

AGENDA



CITY OF HOPEWELL
Hopewell, Virginia 23860

CITY COUNCIL

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

AGENDA

(804) 541-2408

www.hopewellva.gov
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cityclerk@hopewellva.gov

John M. Altman, Jr., City Manager
Sandra R. Robinson, City Attorney
Mollie P. Bess, City Clerk

July 13, 2021

ELECTRONIC MEETING

Regular Meeting: 6:30 p.m.

6:30 p.m. Call to order, roll call, and welcome to visitors

CLOSED MEETING

§ 2.2-3711 (A) (1) Assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees, or employees of any public body.

RECONVENE OPEN MEETING

CERTIFICATION

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

Roll Call

Prayer by Mayor Bennett, followed by the Pledge of Allegiance to the Flag of the United States of America led by Vice Mayor Partin

SUGGESTED MOTION: To amend/adopt Regular Meeting agenda

Roll Call

SUGGESTED MOTION: To amend/adopt Consent agenda

Consent Agenda

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

- C-1 **Minutes:** June 29, 2021 City Council Minutes; June 15, 2021 City Council Minutes; May 25, 2021 City Council Minutes; May 11, 2021 City Council Minutes; April 27, 2021 City Council Minutes;
- C-2 **Pending List:**
- C-3 **Information for Council Review:** ARB Minutes – 5/24/21; Council on South Central Corridors Minutes – 7/1/21; DDRC May 5, 2021 Meeting Minutes; Stormwater Update
- C-4 **Personnel Change Report & Financial Report:** Personnel Change Report – June 2021
- C-5 **Public Hearing Announcements:**
- C-6 **Routine Approval of Work Sessions:**
- C-7 **Ordinances on Second & Final Reading:**
- C-8 **Routine Grant Approval:**
- C-9 **Resolutions, Proclamations and Presentations** – 26th Amendment Day Proclamation

SUGGESTED MOTION: To amend/adopt consent agenda

Information/Presentations

Public Hearings

- PH-1. **Public Hearing** – Development Standard Modification – James R. Jones Builder, Inc.
- PH-2 **Public Hearing** – Community Development Block Grant FY2021-2022 Budget
- PH-3 **Public Hearing** – –Amendment of FY 21-22 School Board Budget
- PH-4 **Public Hearing** – Amendment of FY21-22 City Budget for American Rescue Plan Act Funds

Unfinished Business

Reports of Boards and Commissions:

Reports of City Manager:

Regular Business

- R-1. **Regular Business** - DEQ Grant Application – Grey Water Pilot

MOTION: _____

Roll Call

- R-2. **Regular Business** – Resolution to end Emergency Declaration COVID-19

MOTION: _____

Roll Call

R.3. Regular Business – Cancellation of 2nd City Council Meeting in July and August, 2021

MOTION: _____

Roll Call

R-4. Regular Business – Safe in our Parks

MOTION: _____

Roll Call

Reports of City Attorney:

Reports of City Clerk:

Reports of City Council:

Committees

Councilors Request

CR-1 Councilor Request – Formal Creation of the City Council Finance Committee (Pelham)

MOTION: _____

Roll Call

CR-2 Councilor Request – Expand stormwater program into an independent and more comprehensive Environmental Engineering Department (Partin)

MOTION: _____

Roll Call

CR-3 Councilor Request – Audit Deadline of 9/11 and Accountability Discussion (Pelham)

MOTION: _____

Roll Call

CR-4 Councilor Request – Committee for the Shiloh Lodge Museum Discussion (Pelham)

MOTION: _____

Roll Call

CR-5 Councilor Request – COVID-19 Expenditures (Pelham)

MOTION: _____

Roll Call

CR-6 Councilor Request – Fraud, Waste and Abuse Policy (Gore)

MOTION: _____

Roll Call

CR-7 Councilor Request – Councilor Retreat (Bennett)

MOTION: _____

Roll Call

CR 8– Councilor Request - City-Wide Issues with the Trash Pick-up (Denton)

MOTION: _____

Roll Call

C 9 – Councilor Request – Police and Firefighter Step Pay Raises – (Partin)

MOTION: _____

Roll Call

C10 – Councilor Request –Boards & Commissions, time frame for appointments– (Randolph)

MOTION: _____

Roll Call

Presentations from Boards and Commissions

Other Council Communications

Adjournment

**CLOSED
MEETING**

MINUTES

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD JUNE 29, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, June 29, 2021 at 6:30 p.m.

ROLL CALL

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

PRESENT:

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

Excused – Jasmine Gore, Councilor, Ward 4

John March Altman, Jr., City Manager
Sandra Robinson, City Attorney
Mollie P. Bess, Acting City Clerk

CLOSED MEETING

Motion made by Councilor Denton and seconded by Vice Mayor Partin to move to into closed meeting pursuant to Va. Code Sections §2.2-3711(A) (1) to discuss and consider personnel matters, including the City Clerk appointment.

ROLL CALL	Vice Mayor Partin	Yes
	Councilor Denton	Yes
	Councilor Pelham	Yes
	Mayor Bennett	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes

Motion Passes – 6 – 0

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

ROLL CALL

	Vice Mayor Partin	Yes
	Councilor Denton	Yes
	Councilor Pelham	Yes
	Mayor Bennett	Yes
	Councilor Randolph	Yes
	Councilor Holloway	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 closed meeting.

ROLL CALL

Vice Mayor Partin	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes
Councilor Holloway	Yes

Motion Passes – 6 – 0

OPEN MEEETING

Mayor Bennett opened the meeting to the public.

Motion made by Councilor Denton and seconded by Vice Mayor Partin that City Council hire Mollie Bess as the Hopewell City Clerk effective July 5, 2021 with the details completed at a later date.

ROLL CALL:

ROLL CALL

Vice Mayor Partin	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes
Councilor Holloway	Yes

Motion Passes – 6 – 0

ADJOURN

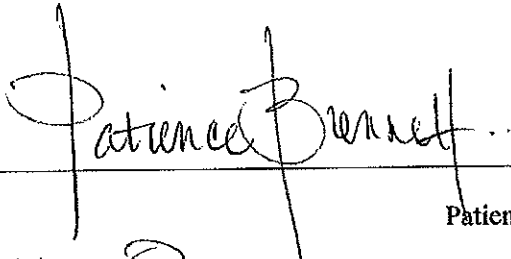
Motion made by Vice Mayor Partin and seconded by Councilor Pelham to adjourn the meeting.

ROLL CALL:

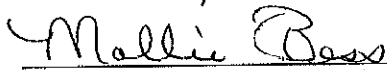
Vice Mayor Partin	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes
Councilor Holloway	Yes

Motion Passes -- 6 -- 0

Meeting Adjourned



Patience Bennett, Mayor



Mollie Bess, Acting City Clerk

MINUTES OF THE SPECIAL MEETING OF CITY COUNCIL HELD JUNE 15, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, June 15, 2021 at 6:30 p.m.

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

John M. Altman, Jr., City Manager
Sandra R. Robinson, City Attorney
Charles E. Dane, Assistant City Manager

6:30 p.m. Mayor Bennett called the special meeting to order and welcomed visitors.

Prayer was led by Councilor Denton, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph.

R-2 – SUPPLEMENTAL APPROPRIATION TO THE FY22 HOPEWELL PUBLIC SCHOOLS BUDGET

The basic motion commits to providing a supplemental appropriation of funds as the July 13, 2021 City Council to address the following items in FY22 School Board Budget request.

- The City's share of the 5% employee raise (\$279,901)
- Change Special Education Compliance Officers from 210 to 230 day (\$30,000)
- Two (2) new Special Education Teachers (120,000), and
- Health Insurance Increase (456,940)
-

These items total \$885,965

Motion commits City Council to provide an additional supplemental appropriation of funds to address the remainder of the School Budget request which is approximately \$1.1 million upon receipt and review of a report of FY22 line item expenditures to date, as of December 31, 2021, and actual line item expenditures for the FY19, FY20 and FY21. The 2nd motion option adds the purchase of the MUNIS Financial Management System for the School Board at a cost of \$315,120, which increases the appropriation to \$1,201,085. The funding available for the supplemental appropriation is the \$1.8 million from the FY18 audit.

Motion made by Vice Mayor Partin and seconded by Councilor Randolph for City Council to accept Option 2 that will make a supplemental appropriation to FY22 school board budget to support the following items: the City's share of the five percent employee pay raise, change special education compliance officers from 210 to 230 days, to hire two new special education teachers, to cover the health insurance increase and to purchase the Tyler Technologies Munis Financial Management system for a total supplemental appropriation of \$1, 201, 085 at the July 13, 221 City Council Meeting and additionally City Council will commit to providing additional supplemental appropriation to address the remaining balance of FY2022 school board budget request up to \$1.2 million upon receipt and review of a

report of a FY22 line item expenditures to date as of December 31, 2021 and an actual line item expenditures for the FY19, 20 and 21 budgets.

ROLL CALL

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

Motion Passes – 5 – 2

CLOSED MEETING

Motion to go into closed by Vice Mayor Partin pursuant to Va Code Sections 2.2-271(A)(1) to conduct interviews for upcoming School Board positions.

ROLL CALL

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

Motion Passes – 7 – 0

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

ROLL CALL

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

Motion Passes – 7 – 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 discussion in closed meeting.

ROLL CALL

Councilor Randolph	-	yes
Councilor Holloway	-	yes

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

Motion Passes – 7 – 0


ADJOURN

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

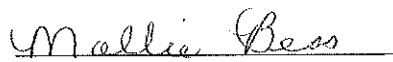
ROLL CALL

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

Motion Passes – 7 – 0



Patience Bennett, Mayor



Mollie Bess, Interim City Clerk

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD MAY 25, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, May 25, 2021 at 5:30 p.m.

ROLL CALL

Vice Mayor Partin opened the meeting at 5:30 p.m. Roll call was taken as follows:

PRESENT:

John B. Partin, Jr., Vice Mayor, Ward 3
Deborah Randolph, Councilor, Ward 1
Arlene Holloway, Councilor, Ward 2
Jasmine Gore, Councilor, Ward 4

Brenda S. Pelham, Councilor, Ward 6 – Arrived Late

Absent – Patience A. Bennett, Ward 7

Janice Denton, Ward 5 arrived late - only stayed through closed session.

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

CLOSED MEETING

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

ROLL CALL	Councilor Pelham	Arrived Late
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes -- 4 -- 0

Motion made to come out of Closed Session by Councilor Randolph and seconded by Councilor Pelham.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	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 closed meeting.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

Motion made by Councilor Randolph and seconded by Vice Mayor Partin to appoint Jeanie Langford and Daniel Jones to the Historic Preservation Committee

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

WORKSESSIONS

Vice Mayor Partin turned the meeting over to City Manager for Mr. Altman for discussion on worksessions.

Mr. Altman noted that we have two worksessions, one on Boards and Commissions and another on the Stormwater Program. The first worksession Boards and Commissions we have a request from Council to

defer this item to the June 8 meeting. We have purchased software that we discussed at a previous Council Meeting, Ms. Bess has upcoming training along with Dr. Mankar and it would be best to let them have the training and then we can present at the June 8 meeting.

Motion made by Councilor Pelham and seconded by Councilor Pelham to move the Boards & Commission worksession to the June 8, 2021 City Council Meeting.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

Mr. Altman gave an update of the Stormwater Program – Mr. Badiada has moved on to work for DEQ. There was never an opportunity for him and other staff members to get together and develop a Plan like what was discussed in February, in talking with the Vice Mayor today, it was discussed that postponing this to the second meeting in August to allow for our staff to put together a stormwater plan to bring back to Council for discussion at the August meeting. Vice Mayor Partin said Council should also be given written updates each month in order to track progress.

Motion made by Councilor Pelham and seconded by Vice Mayor Partin to postpone the Stormwater Program Worksession to the second meeting in August and to have the City Manager provide Council with monthly updates.

Vice Mayor Partin opened the meeting and welcomed guests.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

REGULAR MEETING

Vice Mayor Partin called the meeting to order:

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Absent: Mayor Bennett
Absent: Councilor Denton

Prayer was offered by Assist City Manager Charlie Dane followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph.

Vice Mayor Partin announced, since there are two City Councilors absent, he hope that City Council will find it amendable to postpone R5, voting on the Operating and Capital Budget Resolution until the next City Council meeting on June 8.

Motion made by Councilor Pelham to adopt the agenda as written. There was no Second, so the motion died on the floor.

Motion made by Councilor Gore and seconded by Councilor Randolph to adopt an amended agenda to strike R5.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

Motion made by Councilor Randolph and seconded by Vice Mayor Partin to adopt the Consent Agenda.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	No

Motion Passes – 4 - 1

PUBLIC HEARING

PH-1 – CONDITIONAL USE PERMIT REQUEST – 5113 PLAZA DRIVE

This is to install an antenna for wireless transmission above the frequency of 20,000 hertz at 5113 Plaza Drive. The Planning Commission is seeking approval of this request. Ms. Griffin gave a presentation. The old light pole will be replaced with a new light pole will be installed as part of the completion of this project. Information was posted at the site as well as on city website for the public to call in with any questions or concerns on this public hearing. No inquiries were made.

Vice Mayor Partin opened the Public Hearing. Vice Mayor Partin asked Ms. Griffin if she had received any inquiries from the public on this matter, as well as he asked Mr. Altman had he received any inquiries. He noted he had not and also, Ms. Bess, the Acting City Clerk and she advised she had not had any inquiries either.

Vice Mayor Partin closed the Public Hearing.

Motion made by Councilor Randolph and seconded Vice Mayor Partin by to approve the Conditional Use Permit Request at 5113 Plaza Drive as presented.

ROLL CALL	Councilor Pelham	No
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 4 – 1

REGULAR BUSINESS

R 1 – HUMMEL ROSS ROAD RECONSTRUCTION

This is a request to appropriate funds from the Hopewell Water Renewal Commission for the reconstruction of the Hummel Ross Road projects. The Commission at their last meeting approved appropriation of funding for the following items:

- 1) Appropriate \$251,550 from HWR Misc. Revenues to match the full construction award amount of \$1,294,000. The Commission approved this action on May 14, 2020.
- 2) Appropriate \$200,000 from HWR Misc. Revenues to extend the roadway reconstruction limits from Hummel Ross Rd to the HWR entrance. The Commission approved this action on January 26, 2021.
- 3) Appropriate \$160,000 from HWR Misc. Revenues to cover construction cost overruns and construction inspection and quality control services. The Commission approved this action on April 20, 2021.

It is a total of staff asking Council to appropriate \$611,550 from the miscellaneous revenues of Hopewell Water Renewal as approved by the Wastewater Renewal Commission at their May 14th meeting.

Motion made by Councilor Randolph and seconded by Vice Mayor Partin to approve the Hummel Ross Road Reconstruction and to use the Water Renewal Miscellaneous Revenue Funds in the amount of \$611,550.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

R 2 – FY21 VDOT REVENUE SHARING PROGRAM REIMBURSEMENTS

This is an annual right-of-passage for getting our reimbursements back from VDOT for completing eligible projects. We reinvest these funds into other projects. Still working on neighborhood streets paved.

Motion made by Councilor Gore and seconded by Councilor Pelham approve the FY21 VDOT Revenue Sharing Program Reimbursement so that reimbursements to the Capital Improvement program will be used to advance future projects identified on the list of the City's VDOT Revenue Sharing Program and Payment Management Program.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

Motion Passes – 5 – 0

R 3 – HOPEWELL COMMUNITY CENTER REPAIR

This is request to appropriate \$70,000 of part-time salary money to address severe corrosion of steel support columns in the pool area of the Community Center. Would still have plenty of money to care for part time wages, no risk of coming up short. The \$70,000 would be appropriated into a capital account that would then be used to address these repairs. If the project comes in under budget, we could divert the remaining funding to additional repair projects in the Community Center or it could be returned to the general fund with a close out of that capital account. Councilor Gore questioned why this was not part of the budget and is coming up now. What we need to do is secure the funding so that we can move forward with an assessment and utilize the existing funds for this year's budget. If the City Manager has the authority to have Mr. Reidmiller begin an assessment right now, why would we not go forward with that and pause with the creating capital budget, because that can be built into the budget to adopt and give him the funds then. If we allow Mr. Reidmiller to move forward with the \$70,000, whatever he doesn't spend or isn't appropriated or P.O'd by the end of the year would then fall back to the general fund at which time in July we would have to make a supplemental appropriation once the books are closed out. We would have to wait for the current year budget, those dollars to fall to the bottom line before we could re-appropriate them to the next budget year, if we take action this evening with a motion to transfer \$70,000 of part-time savings from the Dept. of Recreation budget to create a capital project in the capital fund then there is no action that would be necessary to deal with the \$70,000. Because that \$70,000 because it is a capital project, they don't fall to the bottom line and go back to the general fund at the end of the year, those funds move forward. We ask to establish the capital project and then we wouldn't have to take the action of re-appropriating the funds.

Motion made by Councilor Pelham and seconded by Councilor Randolph to approve a repurpose of \$70,000 of surplus part-time wage funding to the Departments Capital Project Budget for structural repairs to the Community Center

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	No

Motion Passes – 4 – 1

R 4 – REAL ESTATE TAX PAYMENT DEADLINE EXTENSION

A request submitted to extend the Real Estate Payment Deadline for the upcoming June Real Estate billing. Upgrades were made to the MUNIS system and our Treasurer has requested an extension. Our City Attorney has prepared a Resolution to extend the payment deadline. WE began the MUNIS update in March and had weekly test environment meetings. Each dept. had their own training.

Councilor Randolph wanted to know if there was any negative impact by delaying the teases for 30 days. There should be no negative effect from this. We need to get bills out by June 15.

