CITY OF HOPEWELL
Hopewell, Virginia, 23860

AGENDA

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www.hopewellva.gov

CITY COUNCIL

Brenda S. Pelham, Mayor, Ward #6
Christina J. Luman-Bailey, Vice Mayor, Ward #1
Arlene Holloway, Councilor, Ward #2
Anthony J. Zevgolis, Councilor, Ward #3
Jasmine E. Gore, Councilor, Ward #4
K. Wayne Walton, Councilor, Ward #5
Jackie M. Shornak, Councilor, Ward #7

Mark A. Haley, City Manager
Stefan M. Calos, City Attorney
Ross A. Kearney, III, City Clerk

Date: March 22, 2016 **MUNICIPAL BUILDING** **TIME:** Closed Meeting 6:00 p.m.
Regular Meeting 7:30 p.m.

6:00 p.m. **OPEN MEETING**

Call to order, roll call, and welcome to visitors

Motion: To Approve/Amend Agenda

6:00 p.m. **CLOSED MEETING**

MOTION: **TO GO INTO CLOSED MEETING FOR: (I) DISCUSSION OF SPECIFIC APPOINTEES OF CITY COUNCIL (BOARD OF EQUALIZATION, JOHN TYLER COMMUNITY COLLEGE BOARD AND HOEWELL REDEVELOPMENT HOUSING AUTHORITY); (II) DISCUSSION OR CONSIDERATION OF THE DISPOSITION OF PUBLICLY HELD REAL PROPERTY, WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION OR NEGOTIATING STRATEGY OF THE PUBLIC BODY; (III) DISCUSSION AND CONSIDERATION OF THE INVESTMENT OF PUBLIC FUNDS WHERE BARGAINING IS INVOLVED, WHERE, IF MADE PUBLIC INITIALLY, THE FINANCIAL INTEREST OF THE CITY WOULD BE ADVERSELY AFFECTED; AND (IV) CONSULTATION WITH LEGAL COUNSEL EMPLOYED OR RETAINED BY CITY COUNCIL REGARDING SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY SUCH COUNSEL, IN ACCORDANCE WITH VIRGINIA CODE SECTION 2.2-3711 (A) (1) (3) (6) & (7), RESPECTIVELY.**

Roll Call

RECONVENE OPEN MEETING

CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): ONLY PUBLIC BUSINESS MATTERS (I) LAWFULLY EXEMPTED FROM OPEN-MEETING REQUIREMENTS AND (II) IDENTIFIED IN THE CLOSED-MEETING MOTION WERE DISCUSSED IN CLOSED MEETING.

Roll Call

REGULAR MEETING

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

Prayer by Chaplain Laura followed by the Pledge of Allegiance to the Flag of the United States of America.

CONSENT AGENDA

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

C-1 **Minutes:** 2015 Minutes to be provided April 12, 2016.

C-2 **Pending List**: Updated from March 15, 2016

C-3 **Information for Council Review:** NONE

C-4 **Personnel Change Report/Financial Report:** NONE

C-5 **Public Hearing Announcement:** April 12, 2016 – Proposed Real Property Tax Increase;

C-6 **Routine Approval of Work Sessions**: March 15th, 2016 & March 17, 2016 Budget Work Session & March 21, 2016 Budget Work Session.

C-7 **Ordinances on Second & Final Reading:** Adopt **Ordinance 2016-3-22A** Revising The City Code, Chapter 2a, Article I And Revising The City's Procurement Policy, And Allow By Inclusion, The Written Procedures For Design–Build and/or Construction Management Contracts, As Outlined In §2.2-4318 Of The Virginia Public Procurement Act, Which Govern The Administration Steps, Selection, Evaluation And Award Of Design-Build And Construction Management Contracts; Adopt **ORDINANCE 2016-3-22B** Revising City Code Chapter 2a, Article I And Revising The City's Procurement Policy, And Allow By Inclusion, The Additional Small Purchase Category Of Non-Transportation-Related Construction, If The Aggregate Or The Sum Of All Phases Is Not Expected To Exceed $50,000 (Amount Per City Policy) As Outlined In §2.2-4303.G Of The Virginia Public Procurement Act, Which Allows For A Public Body To Establish "Small" Purchase Procedures Not Requiring Competitive Sealed Bids Or Competitive Negotiation; Adopt the release of the city easement located at 100 South Kippax Street, a Hopewell Redevelopment and Housing Authority property and authorize the City Attorney to prepare proper documentation to release the city's easement on the property and further authorize the signature of the City Manager on said documentation.

C-8 **Routine Grant Approval:** NONE

C-9 **Proclamations/Resolutions/Presentation:** Proclamation in Honor of Virginia Organizing's 20th Anniversary; Mayor & County Recognition Day for National Services.

COMMUNICATIONS FROM CITIZENS

*Communications from Citizens – A Communications from Citizens period, limited in total time to 30 minutes, shall be part of the Order of Business at each regular Council meeting. **Each speaker** will be limited to **three (3) minutes**. No citizen will be permitted to speak on any item scheduled for consideration*

on the regular agenda of the meeting at which the speaker is to make remarks. (See Minute Book 26, Page 33, dated March 26, 2002.) Any other person desiring to make a comment who is recognized by the chair.

REGULAR BUSINESS

Reports of City Manager

R-1. **Regular Business:** - Vacant Building Registry Presentation

R-2. **Regular Business:** - Request for Matching Funds for the 2016 Local Government Challenge Grant presented by the Virginia Commission for the Arts.

RECOMMENDATION: The City Administration recommends that $5,000 be appropriated as matching funds for the Local Government Challenge Grant presented by the Virginia Commission for the Arts to assist with arts and entertainment programming in the City. This grant and matching funds have been the primary funding source for the popular Weston Manor Concert Series for several years.

MOTION: TO APPROPRIATE MATCHING FUNDS IN THE AMOUNT OF $5,000.00 FOR THE LOCAL GOVERNMENT CHALLENGE GRANT PRESENTED BY THE VIRGINIA COMMISSION FOR THE ARTS.

Roll Call

R-3. **Regular Business:** - Citywide Cleanup Initiative Report for the 100th Anniversary

R-4. **Regular Business:** - Cold Weather Warming Shelter Update

Reports of the City Attorney

Reports of the City Clerk:
Committee Appointments

Board of Equalization (4) – Reappointments
JTCC (2) – Reappointments

Reports of City Council:

Committees

Individual Requests –

Any Other Councilor

CITIZENS/COUNCILOR REQUESTS

CCR-1 – Councilor Gore: Request City Council to approve/take the "Start Up in a Day Pledge" at the next regularly scheduled council meeting.
https://www.sba.gov/about-sba/sba-initiatives/startup-day

CCR-2 – Councilor Gore: Request City Council to enroll the City of Hopewell in the Virginia Department of Veteran Services, V3 Program. Program helps companies hire and retain Veterans. Many local governments, Sheriff, Police and Fire departments are enrolled in the program.

CCR-3 – Councilor Gore: Request City Council to include Let's Move as an aspect of the HEAL resolution or adopt Let's Move as an additional City health policy. Request photos and city program literature be collected to add to city Let's Move profile. Request for City Council to approve staff implementing or conducting tasks to reach Gold in all 5 Let's Move categories. Current medal standings include: Goal 1-Silver, Goal 2- N/A, Goal 3- Gold, Goal 4- Bronze and Goal 5- Gold.

Grant money and program funding available depending on medal standing.
http://www.healthycommunitieshealthyfuture.org/the-five-lmctc-goals/

COUNCIL COMMUNICATIONS

ADJOURNMENT

Motion: resolve to adjourn the Regular Meeting
Action: consensus

CLOSED SESSION

REGULAR MEETING

CONSENT AGENDA

MINUTES

To be presented on April 12, 2016

PENDING LIST

PENDING CITY COUNCILOR REQUEST					
No.	**Request**	**Date Voted/ Requested**	**Format/Information Requested**	**Point Person**	**Status**
1.	Beacon Update; RFP; Marketing Plan; Beacon LLC City Manager clarified that only the RFP has been completed so far; Shornak requested copy of RFP; Mayor suggested that RFP be dispensed to council at the same time as to the public, to which City Manager agreed; Shornak requested financial information for the Beacon, as well; City Attorney explained Beacon setup and why, and advised that LLC could be dissolved 3 years after last tax payment rec'd; Walton requested specific date re when LLC can be dissolved	2-9-16	Copy of RFP Date when LLC can be dissolved Financial Information	Mark Haley Stefan Calos	COMPLETED Beacon RFP has been issued. **Financials provided to Council at 3-15-16 meeting** 1/1/2018 the LLC can proceed to purchase the interest of the State Investor Member (the "Fund"). The purchase would occur between 30 and 90 days after notice that the LLC is exercising its purchase option. So, no earlier than **2/1/2018**, if notice is given on the first possible business day of the year.

