

CLOSED SESSION

CONSENT AGENDA

PENDING LIST

Pending City Councilor Request

Request	Date Voted/Requested	2 nd Vote/Reading	Format/Information Requested	Point Person	Meeting to be submitted
1 Public Works/Stormwater Public Outreach Brochure and Information Session	10/28/2014; 12/9/2014; 1/13/2015		<ul style="list-style-type: none"> Dates of Information Session Finished Brochure with Council Changes 	Ben Leach	
2 Beacon Update; RFP; Marketing Plan; Beacon LLC;	1/13/2015; Closed Session Requests		<ul style="list-style-type: none"> Report/Memo 	Mark Haley Stefan Calos	
3 Action List Update; Planned Work Sessions	2/10/2015		*See attached	Stefan Calos	
4 Change Talent Bank Resume to exclude litigation question	2/10/2015				
5 Revision of Council Rules and Procedures	2/10/2015		Work Session Request		
6 Procedural guide for citizens and/or organizations requesting city funds	2/10/2015		<ul style="list-style-type: none"> Draft policy and form 	Mark Haley Jerry Whitaker	
7 Cost update on city taking control of Malonee Gym	2/10/2015		<ul style="list-style-type: none"> Data Sheet 	Mark Haley Ed Watson	
8 Cost to build track at HHS and practice football field inside of it	2/10/2015		<ul style="list-style-type: none"> Data Sheet 	Mark Haley Ed Watson	
9 City Councilors to submit Advance topics to address	5/12/2015		<ul style="list-style-type: none"> E-mail format *See attached 		
10 VML training for Directors, City Council and Admin.	5/12/2015		Work Session Request		
11 Create internal policy to recap major events/emergencies and communication workflow	5/12/2015		<ul style="list-style-type: none"> Requested copy of Water Restriction events report with American Water 	Mark Haley Herbert Bragg Ben Rupert	
12 Create budget policy w/set joint meeting dates w/ specific boards. Policy to include a process to know budget amounts prior to setting tax rate.	5/12/2015		<ul style="list-style-type: none"> Draft policy and Quick Reference Chart/Tree 	Mark Haley Jerry Whitaker	
13 City Logo's work session; compile all used locals for approval. Create official business packet/brochure to highlight incentives using official logos.	5/12/2015		<ul style="list-style-type: none"> E-mail/Printed Logos collected used (before Work Session) 	Mark Haley	
14 Streamlining agenda process	6/9/2015		Work Session Request		
15 City Council requested staff to market existing tax abatement programs. In the Hopewell City Code, by placing them on the website, designing a brochure and placing an article in the "E-Currents" publication.	8/12/2014		<ul style="list-style-type: none"> Draft Brochure 	Mark Haley Herbert Bragg	
16 Boards and Commission City Council Letter for Reports, Joint Meetings & Information (past/current/future projects; bylaws)	2013-Present		<ul style="list-style-type: none"> Letter/E-Mail Request and CC City Council 	City Clerk Staff Liaisons	

17 HR RALPHI QIAN, CEO

Realized Meritism

Goals & Ends

Pending Legal Questions	Request Date or Type	Point Person	Meeting to be submitted
Board, Commissions, and Authorities minimum eligibility for appointment age	Closed Session		
Rules to appoint members to Beacon LLC	Regular Meeting		
RFP needed to rehire Beacon Manager	Regular Meeting		
Breach of Confidentially Sanctions	CCR; Closed Session		
Public Utility Service Program-Endorsement; RFP to receive funds	Service 3/24/2015; 5/12/2015		
How can City Council hire a Deputy Clerk to report to City Council	Closed Meeting		
Correct list of City appointed boards to enforce term limits	Work Session		
PG/Hopewell Health Families Funding Request & Change of Name of Organization	Request Date or Type	Point Person	Meeting to be submitted
National Park Service-Marketing battlefields as @City Point to highlight Hopewell	Regular Meeting		
Update list of all city boards, commission and/or authorities from prev. work session	Regular Meeting		
	Work Session; Regular Meeting		

Pending Work Sessions to be Scheduled

(Refer to calendar/Pamphlet to suggest dates)

	Request Date or Type	Point Person	Date City Councilors will submit availability and/or meeting month suggestions by
Carports- Certificate of Appropriateness; Fees for Planning Commission payment	WS-3-2/17/2015		
Agenda Streamlining	CCR		
VML training	CCR		
Park and Recreation	CCR		
Revision of Council Rules and Procedures	CCR		
City Logo Revision			
Joint Meeting Requests <i>(Refer to calendar/Pamphlet to suggest dates)</i>	Request Date or Type	Point Person	Date City Councilors will submit availability and/or meeting month suggestions by
HDP	CCR		
Planning Commission	*Dual request		
School Board	CCR		
HRHA	CCR		
ARB	CCR		
EDA	*Dual request		

**INFORMATION
FOR COUNCIL
REVIEW**



The City of Hopewell, Virginia Teresa L. Batton, MGT
300 N. Main St. Room 109 Hopewell, VA 23860 (804) 541-2240

LaTonya M. Felton, MGD-T-Deputy IV
Trina J. Clements, MGD-T-Deputy II
Helen P. Arnold, Deputy I
Shanika L. Flowers, Clerk

Earline H. Williams, Tax Collector
Mary B. Bagshaw, Delq. Tax Collector
Sharon S. Garrett, Clerk
Sandra B. Woodcock, Clerk

To: Brenda Pelham, Mayor
Mark Haley, City Manager
Teresa Batton, Treasurer
Jerry Whitaker, Finance Director

From: LaTonya Felton, Chief Deputy Treasurer

Date: June 22, 2015

RE: Investment Committee Meeting



The Investment Committee meeting opened at 4:06 pm on June 22, 2015 at City Hall. Mark Haley (City Manager), Teresa Batton (Treasurer), Jerry Whitaker (Finance Director) and LaTonya Felton (Chief Deputy Treasurer) were in attendance. Mayor Brenda Pelham later joined by telephone.

The Treasurer provided copies of an unaudited/preliminary Report of Cash Balances and Investments as of May 31, 2015, the Investment Policy, and Schedules of Outstanding Investments as of July 31, 2013, June 30, 2014 and May 31, 2015.

Mrs. Batton stated that we are still in the process of learning new posting procedures and reporting functions in the City's new software system and noted that there are wire transfers and/or school disbursements not yet posted to Munis. Accordingly, the Report of Cash Balances and Investments is preliminary and does not reflect a true cash balance at this time (overstated).

There are no major changes since the last committee meeting. Total investments are currently about \$20 million. The Self Insurance Fund was closed out this fiscal year (\$53,000), and approximately \$6M was transferred from various (LGIP) investments to cash last fiscal year. A majority of the funds are still with LGIP (Local Government Investment Pool), which is rated AAAM, and Caprin manages the remainder of our investments. The interest rates, though minimal, are slightly higher at 0.13% in LGIP and 0.55% with Caprin as of May 31, 2015 compared to 0.09% and 0.45% respectively from the prior year.

The Finance Director and Treasurer will review cash balances later this week to determine if any transfers from investments to cash are indicated.

There being no further business, the meeting was adjourned.

I certify this to be a complete, full and true copy of the original document.