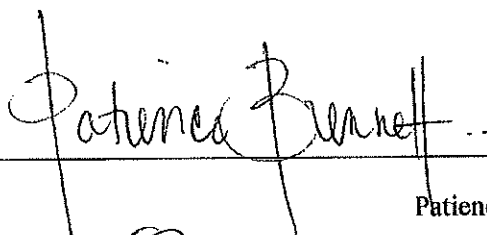
Motion made by Councilor Pelham and seconded by Councilor Gore to approve the Resolution with a new due date of July 15.

ROLL CALL	Councilor Pelham	Yes
	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes

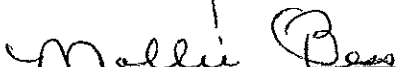
Motion Passes -- 5 -- 0

ADJOURN

Meeting Adjourned



Patience Bennett, Mayor


Mollie Bess, Acting City Clerk

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD MAY 11, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, May 11, 2021 at 5:30 p.m.

ROLL CALL

Mayor Bennett opened the meeting at 5:30 p.m. Roll call was taken as follows:

PRESENT:

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

Brenda S. Pelham, Councilor, Ward 6 – Arrived Late

John March Altman, Jr., City Manager
Sandra Robinson, City Attorney
Charles E. Dane, Assistant City Manager

Mollie P. Bess, Acting City Clerk

CLOSED MEETING

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

ROLL CALL	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Councilor Pelham	Absent
	Mayor Bennett	Yes
	Councilor Randolph	Yes

Motion Passes – 6 – 0

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

ROLL CALL

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Councilor Pelham	Yes (Arrived late)
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 7 – 0

ROLL CALL:

CERTIFICATION

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

ROLL CALL

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 7 – 0

OPEN MEEETING

Mayor Bennett opened the meeting and welcomed guests.

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

REGULAR MEETING

Prayer was offered by Assist City Manager Charlie Dane followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Randolph

Vice Mayor Partin stated that there was a motion that needs to be made after time in closed session was completed.

Vice Mayor Partin moves to authorize the City Attorney and City Manager to take all necessary steps to effectuate the reversion of the land the City sold to the Francisco Landing developers including purchasing back the property or initiating and prosecuting litigation if the developer refuses to cooperate. Seconded by Councilor Pelham.

Discussion – Councilor Gore wanted to go on record stating that she did vote in favor of the breach, she feels that the City needed to demonstrate that we took contracts seriously moving forward. However, she did express the desire to negotiate an agreement to move forward with the development of the site in terms of the rebate and the donation agreement that was being discussed. Those conversations are ongoing. Some actions not taken in the contract from our point of view and they need to get the ball rolling to get the project completed in the time frame of the contract. She cannot vote in favor of this tonight.

Councilor Denton agrees with what Councilor Gore stated, she feels it is too early to vote on this. It will benefit our City in the long run, but not all is understood at this time. Would like to continue to work with developers to make this happen for our City. Cannot vote for reversion tonight.

Councilor Randolph also agreed she will not vote in favor of this contract either. Definition of construction was not defined clearly in the beginning, which means we may have a potential of a loss. Would like to have a clean contract, will wait to see what the developer comes back with. Will not be voting in favor.

Councilor Pelham is voting to look out for tax constituents of Hopewell – she is voting for the reversion.

Councilor Gore – for clarity for Ward 4 residents, not voting in favor, but does not mean she favors anything regarding this. Wants her position to be very clear, she was one of the original members of Council who did support this deal, she did not support the original deal which is annotated in the minutes, she did not support the zoning as she was absent during that meeting, but she did support an amended agreement that included some items in there for the public. However, the terms have changed, what has brought us to this point is that the developer does not have the financing to do the project. So wants it to be clear that the terms in which was agreed to have adjusted. In addition, she also wants it to be made clear that after the last round of negotiations the amount of money that we were estimated was around \$700,000 and maybe lower so it is not \$4 million just for a point of clarity. Were told the project would be started 2019, we assumed everything was in place and they would be breaking ground then. She is not flip flopping, just wants to be sure before moving forward.

ROLL CALL

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	No
Councilor Denton	No

Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	No

Motion Passes – 4 – 3

AMEND THE AGENDA

Motion was made by Councilor Gore and seconded by Councilor Pelham to adopt and Amended Agenda to move C9 Riverside Regional Jail up to R3 and to adopt the agenda as amended.

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	No
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	No

Motion Passes – 5 – 2

City Manager noted there were certain items in an email that was sent last night there were certain items that were discussed by the Regional Jail Authority in closed session that he would not be at liberty to discuss in open session or without advice from legal council for the jail. He will be limiting what he can say if consent agenda is approved.

Point of Information – for City Manager in regard to the comments made she didn't really share with anyone what she was trying to have discussed for this evenings meeting, so in response to the question regarding the email and then your response in regards to closed session, we don't know what was discussed in closed session, so it's not like we ca ask questions specific to what you can't tell us. But you can discuss what has been publically shared and give more context and you can share that you can't answer the question at this time.

Vice Mayor Partin made a motion to extend the meeting to 9:30 and it was seconded by Councilor Gore.

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 7 – 0

CONSENT AGENDA

Motion was made by Vice Mayor Partin and seconded by Mayor Bennett to adopt the Consent Agenda.

Gore –in regard to C6 with the approval of budget worksessions, are we going to have a discussion regarding the stormwater projects for neighborhood floodings before, is that one of the two on agenda? Mr. Altman stated it was voted on my Council to bring back at the May 25 meeting as a worksession and it included the projects individually as discussed in February.

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	No
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 6 – 1

PUBLIC HEARING

**PH-1 PUBLIC HEARING – PROPOSED TAX RATES FOR TAX YEAR 2021 AND ENDING
DECEMBER 31, 2021**

The City Manager’s proposed FY222 Budget holds all of the tax rates constant with those in the FY2021 Budget. Staff recommends action at the May 11, 2021 City Council to provide ample time for the production and mailing of the tax bills.

Mayor Bennett opened the Public Hearing.

Mr. Altman did we receive any citizen comments? Mr. Altman is not aware of any comments that were submitted for the Public Hearing this evening.

How did we solicit? We advertise in paper nut also have form on webpage for folks to fill out as well as phone number to Clerk’s office.

Public Hearing is now closed.

Vice Mayor Partin noted that we should be working toward equalizing our machinery and tools tax along with the personal property tax and that Hopewell citizens should not be paying a higher rate on their personal property while the industry are paying a much lower rate with their machinery and tools tax. He will be voting against this tonight.

Is there any possibility of lowering the personal property tax and divide between machinery and tools? Because of AMR we cannot lower rates, only raise them.

M&T has been a source of contention in the general assembly of the past several sessions, although this past session there wasn’t any discussion of the issue. We regularly have to go to bat and our Commissioner of Revenue has testified before different subcommittees and committees in the general assembly regarding the

importance of the machinery and tools tax to our local economy and for a point of reference, M&T is worth to the City about \$7 to \$8 million dollars annually in revenue. If that tax were eliminated, we would have to make it up somehow.

Mayor Bennett stated that for the record she would like to ask that if on the Ordinance, the Mayor, Patience A. Bennett, Ward 4 be changed to Ward 7.

Motion made by Councilor Randolph and seconded by Mayor Bennett to adopt the Ordinance.

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	No
Councilor Gore	No
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 5 – 2

REGULAR BUSINESS

R 1 –IN-HOME FAMILY SERVICES SPECIALISTS

To establish two (2) full time permanent In-Home Family Services Specialists positions with the Hopewell Department of Social Services. Additional staff resources are required to help implement the Commonwealth of Virginia's mandate for In-Home foster care prevention services (formerly known as CPS Ongoing Services) as a result of the Family First Prevention Services Act. Hopewell has been allocated \$94,061 to hire new staff to implement mandated In-Home Prevention Services. The \$94,061 would be forfeited if not approved tonight.

Motion made by Councilor Denton and seconded by Councilor Pelham to establish the two full time permanent In-Home Family Services Specialist positions with the Hopewell Department of Social Services.

Councilor Gore made a point of clarity – since this was distributed in January and we are talking about it now in May, why we are talking about this outside of the budget session and what was the delay. City Manager stated that we have had some turnover in positions and focus was made on filling the positions of people that had left. There were some key management positions in the Department of Social Services that needed to be filled first. If this passes tonight the plan is have folks on by the July 1 date.

ROLL CALL:

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

Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 7 – 0

R-2 – REQUEST FO APPROPRIATE FUNDS FROM SURPLUS PROPERTY AUCTION

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

ROLL CALL:

Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Councilor Pelham	Yes
Mayor Bennett	Yes
Councilor Randolph	Yes

Motion Passes – 7 – 0

R-3 - RIVERSIDE REGIONAL JAIL

Gore wants and update on the issues at Riverside Regional Jail. Four main points (1) would like for City Attorney to give City Council an overview in a memo regarding our role in terms of a locality as it pertains to Riverside Regional Jail, in looking at the legislation that enacted this, it is a separate authority and it is important that when the public ask questions to speak factually about the extent of our role as it regards to Riverside and its operations. (2) public statements have been made from other localities and they seem to have more information that we have, noted the Board of Supervisors are coming together and submit a Dept. of Justice civil rights complaint and also noted in their letter several times which complaints to the Board have been submitted. – would like the letters that were referenced from Chesterfield County. (3) ask Mr. Altman to follow-up with the appropriate FOIA contact. What is Plan B for Hopewell if Riverside City Jail is closed down.

Councilor Gore pivoted to City Manager Mr. Altman to share what he could in reference to Riverside Regional Jail. Mr. Altman stated that on April 21 the State Board of Local and Regional Jails and their review committee met and discussed preliminary findings and recommendations in regard to Riverside Regional Jail. The jail superintendent nor Attorney were advised that the jail would be on the agenda for discussion that day. We found out through word of mouth that there was a recommendation by the review committee to the Board that Riverside Regional Jail be decertified and all of the incarcerated individuals be remanded back to their jurisdiction of origin. That meeting was on Wednesday, the 21st and on that Friday there was a special call meeting of the Board and discussed the proceedings of the review committee in closed session. At that point and time there had been no receipt of official

notification from any representative of the State Board, their staff or the review committee with regard to their recommendations to findings. A letter was received which was forwarded to all members of Council and the nexus of the review board which is a newly established Board, they are reviewing 3 deaths that occurred at Riverside Regional Jail in 2019 & 2020. Two deaths were a result of natural causes resulting from chronic health conditions of the inmates and those causes were certified by the Office of the State Medical Examiner and one of the deaths involved a suicide of an inmate that was under supervision of licenses mental health professionals. We have requested an informal hearing which will occur tomorrow. We have 21 days to object to preliminary findings which we have done and if a resolution is not worked out with staff prior to the Board meetings we have up until June 6 to come to some resolution. If no resolution is reached by then the jail will go to a formal hearing before the Board on June 16. We feel that the staff did not do anything wrong, no criminal charges were filed on staff as to the treatment of the inmates. The new superintendent, Mr. Lebo has been in place for roughly a year now and since then we have passed all of our state audits and our pre-audit. Suicide Watch is when a person is placed in a supervised area and if not, they are in a Pod with general population. The individual that committed suicide was not on suicide watch. Riverside houses state inmates that are in the process of being moved or being released from state incarceration. Need to know when inmates from Riverside will be moved to the respective state prisons. Jail makes revenue for housing state and federal inmates. Councilor Partin state issues with Dept. of corrections we need reach and get a timeline as to when they will start moving inmates from Riverside to the respective state prison they should be in. The amount of money, we as a locality have to pay for those inmates drops drastically. Jail makes revenue from housing state and federal inmates. Can you just clarify Vice Mayor Partin's request.

Motion made by Councilor to extend the meeting to finish the topic of conversation currently being address (Riverside Regional Jail) and seconded by Councilor Pelham.

Roll Call:	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	No
	Councilor Pelham	Yes
	Mayor Bennett	Stepped away
	Councilor Randolph	Yes

Motion Passes: 5 – 1

Councilor Gore would like to have the minutes reflect the following:

- 1) Would like to have City Attorney Ms. Robinson provide us with an update us on our role as a member of this body in terms of the locality, so that way we have an understanding of our local role is as pertains to Riverside vs. the authority. What are the legal separations?
- 2) Who is the FOIA point of contact?
- 3) Why was the Jail placed on probation – would like that information. Mr. Altman stated they have not been successful in retrieving that information.
- 4) Concerns in regard to the budget that Jail revenue is down, according to audit, to \$1.5 million and they had to dip into the rainy day fund twice and our cost has gone up. What are the projections this year, in regards to that? Budget showed dipping into the rainy day fund but in the end we did not have to do that. In last year's budget information there was a note that we had an increase because of Chesterfield not sending inmates over to the jail, it wasn't relayed. We had to pay more because of Chesterfield not paying in as much as they used to.

Altman stated that Chesterfield indicated they would reduce the number of inmates that were sent to the jail, they actually ultimately did not reduce it to the number that they indicated, they said they were going to drop to 300 inmates and as we went through the budgeting process to plan around that number crept up. The increase in the budget was a result of Chesterfield indicating they were not going to send us as many inmates to Riverside as the service agreement called for. This year those numbers were adjusted up from a Chesterfield perspective. Are we obligated to have to pay more?

- 5) Plan B – if the appeal fails, has staff started having some preliminary discussions about what are we supposed to look at doing? Mr. Altman stated that the Sheriff would be the one to look at housing our inmates at Riverside, they will not shut the day down the day of the decision. We will have a time frame in which to find an alternative location to house our inmates. We will work on the Sheriff on that.

ADJOURN

Motion made by Councilor Randolph and seconded by Vice Mayor Partin that we adjourn.

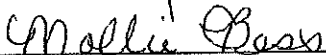
Roll Call:	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	No Answer
	Councilor Pelham	Yes
	Mayor Bennett	Yes
	Councilor Randolph	Yes

Motion Passes: 6 – 1

Meeting Adjourned



Patience Bennett, Mayor



Mollie Bess, Acting City Clerk

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL HELD APRIL 27,, 2021

An Electronic (Zoom) Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, April 27, 2021 at 5:30 p.m.

Vice Mayor Partin, welcomed everyone, announced that Mayor Bennett was going to be running late. He then asked if there was a motion to go into closed.

Motion made by Councilor Pelham and seconded by Councilor Holloway to move into Closed Session.

ROLL CALL

PRESENT:

John B. Partin, Jr., Vice Mayor, Ward 3
Arlene Holloway, Councilor, Ward 2
Janice Denton, Ward 5
Brenda S. Pelham, Councilor, Ward 6

ABSENT:

Patience A. Bennett, Ward 7
Deborah Randolph, Councilor, Ward 1
Jasmine Gore, Councilor, Ward 4

STAFF:

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

CLOSED MEETING

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

ROLL CALL:

Councilor Holloway
Vice Mayor Partin
Councilor Denton
Councilor Pelham

Motion Passes – 4 / 0

Motion to come out of Closed Session made by Vice Mayor Partin and seconded by Councilor Pelham

ROLL CALL

Councilor Randolph	Yes
Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Mayor Bennett	Yes

Councilor Pelham

Yes

Motion Passed – 7/0

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 closed meeting.

ROLL CALL	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Mayor Bennett	Yes
	Councilor Pelham	Yes

Motion Passes – 7/0

WORKSESSIONS

Mayor Bennett turned the meeting over to Director Tevya Griffin for the worksession presentation.

WS-1 – CONDITIONAL USE PERMIT REQUEST, 5113 PLAZA DRIVE

A request for a Conditional Use Permit submitted by AT&T Wireless at 5113 Plaza Drive, also identified as Sub-Parcel #245-0080. The project will replace an existing light pole with another light pole and attach a small cell wireless antenna and associated equipment within a concealment canister on top of the pole. The Hopewell Zoning Ordinance requires an owner to receive a Conditional Use Permit from City Council to place any private utility, towers or antenna for wireless transmission above the frequency of twenty thousand (20,000) hertz.

This will be brought back to City Council for a Public Hearing at the second meeting in May – May 25, 2021.

REGULAR MEETING

Mayor Bennett opened the meeting, welcomed everyone and called the meeting to order.

ROLL CALL:	Mayor Bennett	Present
	Vice Mayor Partin	Present
	Councilor Randolph	Present
	Councilor Holloway	Present
	Councilor Gore	Present
	Councilor Denton	Present
	Councilor Pelham	Present

Prayer was offered by Assist City Manager Charlie Dane followed by the Pledge of Allegiance to the Flag of the United States of America led by Mayor Bennett.

AGENDA

Motion made by Vice Mayor Partin and seconded by Councilor Denton to amend and approve the agenda to removal R6.

Discussion – Councilor Gore asked Vice Mayor Partin if he would be amendable to amend the agenda to remove R6, the purchase of the open finance software. The reason being this was discussed at the last meeting and was put on the agenda to receive an update. Council previously took action in 2019 to approve the purchase and the implementation of it. If the quote from 2019 to now the quote did not go up, there is no need to take additional action on it since Council has already made a decision and based off of the information provided by City staff, the recommendation is to still move forward. Additionally, the cost as now decreased by \$6000, so since it did not go up There is no need to take additional action and action is was requested it would be in a different form. Vice Mayor stated he was fine with removing the item from the agenda.

ROLL CALL	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Mayor Bennett	Yes
	Councilor Pelham	Yes

Motion Passes – 7/0

CONSENT AGENDA

Motion made by Vice Mayor Partin and seconded by Councilor Pelham to adopt the Consent Agenda.

