



# **HOPEWELL CITY COUNCIL SUMMARY OF BOARDS, COMMISSIONS, AND AUTHORITIES**

**2011**

**Revised Sept. 20, 2011**

**CITY OF HOPEWELL**  
**SUMMARY OF BOARDS, COMMISSIONS, AND AUTHORITIES**

**TABLE OF CONTENTS**

<u>How and Where to Apply .....</u>	<u>3</u>
Requirements .....	3
ARB (Architectural Review Board).....	3
BZA (Board of Zoning Appeals) .....	3
Building Code Appeals Board .....	4
Central Virginia Film Office .....	4
CVWMA (Central Virginia Waste Management Authority).....	4
Community Criminal Justice Board.....	5
Crater District Area Agency on Aging .....	5
Crater District Health Local Advisory Board .....	5
Crater Planning District Commission .....	5
Disability Services Board/Crater Planning District .....	6
District 19 Community Services Board .....	6
Dock Commission.....	6
Electoral Board .....	6
Friends of the Appomattox River .....	6
Historic Preservation Subcommittee.....	7
Hopewell Community & Industry Panel.....	7
HRHA (Hopewell Redevelopment & Housing Authority).....	7
Industrial Development Authority .....	7
Keep Hopewell Beautiful.....	7
Library Board, Appomattox Regional .....	7
Neighborhood Watch Advisory Council .....	8
Planning Commission/Wetlands Board .....	8
Recreation Commission .....	8
Regional Wastewater Treatment Commission (HRWTF).....	8
Resource Conservation And Development (RC&D) Council Of The South Centre Corridors .....	9
Riverside Regional Jail Authority.....	9
School Board.....	9
Senior Citizens Advisory Commission.....	9
Social Services Advisory Board .....	9
Transportation Safety Board (TSB) .....	10
John Tyler Community College, Local Board.....	10
Virginia First Cities Coalition.....	10
Virginia's Gateway Region .....	10
Talent Bank Resume form .....	11

# SUMMARY OF BOARDS, COMMISSIONS, AND AUTHORITIES



**HOW AND WHERE TO APPLY** Vacancies become available through expiration of terms, and through resignations. Contact the City Clerk's Office at 541-2249, or by e-mail [aromano@hopewellva.gov](mailto:aromano@hopewellva.gov), for a listing of vacancies and for additional information. If a vacancy is available, a Talent Bank Resume should be completed and returned to the City Clerk's Office. If no vacancy exists, the Resume will remain on file for one (1) year.

**REQUIREMENTS:** *"Members are encouraged to attend meetings to the board, commission, and/or authority to which they have been appointed. Any member of a Council-appointed Board/Commission shall be considered to have resigned if absent for three consecutive regularly scheduled meetings unless the Chairman shall report extenuating circumstances to the Clerk of Council."* (From Policy set by City Council on September 27, 1988).

Members should be willing to attend City Council meetings when an item is on the Council Agenda regarding the Board/Commission to which the member is appointed.

**ARCHITECTURAL REVIEW BOARD** – The seven-member Board is appointed by City Council for four(4)-year terms of office. One shall be a member of the Planning Commission, whose term shall be co-extensive with the term of office to which he or she has been appointed. Of the remaining members, one shall be a licensed real estate broker and a resident of the city, one may be a registered architect, and the remainder shall be residents of the City of Hopewell with knowledge of and demonstrated interest in the historic character of the city. The Board is designed to oversee the City's Historic District and assure that the exterior architectural character and appearance of structures are maintained. The Board is charged with preserving the uniqueness of the district in addition to recommending other structures or areas within the City, which have historic or architectural value. **Meeting Time and Place:** Meets on call; held as needed; City Council Chambers, Municipal Building, 300 N. Main St., Hopewell. **Staffed by:** the Department of Development. (Zoning Ordinance, Article 14-4-J-1)



## **BOARD OF BUILDING CODE and FIRE PREVENTION CODE**

**APPEALS** The five (5) member Board is appointed by City Council for five (5)-year terms of office. The terms and qualifications of office are set forth in the Code of the City of Hopewell, in accordance with the Virginia Uniform Statewide Building Code. The board is empowered to hear and decide appeals from any order, requirement, decision, or determination made under the Virginia Uniform Statewide Building Code, and any other building code of local application. This pertains to new construction and existing structures in the City. **Meeting Time and Place:** Held as needed; City Council Chambers, Municipal Building, 300 N. Main St., Hopewell. (Code of Va., Sec. 36-105, Meets on Call.)