LaTonya M. Felton
LaTonya M. Felton
Commonwealth of Virginia
Notary Public
Commission No. 7123969
My Commission Expires 12/31/2015

PROCLAMATIONS

§

RESOLUTIONS

§

PRESENTATIONS

RECOGNIZING THE OUTSTANDING CONTRIBUTIONS OF
SWIFT CREEK MILL THEATRE IN HONOR OF ITS 50TH ANNIVERSARY

WHEREAS, Swift Creek Mill Playhouse was opened December 6, 1965, by three families seeking to bring theatre arts to Chesterfield and the Tri-Cities; and

WHEREAS, Swift Creek Mill Theatre became a not-for-profit organization in 2001, with the mission of providing professional theatre and theatre education to Central and Southside Virginia; and

WHEREAS, Swift Creek Mill Theatre acts as steward of the historic Swift Creek Mill, a local, state and national registered historic landmark; and

WHEREAS, Swift Creek Mill Theatre provides a Mainstage Season of five classic, contemporary and/or original productions, serving upwards of 15,000 theatre patrons annually; and

WHEREAS, Swift Creek Mill Theatre has offered educational children's theatre for over 25 years for an estimated 300,000 children; and

WHEREAS, Swift Creek Mill Theatre trains young, potential theatre practitioners; and

WHEREAS, Swift Creek Mill Theatre attracts groups, tours and private parties as a regional cultural arts destination; and

WHEREAS, Swift Creek Mill Theatre is the only professional, Virginia theatre south of Richmond and longest running theatre in the area; and

WHEREAS, Swift Creek Mill Theatre has been, and continues to be, a unique and valuable cultural arts resource for local residents and visitors for 50 years.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Hopewell, this _____ day of _____ 2015, hereby recognizes the outstanding artistic, cultural and economic contributions of Swift Creek Mill Theatre on behalf of all City of Hopewell residents, and congratulates the organization on the occasion of its 50th Anniversary Season.

AND, BE IT FURTHER RESOLVED that a copy of this resolution be presented to Swift Creek Mill Theatre, and that this resolution be recorded among the papers of this City Council of Hopewell, Virginia.

Whereas, the government of Hopewell, Virginia celebrates our local small businesses and the contributions they make to our local economy and community; according to the United States Small Business Administration, there are currently 27.9 million small businesses in the United States, they represent 99.7 percent of American employer firms, create more than two-thirds of the net new jobs, and generate 46 percent of private gross domestic product, as well as 54 percent of all US sales; and

Whereas, small businesses employ over 55 percent of the working population in the United States; and

Whereas, 89 percent of consumers in the United States agree that small businesses contribute positively to the local community by supplying jobs and generating tax revenue; and

Whereas, 87 percent of consumers in the United States agree that small businesses are critical to the overall economic health of the United States; and

Whereas, 93 percent of consumers in the United States agree that it is important for people to support the small businesses that they value in their community; and

Whereas, Hopewell, Virginia supports our local businesses that create jobs, boost our local economy and preserve our neighborhoods; and

Whereas, advocacy groups as well as public and private organizations across the country have endorsed the Saturday after Thanksgiving as Small Business Saturday.

Now, Therefore, be it proclaimed, I, Brenda S. Pelham, Mayor of the City of Hopewell, Virginia, on behalf of the City Council and the citizens of our fair City, hereby designate November 28, 2015, as:

SMALL BUSINESS SATURDAY

And urge the residents of our community, to support small businesses and merchants on Small Business Saturday and throughout the year.



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

September 30, 2015

The Honorable Brenda S. Pelham
Mayor
City of Hopewell
300 North Main Street
Hopewell VA 23860

Dear Mayor Pelham:

We are pleased to notify you that your comprehensive annual financial report for the fiscal year ended **June 30, 2014** qualifies for a Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An award for the Certificate of Achievement has been mailed to:

Jerry L. Whitaker
Director of Finance

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort. In addition, details of recent recipients of the Certificate of Achievement and other information about Certificate Program results are available in the "Awards Program" area of our website, www.gfoa.org.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,
Government Finance Officers Association

Stephen J. Gauthier, Director

Technical Services Center

SJG/ds



Government Finance Officers Association
203 N. LaSalle Street - Suite 2700
Chicago, IL 60601

Phone (312) 977-9700 Fax (312) 977-4806

09/30/2015

NEWS RELEASE

For Information contact:
Stephen Gauthier (312) 977-9700

(Chicago)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of Hopewell** by the Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s), department or agency designated by the government as primarily responsible for preparing the award-winning CAFR. This has been presented to:

Jerry L. Whitaker, Director of Finance

The CAFR has been judged by an impartial panel to meet the high standards of the program including demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

The GFOA is a nonprofit professional association serving approximately 17,500 government finance professionals with offices in Chicago, IL, and Washington, D.C.

**UNFINISHED
BUSINESS**

UB-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: To provide an update on the Comprehensive Plan survey and Kick-off meeting

ISSUE: The draft survey has been updated and the date of Thursday, November 12, 2015, has been set as the Kick-off meeting for the Comprehensive Plan process. The exact time and location are to be determined.

RECOMMENDATION: City Administration recommends City Council make every effort to attend the Kick-off meeting, participate in focus groups, visionary workshops and complete the community survey.

TIMING: None

BACKGROUND: The Planning Commission and Planning Staff have met with the consultant for the Comprehensive Plan and are eager to begin community outreach meetings. The first method of outreach is a community survey which has been written by Cox Company in collaboration with Planning Staff. The survey has been finalized by the Planning Commission.

FISCAL IMPACT:

ENCLOSED DOCUMENTS: Community Survey

STAFF: Tevya W. Griffin, Director, Neighborhood Assistance & Planning
Horace H. Wade, III, City Planner

SUMMARY:

- | | | | | | |
|--------------------------|--------------------------|-----------------------------------------------|--------------------------|--------------------------|--------------------------------------|
| Y | N | | Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Christina J. Luman-Bailey, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor K. Wayne Walton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Mayor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Anthony J. Zevgolis, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jackie M. Shornak, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jasmine E. Gore, Ward #4 | | | |

Hopewell Citizens' Survey 2015

Introduction

This survey is an opportunity for Hopewell residents to share their opinions on the future growth and development of the City over the next 10 to 20 years. Your feedback is important, and will be used by the City's staff and Planning Commission as we work to update the City's Comprehensive Plan.

What is a Comprehensive Plan?

A Comprehensive Plan outlines the community's vision for its future and the steps it can take to achieve that vision. The Comprehensive Plan does not have the force of law but is a general guide for City staff and elected leaders as they make individual decisions about growth, development, spending, and other issues. All Virginia cities and counties are required to adopt a Comprehensive Plan and to update the plan every five years.

