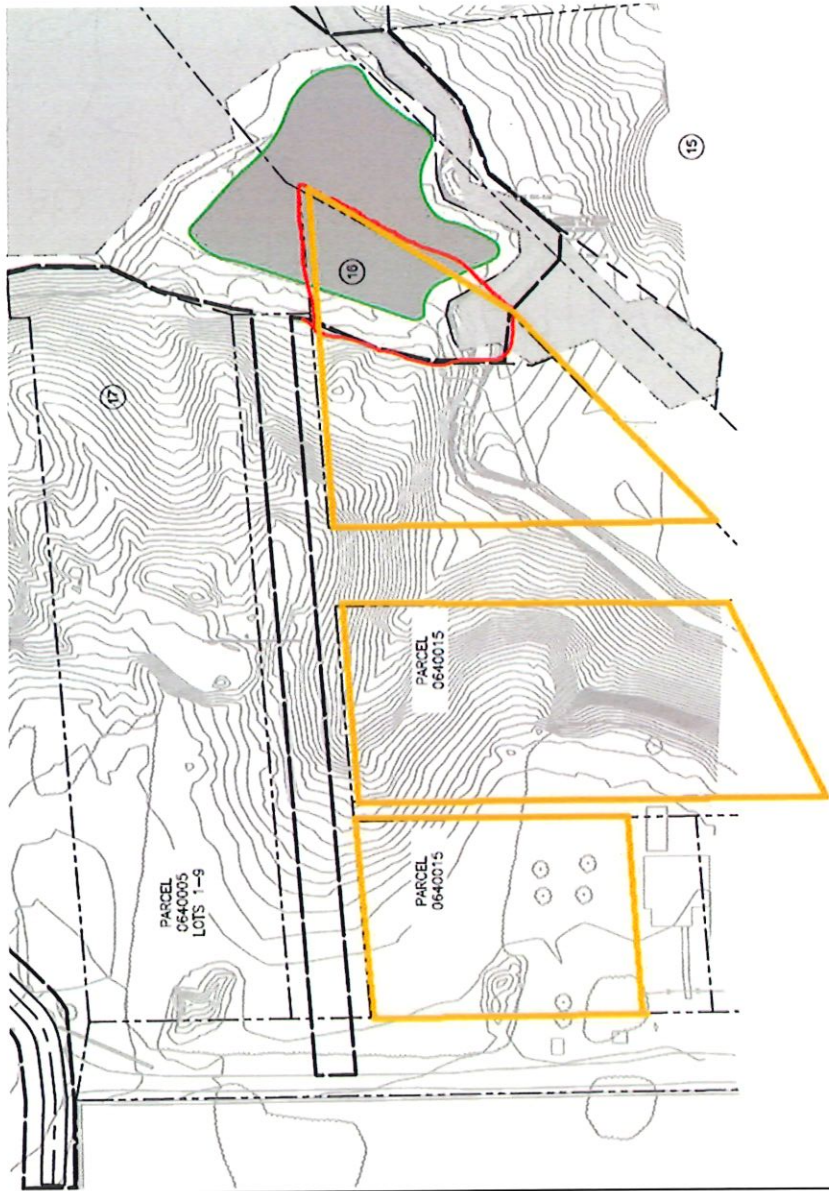
CITY OF HOPEWELL
MOUNTAIN
Acres: 0.44
Value: \$20,000
View: [Report](#) | [Google Maps](#)

100 ft

N 9TH AVE
N 10TH AVE

Parcel ID	0640015	Alternate ID	0640015
Sec/Twp/Rng	n/a	Class	73 EXEMPT: Local Govt
Property Address	MOUNTAIN HOPEWELL	Acres	0.4375
District			
Brief Tax Description		01	
		LOTS 1 TO 4 INCL & LAND NOT PLATTED IN LOTS BLK 2	
		SUBDIVISION: NATIONAL VIEW	
		<i>(Note: Not to be used on legal documents)</i>	

Property to convey with sale



Map showing the part of the property in red that has a easement for maintenance of Marina BMP project.

PH-2



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Hearing on a Conditional Use Permit Request to construct a single-family dwelling on non-conforming lot, Parcel #013-1210, located on Atlantic St.

ISSUE: City Zoning Ordinance allows for the construction of single-family dwellings on non-conforming lots with the approval of a CUP. Conditions of approval can be set.

RECOMMENDATION: The City Administration recommends approving the CUP request with conditions.

TIMING: City Council action is requested on January 28, 2025.

BACKGROUND: This CUP application was first presented to City Council at a work session held on December 10, 2024.

ENCLOSED DOCUMENTS: CUP application, house plans, staff report, presentation

STAFF: Christopher Ward, Director of Development

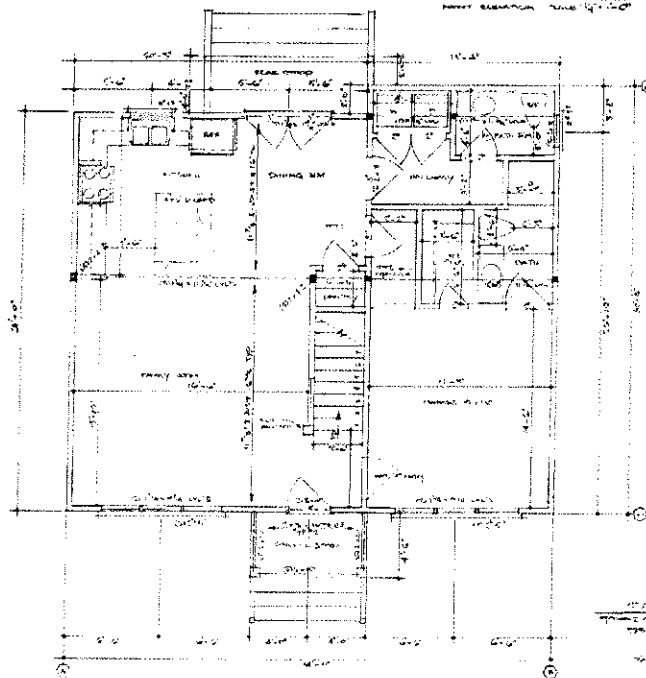
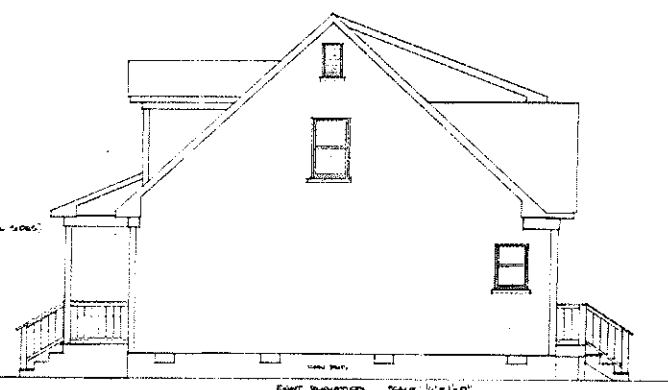
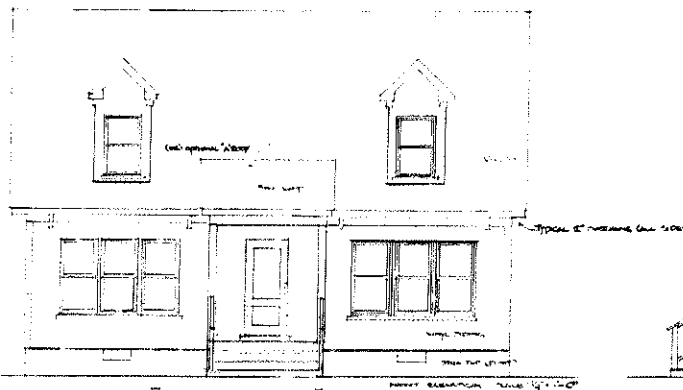
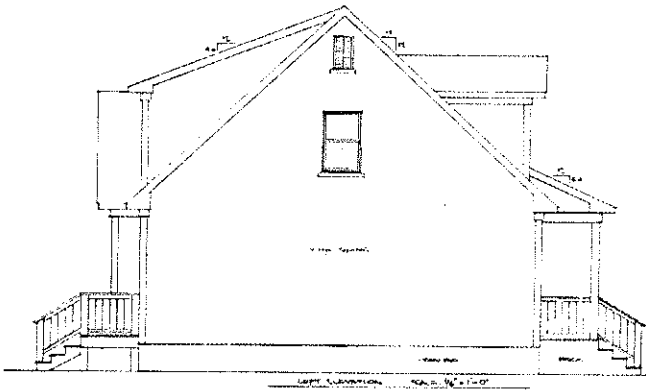
FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

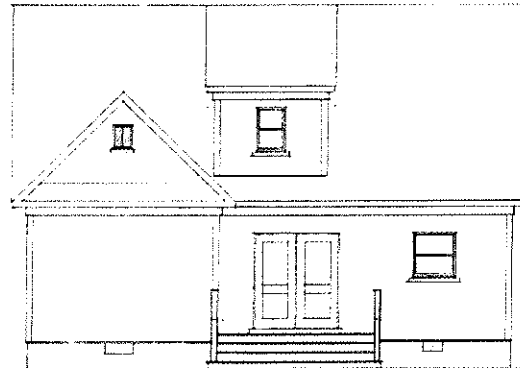
- | Y | N | | Y | N | |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Rita Joyner, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Susan Daye, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Yolanda Stokes, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Ronnie Ellis, Ward #4 | | | |



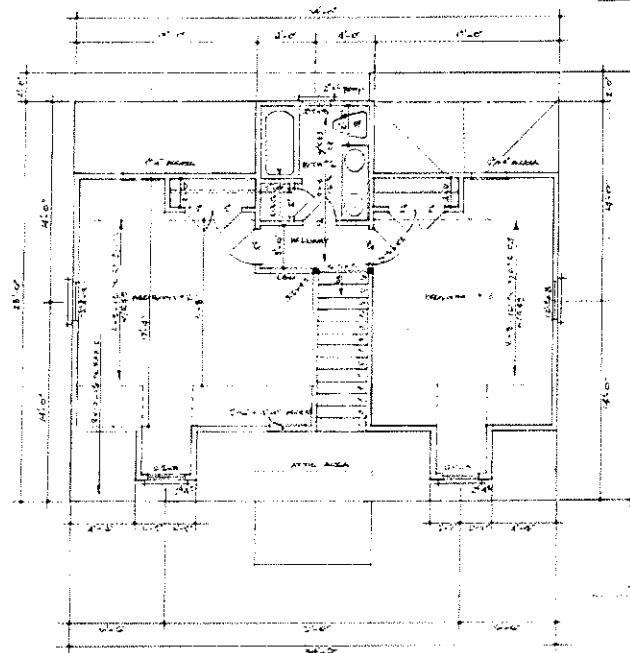
PROJECT: THE GRACE III - VERTICAL AND SPATIAL PLAN

NOT TO SCALE
 ALL DIMENSIONS ARE IN FEET AND INCHES
 DIMENSIONS IN PARENTHESES ARE IN METERS
 DIMENSIONS IN BRACKETS ARE IN FEET AND INCHES
 DIMENSIONS IN SQUARE BRACKETS ARE IN METERS
 DIMENSIONS IN DASHES ARE IN FEET AND INCHES
 DIMENSIONS IN DASHES ARE IN METERS

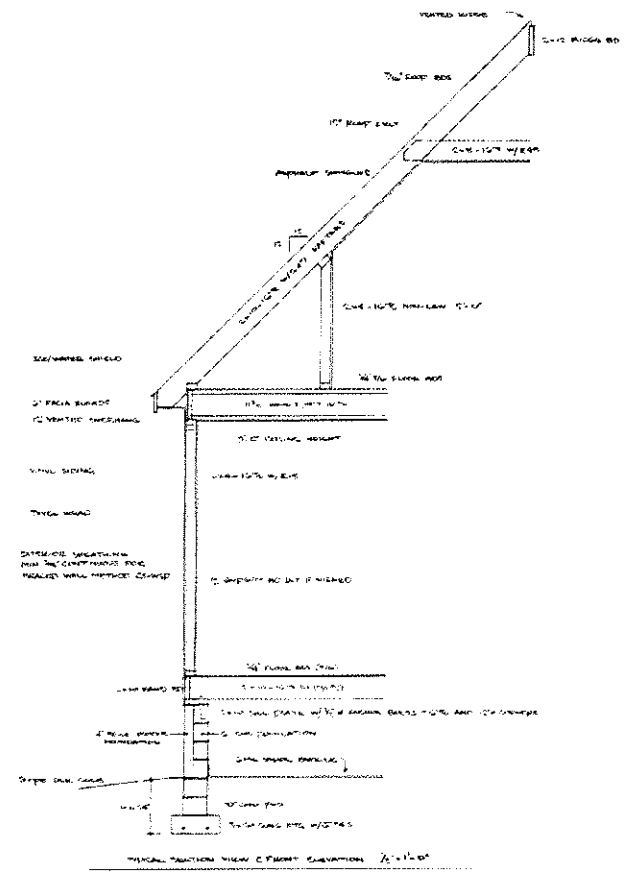
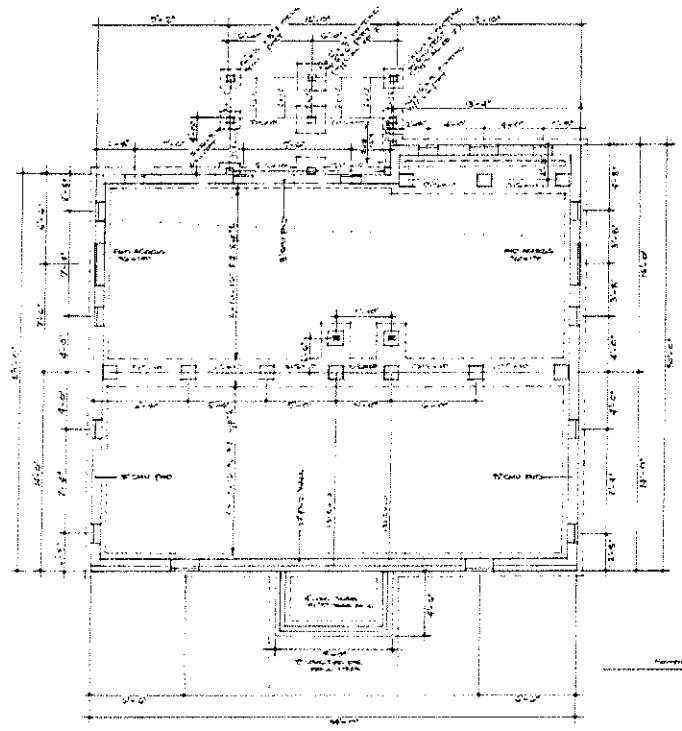
DATE: 10/10/10
 ARCHITECT: [unreadable]
 CONSULTANT: [unreadable]



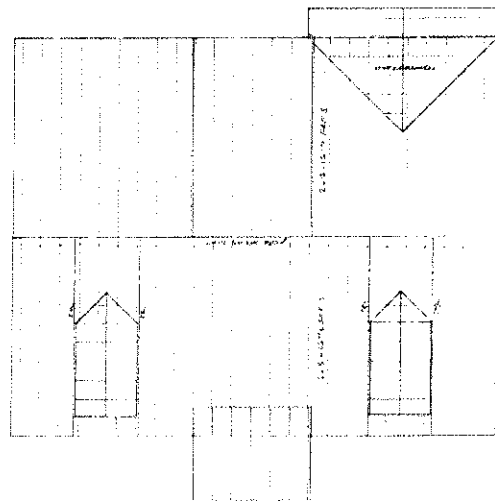
FRONT ELEVATION SCALE 1/8" = 1'-0"



FLOOR PLAN SCALE 1/8" = 1'-0"
NOT TO SCALE



ROOFING AND FOUNDATION PLAN DATE: 12/1/07



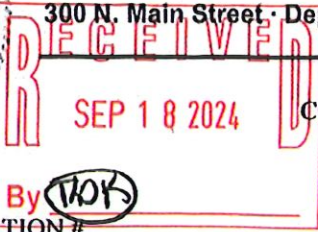
BASE PLAN AND SECTION SCALE 1/8" = 1'-0"

City of Hopewell, VA
Permits / Inspect... - 202410061CUP - 2024
026659-0005 debra mc... 09/18/2024 10:49AM
0
CONDITIONAL USE PERMIT - REVIEW 300.00
Payment Amount: 350.00
Transaction Amount:
IP Develop: *****1342



The City
of
Hopewell, Virginia

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



CONDITIONAL USE PERMIT APPLICATION

Application #: 20241006

APPLICATION FEE: \$300

APPLICATION #

Permit #: _____

APPLICANT: S.R.B. INVESTORS, LLC
ADDRESS: P.O. BOX 73283
N. CHESTERFIELD, VA 23235
PHONE #: 804-640-0905 FAX #: _____
EMAIL ADDRESS: SRBINVESTORS@YAHOO.COM

INTEREST IN PROPERTY: X OWNER OR _____ AGENT
IF CONTRACT PURCHASER, PROVIDE A COPY OF THE CONTRACT OR A LETTER OF THE PROPERTY OWNER'S CONSENT TO MAKE APPLICATION.