**BOARD OF ZONING APPEALS** – The five(5)-member Board is appointed by the Judges of the Circuit Court for five (5)-year terms of office. The Board is a quasi-judicial body established under State Law to provide relief to special cases where the exact application of the terms of the Zoning Ordinance may be unduly restrictive and cause a hardship. The basic powers of the Board are to hear appeals from orders, decisions and rulings of



the Zoning Administrator or an administrative official in enforcing or administering the Zoning Ordinance. Appointments to this board are made by the Circuit Court Judge, with recommendation by the City Council. When the Council has identified a candidate for the Board, that name must be submitted to the Circuit Court Judge for appointment. The Director of Development must be notified when a candidate is suggested, so that the appointment may be followed up, and the necessary materials may be provided to the candidate once an appointment is made. **Meeting Time and Place:** Meets 3<sup>rd</sup> Wednesday, 7:00 PM; City Council Chambers, Municipal Building, 300 N. Main St., Hopewell. **Staffed by** the Department of Development. (Zoning Ordinance, Article 19)



**CENTRAL VIRGINIA FILM OFFICE BOARD** City Council appoints one (1) representative to this board. **The meeting location, time and date:** 9:00 AM, second Tuesday of each month, 15 West Bank Street, Petersburg, VA 23803, Executive Director –Kay Ingram (Office: 733-2403; Cell: 216-2772; Fax: 861-6780) (cvfo@cvfo.org)

### **CENTRAL VIRGINIA WASTE MANAGEMENT AUTHORITY BOARD**

Membership consists of the political subdivisions of the Counties of Charles City, Chesterfield, Goochland, Hanover, Henrico, New Kent, Powhatan, Prince George and the Cities of Colonial Heights, Hopewell, Petersburg, Richmond and the Town of Ashland. The City of Hopewell is entitled to appoint one (1) board member based on its population. An alternate also may be appointed who may attend meetings of the Authority, but who shall be entitled to vote only during the absence of the designated member. Each member and alternate shall serve at the pleasure of the appointing body, provided that no term is set for more than four (4) years. The Authority is empowered to plan, acquire, construct, reconstruct, improve, extend, operate, contract for and maintain a garbage and refuse collection, transfer and disposal program or system, including waste reduction, waste material recovery, recycling, resource recovery, waste incineration, landfill operation, ash management, sludge disposal, household hazardous waste management and disposal and similar programs or systems, within one or more of the political subdivisions who are members of this Authority. **Meeting Time and Place:** Third Friday of each month at 9:00 a.m., Large Conference Room, Richmond Planning District Commission, 2104 W. Laburnum Avenue, Richmond, Virginia.

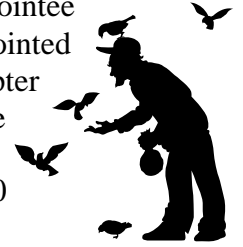


### **COMMUNITY CRIMINAL JUSTICE BOARD**

(for Southside Community Diversion Incentive [CDI] Program) – Four (4) Hopewell members serve this board. The purpose of the Board shall be to develop community corrections programs which will provide the judicial system with sentencing alternatives for certain non-violent offenders who may require less than institutional custody and more than supervised probation. The Community Corrections Resources Board, consisting of persons appointed by the participating governing bodies of cities and counties in the Sixth Judicial Circuit, by the judges of the Sixth Judicial Circuit, and by the Department of Corrections, shall administer in an advisory capacity the Southside Community Diversion Incentive Program. The size of the Board shall be determined by the number of participating jurisdictions, with one (1) governmental appointee from each; judicial appointees totaling up to the number of governmental appointees; and one (1) Department of Corrections appointee per jurisdictional area. Council's appointee serves a two (2)-year term of office. **Meeting Time and Place:** Second Tuesday of each month at 10:00 a.m. Prince George Administrative Office, 6610 Commons Drive, Suite 204, Prince George, VA. 23875.



