

AGENDA



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

(804) 541-2408

www.hopewellva.gov

info@hopewellva.gov

cityclerk@hopewellva.gov

CITY COUNCIL

John B. Partin, Jr., Mayor, Ward #3

Rita Joyner, Vice Mayor, Ward #1

Michael B. Harris, Councilor, Ward #2

Ronnie Ellis, Councilor Ward #4

Susan Daye, Councilor, Ward #5

Yolanda Stokes, Councilor, Ward #6

Dominic R. Holloway, Sr., Councilor, Ward #7

Dr. Concetta Manker, City Manager

Anthony Bassette, City Attorney

Brittani Williams, City Clerk

Sade' Allen Deputy City Clerk

February 25, 2025

REGULAR MEETING

Closed Session- 6:00 PM

Work Session- 7:00 PM

Open Session- 7:30 PM

6:00 p.m.

Call to order, roll call, and welcome to visitors

ROLL CALL

CLOSED MEETING

SUGGESTED MOTION: Move to go into a closed meeting pursuant to Va. Code Section § 2.2-3711(A)(1) to discuss and consider personnel matters, including board and commission appointments (Planning Commission) §2.2-3711(A)(6) and (8) to discuss or consider the investment of public funds and to consult with legal counsel regarding specific legal matters (EDA Update on Beacon Theatre); and § 2.2-3711(A)(8), and (29) to discuss the award of a public contract involving the expenditure of public funds (Discussion of an unsolicited offer of real estate property); and § 2.2-3711(A)(8) (Discussion of Code of Conduct)

Roll Call

RECONVENE OPEN MEETING

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

REGULAR MEETING

7:30 p.m.

Call to order, roll call, and welcome to visitors

Roll Call

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

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

CONSENT AGENDA

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

- C-1 Minutes:**
- C-2 Pending List:**
- C-3 Information for Council Review:**
- C-4 Personnel Change Report & Financial Report:**
- C-5 Public Hearing Announcements:**
- C-6 Routine Approval of Work Sessions:**
- C-7 Ordinances on Second & Final Reading:**
- C-8 Routine Grant Approval:**

SUGGESTED MOTION: To amend/adopt consent agenda

INFORMATION/PRESENTATIONS

- 1. BrightPoint Community College – Dr. Bill Fiege**
- 2. Public Access Defibrillator Program – Tabitha Martinez, Recreation and Parks Director**

COMMUNICATIONS FROM CITIZENS

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

PUBLIC HEARING

PH-1 – Tree Board Ordinance – James Gaston III, Deputy City Manager

CITY CLERK: *All persons addressing the Council shall step to the microphone, give their name and, If they reside in Hopewell, their ward number, and limit comments to three minutes. No one may address the council more than once per meeting unless granted permission by the presiding officer. Speakers address the council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. Any person who makes personal, impertinent, abusive, or slanderous statements or incites disorderly conduct in the council chamber may be reprimanded by the presiding officer and removed from the meeting upon a majority vote of councilors present, excluding any councilor who is the subject of the motion. (See Rules 405 and 406)*

REGULAR BUSINESS

R-1 – Veterans Memorial Circle Request for installation of the Robert Penn, Medal of Honor Monument – Lovena Rapole

R-2 – Mid-Year Re-Allocation – Dr. Manker, City Manager

R-3 – Budget Presentations – Dr. Manker, City Manager

Reports of City Manager:

Reports of City Attorney:

Reports of City Clerk:

Councilors Pending Request:

CCR-1 – Salary Increase for Hopewell City Councilors – Councilor Holloway

CCR-2 – The Use of ATV and Dirt Bike Discussion - Mayor Partin

CCR -3 – Request the addition of a 10K option to the City Point 5K – Mayor Partin

Presentations from Boards and Commission

Other Council Communications

BOARD/COMMISSION VACANCIES

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

Keep Hopewell Beautiful – 5 Vacancies

Recreation and Parks – 2 Vacancies

Library Board – 1 Vacancy

Department of Social Services – 2 Vacancies

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

Dock Commission – 2 Vacancies

Board of Zoning Appeals – 2 Vacancies

Bright Point Community College Local Board – 1 Vacancy

Economic Development Authority – 2 Vacancies

Architectural Review Board – 2 Vacancies

Adjournment

CLOSED
MEETING

RECONVENE OPEN MEETING

REGULAR MEETING

INFORMATION/PRESENTATION



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

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

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

RECOMMENDATION: Staff recommends City Council supports the PAD program.

TIMING: At the February 25, 2025 City Council Regular Meeting.

ENCLOSED DOCUMENTS: PAD Presentation.

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

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

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

Y N

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

Roll Call

SUMMARY:

Y N

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

Y N

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



PUBLIC ACCESS DEFIBRILLATION (PAD) PROGRAM

HOPEWELL RECREATION AND PARKS
DIRECTOR TABITHA MARTINEZ
ASSISTANT DIRECTOR ADAIRIUS WILLIAMS

What is the PAD Program?