OWNER: S.R.B. INVESTORS, LLC
ADDRESS: P.O. BOX 73283
N. CHESTERFIELD, VA 23235
PHONE #: 804-640-0905 FAX #: _____

PROPERTY ADDRESS / LOCATION:
1715 ATLANTIC ST

PARCEL #: _____ ACREAGE: 0.344 ZONING: R-2
Parcels 0131215, 0131210, 0131205, 0131200

*** IF REQUIRED BY ARTICLE 16 OF THE ZONING ORDINANCE, ***
A SITE PLAN MUST ACCOMPANY THIS APPLICATION

- ATTACH A SCALED DRAWING OR PLAT OF THE PROPERTY SHOWING:
1. FLOOR PLANS OF THE PROPOSED BUILDINGS. _____
 2. THE PROPOSED DEVELOPMENT WITH FRONT, SIDE, AND REAR ELEVATIONS. _____

THIS REQUEST FOR A CONDITIONAL USE PERMIT IS FILED UNDER SECTION
OF THE ZONING ORDINANCE.

PRESENT USE OF PROPERTY:
Single family residential

THE CONDITIONAL USE PERMIT WILL ALLOW:
Single family residential

PLEASE DEMONSTRATE THAT THE PROPOSAL AS SUBMITTED OR MODIFIED WILL NOT AFFECT ADVERSELY THE HEALTH, SAFETY, OR WELFARE OF PERSONS RESIDING OR WORKING IN THE NEIGHBORHOOD OF THE PROPOSED USE.

Property and surrounding areas zoned for and used as residential. Proposal will be conforming with existing uses and conditions and will not affect health, safety or welfare of persons residing or working in area.

PLEASE DEMONSTRATE THAT THE PROPOSAL WILL NOT BE DETRIMENTAL TO PUBLIC WELFARE OR INJURIOUS TO THE PROPERTY OR IMPROVEMENTS IN THE NEIGHBORHOOD.

There are no proposed improvements within public area.

PLEASE DEMONSTRATE HOW THE PROPOSAL AS SUBMITTED OR MODIFIED WILL CONFORM TO THE COMPREHENSIVE PLAN AND THE PURPOSES AND THE EXPRESSED INTENT OF THE ZONING ORDINANCE.

Except for lot frontage, the proposed lot will conform with R-2 zoning.

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

APPLICANT SIGNATURE

DATE

APPLICANT PRINTED NAME

OFFICE USE ONLY

DATE RECEIVED 9-18-24 DATE OF ACTION _____

____ APPROVED _____ DENIED

____ APPROVED WITH THE FOLLOWING CONDITIONS:



City of Hopewell, VA
 Dept. of Code Enforcement
 300 N. Main Street
 Hopewell, VA 23860
 804-541-2220
 Welcome

09/18/2024 10:49AM debra m.
 026659-0005 000230751
 Payment Effective Date 09/18/2024

PERMITS / INSPECTIONS
 ADMINISTRATIVE
 RESUBDIVISION - REVIEW
 2024 Item: 202410051ADR \$50.00
 Payment Id: 364589
 CONDITIONAL USE PERMIT -
 REVIEW
 2024 Item: 202410061CUP \$300.00
 Payment Id: 364590

\$350.00

Subtotal \$350.00
 TP CC Fee \$11.38
 Total \$361.38

TPDEVELOPMENTCE \$361.38
 Visa *****1342
 Ref=cadd3d69-462b-4ca8-9dd2-d683641483cf
 Auth=04938G

Change due \$0.00

Paid by: RODRIGUEZ/SERGIO



Signature: _____

Thank you for your payment.

City of Hopewell, VA COPY

Thank you for your payment

TylerPayments



**REQUEST FOR CONDITIONAL USE PERMIT
TO CONSTRUCT A SINGLE-FAMILY DWELLING ON NON-
CONFORMING PARCEL #013-1210 IN THE R-2
DISTRICT, LOCATED ON ATLANTIC ST.**



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, Sergio Rodriguez of SRB Investors, LLC requests a Conditional Use Permit to construct a single-family dwelling on non-conforming Parcel #013-1210 in the R-2 District located on Atlantic St. Staff recommends approval with conditions.

II. TENTATIVE SCHEDULE OF MEETINGS

BODY	DATE	TYPE	RESULT
Planning Commission	Nov. 14, 2024	Public Hearing	Rec. Approval 3-0
City Council	Dec. 10, 2024	Work Session	No Action
City Council	Jan. 28, 2025	1st Reading / PH	Pending

III. IDENTIFICATION AND LOCATIONAL INFORMATION

Applicant	Sergio Rodriguez/SRB Investors LLC
Owner	SRB Investors LLC
Existing Zoning	R-2 Residential Medium Density
Requested Zoning	N/A
Acreage	~0.172 acres / ~7,500 sf
Legal Description	E ½ LOTS 14-15-16 BLK 26 SUBDIVISION: BATTLEGROUND ADDITION
Election Ward	3
Future Land Use	Urban Residential
Strategic Plan Goal	Housing
Approval Method	City Council Resolution
Can Conditions be Set?	Yes
Map Location	Parcel #013-1210

IV. PUBLIC NOTIFICATION

PUBLIC HEARING	NOTIFICATION TYPE	DATE	DATE
Planning Commission	Progress-Index Ad	10/31/2024	11/7/2024
	Letter to Adj. Properties	12/1/2024	
City Council	Progress-Index Ad	1/14/2025	1/21/2025
	Letter to Adj. Properties	1/21/2025	

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 Conditional Use Permit 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.

Conditional Use Permits in Hopewell run with the land and not the owner.

VI. APPLICABLE CODE SECTIONS

1. [Article XVII, Non-Conforming Uses, Section F, Non-Conforming Lots of Record](#)
2. [Article IV, Residential, Medium-Density District \(R-2\)](#)

VII. SUBJECT PROPERTY

The subject property, Parcel #013-1210, is a non-conforming lot fronting Atlantic Street between S. 18th Avenue and Maryland Avenue. The property is rectangular in shape with a street frontage of 60 feet across and a depth of approximately 125 feet (after approval of administrative resubdivision) for a total square footage of 7,500sf. The R-2 District sets the minimum lot width at 75 feet and the minimum lot size for a single-family dwelling use at

7,500 square feet. The lot width is less than the required minimum, making it non-conforming to the R-2 District.

VIII. APPLICANT POSITION

The applicant proposes to construct a new, 2-story, 3-bedroom, 2.5 bath, 2,040 square foot modified Cape Cod-style house with vinyl siding that will meet district setbacks. The applicant has worked closely with staff to propose an appropriate dwelling for the neighborhood.

IX. STAFF ANALYSIS

When considering a conditional use permit, one must consider the seven conditions outlined in Article XXI of the Zoning Ordinance. Conditions may be mandated to ensure the character of the neighborhood and zoning district in which the use is locating will not be adversely affected. Such conditions may address architectural style, materials, landscaping, enhanced storm water management, or any other required condition that mitigates any potential negative impact with the goal of maintaining or enhancing the surrounding neighborhood.

The surrounding properties are typical 1-story homes with mostly vinyl siding and an average size of 1,267sf. The proposed house will be larger than the average home in the area and the proposed exterior material (vinyl) will be consistent with the other houses in the neighborhood.

The proposed new single-family dwelling will meet all district setbacks, as required by the ordinance.

X. RELATIONSHIP TO THE COMPREHENSIVE PLAN

AGE OF HOUSING

Hopewell has seen lower levels of new development in recent decades when compared to other cities in the region and state, with a drastic slowdown beginning in the 1980s. For this reason, the city now has an aging stock of housing units, with nearly 80% of all units built in the 1970s or earlier (Hopewell Comprehensive Plan 2018, pg. 202).

THE FUTURE LAND USE PLAN

Stable areas are fully built-out and are not viewed as available strategic opportunity areas for future growth. This leaves infill development and redevelopment employing Traditional Neighborhood Design (TND) and Urban Development Area (UDA) principles as the land use form upon which City leaders must focus. It is important to

distinguish between the two. Infill attempts to “seed” (or catalyze) a progressive movement to gradually upgrade the value and attractiveness of a given neighborhood or commercial area. Redevelopment focuses on larger properties or groups of properties that are substantially deteriorated or vacant, with potential economic value for the entire community.

Infill development and redevelopment projects can have substantial benefits for Hopewell. This will not occur without City guidance and planning initiatives. Communities that have pursued active infill and redevelopment programs have realized a strengthening of their real estate market by renewing housing stock and readapting sub-standard neighborhoods and sub-par commercial areas. (Hopewell Comprehensive Plan 2018, pg. 117).

XI. STAFF RECOMMENDATION

A survey of the properties in the immediate area reveals a collection of 1-story homes ranging in size from 864sf to 1,248sf with vinyl siding and one 2-story home. The lots in this area range in width from 58 feet to 104 feet wide. The proposed house exceeds the average size of the existing homes and will add a new home on a long-vacant lot.

From Article XXI-Amendments, of the Hopewell Zoning Ordinance:

“As may be specified within each zoning district, uses permitted subject to conditional use review criteria shall be permitted only after review by the Planning Commission and approval by the City Council only if the applicant demonstrates that:

4. The proposed conditional use conforms to the character of the neighborhood within the same zoning district in which it is located. The proposal as submitted or modified shall have no more adverse effects on health, safety or comfort of persons living or working in or driving through the neighborhood, and shall be no more injurious to property or improvements in the neighborhood, than would any other use generally permitted in the same district. In making such a determination, consideration shall be given to location, type, size, and height of buildings or structures, type and extent of landscaping and screening on the site, and whether the proposed use is consistent with any theme, action, policy or map of the Comprehensive Plan.”

For these reasons, Staff supports the approval of this application with the following conditions:

1. The new single-family dwelling will have 12-inch minimum eaves along all roof edges.
2. The lot will have a minimum coverage of 20% tree canopy at full maturity.

3. A driveway of asphalt or concrete will be installed in accordance with the City's driveway policy.
4. The new single-family dwelling will have brick or stone foundation on all four sides.
5. The new single-family dwelling will have foundation plantings along the front foundation.
6. The new single-family dwelling will be in substantial conformance with the set of house plans presented to the Planning Commission on 11/14/2024, with any modifications as conditioned at final approval.

XII. PUBLIC COMMENT

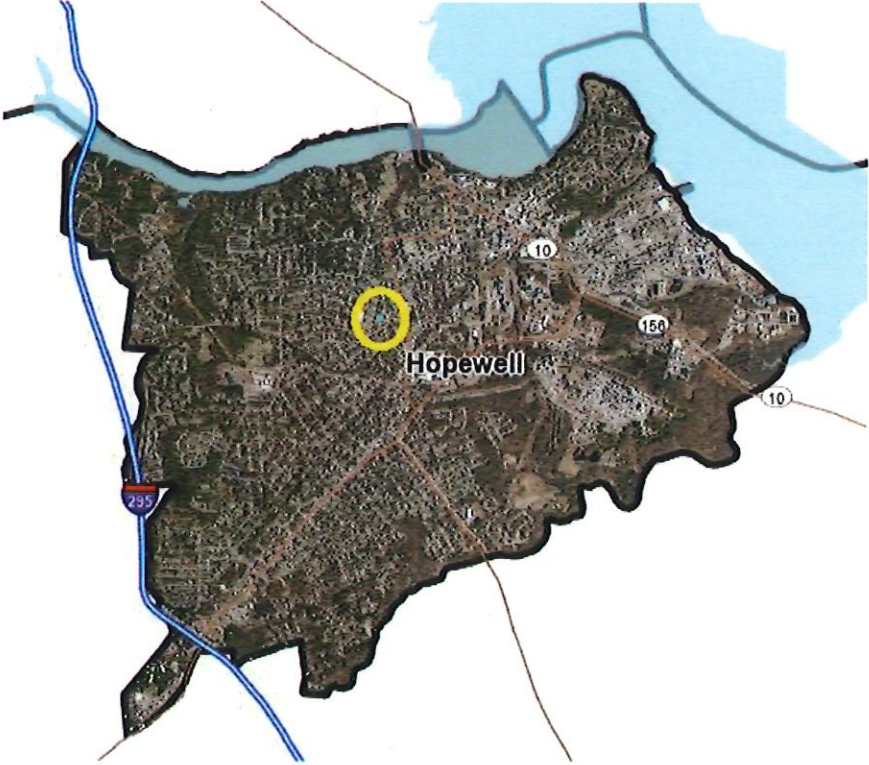
The Hopewell Department of Development did not receive and written or spoken comment about this CUP request. No comment was offered at the Planning Commission public hearing.

XIII. PLANNING COMMISSION RECOMMENDATION

The Hopewell Planning Commission voted 3-0 on November 14, 2024 to recommend approval of the CUP request with the conditions set forth by staff.

APPENDIX A - MAPS

CITY LOCATIONAL MAP – Yellow Circle indicates general area



PROPERTY LOCATION – Blue box indicates Parcel #013-1210



APPENDIX B – SURROUNDING AREA DATA

SURROUNDING PROPERTIES - PARCEL #013-1210									
Atlantic St.									
	ADDRESS	STORIES	HOUSE SQ FT	WIDTH	DEPTH	LOT SQ FT	MATERIAL	YR BUILT	TYPE
1	1715 ATLANTIC	2	2125	60	75	4,500	BRICK	1950	SF
2	227 S 18TH	1	1110	75	120	9,000	VINYL	1948	SF
3	1706 JACKSON	1	1247	58	113	9,096	VINYL	1993	SF
4	1702 JACKSON	1	864	63	120	6,476	VINYL	1953	SF
5	232 S 17TH	1	1149	104	120	20,206	BRICK	1945	SF
6	301 S 18TH	1	1124	75	120	9,000	VINYL	1920	SF
7	302 S 17TH	1	1248	75	120	9,000	VINYL	1950	SF
	AVERAGE	1	1,267	73	113	9,611	VINYL		
	#013-1210	2	2,040	60	125	7,500	VINYL		SF

BLUE = Proposed house

CONDITIONAL USE PERMIT REQUEST

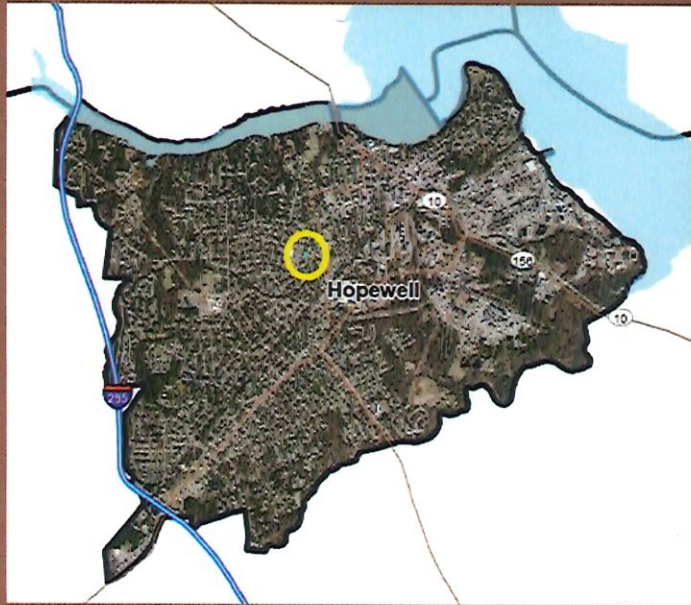
Single-Family Dwelling on a Non-Conforming Lot
Parcel #013-1210 - Atlantic St.

City Council Public Hearing
January 28, 2025

CUP REQUEST: SFD on Non-Conforming Parcel #013-1210

- APPLICANT: SRB Investors LLC
- WARD: 3
- CURRENT ZONING: R-2 Residential Medium Density
- REQUEST: Construct SFD
- PUBLIC NOTICE: Ads in Progress-Index, letters to adjacent property owners, sign placed at property

CUP REQUEST: SFD on Non-Conforming Parcel #013-1210



CUP REQUEST: SFD on Non-Conforming Parcel #013-1210

Minimum lot size in R-2 is
75 feet wide and 7,500sf.