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
2.	Change Talent Bank Resume to exclude litigation question Council requested that City Attorney review Talent Bank Resume form to ensure it is in keeping with current law, and to revise it as needed **Gore requested that TBR also be amended to add Youth Commission** **Council requested that language regarding background check be added to Talent Bank resume**	2-9-16 **3-15-16**	Revised Talent Bank Resume	Stefan Calos	**PENDING** **City Attorney in process of revising TBR. Revision to be forwarded to Council for final review and approval**
3.	Revision of Council Rules and Procedures Breach of Confidentiality Sanctions VML training VML training for Directors, City Council and Admin Gore agreed to combine numbers 5, 10, 21 and 32 of this list into this numbered item. Shornak and Zevgolis have completed draft Code of Ethics, which they passed out at meeting; Pelham said training should come first; Gore agreed to do VML training which would include emphasis on Ethics and Roberts Rules; City Manager to schedule training.	2-9-18 **3-15-16**	Scheduling of training Council to review Code of Ethics City Attorney to review Code of Ethics	Mark Haley Stefan Calos	**PENDING** Haley still waiting to hear back from VML

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
4.	Procedural guide for citizens and/or organizations requesting City funds Council discussed with City Manager the procedure for requests for funds; Whitaker described form on website, which is outdated and somewhat difficult to use; Luman Bailey agreed that form needed updating; Council agreed that form should be updated and that form would act as guide and no additional guide necessary; City Manager agreed to mail current form to Council; Whitaker agreed to update current form and provide new form to Council when complete	2-9-16	Revise current Grant Form Send Council of current Grant form	Mark Haley Jerry Whitaker	PENDING Haley has sent current form to Council **Whitaker and Haley will revise form at completion of budget**
5.	Cost update on City taking control of Mallonee Gym	2/10/15 **3-15-16**	Data Sheet	Mark Haley Ed Watson	PENDING **Pro-Elite still reviewing their options regarding renovations (full renovations are over a $1m, partial renovation is approx. $150k**
6.	Cost to build track at HHSS and practice football field inside of it	2/10/15 3-15-16	Data Sheet	Mark Haley Ed Watson	PENDING **Haley will contact school board supervisor re their interest in the track**

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
7.	Create internal policy to recap major events/emergencies and communication workflow **Council requested that website be updated regarding emergencies and Council was not adequately notified**	5/15/15 **3-15-16**	Requested copy of Water Restriction events report with American Water	Mark Haley Herbert Bragg Ben Rupert Donnie Hunter	PENDING **Fire Chief to get with Bragg and create a Point of Contact list for emergencies.** **Clerk is point of contact for City Council in any emergency** **Fire Chief agreed to put Emergency Guide on website when it is created** **Chief advised that EOP training was given every 4 years and is in process now**
8.	Create budget policy with set joint meeting dates with specific boards.	5/15/15	Draft policy and Quick Reference Chart/Tree	Mark Haley Jerry Whitaker	COMPLETED

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
9.	City Logo's work session; compile all used logos for approval. Council requested that Haley provide them with a list of the City's logos	5/12/15 **3-15-16**	Email/Printed logos collected used	Mark Haley	PENDING **City Manager to email council the list of City logos** **Haley will issue RFP re branding - Hopewell logo**
10.	Streamlining agenda process **Council requested that ALL items for agenda be included in packets BEFORE meeting**	6/9/15 **3-15-16**	Work Session Request		ONGOING
11.	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	8/12/14	Draft brochure	Mark Haley Herbert Bragg	PENDING
12.	Boards and Commission City Council Letter for Reports, Joint Meetings and Information (past/current/future projects; bylaws)	2013-Present	Letter/Email Request and CC City Council	City Clerk Staff Liaisons	PENDING
13.	~~HR Salary Study – RFP~~	~~Regular Meeting~~		~~HR~~	~~COMPLETED~~
ODDS AND ENDS					
14.	Boards, Commissions and Authorities minimum eligibility for appointment age – KHB to Respond)	Closed Session			PENDING
15.	~~Rules to appoint members to Beacon LLC~~ – **ADDRESSED WITH ITEM 2**	Regular Meeting			
16.	~~Breach of Confidentiality Sanctions~~ – **MOVED TO ITEM 4**	CCR; Closed Session			

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
17.	~~Public Utility Service Program – Endorsement; RFP to receive funds~~	~~Service 3/24/15; 5/12/15~~			
18.	How can City Council hire a Deputy Clerk to report to City Council	Closed Meeting			PENDING
19.	Correct list of City appointed boards to enforce term limits	Work Session			
	PENDING STAFF QUESTIONS				
20.	~~Prince George/Hopewell Health Families Funding Request and Change of Name of Organization~~	~~Regular Meeting~~			NO ACTION
21.	National Park Service – Marketing battlefields at City Point to highlight Hopewell	Regular Meeting			PENDING
22.	Update list of all city boards, commission and/or authorities from previous work session	Work Session/Regular Meeting			PENDING
23.	Shornak requested 30-40 copies of brochures; other council members to receive brochures, as well	2-9-16	Request for brochures	Ed Watson	PENDING Watson advised that brochures have been printed, but need to be folded; clerk's office advised they will fold brochures to assist and expedite Brochures rec'd, but not enough. More requested.

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
24.	Council requested site plan for fire station	2-9-16	Request for copy of site plan	Donnie Hunter	PENDING Hunter said he is waiting to get copy from Watson and will forward when available
25.	Shornak requested photo with new plan showing parking for new police department and fire station; Luman-Bailey had questions regarding costs for moving houses v. demolition of houses	2-9-16	Request for copy of plan for police station Cost study for demolition of houses v. moving houses	Ed Watson	PENDING
26.	Luman-Bailey requested that Ben Leach incorporate what he is already doing into the Go Green Government Challenge. Luman-Bailey noted that Leach was already on the Go Green Committee	2-9-16	Trees and their effect on storm water, etc.	Ben Leach	This is an ongoing project
27.	Gore requested copy of minutes of Feb. 17, 2016 DDC meeting when same are completed	2-9-16	Minutes	Tevya Griffin	Griffin will provide when minutes approved
28.	Gore requested that department heads review the comprehensive plan and advise as to the status of specific tasks (requested to be submitted in a week)	2-23-16 2-29-16	Update of comprehensive plan and staff tasks	Mark Haley Department Heads	
29.	Council requested a list of how many already authorized positions remain unfilled (requested to be submitted in a week)	2-23-16 2-29-16	To ascertain how staff shortages are impacting staff ability to manage tasks	Mark Haley Department Heads	PENDING
30.	**Council requested a meeting between it and the Beacon LLC**	**3-15-16**	**To discuss the Beacon, the Beacon's business plan, etc.**	**Loren Mark Haley**	PENDING

No.	Request	Date Voted/ Requested	Format/Information Requested	Point Person	Status
PENDING WORK SESSIONS TO BE SCHEDULED					
31.	Fees for Planning Commission	Work Session 2/17/15			
32.	Agenda Streamlining	CCR			
33.	~~VML training~~ – **MOVED TO ITEM 4**	CCR			
34.	Park and Recreation	CCR			
35.	~~Revision of Council Rules and Procedures~~ – **MOVED TO ITEM 4**	CCR			
36.	City Logo Revision	CCR			
JOINT MEETING REQUESTS (refer to calendar printout to suggest dates)					
37.	Hopewell Downtown Partnership	CCR			
38.	Planning Commission	Dual request			
39.	School Board	CCR			
40.	HRHA	CCR			
41.	ARB	CCR			
42.	EDA	Dual request			
43.	Streetscaping				

INFORMATION FOR COUNCIL REVIEW

PERSONNEL CHANGE REPORT

&

FINANCIAL REPORT

PUBLIC HEARING

ANNOUNCEMENTS

CITY OF HOPEWELL

NOTICE OF PUBLIC HEARING

The City Council of the City of Hopewell will hold a Public Hearing on Tuesday, April 12, 2016, at 7:30 p.m. in the City Council Chambers, Municipal Building, 300 N. Main St., Hopewell. Virginia.