**CRATER DISTRICT AREA AGENCY ON AGING** – The one(1)-member appointee of City Council serves a two (2)-year term of office. Other members of the agency are appointed by participating jurisdictions. The Agency is governed by the Code of Virginia, Chapter 15, Section 15.1-21. The essential duties are to insure that the interests of the citizens are represented in the development of policies and programs of the Agency. **Meeting Time and Place:** Fourth Monday of each month at 10:00 a.m., 23 Seyler Drive, Petersburg, VA 23804. (Code of Va. 151-21)



**CRATER DISTRICT HEALTH LOCAL ADVISORY BOARD** – The two (2)-member appointees of City Council serve a three (3)-year term of office. Other members of the Board are appointed by participating jurisdictions. The Board, with the participation of the local Health Director, shall actively participate with community representatives in the formulation of a comprehensive plan for the development, coordination and evaluation of local health service system. **Meeting Time and Place:** Petersburg Health Department, P. O. Box 2081, Petersburg, VA 23805.



**CRATER PLANNING DISTRICT COMMISSION** – Two (2) Council members are appointed to serve on the Commission along with a member of City Staff. The purpose of the commission is to address issues such as water resource management needs, transportation, land use planning and regulation, human services and economic development. Through the regional efforts, cost-saving cooperative solutions to problems are being created and implemented. **Meeting Time and Place:** Meets quarterly, or as needed, 5:00 p.m., 1964 Wakefield St., Petersburg, VA 23804.



**DISABILITY SERVICES BOARD/CRATER PLANNING DISTRICT** – The two (2) appointees by the mayor serve a three (3)-year term of office. Other members are appointed by participating jurisdictions. The Board is governed by the Code of Virginia, Section 51.5-47 to meet the needs and concerns of the disabled citizens in the Crater District. **Meeting Time and Place:** Third Monday of each month at 2:00 p.m. in the Prince George Social Services Building, Prince George, VA 23875. (Code of Va., Section 51.5-47)



**DISTRICT 19 COMMUNITY SERVICES BOARD** – The mission of is to provide a system of comprehensive community mental health and mental services which relate to and are integrated with existing and planned programs the limits of jurisdictional boundaries; and comprehensive range of quality substance abuse services to citizens of the nine (9) localities of Planning District Two (2) members are appointed by City Council for three (3)-year terms of to serve with other members of participating jurisdictions. **Meeting Time and Place:** Third Thursday of each month at 6:00 p.m. at 20 W. Bank St., Petersburg, VA 23804 (Code of Va., Sec. 37.1-194)



District 19  
retardation  
within

V.  
office  
**Place:**



**DOCK COMMISSION** is appointed by Council. The five (5)-member Commission serves four (4)-year terms of office. It is the duty of the Commission to develop, govern, and maintain a port and harbor for the City. **Meeting Time and Place:** On call, 300 N. Main St., Hopewell, VA 23860.



**DOWNTOWN DESIGN REVIEW COMMITTEE** is appointed by City Council and consists of five members who must reside in the City. At least one member shall be a downtown property owner; one shall be a downtown business owner, and the remaining three members shall have knowledge of, and demonstrated interest in the historic character of the City, and knowledge or expertise deemed useful to the work of the Review Committee. These members may include, but are not limited to, a licensed contractor, a real estate broker, or architect. City Council, at its own discretion, may appoint members that do not

reside in the City of Hopewell, if they deem it appropriate. The initial appointments were made as follows: one member for a term of one year; two members for terms of two years; and two members for terms of four years. After the initial appointments members will be appointed for four year terms. No member shall serve more than two consecutive four year terms. A member may be reappointed to additional terms after being out of office for at least one four year term. The City Planner shall staff the review Committee and serve as an advisory member, but shall not be a voting member. **Meeting Time and Place:** On call, 300 N. Main St., Hopewell, VA 23860