Atlantic St.— Parcel #013-
1210 is 60 feet wide and
7,500sf.

Non-Conformity – Width

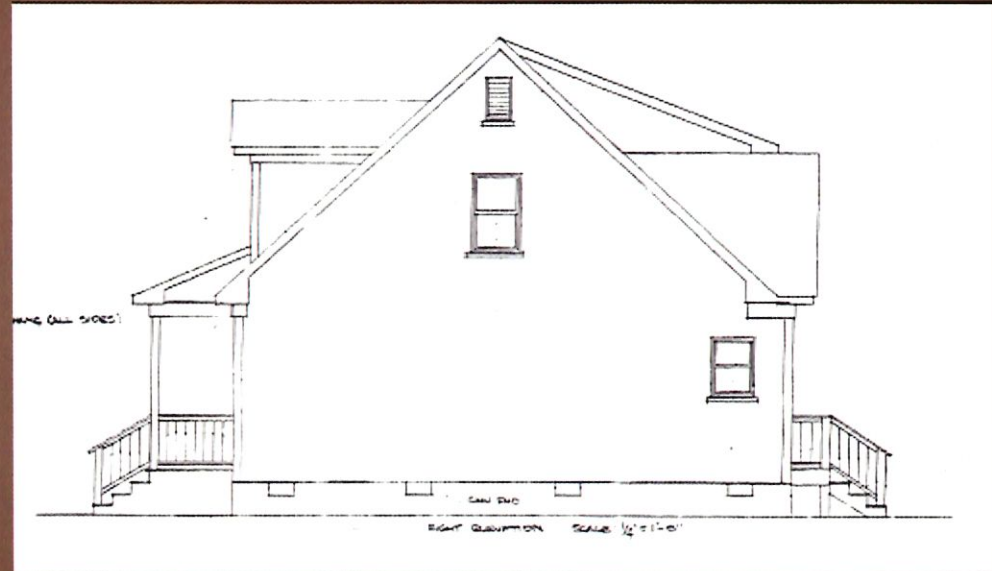
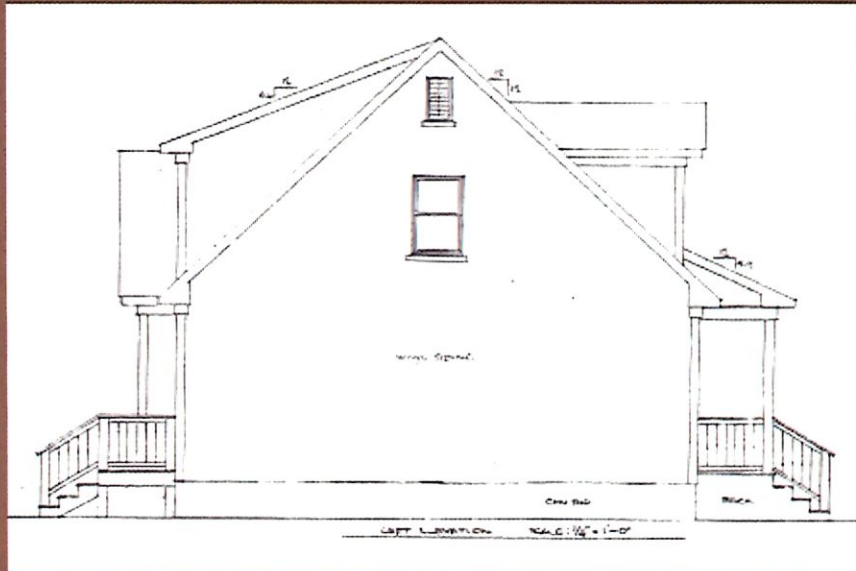


CUP REQUEST: SFD on Non-Conforming Parcel #013-1210



- 2 SF Dwelling
- 3 Bedroom; 2.5 Bath
- 2,040sf Cape Cod



CUP REQUEST: SFD on Non-Conforming Parcel #013-1210



Staff Analysis

7 CUP Approval Criteria	
Comprehensive Plan	

- Proposed dwelling is larger than the average single-family dwelling in the neighborhood which is 1,267sf.
- Vinyl siding is consistent with other homes in the neighborhood.
- Cape Cod style is common in Hopewell and a nice addition to this neighborhood.

Staff Recommendation

Staff recommends approval of the CUP with the following conditions:

1. The new single-family dwelling will have 12-inch minimum eaves along all roof edges.
2. The lot will have a minimum coverage of 20% tree canopy at full maturity.
3. A driveway of asphalt or concrete will be installed in accordance with the City's driveway policy.
4. The new single-family dwelling will have brick or stone foundation on all four sides.
5. The new single-family dwelling will have foundation plantings along the front foundation.
6. The new single-family dwelling will be in substantial conformance with the set of house plans presented to the Planning Commission on 11/14/2024, with any modifications as conditioned at final approval.

Planning Commission Recommendation

3-0
Nov. 14, 2024

Staff recommends approval of the CUP with the following conditions:

1. The new single-family dwelling will have 12-inch minimum eaves along all roof edges.
2. The lot will have a minimum coverage of 20% tree canopy at full maturity.
3. A driveway of asphalt or concrete will be installed in accordance with the City's driveway policy.
4. The new single-family dwelling will have brick or stone foundation on all four sides.
5. The new single-family dwelling will have foundation plantings along the front foundation.
6. The new single-family dwelling will be in substantial conformance with the set of house plans presented to the Planning Commission on 11/14/2024, with any modifications as conditioned at final approval.

CUP REQUEST: SFD on Non-Conforming [Parcel #014-1585](#)

Questions?

[Applicant: Sergio Rodriguez, SRB Investors](#)

PH-3



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Hearing to add ‘Churches’ as an allowable use in the R-1A Low Density Residential District

ISSUE: The R-1A District does not currently permit ‘Churches’ as an allowable use.

RECOMMENDATION: The City Administration recommends approval of the request to add ‘Churches’ to the R-1A District.

TIMING: City Council action is requested on January 28, 2025

BACKGROUND: This CUP application was first presented to City Council at a work session on January 14, 2025.

ENCLOSED DOCUMENTS: Zoning Amendment Application, Staff Report, Presentation

STAFF: Christopher Ward, Director of Development

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

- | Y | N | | Y | N | |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Rita Joyner, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Susan Daye, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Yolanda Stokes, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Ronnie Ellis, Ward #4 | | | |

**REQUEST TO AMEND ARTICLE III-A – RESIDENTIAL
LOW DENSITY DISTRICT (R-1A) TO ADD
'CHURCHES' AS AN ALLOWABLE BY-RIGHT USE**

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, Restored Hope Church of the Nazarene, requests a Zoning Ordinance Amendment to add 'Churches' to Article III-A, Section A – Use Regulations as an allowable by-right use in the R-1A district. Staff recommends approval of this request.

II. TENTATIVE SCHEDULE OF MEETINGS

BODY	DATE	TYPE	RESULT
Planning Commission	Dec. 5, 2024	Public Hearing	Rec. Approval 4-0
City Council	Jan. 14, 2025	Work Session	No Action
City Council	Jan. 28, 2025	1st Reading / PH	Pending

III. ORDINANCE IDENTIFICATION

Applicable Zoning Ordinance	Article III-A Residential Low Density
Amended Section	A. Use Regulations
Approval Method	City Council Ordinance
Can Conditions be Set?	No

IV. PUBLIC NOTIFICATION

PUBLIC HEARING	NOTIFICATION TYPE	DATE	DATE
Planning Commission	Progress-Index Ad	11/21/2024	11/27/2024
	Letter to Adj. Properties	11/26/2024	
City Council	Progress-Index Ad	1/14/2025	1/21/2025
	Letter to Adj. Properties	1/21/2025	

V. ROLE OF PLANNING COMMISSION AND CITY COUNCIL

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

The Code of Virginia prescribes public notice and hearing requirements for all zoning actions. For a new zoning ordinance or any amendment thereto, the planning commission and the governing body must each hold public hearings before acting on any proposal. Each public hearing must be preceded by notice published in newspapers as well as mailed to all adjacent property owners and, in the case of a text change, to all property owners who would be directly affected.

VI. APPLICABLE CODE SECTIONS

1. [Article XV-B, Conservation District, Section A-Use Regulations](#)
2. [Article I, Definitions](#)
3. [Article XXI, Amendments](#)

VII. EXISTING ORDINANCE

Under Section A of Article III-A of the Hopewell Zoning Ordinance, ‘Churches’ are not listed as an allowable, by right use in the district and are, therefore, not permitted. Adding an allowable use to a district results in that use being allowed everywhere within the district.

VIII. STAFF ANALYSIS

All residential districts in Hopewell except R-1 and R-1A permit churches as an allowable use. Exhaustive research of department files has not revealed any reason why this use was not allowed in these two districts. In many instances, the Hopewell zoning code was written to allow uses that already existed and did not include uses that did not exist but would be suitable to a particular district. Oddly, the Church of the Nazarene existed at the northeast corner (Parcel #041-0155) of Sherwood Lane and Smithfield Avenue (R-1A) for many years until it burned down in 2019.

A church use has relatively minor impacts on surrounding properties with the primary impact being traffic/parking on certain days. The construction of a new church building on the parcel in question will require an approved site plan that includes off-street parking.

The definition of ‘Church’ in Article I of the Hopewell Zoning Ordinance reads:

“A building wherein persons regularly assemble for religious worship and which is maintained and controlled by a religious body organized to sustain public worship, together with all accessory buildings and uses customarily associated with such primary purpose. Includes synagogue, temple, mosque, or other such place for worship and religious services.”

IX. RELATIONSHIP TO THE COMPREHENSIVE PLAN

The Comprehensive Plan does not address churches specifically but does promote Traditional Neighborhood Design (TND) principles that includes neighborhood amenities such as churches.

X. STAFF RECOMMENDATION

Staff recommends approval of the request to add ‘Churches’ to Article III-A Residential Low Density (R-1A) as an allowable use for the following reasons:

1. All other residential zoning districts except R-1 and R-1A permit ‘Churches’ as an allowable use.
2. A church has minimal impacts and is a customary use in residential districts.
3. The Comprehensive Plan supports TND principles.

Staff recommends the addition of ‘Churches’ as an allowable use in the R-1A District.

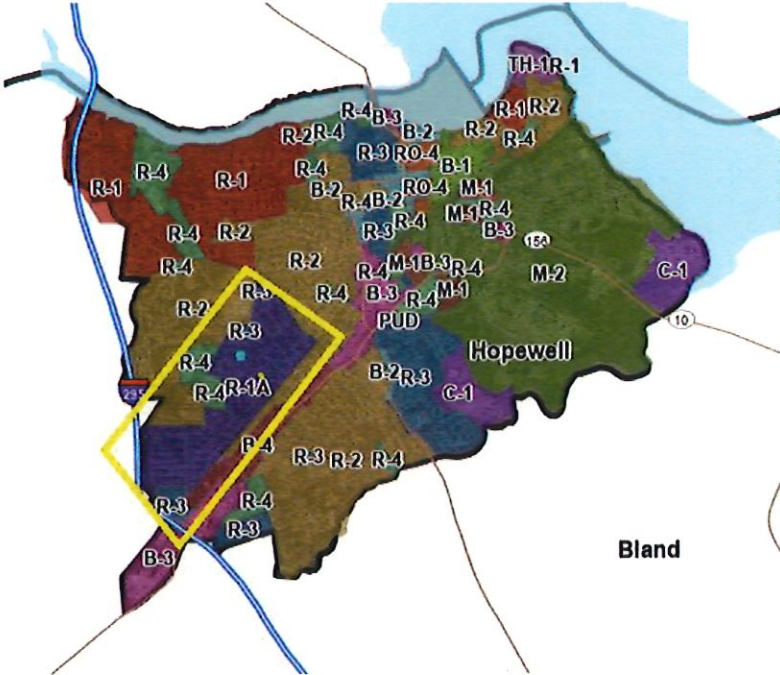
XI. PUBLIC COMMENT

The department did not receive any written or oral comments. One (1) member of the church spoke at the Planning Commission public hearing held on December 5, 2024 and supported the zoning ordinance amendment application.

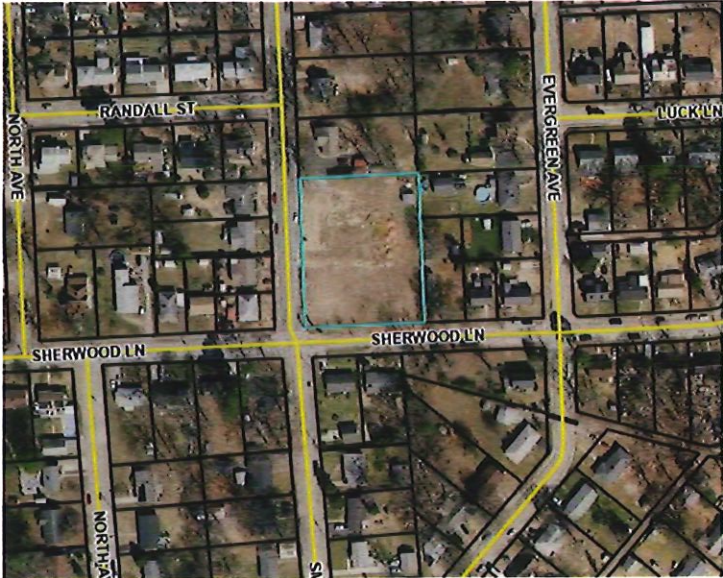
XII. PLANNING COMMISSION RECOMMENDATION

The Hopewell Planning Commission recommended approval of the request to amend Article III-A, Section A of the Hopewell Zoning Ordinance to add ‘Churches’ as an allowable by right use by a vote of 4-0 at its December 5, 2024 regular meeting.

YELLOW box indicate area zoned R-1A



BLUE box indicates parcel in question



City of Hopewell, VA
Permits / Inspect... 20241090120A - 2024
026962-0001 debra mc... 10/23/2024 10:00AM
0 -
ZONING ORDINANCE AMENDMENT - REVIEW
Payment Amount: 300.00
Transaction Amount: 300.00
IP Develop: *****2736



The City
of
Hopewell, Virginia

APPLICATION # 20241090

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

ZONING ORDINANCE AMENDMENT/USES NOT PROVIDED FOR APPLICATION

Application fee: \$300

The Hopewell Planning Commission meets the 1st Thursday of each month. The deadline for submittal of a Hopewell Zoning Ordinance Amendment application is shown in the attached Planning Commission calendar. This amendment application, the fee, any supporting documentation and any other information deemed pertinent or necessary by the Zoning Administrator for the Planning Commission to make their decision are required to be submitted jointly. If any of these items are not included, it is considered an incomplete application and will not be accepted.

I (we) the undersigned do hereby respectfully petition and make application to the Hopewell City Council to amend the City of Hopewell Zoning Ordinance text as hereinafter requested, and in support of this application, the following facts are shown.

APPLICANT: Restored Hope Church of the Nazarene

ADDRESS: 509 SMITHFIELD AVE
HOPEWELL, VA 23860

PHONE #: 804-446-4966 FAX #: _____

EMAIL: info.hopewellnaz@gmail.com

- 1) I (WE) WISH TO PROPOSE THAT THE FOLLOWING SECTION(S) OF THE HOPEWELL ZONING ORDINANCE BE AMENDED.

Article III-A
R-1A DISTRICT

2) I (WE) WISH TO PROPOSE THAT THE TEXT BE REVISED TO ACCOMPLISH THE FOLLOWING PURPOSES (S) AND/OR TO READ AS FOLLOWS: (ATTACH ADDITIONAL SHEETS IF NECESSARY)

ADD CITIZEN AS AN ALLOWABLE USE

3) PLEASE DEMONSTRATE HOW THE AMENDMENT WILL BE IN HARMONY WITH THE PURPOSE OF THE SPECIFIC DISTRICT IT WHICH IT WILL BE ADDED.

CITIZEN EXISTED AT 60 YEARS AT THIS LOCATION

4) PLEASE GIVE THE REASON FOR FILING THE PROPOSED ZONING ORDINANCE AMENDMENT.

PERMISSION TO REBUILD ON EXISTING FOUNDATION

AS OWNER OF PROPERTY IN THE CITY OF HOPEWELL OR THE AUTHORIZED AGENT THERFOR, I HEREBY CERTIFY THAT THIS APPLICATION AND ALL ACCOMPANYING DOCUMENTS ARE COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.



