



CITY OF HOPEWELL

Hopewell, Virginia 23860

AGENDA

PHONE: 541-2249
FAX: 541-2248

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

e-mail: info@hopewellva.gov
rkearney@hopewellva.gov
www.hopewellva.gov

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

Table with 3 columns: Date (July 26, 2016), Location (Municipal Building), and Time (Work Session 6:00 p.m., Closed Meeting 7:00 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 Amend/Adopt Agenda

Work Session

WS - 1 - Work Session - Planning Commission Comprehensive Plan Presentation

MOTION: TO GO INTO CLOSED MEETING FOR: (I) DISCUSSION AND CONSIDERATION OF SPECIFIC APPOINTEES AND EMPLOYEES OF COUNCIL AND CITY (DISTRICT 19 COMMUNITY SERVICES BOARD, CITY MANAGER'S STAFF); (II) DISCUSSION AND CONSIDERATION OF THE ACQUISITION, INCLUDING BY EMINENT DOMAIN, OF REAL PROPERTY FOR A PUBLIC PURPOSE, AND OF THE DISPOSITION OF OTHER PUBLICLY-HELD REAL PROPERTY, WHERE DISCUSSION IN AN OPEN MEETING WOULD ADVERSELY AFFECT THE BARGAINING POSITION AND NEGOTIATING STRATEGY OF CITY COUNCIL AND THE EDA, RESPECTIVELY; (III) CONSULTATION RELATED THERETO AND TO OTHER SPECIFIC LEGAL MATTERS REQUIRING THE PROVISION OF LEGAL ADVICE BY COUNSEL RETAINED BY CITY COUNCIL, IN ACCORDANCE WITH VIRGINIA CODE SECTION 2.2-3711 (A) (1) (3) & (7), RESPECTIVELY.

Roll Call

7:00 p.m. CLOSED MEETING

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 Rev. Danny Tucker, 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:** January 2016 through June 2016.
- C-2** **Pending List:** Provided to Council
- C-3** **Information for Council Review:** American Legion Seniors Dance Flyer; National Community Health Center Week (NCHCW) Invitation.
- C-4** **Personnel Change Report/Financial Report:** HR Report & Financial Report.
- C-5** **Public Hearing Announcement:** TBD at July 26, 2016 City Council Meeting, pursuant to § 15.2-1800 (Purchase, sale, use, etc., of real property).
- C-6** **Routine Approval of Work Sessions:** TBD at July 26, 2016 City Council Meeting; August 23, 2016 @ 6:00 P.M.
- C-7** **Ordinances on Second & Final Reading:** None
- C-8** **Routine Grant Approval:** None
- C-9** **Proclamations/Resolutions/Presentation:** Councilors Gore & Zevgolis – Youth Office and Senior Services Presentations.

PUBLIC HEARINGS

*(Addressing Council (See Minute Book 26, Page 211, dated March 27, 2001) – Each person addressing the Council shall step to the microphone, give name and address and limit comments to **three (3) minutes** or less. No person shall be permitted to address Council a second time until all others have been heard once and no one shall speak more than twice on any subject in any one meeting. All remarks shall be addressed to Council as a body and not to any member thereof. No person other than the Council and the person having the floor shall enter into any discussion either directly or through a member of the Council without permission of the Mayor. No question shall be asked a Council member (including Administration) except through the presiding officer.*

PH-1 – Public Hearing: - Consider citizen comments regarding vacation of an undeveloped right-of-way between Winston Churchill Drive, Arlington Road, and Kolar Street adjacent to parcel numbers 032-0065, 0320060, 032-0035, 032-0030, 032-0025, 032-0020, 032-0005, 045-0515, 045-0510, 045-0495, 045-0490, and 0450480 (RE: New fire station).

ISSUE: The City is requesting the vacation of an undeveloped alley between Winston Churchill Drive, Arlington Road, and Kolar Street, where the new fire station will be located.

RECOMMENDATION: City administration recommends vacation of the alley.

MOTION: TO VACATE A PORTION OF UNDEVELOPED RIGHT-OF-WAY BETWEEN WINSTON CHURCHILL DRIVE, ARLINGTON ROAD, AND KOLAR STREET ADJACENT TO PARCEL NUMBERS 032-0065, 0320060, 032-0035, 032-0030, 032-0025, 032-0020, 032-0005, 045-0515, 045-0510, 045-0495, 045-0490, AND 0450480, FOR NEW FIRE STATION.

Roll Call

PH – 2 - **Public Hearing** – Consider citizen comments regarding vacation of George Street and North 7th Avenue between parcel numbers 066-0875, 066-0870, and 066-0685.

ISSUE: The City is requesting the vacation of George Street and a portion of North 7th Avenue north of West Randolph Road. The vacation would remove the right-of-way from the adjacent parcels and allow development.

RECOMMENDATION: City administration recommends the vacation of George Street and North 7th Avenue.

MOTION: TO VACATE GEORGE STREET AND NORTH 7TH AVENUE BETWEEN PARCEL NUMBERS 066-0875, 066-0870 AND 066-0685.

Roll Call

PH – 3 – **Public Hearing** - Consider citizen comments regarding a request by "KMRRT LLC" to vacate a portion of Poplar Street located at the intersection of Arlington Road and South 15th Avenue, adjacent to 803 Arlington Road, parcel number 045-0290.

ISSUE: "KMRRT LLC" is requesting the vacation of an undeveloped portion of Poplar Street to utilize for parking. Currently the site at 803 Arlington Road does not have sufficient parking.

RECOMMENDATION: City administration recommends vacation of a portion of Poplar Street adjacent to 803 Arlington Road, subject to proof of proper authorization of requestor.

MOTION: TO VACATE A PORTION OF POPLAR STREET LOCATED AT THE INTERSECTION OF ARLINGTON ROAD AND SOUTH 15TH AVENUE, ADJACENT TO 803 ARLINGTON ROAD, PARCEL NUMBER 045-0290.

Roll Call

PH – 4 – **Public Hearing** - Consider citizen comments regarding request to amend Article VIII, Planned Developments, of the Zoning Ordinance to add the B-3, Highway Commercial Zoning District, as a permitted district.

ISSUE: The City is requesting to amend Article VIII of the Zoning Ordinance to allow Highway Commercial Districts to be included where Planned Developments are permitted.

RECOMMENDATION: Staff and Planning Commission recommend approval. Currently, apartments may only be developed if there will be a commercial element on the first floor. Numerous developers have found that restriction and requirements for lot size and setback regulations barriers to development. The addition of the B-3 zoning district to Planned Developments allows flexibility, but such developments would still need approval of City Council on a case-by-case basis.

MOTION: TO AMEND ARTICLE VIII OF THE ZONING ORDINANCE TO ADD B-3 AS A PERMITTED DISTRICT.

Roll Call

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, and dated March 26, 2002.)*

REGULAR BUSINESS

Reports of City Manager

R-1. **Regular Business:** - CVWMA Report on Refuse Collection and Recycling Presentation

ISSUE: Ms. Kim Hynes, Executive Director of the Central Virginia Waste Management Authority (CVWMA), will be presenting key, performance statistics for refuse and recycling programs for the City of Hopewell. She will also be explaining some big changes in what products can now be recycled in our program.

Presentation – No Action Required

R-2. **Regular Business:** - Introduction of New Human Resource Director and Appomattox Regional Library Director.