ROLL CALL	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Mayor Bennett	Yes
	Councilor Pelham	Yes

Motion Passes – 7/0

REGULAR BUSINESS

R-1 – HOPEWELL WATER RENEWAL COMMISSION

Vice Mayor Partin stated that at the last meeting it was noted that because there were still some questions and more interest in the Hopewell Water Renewal Commission and the Capital Budget that was being discussed that an update would be provided for Council and also allow another opportunity for everyone to ask questions. The Commission held it second quarterly meeting and the Commission approved the wastewater treatment plants operations and operating budget unanimously 7-0. Now that budget will be incorporated into the overall City budget that will hopefully be approved later on this year. The

Commission also agreed to hold a Special Meeting on Wednesday, May 12 to vote on the Capital Improvement Budget that was presented to the Commission. That budget is about \$9.1 million and that's not all money coming from the City of Hopewell, it will be divided amongst the ownership shares or percentages of each respective entity which would be West Rock, Ashland, Advance Six, the water company and the City of Hopewell. There have been 3 projects that have been on the Capital Plan since 2016, that's just shy of half of the entire capital budget that was presented around \$4.5 million and those projects will assist us in our phosphorus removal. Also included in the Capital Budget \$500,000 to pilot a major design study for more efficient operations.

A report will be provided on May 5 as to if there is a feasibility or what liability would be for pushing out projects and on May 12 there will be a Special Meeting for the Water Renewal Commission in which there will be a vote on the actual Capital Budget. Vice Mayor Partin, City Manager Mr. Altman and Mr. Byrelli, the Director for the wastewater plant are all in favor of going forward with this \$9.1 million Capital Plan to get caught up on deferred maintenance and back to where we should be. Part of that recommendation is to use the outside leachate funds to pay for everything, that way it is not coming out of anyone's coffers.

R-2 – AMEND HOPEWELL PUBLIC SCHOOLS FY21 BUDGET

The proposed budget does not exceed 1% of their budget, so no public hearing is required. The amendment proposed amount is \$204,618, you have the Resolution in your packet that was reviewed and approved by our City Attorney. Dr. Hackney is on the line for any questions. Dr. Hackney explained that this was part of an extension of the first round of COVID cares act monies and this particular grant was specific to instructional technology, it was early on in the process in which we needed to quickly organize and expand our resources to ensure that all students had access to a virtual program. The entire amount was spent on two large items, 1) 320 tablets were purchased for pre-K students (they were not part of the one on one initiative with chrome books and 2) 240 myfi's were purchased for families who did not have proper or consistent access to internet. The total was approximately \$204,000, it is a reimbursement grant, the monies are actually spend and we need to start reimbursing them. Just a technicality, we are asking City Council to approve the appropriations so we can reimburse ourselves.

Councilor Pelham signed the necessary Conflict of Interest form for this vote. It is on file with the City Clerk.

Motion made by Vice Mayor Partin and seconded by Mayor Bennett to approve the Resolution as presented amending the FY2020-2021 Hopewell Public Operating Budget by \$204,618.

ROLL CALL	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Mayor Bennett	Yes
	Councilor Pelham	Yes

Motion Passes -- 7/0

R-3 – SUBDIVISION OF 501 SHERMAN AVENUE

The City of Hopewell has received a request from the owner, Doug Edwards to subdivide 501 Sherman Avenue Drive, also identified as Sub-Parcel #085-0005 from one lot to two lots. This parcel involves some

right-of-way that Council vacated last year. Ms. Griffin will present. Ms. Griffin stated that as stated this is a sun-division of 501 Sherman Avenue, the owner is Doug Edwards who is on the phone for any questions. The parcel is located in Ward 5 and the entire lot size is at this point 38,195 square feet or 0.87 acres, it is in zoning district R1 A, the residential road density district. Mr. Edwards would like to sub-divide into two parcels for two homes. Both lots will meet the minimum for lot square footage and the lot width. The planning Commission has recommended approval of the subdivision plat. Mr. Edwards is planning on building homes on the lots himself.

Motion made by Vice Mayor Partin and seconded by Councilor Denton that Council move to approve the subdivision of 501 Sherman Avenue also known as sub-parcel 085-0005 from one parcel to two parcels.

ROLL CALL	Councilor Randolph	Yes
	Councilor Holloway	Yes
	Vice Mayor Partin	Yes
	Councilor Gore	Yes
	Councilor Denton	Yes
	Mayor Bennett	Yes
	Councilor Pelham	Yes

Motion Passes – 7/0

R-4 – COMMUNITY CENTER ROOF PROJECT

This is a request to authorize the City Manager to execute a contract for the replacement of the Community Center roof. Mr. Reidmiller will discuss the roof replacement project with Council.

Mr. Reidmiller stated that they are pursuing a roof replacement project at the Community Center, this is a result of hail damage that actually occurred last year, this is an insurance claim funded project. It is replacing about two-thirds of the roof on the building. There was a public procurement process to select a low-bid contactor, they are ready to move on this. The one remaining piece on this is authorizing the City Manager to move forward with the construction and standard goods and services contracts which are included in your packet this evening for your review. There is a potential for a change order to happen with this project, there is a material in the roofing system call phenolic foam and this is product is discontinued in roofing products now because when it gets wet it turns acidic and corrosive and on metal roof decking it will start to corrode the roof decking, we know that there will be sections where the roof will be corroded, but do not know the extent of that until the roof is actually removed from the building. If we have to replace roof decking then there would be a supplemental claim to the insurer, they would review it, approve it and issue additional funds to cover the change order so they can appropriately address issue like that they found along the way. If the amount does go up, it does not mean that the City would have to make up the difference or that we'd have to dip into our budget or a contingency fund, it would still be covered as part of the insurance claim.

Point of Information was called by Councilor Denton that we failed to extend the meeting and were beyond the time limit. City Attorney Robinson stated that since there is a motion on the floor that we are in the process of completing, we are allowed to do so and then the meeting ends.

Motion made by Councilor Randolph and seconded by Councilor Denton that Council approve the Resolution that is in packets with the addition of number six indicating that the payment for the roofing will be sourced from the insurance company funds.

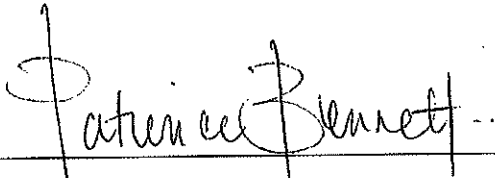
ROLL CALL	Councilor Randolph	Yes
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Councilor Holloway	Yes
Vice Mayor Partin	Yes
Councilor Gore	Yes
Councilor Denton	Yes
Mayor Bennett	Yes
Councilor Pelham	Yes

Motion Passes – 7/0

ADJOURN

Meeting Adjourned



Patience Bennett, Mayor



Mollie Bess, Acting City Clerk

South Centre' Corridors Buy Fresh Buy Local Council

July 1, 2021 Meeting

5:00 pm at Shoney's in Hopewell

MINUTES

- **Welcome/Check-in**

Our meeting began at approximately 5:15 at Shoney's on Oaklawn Blvd. in Hopewell, VA. In attendance was Linda McAllister, Denny Morris and Carolyn Wright. (Walter Robinson alerted us that due to surgery he would not be able to attend in person. Johnny had a home emergency and was not able to attend)

- **Dinner**

We chatted over dinner. The meeting officially started at approximately 5:45 pm.

- **Financial Report (Checking Acct & Credit Card)**

The checking account balance as of 5/28/2021 is \$20,589.65

The credit card available balance is \$5,000.00

- **SCC Annual Report has been submitted.**

Additional questions needed and has been responded to. Our Annual SCC Registration dues have been paid as of June 3, 2021.

- **Conversation with Becky McDonough of the Hopewell/Prince George Chamber of Commerce regarding BFBL Guide.**

After discussing with the council about Becky McDonough's outreach regarding them partnering with them and others to form a focus group on the future of the BFBL Guide. The council has decided unanimously that we, the council, would continue to manage the guide and will start updating and getting it set for a new publication ready for delivery no later than mid-April 2022.

We also brainstormed on how to grow the council. We are seeking others to join the council as a goal of getting others involved. We've even considered partnering with other groups who engage in youth programs, events and activities in the communities in an effort in getting our community engaged. We will also be reaching out to Mark Bittner as well as the County Administrators and City Managers in the localities in our region.

- **Other business:** Our next meeting is TBA.

- **Adjourn:** Our meeting ended at around 6:30 pm

**MINUTES OF THE MAY 24, 2021 MEETING
OF THE ARCHITECTURAL REVIEW BOARD
City of Hopewell**

A meeting of the Architectural Review Board for the City of Hopewell was in person on Monday, May 24, 2021 at 6:00PM. The meeting started at St. John Episcopal Church and then the members conducted a 'Walk the District' event.

Architectural Review Board Members present:

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

Staff:

Chris Ward, Senior Planner

Absent:

Kathleen Vincent

The meeting was called to order at 6:00 p.m. by Ms. Joyner. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner asked if there were any withdrawals or changes to the agenda. There were none.

Ms. Calos made a motion to approve the meeting minutes from April 26, 2021. Mr. Bailey seconded. The motion carried 4-0.

There were no citizens present.

The Walk the District event commenced.

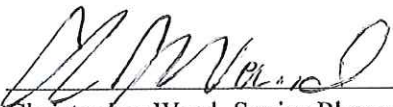
Mr. Bailey made a motion to adjourn. Ms. Dayberry seconded. The motion carried 4-0.

The meeting adjourned at 7:21PM.

Submitted by,



Rita Joyner, Chairperson



Christopher Ward, Senior Planner

DATE: June 28, 2021

**MINUTES OF THE MAY 5, 2021 MEETING
OF THE DOWNTOWN DESIGN REVIEW COMMITTEE
City of Hopewell**

A meeting of the Downtown Design Review Committee for the City of Hopewell was held on Wednesday, May 5, 2021 in the City Council Conference Room located at 300 N. Main St. at 3:30pm.

Downtown Design Review Committee Members present:

Rita Joyner
Mary French Elder
Irma Gail Mahaney
Daniel Jones

Absent:

Terry Ammons

Staff:

Chris Ward, Senior Planner

Guests:

Heather Lyne – Hopewell Downtown Partnership, Executive Director
Kelly Skalsky – SOVA Yoga Business Owner

Ms. Joyner called the meeting to order at 3:38 p.m. Mr. Ward conducted the roll call. A quorum was established. Ms. Joyner welcomed the members and guests.

ADMINISTRATIVE MATTERS / CONSENT AGENDA ITEMS

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

Ms. Joyner asked if there were any corrections or changes to the meeting minutes from April 7, 2021. There were none. Ms. Elder made a motion to approve the meeting minutes. Mr. Jones seconded. The motion carried 4-0.

CITIZEN COMMENTS

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

CERTIFICATES OF APPROPRIATENESS (COAs)

Ms. Joyner introduced Ms. Skalsky as the first COA applicant (SOVA Yoga) and welcomed her to the meeting. Mr. Ward stated that Ms. Skalsky reduced the size of the initial signage submission and that the signage is now in compliance with the 20% window coverage cap. Ms. Elder asked when she expected to open. Ms. Skalsky replied that she expected to be open for business in June. The members welcomed her to Hopewell and wished her much success with the business, noting that she is the first yoga studio in the city. Mr. Jones made a motion to approve the COA application

for the window signage at 256 E. Broadway as presented. Ms. Elder seconded. The motion carried 4-0.

Mr. Ward introduced the next COA application for 6 foot chain link fencing around the rear yard at 333 E. Poythress (Kidz with Goals). He informed the members that the applicant desires a fence around the rear area of the property to protect the children at the day care from traffic along E. Poythress and to provide a clean and safe outdoor space. Ms. Mahaney made a motion to approve the COA application for the 6 foot black chain link fence at 333 E. Broadway. Ms. Elder seconded. The motion carried 4-0.

UNFINISHED BUSINESS

Mr. Ward updated the members on the unfinished garage located behind 320 Appomattox Street by noting that the property has been cited one more time and if the siding is not finished within thirty days, Code Enforcement will issue a summons. He continued that the property owner claims that the contractor walked off the job without finishing and he has been unable to find someone to complete the work. The members noted that the garage has been unfinished for over a year.

Mr. Ward asked Ms. Lyne is she has made any more progress with the corner store on the signage. Ms. Lyne replied that she continues to work with the business owner. Mr. Ward stated that he will be issuing a signage violation notice next week along with a similar letter to the Skrimp Shack.

Ms. Joyner asked what could be done about the trash in the front of the Broyhill building. Mr. Ward replied that he believes the building is still in legal limbo and that the EDA was made aware of the condition.

Ms. Joyner asked about the status of the dumpster enclosures. Mr. Ward replied that he was unaware of the current status other than Public Works should have completed the bid process and selected a contractor.

NEW BUSINESS

There was no new business.

REPORTS FROM BOARD MEMBERS

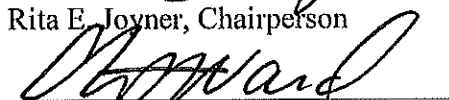
None.

Ms. Mahaney made a motion to adjourn. Mr. Jones seconded. The motion carried 4-0. The meeting adjourned at 4:19PM.

Submitted by



Rita E. Joyner, Chairperson


Christopher Ward, Senior Planner

July 7, 2021
Date

PERSONNEL

CHANGE

REPORT

&

FINANCIAL

REPORT

DATE: July 7, 2021
TO: The Honorable City Council
FROM: Jennifer Sears, Director of Human Resources
SUBJECT: Personnel Change Report – June 2021

APPOINTMENTS:

NAME	DEPARTMENT	POSITION	DATE
TIMOTHY ALLEN	PUBLIC WORKS	PW MAINT SPEC SENIOR	06/02/2021
SHADAIA ROBINSON	RECREATION	PT SUM PROG ASSISTANT	06/02/2021
JERED STANLEY	PUBLIC WORKS	PW MAINT SPEC	06/02/2021
SAVANNAH HACKER	RECREATION	PT SUM PROG ASSISTANT	06/02/2021
ASHLYN KELLEY	RECREATION	PT SUM PROG ASSISTANT	06/02/2021
BREHON HARRISON	POLICE	COMMUNICATIONS OPERATOR	06/04/2021
MORGAN STOVER	RECREATION	PT SUM PROG ASSISTANT	06/11/2021
BRENE' OSBOURNE	RECREATION	PT SUM PROG ASSISTANT	06/11/2021
CROSS YATES	POLICE	POLICE OFFICER	06/16/2021
HUNTER WILLIAMS	POLICE	POLICE OFFICER	06/16/2021
ANTHONY ROGERS	RECREATION	PT SEASONAL PARK LABORER	06/16/2021
MYITIA PEOPLES	WATER RENEWAL	WWT OPER TRAINEE	06/16/2021
MELODY PULVER	SOCIAL SERVICES	HUMAN SER AST II	06/16/2021
CATHY ARPAIA	CIRCUIT COURT CLERK	CIR CRT CLK D-II	06/28/2021
FOLAKEMI OKEOWO	CITY MANAGER	PUBLIC INFO OFFICER	06/28/2021
GEORGE ROAT	FIRE	FIREFIGHTER / ALS	06/30/2021
JAMES HALL	FIRE	FIREFIGHTER / ALS	06/30/2021
TREVOR GAMMON	FIRE	FIREFIGHTER / ALS	06/30/2021
BRANDON MOBLEY	FIRE	FIREFIGHTER / ALS	06/30/2021
KATHERINE VAUGHAN	POLICE	POLICE OFFICER	06/30/2021
JOHN DAVIS	POLICE	POLICE OFFICER	06/30/2021
CAMILLE JONES	SOCIAL SERVICES	FAMSERVSPEC I	06/30/2021

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

REMOVALS:

NAME	DEPARTMENT	POSITION	DATE
ALEXIS CLARK	SOCIAL SERVICES	BEN PROG SPC II	06/11/2021
CLIFFORD TAYLOR	POLICE	POLICE OFFICER II	06/18/2021
JERRY BOND	WATER RENEWAL	WWT OPERATOR I	06/21/2021
TRACEY FRAME	CSA ADMIN	CSA SPECIALIST	06/22/2021
MATTHEW BINGHAM	COMMONWEALTH ATTORNEY	ASST COMM ATTY I	06/24/2021
QUINTON CUMMINGS	POLICE	PT ANIM CONT CUST	06/28/2021

INEZ DEITZ	POLICE	POLICE OFFICER	06/29/2021
DANIEL HOAK	POLICE	POLICE OFFICER II	06/30/2021

CC: March Altman, City Manager

Debbie Pershing, Administrative Services Manager
Elizabeth McGaha, Accounting Tech
Michael Terry, Finance Director
Dipo Muritala, Assistant Finance Director

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

PROCLAMATIONS

§

RESOLUTIONS

§

PRESENTATIONS

Proclamation



OFFICE OF THE MAYOR OF HOPEWELL CITY COUNCIL

- Whereas,* Fifty years ago, the 26th Amendment to the United States Constitution took effect, lowering the universal voting age in America from 21 years to 18 years. Millions of young Americans were extended the right to vote, empowering more young people than ever before to help shape our country; and
- Whereas,* The right to vote has been secured by generations of leaders over our history, from the women's groups of the early 20th century to the civil rights activists of the 1960s. For young people, the movement to lower America's voting age took years of hard work and tough advocacy to make the dream a reality. Yet, once proposed in Congress in 1971, the 26th Amendment was ratified in the shortest time span of any Constitutional Amendment in American history; and
- Whereas,* The right to vote has been secured by generations of leaders over our history, from the women's groups of the early 20th century to the civil rights activists of the 1960s. For young people, the movement to lower America's voting age took years of hard work and tough advocacy to make the dream a reality. Yet, once proposed in Congress in 1971, the 26th Amendment was ratified in the shortest time span of any Constitutional Amendment in American history; and
- Whereas,* We mark the 50th anniversary of the passage of the 26th Amendment, and reflect on its impact to engage young adults in becoming active participants in American democracy; and
- Whereas,* Today, young adults across America continue to exercise this enormous responsibility of citizenship. Countless young people are involved in the political process, dedicated to ensuring their voices are heard; and
- Whereas,* Today, and for the last fifty years, systemic and legislative barriers continue to make full democratic participation unduly difficult for young voters; and
- Whereas,* Today we must renew the effort to invest in strengthening history and civic learning and to ensure that civic learning opportunities are delivered equitably throughout the Country; and
- Whereas,* Ideas from young Americans are important to us as elected officials, and they will help shape the future of our Nation. We are committed to supporting and developing young leaders from all beliefs and backgrounds, and from urban and rural communities alike; and
- Whereas,* Young adults have been a driving force for change in the last century, bringing new ideas and high hopes to our national dialogue. Today, we remember the efforts of those who fought for their seat at the table, and we encourage coming generations to claim their place in our democracy.