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



By the Numbers



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



350,000
OUT OF HOSPITAL


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




20% OF CARDIAC
ARRESTS

OCCUR IN
PUBLIC
SETTINGS
AND IN 5
IS FINE FOR
THIS

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

AN  CAN BE USED BY
ANY PERSON INCLUDING
UNTRAINED BYSTANDERS

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

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

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

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

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



www.aedteam.com

[\(844\) AED-1600](tel:844AED1600)

info@aedteam.com

Locations of PADs



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

Department Costs



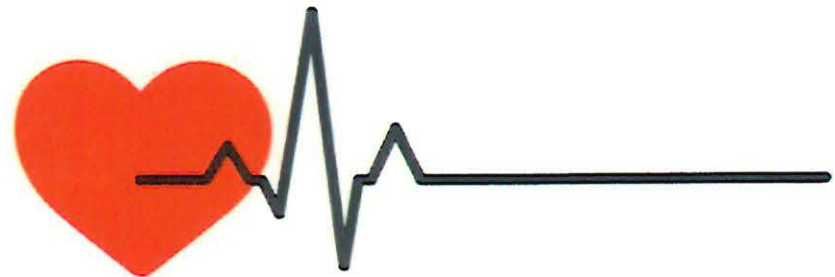
- Installation
- Electricity
- Cameras
- Replacement Pads
 - Every two and half years
 - After deployment
- Replacement Batteries
 - Every five years
 - After deployment
- Subscription fee
 - \$10 per month per cabinet



Timeline



- January
 - Receiving and inventorying units
 - Securing services for install and electricity
 - Press release – Coming Soon!
 - Staff training
 - Public safety training
- February
 - Installation of units
 - Practice Run
 - Video Education for Public
 - Press release of deployment



COMMUNICATIONS FROM CITIZENS

PUBLIC HEARING

PH-1

ORDINANCE NO. 02-25

Ordinance establishing City of Hopewell Code Chapter 33 (Streets and Sidewalks), Article VI, to establish the City of Hopewell Tree Protection and Planting Ordinance

WHEREAS, pursuant to Chapter IV §4 of the Hopewell City Charter and §15.2-1411 of the *Code of Virginia* Hopewell City Council established the Hopewell Tree Board to serve as an advisory committee to enhance the quality of life, the present and future health, safety, and welfare of all residents, and to enhance property values, by ensuring proper planting and care of trees on public property;

WHEREAS, the Hopewell City Council desires to establish policy and practices governing the planting and care of trees on public property and to provide for the emergency removal of trees on private property under certain conditions;

WHEREAS, the Hopewell City Council desires to create guidelines to facilitate the work of the Hopewell Tree Board in promoting and maintaining a healthy urban forest by advocating for tree preservation planting initiatives, education and responsible management practices; and

WHEREAS, the Hopewell City Council desires to enhance the City's environmental quality and aesthetic appeal,

WHEREAS, after proper advertisement was made as required by law, a public hearing was conducted on February 11, 2025 at the City Council meeting held at 300 N. Main Street; Hopewell, Virginia 23860; and

WHEREAS, the full text of this proposed ordinance amendment was available for the public at a City Council meeting held on February 11, 2025; and

WHEREAS, the proposed ordinance was adopted by City Council at the February 11, 2025 City Council meeting;

NOW THEREFORE BE IT ORDAINED by the Council of the City of Hopewell, Virginia, that this City of Hopewell Tree Protection and Planting Ordinance is hereby enacted with the following terms:

Chapter 33 – STREETS AND SIDEWALKS

Article VI. City of Hopewell Tree Protection and Planting

Section 33-125. Definitions

As used in this Article, the following words and phrases shall have the meanings indicated:

ORDINANCE NO. 02-25

1. **Arborist:** A person trained or certified in arboriculture, forestry, horticulture, and/or landscape architecture in the employ of or under contract to the City of Hopewell appointed by the City Manager.
2. **Damage:** any injury to or destruction of a tree, including but not limited to uprooting; severance of all or part of the root system or main trunk; storage of material on or compaction of surrounding soil; a substantial change in the natural grade above a root system or around a trunk; surrounding the tree with impervious paving materials; or any trauma caused by accident or collision.
3. **Historic Tree:** A tree on public property which has been determined by the City Council to be of notable historic interest because of its age, size, or historic association and has been so designated in the official records of the City.
4. **Nuisance:** any tree, or limb thereof, that has an infectious disease or insect; is dead or dying; obstructs the view of traffic signs or the free passage of pedestrians or vehicles; or threatens public health, safety, and welfare.
5. **Parkway:** the area along a public street between the curb and the sidewalk; or if there is no curb or sidewalk, the unpaved portion of the area between the street right-of-way line and the paved portion of the street or alley.
6. **Public Property:** all grounds and rights-of-way (ROWS) owned or maintained by the City.
7. **Public tree:** any tree or woody vegetation on city-owned or city-maintained property or rights-of-way.
8. **Top or Topping:** the non-standard practice of cutting back limbs to stubs within a tree's crown to such a degree as to remove the normal canopy and disfigure the tree.

Section 33-126. Authority and power.

- a. *Delegation of authority and responsibility.* The City Manager or the City Manager's designee shall have full authority and responsibility to plant, prune, maintain and remove trees and woody plants growing in or upon all municipal streets, rights-of-ways, city parks, and other public property. This shall include the removal of trees that may threaten electrical, telephone, gas, or any municipal water or sewer line, or any tree that is affected by fungus, insect, or other pest disease.
- b. *Coordination among city departments.* All city departments will coordinate as necessary with the City Manager or the City Manager's designee and will provide services as required to ensure compliance with this Ordinance as it relates to streets, alleys, rights-of-way, drainage, easements, and other public properties not under direct jurisdiction of the City Manager or the City Manager's designee.