APPLICANT(S) SIGNATURE

10-23-2024

DATE

JOSEPH A GREENE LEAD PASTOR

APPLICANT(S) PRINTED NAME

OFFICIAL USE ONLY

DATE RECEIVED: _____

DATE OF FINAL ACTION: _____

ACTION TAKEN:

_____ APPROVED _____ DENIED

_____ APPROVED WITH THE FOLLOWING CONDITIONS:



City of Hopewell, VA
 Dept. of Code Enforcement
 300 N. Main Street
 Hopewell, VA 23060
 804-541-2220
 Welcome

10/23/2024 10:00AM debra m.
 02696z-0001 000231911
 Payment Effective Date 10/23/2024

PERMITS / INSPECTIONS
 ZONING ORDINANCE
 AMENDMENT - REVIEW
 2024 Item: 20241090120A \$300.00
 Payment Id: 366137

 \$300.00

Subtotal \$300.00
 TP CC Fee \$9.75
 Total \$309.75

TPDEVELOPMENTICE \$309.75
 *****2736
 Ref=173dfc4a-3aff 4924-9094-f418e936e5fc

Charge due \$0.00

Paid by: CARDHOLDER/VISA



Signature: 

Thank you for your payment.

City of Hopewell, VA COPY

Thank you for your payment

TylerPayments

ZONING AMENDMENT REQUEST
to add 'Churches' as use to R-1A District

CITY COUNCIL PUBLIC HEARING

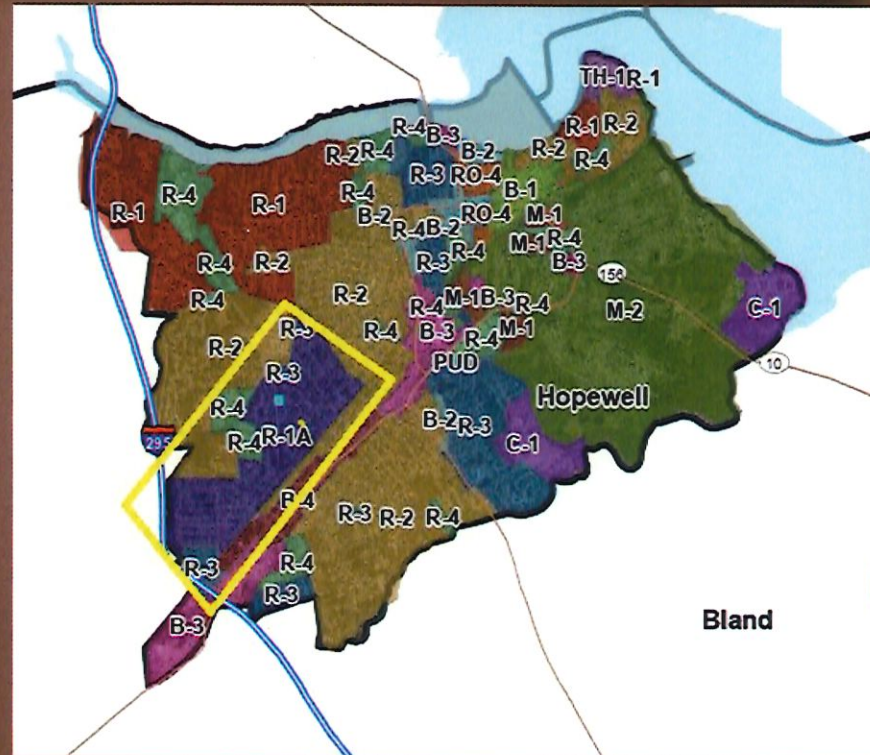
JANUARY 28, 2025

ZOA REQUEST: Adding 'Churches' to R-1A

- **APPLICANT:** Restored Hope Church of the Nazarene
- **WARDS:** 4, 5, & 7
- **CURRENT ZONING:** R-1A does not currently allow 'Churches'
- **REQUEST:** Add 'Churches' to the R-1A Low Density Residential District
- **PUBLIC NOTICE:** Complied with state requirements

ZOA REQUEST: Adding 'Churches' to R-1A

Adding a use to zoning district allows that use throughout the entire district.



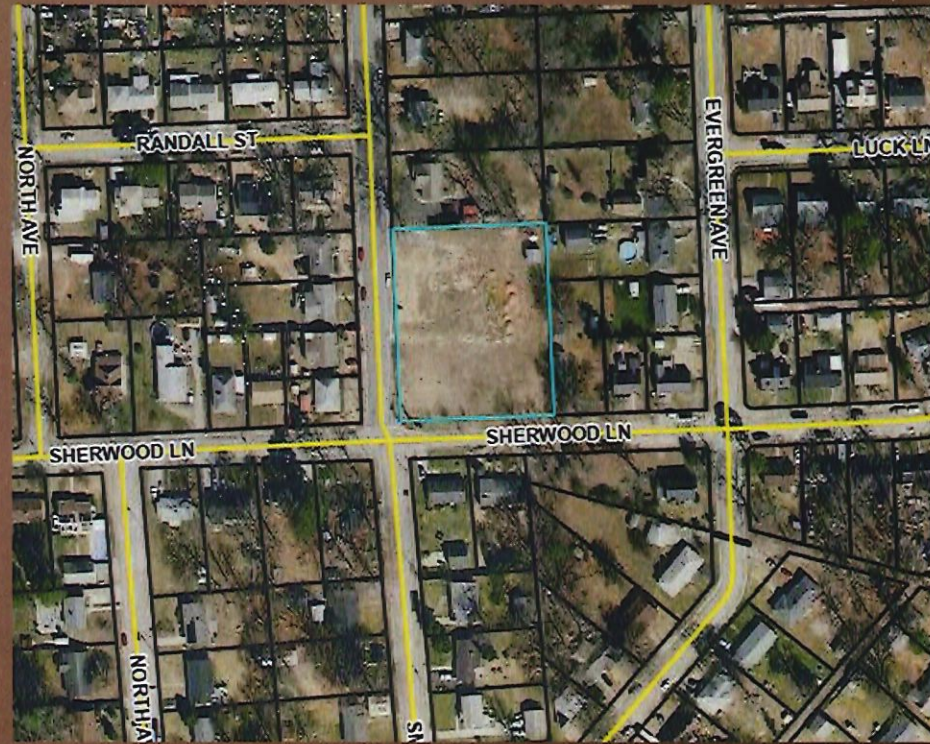
ZOA REQUEST: Adding 'Churches' to R-1A

- 'Churches' are an allowable use in all residential districts except R-1 and R-1A (Low Density)
- 'Churches' are an allowable use in all Commercial (B) districts
- Research has not revealed why the use was excluded from R-1 or R-1A
- Church existed on Smithfield Ave in R-1A for many years without issue

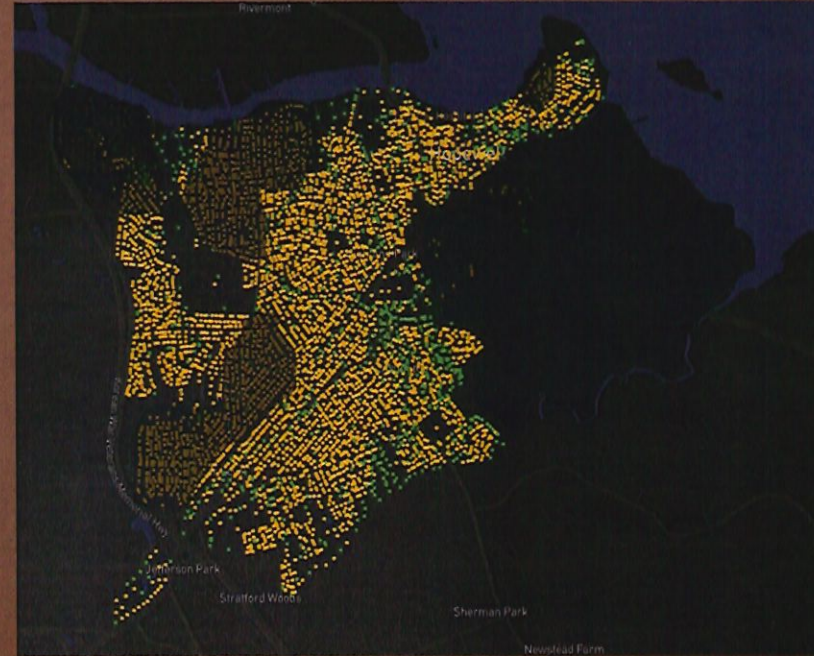
ZOA REQUEST: Adding 'Churches' to R-1A

Church existed at identified location for many years without issue.

A church currently exists at 2901 Norfolk



ZOA REQUEST: Adding 'Churches' to R-1A



Staff Recommendation

Staff recommends approval of the request to add 'Churches' to Section A of Article III-A, Residential Low Density District as an allowable use.

Public Comment

One (1) church member spoke in favor of the zoning ordinance amendment request at the Planning Commission public hearing held on December 5, 2024.

4-0

Dec. 5, 2024

Planning Commission Recommendation

Staff recommends approval of the request to add 'Churches' to Section A of Article III-A, Residential Low Density District as an allowable use.

Questions?

Applicant: Restored Hope Church of the Nazarene, Joseph Greene

PH-4



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: School Division Supplemental Appropriation

ISSUE: Supplemental appropriation amending the FY25 Hopewell Public Schools budget by a total of \$3,663,354 in additional federal grants, state grants, local grants, and corrections to beginning balances.

RECOMMENDATION: Staff recommends that City Council approve the resolution to amend the FY25 Hopewell Public Schools supplemental budget appropriation, as presented.

TIMING:

BACKGROUND: The Hopewell Public School (HPS) Division’s FY25 budget was approved by City Council on May 28, 2024, with a supplemental appropriation approved on September 24, 2024. Hopewell Public Schools have received state, federal, and local grants and have corrections to carryover amounts for grants, as well as corrections to beginning balances in the amount of \$3,663,354.

HPS must correct the carryover amounts for the following grants: Title I, Title II, Title III, Title IV, VA All in Funding, Year Round Schools grant, School Construction funds, Gear Up, Stronger Connections, Perkins, CARES, ISAEP, and Indirect Costs. The following new grants were received: Project Hope, Title I School Improvement grant, The Apprenticeship Program Grant, DBHDS state grant, the School Security Equipment Grant, and the Cameron Foundation Grant. This amounts to an increase to the Operating Fund in the amount of \$3,334,953.

A correction to the beginning balance of the Textbook Fund in the amount of (\$13,800) reduces the Textbook fund budget.

SUMMARY:

Y N

- Councilor Rita Joyner, Ward #1
- Councilor Michael Harris, Ward #2
- Mayor John B. Partin, Ward #3
- Vice Mayor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7

A correction to the beginning balance of the School Food Services Fund increases the beginning balance by \$342,201.

After all of these changes, the total change to HPS budget is an increase in the amount of \$3,663,354.

ENCLOSED DOCUMENTS: Budget Amendment Resolution – Supplemental Appropriation #2 & 3

STAFF: Dr. Melody D. Hackney, Superintendent of Schools
Janel F. English, Director of Finance, Hopewell Public Schools

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- Councilor Rita Joyner, Ward #1
- Councilor Michael Harris, Ward #2
- Mayor John B. Partin, Ward #3
- Vice Mayor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7



General Resolutions for November 14, 2024

Warrants

Review of Bills

October

24-11-G1

RESOLVED, upon the recommendation of the Superintendent of Schools, that bills in the amount of ***\$1,101,629.16 (Operating Fund) \$168,348.16 (Cafeteria Fund) & \$57,219.44 (Textbook Fund)*** for October have been presented and reviewed by the Hopewell City School Board.

Approval of Supplemental Appropriation

FY25 #2

24-11-G2

RESOLVED, upon the recommendation of the Superintendent of Schools, that a supplemental appropriation to the ***Operating Fund, in the amount of \$2,825,566, to the Textbook Fund in the amount (\$13,800), and to the Cafeteria Fund in the amount of \$342,201*** be and is hereby approved for FY25. The supplemental appropriations are for federal, state, and local grants, and corrections to beginning balances.

The Grants are: Title I, Title II, Title III, Title IV, ISAEP, VA All In, Year Rounds Schools, School Construction, Project Hope, Gear Up, Stronger Connections, Title I School Improvement, Perkins, CARES, and Indirect Costs.



General Resolutions for December 12, 2024

Warrants

Review of Bills

November

24-12-G1

***RESOLVED*, upon the recommendation of the Superintendent of Schools, that bills in the amount of \$687,824.54 (Operating Fund), \$474.88 (Textbook Fund) & \$148,101.64 (Cafeteria Fund) for November have been presented and reviewed by the Hopewell City School Board.**

Approval of Supplemental Appropriation

FY25 #3

24-12-G2

***RESOLVED*, upon the recommendation of the Superintendent of Schools, that the supplemental appropriation to the Operating Fund, in the amount of \$509,387 be and is hereby approved for FY25. The supplemental appropriation is for federal, state, and local grants. The grants are: The Apprenticeship Program, DBHDS state grant, School Security Equipment grant, and the Cameron Foundation grant.**

FY25 Proposed School Budget

	Approved Budget	Changes	Adjusted Budget
School Operating Fund - 014			
Estimated Revenues			
State Sources	44,686,164	424,570	45,110,734
Federal Sources	6,925,282	1,012,033	7,937,315
Other Revenues	4,609,831	1,898,350	6,508,181
Transfer from General Fund	13,865,905	-	13,865,905
Total Revenues	<u>70,087,182</u>	<u>3,334,953</u>	<u>73,422,135</u>
Appropriations			
Non-Categorical	70,087,182	3,334,953	73,422,135
Total School Operating Fund	<u>70,087,182</u>	<u>3,334,953</u>	<u>73,422,135</u>
School Textbook Fund - 056			
Estimated Revenues			
State Sources	1,499,244	(13,800)	1,485,444
Total Revenues	<u>1,499,244</u>	<u>(13,800)</u>	<u>1,485,444</u>
Appropriations			
Textbook Purchases	1,499,244	(13,800)	1,485,444
Total School Textbook Fund	<u>1,499,244</u>	<u>(13,800)</u>	<u>1,485,444</u>
School Cafeteria Fund - 057			
Estimated Revenues			
States Sources	41,165	-	41,165
Federal Sources	2,800,000	-	2,800,000
Other Sources	639,423	342,201	981,624
Total Revenues	<u>3,480,588</u>	<u>342,201</u>	<u>3,822,789</u>
Appropriations			
Operating Expenses	3,480,588	342,201	3,822,789
Total School Cafeteria Fund	<u>3,480,588</u>	<u>342,201</u>	<u>3,822,789</u>
School Building/Bus Replacement Fund - 063			
Estimated Revenues			
Other Sources	47,180		47,180
Total Revenues	<u>47,180</u>	<u>-</u>	<u>47,180</u>
Appropriations			
Appropriations	47,180		47,180
Total School Building/Bus Repl Fund	<u>47,180</u>	<u>-</u>	<u>47,180</u>
Total Budget Request	<u>75,114,194</u>	<u>3,663,354</u>	<u>78,777,548</u>

Hopewell City School Board FY25 Budget

Fund	Board Resolution Number Approved by City:	Original Budget Approved 6/20/2024 24-06-G2 9/24/2024	Rolled Purchase Order Approved 8/8/2024 24-08-G21 8/27/2024	Supplemental Appropriation FY25 #1 Approved 8/8/2024 24-08-G21 9/24/2024	Supplemental Appropriation FY25 #2 Approved 11/14/2024 24-11-G2	Supplemental Appropriation FY25 #3 Approved 12/12/2024 24-12-G2	Total of Supplemental Appropriations That Need City Approval	FY25 REVISED SCHOOL BOARD BUDGET
14	Operating Fund	\$69,718,597	\$155,905	\$212,680	\$2,825,566	\$509,387	\$3,334,953	\$73,422,135
63	Building/Bus Replacement Fund	\$47,180	\$0	\$0	\$0	\$0	\$0	\$47,180
56	Textbook Fund	\$1,499,244	\$0	\$0	(\$13,800)	\$0	(\$13,800)	\$1,485,444
57	School Food Fund	<u>\$3,480,588</u>	<u>\$0</u>	<u>\$0</u>	<u>\$342,201</u>	<u>\$0</u>	<u>\$342,201</u>	\$3,822,789
Total Budget		<u>\$74,745,609</u>	<u>\$155,905</u>	<u>\$212,680</u>	<u>\$3,153,967</u>	<u>\$509,387</u>	<u>\$3,663,354</u>	<u>\$78,777,548</u>

Carryovers for Title I, Title II, Title III,
Title IV, Va All In Funding, Year
Round Schools, School
Construction, Gear Up, Stronger
Connections, Perkins, CARES,
Indirect Costs, Correction to ISAEP.
New grant for Project Hope, Title I
School Improvement, Correction to
Beginning Balances for Food
Services and Textbook funds.