The purpose of the Public Hearing is to receive public comments regarding:

PROPOSED REAL PROPERTY TAX INCREASE

The City of Hopewell proposes to increase property tax levies.

1. Rate Increase: The City of Hopewell proposes to adopt a tax rate of $1.15 per $100 of assessed value. The difference between the current tax rate and the proposed rate would be $0.02 per $100, or 2.0 percent. This difference will be known as the "effective tax rate increase."

2. A public hearing on the increase will be held on April 12, 2016, at 7:30 p.m. at City Council Chambers, 300 N. Main St, Hopewell, VA.

3. All hearings shall be open to the public. The governing body shall permit persons desiring to be heard an opportunity to present oral testimony within such reasonable time limits as shall be determined by the governing body. The current and proposed rates are shown in the schedule below.

TAX RATES	2015	Proposed 2016
Real Estate	$ 1.13	$ 1.15
Personal Property	$ 3.50	$ 3.50
Business Personal Property	$ 3.50	$ 3.50
Machinery & Tools	$ 3.05	$ 3.05

For additional information contact Jerry L. Whitaker, Director of Finance, 541-2306.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

ROUTINE APPROVAL OF WORK SESSIONS

ORDINANCES ON SECOND AND FINAL READING

ORDINANCE 2016-3-15-A

An Ordinance authorizing the vacation of an undeveloped portion of an alley from Bernard Jefferson owner of 208 North 14th Avenue to a vacate a portion of alley approximately 3,050 square feet located between North 14th and North 15th Avenue adjacent to Sub-Parcel #'s 030-0805, 030-0810, 030-0825,030-0820,030-0815,030-0800, and 030-0811 in the City of Hopewell, Virginia.

WHEREAS, a request has been filed with the City of Hopewell to vacate the City's interest in a vacate a portion of alley approximately 3,050 square feet located between North 14th and North 15th Avenue, located adjacent to adjacent to Sub-Parcel #'s 030-0805, 030-0810, 030-0825,030-0820,030-0815,030-0800, and 030-0811 in the City of Hopewell, Virginia; and

WHEREAS, the Planning Commission of the City of Hopewell has recommended granting the requested vacation.

NOW, THEREFORE BE IT ORDANED BY THE COUNCIL OF THE CITY OF HOPEWELL that the vacation of the following described rights-of-way located in the City of Hopewell, Virginia:

PARCEL I:
ALL those certain lots or parcels of land, with the improvements thereon and appurtenances thereunto pertaining, lying and being in the City of Hopewell, Virginia, and being known, numbered, and designated as Lots 5, 6, 7, 8, and 9, Block 20, Day Subdivision, a subdivision of said City, as shown on a plat or plan thereof, entitled, "Day Subdivision, DuPont City, Virginia," duly of record in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia, in Plat Book 1, Page 5. Currently known by the City Street address of 228 North 14th Avenue, Hopewell, Virginia , with Sub Tax Id # 030-0805.

PARCEL II:
ALL those certain lots or parcels of land, with the improvements thereon and appurtenances thereunto pertaining, lying and being in the City of Hopewell, Virginia, and being known, numbered, and designated as Lots 10, 11, 12, 13, 14, 15, 16, and 17, Block 20, Day Subdivision, a subdivision of said City, as shown on a plat made by George W. Robertson, Certified Land Surveyor, dated November 24, 1979, entitled, "Plat Showing Layout of Three (3) Brick Duplex Dwls. On Lots 10 thru 17, Block 20, Day Subdivision, Hopewell, VA," which plat is recorded January 17, 1980, in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia, with a certain Deed in Deed Book 166, Page 656. Currently known by the City address of 208 North 14th Avenue, with Sub Tax Id#.03-0810

PARCEL III:
ALL that certain lot, piece, or parcel of land, lying and being in the City of Hopewell, Virginia, being a vacated portion of Poythress Street designated as Parcel "D" on a certain plat of survey made by J. K. Timmons & Associates, P.C., dated July 8, 1988, entitled, "Plat Showing a Portion of Poythress St. Known As Parcel D Adjacent to Lot 17, Blk 20, Day, Hopewell, Virginia," a copy of which plat is recorded August 4, 1988, in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia, as an attachment to a Deed in Deed Book 213, Page 397.

be authorized and doth hereby authorize the Mayor to execute, on behalf of the City of Hopewell, one or more deeds of vacation vacating such parcels, as well as a development agreement, after review of said deed or deed and such resubivision plat by the City Attorney.

This Ordinance shall become null and void and of no effect if it is not recorded together with all deeds of vacation, and resubdivsion plays in the Clerk's Office of the Circuit Court of the City of Hopewell within 30 days from passage of this Ordinance, or if the involved property owners do not pay all costs. The party or parties requesting this vacation are responsible or preparing the appropriate deeds to effect vacation, submission of said deeds to the City Attorney for approval prior to execution and recordation, and the recordation of said deeds, all in a timely manner. The vacated parcels shall be assimilated into, and become a part of, each abutting property, in accordance with the resubdivsion plat. The party or parties requesting this vacation are responsible for effecting any resubdivsion process necessary to accomplish such assimilation. A copy of this Ordinance shall be sent to said parties by the Clerk of the City of Hopewell.

I, Ross A. Kearney, III, City Clerk of the City of Hopewell, Virginia, do certify the foregoing is a true and correct copy of an ordinance adopted on second and final reading by Hopewell City Council at its meeting held on March 15, 2016.

Given under my hand and the Corporate Seal of the City of Hopewell, Virginia this ____ day of _____, 2016.

Seal

_____

Ross A. Kearney, IIII, City Clerk
City of Hopewell

ORDINANCE 2016-3-15-B

An Ordinance authorizing the vacation of a ten (10) foot wide alley, a portion of which alley runs along and immediately adjacent to the southern side line of Lot No. 5, in Block "26" on the "Plan of Day Subdivision", as more particularly described and delineated on the recorded "Plat Showing a Consolidation of Lot 5 and Part of Lot 4 and A Portion of a 10' Alley, Block "26", Plan of "Day Subdivision".

WHEREAS, a request has been filed with the City of Hopewell to vacate the City's interest in a ten (10) foot wide alley a portion of which alley runs along and immediately adjacent to the southern side line of Lot No. 5, in Block "26" on the "Plan of Day Subdivision", as more particularly described and delineated on the recorded "Plat Showing a Consolidation of Lot 5 and Part of Lot 4 and A Portion of a 10' Alley, Block "26", Plan of "Day Subdivision"; and

WHEREAS, the Planning Commission of the City of Hopewell has recommended granting the requested vacation.

NOW, THEREFORE BE IT ORDANED BY THE COUNCIL OF THE CITY OF HOPEWELL that the vacation of the following described rights-of-way located in the City of Hopewell, Virginia:

> THAT certain tract or parcel of land in the City of Hopewell, Virginia, lying adjacent to and abutting the entire southern side lot line of Lot 5, Block "26", "Day Subdivision", and being of variable width as so shown and described on that certain plat made by Harvey L. Parks, Inc., dated November 6, 2013, entitled "Plat Showing a Consolidation of Lot 5 and Part of Lot 4 and a Portion of A 10' Alley, Block "26", Plan of "Day Subdivision", in the City of Hopewell, Virginia, a copy of which plat is to be recorded along with and simultaneously with this Deed and to which plat particular reference is hereby made for a more complete and accurate description of the property herein conveyed.

be authorized and doth hereby authorize the Mayor to execute, on behalf of the City of Hopewell, one or more deeds of vacation vacating such parcels, as well as a development agreement, after review of said deed or deed and such resubivision plat by the City Attorney.