ORDINANCE NO. 02-25

- c. *Interference.* No person shall hinder, prevent, delay, or interfere with the City Manager or the City Manager's designee while engaged in carrying out the execution or enforcement of this Ordinance.
- d. *Coordination among city departments.* All city departments will coordinate as necessary with the City Manager or the City Manager's designee and provide services as required to ensure compliance with this Ordinance as it relates to streets, alleys, rights-of-way, drainage, easements, and other public properties not under the direct jurisdiction of the City Manager or the City Manager's designee.
- e. *Interference.* No person shall hinder, prevent, delay, or interfere with the City Manager or the City Manager's designee or his agents while carrying out the execution or enforcement of this Ordinance.

Section 33-127. Tree planting and care standards.

- a. **Standards.** All planting and maintenance of public trees shall conform to the American National Standard Institute (ANSI) *A-300 Standards for Tree Care Operations* and shall follow all tree care Best Management Practices (BMPs) published by the International Society of Arboriculture.
- b. **Franchise utility company requirements.** The maintenance of public trees for utility clearance shall conform to all applicable utility industry standards.
- c. **Preferred species list.** The City Manager or the City Manager's designee shall maintain an official list of desirable tree species for planting on public property in two size classes: Ornamental (20 feet or less in height at maturity) and Shade (greater than 20 feet at maturity). Trees from this approved list may be planted without special permission; other species may be planted with written approval from the City Manager or the City Manager's designee
- d. **Planting distances.** The City Manager or the City Manager's designee shall develop and maintain an official set of spacing requirements for planting trees on public property. No tree may be planted within the visibility triangle of a street intersection or 10 feet from a fire hydrant.
- e. **Planting trees under electric utility lines** Only trees listed as Ornamental trees on the official city tree. No Trees should be planted under overhead lines or within 15 lateral feet of any overhead utility wire. Only trees listed as Small Ornamental trees on the official city tree species list may be planted under or within 5 lateral feet of any overhead utility wire.

ORDINANCE NO. 02-25

Section 33-128. Prohibition against harming public trees.

- a. It shall be unlawful for any person, firm, or corporation to damage, remove, or cause the damage or removal of a tree on public property without written permission from the City Manager or the City Manager's designee.
- b. It shall be unlawful for any person, firm, or corporation to attach any cable, wire, sign, or other object to any street, park, or public tree.
- c. It shall be unlawful for any person, firm, or corporation to "top" any public tree. Trees severely damaged by storms or other causes, where best pruning practices are impractical, may be exempted from this provision at the determination of the City Manager or the City Manager's designee
- d. Any person, firm, corporation, or city department performing construction near any public tree(s) shall consult with the City Manager or the City Manager's designee and shall employ appropriate measures to protect the tree(s), according to procedures contained in the Best Management Practices (BMPs) for [*Managing Trees During Construction*](#) published by the International Society of Arboriculture.
- e. Each violation of this section, as determined and notified by the City Manager or the City Manager's designee, shall constitute a separate violation, punishable by fines and penalties under Section 10, in addition to mitigation values placed on the tree (s) removed or damaged in violation of this section.

Section 33-129. Cedar Tree Protection along Cedar Lane.

Notwithstanding any other provisions of law, this section refers specifically to Cedar Trees in the City of Hopewell.

The cedar trees lining both sides of Cedar Lane provide a gracious entryway to one of America's oldest, most historic places, City Point. A lane of cedar trees was first planted on the land entrance (now Cedar Lane) to Appomattox Plantation. In the 1970s, a hurricane felled nineteen aged cedar trees, which were quickly replaced in cooperation with the City Point Branch APVA, the City Point Civic Association, Continental forests, Inc. and the City of Hopewell. The cedar trees on Cedar Lane are cited as a national treasure by the National and Virginia Historic registry. The character of the streetscape is very important in defining the City Point Historic District. The trees are important community assets that enhance the beauty of the Historic District, add distinction to the entire cityscape, protect property values and help draw tourists, as well as welcome prospective residents.

- a. *Location of Cedar Trees.* The cedar trees are located on City property, beginning at the intersection of Cedar Lane and Appomattox Street and ending at Cedar Lane and Pecan Avenue, in what is considered City right-of-way. This means that the city of Hopewell owns the property in question. While, the City owns the property, the Code of the City of

ORDINANCE NO. 02-25

Hopewell requires property owners adjacent to the right-of-way to maintain the property. This has led to improper cutting and pruning of the cedar trees along Cedar Lane.

- b. *Maintenance of Cedar Trees.* It shall be the sole responsibility of the City Manager of the City of Hopewell, or the City Manager's designee to maintain the cedar trees along Cedar Lane beginning at Cedar Lane and Appomattox Street and ending at Cedar Lane and Pecan Avenue. It shall be unlawful for a property owner to prune, cut girdle, break, bend, wound, tack signs or noticed upon a cedar tree. The property owner can work with the City Manager of his or the City Manager's designee to provide updates on needed maintenance of cedar trees. Trees cannot be planted in the City right-of-way without approval from the City Manager.

An inventory of cedar trees has been conducted and will be used to maintain, log, and replace cedar trees in the future.

If a cedar tree is observed to be diseased, dying or in need of maintenance (pruning) the repair or placement of the tree shall be decided by an arborist or master gardener, hired or employed by the City of Hopewell.

- c. *Funding.* Funding for the maintenance, inventory, and any other needs to protect the cedar trees will be provide through historic preservation grants.