Survey Deadline and Other Information:

You may take the survey online by following the link on the City's official website:

www.hopewellva.gov

The survey will remain open through November 30th, 2015. Paper copies of the survey may also be picked up and dropped off at the following locations:

Hopewell Department of Development
300 North Main Street – Second Floor

Appomattox Regional Library
209 East Cawson Street

Hopewell Community Center
100 West City Point Road

Let's get started:

1. What are the things you like best about living in Hopewell?
(check the five boxes that are the most important to you)

- Hometown feel
- Job opportunities
- Proximity to family and friends
- Nature and environment
- Affordable housing
- Recreation opportunities
- Quality of schools
- History
- Connections to rivers
- Safety and security
- Moderate traffic
- Proximity to larger towns and cities
- Other: _____

2. What are the things that concern you the most about Hopewell's future?
(check the five boxes that are the most important to you)

- Lack of job opportunities
- Rising or potential crime
- Cleanliness and appearance
- Quality of city government
- Too much rental housing
- Environmental pollution
- Health of citizens
- Street maintenance
- Quality of schools
- Housing quality
- Lack of economic development
- Keeping taxes low
- Lack of recreation opportunities
- High cost of housing
- Traffic congestion
- Other: _____

3. How important do you feel the following features are to the future of Hopewell?
(check only one box in each row)

	Very Important	Somewhat Important	Not Important
Community events	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Trees and parks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cleanliness and beauty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services and shopping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Environmental stewardship	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Access to healthcare	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality and accreditation of schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quality city government	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Connections to riverfront	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Affordability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Employment opportunities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

4. How can the state of housing in Hopewell be improved?

(check all that apply)

- Encourage larger housing units
- More new housing (including redevelopment and rehab)
- Decrease subsidized housing
- Greater variety of housing types (detached, townhouses, apartments, condos, etc.)
- Concentrate on maintenance and upkeep
- Decrease the proportion of rental housing
- Other: _____

5. As the City's population grows, what mix of residential development do you think would be desirable? *(provide your ideal percentage mix - percentages should total 100%)*

- ___ % Single family homes
- ___ % Townhouses
- ___ % Apartments & condos
- ___ % Housing for the elderly / retirement communities

6. What mix of owner-occupied vs. rental residential units do you think would be ideal?

(provide your ideal percentage mix - percentages should total 100%)

- ___ % Homeowner occupied units
- ___ % Rental units

7. If the number of jobs in the City increases, what kind of jobs would be desirable?

(check all that apply)

- Heavy manufacturing
- Light manufacturing and warehousing
- Retail, service, and restaurant
- Offices and high tech services
- Medical and healthcare
- Other: _____

8. What should Hopewell's priorities be for improving public facilities and community services?
(check only one box in each row for each public service)

	Highest Priority	Medium Priority	Low Priority
Internet access	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public schools	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and recreation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public water & sewer systems	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stormwater management	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Subsidized housing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Recycling and trash pickup	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public library	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Law enforcement	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fire and rescue	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Public transit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Social services	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Services for the homeless	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*For the following questions, please tell us to what extent you agree with the statement shown, choosing along a scale from **1** if you strongly disagree, to **5** if you strongly agree.*

9. Improvements in city streets and public transit are essential to Hopewell's future.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

10. Improvements in to sidewalks, walkability, and bikeability are essential to Hopewell's future.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

11. I am satisfied with the quality of the Hopewell public schools system.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

12. Young people in Hopewell have sufficient employment and other opportunities to continue living in the City if they choose.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

13. It would improve my quality of life to have greater shopping, entertainment, and recreation opportunities within walking distance of my home.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

14. Affordable housing is needed in the City to serve more residents at or near the poverty line.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

15. I am generally satisfied with the function and quality of Hopewell's city government.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

16. The city government provides good value for government services and facilities (schools, police, etc.) in relation to the taxes you pay.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

17. I would be willing to pay more in taxes to improve the quality of city schools, parks, law enforcement and other government services.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

18. I am satisfied with the maintenance and appearance of homes and businesses in my neighborhood.

Strongly Disagree **1** **2** **3** **4** **5** *Strongly Agree*

19. Where do you or your family most frequently shop for the following goods and services?

	In Hopewell	Chesterfield Area	Colonial Heights	Prince George	Internet Options	Other
<i>Groceries</i>	_____	_____	_____	_____	_____	_____
<i>General Merchandise (WalMart, etc.)</i>	_____	_____	_____	_____	_____	_____
<i>Pharmacies</i>	_____	_____	_____	_____	_____	_____
<i>Automobiles</i>	_____	_____	_____	_____	_____	_____
<i>Furniture</i>	_____	_____	_____	_____	_____	_____
<i>Clothing and shoes</i>	_____	_____	_____	_____	_____	_____
<i>Home improvements</i>	_____	_____	_____	_____	_____	_____
<i>Banking</i>	_____	_____	_____	_____	_____	_____
<i>Movies</i>	_____	_____	_____	_____	_____	_____
<i>Sit down restaurants</i>	_____	_____	_____	_____	_____	_____
<i>Fast food (Wendys, Wawa, etc.)</i>	_____	_____	_____	_____	_____	_____
<i>Medical care</i>	_____	_____	_____	_____	_____	_____
<i>Automotive repair</i>	_____	_____	_____	_____	_____	_____

20. In what area should Hopewell most concentrate on commercial growth and economic development?

- Downtown
- 15th Avenue
- Cavalier Square
- Route 36 (Oaklawn / Woodlawn)
- Other: _____

21. How often do you visit Hopewell's downtown business district?

- Every day
- At least once a week
- A few times per month
- A few times per year
- Never

When you have chosen to visit Hopewell's downtown, why did you go?
(check all that apply)

- Restaurants
- Local Shops
- Socializing
- Entertainment Venues
- Convenience
- Recreational Opportunities
- Other: _____
- Not Applicable

When you have chosen not to visit Hopewell's downtown, why did you choose not to?
(check all that apply)

- No shops / venues of interest
- Difficult parking
- Too costly
- Safety concerns
- Other: _____
- Not Applicable

22. How can Hopewell better use or develop its riverfront?
(check all that apply)

- Riverfront restaurants and shops
- Regional festivals and events
- Riverfront residential development
- More canoeing or kayaking opportunities
- Walking or cycling trails
- More boating or fishing opportunities
- Other: _____

23. If you have children in Hopewell public schools, how do they travel to school?

- Walk
- Bike
- Bus
- Car

24. Hopewell ranks very low for the general health of residents (129th out of 133 Virginia localities). What policies should the City implement to improve community health?
(check only one box in each row for each public service)

	Highest Priority	Medium Priority	Low Priority
Improve walkability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Focus on pollution reduction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improve access to healthcare	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Parks and recreation improvements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Improve availability of healthy food	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other: _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

25. How often do you visit City parks or attend City recreation programs?

- Every day
- At least once a week
- A few times per month
- A few times per year
- Never

26. I (or my family members) would like to see more of the following recreational amenities in the City:
(check all that apply)

- Active parks (playgrounds and athletic fields)
- Passive Parks (trails and open spaces)
- Sports-related programs (youth or adult sports leagues and classes)
- Public swimming pool facilities
- Arts-related programs (youth or adult art, craft, or entertainment programs)
- River safety or waterfront programs
- Other: _____

In this section, please tell us a little about yourself. Your name, address, or other identifying data will not be attached to your answers, and the information you provide will only be used by the county for community planning purposes, never sold for advertising or other commercial uses.