This Ordinance shall become null and void and of no effect if it is not recorded together with all deeds of vacation, and resubdivsion plays in the Clerk's Office of the Circuit Court of the City of Hopewell within 30 days from passage of this Ordinance, or if the involved property owners do not pay all costs. The party or parties requesting this vacation are responsible or preparing the appropriate deeds to effect vacation, submission of said deeds to the City Attorney for approval prior to execution and recordation, and the recordation of said deeds, all in a timely manner. The vacated parcels shall be assimilated into, and become a part of, each abutting property, in accordance with the resubdivsion plat. The party or parties requesting this vacation are responsible for effecting any resubdivsion process necessary to accomplish such assimilation. A copy of this Ordinance shall be sent to said parties by the Clerk of the City of Hopewell.

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Given under my hand and the Corporate Seal of the City of Hopewell, Virginia this ____ day of _____, 2016.

Seal

_____

Ross A. Kearney, IIII, City Clerk
City of Hopewell

ORDINANCE 2016-3-15-C

An Ordinance authorizing the vacation of of a certain 50' wide road easement located upon the Kippax Parcel (the "Easement Area") pursuant to that certain instrument entitled Certificate of Dedication (the "Easement Instrument") dated January 27, 1965 recorded in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia (the "Clerk's Office") in Deed Book 95, Page 274 and Plat Book 6, Page 26".

WHEREAS, a request has been filed with the City of Hopewell to vacate the City's interest in a certain 50' wide road easement located upon the Kippax Parcel (the "Easement Area") pursuant to that certain instrument entitled Certificate of Dedication (the "Easement Instrument") dated January 27, 1965 recorded in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia (the "Clerk's Office") in Deed Book 95, Page 274 and Plat Book 6, Page 26; and

WHEREAS, the Planning Commission of the City of Hopewell has recommended granting the requested vacation.

NOW, THEREFORE BE IT ORDANED BY THE COUNCIL OF THE CITY OF HOPEWELL that the vacation of the following described rights-of-way located in the City of Hopewell, Virginia:

> That certain 50' wide road easement located upon the Kippax Parcel (the "Easement Area") pursuant to that certain instrument entitled Certificate of Dedication (the "Easement Instrument") dated January 27, 1965 recorded in the Clerk's Office of the Circuit Court of the City of Hopewell, Virginia (the "Clerk's Office") in Deed Book 95, Page 274 and Plat Book 6, Page 26

be authorized and doth hereby authorize the Mayor to execute, on behalf of the City of Hopewell, one or more deeds of vacation vacating such parcels, as well as a development agreement, after review of said deed or deed and such resubivision plat by the City Attorney.

This Ordinance shall become null and void and of no effect if it is not recorded together with all deeds of vacation, and resubdivsion plays in the Clerk's Office of the Circuit Court of the City of Hopewell within 30 days from passage of this Ordinance, or if the involved property owners do not pay all costs. The party or parties requesting this vacation are responsible or preparing the appropriate deeds to effect vacation, submission of said deeds to the City Attorney for approval prior to execution and recordation, and the recordation of said deeds, all in a timely manner. The vacated parcels shall be assimilated into, and become a part of, each abutting property, in accordance with the resubdivsion plat. The party or parties requesting this vacation are responsible for effecting any resubdivsion process necessary to accomplish such assimilation. A copy of this Ordinance shall be sent to said parties by the Clerk of the City of Hopewell.

I, Ross A. Kearney, III, City Clerk of the City of Hopewell, Virginia, do certify the foregoing is a true and correct copy of an ordinance adopted on second and final reading by Hopewell City Council at its meeting held on March 15, 2016.

Given under my hand and the Corporate Seal of the City of Hopewell, Virginia this ____ day of _____, 2016.

Seal

_____

Ross A. Kearney, IIII, City Clerk
City of Hopewell

ROUTINE GRANT APPROVAL

PROCLAMATIONS

§

RESOLUTIONS

§

PRESENTATIONS

Virginia Organizing
Proclamation in Honor of Virginia Organizing's 20th Anniversary

WHEREAS, Virginia Organizing is a non-partisan statewide grassroots organization dedicated to challenging injustice by empowering people in local communities to address issues that affect the quality of their lives, and

WHEREAS, Virginia Organizing encourages the participation of those who have traditionally had little or no voice in our society, and

WHEREAS, the organization encourages individuals and groups throughout the Commonwealth and in local communities to bring about change by working together and building relationships; and

WHEREAS among Virginia Organizing's Statement of Beliefs is the belief that all people should be treated fairly and with dignity in all aspects of life, regardless of race, class, gender, religion, sexual orientation, age, ability or country of origin, and

WHEREAS, the organization also believes in the enhancement and celebration of diversity in our communities and in our state, and

WHEREAS, Virginia Organizing believes that community, economic, social and environmental policy should be developed with the greatest input from the people it is meant to serve, and that policies should promote, celebrate and sustain the human and natural resources of Virginia, and

WHEREAS, leaders, members and staff of the organization work tirelessly to connect children, low-income residents, immigrants, veterans, retirees, people with disabilities and other under-represented groups to the resources that they deserve and need, and

WHEREAS, in August of 2015, Virginia Organizing is celebrating 20 years of grassroots organizing and bringing about real change for real people through countless campaigns to improve the quality of life for all Virginians,

NOW, THEREFORE, I, Brenda S. Pelham, do hereby recognize Virginia Organization on celebrating its 20th Anniversary in November 2015 and PROCLAIM that The 23rd day of March as VIRGINIA ORGANIZING DAY in the City of Hopewell and we encourage others to learn about and support this organization in its efforts.

I have hereunto set my hand and cause the Seal of the City of Hopewell to be affixed on this 22ndth day of March, 2016

Brenda S. Pelham
Mayor

WHEREAS, service to others is a hallmark of the American character, and central to how we meet our challenges; and

WHEREAS, the nation's counties are increasingly turning to national service and volunteerism as a cost-effective strategy to meet county needs; and

WHEREAS, participants in AmeriCorps and Senior Corps address the most pressing challenges facing our cities and nation, from educating students for jobs of the 21st century and supporting veterans and military families to providing health services and helping communities recover from natural disasters; and

WHEREAS, national service expands economic opportunity by creating more sustainable, resilient communities and providing education, career skills, and leadership abilities for those who serve; and

WHEREAS, national service participants increase the impact of the organizations they serve, both through their direct service and by managing millions of additional volunteers; and

WHEREAS, national service represents a unique public-private partnership that invests in community solutions and leverages non-federal resources to strengthen community impact and increase the return on taxpayer dollars; and

WHEREAS, national service participants demonstrate commitment, dedication, and patriotism by making an intensive commitment to service, a commitment that remains with them in their future endeavors; and

WHEREAS, the Corporation for National and Community Service shares a priority with city and county officials nationwide to engage citizens, improve lives, and strengthen communities; and is joining with the National League of Cities, National Association of Counties, Cities of Service, and mayors and county officials across the country for the Mayor and County Recognition Day for National Service on April 5, 2016.

THEREFORE, BE IT RESOLVED that I, Brenda S. Pelham, Mayor of the City of Hopewell, do hereby proclaim April 5, 2016, as National Service Recognition Day, and encourage residents to recognize the positive impact of national service in our community and thank those who serve; and to find ways to give back to their communities and I have hereunto set my hand and cause the Seal of the City of Hopewell to be affixed on this 22nd day of March, 2016.

Brenda S. Pelham
Mayor

COMMUNICATIONS FROM CITIZENS

REGULAR BUSINESS

REPORTS OF THE CITY MANAGER

R-1

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:
- ☐ Civic Engagement
- ☐ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☒ Housing
- ☐ Safe & Healthy Environment
- ☐ None (Does not apply)

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

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

COUNCIL AGENDA ITEM TITLE: Vacant Building Registry

ISSUE: To provide City Council will the overview of the implementation of the vacant property registry program.

RECOMMENDATION: The City Administration recommends that City Council receive and file this information, ask questions and provide any feedback regarding the program.

TIMING: City Council action is requested on March 22, 2016.