Replacement of trees destroyed in violation of this article. When trees are destroyed in violation of this article, replacement trees shall be required unless exemption is granted by the City Manager or the City Manager's designee. The size, species, and quantity of these replacements shall be determined by the City Manager or the City Manager's designee based on the value of the trees removed as calculated by the latest formula published by the International Society of Arboriculture. Replacement trees shall be provided during the next planting season. The replacement tree will be the responsibility of the property owner.

Section 33-130. Adjacent owner responsibility

- a. The owner of land adjacent to any city street or highway, when acting within the provisions of this ordinance, may plant and maintain trees in the adjacent parkway area. The property owner would be requested to obtain a ROW permit from the Public Works Department for proper oversight.
- a. No property owner shall allow a tree or other plant growing on his or her property to obstruct or interfere with pedestrians' or drivers' views, creating a hazard. If an obstruction persists, the City Manager or the City Manager's designee shall notify the property owner to prune or remove the tree or plant. If the owner fails to comply with the notice, the City may undertake the necessary work and charge the cost to the property owner.

ORDINANCE NO. 02-25

Section 33-131. Certain trees declared a nuisance.

- a. Any tree, or limb thereof, on private property determined by the City Manager or the City Manager's designee to have contracted a lethal, communicable disease or insect; to be dead or dying; to obstruct the view of traffic signs or the free passage of pedestrians or vehicles; or that threatens public health, safety, and welfare is declared a nuisance and the City may require its treatment or removal.
- b. Private property owners have the duty, at their own expense, to remove or treat nuisance trees on their property. The City may remove such trees at the owner's expense if the owner does not comply with treatment and/or removal as specified by the City Manager or the City Manager's designee within the written notification period.

Section 33-132. Violations and penalty.

- a. Any person, firm, or corporation violating any provision of this Ordinance shall be deemed guilty of a misdemeanor and shall be subject to a fine not to exceed five (5) hundred dollars (\$500.00) for each offense.

Section 33-133. Appeals.

Appeals to decisions by the City Manager or the City Manager's designee, or the Tree Board or to penalties imposed after violations of this ordinance shall be heard by the City Council.

Section 33-1334. Severability.

Should any word, sentence, clause, paragraph, or provision of this Ordinance be held to be invalid in the future, the remaining provisions of this Ordinance shall remain in full force and effect.

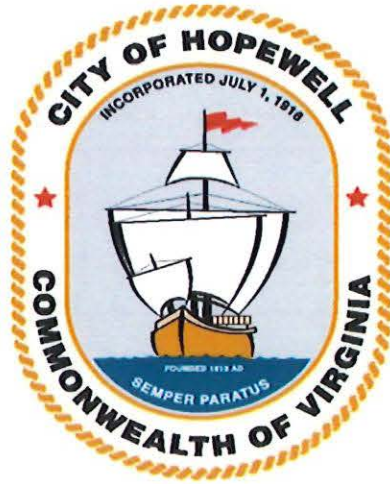
John Partin, Mayor of Hopewell

ATTEST:

Brittani Williams, City Clerk

REGULAR BUSINESS

R-1



**Veterans Memorial Circle
Improvement Committee
presentation to the Hopewell City Council**

Tuesday, February 25th 2025

**Presented by Herbert H. Bragg, spokesperson
for Veterans Memorial Circle Improvement
Committee**

Purpose:

To request approval from the Hopewell City Council to install the Robert Penn monument at Veterans Memorial Circle on 15th Avenue, Hopewell, VA.

Penn received the Medal of Honor from the President of the United States for his act of heroism in the Spanish-American War and this monument is a tribute to this locally born citizen.

The committee will coordinate and work in concert with City Council and Hopewell Administration for a special unveiling and public program event to dedicate the monument.

History of the Improvement Committee

Wonder City Garden Club was working at the circle planting flowers and we became concerned at the run down state of the Circle. The Marker was no longer readable, the fountain wasn't working, the arch needed painting, the bench placement was awkward, and the watering solution was poor at best. The Garden Club shared its concern about the neglect of the circle with David Harless who was the Commander at Hopewell American Legion 146 at the time. He suggested we form a group to renovate the circle, so we did.

The ***Veterans Memorial Circle Renovation Committee*** is comprised of a group of people with a common interest in renovating the WWI monument. The monument/circle is owned by the City of Hopewell but has been maintained by private citizens for years.

The ***Veterans Memorial Circle Improvement Committee*** had its first meeting in June of 2021. The committee members are:

Hopewell American Legion 146 - David Harless

Veterans of Foreign Wars Post 637- James Cooper and Dianne Barber

Wonder City Garden Club- Laura Smith, Karen Sheffield and Lovena Rapole (facilitator))

In the fall of 2022 Herbert Bragg joined the group as a Robert Penn Memorial Advocate.

Rita Joyner is a Special Advisor assisting with our application to be added to the National Register of Historical Places.

Purpose

Renovate a historical Veterans Memorial to honor all Veterans past and present and to educate our youth on the value of service to God and Country.

Benefits of the Circle to the Community

This war memorial honors the effort and sacrifice of those who have served; provides comfort to those who have lost loved ones; and provides a site where people can remember and grieve as a community.

It shows respect and gratitude for the sacrifices made.

It explains Hopewell's contribution to the WWI effort and how we helped shape history.



The Medal of Honor was established by President Lincoln in July of 1862 to give recognition to men who distinguished themselves “conspicuously by gallantry and intrepidity” in combat with an enemy of the United States.

It is the highest military decoration in the United States. It is awarded to members of the armed forces who perform an act of bravery that is above and beyond the call of duty, and at the risk of life.