27. What is your age?

- under 18 years
- 18 to 34
- 35 to 49
- 50 to 64
- 65 or over

28. Do you own or rent your residence?

- Home owner
- Renter

29. What City Ward do you live in?

- Ward # 1 (*Christina Luman-Bailey*)
- Ward # 2 (*Arlene Holloway*)
- Ward # 3 (*Anthony Zevgolis*)
- Ward # 4 (*Jasmine Gore*)
- Ward # 5 (*Wayne Walton*)
- Ward # 6 (*Brenda Pelham*)
- Ward # 7 (*Jackie Shornak*)

30. What is your approximate annual household income?

- Less than \$25,000
- \$25,000 – \$50,000
- \$50,000 – \$75,000
- \$75,000 – \$100,000
- More than \$100,000
- Not applicable

31. Where is your place of employment?

- In Hopewell
- Richmond Metropolitan Area
- Military
- At your home in Hopewell
- Retired
- Unemployed and over 21 years old
- None of the above

32. If you are employed outside of the City, how long is your commute to work?

- under 10 miles (one-way)
- 11-20 miles
- 21-30 miles
- Over 30 miles
- Not applicable

33. How long have you been a resident of Hopewell?

- under 5 years
- 5 to 15 years
- 16 to 25 years
- over 25 years

34. If you moved to Hopewell in the last 10 years, where did you move from, and why?

Please use the space below for other comments, thoughts and recommendations:

**COMMUNICATIONS
FROM CITIZENS**

REGULAR BUSINESS

R-1

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
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- Regular Business
- Reports of Council Committees

Action:

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- 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: **Approval of Revisions to Various Code Sections:** Revise various Code Sections relating to interest calculation for late payments (for them to be calculated as of the first day of the month following the due date; Revise Section 20-42 to reflect renewal date of January 1st and to match license fees to the Code of Virginia; Revise Section 20-57 to better identify the different categories of licenses and fees when issuing licenses. For clarity, see below:

Chapter	Article	Section	Name	Change
18	II	18-33	Billing and payment of charges	Insert "commencing the first day of the month following the due date"
20	I	20-7	Due dates; late payment penalties and interest	Insert "first day of the month following the" in paragraphs (c) and (g)
20	II	20-42	Alcoholic Beverages	Significant changes made to this Section. Please see attached redline
20	II	20-57	Peddlers	Significant changes made to this Section. Please see attached redline

SUMMARY:
Y N

- Councilor Christina J. Luman-Bailey, Ward #1
- Councilor Roosevelt Edwards, Jr., Ward #2
- Mayor Michael C. Bujakowski, Ward #3
- Councilor Jasmine E. Gore, Ward #4

Y N

- Councilor K. Wayne Walton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Councilor Jackie M. Shomak, Ward #7

Chapter	Article	Section	Name	Change
22	III	22-41	Payment of personal property taxes prerequisite to issuance	Insert "and any related interest or fees"
33	IV	33-104	Basis of assessment against property owners	Delete "until paid"; Insert "calculated commencing the first day of the month following such assessment until paid."
34	II	34-19	Interest on principal and penalty	Insert "of the month"
34	III	34-43	Interest on principal and penalty	Insert "of the month" and change "day" to "date"
34	VII	34-125	Penalty and interest upon failure to remit	Change "form" to "from" and insert "following the date"
34	IX	34-151	Penalty for violation	Significant changes made to this Section. Please see attached redline

ISSUE: Various city code sections need to be revised regarding interest accrual for late payments to provide more consistency with state code as well as between various city code sections referencing interest on late payments for each tax type; Section 20-42 needs to be revised to resolve the date change from July 1st to January 1st to coincide with the same renewal date as BPOL and update the license fees and ABC categories to match the Code of Virginia; Section 20-57 needs to be revised because, with the economic growth in the City of Hopewell, it is important that we are issuing the appropriate licenses.

RECOMMENDATION: Approve Ordinance at First Reading

TIMING: The Commissioner of Revenue requests her changes Must be in place prior to December 1, 2015; the Treasurer requests that action be taken on 10/27/15 so that set-up decisions may be finalized for the new software, which includes completing the 2015 personal property bill file.

SUMMARY:

- | | | | | | |
|--------------------------|--------------------------|----------------------------------------------|--------------------------|--------------------------|--------------------------------------|
| Y | N | | Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Christina J. Luman-Bailey, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor K. Wayne Walton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Roosevelt Edwards, Jr., Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Michael C. Bujakowski, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jackie M. Shornak, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jasmine E. Gore, Ward #4 | | | |

BACKGROUND: Since the Commissioner of Revenue is going to a new computer system, it will be more cost effective to send out applications and renewal forms only once a year. She has also added categories for the different Hopewell activities, including the Downtown Partnership, the Beacon Theater and the Farmer's Market. The Treasurer notes that both penalty and interest are currently assessed on the day following the due date for various tax bills. Penalty is a one-time charge of 10% of the tax, and interest accrues monthly on tax and penalty at an annual rate of 10%. Tax bills include real estate, personal property, machinery and tools, public service, and other business-related taxes and licenses, and due dates may vary between the various tax types. Because of different due dates for different tax types and limitations for setting up interest accrual in MUNIS for all due dates, the best option to begin accruing interest on late payments is the first day of the month following the due date. This option is more equitable for taxpayers and provides more consistency with state code

FISCAL IMPACT: The change to the ABC Code Section will have no fiscal impact to the City as it only changes the due date from July 1 to January 1; the change to the Peddlers Section will ensure proper licensing and bring more vendors to the Downtown area, which could result in increased revenue; for the changes to the various sections relating to interest calculations on late payments, the fiscal impact will be approximately one month's interest on late payments.

ENCLOSED DOCUMENTS: Copy of new Codes redlined to show new changes

STAFF: Commissioner of Revenue, Debra K. Reason; Treasurer, Teresa L. Batton

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Christina J. Luman-Bailey, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor K. Wayne Walton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Roosevelt Edwards, Jr., Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Mayor Michael C. Bujakowski, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jackie M. Shomak, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine E. Gore, Ward #4			

Ordinance No. 2015-

An Ordinance amending Chapter 18 (Garbage, Refuse & Weeds), Article II, Sec. 18-33; Chapter 20 (Licenses), Article I, Sec. 20-7 and Article II, Sec. 20-42 and Sec. 20-57; Chapter 22 (Motor Vehicles & Traffic), Article III, Sec. 22-41; Chapter 33 (Streets & Sidewalks), Article IV, Sec. 33-104; and Chapter 34 (Taxation), Article II, Sec. 34-19, Article III, Sec. 34-43, Article VII, Sec. 34-125, and Article IX, Sec. 34-151 of the City of Hopewell Code of Ordinances

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF HOPEWELL, that Chapter 18, Article II, Sec. 18-33; Chapter 20, Article I, Sec. 20-7 and Article II, Sec. 20-42 and Sec. 20-57; Chapter 22, Article III, Sec. 22-41; Chapter 33, Article IV, Sec. 33-104; and Chapter 34, Article II, Sec. 34-19, Article III, Sec. 34-43, Article VII, Sec. 34-125, and Article IX, Sec. 34-151 of the City of Hopewell Code of Ordinances are hereby amended, and re-enacted as follows:

Sec. 18-33. Billing and payment of charges.

The charges prescribed by section 18-32 shall be billed at least quarterly. Such bills must be paid within thirty (30) days after the date thereof. Delinquent accounts will be charged one percent of the unpaid balance per month commencing the first day of the month following the due date and the cost associated with the collection of a delinquent account will be charged to that account. In addition, failure to pay such a bill within thirty (30) days may result in discontinuation of the pickup service. In the event service is discontinued due to nonpayment, the container will be returned to the city for storage.