BACKGROUND: The City Council for the City of Hopewell passed the Vacant Building Registry Ordinance in March of 2015. The draft and approval of this ordinance was in accordance with the September 2014 Strategic Plan goal to enhance code enforcement ordinances and training to ensure higher levels of compliance and effective enforcement. The purpose of the program is as follows: (1) To keep an inventory of buildings in the City that might endanger the public's health, safety or welfare; (2) To ensure owners of vacant buildings are known to the City and other parties can be reached if necessary; (3) To ensure that owners of vacant buildings are aware of the obligations of ownership and; (4) To ensure owners meet minimum standards of maintenance.

FISCAL IMPACT: None.

ENCLOSED DOCUMENTS:
1. Program Outline
2. Map showing current recorded vacant buildings
3. City of Hopewell Vacant Property Registry Form
4. Proposed Program Schedule

STAFF: Mark A. Haley, City Manager
Charles E. Dane, Assistant City Manager
Tevya W. Griffin, Director of Neighborhood Assistance & Planning

SUMMARY:

Y	N		Y	N	
☐	☐	Vice Mayor Christina J. Luman-Bailey, Ward #1	☐	☐	Councilor K. Wayne Walton, Ward #5
☐	☐	Councilor Arlene Holloway, Ward #2	☐	☐	Mayor Brenda Pelham, Ward #6
☐	☐	Councilor Anthony J. Zevgolis, Ward #3	☐	☐	Councilor Jackie M. Shornak, Ward #7
☐	☐	Councilor Jasmine E. Gore, Ward #4			

Vacant Building Registry

HOPEWELL CITY COUNCIL MEETING
MARCH 22, 2016

Strategic Plan

- Strategic Plan Goal- City Beautification
  - Enhance code enforcement ordinances and training to ensure higher levels of compliance and effective enforcement
  - Last of four ordinances to be written or revised to meet strategic goal.
    - Grass cutting ordinance – declare a grass cutting season
    - Inoperable vehicles
    - Spot Blight Ordinance
    - Vacant Building Registry

Purpose of program

- To keep an inventory of buildings in the City that might endanger the public's health, safety or welfare.
- To ensure owners of vacant buildings are known to the City and other parties can be reached if necessary;
- To ensure that owners of vacant buildings are aware of the obligations of ownership and;
- To ensure owners meet minimum standards of maintenance.

How the program works

- Owner must register a building that has been vacant for a period of 12 months or more and meet the definition of derelict (vacant, boarded, not lawfully connected to electric service or not lawfully connected to any required water or sewer service.
- Initial registration fee is $100
- Annual registration fee is $75
- Failure to register results in a $200 fee, if located in an historic district the fee is $250

What the owner must provide each year

1. The address of the vacant building;
2. The name, address, and active telephone number of the owner and the owner's agent;
3. A detailed statement which estimates how long the building is likely to remain vacant, and the reasons for it remaining vacant during that period;
4. A description of the measures that will be taken while the building is vacant to ensure that the property is maintained in compliance with all applicable building, health, and property maintenance codes;

What the owner must provide each year

5. Proof that the owner or agent has implemented an on-going rodent abatement and preventions plan for the interior and exterior of the building;

VACANT BUILDING REGISTRATION APPLICATION

Chapter 19 of the Hopewell City Code, Article IV

Department of Developme
300 North Main Street
Suite 321
Hopewell, VA 23860
P: (804) 541-2220
F: (804) 541-2318

The purpose of the Vacant Building Registration Program is to:

- To keep an inventory of buildings in the City that might endanger the public's health, safety or welfare.
- To ensure owners of vacant buildings are known to the City and other parties can be reached if necessary;
- To ensure that owners of vacant buildings are aware of the obligations of ownership and;
- To ensure owners meet minimum standards of maintenance.

Who is required to register: The owner of a building which has been continously vacant for a period of 12 months or more and which meets the definition of a "derelict building" under the Code of Virginia §15.2 907.1, as amended, must register such buildings on an annaul basis with the Building Code Official. This ordinance applies to all vacant buildings, residential or non-residential.

Initial Fee: $100 due at the time of initial building registration

Annual Registration Fee: $75.00 due withing 15 days of the anniversary of date of the building's initial registration.

NOTE: Failure to register your vacant building will result in a two-hundred ($200.00) civil penalty or a four-hundred dollar ($400.00) civil penalty if the property is located within a designated historic area, conservation/rehabilitation district or blight area.

PLEASE FILL OUT EACH BLANK OF THIS FORM. FAILURE TO DO SO COULD RESULT IN THE APPLICATION NOT BEING PROCESSED AND A FAILURE TO REGISTER FEE CHARGED.

Property Address:_____ **Date Property Last Occupied:**_____

Owner/Contact Person:_____

Phone Number:_____ E-mail Address:_____

Company Name:_____

Mailing Address:_____

Property Maintenance and Management Information

Contact Person:_____

Phone Number:_____ E-Mail Address:_____

Company Name:_____

Mailing Address:_____

Attachment Requirements

1. A detail statement which estimates how long the building is likely to remain vacant, and the reason for it remaining vacant during that period.
2. A description of the measures that will be taken while the building is vacant to ensure that the property is maintained in compliance with all applicable building and health codes.
3. Proof that the owner or agent has implemented an on-going rodent abatement and prevention plan for the interior and exterior of the building.
4. If located in the City Point Historic District, a detaled plan that follows the Mothballing Checklist as presented in Chapter 7 of the City Point National Historic Disrict Handbook and Design Guidelines Manual must be attached.

Complete the form, attach a check or money order for $100.00, payable to the City of Hopewell, and mail to:

City of Hopewell
Dept. of Development
300 N. Main St., Suite 321
Hopewell, VA 23860

The fee and registration is valid for one (1) year from the date of the registration. You are required to renew your vacant building registration every year that your building has been vacant for 12 consecutive months. If you have any question, call the Code Compliance Dept. at (804) 541-2226.

Registrant

X

Signature **Print Name** **Date**

(Sec. 301.3, VMC, 2009 Ed. All vacant structures and premises shall be maintained in a clean, safe, secure and sanitary condition so as not to cause a blighting problem or adversely affect the public health or safety).

NOTE: Vacant building are required to be code compliant and nuisance free at all times to avoid legal action.

Vacant Property Registry for Area 1

400 Riverside Ave
311 Cedar Ln.
805 E. Broadway
625 E. Broadway
805 E. Poythress St.
705 E. Poythress St.
1105 Burnside St.
608 Prince Henry Ave
625 Prince Henry Ave
505 Prince Henry Ave
504 N. 3rd Ave
108 N. 3rd Ave
110 N. 3rd Ave
201 N. 3rd Ave
207 N. 3rd Ave
209 N. 3rd Ave
401 N. 3 1/2 Ave
302 Davis St.
506 N. 4th Ave
201 N. 4th Ave
109 N. 4th Ave
104 N. 4th Ave
105 N. 4th Ave
107 S. 4th Ave
101 S. 5th Ave
207 N. 5th Ave
301 N. 5th Ave
500 N. 5th Ave
509 N. 5th Ave
511 N. 5th Ave
600 N. 5th Ave
604 N. 5th Ave
507 N. 6th Ave
318 N. 7th Ave
617 Eppes St.
504 N. 8th Ave
501 N. 10th Ave
633 Eppes St.
701 N. 8th Ave
608 Freemont St.
618 Freemont St.
501 N. 9th Ave