The Medal of Honor is awarded by the President, in the name of Congress, and is the only military decoration worn around

the neck. Its recipients, our most gallant heroes, are the only individuals whom the President and military of all ranks salute as a matter of custom.

GENERAL ORDERS:

War Department, General Orders No. 501,
December 14, 1898

CITATION:

The President of the United States of America, in the name of Congress, takes pleasure in presenting the Medal of Honor to Fireman First Class Robert Penn, United States Navy, for extraordinary heroism in action on board the U.S.S. Iowa off Santiago de Cuba, 20 July 1898...

William McKinley was president

IN HONOR OF
FIREMAN FIRST CLASS, U.S. NAVY
ROBERT PENN

MEDAL OF HONOR RECIPIENT
SPANISH-AMERICAN WAR



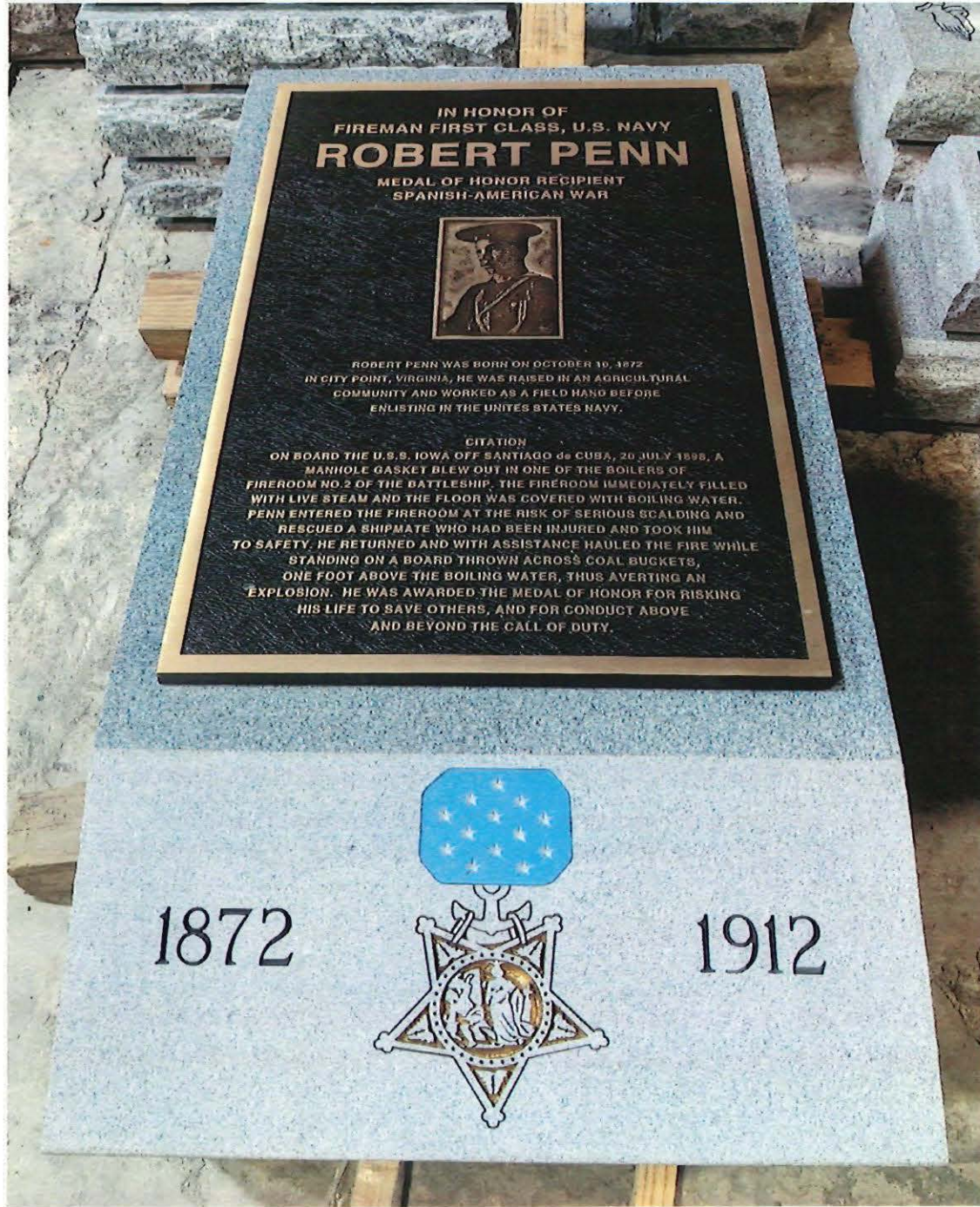
ROBERT PENN WAS BORN ON OCTOBER 10, 1872
IN CITY POINT, VIRGINIA, HE WAS RAISED IN AN AGRICULTURAL
COMMUNITY AND WORKED AS A FIELD HAND BEFORE
ENLISTING IN THE UNITED STATES NAVY.