Introduction – No Action Required

R-3. **Regular Business:** - Council to set Special Meeting, and Public Hearing pursuant to Virginia Code §15.2-1800 (Purchase, sale, use, etc., of real property)

MOTION: TO SET A SPECIAL COUNCIL MEETING AND A PUBLIC HEARING PURSUANT TO VIRGINIA CODE §15.2-1800 (Purchase, sale, use, etc., of real property), TO BE HELD ON AUGUST __, 2016, BEGINNING AT __: __ P.M.

Roll Call

Reports of the City Attorney:

Work session re: City Council Rules, August 23, 2016

Reports of the City Clerk:

(1) Appointment to the District 19 – Community Service Board

Accepting TBR's for ALL Boards and Commissions: www.hopewellva.gov; including Economic Development Authority (EDA); Planning Commission/Wetlands Board; Keep Hopewell Beautiful (KHB); Architectural Review Board (ARB); District 19 Community Service Board; Crater District Area Agency on Aging; Downtown Design Review Committee (DDRC); Historical Preservation Sub-Committee; Hopewell Redevelopment & Housing Authority (HRHA); Library Board; Social Services Advisory Board; Transportation Safety Board.

Reports of City Council:

Committees -

Citizens/Councilor Requests

OTHER COUNCIL COMMUNICATIONS

ADJOURNMENT

Motion: resolve to adjourn the Regular Meeting

Action: consensus

Work Session



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: Comprehensive Plan Study Update

ISSUE: Provide update on meetings held by Staff, Planning Commissioners, and consultants to formulate Comprehensive Plan. Provide an update on the proposed Land Use Map, Priority Planning Areas, and the integration of Public Health and Equity into the Plan.

RECOMMENDATION: None

TIMING: None

BACKGROUND: City Council appropriated funds to undergo an update of the Comprehensive Plan. Staff provides regular updates to Council as agreed upon at the beginning of the process.

FISCAL IMPACT: None at this time

ENCLOSED DOCUMENTS: None

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

SUMMARY:

- | | | |
|--------------------------|--------------------------|---|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Christina J. Luman-Bailey, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Anthony J. Zevgolis, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jasmine E. Gore, Ward #4 |

- | | | |
|--------------------------|--------------------------|--------------------------------------|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor K. Wayne Walton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Jackie M. Shornak, Ward #7 |

**CLOSED
MEETING**

REGULAR MEETING

CONSENT AGENDA

MINUTES

January 12, 2016
Regular Meeting

---DRAFT---

MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD JANUARY 12, 2016

A Regular Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, January 12, 2016, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina J. Luman-Bailey, Vice Mayor
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

Mark A. Haley, City Manager
Stefan M. Calos, City Attorney
Charles Dane, Assistant City Manager

ABSENT: Ross A. Kearney III, City Clerk

**In the absence of the City Clerk, Assistant City Manager, Charles Dane was Clerk pro tem.*

ROLL CALL

Mayor Pelham opened the meeting at 5:33 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	absent (arrived @ 6:00 p.m.)
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	absent (arrived @ 5:43 p.m.)
Councilor Walton	-	present
Councilor Shornak	-	absent (arrived @ 5:35 p.m.)

WORK SESSION:

WS-1 - Work Session - Hopewell Fire & EMS Code Revisions and MOU with Prince George County Regarding Automatic Aide

Chief Donald Hunter made a presentation to Council explaining the purpose for the Fire & EMS Code Revisions and the Memorandum of Understanding (MOU) with the County of Prince George. Council instructed the City Attorney and the Fire Chief to work together on the proposed revisions and to make sure that the public was notified of such changes.

CLOSED SESSION:

Motion was made by Councilor Walton, and seconded by Councilor Zevgolis, to resolve to go into Closed Meeting for: (I) Discussion of Specific Appointees of City Council (Virginia Gateway Region) and discussion of a public officer (City Councilor); (II) discussion of a prospective business where no previous announcement has been made of the business' interest in locating in the community,(III) discussion and

January 12, 2016

Regular Meeting

---DRAFT---

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 retained by city council regarding specific legal matters requiring the provision of legal advice by such counsel in accordance with Virginia Code Sections 2.2-3711 (A) (1) (5) (6) & (7), respectively. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	absent
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	absent
Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 5-0 Yes

REGULAR MEETING

Mayor Pelham opened the regular meeting at 7:33 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

PRAYER AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

Prayer was given by Chaplain Michael Wyche, followed by the Pledge of Allegiance to the Flag of the United States of America.

CONSENT AGENDA

Motion was made by Councilor Walton, and seconded by Councilor Gore, to resolve to approve the Consent Agenda. Minutes: None;. Pending List: Under Revision; Information for Council Review: None; Personnel Change Report & Financial Report: HR Report & Financial Report; Public Hearings Announcements: None; Routine Approval of Work Sessions: Hopewell Fire & EMS Code Revisions and MOU with Prince George Regarding Automatic Aide; Ordinances on second and final reading: None; Routine Grant Approval: None; Proclamations/Resolutions/Presentations: None. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes

January 12, 2016
Regular Meeting
---DRAFT---

Vote Resulted: 7-0 Consent Agenda Approved

REGULAR BUSINESS

R-1 - Regular Business - Set 2016 City Council Calendar and Times for Regular Meetings

A motion was made by Councilor Gore, and seconded by Councilor Zevgolis to set the 2016 City Council Meeting Calendar as follows: Council will meet on the second and fourth Tuesday of each month except for July and August where Council will meet on the fourth Tuesday and December where Council will meet on the second Tuesday and the start time for each regular meeting will be 7:30 p.m.. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 7-0 Approved

R-2 - Regular Business - Set Dates and Times for City Council Work Sessions, Closed Meetings

A motion was made by Councilor Gore, and seconded by Councilor Walton to start Work Sessions and Closed Meeting at 6:00 p.m. Upon the roll Call the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 7-0 Approved

R-3 - Regular Business - Appropriation of Funds on Surplus Property Auction

A motion was made by Councilor Walton, and seconded by Councilor Gore to appropriate \$16,689.43 revenue from the City auction from the General Fund to the Recreation and Parks Department. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes

January 12, 2016
Regular Meeting

---DRAFT---

Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 7-0 Appropriation Approved

R-4 - Regular Business - Resolution to Amend Fiscal Year 2015-16 Budget

City Manager reported to Council that the Resolutions to Amend the Fiscal Year 2015-16 were not provided by the Finance Director in time therefore, this item has been moved to the next City Council meeting.

R-5 - Regular Business - Request from the Green Plains Hopewell LLC to Subdivide Appomattox Bio Energy Lot IR into two lots, forming Lots IR and 2R

A motion was made by Councilor Shornak, and seconded by Councilor Walton to postpone this item until the next Council meeting. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	no

Vote Resulted: 6-1 Approved to move Item R-5 to the next City Council Meeting.

Closed Session

Council resolved to return into Closed Meeting for: (I) Discussion of Specific Appointees of City Council (Virginia Gateway Region) and discussion of a public officer (City Councilor); (II) discussion of a prospective business where no previous announcement has been made of the business' interest in locating in the community,(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 retained by city council regarding specific legal matters requiring the provision of legal advice by such counsel in accordance with Virginia Code Sections 2.2-3711 (A) (1) (5) (6) & (7), respectively.