Vacant Property Registry for Area 2

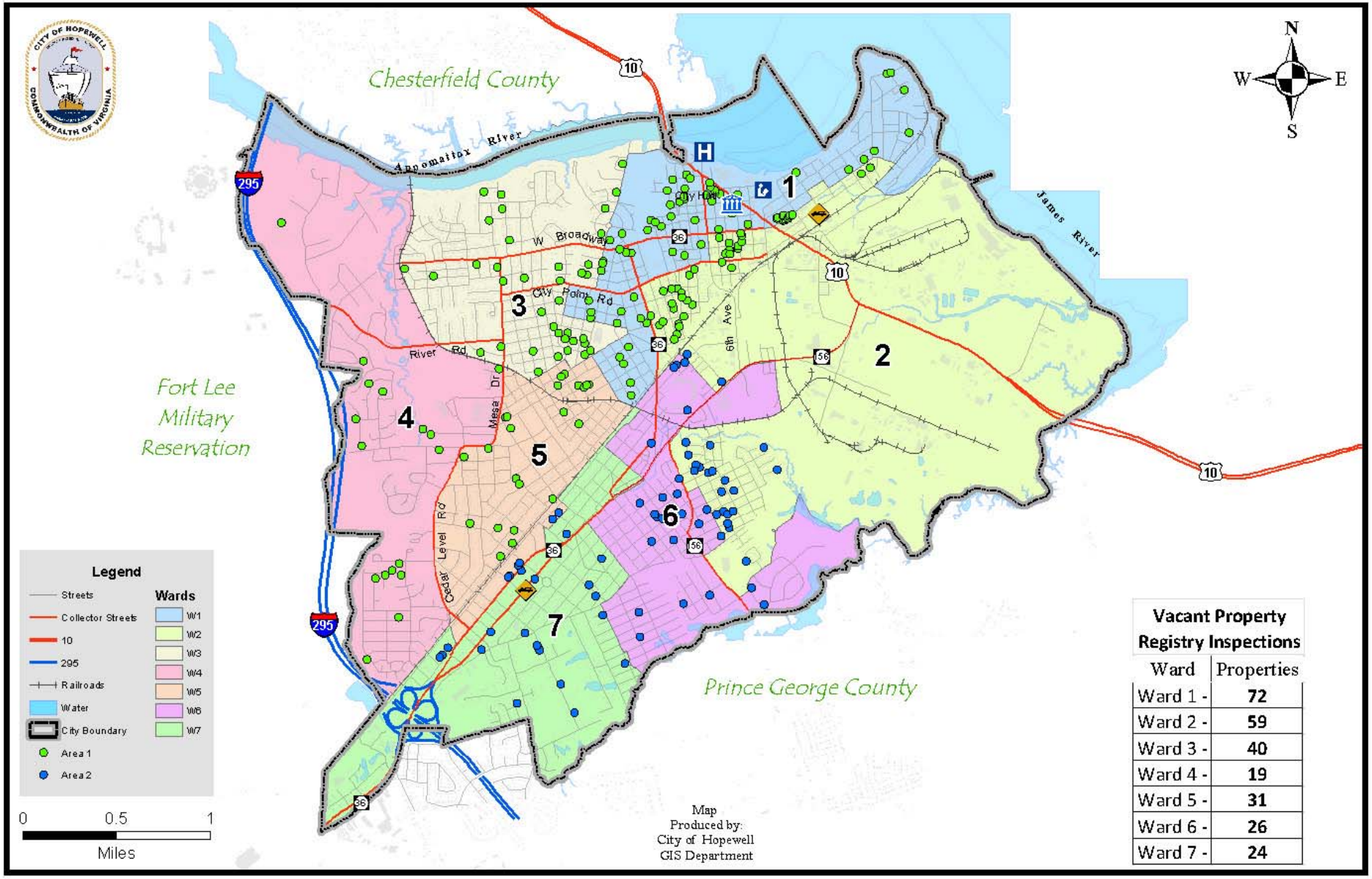
1202 Arlington
2309 Berry St
2313 Dellrode Dr
809 Elm St
911 Elm St
1001 Elm St
2106 Freeman St
2207 Freeman St
1207 High Ave
1111 Palm St
1410 Pine St
1301 Stewart
2115 Trenton
2319 Wakefield St
1300 Wall Ave
801 Winston Churchill Dr
4013 Old Woodlawn St
4017 Old Woodlawn St
3800 Oaklawn Blvd
3707 Winston Churchill Dr
3701 Winston Churchill Dr
3402 Oaklawn Blvd
902 Elm St
3403 Woodlawn St.
3405 Woodlawn St.
3419 Woodlawn St.
3421 Woodlawn St.
3401 Woodlawn St.
3109 Oaklawn Blvd
1102 Delaware Av
2332 Maclin Cir
2304 Boston St
2302 Raleigh St
2002 Stewart Av
2330 Dellrose Dr
1846 New Lincloln Cir
1301 Stewart Av
2701 Boston St
3011 Davison Av
3024 Fisher Av
3310 Hampton Av
3300 Belmont Av

405 N. 10th Ave
304 N. 11th Ave
406 N. 12th Ave
405 N. 12th Ave
1210 W. Cawson St.
102 Byrd St.
421 Byrd St.
122 Byrd St.
312 Byrd St.
640 N. 21st Ave
706 N. 21st Ave
401 Park Ave
508 Park Ave
603 Park Ave
619 Woodland Rd.
410 Delton Ave
203 N. 7th Ave
114 Memorial Ave
910 W. Poythress St.
219 N. 15th Ave
221 N. 15th Ave
220 N. 15th Ave
1508 W. Broadway
211 N. 21st Ave
209 N. 21st Ave
2113 Dolin St.
2107 Day St.
2109 Day St.
125 N. 21st Ave
214 W. Broadway
2502 Dolin St.
2411 City Point Rd.
107 Prince George Ave
208 N. Mesa Dr.
111 N. Mesa Dr.
208 Meridian Ave
3513 Norton St.
3409 Ivor St.
100 S. 8th Ave
301 S. 9th Ave
226 S. 9th Ave
107 S. 9th Ave
132 S. 11th Ave
211 S. 11th Ave
1909 Warren Av
244 Wakefield St
2403 Waverly St
2301 Berry St
2208 Berry St
2202 Berry St
2501 Berry St
2316 Maclin Cir
2305 Boston St
2311 Boston St
3606 Boston St
1803 Dublin ST
1810 Freeman St
2210 Granby St
2206 Granby St
3925 Courthouse Rd
1623 Westbrook Rd
1400 Dinwiddie Av
1404 Dinwiddie Av
1317 Dinwiddie Av
1811 Dinwiddie Av
1813 Dinwiddie Av
1613 Dinwiddie Av
3008 Granby St
3220 Trenton St
1405 Blackstone Av
1310 Tabb Av
705 Terrace Av
1409 Sunnyside Av
2611 Berry St