NOW, THEREFORE, I, Patience Bennett, as Mayor of Hopewell, do hereby proclaim the 5th day of July, 2021, as the 26th Amendment Day in the City of Hopewell in Virginia. I call upon all Virginians to participate in ceremonies and activities that honor young Americans, and those who have fought for freedom and justice in our country.

26th AMENDMENT DAY



IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the great seal of the City of Hopewell in the Commonwealth of Virginia this 5th day of July, 2021.

Patience Bennett..

Patience Bennett
Mayor of the City of Hopewell

PH-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE:

Public hearing to consider a request for a Modification to Article XVIII, Development Standards, Section A. General Provisions - City Wide, Sub-section 14. Erection of Building

ISSUE: The City of Hopewell has received a request from James R. Jones Builder, Inc. C/O Jay Jones, to modify the development standards in accordance with Article XVIII, Section G., to erect a building in a residential zoning district that does not have its principal frontage on a public street of record.

RECOMMENDATION: Staff recommends City Council hold a public hearing and consider citizen comments regarding the request.

TIMING: Public Hearing has been advertised and scheduled for July 13, 2021.

BACKGROUND: The current Zoning Ordinance does not allow a structure to be erected on a residential or commercial lot unless it fronts on a public street. This requirement is set to maintain a standard of construction and safety across the City. It also makes addressing easier as a probable pattern is established. The City Council must determine if a modification to this standard should be waived to allow the construction of two single family detached homes on a public right-of-way easement.

ENCLOSED DOCUMENTS:

1. Application
2. Plat
3. Power Point Presentation

STAFF: Tevya W. Griffin, Director, Department of Development

SUMMARY:

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

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

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7



The City
of
Hopewell, Virginia

City of Hopewell, VA
Permits / Inspec... - 20210252|MODS - 2021
014975-0010 debra mc... 04/06/2021 03:40PM
0 -
MODIFICATION PERMIT - REVIEW
Payment Amount: 200.00
Transaction Amount: 200.00
CHECK: 013147

300 N. Main Street · Department of Neighborhood Assistance & Planning · (804) 541-2220 ·
Fax: (804) 541-2318

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

APP# 20210252

(Appeal of Decision)
Fee: \$200

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

APPLICANT: James R. Jones Builder, Inc % Jay Jones

ADDRESS: P.O. Box 1402
Hopewell, VA 23860

PHONE #: 804 640-2666 FAX #: _____

EMAIL ADDRESS: jay@jrjbuilder.com

Parcel: 1060320

INTEREST IN PROPERTY: OWNER OR AGENT

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

IF YES, PLEASE EXPLAIN: _____

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

March 10, 2021

C. APPEAL OF DECISION/ INTERPRETATION:

STATE BASIS OF APPEAL:

Request modification to the development standards Article XVIII
Section A, 14, erection of building. To build on two
existing lots using a piped stem driveway instead
of a public street.

Attach additional sheets, if necessary

In accordance with Article XVIII, Section G of the Hopewell Zoning Ordinance related to Development Standards such appeal of the decision of the Director of Development or City Engineer must be made within thirty (30) days after the decision is provided of denial and/or need for a modification to the standards. The appeal must be filed with the Department of Neighborhood Assistance & Development specifying the grounds thereof, and paying the applicable fee. The Director shall transmit to the Planning Commission all the papers constituting the record upon which the action appealed was taken.

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.

James R. Yoon (AGENT)
APPLICANT SIGNATURE

3/30/2021
DATE

James Jones
APPLICANT PRINTED NAME

DATE

OFFICIAL USE ONLY

DATE RECEIVED: 4/6/2021 DATE OF FINAL ACTION: _____

ACTION TAKEN:

_____ APPROVED _____ DENIED

_____ APPROVED WITH THE FOLLOWING CONDITIONS:



Sub-Parcels #106-0320 & 106-0325
Owner/Applicant: James R. Jones Builder, Inc.
Modification to Development Standards

Staff Report prepared for the City Council public hearing

This report is prepared by the City of Hopewell Department of Development Staff to provide information to the City Council to assist them in making an informed decision on this matter.

I. MEETINGS & WORK SESSIONS:

Planning Commission	Public Hearing	May 6, 2021	Recommended Approval
City Council	Work Session	June 22, 2021	No Action Taken
City Council	Meeting	July 13, 2021	Pending

II. IDENTIFICATION AND LOCATIONAL INFORMATION:

Requested Zoning:	N/A
Existing Zoning:	R-2, Residential, Medium Density District
Acreage:	#106-0320: .5 acres (43,560 square feet) #106-0325: .5 acres (43,560 square feet)
Owner:	James R. Jones
Legal Description:	0.5 Acre City Creek Subdivision: Miscellaneous Acreage
Election Ward:	Ward 4
Land Use Plan Recommendation:	Urban Residential
Strategic Plan Goal:	N/A
Zoning of Surrounding Property:	North: R-2 South: R-2 East: R-2 West: R-2

III. EXECUTIVE SUMMARY:

The City of Hopewell has received a request from James R. Jones Builder, Inc. C/O Jay Jones, to modify the development standards in accordance with Article XVIII, Section G., to erect a building in a residential zoning district that does not have its principal frontage on a public street of record.

IV. APPLICABLE CODE SECTIONS:

The provisions of the Zoning Ordinance that are germane to this request for a Modification to the Development Standards are:

Article XVIII., Section G. Modifications to Developemnt Standards and Requirements

1. *Any aggrieved party may appeal the determination of the Director of Development or City Engineer related to the standards contained within this Article, except for those development standards or requirements, which must be modified by the granting of a variance, special exception, conditional use permit or rezoning. Such an appeal shall be taken within thirty (30) days after the decision appealed from by filing with the Director of Development a notice of appeal specifying the grounds thereof, and paying the applicable fee established for said appeal in Article XXII-G of this ordinance. The Director of Development shall forthwith transmit to the Planning Commission for its review and recommendation to City Council all the papers constituting the record upon which the action appealed from was taken.*
2. *An appeal shall stay all proceedings, to include but limited to site plan, building permit or record plat approval, in furtherance of the action appealed from, unless the Director of Development certifies to the Planning Commission that, by reason of facts stated in the certificate, a stay would in his opinion cause imminent peril to life and property, which case proceedings shall not be stayed otherwise than by a restraining order granted by a court of record, on application and on notice to the Director of Development and for good cause shown.*
3. *The Planning Commission shall fix a reasonable time for hearing of the application and shall, within ninety (90) days after the first meeting of the Planning Commission after such referral, report to the City Council it's recommendation on the matter, unless the applicant requests or consents to action beyond such time or unless the applicant withdraws the request.*
4. *Upon receipt of the recommendation of the Planning Commission, the City Council, after public notice in accordance with Virginia Code 15.2-2204,*

shall hold at least one public hearing on such application, and as a result thereof, shall either approve or deny the request.

5. *The City Council may grant modifications, with or without conditions, to development standards or requirements specific to this Article. No modification to a development standard or requirement shall be authorized by the City Council unless it considers and determines substantial compliance with the Comprehensive Plan. The City Council shall not grant a modification to any development standard or requirement if:*
 - a. *The granting of the modification will constitute the granting of a variance, special exception, conditional use or a rezoning.*
 - b. *Ordinary financial considerations are the principal reason for the requested modification.*
 - c. *The modification amends a property-specific condition imposed by the City Council or the Board of Zoning Appeals, unless such condition specifically grants such modification authority to the City Council.*
 - d. *The applicant created the condition or situation generating the need for the modification and the applicant has not exhausted all other practicable solutions to the problem, including, but not limited to, the acquisition of additional property, the elimination or redesign of structures, or the reduction of the development density.*

6. *Any person or persons jointly or severely aggrieved by the final decision of the City Council shall file a written appeal with the Circuit Court for review by filing a petition at law, setting forth the alleged illegality of the action of the governing body, provided such petition is filed within thirty (30) days after the final decision is rendered by the governing body. The filing of the said petition shall stay the decision of the governing body pending the outcome of the appeal to the court. The court may reverse or modify the decision of the governing body, in whole or in part, if it finds upon review that the decision of the governing body is contrary to law or that its decision is arbitrary and constitutes an abuse of discretion, or it may affirm the decision of the governing body. Adjacent property owners' appeals shall be limited to conditions which directly affect the property owners and include access, utility locations, buffers, conditions of zoning, architectural treatment and land use*

transactions. The court shall fix a reasonable time for hearing the appeal.

Article XVIII. Development Standards, Section A. General Provisions, Sub-section 14. Erection of Building

Every building hereafter erected in a business and residential zoning districts shall be located on a building site as herein defined, said lot having its principal frontage on a public street of record, except as otherwise permitted in this ordinance for townhouses and planned development.

V. SUBJECT PROPERTY:

The subject properties are located in Ward 4 in the Residential, Medium Density Zoning District (R-2). The properties are identified as 3603 Jackson Farm Road (Sub-Parcel #106-0320) and Sub-Parcel #106-0325. Each property is .5 acres. They are located on a 20' public right-of-way easement.

VI. OWNER'S POSITION:

Excerpt from Application

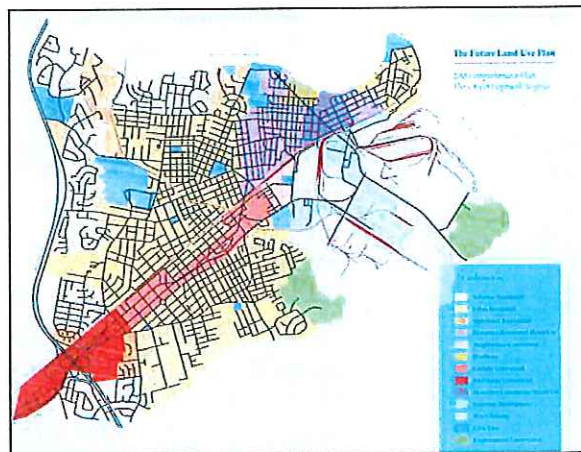
Request a modification to the development standards to build on two existing lots using a piped stem driveway instead of a public right-of-way.

VII. ZONING/STAFF ANALYSIS:

Comprehensive Plan Land Use Category

The 2028 Comprehensive Plan designates this property as Urban Residential.

This category calls for development flexibility for new, infill and redevelopment projects. These areas qualify for selective re-subdivision of projects where lots or entire blocks could be consolidated for redevelopment.



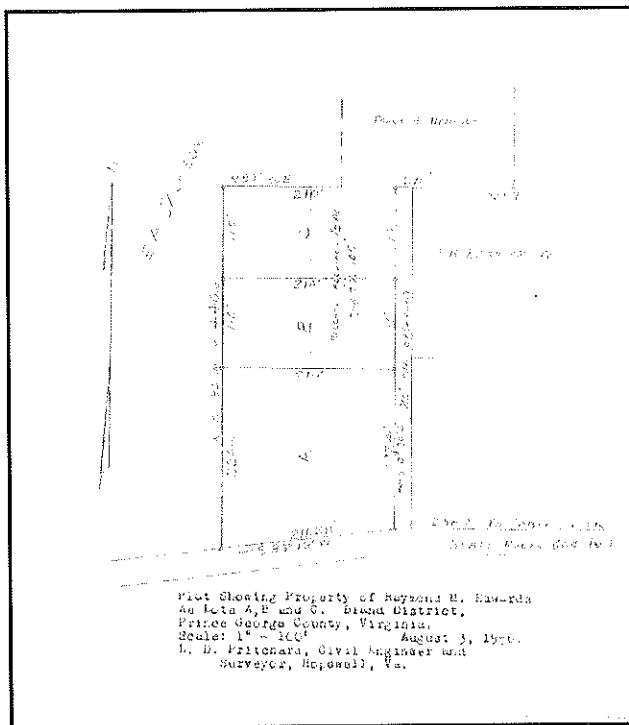
Future Land Use Map, 2028
Comprehensive Plan

Location and Easement Ownership

The current Zoning Ordinance does not allow a structure to be erected on a residential or commercial lot unless it fronts on a public street. This requirement is set to maintain a standard of construction and safety across the City. It also makes addressing easier as a probable pattern is established. The City Council must determine if a modification to this standard should be waived to allow the construction of two single family detached homes on a public right-of-way easement. The Ordinance requires the Council to consider four criteria to determine if a modification should be granted. Staff contends that the Council should also consider neighborhood impact and safety as factors in this case.

The unimproved easement is owned but not maintained by the City. Maintenance is the responsibility of the adjoining property owners. The easement provides access to eight lots; four (4) are homesteads. The homes were built in 1940, 1953, 2001, and 2006. One of the eight properties is a City pump station at the very end of the easement.

The two lots in question are located at the 3600 block of Jackson Farm Road. This area was annexed from Price George County in 1969. The survey below, provided by the applicant, shows the lots within the county in 1956.



Plat 1956, Prince George County

vehicle, and bring the easement to standard. The easement extends to the City's pump station and a hammerhead turn-around will be installed several feet before the pump station. A power pole is located within the easement and in order to create a 30' paved easement must be relocated. The pole will be located near the City's pump station.

Easement Condition

The easement is comprised of dirt, and loose and impacted gravel in some spots. All four homes have Jackson Farm Road addresses. This confirms that the easement is not a public street. If it was, the homes would not have a Jackson Farm Road address but the address of the fronting street. There are noted drainage issues in areas along the easement.

A standard right-of-way is 50' in width from curb to curb. However, there are several instances in the City where a right-of-way is less than 50'. The public right-of-way easement in question is 20' wide. If approved, the paved easement will be extended to 30' wide, accommodate a 70,000 pound fire

City Engineer analysis

The new dedicated 30 foot wide Pipe Stem Access Easement overlays an expands on the prior 20-foot wide dedicated R/W/Easement.

The new plat and terminology helps clarify and bring the access into proper accessibility standards such as:

1. Having a proven road section structure that can carry a 70,000 pound wheel axle loading,
2. Meeting the minimum width of pavement,
3. Including a fire truck turn-around with dimensions which can accommodate other vehicles of this size and scale, and
4. Installing a durable all weather surface which is sustainable.

The aforementioned conditions are not fully present now. The proposed plan of development will introduce improvements to bring this to the minimum standards as outlined above.

Adjacent property owner concerns

In accordance with State Code regulations this request for a modification of development standards was advertised in the local newspaper two weeks in advance of the public hearing. The public hearing announcement and application information was placed on the City's website. Additionally, adjacent property owners were notified of the request by U.S. Mail, and a sign announcing the request was posted on the property with a case number and phone number to contact the office for questions. Staff has received two inquiries. The first was received prior to the Planning Commission meeting and read into the meeting minutes. This correspondence is below:

5/6/2021 1:04 p.m.

Dear Sir,

We will be unable to get on the call tonight. I am sorry to say I didn't realize I had to register before 5:00 Wednesday.

My husband, Glenn Hathaway and I have a few concerns.

I. The traffic on the road is already very busy with the day care back behind us. Paving the road will allow the cars to speed up even more. We are requesting at least two speed bumps to be installed. The goal is to slow down traffic for the safety of all, children, pets and adults.

Speed bumps must be installed with the consideration of drainage issues so as not to direct it right to us.

2. Probably the most important issue, is the drainage. Any precipitation flows directly towards our yard and home. Clearing the lots for housing will create an increased drainage issue. Not only is it water drainage but along with that comes debris and any toxic substances. This will now be totally out of our control.

3. Now to address the issue of the power pole. The pole planned for movement is an underground feed that supplies our home 3517 Jackson Farm Road. The movement of the pole should not hinder our coming and going from our driveway. There should be no financial cost for it's movement.

4. Due to the elimination of our privacy, with the addition of two new homes we may have to add a privacy fence. Having owned our home since the early seventies you can see where giving up our privacy is a major development. I always said "this is the best place, it's as much in the country as you can get in Hopewell", needless to say we're very sorry to be losing our cozy "nestled in the woods" atmosphere.

Thank you for hearing our concerns.

With peace,
Toni Carr Hathaway
Glenn D. Hathaway

During the public hearing the questions posed by the Hathaway's were addressed by the applicant, the engineer hired by the applicant, and the City engineer. There responses are as follows. Prior to and after the meeting the applicant spoke to the Hathaway's and others along the easement.

Applicant responses to Toni and Glenn Hathaway's concerns

1. Installation of speed bumps: The applicant is willing to install speed bumps. While speed bumps are not allowed on public right-of-ways, in this instance they would be acceptable since this is a right-of-way easement. The applicant must coordinate with the City Engineering department to ensure speed bumps are installed correctly and to determine number allowed.
2. Drainage: the applicant recognized water currently flows across the easement. The pipe stem driveway will be designed to have an inverted center line that will direct water flow toward Jackson Farm Road into a man made drainage system.
3. Removal of power pole: According to applicant, the power pole makes it challenging for the Hathaway's to maneuver their driveway. The power pole will be moved toward the pump station. This move will require the loss of power for 1-2 hours. This should result in improved access of their driveway.