**ELECTORAL BOARD** – Appointments of the three (3) board members are made by the Judges of the Circuit Court with three (3)-year terms. The Board is governed by the Code of Virginia, Section 24.1-29. **Meeting Time and Place:** Meets on call. By law this board must meet twice annually. The board normally meets prior to each election at 309 N. Second Ave., Hopewell, VA 23860



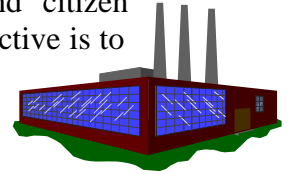
**FRIENDS OF THE APPOMATTOX RIVER (FOLAR)** – Non-profit citizen group to guide the implementation of the Appomattox River Corridor Plan. Summary prepared by the Crater Planning District Commission and the Appomattox River Corridor Plan Working Group. City Council appoints two (2) members to serve along with Chesterfield, Colonial Heights, Dinwiddie, Petersburg, and Prince George. The Friends of the Appomattox River Board will work with citizens and local governments; it will be independent, nonpartisan and mission oriented, and will oversee and guide the implementation of the Corridor Plan. It will be a public interest organization with a mission to stimulate the many individual actions and public/private partnerships needed to implement the Plan. The Friends group will actively participate in the public discussion, serve as keeper of the vision, and promote the public policies and actions supportive of that vision. Ten (10) actions are suggested in the Corridor Plan directly resulting from three (3) citizen forums conducted during 1997. One (1) key person from each locality and those individuals could select other interested persons to its membership. Contact Persons: Victor Liu, Crater PDC, P. O Box 1808, Petersburg VA 23805, 861-1666, and Janit L. Potter, Ex. Dir, P. O. Box 2158, Chesterfield, VA 23832, 796-6091.



**HISTORIC PRESERVATION COMMITTEE** The Archaeological Dig Committee recommended the formation of a Historic Preservation

Committee. The committee will coordinate all activities associated with the uncovering, preserving and interpreting the history of Hopewell. The committee is comprised of the following: 3 City Councilors; College of William & Mary-1; ARB-1; National Park Service-1; Historic Hopewell Foundation-1; At-large Citizens appointed by City Council-2; City Staff Representative-non-voting member (1); Department of Planning-1; Department of Parks & Recreation-1; Department of Tourism-1. (*The Archaeological Dig Committee was incorporated into the Historic Preservation Subcommittee.*)

**HOPEWELL COMMUNITY & INDUSTRY PANEL (HCIP)** – The Panel consists of 30 members from industry, business, government, education, hospital, news media and citizen representatives. The membership is appointed by consensus of the panel. The panel’s objective is to establish a partnership between the City and industry, to improve economic and environmental concerns and to improve Hopewell’s image and increase pride within the community. **Meeting Time and Place:** Third Tuesday of February, May, September and November at 5:00 PM. Staffed by the City’s Emergency Services Coordinator.



**HOUSING AUTHORITY, REDEVELOPMENT AND (HRHA)** – The seven (7)-member Authority is appointed by Council with four (4)-year terms of office. The Authority is governed by the Code of Virginia, Section 36-4 to provide safe, decent, sanitary and affordable housing to families of low-moderate income and to further housing opportunities and to encourage economic development. **Meeting Time and Place:** Second Monday of the month at 5:15 p.m. at the Housing Authority Office, 350 E. Poythress St., Hopewell, VA 23860. (City Council approved expansion to 7 members on 11/23/99.)



**INDUSTRIAL DEVELOPMENT AUTHORITY** – The seven (7)-member Authority is appointed by Council with four (4)-year terms of office. The Authority is governed by the Code of Virginia, Section 15.1-1376. The purpose of the Authority is to promote industry and develop trade by inducing manufacturing, industrial, governmental, commercial enterprises to locate or remain in Hopewell and commercial enterprises to locate or remain in Hopewell and further the use of agriculture products and natural resources. **Meeting Time and Place:** As needed at the Chamber of Commerce Office, 210 N. Second Ave., Hopewell, VA 23860.