OPEN SESSION

Council convened into Open Session. Councilors responded to the question: "Were the only matters discussed in the Closed Meeting public business matters lawfully exempted from open meeting requirements; and public business matters identified in the motion to convene into Closed Session?" Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes

**January 12, 2016
Regular Meeting**

---DRAFT---

Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 7-0 Yes

ADJOURN

At 9:45 p.m., motion was made by Councilor Walton, and seconded by Councilor Shornak. Upon the roll call, the vote resulted:

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes

Vote Resulted: 7-0 Meeting Adjourned

Brenda S. Pelham, Mayor

Charles Dane, City Clerk Pro Tem
(Assistant City Manager)

January 19, 2016

Special Meeting

---DRAFT---

MINUTES OF THE CITY COUNCIL SPECIAL MEETING HELD JANUARY 19, 2016

A Special Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, January 19, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina J. Luman-Bailey, Vice Mayor
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

Mark A. Haley, City Manager
Stefan M. Calos, City Attorney
Charles Dane, Interim City Clerk

**In the absence of the City Clerk, Assistant City Manager, Charles Dane was Clerk pro tem.*

ROLL CALL

Mayor Pelham opened the meeting at 6:00 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Prayer was led by Charles Dane, followed by the Pledge of Allegiance to the Flag of the United States of America.

CLOSED MEETING

Motion was made by Councilor Walton, and seconded by Councilor Zevgolis, to resolve to convene into closed session for (I) discussion of performance of a specific appointee of City Council (City Manager) and (II) consultation with legal counsel and briefings by staff members or consultants pertaining to probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of city council, and consultation with legal counsel employed by city council regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Virginia Code §2.2-3711(A) (1) and (7), respectively. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

**January 19, 2016
Special Meeting**

---DRAFT---

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes

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. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes

ADJOURN

At 8:05 p.m., motion was made by Councilor Zevgolis, and seconded by Councilor Walton. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Meeting Adjourned

Brenda S. Pelham, Mayor

Charles Dane, Interim City Clerk

February 2, 2016

Regular Meeting

--DRAFT--

**MINUTES OF THE WORK SESSION AND SPECIAL MEETING OF CITY COUNCIL HELD
FEBRUARY 2, 2016**

A Special Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 2, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina J. Luman-Bailey, Vice Mayor
Arlene Holloway, Councilor
Anthony J. Zevgolts, Councilor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

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

ROLL CALL

Mayor Pelham opened the meeting at 6:00 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolts	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

WORK SESSION

WS-1 – Work Session - Review of Action Items from City Council Advance held December 11-12, 2015.

City Manager Mark Haley summarized the City Council retreat held on December 11th and 12th, 2015. Councilor Walton requested the City Manager provide Council with bullet points with regards to his summary of which Councilors Gore agreed. Mr. Haley reported that his office was in the process of updating and preparing a new City Council Action Form.

CLOSED MEETING

Motion was made by Vice Mayor Luman-Bailey, and seconded by Councilor Gore to amend the Agenda and go into Closed Meeting at 6:37 p.m. instead of 7:00 p.m. Upon the roll call, the vote resulted:

Councilor Zevgolts	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes

February 2, 2016

Regular Meeting

---DRAFT---

Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Agenda Amended

A motion was made by Councilor Zevgolis, and seconded by Councilor Holloway to resolve to go into closed meeting for: (I) discussion of specific appointees of city council (Virginia Gateway Region and Hopewell Redevelopment Housing Authority) and discussion of a public officer (City Councilor); (II) discussion of a prospective business where no previous announcement has been made of the business' interest in locating in the community, (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 retained by City Council regarding specific legal matters requiring the provision of legal advice by such counsel in accordance with Virginia Code Sections 2.2-3711 (A) (1) (5) (6) & (7), respectively. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Yes to go to Closed Meeting

OPEN SESSION

Council convened into Open Session. Councilors responded to the question: "Were the only matters discussed in the Closed Meeting public business matters lawfully exempted from open meeting requirements; and public business matters identified in the motion to convene into Closed Session?" Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Yes

REGULAR MEETING

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Prayer was led by Chaplain Danny Tucker, followed by the Pledge of Allegiance to the Flag of the United States of America.

February 2, 2016

Regular Meeting

---DRAFT---

A motion was made by Councilor Walton, and seconded by Councilor Gore to Amend the Agenda and move Reports of the City Attorney up following Unfinished Business. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Yes Agenda Amended

CONSENT AGENDA

Motion was made by Councilor Gore, and seconded by Councilor Holloway, to approve the Consent Agenda, Minutes: Pending; Pending List: Under Revision; Information for Council Review – NONE; Personnel Change Report/Financial Report – NONE; Public Hearing Announcement – Hopewell Fire & EMS Code Revisions as to Fees; Routine Approval of Work Sessions: Action Items from Advance held December 11 and 12, 2015; Work Session - Pending List Update – February 9, 2016 Joint Work Session - School Board/Council – February 23, 2016; Ordinances on second and final reading – NONE Routine Grant Approval – NONE; Proclamations/Resolutions/Presentation. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Consent Agenda Approved

UB-1. UNFINISHED BUSINESS - Request from Green Plains Hopewell LLC to Subdivide Appomattox Bio Energy Lot 1R into two lots, forming Lots 1R and 2R

A motion was made by Councilor Zevgolis, and seconded by Councilor Walton to grant the request from Green Plains Hopewell LLC to subdivide Appomattox Bio Energy Lot 1R into Green Plains Hopewell LLC Lots 1R and 2R. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Request Granted

February 2, 2016

Regular Meeting

---DRAFT---

REPORTS OF THE CITY ATTORNEY

City Attorney introduced Mr. Walton Holloway who reported to Council on the advice of the Virginia Conflict of Interest and Ethics Advisory Council and related issues of the new standards that have been put into place.

R-1 – Regular Business – Police Department Yearly Review

Police Chief John Keohane reported to Council on the 2015 final statistics and reported on new operations that will be implemented in 2016.

R-2 – Regular Business – Virginia Department of Transportation Accounting Measure for Current Budget Fiscal Year 2016

A motion was made by Councilor Shornak, and seconded by Vice Mayor Luman-Bailey to authorize the appropriation of Virginia Department of Transportation (VDOT) revenue sharing program reimbursements to the City's Capital Improvements Program (CIP) projects for various street, sidewalk and drainage improvements. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Authorization Granted

R-3 – Regular Business – Adjustment in the estimated maximum reimbursement summary value for the candidate projects submitted in the FY17 VDOT revenue sharing program inclusion.

A motion was made by Councilor Shornak, and seconded by Vice Mayor Luman-Bailey to approve the adjustment in the estimated maximum reimbursement value for the candidate projects submitted in the FY17 VDOT revenue sharing program inclusion. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Approval Granted

February 2, 2016

Regular Meeting

---DRAFT---

R-4 - Regular Business - Resolution to Amend Fiscal Year 2015-16 Budget

A motion was made by Councilor Walton, and seconded by Councilor Shornak to adopt budget resolution amendment for fiscal year 2015-2016. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	no
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 6-1 Resolution to Amend Fiscal Year 2015-16 Budget Granted

BUDGET RESOLUTION AMENDMENT

FISCAL YEAR 2015-2016

WHEREAS a budget amendment to appropriate funds in the amount of \$100,000 to provide funds for none maintenance repairs at the Marina \$20,000; Outside legal expenses \$100,000; 100 years Centennial Celebration \$150,000; and Court appointed attorney fees \$15,000 from the Unassigned Fund Balance for the FY 2015-2016 budget, was introduced and,

WHEREAS, sufficient funds exist in the respective unassigned fund balance account,

BE IT, HEREBY, RESOLVED by the Council of the City of Hopewell that:

Sec. 1 The following designated funds and accounts shall be appropriated for funds for none maintenance repairs at the Marina; Outside legal; 100 years Centennial Celebration; and Court appointed attorney fees from the Unassigned Fund Balances.