The Apprenticeship
Grant, DBHDS state
grant, School
Security Grant, The
Cameron
Foundation Grant

A&T Striping

SSO Grant & School
Safety and Security
Grant

REGULAR BUSINESS

R-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Adoption of Economic Development Strategic Plan

ISSUE: The City of Hopewell last adopted a Strategic Plan for Economic Development in 2014. In late spring 2024, City Council requested the Director of Economic Development and Tourism, Charles Bennett work with a subcommittee from Hopewell City Council, and the Hopewell Economic Development Authority to revise the previously adopted Strategic Plan and bring it back to City Council for approval and adoption.

RECOMMENDATION: Approve and adopt Economic Development Strategic Plan dated 11/1/2024.

TIMING: Request adoption of Economic Development Strategic Plan at regular meeting on January 28th 2025.

BACKGROUND: During its early 2024 City of Hopewell Retreat, members of the City Council identified three critical areas for the City’s health and sustainability. They are:

- Establishing a comprehensive financial infrastructure and management.
- Developing an economic strategic plan that advances the City’s economic stability, diversity, and growth.
- Develop an integrated public safety approach to enhance the lives and safety of all City residents.

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor Rita Joyner, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Sandra Daye, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Michael Harris, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Yolanda Stokes, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Dominic Holloway, Sr., Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Ronnie Ellis, Ward #4			

In response to the results of the 2024 City Council Retreat, The Economic Development Authority in conjunction with the Director of Economic Development and Tourism and representatives from the City Council, set out to develop a strategic plan that represents our vision and aspirations for the City. The Following individuals worked on the revisions to the strategic plan: Vice Mayor Gore, Ward 1 Councilor, Rita Joyner, EDA Member, Susan Benton, EDA Member, John Elides, Director of Economic Development and Tourism, Charles Bennett.

ENCLOSED DOCUMENTS:

- **Proposed Economic Development Strategic Plan Dated 11/1/2024**

STAFF: Charles Bennett, Director of Economic Development and Tourism

FOR IN MEETING USE ONLY

MOTION: Motion to approve and adopt the Economic Development Strategic Plan Dated 11/1/2024.

Roll Call

SUMMARY:

- Y N**
- Vice Mayor Rita Joyner, Ward #1
 - Councilor Michael Harris, Ward #2
 - Mayor John B. Partin, Ward #3
 - Councilor Ronnie Ellis, Ward #4

- Y N**
- Councilor Sandra Daye, Ward #5
 - Councilor Yolanda Stokes, Ward #6
 - Councilor Dominic Holloway, Sr., Ward #7



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

Introduction:

During its early 2024 City of Hopewell Retreat, members of the City Council identified three critical areas for the City's health and sustainability. They are:

- Establishing a comprehensive financial infrastructure and management.
- Developing an economic strategic plan that advances the City's economic stability, diversity, and growth.
- Develop an integrated public safety approach to enhance the lives and safety of all City residents.

In response to the results of the 2024 City Council Retreat, The Economic Development Authority in conjunction with the Director of Economic Development and Tourism and representatives from the City Council, set out to develop a strategic plan that represents our vision and aspirations for the City.

Goals and Mission for Strategic Economic Development Plan:

This document is intended to be the guide or road map that outlines a plan on how we want to improve the City of Hopewell, and specific areas of focus that will bring the plan to a reality. Used properly this **Strategic Economic Development Plan** can provide direction and focus to bring into harmony and unity the Human Development, Community Development and Economic Development activities of stakeholder organizations (internal and external). If we all are working from the same strategic plan then we should all arrive at the same end goal of building a thriving, diverse, prosperous and safe community.

While a traditional strategic planning processes takes twelve to eighteen months, our goal is to streamline this process into a six-month timeline that include input from stakeholders across the City. The plan when completed will detail clear strategies that will become the foundation for Hopewell's renaissance.

This plan rests on three pillars that we believe are necessary for its success:

- Commitment to equal access and opportunity for all
- Environment stewardship that is sustainable
- Educational excellence and lifelong learning

Three characteristics of the plan:

- Bold
- Innovative
- Built for action, flexibility and urgency

It acknowledges our reality and current constraints:

- Past leadership and financial mismanagement and failures
- Under resourced to sufficiently address aging infrastructure and capital improvements



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

- Lack of a bond rating and limited capacity to secure loans
- Underdeveloped and aging city-wide infrastructure
- A negative image of the city that continues today
- An increase in violent crime.
- The challenge of implementing policies, practices, and procedures to address the issue of unsheltered citizens

Most importantly, it recognizes our considerable assets, strengths, and opportunities, along with challenges to overcome:

Unique Assets

- Two beautiful and historic rivers the Appomattox River and James River
- Rich national, cultural and civic history
- Diverse population
- Downtown with walkable urban environment
- Proximity to desirable, growing metropolitan area and growing counties
- Access to higher education institutions including 2,4 year and post graduate degrees
- Tri-Cities Hospital
- Beacon Theatre
- Industry base
- Fort Gregg-Adams
- Transportation access through major highway, rail and water routes

Opportunities

- Restructure zoning city-wide to incentivize neighborhood redevelopment *
- Significantly advance code enforcement to address landlord violations and chronic neglect
- Evaluate all open and occupied land parcels to achieve best use that support City's economic needs
- Expand use of Beacon Theatre to produce and host regional cultural events
- Attract restaurant and retail businesses that support Beacon Theatre goers
- Maintain downtown architectural profile and add infill projects and enhance through carefully planned public green space
- Create an alliance of strategic organizations that work consistently to support Hopewell's renewal and revitalization

Challenges/Constraints

- Visual appearance of the city is poor along major corridors because of declining infrastructure and deferred maintenance
- Housing stock and lots sizes are small. Housing units are aging and a higher-than-average percentage of renters than owners
- Limited availability of higher-end housing and large lot sizes for development



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

- Public image is poor from past environmental disaster and current industry violations
- Empty downtown storefronts with low pedestrian traffic and activity
- Hopewell public schools rank in the bottom 50% of Virginia Public Schools.

A Vision for the Future of Hopewell 2034:

This section describes to the reader what it will be like to live, work, play, and invest in the City of Hopewell ten years from the adoption of this plan.

While Hopewell has largely been an industrial community, the City has been transformed into an attractive community serving a larger regional economic and population base.

Hopewell has proven its ability for change and innovation.

With the vision and hard work of its leaders, residents and businesses; Hopewell is *the* place to live, own a business and visit with its beautiful rivers, history laden streets, a vibrant downtown, and revitalized neighborhoods.

With thoughtful yet bold approaches and innovation. Hopewell has leveraged its assets and taken every opportunity to build upon and benefit from its proximity to Virginia's State Capital, Fort Gregg-Adams and the significant economic growth that is occurring throughout the Crater region.

Hopewell is a small but strong City that local, state, and national leaders love to recognize as a model for others to follow.

This is who we are:

- The City is alive with well-kept, tree canopied neighborhoods that cater to the housing needs of varying family sizes and incomes.
- Our community has access to public Wi-Fi as the City has launched innovative technology solutions to improve quality of life. With significant investments in public safety, online services, virtual engagement and more.
- There is an extensive riverwalk and greenway access throughout the City for recreation, family gatherings, cookouts, birdwatching, fishing, walking, biking and boat launch capacity along the Appomattox and James Rivers.
- Our historic downtown is known for its range of restaurants, unique retail, the new city square and close-in neighborhoods that make it a fun place to meet family and friends.
- The implementation of our regional comprehensive Public Transportation Plan, incorporating Pedestrian Accessibility, has resulted in urban mobility. Citizens throughout the city can access critical services with ease.



The City of Hopewell Virginia Strategic Economic Development Plan November 1, 2024

- In our city center, Historic Downtown Hopewell, urban mobility provides pedestrian access to Tri-Cities Hospital, the Appomattox Regional Library, the Hopewell Municipal Building, and the Beacon Theatre, as well as hospitality, retail and other entertainment venues.
- We are a destination for world-class historic tourism sites including:
 - **Shiloh Lodge**, our state-of-the-art museum, located in Historic City Point, walks visitors through Hopewell's history in a timeline format, from stories of our indigenous people to the establishment of Appomattox Manor, on lands first patented to Francis Eppes in 1635. From the city's role in the Revolutionary War to the pivotal role City Point played in the Civil War; and the role that African Americans and immigrants played throughout. Housed in a former African American Masonic Lodge, the museum honors the extensive and lasting history of the African American community within Hopewell and The Commonwealth. The museum immerses visitors in the landscapes, foodways, industries, and people that make up this diverse city.
 - **Weston Manor**, located in Hopewell, Virginia, is a historic plantation house dating back to 1789. Built by William and Christian Eppes Gilliam, it is one of the few remaining 18th-century plantation homes in the area and is a prime example of Federal-style architecture. The manor played a significant role during the Civil War, serving as a headquarters for Union troops under General Ulysses S. Grant during the Siege of Petersburg.

Weston Manor operates as a museum. It offers visitors a glimpse into the life of an upper-class Virginia family during the late 18th and early 19th centuries. The site features period furnishings, artifacts, and well-preserved grounds, including a beautiful view of the Appomattox River. Weston Manor is also known for its formal gardens and special events, such as historical reenactments, educational tours, and seasonal events.

- **Appomattox Manor**, located in the City Point area of Hopewell, Virginia, is a historic home that served as a significant site during the Civil War. Built in the 18th century, the manor became General Ulysses S. Grant's headquarters during the Siege of Petersburg from 1864 to 1865. City Point, where the manor is located, was a vital logistical center for the Union Army due to its strategic position at the confluence of the James and Appomattox Rivers.

Now part of the Petersburg National Battlefield Park, and visitors can explore the grounds and the exterior of the house, along with outbuildings like the kitchen, smokehouse, and icehouse. The site provides historical context on the siege and how City Point served as one of the busiest ports of the Civil War, with supplies and troops moving through the area.



The City of Hopewell Virginia Strategic Economic Development Plan November 1, 2024

- Wayfinding signs throughout the city support our tourism efforts. Whether visitors are walking or driving they can easily find points of interest, parking, and amenities that enhance their visitor experience.
- The Beacon Theatre, a member of the League of American Historic Theatres, continues to attract a variety of performing artists to this first- class venue. The support of Corporate Stakeholders has enabled us to offer programs that entertain, challenge and uplift the community, including children’s music and storytelling events; showcasing a variety of the performing arts; hosting film festivals that include cinema nights featuring classic and newly released movies; hosting Civic Forums, and supporting local theatre companies. The Beacon attracts patrons from throughout Virginia and the surrounding region.
- The Tri-Cities Hospital and adjacent medical district are recognized for excellent health care and range of services, physicians, auxiliary professions, and the latest proven technology.
- The development of a biomedical campus is part of a growing ecosystem of research and development and the Petersburg area pharma cluster.
- There are multiple remote learning centers from higher education institutions setup to study the environment, human impact, long-term health outcomes of exposure to chemical manufacturing. health statics are improving as environment impacts are identified and remediated
- City leaders recognize the importance of inclusivity for people with disabilities. Our ADA compliant public buildings and pedestrian accessibility paths expand the appeal of our city to a significant segment of the population, including people with disabilities and senior citizens.
- City leadership has worked with strategic stakeholders to include local businesses, Hopewell public schools, Tri-City Hospital, non-profit partners, local/state and federal partners to improve access to education and workforce development.
- There is a close working relationship with industry and we’ve joined forces to ensure clean air and rivers that support healthy lives, a healthy city, while protecting the region including the Chesapeake Bay.
- We frequently host large sports tourism events both in our city and regionally. The City has worked with development community to build destination sports tourism venues that cater to travel youth sports, such as baseball, softball, basketball, soccer, and aquatic sports.



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

Strategic Economic Goals and Areas of Focus:

- **Business Corridors Development** - Accelerate the development/redevelopment throughout the city including the highway oriented commercial district emanating out from the I-295 interchange along the Rt. 36 corridor.
- **Downtown** - Revitalize the historic downtown to be a vibrant district offering specialty shopping and dining experience with multiple entertainment venues.
- **Riverfront District** - Redevelop the riverfront providing a variety of activities associated with the mixed-use development, and lifestyle and enjoyment of the two rivers.
- **City Wide Housing** - Redevelop many of the older functionally obsolete residential neighborhoods into mixed-income communities meeting market demand including age qualifying communities
- **History and Tourism** - Develop or redevelop the historical venues to provide additional interpretation and quality visitor experiences. Provide a variety of auxiliary activities, shopping, dining, lodging, that will enhance the visitor's stay in the community.
- **Health Care Industry** - Develop a comprehensive medical care campus that expands the medical offerings in the City and supports the continued expansion of the facilities and resources at the HCA Tri-Cities Hospital.
- **Industrial and Manufacturing Base** – Build strong relationship with existing industrial partners. Support industry investment in newer, cleaner, advanced manufacturing. Attract new advanced manufacturing and R&D / knowledge work companies. Work together on environmental restoration and preservation projects.
- **Education and Workforce Development**- To create a skilled workforce where all individuals are provided quality educational opportunities. This includes a premier pre-k through high school instruction. In addition, pathways to obtain hands-on vocational experiences preparing them for college, armed services or future career.
- **Public Spaces and Right of Ways** - Improve and implement sustainable strategies the public spaces and right of ways throughout the City.
- **Quality of Life and Amenities**- Support the development of the Arts and Humanities ecosystem in the City. Improve parks and recreation facilities and programs
- **Filming Industry / Film Office**- Cultivate the growing film industry in central Virginia and Hopewell. Develop program that manages filming in a way that boost Hopewell Economy and supports local business.

Goals, Objectives and Strategies

(Please note that the City of Hopewell does not have the jurisdiction and/or authority to regulate



The City of Hopewell Virginia Strategic Economic Development Plan November 1, 2024

private the sell and/or development of private property. The City provides resources, technical assistance and leverages access to state/federal partners to facilitate economic development. As such, all goals, objectives and strategies are implemented by property owners in collaboration with the City.)

- **Business Corridors Development -**

- **1-295 Interchange** -Accelerate the development/redevelopment of the highway oriented commercial district emanating out from the 1-295 interchange along the Rt. 36 corridor.

Strategies

- Prepare a comprehensive commercial revitalization plan for the western Rt. 36 corridor.
- Gain site control and assemble strategic properties at the intersection of 1-295 and Rt. 36 and along Rt. 36 for future commercial development
- Aggressively market the available commercial properties along the Rt. 36 corridor from 1-295.
- Improve the landscaping, lighting and streetscaping along Rt. 36 leading towards downtown from 1-295
- Update zoning in order to limit commercial businesses locating in residential structures along the Rt. 36 corridor.

- **Cavalier Square Redevelopment** – Work with owners to redevelop Cavalier Square into modern, mixed-use development. The new site will have combination of business, retail, affordable housing, market housing and lifestyle recreation activities.

Strategies

- Apply for VA Housing Planning Grant to fund activities below.
- Engage consultants to survey site and develop several concepts for reuse.
- Engage community for input on proposed reuse concepts.
- Complete economic impact study to evaluate concepts
- Prepare pitch book to market to developers.

- **Secondary Commercial Corridors (Arlington Road, 15th Street Corridor, City Point Road, West Broadway) –**

Strategies

- Complete survey of commercial buildings and lots in each corridor.
- Work with Planning and Zoning to determine which lots would be best for business vs. residential.
- Complete small area plans for each commercial corridor to include preservation of historic structures and concepts sensible infill development strategies
- When applicable, obtain historic designation on existing buildings to enable



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

- HTCs to be used by developers.
 - Work with public works and water renewal to incorporate needed improvements to infrastructure to support the proposed commercial developments.
-
- **Downtown Central Business District** - Revitalize the historic downtown to be a vibrant district offering specialty shopping and dining experiences with multiple entertainment venues.
Objectives
 - Continue to implement a comprehensive strategy for the revitalization of downtown.
Provide a safe, secure and attractive downtown environment for shoppers, visitors and residents
 - Foster the location of arts and cultural entertainment activities/functions in the downtown.
 - Undertake an aggressive marketing campaign for shoppers and new businesses
 - Create physical connections to other strategic development areas in the City
 - Enhance the streetscapes along the Rt. 10 corridor leading to the downtown as a part of a comprehensive "Gateway" improvement program.
-
- Strategies**
 - Prepare a new comprehensive redevelopment plan for the Downtown Business District.
 - Create a physical connection between the Downtown Business District and the Appomattox River.
 - Capitalize on the attendance to the Beacon Theater.
 - Focus on improving the safety and attractiveness of the area throughout including the travel paths to and from the facility.
 - Increase the entertainment offerings and events conducted in Downtown.
 - Renovate the existing commercial buildings to modern day standards and renovate the upper stories into modern residential apartments.
 - Selectively replace/demolish obsolescent structures without major historic significance with buildings consistent with the Downtown Plan.
 - Implement an aggressive marketing campaign for the Downtown businesses and recruit new businesses to the downtown.
 - Create a marketing "Brand" for the downtown as a part of the overall marketing "Brand" for the City.
 - Increase police presence in the Downtown and institute a neighborhood security program.
 - Conduct an annual Downtown beautification campaign.
 - Update land use regulations to accommodate the market demand for mixed-use development.