**KEEP HOPEWELL BEAUTIFUL** – The 10-member Commission is appointed by the City Council for four (4)-year terms of office (See min. 11/22/05). The operating concept of the Keep Hopewell Beautiful Commission is to dry up litter at the source through a process of public education, government support, and citizen involvement. The Commission also strongly supports recycling and environmental stewardship through education and implementation of various programs. **Meeting Time and Place:** Periodically First Monday of the month on call at 6:30 p.m. at 300 N. Main Street, 2<sup>nd</sup> Floor Conference Room, Hopewell. **Staffed by** the Department of Development. (Minute Book 21, Page 127.)





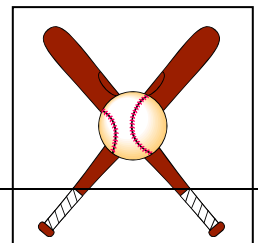
**LIBRARY BOARD, APPOMATTOX REGIONAL** - The five (5)-member, plus the Library Director, Board is appointed by Council for four (4)-year terms of office. The Board is a member of the Appomattox Regional Library System (ARLS). The regional Library serves the public library needs of Hopewell and the Counties of Prince George and Dinwiddie. **Meeting Time and Place:** Third Tuesday of each month at 6:00 p.m. (as of 10/17/06). Rotates throughout the Region: Headquarters – 245 E. Cawson St., Hopewell; Dinwiddie – 14101 Boydton Plank Rd.; McKenney – 20707 First St., Room 2; Rohoic – 7301 Boydton Plank Rd., Carson – 16101 Halligan Park Rd.; Disputanta – 10010 County Dr.; Prince George – 6402 Courthouse Rd. **Staffed by** the Library. (NOTE: Two (2)-term limit on four (4)-year terms.)

**NEIGHBORHOOD WATCH ADVISORY COUNCIL** – The fifteen (15)-member Council is appointed by the Mayor for two (2)-year terms of office. The membership includes two (2) members from each of the seven (7) wards plus the Chief of Police. The purpose of the Council is to act as an advisory board to the Chief of Police, and to identify problems, as it relates, to present solutions. The Council is to establish, develop and foster the local neighborhood watch program to provide the safety and security of our citizens. **Meeting Time and Place:** Meets Quarterly, 7:00 p.m., Municipal Building, 300 N. Main St., Hopewell. **Staffed by:** the Bureau of Police.



**PETERSBURG AREA REGIONAL TOURISM** was founded in 2006 to help visitors discover one of Virginia’s most historic and entertaining regions. Tourism partners are Hopewell Office of Tourism, Petersburg Department of Tourism and Virginia Tourism Corporation. Visitor Centers: Hopewell and Petersburg. Chambers of Commerce: Chesterfield, Colonial Heights, Hopewell/Prince George, Dinwiddie and Petersburg. Economic Development: Virginia’s Gateway Region, Chesterfield, Colonial Heights, Dinwiddie, Hopewell, Petersburg, and Prince George, PART, P. O. Box 1776, Petersburg, VA 23805 (804) 861-1666 (local) 877-730-7278 (toll free). [www.PetersburgArea.org](http://www.PetersburgArea.org)

**PLANNING COMMISSION/WETLANDS BOARD** – The five (5)-member Commission/Board is appointed by the Council to four (4)-year terms of office. The purpose of the Planning Commission is to advise City Council in matters pertaining to land use planning and development. The Commission is responsible for reviewing and making recommendations to City Council on such items as the Comprehensive Plan, rezonings, subdivisions, street and alley vacations, zoning ordinance amendments, special studies, etc. The Wetlands Board reviews all applications for development within the wetlands per the City Code of Hopewell. **Meeting Time and Place:** The Planning Commission meets on the first Thursday of each month at 7:30 p.m. in the City Council Chambers, Municipal Building, 300 N. Main St., Hopewell. If a work session is needed, it is generally held on the preceding Monday at 5:00 p.m. The Wetlands Board meets on call. **Staffed by** the Department of Development.