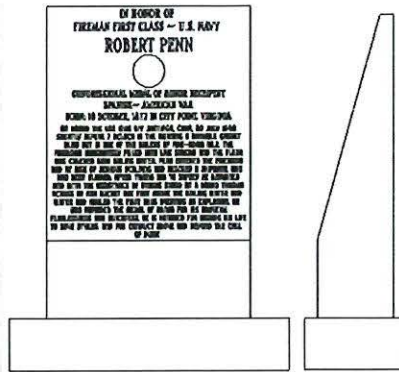
CITATION

ON BOARD THE U.S.S. IOWA OFF SANTIAGO DE CUBA, 20 JULY 1898, A
MANHOLE GASKET BLEW OUT IN ONE OF THE BOILERS OF
FIREROOM NO. 2 OF THE BATTLESHIP. THE FIREROOM IMMEDIATELY FILLED
WITH LIVE STEAM AND THE FLOOR WAS COVERED WITH BOILING WATER.
PENN ENTERED THE FIREROOM AT THE RISK OF SERIOUS SCALDING AND
RESCUED A SHIPMATE WHO HAD BEEN INJURED AND TOOK HIM
TO SAFETY. HE RETURNED AND WITH ASSISTANCE HAULED THE FIRE WHILE
STANDING ON A BOARD THROWN ACROSS COAL BUCKETS,
ONE FOOT ABOVE THE BOILING WATER, THUS AVERTING AN
EXPLOSION. HE WAS AWARDED THE MEDAL OF HONOR FOR RISKING
HIS LIFE TO SAVE OTHERS, AND FOR CONDUCT ABOVE
AND BEYOND THE CALL OF DUTY.

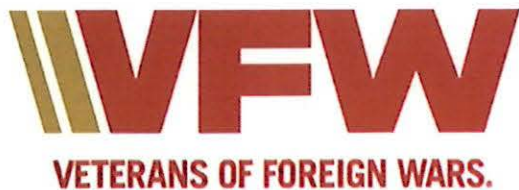
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Name Size: 1 1/4"

Actual Monument





- Slanted granite base, total height 36"
- 18" x 24" Tooled Bronze Plaque with Etched Bronze Portrait and lettering
- Foundation/base with Medal of Honor engraving
- Monument Cost \$9,600



Over 70% of the funds raised for the monument were provided by **Jacob J. Pearson, Veterans of Foreign Wars, Post 637.**

Location of the monument



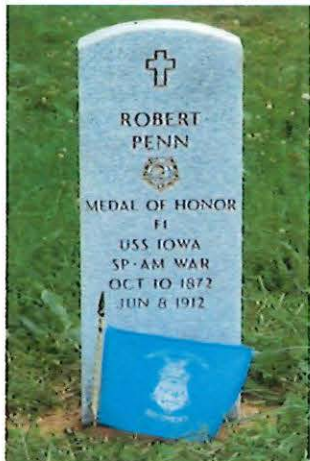
Robert Penn History Summary

Born: October 10, 1872

1880 Census-Bland District, City Point, Country of Prince George, VA

Dwelling 6573, 1 of 5 children, age 7, mother was Julia, parents occupation- laborers

Enlisted Jan. 2, 1895 (age 23)



Date of bravery: July 20, 1898 action on board USS IOWA off of Santiago, Cuba

Awarded Medal of Honor: December 14, 1898

Death and Burial

Discharged upon death from TB Pneumonia, was on active duty, June 8, 1912 (age 39 yrs. 7 months). US Navy

Hospital, Las Animas, Colorado

Buried in Eden Cemetery Collingdale, Pennsylvania

Eden Cemetery is a historic African-American cemetery located in Collingdale, Pennsylvania. It was established June 20, 1902, and is the oldest existing black owned cemetery in the United States.

May 9, 2009 · With their gravestones belying their heroism for nearly 100 years, Congressional Medal of Honor recipients Robert Penn receives a **new monument marking his gravesite**. No family members were located for the ceremony.

Married Hattie R. Penn
770 South Cleveland Ave
Philadelphia, PA

1910 census, living with Charles Washington.

Penn was born in VA and so was his Mom and Dad. Speaks English, can read and write and occupation is machinist.

No children with Hattie. In 1916 census she is longer there.

Other Tributes to Robert Penn



Naval Station Norfolk holds barracks ribbon cutting

By MC3 Emily Casavant Naval Station Norfolk Public Affairs
Office Feb 11, 2019

Naval Station (NAVSTA) Norfolk held a ribbon cutting ceremony to celebrate the opening of the newly refurbished barracks, Penn Hall, Feb. 7. The new barracks building was a rehab project that took approximately 33 months to complete....

May the very noble, tenacious spirit of Fireman 1st Class, Robert Penn, continue to be realized in the lives of the men and women who reside here, as they make honor, courage and commitment a daily practice," said Cmdr. Moore. The building is named Penn Hall in memoriam of Petty Officer 1st Class, Robert Penn, who served in the Navy during the Spanish-American War and received the Medal of Honor in 1898 for acts of bravery.

"It's truly an honor for me to be here today as we cut the ribbon and open our newest barracks, Penn Hall," stated Capt. Brad Rosen, Commanding Officer Naval Station Norfolk.

**Brandywine Park in Wilmington in New Castle County, Delaware
— *The American Northeast (Mid-Atlantic) African American Medal of Honor Recipients Memorial***