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

- Continue to support the Hopewell Downtown Partnership and other strategic development partnerships.
- Develop marketing campaign and hold FAM Tours for military and civilian personnel at Greg Adams.
- Develop marketing campaign and Hold FAM Tours for the area colleges.
- Work with developers to bring lodging to downtown.
- Develop plans to encourage production filming in Hopewell that boost economy and supports local business.

- **Riverfronts-** Redevelop the riverfront providing a variety of activities associated with the mixed-use development lifestyle and enjoyment of the two rivers.

Objectives

- Develop/redevelop the marina area and as mixed-use waterfront oriented developments.
- Increase water front housing and access to water.
- Build infrastructure for historic, educational and ecotourism activities on the water.
- Develop a continuous waterfront trail system on land and on the water connecting the major activity centers along the waterfront and providing connection to neighborhoods inland.
- Restore the Aquatic Ecosystem Preservation and Restoration.

Strategies

- Redevelop and expand the City owned water front property into a mixed- use complex
- Redevelop the Victoria Street Property for waterfront housing.
- Redevelop the Overlook site to iconic waterfront mixed use.
- Identify private owned waterfront property for redevelopment.
- Complete the construction of the Appomattox River Walk and Trail System, from City Point to the Appomattox Regional Park west of the City
- Support and promote "on-the-water" events, fishing tournaments, boating rendezvous, raft races, etc.
- Develop and maintain a series of accessible canoe and kayak launch facilities along the water trail.
- Create an enhanced/enlarged Civil War interpretation center with Tall Ships Docks at City Point and Broadway Landing.
- Support the development of river cruise/boat tour operations to provide a river cruise of the Appomattox and James Rivers based out of the City Marina.
- Support the development of entertainment venues with direct access to the riverfront.
- Work with FOLAR on waterfront preservation/protection plan.



The City of Hopewell Virginia

Strategic Economic Development Plan

November 1, 2024

- Develop detailed wayfinding plan to direct people to the waterfront.
 - Develop waterfront R&D and Education facility for environmental studies.
- **Housing** - Redevelop many of the older functionally obsolete residential neighborhoods into mixed-income communities meeting market demand. Foster home ownership. Create new housing opportunities.

Objectives

- o Reduce the percentage of poorer quality, older and functionally obsolete rental housing in the City.
- o Target select neighborhoods for major renovation of existing housing stock.
- o Add diverse housing to the range of housing options available in the City. Including Larger homes and age qualifying communities.
- o Expand historic districts where applicable.

Strategies

- Engage firm to prepare a comprehensive citywide housing masterplan.
- Recruit developer(s) to carry out neighborhood revitalization efforts in the target neighborhoods.
- Recruit developers for Mixed use development with housing on City owned and private properties along the riverfront.
- Encourage private sector development of vacant residential zoned land and the redevelopment of existing property for residential and mixed-use purposes.
- Develop a program to decrease the unsheltered community and transition to permanent housing.
 - Create standing committee that will report to City Council on progress
 - Bring together faith based community to provide central services
 -
- Enforce and expand the existing rental inspection program and neighborhood nuisance ordinances. Strengthen the rental inspection program to the full extent allowed by State law.
- Update B2, B-3, B-4 Zoning to discourage commercial businesses locating in residential structures along the major Rt 10 and Rt. 36 commercial corridors.
- Create incentives for residence in Hopewell for city employees.
- Update zoning ordinances to achieve the highest use and value/size for residential housing.
- Create incentives for housing upgrades including façade



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- improvement, curb appeal,
- Create micro grant program for neighborhood revitalization.
- **Health Care** - Develop a comprehensive medical care campus that expands the medical offerings in the City and supports the continued expansion of the facilities and resources at the HCA Tri-Cities Hospital.

Objective

- o Develop and implement a master redevelopment plan for a "Health Care Focused District".
- o Develop place making for health care providers to locate into Health Care Focused District.

Strategies

- The City in collaboration with the EDA develop and adopt a plan for a "Health Care Campus" in the area adjacent to the Tri-Cities Hospital bounded by 2nd and 6th Avenues and the Appomattox River to West Broadway Avenue.
- Collaborate with HCA Tri-Cities Hospital to develop facilities that would support their future needs and support a full range of auxiliary medical services.
- Improve the multi-modal transportation infrastructure along the Rt 10 corridor.
Recruit medical specialist and physicians to the City.
- **Tourism and History**- Develop or redevelop the historical venues to provide additional interpretation and quality visitor experiences. Provide a variety of auxiliary activities, shopping, dining, lodging, that will enhance the visitor's stay in the community.

Objectives

- o Enhance the existing tourism venues within the City.
- o Create additional tourism venues/activities concentrated in the downtown area.
- o Develop additional shopping, dining and lodging supporting tourism.

Strategies

- Expand the existing tourism-marketing program and increase the funding for tourism marketing.
- Create strategic regional partnership for targeted tourism marketing efforts and special events/activities
- Forge a stronger partnership with the National Park Service and DHR for the marketing and future development of Appomattox Manor and other historic sites in the City
- Create a significant Civil War Center near City Point to provide a more complete interpretation of the roll of City Point in the Civil War



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November 1, 2024

- Work with NPS to rebrand the City Point Unit documents and experience center.
- Work with NPS to support the renovation of the Bonaccord House
- Provide better citywide signage / wayfinding to the historic sites in the City.
- Develop a system of pedestrian and bike trails leading to and along the waterfront.
- Recruit a river cruise operator to provide a river cruise of the Appomattox and James Rivers based out of the City Marina.
- Develop an event center with views and access to the riverfront.
- Develop new dock for tall ships on the James River City Point site. Include amenities
- Add signage to Crescent Hills.
- Restore the Shiloh Lodge to a historic tourism destination and event center.
- Add signage for A village and B village to for neighborhood for the historic homes tour
- Support the development of Hopewell history and industrial innovation museum.
- **Industrial and Manufacturing Base** - Build strong relationship with existing industrial partners. Support industry investment in newer, cleaner, advanced manufacturing. Attract new advanced manufacturing and R&D / knowledge work companies. Work together on environmental restoration and preservation projects.

Objectives

- Prepare the workforce with the knowledge, skills and abilities needed for next generation manufacturing operations in the City.
- Increase supply of suitable industrial sites to accommodate the expansion of the existing industrial base and location of new industries.
- Maintain competitive cost of business within the City.
- Attract new advanced manufacturing and next generation companies.

Strategies

- Partner with Community Colleges and other institutions of higher education in the region to develop a skilled workforce serving the needs of the manufactures and other commercial businesses.
- Develop/redevelop "brownfield" sites making them suitable for industrial usage adjacent to existing manufacturing operations ensuring that the land has the appropriate environmental clearances for development.
- Aggressively market available industrial properties for expansion of existing industrial companies or the location of new manufactures.
- Strengthen the existing lines of communications between the existing industrial companies and the leadership of the City.
 - Meet with VEDP, VGR, other local and state agencies and



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manufacturers on regular basis.

- Add to the City Manager's office a point person for E&H (Environmental and Health Safety)
- **Education** - To create a skilled workforce where all students are provided quality educational experiences preparing them for future service in armed forces, higher education, or skilled trades..
- **Objectives**
 - Expand access to preschool programs to prepare students for entry into the public school system.
 - Expand access to library and other non-profit groups with early childhood learning and programs.
 - Increase and maintain the graduation requirements to be comparable to with surrounding school divisions.
 - Increase the career and technical education offerings available to students and adults.
 - Increase support for High School graduates entering college.
 - Expand ROTC programs for students interested in serving.
- **Strategies**
 - Invest in availability of quality, affordable and licensed day care for youth.
 - Invest in before and after school programs
 - Expand existing programs and incentives that will attract talent to work in school system. (example housing incentive, signing bonus, ect.)
 - Work with Commonwealth of Virginia, VCCWA and other regional partners to promote apprenticeships, grants or other funding for skilled workforce force training.
 - Provide additional opportunities for students to Expand the "Enrichment Courses " available in the City
 - Prompt the development of reentry education program that teaches life skills and workforce readiness.
 - Promote the success of dual enrollment program in the Hopewell High School in order to raise participation.
 - Increase the funding level for the school system consistent with the school demographic profile.
 - Encourage Hopewell High School to be a blue ribbon title 1 school.
 - Invest in adult education training programs; including ESL and other skilled trades. Collaborate with Bright Point, VSU and Richard Bland.
- **Public Spaces and Right of Ways** – Create high quality, vibrant, sustainable public spaces and right of ways throughout the City.



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Objectives

- Provide significant landscaping and streetscaping, sidewalks, street lighting, signage, benches, banners, etc., along the major corridors, leading to and through the City.
- Create a uniform signage and way finding system throughout the City.
- Prompt healthy & sustainable alternative transportation pathways
- Reduce environmental impact of the City's roadways.
Reduce or eliminate heavy industrial traffic in the historic downtown.

Strategies

- Collaborate with VDOT to develop and fund Shared Use solutions throughout the City.
 - Develop a master transportation plan including the City gateways as a part of the capital improvements plan for the City.
 - Leverage grants to install landscaping and street scaping along the corridors.
 - Collaborate with boards, commissions, and community groups to maintain and enhance green spaces.
 - Complete traffic study and design to relocate the truck traffic to alternate route. Include in capital plan.
 - Engage design/engineering for citywide way finding master plan.
 - Increase signage outside of the City on major routes directing visitors to the attractions in the City.
- **Quality of Life and Amenities-** Support the development of the Arts and Humanities ecosystem in the City. Improve parks and recreation facilities and programs
 - **Objectives:**
 - Attract new artisans and musicians to the City.
 - Increase support for arts and events in the City.
 - Expand programing and access to arts (Beacon, Library, Farmers Market)
 - Increase funding for Recreation and Parks (both facilities and programing)

End of Document

R-2

Resolution No: _____

RESOLUTION TO EXTEND THE DEADLINE FOR PAYMENT OF TAX ON PUBLIC SERVICE CORPORATIONS AND TANGIBLE PERSONAL PROPERTY OTHER THAN MACHINERY AND TOOLS

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 in the City of Hopewell , and to be exercised by, its City Council unless that power has otherwise been expressly delegated to another; and

WHEREAS, §58.1-3916 of the Code of Virginia permits the governing body to establish due dates for the payment of local taxes by ordinance; and

WHEREAS, Ordinance 2006-08 passed by Hopewell City Council on October 24, 2006 established that beginning with tax year 2006, and for subsequent tax years, taxes accruing to the city from public service corporations and on all tangible personal property, other than machinery and tools, subject to taxation by the city shall accrue annually, at the beginning of the tax year, on January 1, and shall be paid in full to the city treasurer no later than February 15 of the following year; and

WHEREAS, §58.1-3916 further allows the governing body may further provide by resolution for reasonable extensions of time, not to exceed 90 days, for the payment of real estate and personal property taxes and for filing returns on tangible personal property, machinery and tools, and merchants' capital, and the business, professional, and occupational license tax, whenever good cause exists; and

WHEREAS, Hopewell City Council desires to provide a one-time extension for payment of tax on public service corporations and tangible personal property other than machinery and tools.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL, VIRGINIA:

1. The deadline for payment of tax on public service corporations and tangible personal property other than machinery and tools will be March 7, 2025.
2. All provisions under Chapter 34, Article III, Sections 34-42 and 34-43 of the Hopewell City Code shall remain in effect with the due date being March 7, 2025.
3. This extension will **only** be in effect for the current tax year (Fiscal year 2025).

ADOPTED by the City Council of the City of Hopewell, Virginia, at an open public meeting this _____ day of January 2025.

By Order of Council:

Johnny Partin, Mayor
Hopewell City Council, Ward 4

VOTING AYE:

VOTING NAY:

ABSTAINING:

ABSENT:

ATTEST: _____
Brittani Williams, City Clerk

R-3



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Resolution supporting the revitalization of the Cousins Avenue commercial area through the construction of new mixed-use development known as Wells Pointe.

ISSUE: Woda Cooper Development seeks City Council Resolution defining a revitalization area for HUD Financing of a new mixed-use development, Wells Pointe on Parcel 245-0040.

RECOMMENDATION: Approve resolution to define Parcels 2450040 as a revitalization area.

TIMING: Woda Cooper Development seeks approval of the resolution at the January 28, 2024 meeting.

BACKGROUND: For more than 20 years this parcels have been for sale but not developed while the surrounding area underwent development. Barriers to development include lack of visibility from route 36, access and utility easements, deed restrictions. The proposed Wells Pointe project as proposed is “*by right*” and does not need special approval from City Council, but without the special HUD Financing, the project will not go forward.

ENCLOSED DOCUMENTS: Wells Pointe Presentation, Draft Resolution, Code of Virginia § 36-55.30:2. Housing revitalization areas; economically mixed projects

STAFF: Charles Bennett, Director of Economic Development and Tourism.

SUMMARY:

- | Y | N | | Y | N | |
|--------------------------|--------------------------|-----------------------------------|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Rita Joyner, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Sandra Daye, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Michael Harris, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Yolanda Stokes, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor John B. Partin, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Dominic Holloway, Sr., Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Ronnie Ellis, Ward #4 | | | |

FOR IN MEETING USE ONLY

MOTION: Approve the Resolution to define Parcel # 245-0040 as a Revitalization Area for the purposes of supporting the Wells Pointe Project under Virginia Code Section: § 36-55.30:2.