Sec. 20-7. Due dates; late payment penalties and interest.

(a) Each person subject to a license tax under this chapter shall apply for a license prior to beginning business if he was not subject to licensure in this city on or before January 1 of the license year, or no later than March 1 of the current license year if he had been issued a license for the preceding license year. The application shall be on forms prescribed by the assessing official.

(b) The tax shall be paid with the application in the case of any license not based on gross receipts. If the tax is measured by the gross receipts of the business, the tax shall be paid on or before March 31. Semiannual payments for license taxes shall be authorized pursuant to section 20-19.

(c) The assessing official may grant an extension of time, not to exceed ninety (90) days, in which to file an application for a license, for reasonable cause. The extension may be conditioned upon the timely payment of a reasonable estimate of the appropriate tax, subject to adjustment to the correct tax at the end of the extension together with interest from the first day of the month following the due date until the date paid and, if the estimate submitted with the

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extension is found to be unreasonable under the circumstances, a penalty of ten (10) percent of the portion paid after the due date.

(d) A penalty of ten (10) percent of the tax may be imposed upon the failure to file an application or the failure to pay the tax by the appropriate due date. Only the late filing penalty shall be imposed by the assessing official if both the application and payment are late; however, both penalties may be assessed if the assessing official determines that the taxpayer has a history of noncompliance. In the case of an assessment of additional tax made by the assessing official, if the application and, if applicable, the return were made in good faith and the understatement of the tax was not due to any fraud or reckless or intentional disregard of the law by the taxpayer, there shall be no late payment penalty assessed with the additional tax. If any assessment of tax by the assessing official is not paid within thirty (30) days, the treasurer may impose a ten (10) percent late payment penalty. The penalties shall not be imposed, or if imposed, shall be abated by the official who assessed them, if the failure to file or pay was not the fault of the taxpayer. In order to demonstrate lack of fault, the taxpayer must show that he acted responsibly and that the failure was due to events beyond his control.

"Acted responsibly" means that: (i) the taxpayer exercised the level of reasonable care that a prudent person would exercise under the circumstances in determining the filing obligations for the business, and (ii) the taxpayer undertook significant steps to avoid or mitigate the failure, such as requesting appropriate extensions (where applicable), attempting to prevent a foreseeable impediment, acting to remove an impediment once it occurred, and promptly rectifying a failure once the impediment was removed or the failure discovered.

"Events beyond the taxpayer's control" include, but are not limited to, the unavailability of records due to fire or other casualty; the unavoidable absence (e.g., due to death or serious illness) of the person with the sole responsibility for tax compliance; or the taxpayer's reasonable reliance in good faith upon erroneous written information from the assessing official, who was aware of the relevant facts relating to the taxpayer's business when he provided the erroneous information.

(e) Any person failing to make the application required by this section shall be guilty of a Class 4 misdemeanor.

(f) It shall be the duty of the commissioner of the revenue to keep a record of all applications filed under this section.

(g) Interest shall be charged on the late payment of the tax from the first day of the month following the due date until the date paid without regard to fault or other reason for the late payment. Whenever an assessment of additional or omitted tax by the assessing official is found to be erroneous, all interest and penalty charged and collected on the amount of the assessment found to be erroneous shall be refunded together with interest on the refund from the

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date of payment or the first day of the month following the due date, whichever is later. Interest shall be paid on the refund of any tax paid under this chapter from the date of payment or the first day of the month following the due date, whichever is later, whether attributable to an amended return or other reason. Interest on any refund shall be paid at the same rate charged under section 58.1-3916 of the Code of Virginia.

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No interest shall accrue on an adjustment of estimated tax liability to actual liability at the conclusion of a base year. No interest shall be paid on a refund or charged on a late payment in event of such adjustment, provided the refund or the late payment is made not more than thirty (30) days from (i) the date of the payment that created the refund, or (ii) the due date of the tax, whichever is later.

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Sec. 20-42. Alcoholic beverages.

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(a) The annual license tax on any person licensed by the state alcoholic beverage control commission State Alcoholic Beverage Control Commission to manufacture, bottle, or sell alcoholic beverages in the city shall be as follows:

(1) — Manufacturers' Manufacturers' licenses:

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a. — Distiller's Distiller's license > 5,000 gallons and < 36,000 gallons \$500.00

b. — Distiller's license > 36,000 gallons \$500

c. Distillers license < 5,000 gallons \$0

d. Winery license 250.00 \$50

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e. Brewery license 250.00 < 500 barrels \$250

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(2) — Bottlers' license 200.00

f. Brewery license > 500 barrels \$750

(2) Bottlers' license \$200

(3) — Wholesalers' Wholesalers' licenses:

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a. — Wholesale beer license \$75.00

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b. — Wholesale wine distributor's distributor's license \$50.00

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c. — Wholesale druggist's license 10.00

(4) — Retailers' Retailers' licenses:

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a. — Beer on-premises \$40.00

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b. — Beer off-premises \$40.00

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c. — Beer on- and off-premises \$45.00

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d. — Wine and beer on-premises \$45.00

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e. — Wine and beer off-premises \$55

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f. — Wine and beer on- and off-premises \$55

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g. — Wine and beer on-premises and beer off-premises \$50.00

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h. — Wine and beer off-premises and beer on-premises \$50.00

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i. — Wine off-premises \$40.00

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j. — Banquet (for each banquet) 5.00

(5) —

(5) Retailers of mixed beverage or liquor by the drink:

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a. — Two hundred dollars (\$200.00) per annum for each restaurant establishment with a seating capacity at tables for fifty (50) to one hundred (of 50-100) persons. \$200

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b. — Three hundred fifty dollars (\$350.00) per annum for each restaurantEstablishment with a seating capacity at tables for more than one hundred (100) but not more than one hundred fifty (of 101-150) persons: \$350

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c. — Five hundred dollars (\$500.00) per annum for each restaurantEstablishment with a seating capacity at tables for 151 or more than one hundred fifty (150) persons: \$500

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d. — Three hundred fifty dollars (\$350.00) per annum for a private

d. Private, nonprofit club operating a restaurant located on the premises of such etab..... \$350

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(b)

e. Special events license, per day \$10

(6) Banquet licenses per day:

a. Banquet, wedding receptions, retirement/company parties.... \$5

b. Special event nonprofit to include political fundraisers \$5

c. Events occurring on more than one day \$20

d. Annual beer and wine banquet \$15

e. Annual mixed beverages banquet \$75

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(b) The licenses referred to in subsection (a) above shall be as respectively defined by the act of the General Assembly of Virginia, known as "The Alcoholic Beverage Control Act" and the terms "alcoholic beverage," "beer," "club," "sell," "wine," and "wholesale druggist," "wine," wherever used in this section, shall have the meanings respectively prescribed to them by said act.

(c) — No license shall be issued under this section to any person, unless such person shall hold or shall secure simultaneously therewith the proper state license required by the Alcoholic Beverage Control Act, which state license shall be exhibited to the commissioner of revenue.

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(d) — RetailersRetailers licenses, enumerated in subsection (a)(4) above, shall not be prorated.

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(e) — All wine and beer licenses shall be issued for twelve-month periods beginning on July first of each calendar yearJanuary 1 and expiring on June thirtiethDecember 31 of the followingsame calendar year.