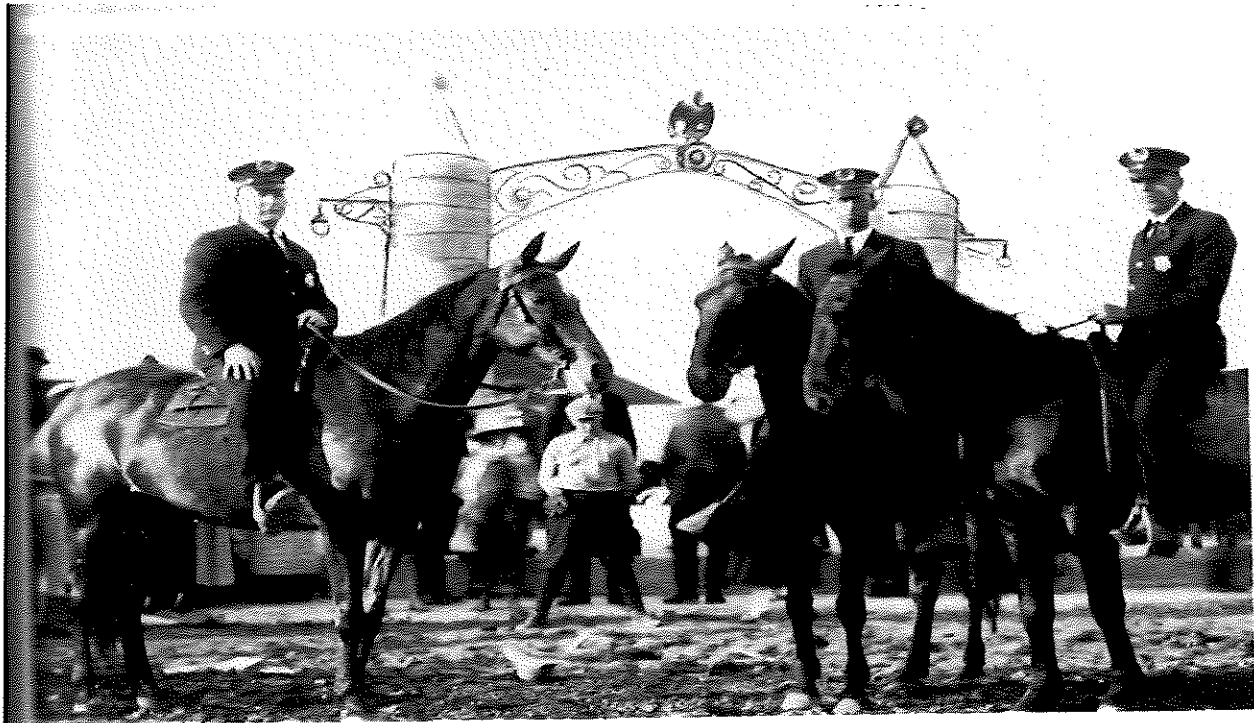
History of the Circle

The marker at the circle has a nice summary statement.



The Memorial was dedicated on Memorial Day 1921. It honors the men who made the supreme sacrifice in WW1. It was financed and erected by **Hopewell American Legion Post 80**. The post was organized in 1919 in B Village (Post 80 was disbanded and reformed as **Hopewell American Legion Post 146**). John Cortesini designed and built the monument as well as the gothic fountain. The iron work was fabricated at local factories. The two columns are 20 ft. high and made of Vermont granite. At the time the Circle was considered to be at the entrance to the City Of Hopewell.

An additional granite monument was added in 1997 by VFW 637 and it has the names of all local residents who have fallen in the line of duty from WWI to today. In 1997 the name was changed from Washington Circle to Veterans Memorial Circle.

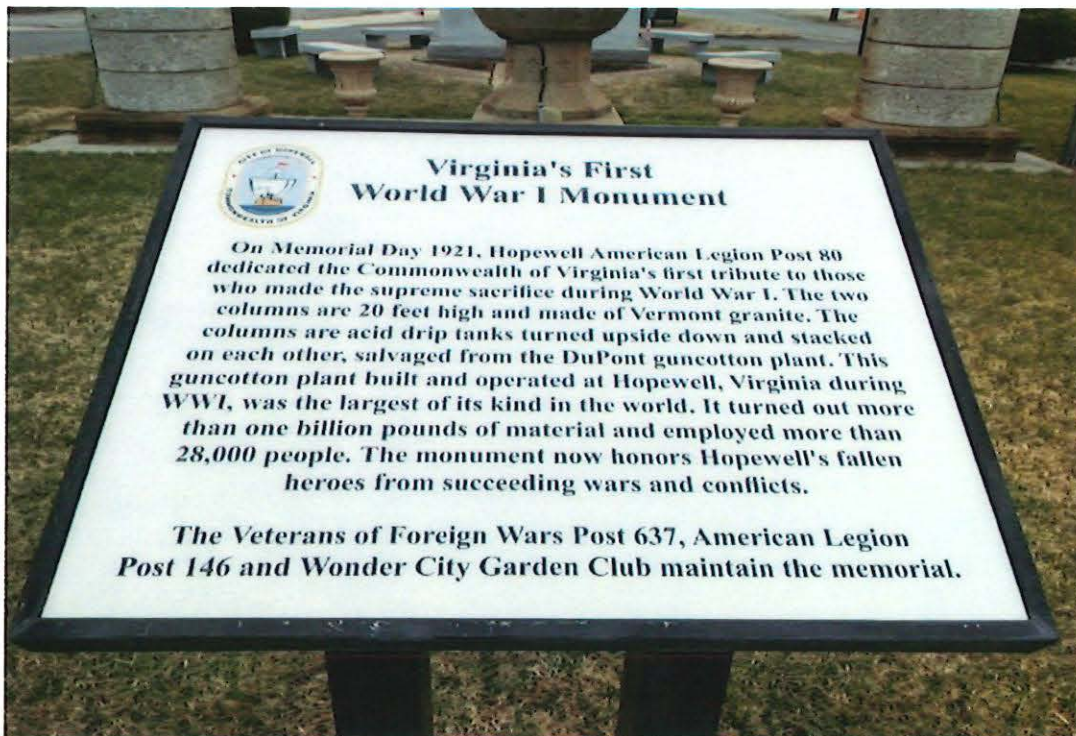


Veterans Memorial Circle Improvement Committee's accomplishments:

Replaced the marker



Before



After

Had a professional to install a system so the 1924 fountain is functional again.