Roll Call

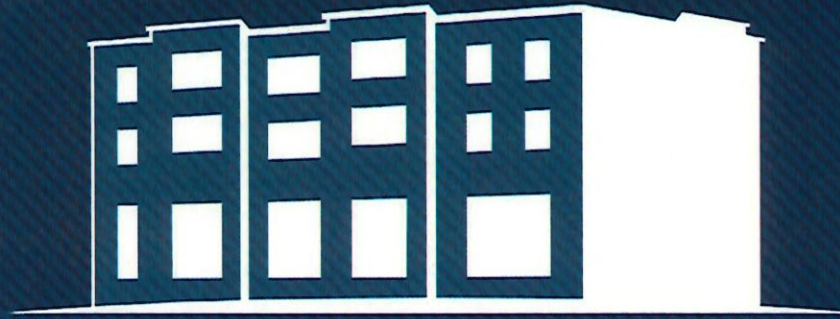
SUMMARY:

Y N

- Vice Mayor Rita Joyner, Ward #1
- Councilor Michael Harris, Ward #2
- Mayor John B. Partin, Ward #3
- Councilor Ronnie Ellis, Ward #4

Y N

- Councilor Sandra Daye, Ward #5
- Councilor Yolanda Stokes, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7



Woda Cooper Companies Wells Pointe

Woda Cooper Companies



- **Development, Construction, and Management of affordable housing communities across the Southeast, Northeast, and Midwest since 1990**
 - 330 affordable communities; 16,000 units; 30,000 residents
 - \$1.5 billion in investments in affordable housing properties
- **Long-term commitment to be part of community**



Experience in Virginia



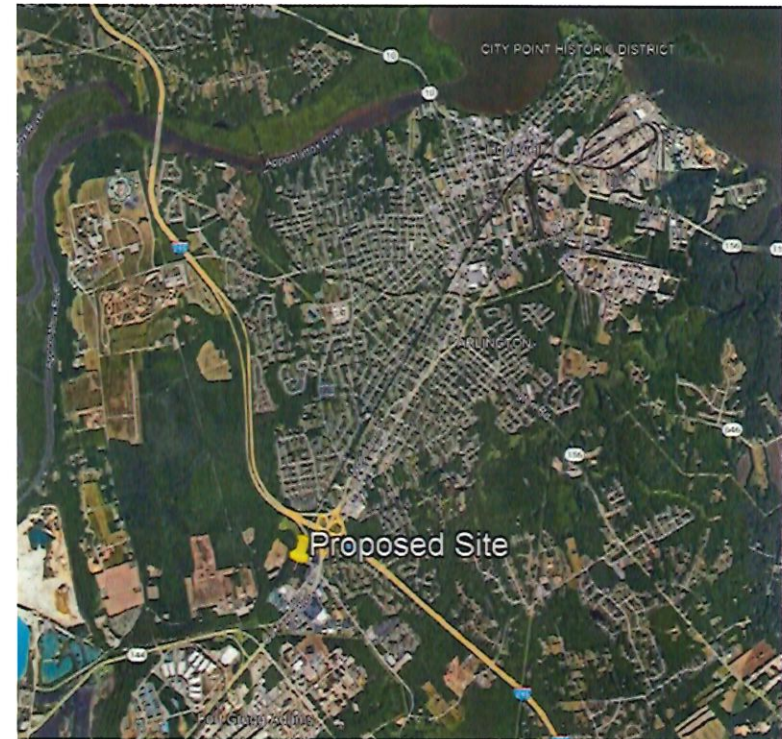
- 13 affordable developments funded, dating back to 2012
 - 575 units constructed
 - 179 units in development/under construction
- Own and operate Freedman Point at 311 East Cawson St

Community Name	City	Units	Built	Type
City View Place	Richmond	32	2012	NC
Liberty Pointe	Petersburg	48	2015	NC
Brennan Pointe I	Newport News	44	2016	NC
The Banks at Berkley	Norfolk	50	2016	NC
Bell Diamond Manor	Norfolk	128	2018	Rehab
Brennan Pointe II	Newport News	43	2018	NC
Freedman Point	Hopewell	68	2021	NC
Holley Pointe	Portsmouth	50	2021	NC
Lambert Landing I	Chester	64	2025	NC
Lambert Landing II	Chester	48	2025	NC
Bains Pointe	Portsmouth	50		NC
Rosenwald Pointe	Waynesboro	53		NC
Malone Place	Petersburg	76		NC

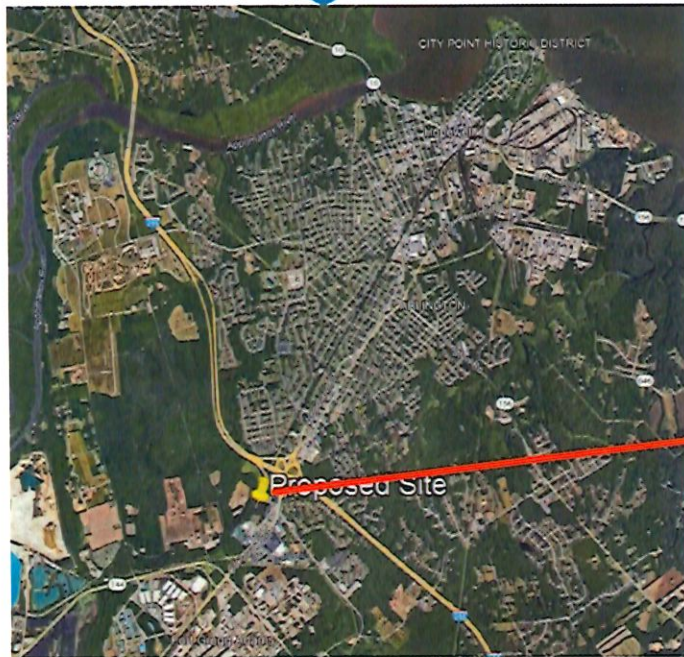
Wells Pointe Overview



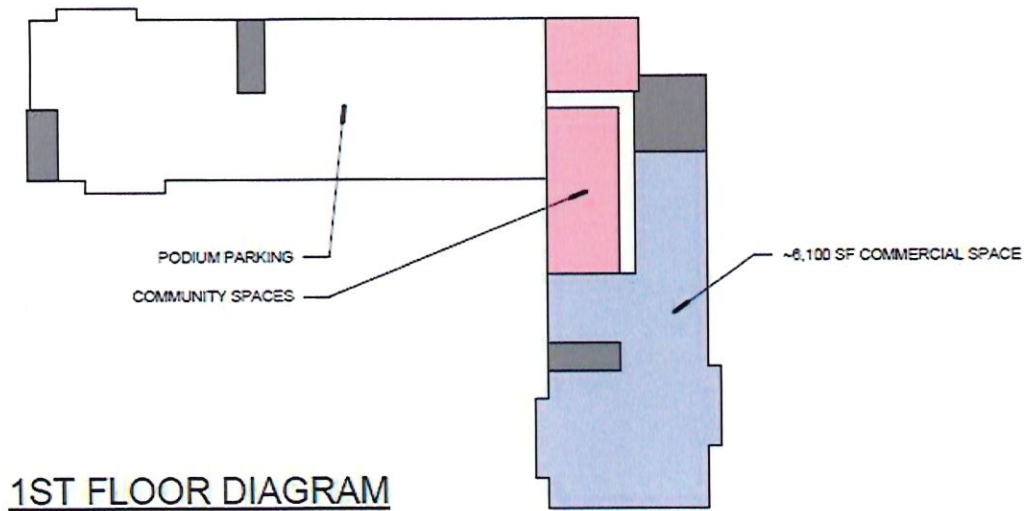
- Located on Cousins Ave at Old Woodlawn St
- Mixed-use development with 51 units of affordable housing and ~6,000 sq ft of commercial space
- 9 1brs, 30 2brs, 12 3brs
- Rent and income restricted through the Housing Tax Credit program to households earning less than 30% AMI up to 80% AMI



Wells Pointe Overview



Design



Request for Resolution



- Virginia Housing, who administer the Housing Tax Credit program, competitively scores applications against each other to determine which projects to fund
- One of the scoring criteria is the local government passing a resolution designating that the site located in a revitalization area
- This demonstrates to Virginia Housing that the project fits into the City's plans for economic development





Questions?

§ 36-55.30:2. Housing revitalization areas; economically mixed projects

A. For the sole purpose of empowering the HDA to provide financing in accordance with this chapter, the governing body of any city or county may by resolution designate an area within such city or county as a revitalization area if such governing body shall in such resolution make the following determinations with respect to such area: (i) either (a) the area is blighted, deteriorated, deteriorating or, if not rehabilitated, likely to deteriorate by reason that the buildings, improvements or other facilities in such area are subject to one or more of the following conditions: dilapidation; obsolescence; overcrowding; inadequate ventilation, light or sanitation; excessive land coverage; deleterious land use; or faulty or inadequate design, quality or condition; or (b) the industrial, commercial or other economic development of such area will benefit the city or county but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; and (ii) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area. Any redevelopment area, conservation area, or rehabilitation area created or designated by the city or county pursuant to Chapter 1 (§ 36-1 et seq.) of this title, any census tract in which 70 percent or more of the families have incomes which are 80 percent or less of the statewide median income as determined by the federal government pursuant to Section 143 of the United States Internal Revenue Code or any successor code provision on the basis of the most recent decennial census for which data are available, and any census tract which is designated by the United States Department of Housing and Urban Development and, for the most recent year for which census data are available on household income in such tract, either in which 50 percent or more of the households have an income which is less than 60 percent of the area median gross income for such year or which has a poverty rate of at least 25 percent shall be deemed to be designated as a revitalization area without adoption of the above described resolution of the city or county. In any revitalization area, the HDA may provide financing for one or more economically mixed projects and, in conjunction therewith, any nonhousing buildings that are incidental to such project or projects or are determined by the governing body of the city or county to be necessary or appropriate for the revitalization of such area or for the industrial, commercial or other economic development thereof.

B. The HDA may finance an economically mixed project that is not within a revitalization area if the governing body of the city or county in which such project is or will be located shall by resolution determine (i) either (a) that the ability to provide residential housing and supporting facilities that serve persons or families of lower or moderate income will be enhanced if a portion of the units therein are occupied or held available for occupancy by persons and families who are not of low and moderate income or (b) that the surrounding area of such project is, or is expected in the future to be, inhabited predominantly by lower income persons and families and will benefit from an economic mix of residents in such project and (ii) private enterprise and

investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

C. In any economically mixed project financed under this section, the percentage of units occupied or held available for occupancy by persons and families who are not of low and moderate income, as determined as of the date of their initial occupancy of such units, shall not exceed 80 percent.

1979, c. 374; 1996, cc. [77](#), [498](#); 2004, c. [187](#); 2006, c. [784](#).

The chapters of the acts of assembly referenced in the historical citation at the end of this section(s) may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

RESOLUTION NO. _____

A Resolution Stating the Proposed Woda Cooper Development, Inc. Development of a Mixed-Use Building on Cousins Avenue is in an Area Designated for Revitalization

WHEREAS Woda Cooper Development proposes to construct a mixed-use building containing commercial/office/non-residential uses on the ground floor with apartment units on the second and third stories; and

WHEREAS, Woda Cooper Development has identified Parcel #245-0040 located on Cousins Avenue at Old Woodlawn Street as the site for the proposed development; and

WHEREAS, Parcel #245-0040 is zoned B-3 Highway Commercial District and ‘Apartments on the second and subsequent floors of a commercial/office use, provided that each unit contains at least six hundred (600) gross square feet’ is an allowable, by-right use under Section A of Article XI, Highway Commercial District (B-3); and

WHEREAS, The Code of Virginia, Title 36. Housing » Chapter 1.2. Virginia Housing Development Authority Act » § 36-55.30:2 Empowers the governing body of any city or county may by resolution designate an area within such city or county as a revitalization area (For the sole purpose of empowering the HDA to provide financing in accordance with this chapter); and

WHEREAS, the above-referenced development is located in a revitalization area in the City of Hopewell, Virginia which the industrial, commercial or other economic development of such area will benefit the city but such area lacks the housing needed to induce manufacturing, industrial, commercial, governmental, educational, entertainment, community development, healthcare or nonprofit enterprises or undertakings to locate or remain in such area; and

WHEREAS, private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

THEREFORE, IT IS HEREBY RESOLVED, by the Hopewell City Council that the location for the proposed Woda Cooper Development project on Cousins Avenue is located in a revitalization area in accordance to Virginia Code, Chapter 1.2. Virginia Housing Development Authority Act » § 36-55.30:2.

In witness thereof, the foregoing was adopted by the City Council of Hopewell, Virginia on _____, 20__.

R-4



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Proposed Schedule for Council Meeting

ISSUE: The proposed meeting time is to maximize efficiency by allowing more time to focus on more critical issues. Hopewell Council Meeting are scheduled for the 2nd and 4th Tuesdays of every month.

RECOMMENDATION: Council Consideration

TIMING: Approval January 28, 2025

BACKGROUND:

ENCLOSED DOCUMENTS: None

STAFF: Vice Mayor Joyner and City Manager

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Rita Joyner, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Susan Daye, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Michael Harris, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Yolonda Stokes, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Councilor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Dominic Holloway, Sr., Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Ronnie Ellis, Ward #4			

SUMMARY:

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Rita Joyner, Ward #1
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Michael Harris, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Councilor John B. Partin, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Ronnie Ellis, Ward #4

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Susan Daye, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Yolonda Stokes, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Dominic Holloway, Sr., Ward #7



City of Hopewell

300 North Main Street, Suite
217 Hopewell, VA 23860

(804) 541-2250

www.hopewellva.gov

Tuesday, January 28, 2025

The proposed meeting time is to maximize efficiency by allowing more time to focus on more critical issues. In addition, the Finance Committee has been moved to the 2nd Tuesday of each month. Hopewell Council Meeting are scheduled for the 2nd and 4th Tuesdays of every month. To that end, we propose the following changes for Council's consideration:

2nd Tuesdays

5:00 PM – Finance Committee Meeting

5:30 PM – Work sessions, Presentations, and Public Hearings,

- Regular meeting items reserved only for time sensitive items, otherwise no regular business items

7:30 PM - Closed Session (If/When Necessary)

4th Tuesdays

5:00 PM – Closed Session

7:00 PM – Regular Business

R-5

For Hopewell City Council

Strengthening the Hopewell & NOVA South Partnership

January 2025

Content



About NOVA South

Coach Bios

Team Performance

Timeline

Compromises

Proposed Changes

Benefits

Revenue

SWOT Analysis

Proposed Solutions

Next Steps

Thank You



January 2025

Good day to everyone



Thank you for taking the time to learn more about the partnership between NOVA South Swimming and the Hopewell Community Center. This presentation highlights our shared history, contributions to the community, and the current challenges we face. We aim to work together to find solutions that support both the community and the team's continued success.

Warm Regards,

NOVA South Coaching Staff:

Lauren Waterworth, Shannon Royster, Natalie Zoldork, Theanae Boersma, Rusty Boersma

About NOVA South

For Hopewell City Council

- 40** Years our team has partnered with the Hopewell Community Center
- 56** Years our team has been an active USA swim team
- 85** Number of swimmers ages 4-18 on our team this year.
- 5** Coaches of our swimmers
- 3** Hopewell school Admins./Principles families on the team
Hopewell business owners on the team
Female coaches
- 11** Swim team members that went on to work at HCC



Convenience:
Serving families locally in Hopewell.

Consistency:
Same head coach for 12 years

Connection:
Every swimmer matters here

Change:
Unlocking potential and creating meaningful impact

Cost:
Lowest monthly fees in the area

Lauren Waterworth - Head Coach

Lauren joined NOVA South (then VACS) in 2011 and has been a part of enormous team growth and success since then. Lauren is a native of Chester and an alumnus of VACS. She is a graduate of Thomas Dale and swam for two years at the United States Naval Academy. She has her B.S. in Biology and Organizational Psychology as well as a minor Women's Studies. Lauren also graduated in 2012 with her Masters in Sport Leadership from the Center for Sport Leadership at VCU. She also works as an organizational development consultant at Acentra Health and owns a pool management company Legacy Aquatics.

Certifications

- Certified Level 5 coach through the American Swim Coaches Association
- National Board Certified Health and Wellness Coach
- Certified Project Manager
- SHRM
- NASM Personal Trainer

Coaching

- Virginia Swimming Zones coach
- invited to participate in the National Age Group Summit held at the Olympic Training Center through USA Swimming
- chosen to be a coach at the USA Swimming National Open Water Select Camp in Fort Myers, Florida
- chosen to be a coach at the USA Swimming Boys National Select Camp in Colorado Springs at the Olympic Training Center

Personal

Lauren has competed in triathlons (spring to half ironman), Crossfit, Olympic lifting, running races including a 50k, and rucking. She is very passionate about whole person health and loves to bring psychology, nutrition, and weight lifting to the team.

Lauren lives in Chester with her husband who is a Richmond City Firefighter, their two sons, and dog Noodle.

Shannon Royster - Coach

Shannon has been an assistant coach for NOVA South since 2009. He began his swimming career at Wood-Dale at an early age of 4 because he wanted to follow in his older siblings footsteps. He joined the year round swim team of at the age of 8 called the Tritons of Petersburg, which became VACS. He enjoyed great success as a swimmer as he won several events at the Virginia Junior Olympics and swam with the Virginia All-Star team in Buffalo, NY at Zones.

Shannon went on to juggle many sports through high school as he played football and basketball while still swimming competitively. During this time, he developed a love for coaching as he was an assistant coach for Wood-Dale for 4 years before becoming the head coach. He also started giving swimming lessons there as his love for younger children grew. During that time, he went on to swim in college at Longwood where he displayed swimming leadership and became captain of the team for 3 years. In 1999, Shannon graduated with a BA in history with the purpose of becoming a 4th generation educator.

He returned to his hometown of Hopewell, VA and taught 8th grade civics for 6 years at Carter G. Woodson Middle . During which time he married his college sweetheart and attended Virginia State University where he received his Masters in School Administration. In 2005 he became the 6th grade assistant principal at Carter G. Woodson Middle School. Shannon's love for coaching children became a passion as he created the sports program at the middle school, of which he is now athletic director.

Natalie Zoldork - Coach

Natalie Zoldork has been immersed in the world of swimming since she was 7 years old. Growing up, she swam competitively with VACS, now known as NOVA South. Her passion and dedication to the sport led her to become a Division I athlete at George Mason University, where she specialized in long-distance IM, Breaststroke, and Butterfly. During her time at George Mason, Natalie earned her degree in Integrative Studies with a concentration in Elementary Education.