General Fund-011:

Resources:

Fund Balance	\$265,000
--------------------	-----------

Appropriations:

Attorney Operations.....	\$100,000
--------------------------	-----------

Appropriations:

District Court Operations.....	\$ 15,000
--------------------------------	-----------

Appropriations:

Non-Departmental Operations.....	\$150,000
----------------------------------	-----------

Marina Fund-038

Resources:

Fund Balance	\$ 20,000
--------------------	-----------

February 2, 2016
Regular Meeting
---DRAFT---

Marina Operations

\$ 20,000

R-5. – Regular Business - Approval of Automatic Aid between City of Hopewell and Prince George County, and Authorization for City Manager to execute a mutually-agreeable Memorandum of Understanding with Prince George County

A motion was made by Councilor Shornak, and seconded by Councilor Zevgolis, to approve on first reading the Automatic Aid between the City of Hopewell and Prince George County, and to authorize the City Manager to execute a mutually agreeable MOU with Prince George regarding Automatic Aid. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Automatic Aid between the City of Hopewell and Prince George County Granted

R-6 – Regular Business – Adopt a resolution fixing the immediately-following Tuesday as the day to which a regular meeting shall be continued if the mayor or, if the mayor is unable to act, the vice-mayor finds and declares that weather or other conditions are such that it is hazardous for members of City Council to attend its regular meeting pursuant to Va. Code Section 15.2-1416.

A motion was made by Councilor Shornak, and seconded by Councilor Zevgolis to adopt a resolution fixing the immediately-following Tuesday as the day to which a regular meeting shall be continued if the mayor or, if the mayor is unable to act, the vice-mayor finds and declares that weather or other conditions are such that it is hazardous for members of City Council to attend its regular meeting. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Resolution Adopted

RESOLUTION NO. 2016-2-2A

**RESOLUTION FIXING DAY FOR CONTINUATION OF
REGULAR MEETINGS DUE TO HAZARDOUS CONDITIONS**

WHEREAS, weather or other conditions might make it hazardous for members of City Council to attend a regular meeting, and

February 2, 2016
Regular Meeting
---DRAFT---

WHEREAS, Virginia Code § 15.2-1416 (Regular meetings) provides that if a governing body prescribes a meeting day other than that initially established, the governing body shall pass a resolution as to such future meeting day, and the governing body shall cause a copy of such resolution to be posted on the door of the public meeting place and inserted in a newspaper having general circulation in the municipality at least seven days prior to the first such meeting on such other day,

BE IT RESOLVED BY THE CITY COUNCIL OF HOPEWELL, VIRGINIA:

That if the mayor, or vice-vice-mayor if the mayor is unable to act, finds and declares that weather or other conditions are such that it is hazardous for members of City Council to attend a regular meeting, the immediately-following Tuesday shall be the day to which the regular meeting shall be continued. Such finding shall be communicated to the members and the press as promptly as possible. All hearings and other matters previously advertised shall be conducted at the continued meeting and no further advertisement shall be required.

ADOPTED by the City Council of Hopewell, Virginia, at an open public meeting this 2nd day of February, 2016.

The undersigned Clerk of the Council of the City of Hopewell, Virginia, certifies that the foregoing constitutes a true and correct extract from the minutes of a special meeting of the City Council of the Hopewell, Virginia, held on the 2nd day of February, 2016, and of the whole thereof so far as applicable to the matters referred to in such extract.

Ross A. Kearney III
Hopewell City Clerk

REPORTS OF THE CITY CLERK – BOARDS AND COMMISSIONS

A motion was made by Councilor Shornak, and seconded by Councilor Gore to appoint Councilman Walton to the Virginia Gateway Region. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Councilor Walton Appointed

A motion was made by Councilor Gore, and seconded by Councilor Walton to disregard the City Council Calendar passed last meeting and to represent at the next Council meeting. Upon the roll call, the vote resulted:

**February 2, 2016
Regular Meeting**

--DRAFT--

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0

REPORTS AND REQUEST OF CITY COUNCIL MEMBERS

All Councilors commended the Public Works Department on their hard work and long hours during the recent snow storm.

Councilor Gore: Requested that the City Manager set-up a walk-through of the Mallonee Gym.

ADJOURN

At 10:28 p.m., motion was made by Councilor Walton, and seconded by Councilor Gore. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Meeting Adjourned

Brenda S. Pelham, Mayor

Ross A. Kearney III, City Clerk

February 9, 2016
Regular Meeting

---DRAFT---

**MINUTES OF THE WORK SESSION AND REGULAR MEETING OF CITY COUNCIL HELD
FEBRUARY 9, 2016**

A Regular Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 9, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina J. Luman-Bailey, Vice Mayor
Anthony J. Zevgolis, Councilor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

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

ROLL CALL

Mayor Pelham opened the Work Session Meeting at 6:05 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	absent (sick)
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

MOTION TO ADOPT AGENDA

A motion was made by Councilor Walton, and seconded by Shornak to adopt the February 9, 2016 City Council agenda. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Resulted: 6-0 Agenda Adopted

WORK SESSION

WS-1 – Work Session - Review of Action Items from City Council Advance; Pending City Councilor Request and Added Items per City Councilors Request on February 2, 2016 to Provide any Additional Priority Items. City Manager Mark Haley summarized

**February 9, 2016
Regular Meeting
---DRAFT---**

REGULAR MEETING

Mayor Pelham opened the regular meeting at 7:35 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	absent (ill)
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Prayer was led by Chaplain Pam Cooper, followed by the Pledge of Allegiance to the Flag of the United States of America.

CONSENT AGENDA

A motion was made by Vice Mayor Luman-Bailey, and seconded by Councilor Zevgolis to Amend the Agenda and the Consent Agenda and move item C-7 Ordinances on Second and Final Reading to Regular Business R-4. Minutes: None; Pending List: Updated Pending List Provided under Work Session 1; Information for Council Review: Passed Resolution from 2/2/16; Public Hearing Notice for 2/9/16; Financial Report: No HR Report, Financial Report provided; Public Hearings Announcements: None; Routine Approval of Work Sessions: Approval of Joint Work Session for February 23, 2016 @ 6:00 P.M.; Routine Grant Approval: None; Proclamations/Resolutions/Presentations: FCCLA Proclamation for Hopewell City Schools. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 6-0 Yes Consent Agenda and Agenda Amended & Approved

Proclamation

WHEREAS Family, Career and Community Leaders of America, the national nonprofit family-focused student organization for Family and Consumer Sciences students through grade 12, helps youth assume their roles in society through Family and Consumer Sciences education in areas of personal growth, family life, vocational preparation, college readiness, leadership, and community involvement; and

February 9, 2016
Regular Meeting

---DRAFT---

WHEREAS, the organization extends classroom learning through chapter projects that develop leadership and initiative and helps young men and women learn how to plan, make decisions, and carry out and evaluate programs of action as they work with other youth and adults in their school and community; and

WHEREAS, Family, Career and Community Leaders of America offers members an opportunity to work together for common purposes for the improvement of themselves, their families, and their communities; and

WHEREAS, The week of February 7 through 13, 2016, has been designated NATIONAL FCCLA WEEK with the theme "EMPOWER".

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 the week of February 7th , 2016 as National FCCLA Week in the City of Hopewell and urge all citizens to acquaint themselves with the activities and values of Family, Career and Community Leaders of America, to show interest in it, and to give help and encouragement to the young men and women who are working to achieve knowledge and experience that will help prepare them for future responsibilities as active and concerned adult members of society:

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Hopewell in the Commonwealth of Virginia this 9th day of February 2016.