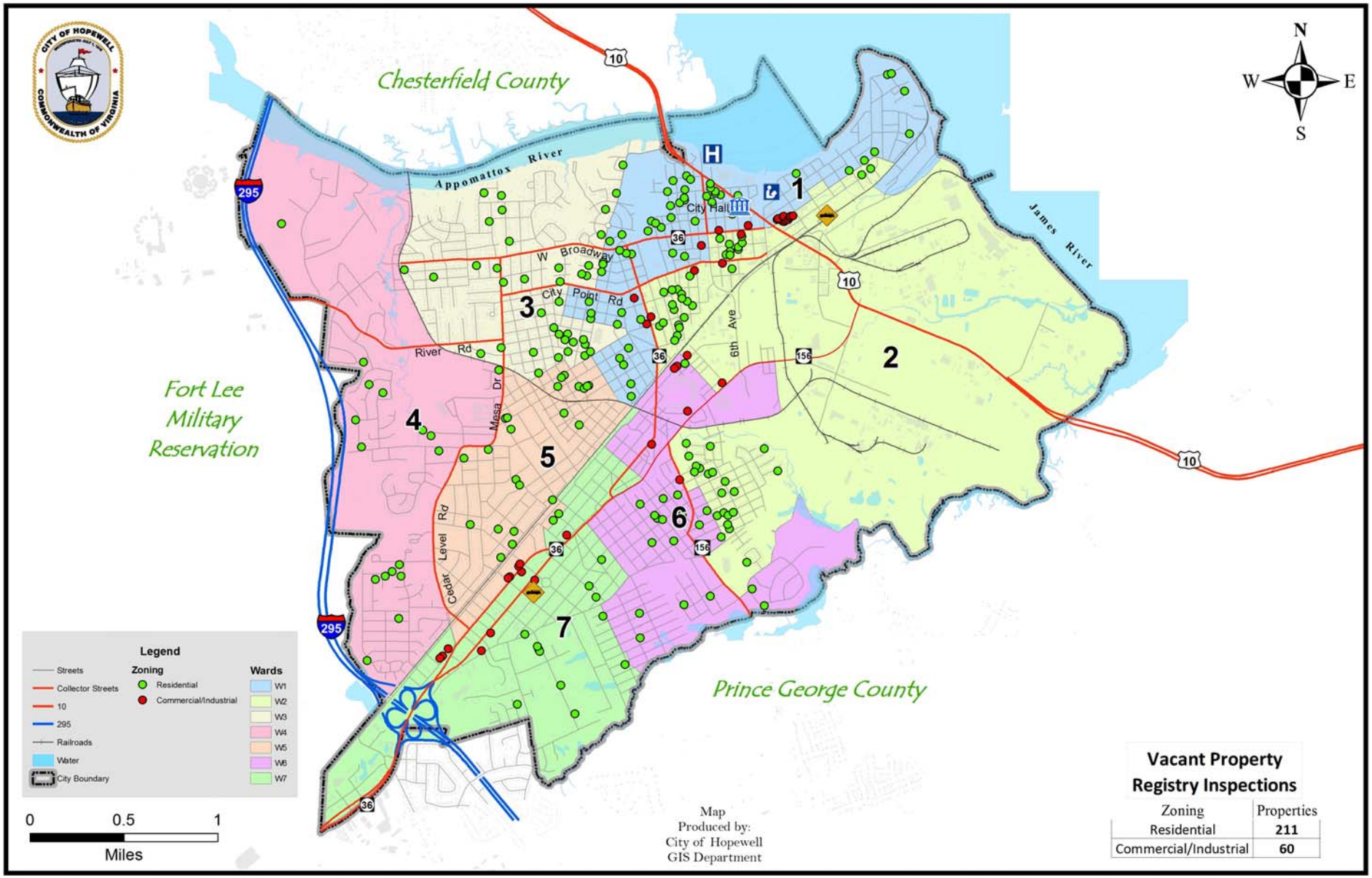
219 S. 11th Ave
1106 Atlantic St.
314 S. 12th Ave
320 S. 12th Ave
216 S. 12th Ave
210 S. 12th Ave
133 S. 12th Ave
135 S. 13th Ave
329 S. 13th Ave
344 S. 13th Ave
302 S. 14th Ave
301 S. 14th Ave
1503 Atlantic St.
219 S. 16th Ave
105 S. 16th Ave
202 S. 17th Ave
331 S. 19th Ave
405 S. 19th Ave
500 S. 19th Ave
519 S. 20th Ave
2301 Lynchburg St.
2220 Lynchburg St.
2208 Lynchburg St.
2212 Lynchburg St.
2413 Danville St.
1710 Danville St.
2312 Atlantic St.
2400 Atlantic St.
2501 Bluefield St.
2304 Clingman St.
2716 Pickett St.
2212 Pickett St.
2102 Pickett St.
2007 Pickett St.
2102 Gordon St.
2105 Gordon St.
2204 Gordon St.
220 S. 23rd Ave
2304 Gordon St.
2313 Gordon St.
142 S. 25th Ave
1707 Jackson St.
2105 Jackson St.
2603 Jackson St.

2407 Lee St.
2104 Lee St.
2110 Grant St.
204 S. Mesa Dr.
3018 Pickett St.
3003 Court Dr.
3005 Danville St.
3003 Danville St.
3505 Sussex Dr.
3410 Sussex Dr.
405 Miles Ave.
2506 Richmond St.
2501 Suffolk St.
3000 Clark St.
514 Terrace Ave
3211 Franklin St.
3102 Jackson Farm Rd.
3407 Wilmington Ave
3308 St. Charles St.
3101 Portsmouth St.
3302 Clay St.
3311 Norfolk St.
3407 Norfolk St.
614 Cabin Creek Dr.
3907 Williamsburg Dr.
717 Collingdale Rd.
3912 Grovewood Rd.
3907 Grovewood Rd.
3902 Grovewood Rd.
3704 Burnham Dr.
3402 Jackson Farm Rd.
419 Pin Oak Dr.
400 Pin Oak Dr.
373 Libby Ave
362 Red Oak Dr.
548 Pleasant Dr.
1611 Cameron's Landing Blvd.
244 East Broadway
231 East Broadway
232 East Broadway
256 East Broadway
222 East Broadway
226 East Broadway
219 East Broadway

225 East Broadway
237 East Broadway
239 East Broadway
238 East Broadway
248 East Broadway



Vacant Property Registry Inspections	
Ward	Properties
Ward 1 -	72
Ward 2 -	59
Ward 3 -	40
Ward 4 -	19
Ward 5 -	31
Ward 6 -	26
Ward 7 -	24



Vacant Property Registry Inspections

Zoning	Properties
Residential	211
Commercial/Industrial	60

R-2

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:
- ☐ Civic Engagement
- ☒ Culture & Recreation
- ☐ Economic Development
- ☐ Education
- ☐ Housing
- ☐ Safe & Healthy Environment
- ☐ None (Does not apply)

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

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

COUNCIL AGENDA ITEM TITLE: Request for Matching Funds for the 2016 Local Government Challenge Grant presented by the Virginia Commission for the Arts

ISSUE: Each year, the Historic Hopewell Foundation offers a variety of programs and events for citizens that focus on arts and entertainment, while incorporating local history. These programs include the Summer Concert Series held at Weston Manor, the Lunch and Lecture Series, and an annual summer program for children. The Recreation and Parks Department has been awarded grant funding from the Virginia Commission for the Arts in past years to assist with these programs. The grant requires the City to match the $5,000 provided by the Virginia Commission for Arts, totaling $10,000 in support of the proposed programs.

RECOMMENDATION: The City Administration recommends that $5,000 be allocated as matching funds for the Local Government Challenge Grant presented by the Virginia Commission for the Arts to assist with arts and entertainment programming in the City.

TIMING: Action is requested for the Tuesday, March 22, 2016 City Council meeting.

BACKGROUND: This grant and matching funds have been the primary funding source for the popular Weston Manor Concert Series for several years.

FISCAL IMPACT: None.

ENCLOSED DOCUMENTS: None.

STAFF: Aaron Reidmiller, Director, Recreation and Parks

SUMMARY:

Y	N		Y	N	
☐	☐	Mayor, Michael C. Bujakowski Ward #3	☐	☐	Vice Mayor Jasmine E. Gore Ward #4
☐	☐	Councilor Christina J .Luman-Bauiley, Ward #1	☐	☐	Councilor Brenda Pelham, Ward #6
☐	☐	Councilor Roosevelt Edwards, Ward #2	☐	☐	Councilor Jackie Shornak, Ward #7
☐	☐	Councilor Wayne Walton, Ward #5			

R-3

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	Order of Business:	Action:
X Civic Engagement	☐ Consent Agenda	☐ Approve and File
X Culture & Recreation	☐ Public Hearing	☐ Take Appropriate Action
X Economic Development	☐ Presentation-Boards/Commissions	X Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
X Safe & Healthy Environment	X Regular Business	☐ Set a Public Hearing
☐ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Citywide cleanup initiative for the 100th

ISSUE: The Announcement of a citywide cleanup initiative for the 100th

RECOMMENDATION: Receive and File

TIMING: April 2nd – April 10th

BACKGROUND: Staff from several departments are planning a city wide cleanup from Saturday April 2nd through Sunday April 10th. Letters have been sent to over 100 Businesses, Churches, Adopt-a-spot participants, Civic groups and Neighborhood Associations asking for a volunteer city wide cleanup as we prepare for the many guests coming to our community as we celebrate our 100th Anniversary.

FISCAL IMPACT: Estimated $7500 for equipment, materials, and manpower. Funds used from the 100th Anniversary funds.