Natalie has been a part of the NOVA South coaching staff since 2017 and has brought her expertise and enthusiasm to the team. She also serves as the Head Coach and Manager of the Wooddale Pool in Hopewell, VA, where she has worked her way up over the past six years, becoming Head Coach in 2019. Beyond coaching, Natalie teaches swim lessons, lifeguards, and remains deeply connected to the pool environment she loves.

In addition to her contributions to swimming, Natalie is a dedicated Special Education teacher in Prince George County. Her passion for developing young athletes and her ability to connect with swimmers of all levels make her an invaluable part of the NOVA South family.

Nae Boersma - Coach

Nae Boersma joined the NOVA South family in September 2018, and we are incredibly fortunate to have her passion, energy, and vast experience on our team. Married with twelve children — all avid swimmers — Nae's life revolves around her dedication to family, community, and the sport of swimming.

In addition to her coaching role, Nae works part-time as a nurse. An avid athlete herself, Nae has participated in Sprint Triathlons, 5Ks, 10Ks, and a half marathon.

Nae's coaching journey began in 1995 with the McClellan AFB Stingrays in California, where her enthusiasm for the sport quickly turned into expertise. By her second year, she was promoted to Head Coach and led the team for three years until the base closed. After relocating to Virginia,

Nae started a swim team in her community in 2012, initially serving as an assistant coach and working behind the scenes to keep the program running. In 2015, she became Head Coach of the SouthBend Sailfish, where her leadership and commitment helped the team thrive.

Her ultimate goal is to help children not only develop a love for swimming but also build lifelong skills in a fun, encouraging atmosphere. Nae's passion for her family and the sport make her an invaluable part of NOVA South.

Virginia 14+Under State Meet: 52 qualifiers, including 6 swimmers ranked as #1 in the state

Virginia 15+Over State Meet (Senior Champs): 64 qualifiers, 8 swimmers ranked as #1 in the state

Juniors Qualifiers: 12 qualifiers, including 1 swimmer ranked as #1

Olympic Trials Qualifiers: 1 swimmer

ParaOlympic Swimmer: Joey Peppersack (a Hopewell resident)

Colleges our alumni attended: CNU, Penn State, VMI, UMBC, UNC, William+Mary, ECU, VCU, Washington and Lee, JMU, GMU, Naval Academy, Mary Washington, VA Tech, Florida Gulf Coast and many others.

More importantly, our team is truly special, as demonstrated by our remarkable retention rate of 84%. This reflects not only the quality of our coaching and training but also the strong sense of community and belonging we foster.

Our team emphasizes personal growth, teamwork, and leadership alongside athletic development, creating an environment where swimmers feel supported and valued. This unique culture keeps athletes coming back year after year, building long-lasting relationships and developing a deep sense of pride in their team.

An 84% retention rate is not just a statistic – it's a testament to the trust families place in our program, the dedication of our coaches, and the positive impact we have on the lives of our swimmers both in and out of the pool.

Timeline of Facility Use (from 2010 to now, do not have pre 2010 information)

For Hopewell City Council

2010-2021 **\$5/hour/lane**, 6 morning practices 4:30-6:30 AM and Saturday morning with 5-6 lanes
5 afternoon practices 3:30-8 PM with 5-6 lanes

2021-2022 **\$5/hour/lane**, 6 morning practices 4:30-6:30 AM and Saturday morning with 6 lanes
5 afternoon practices 4:45-8 PM with 6 lanes

2022-2023 **\$10 hour/lane**, MWF morning practices 4:30-6:30 AM and Saturday morning with 6 lanes
4 afternoon practices 4:45-7:30 PM
Monday and Wednesday 4:45pm-6:15 pm (4 lanes) 6:15-7:30 PM (2 lanes)
Tuesday and Thursday 4:45pm-7:45pm (5 lanes)

2023-2024 **\$11 hour/lane**, MWF morning practices 5-7 AM and Saturday morning with 6 lanes
4 afternoon practices 4:45-7:30 PM
Monday and Wednesday 4:45pm-7:45pm (4 lanes), 6:15-7:30 PM (2 lanes)
Tuesday and Thursday 4:45pm-7:45pm (5 lanes)

2024-2025 **\$11 hour/lane**, Tu+Th morning practices 5-7 AM and Saturday morning with 6 lanes
4 afternoon practices 4:45-7:30 PM
Monday and Wednesday 4:45pm-7:45pm (4 lanes), 6:15-7:30 PM (2 lanes)
Tuesday and Thursday 4:45pm-7:45pm (5 lanes)

Compromises from 2021-2024

- **Reduction in weekday morning practices from Monday-Friday to Tuesday+Thursday**
- **Time change for weekday mornings from 4:30-6:30 am to 5-7 am**
- **Reduction in afternoon lanes from 6 to 4 on Mon. + Wed. and 6 to 5 on Tues+Thurs**
- **Reduction in hours from 3:30-8 PM to 4:45-7:30 PM**
- **Lane rent increase of 120%**
- **Providing a contracted lifeguard for all afternoon practices to be able to run (and keeping the pool open for patron use), a total of over 150 days**
- **Each year, we spend months negotiating the MOU, only to consistently face the same challenge of having our lanes reduced to 3 (this has happened 2022, 2023, 2024, and 2025)**

2025-2026 Proposed Changes

- **Removal of weekday morning practices**
- **Removal of Saturday practices**
- **Reduction in afternoon lanes from 4 to 3 on Monday and Wednesday and 5 to 3 on Tues+Thurs**
- **Lane rent increase of 36%, taking us to a total of 200% increase from 2021 to 2025**
- **Team payment for a lifeguard during afternoon practices (during normal operational hours)
~\$15,000**
- **Reduce our total team from 85 participants to 36 (max amount due to lane constraints)**
- **Loss of senior swimmers due to not being able to hold the minimum amount needed for their training to be competitive or marketable**

For Hopewell City Council

Benefits of NOVA South

Revenue Generation

Over the next 10 years NOVA South will pay the City of Hopewell over \$400k in rent.

Operational Support

The team supplies lifeguard coverage, ensuring the pool remains open during hours when staffing would otherwise be unavailable. Currently the community center has been opened over 150 days due to the team providing lifeguards.

Community Engagement

NOVA South promotes health, fitness, and youth development, creating a positive impact for families and children in Hopewell and surrounding areas.

Partnership

NOVA South is willing to partner on any programming including zumba, water aerobics, swim lessons, clinics, and lifeguard certification classes, adding value to the Community Center's offerings.

Sports Tourism

NOVA South supports Hopewell businesses and events

Past 5 Year Rent Total:

\$125k

Estimated Next 5 Years Rent Total:

\$200k

Pool Rent

Estimated 2024-2025 \$31, 000.00

2023-2024 \$31, 174.00

2022-2023 \$20, 705.00

2021-2022 \$21, 456.00

2020-2021 \$20, 705.00

Operational Costs

NOVA South Swimming operates without imposing significant costs on the community center. We provide our own lane lines, whiteboards, and training equipment (which benefit members), and the pool’s operational expenses — such as heating and chemicals — remain unchanged whether we are present or not.

SWOT Analysis Partnership

S

- Long-standing Partnership
- Revenue Generation
- Operational Support
- Community Impact
- Cost Sharing
- Sports Tourism

O

- Enhanced Collaboration
- Expanded Offerings
- Community Growth
- Economic Impact
- Innovative Partnerships

W

- Facility Limitations
- Communication Gaps
- Financial Pressures
- Reliance on External Lifeguard Staffing

T

- Reduced Practice Access
- Financial Instability
- Competition
- Community Perception
- Operational Risk
- Loss of NOVA Sout

Proposed Solutions for Team Viability

Maintain current schedule:

Monday and Wednesday

4:45-6:15 PM 4 lanes

6:15-7:30 PM 2 lanes

Tuesday and Thursday

4:45-7:30 PM 5 lanes

Tuesday and Thursday AM's 5-7 AM

Compromise:

- Remove all Saturday practices
- Add Friday practices 4:45-7:30 PM 4 lanes
- Continue to provide contracted guards (at rate of \$13.50/hour)
- Keep progressively raising our pool rent \$1/year to get to \$15/lane/hour

Partner:

- Swim lessons programming
- Aquatic programming
- Explore Pool Management options
- Organizational Development consulting

Asks if moving forward:

- MOU extension of 3-5 years
- MOU complete and signed May 2025

Addressing Equity and Shared Usage

The Hopewell Community Center's pool sees consistently low patron utilization during our practice times. There is currently no internal aquatic programming offered by the Community Center which would be challenging to facilitate with only two staff members.

Morning Practices:

Our morning practices occur before operational hours, ensuring no disruption to community patrons.

Afternoon Practices:

On average, only 1-3 patrons use the pool during our practices.

Patrons frequently have exclusive use of an entire lane or two lanes from 4:45-6:15 PM on Mondays and Wednesdays.

From 6:15-7:30 PM (on Mon+Wed), when we reduce our lane use to just two lanes, patrons have access to four lanes entirely to themselves.

This underutilization highlights an opportunity for better collaboration to maximize the pool's value for both the team and community patrons.

Approach 1 - Continued Partnership

We work together to finalize a mutually beneficial agreement that allows NOVA South to continue operating, ensuring financial stability for the Hopewell Community Center and maintaining community access to competitive swimming.

Approach 2 - Partnership Conclusion

If an agreement cannot be reached, NOVA South Swimming will conclude its operations in Hopewell. The team's final practice day would be May 31, 2025, and the Legacy Aquatic partnership would also end, removing lifeguard support provided to the Community Center.

For Hopewell City Council

Thank you

For your attention and help

[@novasouthswim](#)

www.novasouthswim.org

804-955-9147



REPORTS OF
THE CITY
MANAGER

Proposed City Budget Calendar for FY 2026

- November 18, 2024:** Revenue Projection Requests to Revenue Committee Members (Real Estate Assessor, Commissioner of Revenue & Treasurer)
- December 16, 2024:** Notification & Instructions to Departments (Operating & Capital-MUNIS)
- December 31, 2024:** Deadline for Revenue Projections from Revenue Committee Members (Real Estate Assessor, Commissioner of Revenue & Treasurer)
- January 10, 2025:** Deadline for MUNIS Entry of FY 2026 Budget Requests by Departments
- January 22, 2025:** City Manager Budget Meetings with Department Directors & Constitutional Officers Begin (Meetings Scheduled for January 22nd-February 13th)
- February 18, 2025:** Department Budget Request Presentations
- February 20, 2025:** Department Budget Request Presentations
- March 3, 2025:** Advertise Public Hearing (4-8-2025) on Tax Rates in Newspapers
- March 11, 2025:** Work Session on Revenue Projections
- March 25, 2025:** Work Session on Expenditures & CIP
- Notice of Public Hearing on Tax Rates (4-8-2025) on Consent Agenda
- Notice of Public Hearing (5-13-2025) on City FY 2026 Budget on Consent Agenda
- Notice of Public Hearing (5-13-2025) on FY 2026 School Division Budget on Consent Agenda
- April 1, 2025:** City Manager's Proposed FY 2026 Budget to City Council
- April 7, 2025:** Advertise Public Hearing (5-13-2025) on City Budget in Newspapers
Advertise Public Hearing (5-13-2025) on FY 2026 School Division Budget
- April 8, 2025:** City Manager's Proposed FY 2026 Budget Presentation to City Council
Public Hearing & Adoption of the Tax Rate Resolution
- April 22, 2025:** Additional Work Session (if needed)
- May 9, 2025:** Tax Bill Mailing Date
- May 13, 2025:** Public Hearing and Approval on 1st Reading of the FY 2026 City Budget
Public Hearing and Approval on 1st Reading of the FY 2026 School Division Budget
- May 27, 2025:** Approval on Second Reading of the FY 2026 City Budget
Approval on Second Reading of FY 2026 School Division Budget
- June 15, 2025:** Real Estate Tax Bill Payments Due

	Total	In Progress	Complete
Security Roles	230	0	170
Workflow Rules	1443	79	1104

Security Roles



■ Total ■ In Progress ■ Complete

Workflow Rules



■ Total ■ In Progress ■ Complete

Totals subject to change due to addition and deletion of roles or rules

Date: 11/15/2024

Jay & Med

Status: Completion of the Security Plan document
 Workflow complete for Group 1
 Security Roles complete for Group 1
 Group 1 - Start testing Monday, 11/18/2024
 Pcard data for testing requested from Finance - Will load data Monday 11/18

Date: 12/6/2024

Jay & Med

Created roles for Group 2 & 3.
 Testing for Group 1 status - Each department did some testing,
 Fire dept had some permission issues that have been addressed.
 Other Departments have not stated any issues at this time.
 Next week - Review testing issues and migrate group 1 to Production.
 Fixed the log tracker after an issue caused the loss of progress
 Updated the Gantt chart to reflect current timelines and tasks.
 Returned to update the naming of the roles.
 Reviewed the data roles.
 Ensured permissions aligned with the corresponding department.
 Create roles for Group 4/5

Review role permissions to ensure they align with departmental requirements
Assign roles to users within the respective departments
Review and adjust permissions for Felicia
Workflow Flowchart review in progress for other needed sections

Date: 12/20/2024 Jay & Med

Group 1 testing complete - migration into production in progress
Workflow - Flowcharts created for all workflow processes
Finance is reviewing all workflow for approval
Group 2 Testing in progress (Christmas Break will impact completion)
95% of roles have been completed, permission adjustments will be ongoing
as issues arise during testing.

Date: 1/3/2025 Jay & Med

Group 1 migration into Production in progress
Issue importing new roles into production - Awaiting Tyler assistance
Tyler getting next level assistance in resolving this issue
All workflow has been approved by Finance - All changes will be migrated into
Production next week

Date: 1/13/2025 Jay & Med

Group 1 migration into Production completed
Issue importing new roles into production - has been resolved
Updated Workflow rules will be migrated into production this week.
Group 2 Testing still in progress. Group 3 settings complete, Testing to begin upon completion of Group 2.

Tyler Munis ERP

City of Hopewell

Information Technology



Project Start: Thu, 11/7/2024
 Display Week: 1

TASK	ASSIGNED TO	PROGRESS	START	END
Pre-Implementation Preparation: Files and Resources Development	Jay	100%	6/24/24	10/31/24
Group 1				
Create Workflow Roles in TEST	Jay Med	100%	11/7/24	11/10/24
Map Existing Workflows	Jay Med	100%	11/7/24	11/10/24
Define/ Apply Initial Business Rules to Department Users - Group 1	Jay Med	100%	11/10/24	11/19/24
Initiating Testing Phase - Group 1	Jay Med	100%	11/18/24	12/6/24
Ongoing Testing and Adjustments - Group 1	Jay Med	95%	11/18/24	12/6/24
Group 2				
Create Workflow Roles in TEST	Jay Med	100%	11/19/24	11/22/24
Map Existing Workflows	Jay Med	100%	11/19/24	11/22/24
Define/ Apply Initial Business Rules to Department Users - Group 2	Jay Med	100%	11/19/24	12/4/24
Initiating Testing Phase - Group 2	Jay Med	60%	12/3/24	12/13/24
Ongoing Testing and Adjustments - Group 2	Jay Med	60%	12/3/24	12/13/24
Group 3				
Create Workflow Roles in TEST	Jay Med	75%	12/9/24	12/13/24
Map Existing Workflows	Jay Med	75%	12/9/24	12/13/24
Define/ Apply Initial Business Rules to Department Users - Group 3	Jay Med	100%	12/12/24	12/20/24
Initiating Testing Phase - Group 3	Jay Med	5%	12/23/24	1/10/25
Ongoing Testing and Adjustments - Group 3	Jay Med	0%	12/23/24	1/10/25
Group 4				
Create Workflow Roles in TEST	Jay Med	75%	1/13/25	1/17/25
Map Existing Workflows	Jay Med	75%	1/13/25	1/17/25
Define/ Apply Initial Business Rules to Department Users - Group 4	Jay Med	100%	1/17/25	1/25/25
Initiating Testing Phase - Group 4	Jay Med	0%	1/25/25	2/6/25
Ongoing Testing and Adjustments - Group 4	Jay Med	0%	1/25/25	2/6/25
Group 5				
Create Workflow Roles in TEST	Jay Med	75%	2/6/25	2/15/25
Map Existing Workflows	Jay Med	75%	2/6/25	2/15/25
Define/ Apply Initial Business Rules to Department Users - Group 5	Jay Med	100%	2/6/25	2/15/25
Initiating Testing Phase - Group 5	Jay Med	0%	2/13/25	2/20/25
Ongoing Testing and Adjustments - Group 5	Jay Med	0%	2/13/25	2/20/25

ADJOURNMENT