/s/ Brenda S. Pelham
MAYOR, CITY OF HOPEWELL

* * *

PUBLIC HEARING

PH-1 – Public Hearing - Proposed amendments to Chapter 15, Fire Prevention and Protection, of the City Code, as to fees and other charges

The Mayor opened the public hearing and having no one signed up to speak the Mayor closed the public hearing. A motion was made by Councilor Shornak to approve the proposed amendment on first reading, and dispense with the second reading and having no second, the motion died. A motion was made by Councilor Zevgolis, and seconded by Councilor Walton to approve all proposed amendments to Chapter 15, Fire Prevention and Protection, of the City Code on first of two readings. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 6-0 Approved

COMMUNICATIONS FROM CITIZENS

February 9, 2016

Regular Meeting

---DRAFT---

Johnny Partin – Ward 3: Challenged each Council member to plan, start and execute one project in the City of Hopewell without the use of citizen tax dollars. Mr. Partin also says he will work with all boards and commissions, civic groups and non-profit organizations and complete seven (7) projects for each Council member currently serving.

REGULAR BUSINESS

R-1 – Regular Business – Approval of the Hopewell City Council Calendar Meeting Dates

A motion was made by Vice Mayor Luman-Bailey, and seconded by Councilor Shornak to approve the Hopewell City Council Calendar Meeting Dates with Council meeting on March 15th with a Work Session and Council meeting only once in July on the 26th and once in August on the 23rd and once in December on the 13th. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 6-0 Council Agenda Approved

R-2 – Regular Business – Appropriate grant funding from John Randolph Foundation for summer camp programs offered by the Department of Recreation and Parks

A motion was made by Councilor Walton, and seconded by Councilor Shornak to appropriate the Grant Funding of \$20,000 for the Department of Hopewell Recreation and Parks to support the Youth Summer Programs Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 6-0 Grant Funding Appropriated (No supporting financial documents provided)

R-3 – Regular Business – Public Safety Building Update

Director of Public Works Mr. Ed Watson reported the most recent update with regards to the new public safety building. Mr. Watson informed Council that 2nd Street would be closed and that the BID's for the Police Department and Fire Department once reviewed by Planning and Ms. Griffin would go out together. Councilor Gore requested from Mr. Watson the minutes from the DDRC once they met on February 17, 2016.

February 9, 2016
Regular Meeting
---DRAFT---

R-4 - Regular Business - Adopt Amended Budget Resolution for Fiscal Year 2015-2016

A motion was made by Councilor Walton, and seconded by Councilor Gore to adopt the amended budget resolution for Fiscal Year 2015-2016. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	no
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 5-1 Budget Resolution Adopted

BUDGET RESOLUTION AMENDMENT
FISCAL YEAR 2015-2016

WHEREAS, at the meeting of the City Council of the City of Hopewell held on February 2, 2016, a budget amendment was introduced to appropriate funds for the FY 2015-2016 budget to provide funds for non-maintenance repairs at the Marina; outside legal counsel; 100 Years Centennial Celebration; and Court appointed attorney fees.

WHEREAS a budget amendment to appropriate funds in the amount of \$260,000 to provide funds for non-maintenance repairs at the Marina \$20,000; outside legal counsel \$75,000; 100 Years Centennial Celebration \$150,000; and Court-appointed attorney fees \$15,000 from the Unassigned Fund Balance for the FY 2015-2016 budget, was introduced and,

WHEREAS, sufficient funds exist in the respective unassigned fund balance accounts,

BE IT, HEREBY, RESOLVED by the Council of the City of Hopewell that:

Sec. 1 The following designated funds and accounts shall be appropriated for funds for non-maintenance repairs at the Marina; outside legal counsel; 100 Years Centennial Celebration; and Court-appointed attorney fees from the Unassigned Fund Balances.

General Fund-011:

Resources:

Fund Balance \$240,000

Appropriations:

Outside Legal Counsel..... \$75,000

Appropriations:

Court-appointed Legal Fees..... \$ 15,000

Appropriations:

February 9, 2016

Regular Meeting

---DRAFT---

100 Years Centennial Celebration \$150,000

Marina Fund-038

Resources:

Fund Balance \$ 20,000

Appropriations:

Marina Operations \$ 20,000

ADJOURN

At 10:00 p.m., a motion was made by Councilor Walton, and seconded by Councilor Zevgolis to adjourn. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	no
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Zevgolis	-	yes

Vote Result: 6-0 Meeting Adjourned at 10:00 P.M.

Brenda S. Pelham, Mayor

Ross A. Kearney III, City Clerk

February 23, 2016
Special Work Session Joint Meeting with Hopewell School Board

---DRAFT---

**MINUTES OF THE SPECIAL WORK SESSION MEETING OF CITY COUNCIL AND
HOPEWELL SCHOOL BOARD HELD FEBRUARY 23, 2016**

A Special Work Session of the City Council and Hopewell School Board of the City of Hopewell, Virginia, was held Tuesday, February 23, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina J. Luman-Bailey, Vice Mayor
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

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

PRESENT: Christopher G. Reber, Chairman
Linda E. Hyslop Vice-Chairman
Shirl A. Jefferson
Dr. Deborah E. Marks
Mr. N. Greg Cuffey
Dr. Melody D. Hackney, Interim Superintendent

ROLL CALL

Mayor Pelham opened the meeting at 6:00 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Prayer was led by Charles Dane, followed by the Pledge of Allegiance to the Flag of the United States of America.

Motion: To Adopt/Amend Agenda

A motion was made by Councilor Walton, and seconded by Councilor Gore to adopt the agenda for February 23, 2016. Upon the roll call, the vote resulted:

Councilor Walton - yes

February 23, 2016
Special Work Session Joint Meeting with Hopewell School Board

---DRAFT---

Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes

Vote Resulted: 7-0 Agenda Adopted

WORK SESSION

WS-1 – Work Session – School Board Budget Presentation

Dr. Hackney discussed the fact that we had developed a six-year fiscal plan. She stated that this is an evolving document. She explained the five categories of the plan, with the first being credibility, by getting our schools accredited. The request for revenue from the Council was level funding, due to projected increases in state funding.

Mrs. Barnes explained the specific budget initiatives. She shared that we were looking at \$1.8 million in additional funds. Additional revenues were for federal grants and Medicaid reimbursements. There is projected to be a reduction in Title VI-B funding for Special Education and Title III funds are being eliminated completed.

Mrs. Barnes shared the money that will be required for additional mandated programs. She shared the budget requests, including raises for all staff and adjusting the teacher assistant salaries to make them market competitive within the region. The Councilors asked questions as the presentation progressed. Mrs. Barnes explained what is actually funded when the raise from the state includes SOQ funding positions.

Dr. Evans explained the manner in which the division partners with Smart Beginnings. There was also discussion regarding the teacher turn-over rate. Councilor Gore asked about whether the HCPS Foundation might be able to help fund initiatives.

Mr. Reber thanked the Councilors for their time and attention. He stated that the challenge is addressing the needs of our students from preschool through job/college readiness. Mr. Reber stated that our foundation members have recently had training in Williamsburg, with one of the focus areas being fundraising. He discussed the importance of being able to draw private funds into the division.

Councilor Gore discussed the idea of attempting to access locality grants that may not be accessible to the school division.

Councilor Zevgolis asked about the foundation. He was advised that there was a HCPS Foundation. Mr. Reber explained how the funds are made available to the foundation. Mr. Haley, a member of the foundation, explained how the mini-grant process funded by the HCPS Foundation functions.