4. Losing nestled in the woods atmosphere: The applicant will not clear all trees on the vacant lots to build the two homes. Most trees in the back of the lot will be kept in place.

The City also received the following comments from Jennifer Shaeffer of 3523 Jackson Farm Road:

1. Concerned about drainage on her property. She has invested \$2,000 in gravel and created a French drain to deter water from piling in her yard. After reviewing the plan she concluded the improvement would not remove her work.
2. Potholes in the easement are tearing up cars.

Adjacent property owner letters for the City Council public hearing were mailed on July 1, 2021. As of July 7, 2021, the Development office has not received any comments regarding the application.

VIII. MODIFICATION CRITERIA:

Section G of Article XVIII, copied on page 3 of this report provides the criteria for approval of a modification. If the applicant meets any of these criteria, the modification cannot be granted. After careful review of the application, Staff concludes that the application does not meet any of the criteria, and therefore recommends a modification be granted. A detailed answer for each criteria follows:

- a. *The granting of the modification will constitute the granting of a variance, special exception, conditional use or a rezoning. This request does not meet the criteria for a variance, special exception, conditional use or a rezoning.*
- b. *Ordinary financial considerations are the principal reason for the requested modification. Financial considerations are the not the principal or secondary reason for the requested modification.*
- c. *The modification amends a property-specific condition imposed by the City Council or the Board of Zoning Appeals, unless such condition specifically grants such modification authority to the City Council.*
The modification will not amend a property-specific condition.
- d. *The applicant created the condition or situation generating the need for the modification and the applicant has not exhausted all other practicable solutions to the problem, including, but not limited to, the acquisition of additional property, the elimination or redesign of structures, or the reduction of the development density.*
The applicant did not create the condition or situation generating the need for the modification. While the owner purchasaed the properties, the public right-of-way easement has existed at least since 1956.

Without the modification of development standards, the properites would not be buildable.

Staff also finds the installation of a pipe stem driveway will result in a safer public right-of-way easement that will improve the drainage and function for all adjacent property owners, and emergency vehicles. In conclusion, the granting of the modification will not result in adverse circumstances for property owners along the easement, and the City gains two well built single family detached homes that will increase our tax base.

IX. PLANNING COMMISSION RECOMMENDATION:

In accordance with Article XVIII, Section G, of the Hopewell Zoning Ordinance, the Hopewell Planning Commission recommends approval with a vote of **5-0** for request submitted by James R. Jones Builder c/o Jay Jones for a modification to the development standards to construct two homes on a pipestem driveway instead of on a public street at Sub-Parcel #106-0320 and #106- 0325. The Commission concluded that the request did not meet the criteria that would require a vote of denial.

X. CITY COUNCIL RESOLUTION:

In accordance with Article XVIII, Section G, of the Hopewell Zoning Ordinance, the Hopewell City Council votes to (*approve, approve with conditions, deny, table*) the request submitted by James R. Jones Builder c/o Jay Jones for a modification to the development standards to construct two homes on a pipestem driveway instead of a public street at Sub-Parcel #106-0320 and #106-0325.

Attachment(s):

1. Application
2. Plat
3. Power Point Presentation

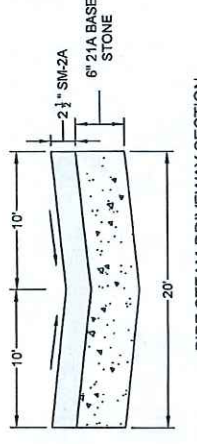
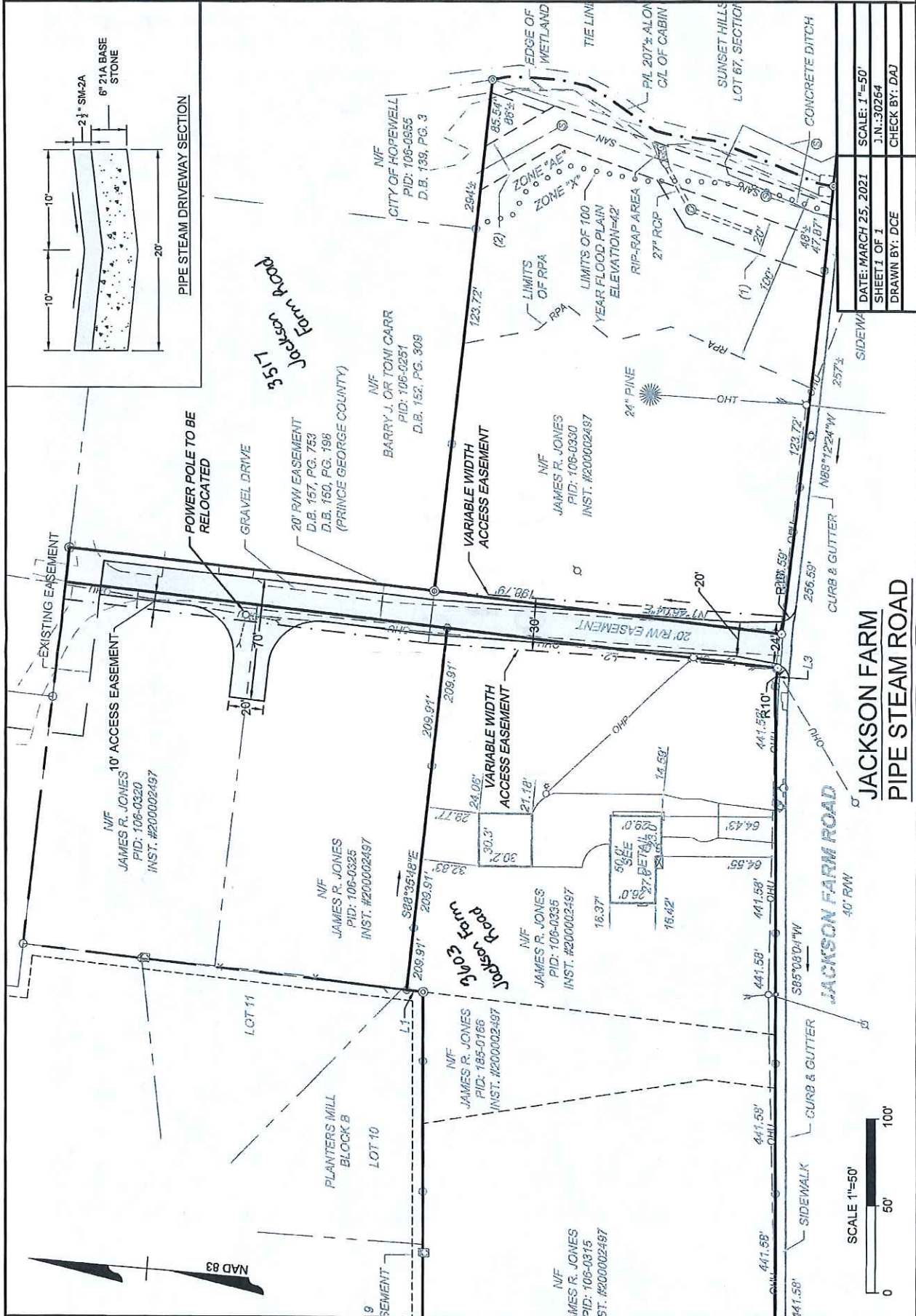
Aerial Map



Unimproved Public Right of Way Easement

TR-CTTS OFFICE
1701 GREEN WY., SUITE 101, FREDERICKSBURG, VA 22405
TEL 804.541.6500 FAX 804.458.1511 WWW.TIMMONSGROUP.COM
THIS DRAWING PREPARED AT THE
YOUR VISION ACHIEVED THROUGH OURS.

DATE: MARCH 25, 2021	SCALE: 1"=50'
SHEET 1 OF 1	J.N.: 30264
DRAWN BY: DCE	CHECK BY: DAJ



**CITY COUNCIL
PUBLIC
HEARING**

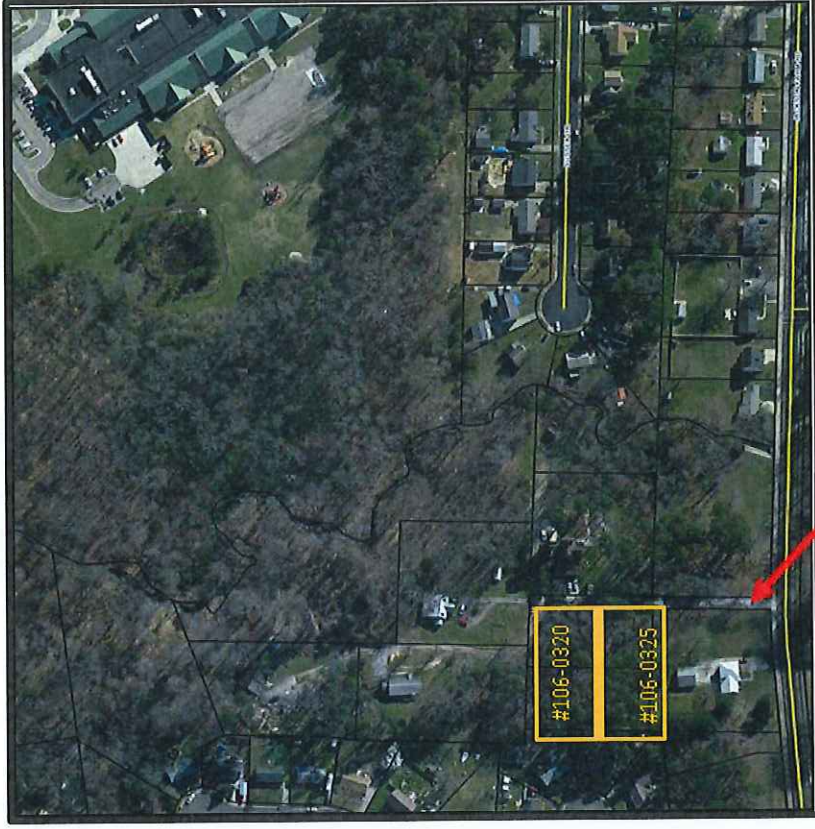
MODIFICATION TO THE DEVELOPMENT STANDARDS

JULY 13, 2021

Application Request

The City of Hopewell has received a request from James R. Jones Builder, Inc. c/o Jay Jones, to modify the development standards in accordance with Article XVIII, Section G., Sub-section 14:

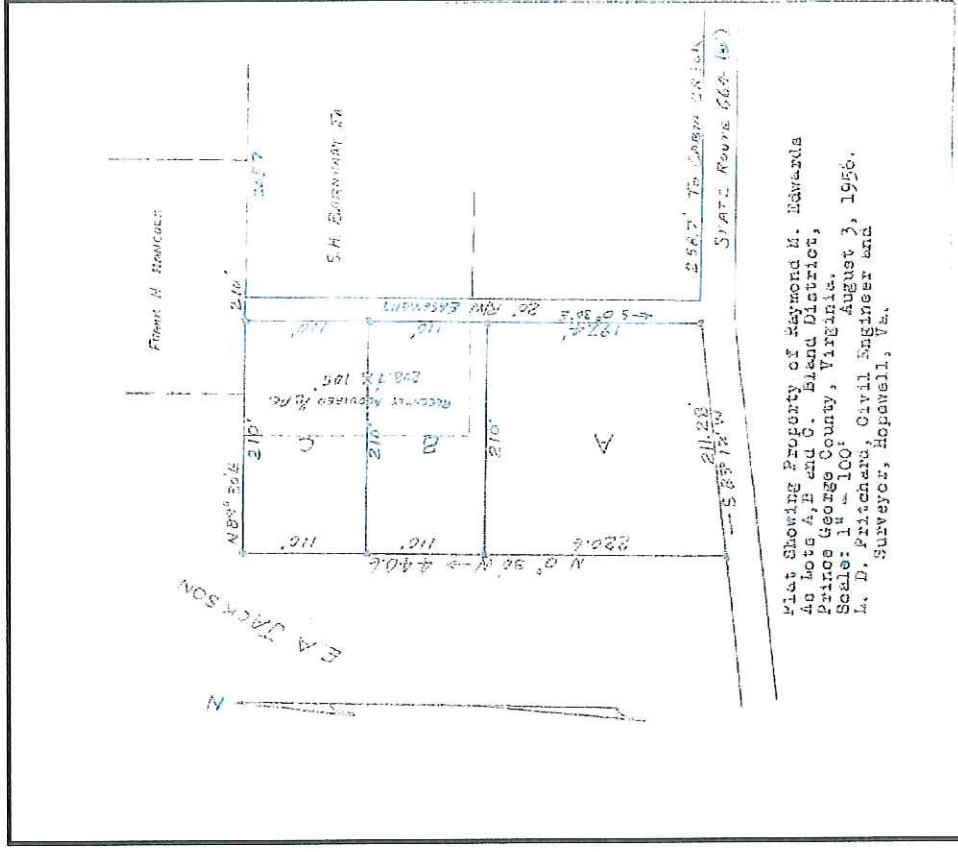
Every building hereafter erected in a business and residential zoning districts shall be located on a building site as herein defined, said lot having its principal frontage on a public street of record, except as otherwise permitted in this ordinance for townhouses and planned development.



Unimproved Right-of-Way Easement

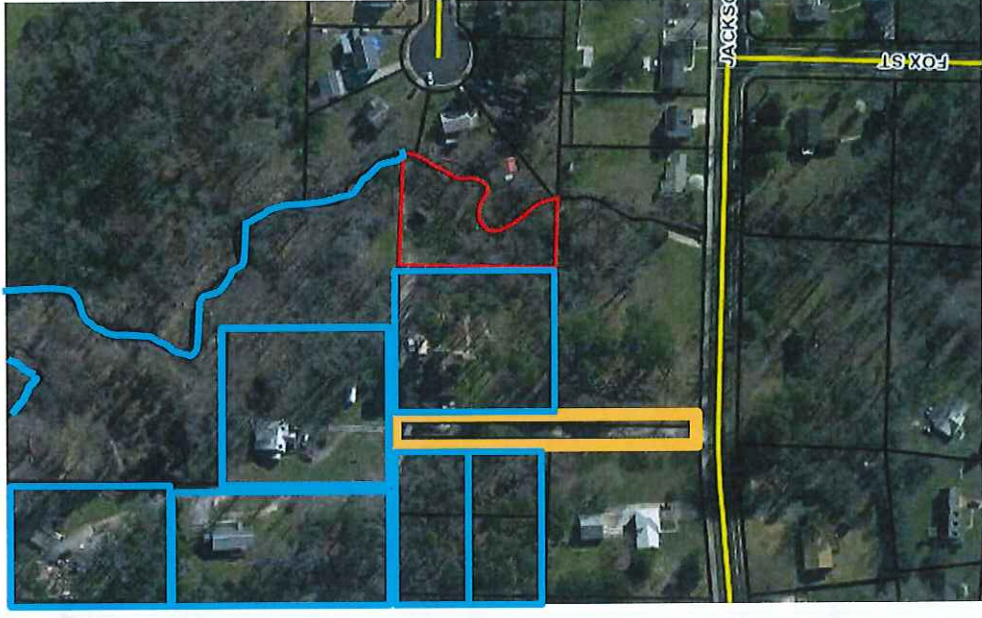
Property History

- Annexed from Prince George County in 1969.
- The unimproved easement is owned but not maintained by the City.
- Maintenance is the responsibility of the adjoining property owners.



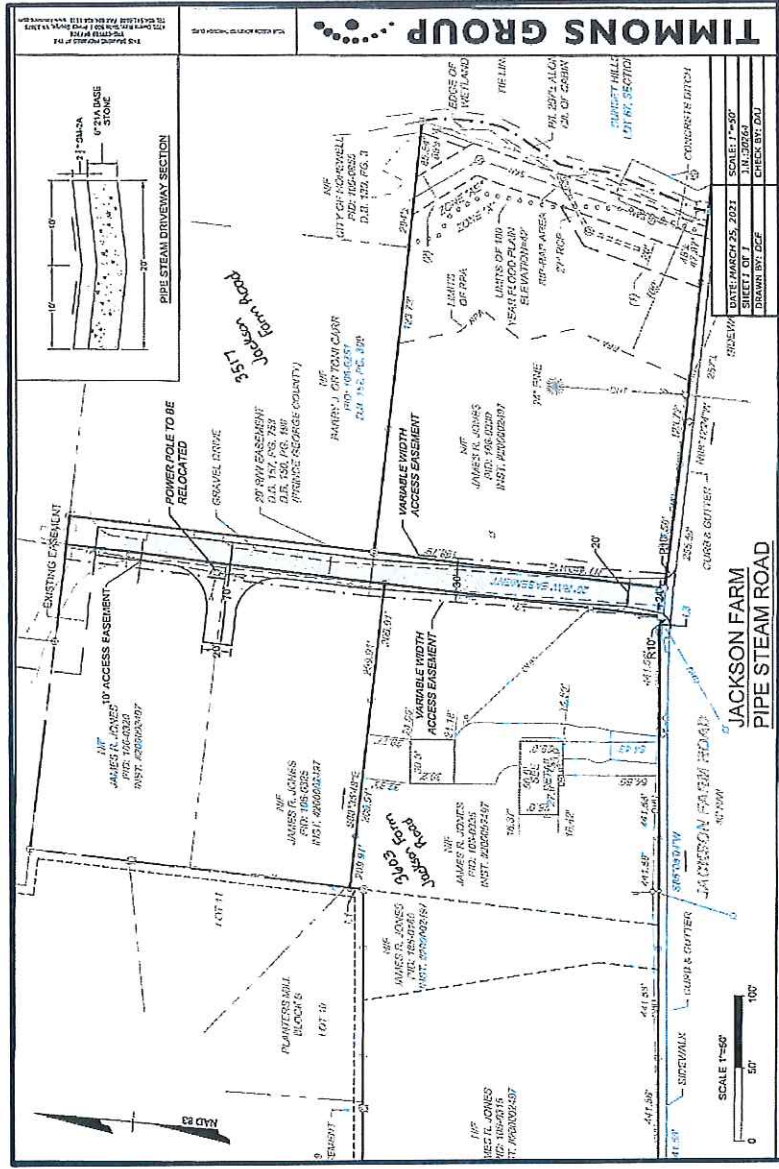
Access Easement

- The public right-of-way easement provides access to the City pump station. (outlined in red)
- There are a total of eight lots that use the easement for access; four (4) are homesteads. The homes were built in 1940, 1953, 2001, and 2006.
- The easement is comprised of dirt, and loose and impacted gravel.
- A power pole is located within the easement. The pole will be relocated near the City's pump station.