(f) — No license, the tax for which is designated in this section shall be assigned or transferred, but such license may be amended to show a change in the place of business.

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Sec. 20-57. Peddlers and itinerant merchants.

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(a) — ~~Except as otherwise provided, any~~ Any peddler or itinerant merchant as defined in Section 58.1-3717 of the Code of Virginia shall pay an annual license tax ~~fee~~ of five hundred dollars (\$500.00), which may not be paid in semiannual payments, except that:

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(1) — ~~The~~ and unless such peddler or itinerant merchant satisfies one of the definitions provided in subsection (b) below and provides documentation and other evidence as provided in subsections (c) through (f) below, in which case such peddler or itinerant merchant shall pay the lowest license tax on peddlers of seafood who buy the seafood they peddle directly from persons who catch or take the same shall be ten dollars (\$10.00) ~~fee~~ for which they qualify.

(2) — Any person

(b) Definitions of the various categories of peddlers and itinerant merchants and related license fees are as follows:

Confection Peddler

- ~~One who peddles coal, oil, or wood from wagons or engages in "peddling ice cream and other vehicles, in small quantities, to consumers shall pay a license tax of ten dollars (\$10.00) ice confectionaries, candies and confections."~~
- ~~\$50 license fee per year for each vehicle used into sell such business, which shall be in addition to any items in the city.~~

Perishable Peddler

- ~~One who engages in "peddling meat, milk, butter, eggs, poultry, fish, oysters, game, vegetables, fruit, or other license required family supplies of a perishable nature not grown or produced by law. Such them."~~
- ~~\$50 license shall be issued for a specified fee per vehicle and shall be used to sell such items in the possession of the person in charge of such vehicle at all times when business is being transacted city.~~

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(b) — (1) — No city license shall be required of persons

Producers

- ~~Persons who sell or offer for sale in person or by their employees, ice, wood, charcoal, meats, milk, butter, eggs, poultry, fish, oysters, game, vegetables, fruits, or other family supplies of a perishable nature, or farm products grown or produced by them and not purchased by them for sale.~~

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(2) — ~~The license tax on peddlers of meat, milk, butter, eggs, poultry, fish, oysters, game, vegetables, fruit, or other family supplies of a perishable nature not, or farm products grown or produced by them and not purchased by them for sale.~~

- Exempt from license fee.

Seafood Peddler

- One who "as a peddler of seafood that buys the seafood they peddle directly from persons who catch or take the same".
- \$10 license fee.

Wholesaler Peddler

- One who "as a peddler, shall be fifty dollars (\$50.00) for each peddle goods, wares or merchandise by selling and delivering the same at the same time, to licensed dealers or retailers, at other than a definite place of business operated by the seller," who is not otherwise a licensed in the city as a wholesale dealer.
- \$100 license fee per vehicle used into sell such peddling items in the city. Such

Mobile Canteen

- One who engages in "peddling bottled soft drinks, hot dogs and wrapped sandwiches from a cart, wagon, truck, automobile, basket or tray."
- \$250 license fee per vehicle used to sell such items in the city.

Farmers Market Vendor

- Each vendor that sells at the city's farmers market, and is not considered a perishable peddler or a producer hereunder, will pay a license fee of \$30.

Sponsored/Promoted Event

- Any event where the promoter/sponsor has invited or otherwise expects more than one peddler or itinerant merchant to be available for one or more contiguous days at a single location.
- Promoter/sponsor pays a \$200 blanket license fee.
- The license fee imposed by this section shall be issued for a separate vehicle and shall be in the possession of such person in charge of such vehicle at all times when business is being transacted not apply to any show or sale, if the only sales thereunder are made directly by a nonprofit organization.

(c) Every person claiming to be exempted from having to secure a license required by subsection (a) of this section because of the provisions of subsections (a) as a Producer as defined under subsection (b) of this section shall on or before January first of each year, file with the commissioner Commissioner of revenue Revenue, a certificate under oath, on a form to be prepared by the commissioner Commissioner of revenue Revenue, in which shall be given the name and post office address of the person filing the certificate, the location of the land on which the family supplies of a perishable nature are produced, whether the person filing the certificate is owner thereof, or renter, and in the latter case, the name of the landlord or owner and the time from which and to which the lease is to run.

(d) Upon receipt of a certificate, as provided for in subsection (c) above, and such other evidence under oath as may be sufficient to establish the fact that the person filing such certificate is entitled to an exemption under subsection (b) above, as a Producer, the commissioner Commissioner of revenue Revenue shall furnish to such a person a tag suitable to be displayed on his vehicle or stand on which shall be printed: "City of Hopewell, Producer

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No. _____," _____." together with the year for which it has been issued. Such producer or grower/Producer shall display such tag conspicuously on his vehicle or stand in a prominent position so that it can be easily read at all times while such Producer is engaged in selling or offering for sale the goods described in subsection (b) above, within the city.

times while such producer is engaged in selling or offering for sale any family supplies mentioned within subsection (b) above, within this city.

(e) —The commissioner/Commissioner of revenue/Revenue may administer the oaths required by subsection (c), (d), and (ed) of this section.

(f) Before the city issues a license under this section, in addition to payment of the license fee described herein and an application in a form provided by the Commissioner of Revenue, the applicant shall submit the following, as appropriate, in form and substance satisfactory to the Commissioner of Revenue:

- If peddling/vending from a motor vehicle, proof of insurance required for licensed vehicle.
- If peddling/vending on private property, evidence demonstrating consent of the property owner to such activity – letter, lease, deed, etc.
- Evidence of registration with the Virginia Department of Taxation for sales tax, as appropriate.
- Evidence that the peddler/vendor has made provision of collection of meals tax and remission thereof to the city, as appropriate.
- Evidence of Department of Agriculture registration for hand scooped ice cream, ices, and slushy drink peddlers.
- Evidence of Health Department registration as required.

Sec. 22-41.- Payment of personal property taxes prerequisite to issuance,

No vehicle license shall be issued under this article, unless and until the applicant for the license shall have produced before the city treasurer satisfactory evidence that all personal property taxes upon the motor vehicle, trailer, or semitrailer to be licensed have been paid, and satisfactory evidence that any delinquent motor vehicle, trailer or semitrailer personal property taxes owing by the applicant and any related interest or fees have been paid, which personal property taxes have been assessed or are assessable against such applicant by the city.

Sec. 33-104.- Basis of assessment against property owners,

In determining the amount assessed against lot owners under this article, the same shall be ascertained by the actual cost of service connections, plus six (6) percent interest per annum

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~~until paid, calculated commencing the first day of the month following such assessment until paid.~~

Sec. 34-19. Interest on principal and penalty.

Both principal and penalty for nonpayment of taxes on real estate and machinery and tools shall bear interest at the maximum rate allowed by law from the first day of the month following the date such taxes are due.

Sec. 34-43. Interest on principal and penalty.

Both principal and penalty for nonpayment of taxes under this article shall bear interest at the maximum rate allowed by law from the first day of the month following the day date such taxes are due.

Sec. 34-125. Penalty and interest upon failure to remit.