**RECREATION COMMISSION** – The seven (7)-member Commission is appointed by City Council to four (4)-year terms of office. (NOTE: Per Council action 4/23/02 add one male and one female, rising high school junior and rising high school senior, as non-voting members. The first year one (1) junior and one (1) senior will be appointed. The junior will serve two (2) years and the senior one (1)-year. Thereafter all terms will be for two (2) years; terms from June 1 thru May 31.) The Commission serves in an advisory capacity to the Council. It suggests policies affecting recreational programs, personnel, finance, and the acquisition and disposal of properties related to total community recreational programs. The Commission shall advise in the equipping and maintenance of the parks, playgrounds, and recreational centers. Policies established by the Commission are subject to the approval of the City Manager. **Meeting Time and Place:** Second Wednesday of each month at 6:00 p.m. in the Hopewell Community Center, 100 W. City Point Rd., Hopewell, VA. **Staffed by** the Recreation Department.



### **REGIONAL WASTEWATER TREATMENT COMMISSION**

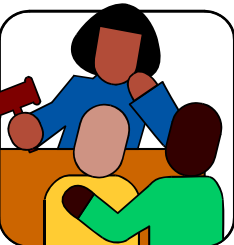
**(HRWTF)** – The seven (7)-member Commission is appointed by the City Council. The Commission includes a member of City Council, the City Manager, the City Attorney, and representatives of the four (4) industrial members. The terms of office are for a two (2)-year period. The Regional Commission is a partnership of cooperation between the local government and the City’s industrial base to oversee the environmental mission of the Regional Wastewater Treatment Facility. It has authority and responsibility with respect to the operation, maintenance and improvement of the facility. The Commission approves the annual budget and all major capital expenditures. **Meeting Time and Place:** Quarterly, Third

Monday at 1:30 p.m. at the Facility’s Conference Room, 231 Hummel Ross Road, Hopewell, VA. **Staffed by** the Regional Wastewater Facility.

### **RESOURCE CONSERVATION AND DEVELOPMENT (RC&D) COUNCIL OF THE SOUTH CENTRE CORRIDORS**



The Mission of the RC&D Council is to Develop Partnerships to Advocate and Promote the Conservation, Preservation, and Development of our Resources to Enhance the Quality of life in the Region. Typical projects are natural resource based and include groundwater protection, outdoor classroom development, Bio diesel development, farmland protection, and eco tourism. The Council holds regular meetings rotated throughout the RC&D on a quarterly basis. 6450 Courthouse Road, P.O.Box 1237, Prince George, VA 23875  
[www.southcentrecorridorsrcd.org](http://www.southcentrecorridorsrcd.org)



**RIVERSIDE REGIONAL JAIL AUTHORITY (RRJA)** – Membership consists of the jurisdictions of the Counties of Charles City, Chesterfield, Prince George, Surry, and the Cities of Colonial Heights, Hopewell, and Petersburg. The Authority was created for the general purpose of establishing a regional jail facility to serve the participating jurisdictions to meet their jail facility needs. **Meeting Time and Place:** Fourth Thursday of each month at 2:00 p.m. in Chesterfield County.

**SCHOOL BOARD** – The five (5)-member Board is appointed by the City Council to three (3)-year terms of office. The School Board has all the powers and duties relating to

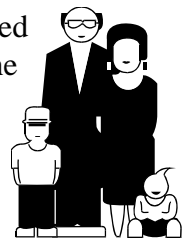


the management and control of the public schools of the City provided by the general laws of Virginia. **Meeting Time and Place:** Second Thursday of each month at 7:30 p.m. in the School Board Office, 103 N. 11<sup>th</sup> Ave., Hopewell, VA. **Staffed by** the School Division.