City Engineer's Analysis

- The new dedicated 30 foot wide Pipe Stem Access Easement overlays an expands on the prior 20-foot wide dedicated R/W/Easement.
- The new plat and terminology helps bring the access into proper accessibility standards such as:
 - Having a proven road section structure that can carry a 70,000 pound wheel axle loading
 - Meeting the minimum width of pavement
 - Including a fire truck turn-around with dimensions which can accommodate other vehicles of this size and scale,
 - Installing a durable all weather surface which is sustainable.



Adjacent Property Owner Concerns

Issues	Developer's Solution
Traffic	Speed bumps in accordance with City Engineer
Drainage	Design of easement- inverted center line will direct drainage to Jackson Farm Road into drainage system
Power pole removal- loss of power	Loss of power for 1-2 hours
Elimination of Privacy	No solution, but all trees will not be removed on property
Pot holes	Will remove potholes

Council Considerations

- **The City Council must determine if a modification to this standard should be waived to allow the construction of two single family detached homes on a public right-of-way easement instead of a public street.**
- **The Ordinance requires the Council to consider four criteria to determine if a modification should be granted.**
- **Council may also consider neighborhood impact and safety as factors in this case.**

Criteria

If the applicant meets any of the criteria, the application must be denied.

1. The granting of the modification will constitute the granting of a variance, special exception, conditional use or a rezoning.
2. Ordinary financial considerations are the principal reason for the requested modification.
3. The modification amends a property-specific condition imposed by the City Council or the Board of Zoning Appeals, unless such condition specifically grants such modification authority to the City Council. The modification will not amend a property-specific condition.
4. The applicant created the condition or situation generating the need for the modification and the applicant has not exhausted all other practicable solutions to the problem, including, but not limited to, the acquisition of additional property, the elimination or redesign of structures, or the reduction of the development density.

Planning Commission Recommendation - May 6, 2021

In accordance with Article XVIII, Section G, of the Hopewell Zoning Ordinance, the Hopewell Planning Commission recommends approval with a vote of 5-0. The Commission concluded that the request did not meet the criteria that would require a vote of denial.

City Council Resolution

In accordance with Article XVIII, Section G, of the Hopewell Zoning Ordinance, the Hopewell City Council votes to (*approve, approve with conditions, deny, table*) the request submitted by James R. Jones Builder c/o Jay Jones for a modification to the development standards to construct two homes on a pipe stem driveway instead of a public street at Sub-Parcel #106-0320 and #106-0325.

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: Hold a public hearing to consider citizen comments regarding the proposed Community Development Block Grant (CDBG) FY 2021-2022 Budget

ISSUE: The City of Hopewell has been notified that it will receive \$221,881 in CDBG funding for the FY 2021-2022. City Staff has reviewed all applications for funding submitted by various agencies and have developed a proposed CDBG budget for City Council’s consideration.

RECOMMENDATION: Hold a public hearing to consider citizen comments regarding the proposed FY 2021-2022 Community Development Block Grant (CDBG) Budget and the re-appropriation of \$28,210 of unspent FY14 CDBG dollars. Approve and appropriate a total of \$250,091 for the FY2021-2022 CDBG Budget, and authorize the City Manager to submit the 2021 Action Plan.

TIMING: City Council action is requested on July 13, 2021.

BACKGROUND: The City of Hopewell is a HUD entitlement community. Each year the City receives funding through the Block Grant Program. A public hearing must be held by City Council to consider citizen comments regarding the proposed CDBG budget.

FISCAL IMPACT: Provides funding to help low to moderate income families.

STAFF: Tevya W. Griffin, Director of Development
Chris Ward, Senior Planner

ATTACHMENTS: Power Point presentation, supplemental documents

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			



COMMUNITY DEVELOPMENT BLOCK GRANT PROPOSED BUDGET PACKET

TABLE OF CONTENTS

A	Council Action Form
B	HUD allocation letter
C	Chart of maximum categorical funding amounts available
D	Proposed budget for FY21, CDBG-CV, & unspent FY14
E	Applications: process and program descriptions
F	Application scoring sheet
G	Contingency
H	Proposed playground equipment at 3 ½ Street Park



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

ASSISTANT SECRETARY FOR
COMMUNITY PLANNING AND DEVELOPMENT

February 25, 2021

The Honorable Patience Bennett
Mayor of Hopewell
300 N Main Street
Hopewell, VA 23860-2721

Dear Mayor Bennett:

I am pleased to inform you of your jurisdiction’s Fiscal Year (FY) 2021 allocations for the Office of Community Planning and Development’s (CPD) formula programs, which provide funding for housing, community and economic development activities, and assistance for low- and moderate-income persons and special needs populations across the country. Public Law 116-260 includes FY 2021 funding for these programs. Your jurisdiction’s FY 2021 available amounts are as follows:

Community Development Block Grant (CDBG)	\$221,881
Recover Housing Program (RHP)	\$ 0
HOME Investment Partnerships (HOME)	\$ 0
Housing Opportunities for Persons With AIDS (HOPWA)	\$ 0
Emergency Solutions Grant (ESG)	\$ 0

Individuals and families across the country are struggling in the face of four converging crises: the COVID-19 pandemic, the resulting economic crisis, climate change, and racial inequity. Through these bedrock programs, CPD seeks to develop strong communities by promoting integrated approaches that provide decent housing and suitable living environments while expanding economic opportunities for low- and moderate-income and special needs populations, including people living with HIV/AIDS. We urge grantees to strategically plan the disbursement of grant funds to provide relief for those affected by these converging crises and help move our country toward a robust recovery.

Based on your jurisdiction’s CDBG allocation for this year, you also have \$1,109,405 in available Section 108 borrowing authority. Since Section 108 loans are federally guaranteed, this program can leverage your jurisdiction’s existing CDBG funding to access low-interest, long-term financing to invest in Opportunity Zones or other target areas in your jurisdiction.

Because the funds are not appropriated by Congress, Housing Trust Fund (HTF) formula allocations will be announced at a later date under separate cover.

HUD continues to emphasize the importance of effective performance measurements in all its formula grant programs. Proper reporting in the Integrated Disbursement and Information System (IDIS) is critical to ensure grantees comply with program requirements and policies, provide demographic and income information about the persons that benefited from a community's activities, and participate in HUD-directed grantee monitoring. Your ongoing attention to ensuring complete and accurate reporting of performance measurement data continues to be an invaluable resource with regard to the impact of these formula grant programs.

The Office of Community Planning and Development is looking forward to working with you to promote simple steps that will enhance the performance of these critical programs and successfully meet the challenges that our communities face. If you or any member of your staff have questions, please contact your local CPD Office Director.

Sincerely,



James Arthur Jemison II
Principal Deputy Assistant Secretary
for Community Planning and Development

C

FY 2021 CDBG AWARD \$221,881	Maximum Amounts		
	PUBLIC SERVICE	NON-PUBLIC SERV	ADMIN
	15%	65%	20%
	\$33,282	\$144,223	\$44,376

Total Amount Requested			
PUBLIC SERVICE	HOUSING REHAB	OTHER	ADMIN
26%	56%	0%	20%
\$58,000	\$125,000	\$0	\$44,376

Recommended Funding			
PUBLIC SERVICE	HOUSING REHAB	OTHER	ADMIN
15%	0%	0%	20%
\$33,282	\$0	\$0	\$44,376

JAMES HOUSE-\$9,000

STORY-\$6,000

HEALTHY FAM-\$8,000

CCC-WKFR-\$10,282

CDBG FUNDING ALLOCATIONS - FY2021-2022, CDBG-CV & UNSPENT ENTITLEMENT FUNDS

City of Hopewell

July 1, 2021

	FY2021-2022	CDBG-CV	UNSPENT FY2014	TOTAL
	\$221,881.00	\$125,506.00	\$28,210.00	
ADMINISTRATION				
Administration	\$ 44,376.00	\$ -	\$ -	\$ 44,376.00
PUBLIC SERVICE				
The James House	\$ 9,000.00	\$ -	\$ -	\$ 9,000.00
STORY	\$ 6,000.00	\$ -	\$ -	\$ 6,000.00
HPG Healthy Families	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00
CCC - Workforce Dev.	\$ 10,282.00	\$ 20,000.00	\$ -	\$ 30,282.00
CCC - Homeless Outreach	\$ -	\$ 105,506.00	\$ -	\$ 105,506.00
HOUSING REHABILITATION				
Project Homes	\$ 72,111.00	\$ -	\$ -	\$ 72,111.00
Rebuilding Together	\$ -	\$ -	\$ -	\$ -
OTHER				
3-1/2 St. Park Playground	\$ -	\$ -	\$ 28,210.00	\$ 28,210.00
Infrastructure (C&G)	\$ 72,112.00	\$ -	\$ -	\$ 72,112.00
	\$ 221,881.00	\$ 125,506.00	\$ 28,210.00	\$ 375,597.00

**CITY OF HOPEWELL
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM
FY2021 - 2022**

OVERVIEW

Applications made available January 13, 2021 and were due February 16, 2021.

- The City has been awarded \$221,881 in CDBG entitlement funds.
- Allowed application submission via email, mail, or hand-delivery.
- Advertised extensively:
 - Progress-Index newspaper two times
 - City Manager's weekly newsletter
 - Announcement during regional CACHE meeting
 - Press release
 - Direct outreach to existing sub-recipients and other who had previously requested the application.
- Emailed application per request to 30 people representing 24 organizations.
- Held virtual 'How to Apply' workshop for interested applicants.
- Allowed application submission via email, mail, or hand-delivery.
- City received 8 applications requesting a total of \$183,000.

THE JAMES HOUSE – INTERVENTION/PREVENTION SERVICES

DOMESTIC VIOLENCE SUPPORT SERVICES

Requesting Organization: The James House

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority II: Non-Community Housing Needs

Budget Request:

The total requested amount is \$9,000.00. This project requires the use of PUBLIC SERVICE dollars and received an average score of **80** on the Staff application evaluation. Staff recommends that the applicant be awarded **\$9,000.00**.

Project Description/Justification:

The James House proposes to provide safety planning, counseling, hotline crisis intervention, outreach/prevention education programming for underserved populations who have experienced sexual violence, domestic violence, or stalking and who reside in the City of Hopewell, including low-income persons, victims of human trafficking, elders, children, and people with disabilities. All services are free to the client, confidential, and trauma-informed. The James House offers a safe place for community members to seek help and find crucial services that will improve their lives. They are currently offering all services virtually.

Program Impact:

The James House seeks to reduce the impact and number of incidences of abuse and neglect including sexual abuse, domestic violence, dating abuse, and stalking through the provision of trauma-informed, culturally relevant, fully accredited intervention services and evidence-based primary prevention programming with consideration of trauma from the Covid-19 crisis.

Anticipated Number of Persons to be Served: 50

STORY

YOUTH SERVICES

Requesting Organization: Southside Transformation Opportunities for Residents & Youth (STORY)

Location/Site Status: Virtual Services – City-wide; In-Person Services – Thomas Rolfe Court Community Center

Relationship to the CDBG Consolidated Plan: Plan Priority II: Non-Housing Community Needs

Budget Request:

The total requested amount is \$6,000. This project requires the use of PUBLIC SERVICE dollars and received an average score of **83** on the Staff application evaluation. Staff recommends that the applicant be awarded **\$6,000.00**.

Project Description/Justification:

The ML2 (Math, Literacy, and Leadership) Program is a signature program for STORY. It provide high-quality afterschool, weekend, and summer activities for HRHA youth residents in grades K-5. Youth attendees receive culturally-relevant tutoring and mentoring services, STEAM (science, technology, engineering, art and math) enrichment activities and meals. For the past five years, STORY has been providing high-quality afterschool and weekend activities for HRHA youth residents who would otherwise lack access to these services. STORY's goal is to strengthen the academic and leadership growth of ML2 participants.

Program Impact:

STORY and the ML2 Program will provide a safe learning environment for youth in public housing. The program will expose students to cultural and creative arts programming and assist students with homework support, and tutoring.

Anticipated Number of Persons to be Served: 30

HOPEWELL / PRINCE GEORGE HEALTHY FAMILIES

CHILD ABUSE PREVENTION

Requesting Organization: Hopewell / Prince George Healthy Families

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority II: Non-Housing Community Needs

Budget Request:

The total requested amount is \$8,000. This project requires the use of PUBLIC SERVICE dollars and received an average score of 77 on the Staff application evaluation. Staff recommends that the applicant be awarded **\$8,000.00**.

Project Description/Justification:

HPG Healthy Families has been serving Hopewell for 21 years by providing intensive, in-home case management to those families that are deemed at risk for child abuse and neglect. Families enter the program prenatally and are served until the child is five (5) years old. Focus areas are developmental milestones, current immunizations, and stable housing, employment and education.

Program Impact:

Graduates of the program have stable housing and the parents are either employed or in school.

Anticipated Number of Persons to be Served: 45

THE LUCK GROUP

UNDETERMINED – APPLICATION INCOMPLETE

Requesting Organization: The Luck Group

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan

Undetermined – application incomplete, but likely Plan Priority II: Non-Housing Community Needs.

Budget Request:

The total requested amount is \$5,000. This project likely requires the use of PUBLIC SERVICE dollars and scored an average score of **29** on the Consolidated Plan's Goal Eligibility Test. **The CDBG Committee recommends that the application be denied for funding this year with the offer of technical assistance from staff to improve future applications.**

Project Description/Justification:

A program description could not be determined from the incomplete application.

Program Impact:

The impact of the proposed program could not be determined from the incomplete application.

Anticipated Number of Persons to be Served: Undetermined

COMMONWEALTH CATHOLIC CHARITIES

HOMELESS OUTREACH

Requesting Organization: Commonwealth Catholic Charities

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority II: Non-Housing Community Needs

Budget Request:

The total requested amount is \$20,000. This project requires the use of PUBLIC SERVICE dollars and scored an average score of **92** on the Consolidated Plan's Goal Eligibility Test. **The CDBG Committee recommends that the application be denied for funding with CDBG FY2021-2022 Entitlement Funds and instead be funded with CDBG-CV funds.**

Project Description/ Justification:

Commonwealth Catholic Charities conducts street outreach in accordance with core elements consistent with the United States Interagency Council on Homelessness. Street outreach plays a critical role within the systems for ending homelessness. CCC's outreach team ensures that an individual or household's basic needs are met while guiding them towards housing stability. Outreach reaches the most vulnerable people who might not otherwise come to the attention of homeless service systems and seek assistance.

Program Impact:

The program positively impacts the community by assisting individuals and families with locating more suitable housing such as emergency shelters or temporary housing with the long-term goal of identifying permanent, stable housing.

Anticipated Number of Persons to be Served: 30

COMMONWEALTH CATHOLIC CHARITIES

WORKFORCE DEVELOPMENT

Requesting Organization: Commonwealth Catholic Charities

Location/ Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority II: Non-Housing Community Needs

Budget Request:

The total requested amount is \$10,000. This project requires the use of PUBLIC SERVICE dollars and scored an average score of 79 on the Consolidated Plan's Goal Eligibility Test. The CDBG Committee recommends this project receive **\$10,282.00** with an additional **\$20,000** in CDBG-CV funding for a total funding of **\$30,282.00**.

Project Description/Justification:

The program will promote economic self-sufficiency by addressing gaps in employment skills and work experience, promoting employment and career advancement opportunities, and teaching financial literacy. It will target persons and families at 200% of poverty level and assist them with entering, succeeding and advancing in the workplace. Other support services such as food and affordable housing, mental health issues, and financial education to build assets.

Program Impact:

The program aims to increase resiliency in the workforce and promote self-sufficiency. Workforce development seeks to provide greater stability with housing, healthcare, and wealth building in an effort to break the intergenerational cycle of poverty.

Anticipated Number of Persons to be Served: 10-30 based on final amount of funding.

REBUILDING TOGETHER RICHMOND

EMERGENCY HOME REPAIR

Requesting Organization: Rebuilding Together Richmond

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority I: Housing Needs

Budget Request:

The total requested amount is \$50,000. This project requires the use of NON-PUBLIC SERVICE dollars and scored an average score of 77 on the Consolidated Plan's Goal Eligibility Test. **The CDBG Committee recommends that the application be denied for funding with CDBG FY2021-2022 Entitlement Funds and instead be funded with unspent CDBG funds from previous years totaling \$110,435.19.**

Project Description/Justification:

Rebuilding Together will provide free home repairs to low-income (below 80% AMI) owner-occupied units using qualified contractors focusing on significant health and safety hazards such as roof repair/replacement, plumbing, crawlspace encapsulation, HVAC repair/replacement, electrical, handicap accessibility, updated flooring, and tub/shower conversions.