~~-If any person shall fail or refuse to remit the taxes collected, as required by this article, there shall be added to such taxes a penalty in the amount of ten (10) percent thereof, or the sum of ten dollars (\$10.00), whichever shall be greater; provided, however, that the penalty shall in no case exceed the amount of tax due; and interest thereon at the rate of ten (1) percent per annum, which shall be computed upon the taxes and penalty from the first day of the month following the date in which such taxes are due to be remitted.~~

Sec. 34-155-151. Penalty and interest for violation nonremittance.

~~It shall be unlawful for any person to violate any of the provisions of this article and any person violating any of the provisions of this article, upon conviction thereof, shall be punished by a fine of not less than twenty-five dollars (\$25.00) nor more than two hundred dollars (\$200.00) or by confinement in jail not exceeding thirty (30) days, either or both. Each violation and each day's continuance thereof shall constitute a separate offense. Such conviction shall not relieve any person from the payment, collection, or remittance of the tax as provided in this article.~~

If any person shall fail or refuse to remit the tax required to be collected and paid under this article, within the time and in the amount as provided for in this article, there shall be added to such tax a penalty in the amount of ten (10) percent thereof, or the sum of ten dollars (\$10.00), whichever shall be greater; provided, however, that the penalty shall in no case exceed the amount of tax due; and interest thereon at the rate of ten (10) per cent per annum, which shall be computed upon the tax and penalty from the first day of the month following the date such taxes were due and payable.

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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: Approval of Resolution for Personal Property Tax Relief (PPTR) Percentage for 2015

ISSUE: The PPTR percentage has to be estimated/recalculated and approved annually in accordance with the Personal Property Tax Relief Act of 1998 and the 2005 Appropriations Act.

RECOMMENDATION: The City Treasurer and Commissioner of Revenue recommend approval of 49% as the PPTR percentage for tax year 2015.

TIMING: City Council action is requested on October 27, 2015 so that Commissioner of Revenue may complete the 2015 personal property book on or before November 15, 2015.

BACKGROUND: In accordance with changes by the 2005 General Assembly, the State's reimbursement percentage is based on a pre-determined lump sum amount paid annually to localities since tax year 2006. Hopewell's pre-determined amount for tax relief is \$1,618,029.64 and is paid each year to the City in four installments. The \$1.6 million is used to calculate the State's portion or tax relief percentage for qualifying vehicles on the first \$20,000 in value. The tax relief percentage is estimated or recalculated annually and changes from year to year as the taxable base for qualifying vehicles changes. The percentage has been calculated to be 49% for tax year 2015, the percentage that most closely approximates the \$1.6 million paid to the City by the State.

FISCAL IMPACT: None. The 2015 personal property tax rate was set by Council on April 14, 2015 at 3.50%; the PPTR percentage determines the State portion of tax relief.

ENCLOSED DOCUMENTS: Resolution

STAFF: Teresa L. Batton, Treasurer

Debra K. Reason, Master Commissioner of Revenue

SUMMARY:

Y N

- Mayor, Brenda S. Pelham, Ward #6
- Vice Mayor Christina J. Luman-Bailey, Ward #1
- Councilor Arlene Holloway, Ward #2

Y N

- Councilor Anthony Zevgolts, Ward #3
- Councilor Jasmine E. Gore, Ward #4
- Councilor Wayne Walton, Ward #5
- Councilor Jackie Shornak, Ward #7



RESOLUTION

A RESOLUTION SETTING FORTH THE PERSONAL PROPERTY TAX RELIEF PERCENTAGE FOR 2015, IN THE CITY OF HOPEWELL, VIRGINIA IN ACCORDANCE WITH THE PERSONAL PROPERTY TAX RELIEF ACT OF 1998 AND THE 2005 APPROPRIATIONS ACT

WHEREAS, the Personal Property Tax Relief Act of 1998, Virginia Code Section 58.1-3523 *et seq.* ("PPTRA"), has been substantially modified by the enactment of Chapter 1 of the Acts of Assembly, 2004 Special Session I (Senate Bill 5005), and the provision of Item 503 of Chapter 951 of the 2005 Acts of Assembly; and

WHEREAS, these legislative enactments require the City of Hopewell, Virginia to take affirmative steps to implement these changes, and to provide for the computation and allocation of relief provided pursuant to the PPTRA as revised; and

WHEREAS, these legislative enactments provide for the appropriation to the City of a fixed sum to be used exclusively for the provision of tax relief to owners of qualifying personal use vehicles that are subject to the personal property tax on such vehicles.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Hopewell, Virginia, that qualifying vehicles situated within the City during the tax year 2015, shall receive personal property tax relief in the following manner:

- Personal use vehicles valued at \$1,000 or less will be eligible for 100% tax relief;
- Personal use vehicles valued at more than \$1,000 and up to \$20,000 will be eligible for 49% tax relief;
- Personal use vehicles valued at more than \$20,000 shall only receive 49% tax relief on the first \$20,000 of value; and
- All other vehicles which do not meet the definition of "qualifying" (e.g., business use vehicles, farm use vehicles, motor homes, etc.) will not be eligible for any form of tax relief under this program.

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:

Hopewell Committee to End Homelessness

ISSUE:

Committee Report with strategies and recommendations to end homelessness in Hopewell.

SUMMARY:

Y N

- Vice Mayor Christina Luman-Bailey, Ward #1
- Councilor Arlene Holloway, Ward #2
- Councilor Anthony Zevgolis, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Wayne Walton, Ward #5
- Mayor Brenda Pelham, Ward #6
- Councilor Jackie Shornak, Ward #7



RECOMMENDATION:

Receive report

TIMING:

BACKGROUND:

The Committee to End Homelessness was established in the Spring of 2015. The Committee h

FISCAL IMPACT:

The City has allocated \$20,000 in local funds in FY 2015-2016 to address homelessness in the c

SUMMARY:

- | | | | | | |
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| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Christina Luman-Bailey, Ward #1 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Wayne Walton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Mayor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Anthony Zevgolis, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jackie Shornak, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jasmine Gore, Ward #4 | | | |