Mayor Pelham thanked Dr. Hackney and Mrs. Barnes for sharing the information.

No additional comments were made with regard to the division's budget request and planning.

February 23, 2016
Special Work Session Joint Meeting with Hopewell School Board

---DRAFT---

A motion was made by Councilor Walton, and seconded by Councilor Holloway to adopt the Hopewell City School Budget. Upon the roll call, the vote resulted:

Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes

Vote Resulted: 7-0 Hopewell City School Budget Adopted

WS-2 – Work Session - City of Hopewell Budget Presentation of FY 2016-17 - Revenue Forecasting and Review of Department Capital Request:

Director of Finance Mr. Jerry Whitaker gave a brief presentation on the Fiscal Year 2016-17 Draft Revenue Forecasting and Review of the Departments Capital Request.

CLOSED MEETING

A motion was made by Councilor Walton, and seconded by Councilor Zevgolis to go into closed meeting for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of city council; and consultation with legal counsel employed or retained by city council regarding specific legal matters requiring the provision of legal advice by such counsel, pursuant to Virginia Code § 2.2-3711 (A) (7). Upon the roll call, the vote resulted:

Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes

Vote Resulted: 7-0 Approved to go into Closed Meeting

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. Upon the roll call, the vote resulted:

Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes

**March 3, 2016
Special Meeting
---DRAFT---**

MINUTES OF THE SPECIAL CITY COUNCIL SPECIAL MEETING HELD MARCH 3, 2016

A Special Meeting of the City Council of the City of Hopewell, Virginia, was held Thursday, March 3, 2016, at 7:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor

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

Absent: Christina Luman-Bailey, Vice Mayor
Jasmine E. Gore, Councilor
K. Wayne Walton, Councilor
Jackie M. Shornak, Councilor

ROLL CALL

Mayor Pelham opened the meeting at 7:30 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	absent
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	absent
Councilor Walton	-	absent
Councilor Shornak	-	absent

The Clerk, having taken the roll and informing the Mayor that no quorum was present, Councilor Zevgolis moved that a short recess be taken to see if a quorum would eventually form. The Mayor then ordered that a ten minute recess be taken to allow time for a quorum to form. The Mayor reconvene the meeting and having not enough member of Council to form a quorum, Councilor Zevgolis made a motion to adjourn of which motion was seconded by Councilor Holloway. Upon the roll call, the vote resulted:

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Mayor Pelham	-	yes

Vote Result: 3-0 Meeting Adjourn at 8:00 p.m.

Brenda S. Pelham, Mayor

Ross A. Kearney III, City Clerk

**March 15, 2016
Regular Meeting**

---DRAFT---

MINUTES OF THE REGULAR CITY COUNCIL MEETING HELD MARCH 15, 2016

A Regular Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, March 15, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
 Christina J. Luman-Bailey, Vice Mayor
 Arlene Holloway, Councilor
 Anthony J. Zevgolis, Councilor
 Jasmine E. Gore, Councilor
 K. Wayne Walton, Councilor
 Jackie M. Shornak, Councilor

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

ROLL CALL

Mayor Pelham opened the work session at 6:00 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	absent (arrived @ 6:55 p.m.)

WORK SESSION:

WS-1 - Work Session - Review of City Council Pending List

City Manager Mark Haley opened the work session by reviewing the City Councils "Pending Action List". Councilor Gore commented on the Talent Bank Resumes (TBR) and requested that the Youth Commission Committee be added. Mr. Haley explained that it would be in the best interest to hold off on adding that committee until a Youth Director is hired in July 2016 and allow that individual to get settled and then add and begin advertising for the Youth Commission Committee, Council agreed. Council also raised the issue regarding the background checks on the TBR's. The City Attorney reported he would look into that and report back to the City Clerk. Council instructed the City Manager to follow-up with VML training for Directors, Administration and the City Council. A "DRAFT" Code of Ethics was presented to Council at a prior meeting by Councilor Shornak who serves with Councilor Zevgolis on the Ethics Committee. Council requested that the City Manager touch base with VML so that City Council could receive additional training with regards to ethics. Council requested an update on procedural guide for citizens and/or organizations requesting City funds. Finance Director Jerry Whitaker reported that he was in the process of revising the RLA form and that should be completed very soon for Council to review. Council then reviewed and discussed the cost update on the City taking over Mallonee Gym. Councilor Walton asked the City Manager if he could report on what the latest figures were regarding the remodeling of Mallonee Gym. The City Manager reported that Director of Public Works

**March 15, 2016
Regular Meeting**

---DRAFT---

Mr. Ed Watson, had reported that it would cost \$1.7 million dollars for total renovation cost. Councilor Gore informed the City Manager that a Grant was available to assist with this cost of the renovation and requested that he meet with Dr. Hackney, Hopewell City Schools Superintendent to work on the grant application and submit, Council agreed. Councilor Gore brought up the issue regarding an internal policy to recap major events/emergencies and communication workflow. The City Manager and Fire Chief Donald Hunter reported to Council that a process of reporting was in place and that the City Manager would be kept up to date and the City Manager reported that he would then notify City Council, City Clerk and the City Government Affairs Official. Councilors Gore and Walton commented that now the FY16-17 Budget was in and under review that the City Manager and Finance Director meet with the City Treasurer and Commissioner of Revenue to begin setting the tax rate, Council agreed. City Manager then reported on the City Logo's and the creation of an official business packet/brochure to highlight incentives using official logos. City Council instructed the City Manager to create and develop an official business packet/brochure to highlight incentives using official logos and Councilor Walton requested that the City work together with the Hopewell-Prince George Chamber of Commerce. Councilor Zevgolis raised the issue regarding the Consent Agenda – Ordinances on 2nd and Final Reading ad that this was incorrect for Ordinances on 2nd and Final Reading be placed under the Consent Agenda. City Attorney Stefan Calos reported and correct Councilor Zevgolis and stated that placing Ordinances on the Consent Agenda – 2nd and Final Reading is proper. Councilor Zevgolis then requested that the City Attorney and City Clerk review this process. Council then agreed that with regards to the Agenda that staff was to follow the guidelines set forth by the City Clerk.

CLOSED SESSION:

Motion was made at 7:10 p.m. by Councilor Zevgolis, and seconded by Councilor Gore, to resolve to go into Closed Meeting for: (I) discussion of performance of a specific appointee of city council (city manager) (II) discussion of specific appointees of city council (Virginia Gateway Region) (Downtown Design Review Committee) (District 19 Community Service Board) and (III) discussion of a prospective business where no previous announcement has been made of the business' interest in locating in the community, (IV) 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 (V) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of city council; and (VI) 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 Sections 2.2-3711 (A) (1) (5) (6) & (7), respectively. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes

REGULAR MEETING

Mayor Pelham opened the regular meeting at 7:33 p.m. Roll call was taken as follows:

**March 15, 2016
Regular Meeting
---DRAFT---**

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

PRAYER AND PLEDGE OF ALLEGIANCE TO THE UNITED STATES OF AMERICA

Prayer was given by Chaplain Millard Boone, followed by the Pledge of Allegiance to the Flag of the United States of America.