Program Impact:

The program's goal is to restore homeowners to a safe, warm, and dry environment while enhancing accessibility where needed. The repairs also allow for elderly homeowners to safely age in place and maintain their independence at home.

Anticipated Number of Persons to be Served: 8 if fully funded at the above amount.

PROJECT HOMES

EMERGENCY HOME REPAIR

Requesting Organization: Project Homes

Location/Site Status: City-wide

Relationship to the CDBG Consolidated Plan: Plan Priority I: Housing Needs

Budget Request:

The total requested amount is \$75,000. This project requires the use of NON-PUBLIC SERVICE dollars and scored an average score of 76 on the Consolidated Plan's Goal Eligibility Test. **The CDBG Committee recommends this project receive \$72,000.**

Project Description/Justification:

Project Homes will provide free home repairs to low-income (below 80% AMI) owner-occupied units using qualified contractors focusing on significant health and safety hazards such as roof repair/replacement, plumbing, crawlspace encapsulation, HVAC repair/replacement, electrical, handicap accessibility, updated flooring, and tub/shower conversions.

Program Impact:

The program's goal is to restore homeowners to a safe, warm, and dry environment while enhancing accessibility where needed. The repairs also allow for elderly homeowners to safely age in place and maintain their independence at home.

Anticipated Number of Persons to be Served: 5 if fully funded at the above amount.

If funding is not provided for Rebuilding Together (Housing Rehabilitation) the City would have \$72,000 remaining from the FY21' CDBG Budget.

This funding must be used for non-public service activities such as housing rehabilitation, economic development, infrastructure projects, and construction and rehabilitation projects, such as recreation, arts, and a homeless shelter. The recently approved Consolidated Plan (July 2020) outlined plan priorities which does not include infrastructure projects. If the Council approves infrastructure projects for FY21, a public hearing to amend the Consolidated Plan is required. The Engineering department recommends two projects to utilize the \$72,000, one located on Gilbert Street, and the other at Petersburg and Richmond Street.

Below is the list of priorities for CDBG funding from July 1, 2020 - June 30, 2025.

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Owner-Occupied Housing Rehabilitation and Assistance	2020	2025	Affordable Housing	City Wide	Affordable Housing	CDBG: \$300,000	Homeowner Housing Rehabilitated: 43 Household Housing Unit Direct Financial Assistance to Homebuyers: 5 Households Assisted
2	Ending Homelessness and Homeless Prevention	2020	2025	Homeless	City Wide	Reduce Poverty Homelessness and Homeless Prevention	CDBG: \$76,371	Tenant-based rental assistance / Rapid Rehousing: 48 Households Assisted Homelessness Prevention: 96 Persons Assisted
3	General Planning and Administration	2020	2025		City Wide	General Administration and Planning	CDBG: \$168,495	Other: 0 Other

4	Disaster Recovery Planning	2020	2025		City Wide	Disaster Recovery Planning	CDBG: \$0	Other: 0 Other
5	Homeless Facility	2021	2025	Homeless	City Wide	Homelessness and Homeless Prevention	CDBG: \$147,609	Homeless Person Overnight Shelter: 120 Persons Assisted
6	Recreational Facilities	2022	2024	Non-Housing Community Development	City Wide		CDBG: \$100,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 100 Persons Assisted
7	Employment Training	2021	2025	Economic Development	City Wide	Reduce Poverty	CDBG: \$50,000	Public service activities other than Low/Moderate Income Housing Benefit: 40 Persons Assisted

Goal Descriptions

1	Goal Name	Owner-Occupied Housing Rehabilitation and Assistance
	Goal Description	The rehabilitation of qualified owner-occupied housing of elderly and/or disabled persons. Assist with down payment and closing cost assistance.
2	Goal Name	Ending Homelessness and Homeless Prevention
	Goal Description	Provide services to those persons and households who are at risk of homelessness through food assistance, child abuse, domestic violence prevention, wrap around services, rapid rehousing.
3	Goal Name	General Planning and Administration
	Goal Description	Utilize Administration funds to effectively and efficiently deliver services to the neediest communities in Hopewell.
4	Goal Name	Disaster Recovery Planning
	Goal Description	Utilize CDBG funds under the Urgent Needs national objective during times of a federally declared emergency.

5	Goal Name	Homeless Facility
	Goal Description	Provide funding for a homeless facility housing Hopewell citizens.
6	Goal Name	Recreational Facilities
	Goal Description	Provide access to improved or new recreational facilities in underserved/poverty areas within the City
7	Goal Name	Employment Training
	Goal Description	Assistance to increase sufficiency, including literacy, independent living skills, resume writing, job coaching. for students, and adults not enrolled in an educational facility.

FY2021-2022 CDBG APPLICATION REVIEW
City of Hopewell

R

Reviewer: Tevya Griffin	Reqstd Amount	\$9,000	\$6,000	\$8,000	\$5,000	\$10,000	\$20,000	\$50,000	\$75,000
	MAX. POINTS AVAILABLE	THE JAMES HOUSE	STORY	HPG HEALTHY FAMILIES	THE LUCK GROUP	CATH. CHARITIES WORKFORCE DEV	CATH. CHARITIES HMILS OUTREACH	REBUILDING TOGETHER	PROJECT HOMIES
I. CONSOLIDATED PLAN PRIORITIES									
A. Consistency with Overall Consolidated Plan Priorities	20	20	10	10	10	10	10	20	10
B. Strategies within the Consolidated Plan Priorities	10	10	5	10	10	10	10	5	10
II. COMMUNITY IMPACT									
A. Proven Need for Project	20	0	10	10	0	10	10	10	10
B. Will Serve LMI Families		10	10	10	0	10	10	10	10
III. PERFORMANCE MEASUREMENTS									
Meets at least 1 HUD Performance Measure Objective	10	5	5	5	5	5	5	5	5
Meets at least 1 HUD Performance Measure Outcome		5	5	5	5	5	5	5	5
IV. ORGANIZATIONAL THRESHOLD									
A. Meets Minimum Organizational Requirements	15	15	15	15	8	15	15	15	15
V. CAPACITY OR ORGANIZATION / FEASIBILITY OF PROPOSAL									
Past Performance shows ability to complete proposal		5	5	0	0	5	5	5	5
All previous funds expended by 4th quarter	25	5	5	0	0	5	0	0	0
Feasibility of timeline and budget		5	5	5	5	5	5	5	5
Leverage funds documented		5	5	5	5	5	5	5	5
Project links services and resources		0	0	0	0	0	0	5	0
	100	85	80	70	43	80	80	85	75

Reviewer: Chris Ward	Reqstd Amount	\$9,000	\$6,000	\$8,000	\$5,000	\$10,000	\$20,000	\$50,000	\$75,000
	MAX. POINTS AVAILABLE	THE JAMES HOUSE	STORY	HPG HEALTHY FAMILIES	THE LUCK GROUP	CATH. CHARITIES WORKFORCE DEV	CATH. CHARITIES HMILS OUTREACH	REBUILDING TOGETHER	PROJECT HOMIES
I. CONSOLIDATED PLAN PRIORITIES									
A. Consistency with Overall Consolidated Plan Priorities	20	10	10	10	0	10	20	10	10
B. Strategies within the Consolidated Plan Priorities	10	10	8	8	0	10	10	10	10
II. COMMUNITY IMPACT									
A. Proven Need for Project	20	5	10	10	0	10	5	5	5
B. Will Serve LMI Families		10	10	10	0	10	10	9	9
III. PERFORMANCE MEASUREMENTS									
Meets at least 1 HUD Performance Measure Objective	10	5	5	5	0	5	5	5	5
Meets at least 1 HUD Performance Measure Outcome		5	5	5	0	5	5	5	5
IV. ORGANIZATIONAL THRESHOLD									
A. Meets Minimum Organizational Requirements	15	15	15	15	10	15	15	15	15
V. CAPACITY OR ORGANIZATION / FEASIBILITY OF PROPOSAL									
Past Performance shows ability to complete proposal		5	5	3	0	0	5	3	5
All previous funds expended by 4th quarter	25	5	5	5	0	5	5	3	4
Feasibility of timeline and budget		5	5	5	0	5	5	3	4
Leverage funds documented		5	5	5	0	5	5	3	3
Project links services and resources		5	3	3	0	3	3	3	2
	100	85	86	84	10	78	93	74	77

AVG SCORE	85	83	77	26	79	87	80	76	76
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Challenge Towers®
 350-2175

Product: 350-2175

\$19,671

Price:
~~\$30,500~~

Sale Item!

Ages 5-12

Space Required
30' 1" x 37' 0"
 (9,17m x 11,28m)

Product Details

Size: 17' 11" x 22' 10" x 13' 10"H

Capacity: 29

Color: Available in any Playworld color(s).

Weight: 2505 lb

Install Hours: 41

Fall Height: 9' 0"

Complies With:

ASTM F1487

CPSC PUB.325

Prices are approximate. Prices shown in U.S. Dollars. Prices do not include freight, custom fees, surfacing or installation. Please contact your authorized Playworld Representative for pricing.

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Yes, I agree

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:

Amend Fiscal Year 2021-2022 School Board Operating Budget

ISSUE: Amendment of the FY 2020-2021 Hopewell Public Schools operating budget by a total of \$2,337,154 in local support increasing the total budget to \$63,611,845.

RECOMMENDATION: Staff recommends that City Council approve the resolution providing a supplemental appropriation request to amend the FY 2021-2022 Hopewell Public Schools budget, and the resolution amending the total FY 2021-2022 Hopewell Public Schools budget, as presented.

TIMING: A public hearing was advertised to consider this matter on July 13, 2021.

BACKGROUND: The Hopewell Public School Division's FY 2021-2022 budget was approved by City Council on June 8, 2021, which included \$12,242,921 in local support. During the June 15, 2021 City Council meeting, Council committed to providing a supplemental appropriation of \$1,201,085 of unexpended FY 2018 funding identified the 2018 CAFR in accordance with §22.1-100 of the Code of Virginia to Hopewell Public Schools. This increases the local funding of the Hopewell Public Schools FY 22 budget to \$13,444,006, and the total budget to \$62,475,776.

The second resolution increases the Hopewell Public Schools FY22 budget by an additional \$1,136,069 in local support, and the total budget to \$63,611,845, subject to future appropriation by City Council and conditioned upon receipt and satisfactory review of a written report from the School Board, which shall contain all FY22 line item expenditures as of December 31, 2021, necessitating the appropriation of this additional local funding, and actual line item expenditures for the FY19, FY20, and FY21 budgets.

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice-Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

ENCLOSED DOCUMENTS:

- Budget Amendment Resolution – Supplemental Appropriation
- Budget Amendment Resolution – Amending Total Budget

STAFF:

John M. Altman, Jr., City Manager
Dr. Melody D. Hackney, Superintendent of Schools

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice-Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			

**A RESOLUTION
AMENDING THE FISCAL YEAR 2021-2022
HOPEWELL PUBLIC SCHOOLS OPERATING BUDGET**

WHEREAS, the City Council of the City of Hopewell adopted Hopewell Public Schools FY22 Operating Budget on June 8, 2021, and

WHEREAS, the City Council in accordance with Section 22.1-100 of the Code of Virginia is appropriating unused local funding during the fiscal year 2018 to the Hopewell Public Schools, and

WHEREAS, the appropriate advertisements and public hearings, as required by Section 15.2-2507 of the Code of Virginia, have been conducted; and

WHEREAS, the proposed amendment of the Hopewell Public Schools FY22 Operating Budget amends the budget in the amount of \$1,201,085;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopewell hereby approves and adopts the Fiscal Year 2022 budget amendment, and appropriates all funds as set forth in the amendment below, to support the City's share of the 5% employee raise, change in the Special Education Compliance Officers contracts, hire two (2) new Special Education Teachers, the increased cost of health insurance, and the purchase of Tyler/MUNIS Financial Management Software System:

SCHOOL OPERATING FUND - 014

Revenues	Approved Budget	Changes	Amended Budget
From State Sources	\$ 35,226,251	-	\$ 35,226,251
From Federal Sources	10,725,322	-	10,725,322
From Other Revenue	3,080,197	-	3,080,197
From Local Sources	12,242,921	1,201,085	13,444,006
Total Revenues	<hr/> \$61,274,691	\$ 1,201,085	<hr/> \$ 62,475,776
 Appropriations			
Non-Categorical	\$ 61,274,691	\$ 1,201,085	\$ 62,475,776
Total School Operating Fund	<hr/> \$ 61, 274,691	\$ 1,201,085	<hr/> \$ 62,475,776

ADOPTED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL ON JULY 13, 2021.

Patience A. Bennett, Mayor
City of Hopewell

ATTEST:

Mollie P. Bess, City Clerk
City of Hopewell

**A RESOLUTION
AMENDING THE FISCAL YEAR 2021-2022
HOPEWELL PUBLIC SCHOOLS OPERATING BUDGET**

WHEREAS, the City Council of the City of Hopewell adopted Hopewell Public Schools FY22 Operating Budget on June 8, 2021, and

WHEREAS, the appropriate advertisements and public hearings, as required by Section 15.2-2507 of the Code of Virginia, have been conducted; and

WHEREAS, the proposed amendment of the Hopewell Public Schools FY22 Operating Budget amends the budget in the amount of \$1,136,069;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopewell hereby approves and adopts the Fiscal Year 2022 budget amendment as set forth in the amendment below:

SCHOOL OPERATING FUND - 014

Revenues	Approved Budget	Changes	Amended Budget
From State Sources	\$ 35,226,251	-	\$ 35,226,251
From Federal Sources	10,725,322	-	10,725,322
From Other Revenue	3,080,197	-	3,080,197
From Local Sources	13,444,006	1,136,069	14,580,075
Total Revenues	<u>\$62,475,776</u>	\$ 1,136,069	<u>\$63,611,845</u>
 Appropriations			
Non-Categorical	\$ 62,475,776	\$ 1,136,069	\$ 63,611,845
Total School Operating Fund	<u>\$ 62, 475,776</u>	\$ 1,136,069	<u>\$ 63,611,845</u>

BE IT FURTHER RESOLVED, that the additional \$1,136,069 in local funding as so herein approved shall be subject to future appropriation by the City Council of the City of Hopewell and conditioned upon receipt and satisfactory review of a written report from the School Board of the City of Hopewell, which shall contain all FY22 line item expenditures as of December 31, 2021, necessitating the appropriation of this additional local funding, and actual line item expenditures for the FY19, FY20, and FY21 budgets.

ADOPTED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL ON JULY 13, 2021.

Patience A. Bennett, Mayor
City of Hopewell

ATTEST:

Mollie P. Bess, City Clerk
City of Hopewell

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: American Rescue Plan Act Funds

ISSUE: Resolution amending the Fiscal Year 2021 City of Hopewell Operating Budget by budgeting \$4,999,406.50 of federal ARPA Funds in the General Fund and appropriating \$469,914 to Fund 11, Capital Projects.

RECOMMENDATION: Staff recommends City Council budget \$4,999,406.50 of federal ARPA Funds in the General Fund and appropriate \$469,914 to Fund 11, Capital Projects, to replace the funds used to provide a 2.5% COLA for employees and purchase an ambulance. Staff will work with the community and Council to solicit input to develop a plan to use the remaining funding. Once the plan has been developed Staff will request appropriation of the funds by City Council.

TIMING: Action is requested at the July 13, 2021 meeting

BACKGROUND: Congress passed and the President signed the *American Rescue Plan Act (ARPA) of 2021*, which for the first time provided direct Federal funding to localities. The City will receive a total of \$9,998,813 in two (2) tranches (payments), the first in 2021 and the second in 2022. The City will receive \$5,622,819 from the “Metro Cities” allocation and an additional \$4,375,994 from the “Counties” allocations. The City has received the first payment of each allocation for a total of \$4,999,406.50. The funds have to be obligated by 2024 and spent by 2026. Delaying the development of a plan to use the funds will allow the City time to review and react to the finalized guidance from the U.S. Department of Treasury, which is still under review, and time to incorporate feedback from City Council and the community.

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice-Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			

ENCLOSED DOCUMENTS:

▪

STAFF:

John M. Altman, Jr., City Manager
Michael Terry, Director of Finance

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call

SUMMARY:

Y N
 Councilor Debbie Randolph, Ward #1
 Councilor Arlene Holloway, Ward #2
 Vice-Mayor John B. Partin, Ward #3
 Councilor Jasmine Gore, Ward #4

Y N
 Councilor Janice Denton, Ward #5
 Councilor Brenda Pelham, Ward #6
 Mayor Patience Bennett, Ward #7



John M. Altman, Jr.
City Manager

maltman@hopewellva.gov
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f: (804) 541-2248

300 North Main Street
Suite 216
Hopewell, VA 23860

www.hopewellva.gov

MEMORANDUM

To: The Honorable City Council
cc: Michael Terry, Director of Finance
From: John M. Altman, Jr., City Manager *JMA*
Date: July 8, 2021
Re: **American Rescue Plan Act Funds**

On March 11, 2021, President Biden signed the \$1.9 trillion *American Rescue Plan Act (ARPA) of 2021*, which included \$350 billion in direct, flexible aid to states, territories, tribes, cities, and counties. A review of the Act indicates that cities and counties can use the direct aid for the following:

- Address the reduction in revenue due to COVID-19, using 2019 pre-pandemic budgets as the baseline.
- Respond to the public health emergency or its negative economic impacts.
- Provide “premium pay” for eligible workers.
- Transfer funds to private nonprofit groups, public benefit corporations involved in passenger or cargo transportation, and special-purpose units of state of local governments.
- Make investments in water, sewer, and broadband infrastructure through a state-administered program.
- Assist disproportionately impacted communities.