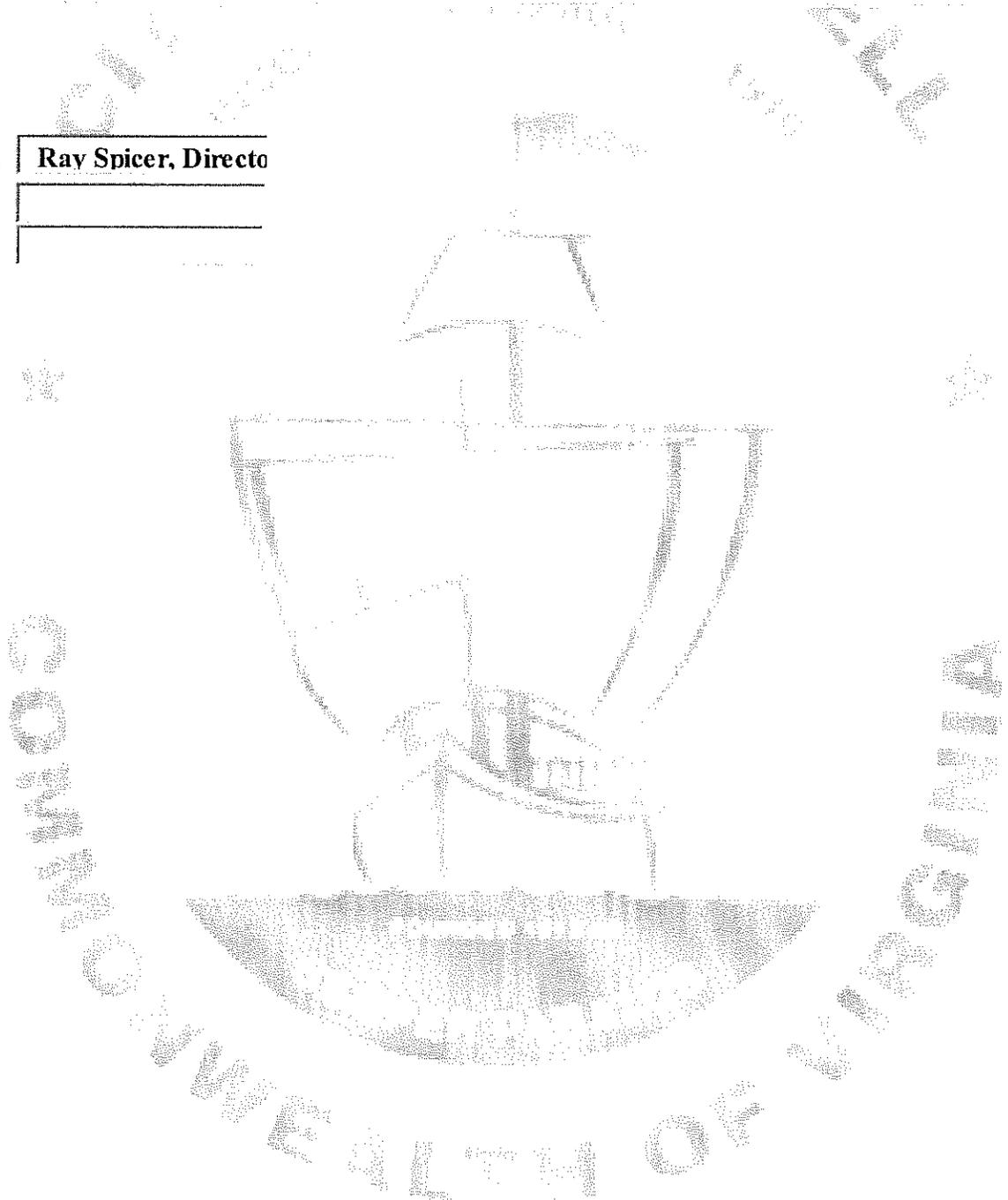


ENCLOSED DOCUMENTS:

Committee to End Homelessness Report

STAFF:

Ray Spicer, Director



SUMMARY:

Y N

- Vice Mayor Christina Luman-Bailey, Ward #1
- Councilor Arlene Holloway, Ward #2
- Councilor Anthony Zevgolis, Ward #3
- Councilor Jasmine Gore, Ward #4

Y N

- Councilor Wayne Walton, Ward #5
- Mayor Brenda Pelham, Ward #6
- Councilor Jackie Shornak, Ward #7



R-5

NATIONAL LEAGUE of CITIES

2015 Officers

President
Ralph E. Becker
 Mayor
 Salt Lake City, Utah

First Vice President
Melodee Colbert-Kean
 Councilmember
 Joplin, Missouri

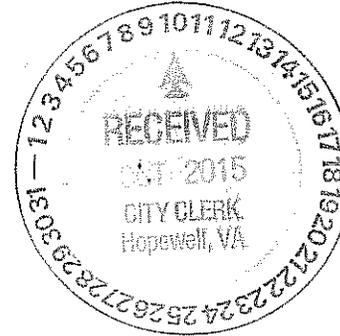
Second Vice President
Matt Zone
 Councilmember
 Cleveland, Ohio

Past President
Christopher B. Coleman
 Mayor
 Saint Paul, Minnesota

Chief Executive Officer/
 Executive Director
Clarence E. Anthony
 Deputy Executive
 Director
Antoinette A. Samuel

September 22, 2015

Ann Romano
 City Clerk
 City of Hopewell
 300 N. Main St.
 Hopewell, VA 23860



Dear City Clerk Romano:

The National League of Cities' (NLC) Annual Business Meeting will be held on Saturday, November 7, 2015, at the conclusion of the Congress of Cities and Exposition in Nashville, Tennessee. As a direct member city, your city is entitled to vote at this meeting. Based on population as of the 2010 Census, each member city casts between one and twenty votes. The number of votes for each population range can be found below.

POPULATION	VOTES	POPULATION	VOTES
Under 50,000	1 vote	500,000 – 599,999	12 votes
50,000 – 99,999	2 votes	600,000 – 699,999	14 votes
100,000 – 199,999	4 votes	700,000 – 799,999	16 votes
200,000 – 299,999	6 votes	800,000 – 899,999	18 votes
300,000 – 399,999	8 votes	900,000 and above	20 votes
400,000 – 499,999	10 votes		

To be eligible to cast a city's vote, a voting delegate and/or alternate(s) must be officially designated by the city using the enclosed credentials form and the city's membership in NLC must be up to date. NLC bylaws expressly prohibit voting by proxy.

At the Congress of Cities, the voting delegate must pick up and sign for the city's voting card at the Ask NLC Booth before the Annual Business Meeting and must be present at the Annual Business Meeting to cast the city's vote. The Ask NLC Booth will be open during scheduled times throughout the Congress of Cities and Exposition.

Please return the completed form to NLC by mail, fax (202-626-3109) or email membership@nlc.org before October 30, 2015, and keep a copy for your files. If you have any questions, please contact Mae Davis, at mdavis@nlc.org or 202-626-3150; or contact Gail Remy, Director of Member Relations at remy@nlc.org, or 202-626-3026.

Thank you,

Clarence E. Anthony
 Executive Director

Enclosure





CREDENTIALS FORM

NATIONAL LEAGUE OF CITIES · 2015 CONGRESS OF CITIES AND EXPOSITION · NASHVILLE, TENNESSEE

At the Annual Business Meeting on Saturday, November 7, 2015, from 2:30 p.m. to 4:30 p.m., each direct member city of the National League of Cities (NLC) is entitled to cast from one to 20 votes based upon the city's population per the 2010 census, through its designated voting delegate. Please indicate below your city and state, your voting delegate and alternate(s), and sign and date the form. The form should be returned by October 30, 2015.

The official voting delegate and alternate(s) from:

City of Hopewell Hopewell, VA

VOTING DELEGATE:

1. NAME:

TITLE:

ALTERNATE VOTING DELEGATE(S):

2. NAME:

TITLE:

3. NAME:

TITLE:

<p>FOR OFFICE USE ONLY (DO NOT WRITE IN THIS SPACE)</p> <p>Voting card issued to:</p> <p>(signature)</p> <p>Votes: 1</p>

PLEASE SIGN AND RETURN THIS FORM TO NLC BY OCTOBER 30, 2015
ATTENTION: MAE DAVIS, NATIONAL LEAGUE OF CITIES, 1301 PENNSYLVANIA AVE., NW, SUITE 550, WASHINGTON, DC 20004
EMAIL: MEMBERSHIP@NLC.ORG; FAX: 202-626-3109

Signature (city representative):

Title: _____ Date: _____

**REPORTS OF
THE CITY
ATTORNEY**

**CITIZEN/
COUNCILOR
REQUEST**

ADJOURN