CONSENT AGENDA

Motion was made by Councilor Zevgolis, and seconded by Councilor Holloway, to resolve to amend the Consent Agenda and remove C-1. Minutes and vote on the separately and approve the remainder of the Consent Agenda: Pending List: Updated & Emailed to Council March 4, 2015; Information for Council Review – Authorization of FY 2016 SLAF Project Funding; Reminder: Thursday March 17, 2015 @ 6:00 P.M. Council Budget Work Session; Personnel Change Report & Financial Report: HR Report & Financial Report provided; Public Hearings Announcements: None; Routine Approval of Work Sessions: None; Ordinances on second and final reading: Adopt Amendments to Chapter 15, Fire Prevention and Protection, of the City Code, as to fees and other charges; Adopt Automatic Aid between the City of Hopewell and Prince George County, and to authorize the City Manager to execute a mutually agreeable MOU with Prince George; Adopt Ordinance 2016-3-15A Authorizing the vacation of an undeveloped portion of an alley at 208 North 14th Avenue, 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; Adopt Ordinance 2016-3-15B 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”; Routine Grant Approval: None; Proclamations/Resolutions/Presentations: Jared M. Reedy Attaining Rank of Eagle Scout. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Amended Consent Agenda Approved

ORDINANCE 2016-3-15A

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

March 15, 2016
Regular Meeting
---DRAFT---

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 ORDNANED 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 resubdivison 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

March 15, 2016
Regular Meeting
---DRAFT---

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 resubdivision plat. The party or parties requesting this vacation are responsible for effecting any resubdivision 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.

ORDINANCE 2016-3-15B

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 resubdivision 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 resubdivision 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

**March 15, 2016
Regular Meeting**

---DRAFT---

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 resubdivision plat. The party or parties requesting this vacation are responsible for effecting any resubdivision 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.

Resolution

WHEREAS, the Boy Scouts of America was incorporated by Mr. William D. Boyce on February 8, 1910; and

WHEREAS, the Boy Scouts of America was founded to promote citizenship training personal development, and fitness of individuals; and

WHEREAS, after earning over thirty-five merit badges in a wide variety of fields, serving in a variety of leadership roles in his Troop, being a Brotherhood member of the Order of the Arrow, Scouting's Honor Society, carrying out a service project beneficial to the community by creating a special lunch area for Seniors at Hopewell High School, being active in his Troop, demonstrating Scout spirit by living up to the Scout Oath and Law, Jared Michael Reedy of Troop 101, has reached the long-sought goal of Eagle Scout on December 17, 2015; and

WHEREAS, Jared Michael Reedy has accomplished those high standards of commitment which are acquired by only six percent of those individuals entering the American Scouting movement; and

WHEREAS, growing through his experiences in scouting and learning the lessons of responsible citizenship, Jared is indeed a member of a new generation of prepared young citizens of whom we can all be very proud; and;

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Hopewell wishes to give formal recognition to Jared Michael Reedy for his accomplishments, extend congratulations to him and acknowledge the good fortune of the City for having such an outstanding young man as one of its citizens..

RESOLUTION PRESENTED THIS 15th DAY OF MARCH, 2016

* * * *

REGULAR BUSINESS

C-1 – Minutes – City Council Meeting – November 18, 2014:

A motion was made by Councilor Walton, and seconded by Councilor Shornak to approve the November 18, 2014 City Council Meeting Minutes. Upon the roll call, the vote resulted:

Councilor Walton	-	yes
Councilor Shornak	-	yes

Vote Result: 2-0 Minutes Approved

March 15, 2016
Regular Meeting
---DRAFT---

C-1 – Minutes – City Council Meeting – December 9, 2014:

A motion was made by Councilor Shornak, and seconded by Councilor Gore to approve the December 9, 2014 City Council Meeting Minutes. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 5-0 Yes Minutes Approved

R-1 - Regular Business - Major Economic Development Announcement

Assistant City Manager Mr. Charles Dane reported to Council that staff, with the assistance of the EDA has been working on the development of the Navigators Den site for more than one year and we now have the structure of a deal completed and construction should begin in the next month or so and the site will open around early fall and would like to welcome “The Boathouse Restaurant”. This development will provide 75-100 new jobs for the City and the Tax Revenue impact will be felt in the coming FY16-17. Council applauded the announcement and thanked everyone involved.

Mr. Dane also announced the newest 100th Anniversary Fundraiser “Commemorative Brick Project”. Bricks are being sold and will be permanently placed in the sidewalk in front of City Hall, the cost of each brick will be \$100.00.

R-2 - Regular Business – The Beacon Theatre Report and Financials/Appropriations Resolution to Amend Fiscal Year 2015-16 Budget

Beacon Board Member Scott Firestine addressed Council and provided a financial briefing to Council. Councilor Shornak comments and if the Projected Revenues and Actual Revenues were way off and if the total reserve is a loss? Mr. Firestine replied yes we have a loss in 2015. He also explained that they had occurred legal fees to obtain an ABC license and part of the loss was from the previous owners. Councilor Gore asked about the Improvements and Capital Investments. City Manager Mark Haley explained the improvements and assured Council that they were getting better and not bleeding the City’s General Fund. Councilor Gore asked about the Business Plan that had been presented to Council in 2013 and asked who was in charge of implementing that plan? Mr. Firestine explained that most of the Business Plan had been accomplished and that the Beacon LLC is the overseeing body and that the LLC ends in 2018. Councilors Walton, Shornak and Gore commented that they were not happy with the “So Called Business Plan”. Councilor Zevgolis commented that he and hoped that other members of Council would consider only giving the Beacon a bridge loan to be repaid back to the City and that the City could also call back that loan at any time. Councilor Walton made a motion, and was seconded by Councilor Shornak to only loan the Beacon \$95,000 of which at any time Council could ask for payment. Upon the roll call, the vote resulted:

March 15, 2016
Regular Meeting
---DRAFT---

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes

BUDGET RESOLUTION AMENDMENT
FISCAL YEAR 2015-2016

WHEREAS, at the meeting of the City Council of the City of Hopewell held on March 15, 2016, a budget amendment was introduced to appropriate funds for the FY 2015-2016 budget to provide funds for operations for the Beacon Theatre.

WHEREAS a budget amendment to appropriate funds in the amount of \$95,000 to provide funds for the Beacon Theatre from the Unassigned Fund Balance for the FY 2015-2016 budget, was introduced and,

WHEREAS, sufficient funds exist in the respective unassigned fund balance account,

BE IT, HEREBY, RESOLVED by the Council of the City of Hopewell that:

Sec. 1 The following designated funds and accounts shall be appropriated for funds for operations for the Beacon Theatre from the Unassigned Fund Balances.

General Fund-011:

Resources:

Fund Balance	\$95,000
--------------------	----------

Appropriations:

Beacon Operations.....	\$95,000
------------------------	----------

R-3 - Regular Business - Resolution by the City to adopt Ordinance revising City Code, Chapter 2A, Article I and the City's Procurement Policy, and allow by inclusion, the written procedures for Design-build and/or Construction Management contracts, as outlined in §2.2-4308 of the Virginia Public Procurement Act which govern the administration steps, selection, evaluation and award of design-build and construction management contracts.

A motion was made by Councilor Walton, and seconded by Vice Mayor Luman-Bailey to resolve to adopt ordinance revising City Code, Chapter 2A, Article I and into the City's procurement policy, and allow by inclusion, the written procedures for design-build and/or construction management contracts, as outlined in §2.2-4308 of the Virginia Public Procurement Act, which govern the administration steps, selection,

**March 15, 2016
Regular Meeting**

---DRAFT---

evaluation and award of design-build and construction management contracts.. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes Ordinance Adopted

**CITY OF HOPEWELL
POLICY STATEMENT**

I. POLICY

- A. All city purchases, expenditures and services under \$50,000 shall require a purchase order and no exceptions shall be granted except for the following:
 - Purchase Credit Cards
 - Travel Credit Cards
 - Petty cash reimbursements.