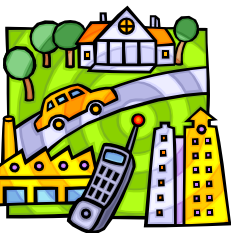


**SENIOR CITIZENS ADVISORY COMMISSION** – The nine (9)-member Commission is appointed by City Council to two (2)-year terms of office. The purpose of the Commission is to evaluate the resources, services and programs that are designed to serve the City’s senior citizens; establish priorities of services and programs for the senior citizen population; recommend to City Council programs and services for senior citizens; and serve as an advocate for Hopewell’s senior population. **Meeting Time and Place:** Third Tuesday of each month at 10:00 a.m. in the Hopewell Community Center, 100 W. City Point Rd., Hopewell, VA. **Staffed by** the Recreation Department (Minute Book 18, Page 82, & Minute Book 20, Page 480)

**SOCIAL SERVICES ADVISORY BOARD** –The seven (7)-member Board is appointed by City Council to four (4)-year terms of office. The Board is charged with: monitoring the formation and implementation of social service programs within the City; interesting itself in all matters pertaining to the social welfare of the people of the City; and, meeting with the department director for the purpose of making recommendations on matters concerning the department. **Meeting Time and Place:** Bi-monthly on the second Monday at 7:00 p.m., Social Services Building, 256 E. Cawson St., Hopewell, VA (Board usually votes to cancel July meeting.) **Staffed by** the Social Services Department. (Code of Va., Sec. 63.1-43.1 – Continuance of existing local boards; terms of office. “... Appointments shall be for a term of four (4) years each, except that appointments to fill vacancies shall be for the unexpired terms. No person may serve more than two (2) consecutive terms of office...” “... A member of a local board who serves two (2) consecutive terms shall be ineligible for reappointments of such local board until the end of an intervening four(4)-year period dating from the expiration of such two (2) consecutive terms. For the purpose of succession, all appointments except those to fill a vacancy created other than by expiration of a term, shall be deemed a full term of office.” (Code 1950, 63-56; 1952, c. 409; 1956, c. 126; 1968, cc. 457, 578; 1974, c. 120; 1975, c. 300; 1980, c.377.)



**TRANSPORTATION SAFETY BOARD (TSB)** – The seven(7)-member Board is appointed by City Council to four(4)-year terms of office. The Board shall advise the City Manager and the City Council on transportation safety matters including the operation and parking of vehicles within the corporate limits of the city; movement of pedestrians upon the streets and sidewalks of the City. Notwithstanding the speed limits fixed by the City Code, the Board is expressly authorized to recommend increases or decreases in the speed limits in business and residential districts on all streets. **Meeting Time and Place:** Bi-monthly beginning the first Tuesday at 4:30 p.m. in the Municipal Building, 300 N. Main St., Hopewell, VA. Staffed by the Department of Public Works. (City Code, Section 22.)



**TYLER, JOHN, COMMUNITY COLLEGE LOCAL BOARD (JTCC)**– Three (3) members are appointed to the Board by City Council to four (4)-year terms of office. Other members are appointed by participating jurisdictions. The local board shall assist in ascertaining education needs, enlisting community involvement and support, and shall perform such other duties as may be prescribed by the State Board. See Code of Virginia, Section 23-218. **Meeting Time and Place:** Bi-monthly on the second Thursday at 3:00 p.m. at the JTC College Conference Room, Jeff Davis Highway, Chester, VA. (State Code 23-220)



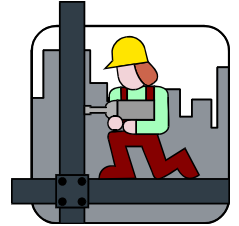
## **VIRGINIA FIRST CITIES COALITION**



There is one (1) City Council representative member on this commission. (See Min Book #26, 11/13/01). This reorganization plan consists of three general areas: (1) policy, (2) administrative, and (3) legislative. The policy representative is expected to attend at least two annual meetings. The primary duties of the policy representative include approving the overall strategic policies and goals and objectives of the organization. In addition, the policy representative is expected to provide leadership, guidance, and direction to the organization as it relates to the strategic plan.