The funds cannot be used to offset, directly or indirectly, net tax revenues, by either reducing any tax rates or delaying any new tax increase.

The distribution of the aid is divided between cities and counties:

- \$65.1 billion to counties.
- \$45.6 to metropolitan cities.
- \$19.5 billion for towns with fewer than 50,000 in population.
- \$10 billion for a Coronavirus Capital Projects Fund to carry out projects to support work, education, and health monitoring during the pandemic.

The City of Hopewell will be receiving both the “metropolitan cities” and “fewer than 50,000 in population” allocations. The “metropolitan cities” category allocations are based on a Community Development Block Grant formula, while the “fewer than 50,000” category is based on population. Under the “metropolitan cities” allocation, the City would receive \$5,622,819, and under the “fewer than 50,000”, the City would receive \$4,375,994 in ARPA funds for a total of \$9,998,813. These funds must be obligated by 2024 and spent by 2026. The ARPA funds will be distributed in two tranches, or payments, with 50% delivered in 2021, and the remainder delivered no earlier than one (1) year later.

City Administration cannot spend any of the ARPA funding until City Council budgets and appropriates the funding. The Administration is requesting City Council approve the budget amendment and appropriate a total of \$432,414 of ARPA. Of appropriated funds, \$212,000 would address the capital projects that were unable to be funded to provide for the 2.5% COLA (as we discussed during the budget process), which will allow those projects to move forward as planned. The projects include:

Department	Project	Cost
Development	Plotter/Scanner	\$ 25,000
Fire	Radio & Hose	\$ 12,500
Fire	Fire Engine Lease	\$ 162,414

Additionally, I am going to request appropriation of ARPA funds to purchase an ambulance. We have a \$63,000 grant from the Cameron Foundation that will expire at the end of July for an ambulance, and we need an additional \$270,000 to purchase the ambulance. We do not want to lose the grant funds, so we are making the request for Council's consideration.

Aside from the items listed above, the remaining ARPA funds will not be appropriated to allow the City to react to the finalized guidance from the US Treasury, and incorporate feedback from the community and Council to develop a plan to effectively use the funds. The City has until 2024 to encumber the funding and 2026 to spend it, so we have time to develop a thoughtful plan that will provide meaningful, long-term impact on the community. Once a plan has been developed, staff will present the plan to Council for approval and appropriation.

If you have any questions, please do not hesitate to contact me.

JMAjr/ma

**A RESOLUTION
AMENDING THE FISCAL YEAR 2021-2022 OPERATING BUDGET
FOR AMERICAN RESCUE PLAN ACT FUNDS
RECEIVED FROM THE FEDERAL GOVERNMENT**

WHEREAS, the City Council of the City of Hopewell adopted its original budget on June 8, 2021 for FY22, and

WHEREAS, the coronavirus pandemic was an unanticipated event for which response funds were not included, and

WHEREAS, federal aid has been made directly available to assist the cities in responding to the coronavirus public health emergency and its negative economic impacts, and

WHEREAS, the City of Hopewell will receive \$5,622,819 in American Rescue Plan Act funds from the Metro Cities Allocation; and

WHEREAS, the City of Hopewell will receive \$4,375,994 in American Rescue Plan Act funds from the County Allocation; and

WHEREAS, the City of Hopewell will receive a total of \$9,998,813 in funds from the American Rescue Plan Act in two tranches over the next two years; and

WHEREAS, the appropriate advertisements and public hearings, as required by Section 15.2-2507 of the Code of Virginia, have been conducted; and

WHEREAS, the proposed operational expenditures are to be obligated no later than fiscal year 2024;

WHEREAS, the proposed operational expenditures are to be completed no later than fiscal year 2026;

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopewell hereby approves and adopts the Fiscal Year 2022 budget amendment and appropriates all funds as set forth in the amendment below:

AMERICAN RESCUE PLAN ACT - FUND 011	Approved Budget	Changes	Amended Budget
Revenues			
From Federal Government – ARPA	\$ 54,356,282	\$ 4,999,406.50	\$ 59,355,688.50
Total	\$ 54,356,282	\$ 4,999,406.50	\$ 59,355,688.50
Appropriations			
Capital Projects Fund – 071	\$ 1,000,000	\$ 469,914	\$ 1,469,914
Total	\$ 1,000,000	\$ 469,914	\$ 1,469,914

ADOPTED BY THE CITY COUNCIL OF THE CITY OF HOPEWELL ON JULY 13, 2021.

Witness this signature and seal

Patience A. Bennett, Mayor
City of Hopewell

VOTING AYE:
VOTING NAY:
ABSTAINING:
ABSENT:

ATTEST:

Mollie P. Bess, City Clerk
City of Hopewell

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: DEQ Grant Application – Hopewell Water Renewal Grey Water Pilot Project

ISSUE: City Council approval and authorization to submit a grant application to the Virginia Clean Water Revolving Loan Fund in the amount of \$1 million.

RECOMMENDATION: City Administration recommends City Council approve the application to the Virginia Clean Water Revolving Loan Fund (VCWRLF) for \$1 million to conduct the a pilot program study, and allow the HWR Commission Chair, the City Manager, and the Director of HWR to meet and discuss the project with state legislators and representatives of DEQ.

TIMING: Action is requested at the July 13, 2021 meeting

BACKGROUND: The City of Hopewell in coordination with local industrial partners have identified a generational improvement opportunity for the local water cycle and continuing support of local economic development. The region faces challenges with water supply (Appomattox and James Rivers), wastewater discharges (municipal and industrial) and stormwater discharges (MS4 and industrial) based on existing and future implementation of federal and state regulations. In response to these requirements and the expanded understanding of water stewardship in the area, including drinking water as a right for all, the City has begun investigating several engineering alternatives to improve/reduce pollutant discharges and potentially recycling wastewater from Hopewell Water Renewal for use as a source of industrial non-potable water.

SUMMARY:**Y N**

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice-Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

ENCLOSED DOCUMENTS:

Map and Photograph of the Property

STAFF:

John M. Altman, Jr., City Manager

SUMMARY:

Y N
 Councilor Debbie Randolph, Ward #1
 Councilor Arlene Holloway, Ward #2
 Vice-Mayor John B. Partin, Ward #3
 Councilor Jasmine Gore, Ward #4

Y N
 Councilor Janice Denton, Ward #5
 Councilor Brenda Pelham, Ward #6
 Mayor Patience Bennett, Ward #7



MEMORANDUM

To: The Honorable City Council
cc: Jerry W. Byerly, Director of Hopewell Water Renewal
From: John M. Altman, Jr., City Manager *JMA*
Date: July 8, 2021
Re: **DEQ Grant Application – HWR Grey Water Pilot Project**

John M. Altman, Jr.
City Manager

maltman@hopewellva.gov
p: (804) 541-2243
f: (804) 541-2248

300 North Main Street
Suite 216
Hopewell, VA 23860

www.hopewellva.gov

The City of Hopewell, in coordination with local industrial partners, has identified a generational improvement opportunity for the local water cycle and continuing support of local economic development. The region faces challenges with water supply (Appomattox and James Rivers), wastewater discharges (municipal and industrial) and stormwater discharges (MS4 and industrial) based on existing and future implementation of federal and state regulations. In response to these requirements and the expanded understanding of water stewardship in the area, including drinking water as a right for all, the City has begun investigating several engineering alternatives to improve/reduce pollutant discharges and potentially recycling wastewater from Hopewell Water Renewal for use as a source of industrial non-potable water.

The City recognizes that water is a crucial and finite resource that should be conserved wherever possible. We acknowledge water as essential to life and a fundamental human right. Our citizens and industry partners rely on a steady water supply, and we believe that an opportunity exists for a holistic approach to wastewater, stormwater, and recycling of water to significantly enhance overall resilience and sustainability goals. This acknowledgement is demonstrated by improvements in best management practices implemented throughout the municipal separate storm system and treatment efficiencies at Hopewell Water Renewal, through the support for our industrial partners. This project is the next step in our journey.

The proposed project centers around a grey water (HWR final effluent) reuse facility, in which a treatment system could be installed to provide Hopewell's industrial partners with a new source of industrial non-potable water, while potentially improving discharge quality from HWR. Additionally, the project could be designed to treat contaminated stormwater discharge from both the MS4 and industrial facilities. Improvements in stormwater discharges are a key aspect of Virginia's Watershed Implementation Plan (WIP) Phase 3. The inclusion of stormwater would further improve local and Bay water quality while providing industry with additional industrial non-potable water supply to enable economic development.

The synergies between these two scopes is centered on generational improvements to resilience, sustainability, and operational excellence.

Incorporating beneficial reclamation and reuse for both wastewater and stormwater provide the following projected impacts:

- 1.5 - 4.3 billion gallons recycled
- 55,000 - 160,000 pounds ammonia reduction
- 128,000 - 365,000 pounds total nitrogen reduction
- 2,500 – 10,000 pounds total phosphorus reduction

The next step in developing this project is the piloting of the water treatment technology. Both effluent water quality, serving as source water to the local industry, and the reject stream needs to be evaluated over varying seasonal and operational conditions. A pilot program has been proposed to be conducted from Fall 2021 through Summer 2022. The scope of the pilot includes treatment of stormwater.

The results for the pilot study will work to finalize the scope of the project so that further engineering can be completed by the end of 2022. It is expected that following final design reviews late in 2022, the project would be ready for execution/construction in 2023 with a targeted operational date late in calendar year 2024.

To move forward, the City Administration requests City Council approval to proceed with applying for Virginia Clean Water Revolving Loan Fund (VCWRLF) for \$1 million to conduct the proposed pilot study, and allow the HWR Commission Chair, the City Manager, and the Director of HWR to meet and discuss this project with state legislators and representatives of DEQ.

If you have any questions, please do not hesitate to contact me.

JMAjr/ma

R-2



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Declaration of Local Emergency – COVID-19

ISSUE: In accordance with §44-146.21 of the Code of Virginia, the governing body shall take appropriate action to end the declared local emergency.

RECOMMENDATION: City Administration recommends City Council approve the to end the declared local emergency for the Coronavirus 2019 pandemic.

TIMING: Action is requested at the July 13, 2021 meeting

BACKGROUND: On March 14, 2020, a local state of emergency was declared in accordance with §44-146.21 of the Code of Virginia in response to the threat to public health and safety to the residents of the City posed by and resulting from the COVID-19 virus. The Hopewell City Council confirmed the Declaration at its next regularly scheduled meeting. The Declaration shall remain in full force and effect until the Hopewell City Council determines that all necessary emergency actions have been taken and takes appropriate action to end the declared emergency by a majority vote taken at an open meeting, in accordance with the provisions of Virginia Code § 44-146.21(A).

ENCLOSED DOCUMENTS:

- Proposed Resolution Ending Declared Local Emergency
- Resolution Declaring a Local Emergency, March 14, 2020

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice-Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			

STAFF:

John M. Altman, Jr., City Manager

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice-Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

**RESOLUTION
ENDING THE DECLARATION OF A LOCAL EMERGENCY
IN RESPONSE TO CORONAVIRUS 2019 (COVID-19)**

WHEREAS, the World Health Organization has declared Coronavirus 2019 (COVID-19) a Public Health Emergency of International Concern; and

WHEREAS, the World Health Organization declared the spread of COVID-19 a pandemic on March 11, 2020; and

WHEREAS, the Governor of Virginia declared a State of Emergency on March 12, 2020 to prepare and coordinate Virginia's response to the potential spread of COVID-19; and

WHEREAS, the threat to public health and safety to the residents of the City of Hopewell, Virginia posed by and resulting from the COVID-19 virus was of sufficient severity and magnitude that a local emergency was declared on March 14, 2020; and

WHEREAS, the Hopewell City Council confirmed the declaration of local emergency at the March 24, 2020 meeting of City Council; and

NOW, THEREFORE, BE IT PROCLAIMED pursuant to the authority vested by Virginia Code § 44-146.21(A), the Hopewell City Council has determined that all necessary emergency actions have been taken; and

IT IS FURTHER PROCLAIMED AND ORDERED that the declaration of local emergency in the City of Hopewell in response to COVID-19 shall end effective July 13, 2021 upon approval of this resolution.

Dated: July 13, 2021

Patience A. Bennett
Mayor
City of Hopewell, Virginia

Attest:

Mollie P. Bess
City Clerk
City of Hopewell, Virginia

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: **Cancel July 27 & August 24, 2021 City Council Meetings**

ISSUE: Due to July and August being heavy vacation months, adjustments of people going back to their workplace environments and school getting ready to start and in addition to the City Manager and the City Clerk on vacation the week of July 19, it would be more effective to cancel the July 27 and the August 24 City Council meetings.

RECOMMENDATION: Request City Council to cancel the City Council meetings scheduled for July 27, 2021 and August 24, 2021.

TIMING: City Council action is requested on July 13, 2021

BACKGROUND: Typically, there was only one meeting in the month of July and August due to vacation schedules and to give a little break from meetings during the summer months. Council voted to add them in to accommodate a heavy work load at that time.

FISCAL IMPACT: None

ENCLOSED DOCUMENTS: None

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STAFF: Mayor Bennett

FOR IN MEETING USE ONLY

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			

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: Safe In Our Parks

ISSUE: The City Manager will outline actions that are being taken to address public safety in City parks.

RECOMMENDATION: No Action Required

TIMING: N/A

BACKGROUND:

ENCLOSED DOCUMENTS:

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STAFF:

John M. Altman, Jr., City Manager

SUMMARY:

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

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

CR-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:

Formal creation of the City Council Finance Committee

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

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

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

TIMING: At the will of City Council.

BACKGROUND: None

ENCLOSED DOCUMENTS:

- None

STAFF: Councilor Pelham

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

CR-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:

Establishing/Reorganizing an Environmental Engineering Department for Hopewell

ISSUE: Research the feasibility of reorganizing and expanding the stormwater management program in Hopewell into an independent Environmental Engineering Department

RECOMMENDATION: To have the City Manager and his staff research the issue and present a proposal/recommendation to city council in 3-4 months

TIMING: N/A

BACKGROUND: N/A

FISCAL IMPACT: N/A at this time

ENCLOSED DOCUMENTS:

- None

STAFF:

City Manager, Public Works Director, Stormwater Program Manager

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

CR-3

CR-4

CR-5

CR-6

CR-7



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:

ISSUE: Request Action from Council to authorize City Manager along with personnel of his choosing to initiate/plan a council retreat and provide options to council.

RECOMMENDATION:

TIMING: Timing determined by the government body during discussion.

BACKGROUND: Historically, the purpose of a Council Retreat is to exercise an in-depth work session/discussion of items and topics occurring over an extended period at a location away from City Hall. Former Mayor Gore initiated and completed the City's Strategic Plan at the 2019 Council Retreat; unfortunately, COVID-19 limitations along with the State's emergency regulations took precedence over the Strategic Plan adoption.

Moving forward, COVID-19 has transformed our City's dynamics and there is a need for Council, City Manager, and Staff to revisit/discuss/update sections of Strategic Plan.

ENCLOSED DOCUMENTS:

- Strategic Plan 2019

STAFF:

City Council and City Manager

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

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

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

CR-8



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:

Councilor Request

ISSUE: City-Wide Issues with the Trash Pick-up

RECOMMENDATION Have the City Manager report back to Council with solutions to this problem

TIMING: July13, 2021 City Council Meeting

BACKGROUND: Ongoing issues with trash-pick – porch pick-up – Contract with Meridian

FISCAL IMPACT: Citizens paying for a service they are not receiving

ENCLOSED DOCUMENTS:

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STAFF:

Councilor Janice Denton – Ward 5

FOR IN MEETING USE ONLY

MOTION: _____

Roll Call**SUMMARY:**

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Debbie Randolph, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor John B. Partin, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Patience Bennett, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine Gore, Ward #4			

CR-9



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:

Police and Firefighter Step Pay Raises

ISSUE: Research what other localities are doing in terms of pay, work environment, training, and benefits to retain police officers and fire fighters

RECOMMENDATION: To have the City Manager and his staff research the issue and present a proposal to city council in 3-4 months to address retention issues with the Fire and Police Departments

TIMING: N/A

BACKGROUND: N/A

FISCAL IMPACT: N/A at this time

ENCLOSED DOCUMENTS:

- None

STAFF:

City Manager, Fire Chief, and Police Chief

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Vice Mayor John B. Partin, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Mayor Patience Bennett, Ward #7

CR-10



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:

CCR for Randolph - Time frame between boards and commissions resignations and appointment of replacement recommendations and potential interviews.

ISSUE: The recent resignation of the Chair of the EDA, which was officially received the day of the last regular council meeting, saw a councilor call someone to come in and submit a talent bank application unbeknownst to the rest of council. All Citizens should have an opportunity of at least two weeks after a resignation to put in applications should they want to.

RECOMMENDATION: Create a two week time frame to give an opening at least two weeks prior to Council voting a replacement in, and the Clerk announce to all Council members any upcoming openings.

TIMING: Begin implementation as soon as the vote especially in lieu of the new software.

BACKGROUND: Stated above. Also Council currently interviews for the Planning commission, HRHA, School Board, and EDA. Are there others we want to add?

FISCAL IMPACT: None

ENCLOSED DOCUMENTS:

STAFF:

Mollie Bess

FOR IN MEETING USE ONLY

MOTION: Authorize the City Clerk to hold all submitted talent bank applications for at specific Board/Commission at least two weeks after a Boards and Commissions member resigns, in order to allow for citizen notification and opportunity to apply. Council should reiterate all boards and commissions which require interviews as well.

Roll Call

ADJOURN