ENCLOSED DOCUMENTS: None

STAFF: Mr. Charles Dane

SUMMARY: City wide Clean-up initiative

Y	N		Y	N	
☐	☐	Mayor, Brenda S. Pelham, Ward #6	☐	☐	Councilor Anthony Zevgolis, Ward #3
☐	☐	Vice Mayor Christina J. Luman-Bailey, Ward #1	☐	☐	Councilor Jasmine E. Gore, Ward #4
☐	☐	Councilor Arlene Holloway, Ward #2	☐	☐	Councilor Wayne Walton, Ward #5
			☐	☐	Councilor Jackie Shornak, Ward #7

R-4

CITY OF HOPEWELL
CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:	Order of Business:	Action:
☐ Civic Engagement	☐ Consent Agenda	☐ Approve and File
☐ Culture & Recreation	☐ Public Hearing	☐ Take Appropriate Action
☐ Economic Development	☐ Presentation-Boards/Commissions	☐ Receive & File (no motion required)
☐ Education	☐ Unfinished Business	☐ Approve Ordinance 1st Reading
X ☐ Housing	☐ Citizen/Councilor Request	☐ Approve Ordinance 2nd Reading
☐ Safe & Healthy Environment	☐ Regular Business	☐ Set a Public Hearing
☐ None (Does not apply)	☐ Reports of Council Committees	☐ Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Cold Weather Warming Shelter

ISSUE: Shelter operations this past winter season

RECOMMENDATION: No recommendations at this time

TIMING: None

BACKGROUND: The City's Cold Weather Warming Shelter has closed for the season. Staff will present information on the overall operations of the shelter, the number of individuals served, the types of services provided, and plans for continuing the goal of ending homelessness in the City.

FISCAL IMPACT: None

ENCLOSED DOCUMENTS: None

STAFF: Ray Spicer

Y	N		Y	N	
☐	☐	Mayor, Brenda S. Pelham, Ward #6	☐	☐	Councilor Anthony Zevgolis, Ward #3
☐	☐	Vice Mayor Christina J. Luman-Bailey, Ward #1	☐	☐	Councilor Jasmine E. Gore, Ward #4
☐	☐	Councilor Arlene Holloway, Ward #2	☐	☐	Councilor Wayne Walton, Ward #5
			☐	☐	Councilor Jackie Shornak, Ward #7

REPORTS OF THE CITY ATTORNEY

REPORTS OF THE CITY CLERK

Appointments/Reappointments to Boards and Commissions
March 22, 2016
VACANCIES
Talent Bank Resumes on File

Board of Equalization	(4) Reappointments
John Tyler Community College	(2) Reappointments
Hopewell Redevelopment & Housing Authority	(5) TBR's on File

REPORTS OF THE CITY COUNCIL

- COMMITTEES
- INDIVIDUAL REQUEST
- ANY OTHER COUNCILOR

CCR-1

CCR-2

CCR-3

Councilor Gore

Virginia Values Veterans

Bringing Veterans and Employers Together Across the Commonwealth

Virginia Values Veterans V3 Program

V3 Certification Checklist

For V3 certification, complete the 6 mandatory classes and additional requirements within one year of enrollment in the program. Use this page as a checklist as you work toward certification. The classes below will be presented regularly at V3 Employer Training Days (in-person), as well as be offered in a webinar format. To see a schedule of events, go to www.dvsV3.com/events.

☑	Certification Item	Presenter	Expected Time	Date Completed
☐	Core Curriculum – Best Practices in Veteran Recruiting, Hiring and Retention	DVS / V3 Representatives	2 hrs	
☐	Dispelling Myths About Veterans with Post Traumatic Stress Disorder (PTSD)	Virginia Veteran and Family Support	30 min	
☐	"Veteran" is a Big Word, and the Value of hiring a Virginia National Guardsman	Virginia National Guard	30 min	
☐	On-The-Job and Apprenticeship: Using the GI Bill to Train Profitable Employees	State Approving Agency	30 min	
☐	How to Leverage your Local Veteran Employment Representative (LVER)	Virginia Employment Commission	30 min	
☐	Uniformed Services Employment and Reemployment Rights Act (USERRA)	ESGR / Virginia Office of the Attorney General	30 min	
☐	Capstone project: Organizational Veteran Hiring Plan*	N/A*	----	
☐	Executive Cover Letter with Public Veteran Hiring Commitment	N/A	----	
☐	Submit certification documents to DVS	N/A	----	
☐	Certification Achieved! Congratulations!	N/A	----	

** The V3 Program does offer an optional webinar presented by a subject matter expert on building and implementing an Organizational Veteran Hiring Plan; however, attending this training is not required for certification.*

© DVS Virginia Values Veterans Program, General Survey December 2015

Virginia Values Veterans

Bringing Veterans and Employers Together Across the Commonwealth

Virginia Department of Veterans Services
Virginia Values Veterans V3 Program

V3 Executive Summary

Background

The Commonwealth of Virginia has a unique opportunity to help Veterans gain career employment. While Virginia ranks 12th among states in total population, it ranks 7th in total Veteran population and 4th in Veteran working-age population. While many employers are unaware of the value Veterans can bring to their workforce, thousands more are seeking to hire Veterans as a part of their workforce but simply don't know how. The Virginia Values Veterans (V3) Program not only aims to educate and train companies as to why it is a sound business decision to recruit, hire, train, and retain Veterans, but also to help those committed companies meet their hiring goals.

Educate – Train – Connect

The V3 Program provides education, training, and connectivity resources to assist companies in the implementation of nationally recognized best practices in recruiting, hiring, and retaining a highly-skilled, well-educated, and easily-trained leadership talent pool: **Virginia's Veterans**. The Virginia Department of Veterans Services is fully engaged in this venture with the confidence that hiring Veterans is not just the right thing to do, but that understanding who Veterans are and hiring them will increase organizational productivity and efficiency.

Execution

V3 Member companies will join a highly respected field of private and public sector organizations that have committed to hiring Veterans. These Member companies will have access to cutting-edge best practices in recruiting, hiring, and retaining Veterans. Any company completing all training requirements will be recognized as an official "V3-Certified Company," and awarded a certificate from the Governor of Virginia. These are the steps towards V3 Certification:

1. Company enrolls in program by submitting application online (http://www.dvsV3.com/apply).
2. Company completes all Training Requirements within one year (approximately 6 hours total training time).
3. Company completes and submits an Organizational Veteran Hiring Plan that includes a veteran hiring goal, and Executive Cover Letter to Governor McAuliffe requesting certification.

Strategic Partnerships

An influential group of strategic stakeholders comprised of federal, state, and local agencies, as well as leading representatives from the private sector, will be formed to influence policy and regulations that will positively impact Veterans' employment opportunities.

Conclusion

Virginia's Veteran population can provide employers with valuable human resources that add tremendous experience, leadership, and integrity to an organization. To better connect Veterans with potential employers, the Virginia Values Veterans Program must continue to forge strong relationships with companies and agencies throughout the Commonwealth. Virginia's Veteran population is young, eager to work, highly educated, highly trained, healthy, and growing!

WWW.DVSV3.COM

The Virginia Values Veterans (V3) Program is an official Commonwealth of Virginia Department of Veterans Services Program.© 2016

Virginia Values Veterans

Bringing Veterans and Employers Together Across the Commonwealth

Virginia Department of Veterans Services
Virginia Values Veterans V3 Program

V3 Employer Grant

Background

Virginia is proud to be able to invest in companies who have committed to hiring Veterans. The knowledge, skills, and abilities today's service members and Veterans gain in our modern military make them an extremely valuable talent pool for employers wishing to grow and improve organizational performance. In 2015, the General Assembly unanimously appropriated $500,000 for the purposes of establishing an employment grant for V3-certified employers.

Employer Qualifications

- Must be a **V3-Certified Company**
- Must have an **Employer ID#**
- Must have **300 or fewer** employees

Veteran Qualifications

- Needs to be employed **within 1 year of discharge from active duty**
- Hired in a **full-time** capacity
- Paid at or above the **Prevailing Average Wage** for the locality of employment
- Hired and retained for at least one year — on or after **July 1, 2014**

Definition

"Veteran" means an individual who has served in the active military, naval or air service, and who was discharged or released therefrom under any conditions other than dishonorable.

Conclusion

Companies may qualify for up to $10,000 in grants, with $1,000 being awarded per eligible Veteran hired!

For more information on the grant criteria, a frequently asked questions list, and to apply for a grant award, please visit **www.dvsV3.com/V3Grant**.

Please contact the Ms. Regan N. Hertzler, Veterans Employment Grant Manager, at **Regan.Hertzler@dvs.virginia.gov** for additional questions.

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