## **VIRGINIA'S GATEWAY REGION**

- The City belongs to a Regional Organization (located at 256 East Ellerslie Avenue, Suite D, Colonial Heights, VA) with the City Council making two (2) appointments with one-year (1) terms. Also, another member is appointed by the two (2) Council appointees. The eight (8)-member local governing body membership includes the Cities of Colonial Heights, Hopewell, and Petersburg, and the Counties of Chesterfield, Dinwiddie, Prince George, Surry and Sussex with a total board membership of 22. The purpose of the organization is to enhance the economic development opportunities for the communities served. **Meeting Time and Place:** First Thursday of every other month at 7:30 a.m. at the Crater Planning District Commission Office, 1964 Wakefield Street Petersburg, VA (Executive Director, C. Renee Wyatt-Chapline).





**CITY OF HOPEWELL**  
**300 North Main Street**  
**Hopewell, Virginia 23860**  
**TALENT BANK RESUME**  
**BOARDS, COMMISSIONS, & AUTHORITIES**

Architectural Review Board (ARB)  
 Board of Bldg. Code & Fire Prevention Code Appeals  
 ●Board of Zoning Appeals (BZA)  
 Central Virginia Film Office Board  
 Central Virginia Waste Management Authority (CVWMA)  
 Crater District Area Agency on Aging  
 Crater Health Local Advisory Board  
 Disability Services Board/Crater Planning District  
 District 19 Community Services Board (DCSB)  
 Dock Commission  
 Downtown Design Review Committee  
 Friends of the Appomattox River (FOLAR)  
 Historic Preservation Committee  
 ♦●Housing Authority, Hopewell Redevelopment & (HRHA)  
 ♦Industrial Development Authority  
 Keep Hopewell Beautiful (Formerly Clean City Commission)

Law Library Committee  
 Library Board (Appomattox Regional)  
 Neighborhood Watch Advisory Council  
 ●Planning Commission/Wetlands Board  
 Resource Conservation and Development (RC&D) Council of the South Centre Corridors  
 Recreation Commission  
 Regional Wastewater Treatment Commission(HRWTF)  
 School Board  
 Senior Citizens Advisory Commission  
 Sesquicentennial Committee  
 Social Services Advisory Board  
 Technology Fund Committee  
 Telecommunications Regulation Committee  
 Transportation Safety Board (TSB)  
 John Tyler Community College Board (JTCC)  
 Virginia's Gateway Region

**First Choice**

**Second Choice**

**Third Choice**

**BELOW FOR CITY CLERK'S OFFICE USE ONLY:**

1<sup>st</sup> Appointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_

**BELOW FOR CITY CLERK'S OFFICE USE ONLY:**

1<sup>st</sup> Appointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_

**BELOW FOR CITY CLERK'S OFFICE USE ONLY:**

1<sup>st</sup> Appointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_  
 Reappointed: \_\_\_\_\_ /to/ \_\_\_\_\_

**NOMINEE**

Name: \_\_\_\_\_ Home Address: \_\_\_\_\_  
 Mailing Address (if different from above): \_\_\_\_\_ Occupation: \_\_\_\_\_  
 Business Name & Address: \_\_\_\_\_  
 Home Phone: \_\_\_\_\_ Business Phone: (Area Code) \_\_\_\_\_ Number: \_\_\_\_\_  
 Education: \_\_\_\_\_  
 Activities/Interests: \_\_\_\_\_  
 Additional Comments: \_\_\_\_\_  
 E-mail Address(es): \_\_\_\_\_

**In what ward in the City of Hopewell do you reside?** Ward 1 ; 2 ; 3 ; 4 ; 5 ; 6 ; or 7 .

Do you have **relatives who are** employed by the City of Hopewell, serve as a member of the agencies to which you wish to be appointed, or who serve on the Hopewell City Council?

Yes  No If so, whom? \_\_\_\_\_ Which agency? \_\_\_\_\_

\_\_\_\_\_  
 Date (this resume will become void one year from this date)

\_\_\_\_\_  
 Signature

Please return to: Office of the City Clerk, Room 218; Municipal Building, 300 North Main Street, Hopewell, Virginia 23860  
 (IF AVAILABLE, PLEASE ATTACH YOUR RESUME)

♦ Requires annual filing of Financial Disclosure Statements.

● Requires annual filing of Real Estate Disclosure Statements.