Installed an irrigation system with multiple watering zones, this was our biggest expense. This eliminates the need for WCGC members to manually water in the summer and provides us with the opportunity to expand our gardening.



WCGC tripled the size of the flower bed on the back side of the monument. And removed the scrubs that were overgrown.

Before



After



The Archway was painted, this was a donation from by **W.W. Enroughty & Son, Inc.** (paint and labor).

Before and After



The benches were reconfigured to be around the outer edge of the Circle. This work was a donation from ***Legacy Monument Design of Petersburg/ J.T. Morris & Son Funeral Home.***

Before and After



Replaced the railings on two occasion, due to damage by automobiles. Labor donated by ***Affordable Railings***

Current photo



FUNDING

Improvements we funded by donations from Veterans of Foreign Wars Post 637, Hopewell American Legion Post and Auxiliary 146, Moose Vets, Eagles, John Randolph Foundation, and with private donations from the Reynolds Family, Lovena Rapole and Peter Eliades. \$10,499 in paid improvements

Special thanks to the City of Hopewell, Public Works for repairing the broken sidewalk



END OF PRESENTATION

QUESTIONS?

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: Mid-Year Saving Allocations

ISSUE: NONE

RECOMMENDATION: The City recommends the reallocation of General Fund salary savings of \$203,000 to the Forensic Audit and the remaining balance to the City Attorney Office. The City also recommend the reallocation of Enterprise Funds of \$339,000 to HWR for a rate study and legal fees regarding the HWR Commission Agreement – 4th Amendment

TIMING: Approval February 25, 2025

BACKGROUND:

ENCLOSED DOCUMENTS:

STAFF: City Manager

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

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

Y N

- Councilor Susan Daye, Ward #5
- Councilor Yolonda Stokes, Ward #6
- Councilor Dominic Holloway, Sr., Ward #7

Roll Call

SUMMARY:

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

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

R-3

CCR-1

Code of Virginia
Title 15.2. Counties, Cities and Towns
Subtitle II. Powers of Local Government
Chapter 14. Governing Bodies of Localities
Article 1.1. Salaries

§ 15.2-1414.6. Permitted salaries; salary increases; reimbursement for expenses

A. Subject to the exception provided for in § 15.2-1414.5, the annual salary of each member of the council of any city shall be set by its members by ordinance after a public hearing pursuant to notice in the manner and form provided in §§ 15.2-1426 and 15.2-1427, notwithstanding any contrary provision of law, general or special. The setting of such salaries by members of a council shall include the salary of the mayor or president of the council whether such official is a member of the council or not.

B. Cities within the following population brackets shall be allowed to set salaries for mayors, which include presidents of council, and council members not to exceed the following:

Population	Annual Salary
260,000 and over	
Mayor	\$56,000
Council	\$52,000
175,000 to 259,999	
Mayor	\$51,000
Council	\$47,000
75,000 to 174,999	
Mayor	\$47,000
Council	\$43,000
35,000 to 74,999	
Mayor	\$37,000
Council	\$34,000
20,000 to 34,999	
Mayor	\$24,000
Council	\$22,000
15,000 to 19,999	
Mayor	\$22,000

Council	\$21,000
14,999 and under	
Mayor	\$21,000
Council	\$20,000

C. The maximum annual salaries provided in subsection B may be adjusted in any year or years, by ordinance as provided in subsection A, by an inflation factor not to exceed five percent.

D. No increase in the salary of a member of a council shall take effect until July 1 after the next regularly scheduled general election of council members.

E. Every proposed increase in the salary of a member of a council shall be adopted at least four months prior to the date of the next municipal election except in the case of a newly created consolidated city when the proposed increase shall be adopted at least two months prior to the date of its first municipal election.

F. Any member of a council shall be eligible to be reimbursed for any personal expenses incurred by him for official business. However, all claims for reimbursement shall be for reasonable expenses to the extent permitted by law incurred in the conduct of official city business and shall be itemized and documented by stamped paid receipts to the extent feasible.

G. In addition to a salary, each member of the council of any city may be compensated with such benefits as are provided city employees by the city.

1981, c. 358, § 14.1-47.2; 1982, c. 125; 1985, c. 111; 1986, cc. 111, 312; 1988, c. 213; 1996, c. 263; 1997, c. 592; 1998, c. 872; 2024, c. 608.

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

CCR-2

CCR-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
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- Regular Business
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Action:

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- 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:

Adding a 10K option to the City Point 5K race in October

ISSUE: The City Point 5K has been going on for many years. With 5K races becoming more commonplace, adding a 10K option will attract more serious runners to our race and encourage more sports tourism in our city.

RECOMMENDATION: To charge and authorize the City Manager and her staff to add this option to the City Point 5K race in October.

TIMING: As soon as possible

BACKGROUND:**ENCLOSED DOCUMENTS:**

- None

STAFF:

Concetta Manker, City Manager
Tabitha Martinez, Parks and Rec Director

FOR IN MEETING USE ONLY

MOTION: _____

SUMMARY:

Y N

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

Y N

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

Roll Call

SUMMARY:

Y N

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

Y N

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

ADJOURNMENT