- B. All city departments shall use the MUNIS automated purchase order entry system for generating purchase orders for:
 - Employee travel advances and lodging.
 - Refunds of any nature,
 - Purchase of postage stamps,
 - Any and all other expenditures incurred by the department.

- C. Department directors are authorized and responsible for approving purchases and services, including non-transportation-related construction under \$50,000 under the provisions of this policy. Directors may establish internal procedures to implement and comply with the requirements of this policy. Directors may delegate approval authority for purchases and contracts within their respective department, but the Department Director shall remain the responsible official. The guidelines established in this policy statement shall be supplemented by a written departmental policy.

- D. Each item or total items per purchase or service or non-transportation-related construction project cannot exceed the specified dollar amounts established in Section II. Dividing purchase requests into smaller increments to avoid more stringent requirements is prohibited.

- E. Requests for vendor assistance in developing specifications will not obligate the city to purchase the product or award a contract for the service. All such vendors

March 15, 2016
Regular Meeting
---DRAFT---

should be informed of this requirement to comply with applicable procurement regulations.

- F. The Purchasing Department will support all departments except HRWTF. The HRWTF Purchasing Department will support HRWTF and Stores requirements.
- G. Each department shall furnish the City Clerk with the original copy of any contract or agreement for filing within three (3) working days after completion of the signing.
- H. The GEMS automated purchase order system shall be used by all departments to generate any payment request without a supporting invoice.

II. DEPARTMENT AUTHORIZATIONS

- A. Department director may assign department employee authorization to issue purchase orders and the dollar limit allowed.
- B. Purchasing limits for authorized department employee are set and controlled by the department director using the Purchase Authorization Program. Only the department director, Director of Finance and City Manager shall have access.
- C. Department purchase orders over employee authorized limit and less than \$50,000 must be authorized by the department director.

III. SELECTION CRITERIA - PURCHASES

- A. The lowest bidder will normally receive the award unless other selection criteria was used. When bids are submitted for comparable items, the department may select the product or contractor whose proposal best satisfies the requirements, as determined by the department. Price alone may not necessarily be the determining factor, providing the higher price can be justified.
- B. If a vendor or contractor is selected who is not the lowest bidder, an explanation supporting the decision will be attached to the department purchase order file copy. The department director or authorized employee must approve the action taken.
- C. Low bids may be rejected from vendors or contractors who have provided defective products or services, or those having contracts with the city terminated because of poor performance during the previous two years.
- D. UNDER \$5,000
The Department will select a vendor for the product or service or non-transportation-related construction, and issue a purchase order. Shopping is not required, but is recommended.

March 15, 2016
Regular Meeting
---DRAFT---

E. \$5,000 – \$50,000

1. Department must contact at least three (3) vendors, if available, for telephone price quotes from either the official bidders list, vendor catalogues, or other sources. The Purchasing Department maintains a listing of potential vendors for goods and services and non-transportation-related construction.
2. Telephone quotes must be entered into the GEMS Automated Purchase Order System remarks screen (PORMK) in prior to issuing the purchase order. You cannot issue a purchase order unless the required information is entered.
3. Telephone quotes must be documented (using the Telephone Quote Bid Form) and attached to the department purchase order file copy.
4. Department shall select vendor, prepare and enter purchase order requirements.

IV. SELECTION CRITERIA - PROFESSIONAL SERVICES

Professional services may be secured by the department when cumulative costs are estimated to be less than \$50,000 per year. When selection is made through reasoning, other than the request for proposal (RFP), a waiver form must be approved and attached with the department purchase order copy and filed, along with information entered into the GEMS Automated Purchase Order System remarks screen (PORMK) prior to issuing the purchase order. Waiver forms may be approved electronically or printed and forwarded to the City Manager for original signature.

V. DISTRIBUTION OF PURCHASE ORDER COPIES

Printed copies of the authorized purchase order will be printed and distributed as follows:

-The original purchase order, receiving copy, and department file copy will print in the respective department,

-Accounts Payable and Purchasing Department copies shall print in the Department of Finance.

VI. STATE CONTRACTS AND DEPARTMENT OF CORRECTIONS PURCHASES

Purchasing Department will maintain copies of the State approved contracts for goods and services on file. Any department may request the Purchasing Department provided a copy of the listing for desired product or service.

VII. BLANKET/STANDING PURCHASE ORDERS

March 15, 2016
Regular Meeting
---DRAFT---

Blanket/standing purchase orders may be used to purchase quantities of goods and services on a recurring basis, and shall comply with applicable spending limits established in Section III.

VIII. SOLE SOURCE/EMERGENCY PURCHASES WAIVERS

- A. Situations where a waiver of purchasing policy may be exercised may include, but not limited are:
 - Any emergency condition,
 - Sole source vendor or supplier,
 - Acquiring professional legal services,
 - Other situations, if approved by City Manager.
- B. Department shall complete the Waiver form for City Manager signature and must enter into the GEMS Automated Purchase Order System remarks screen (PORMK) prior to issuing the purchase order using the GEMS Automated Purchase Order System.
- C. Waiver shall be approved by the City Manager or his/her designee prior to the issuance of the purchase order, either electronically thru the GEMS Automated Purchase Order System or by verbal authorization with written verification to immediately follow.
- D. Waiver form must be documented and attached to the department purchase order file copy.
- E. For sole source purchases a letter from the manufacturer stating that sales are restricted through a specific vendor must be maintained on file and updated annually.

IX. VEHICLE/EQUIPMENT MAINTENANCE

- A. This policy shall be used for the purchase of repair parts or services other than automotive inventory items.
- B. Department representative will prepare a city shop work order, complete with account number to be charged for the repairs. The work order and vehicle will be turned over to the shop supervisor.
- C. The work order will serve as a record for the work performed, as well as, the purchase order for parts or service needed to complete the service or repair. The work order number will be used as the purchase order number.
 - 1. The work order number must be shown on all receiving documents. A receiving stamp may be used for approval.
 - 2. All receiving documents must be recorded on the work order.

**March 15, 2016
Regular Meeting**

---DRAFT---

3. Supplies drawn from automotive inventory will be recorded on the work order.
 4. Only authorized parts installed on the vehicle/equipment shall be charged to the work order. Hand tools, specialized tools, shop supplies, etc., shall be purchased using regular purchase order process.
- D. When the Work Order is completed, the shop supervisor will approve for release.
1. The work order and all receiving documents will be forwarded to the stock clerk for posting of the inventory withdrawal.
 2. After posting, the stock clerk will forward the work order and all receiving documents to the director for approval.
 3. Forward the original copy of the work order and all receiving documents to Accounts Payable for payment processing.
 4. The Stock Clerk will furnish each department with a completed work order.

X. PURCHASING DEPARTMENT RESPONSIBILITIES

- A. The Purchasing Department is assigned the responsibility of verifying the compliance of departments to this policy. Purchasing Department shall, in the course of each fiscal year, review the departments purchasing records to ascertain that
1. Limits for telephone quotes and written quotes are properly documented.
 2. Sole source purchases are documented with the waiver form and approved by the Department Director along with required letter by the manufacturer.
 3. Emergency purchases are documented with the waiver form and approved by the Department Director and City Manager.
 4. Check that no department director authorizes any purchase in excess of the \$50,000 authorized limit.
 5. The Department shall be subject to random audit by the Purchasing Department to insure compliance with these procedures.
 6. Any department found out of compliance will have to undertake a review to address the failure.
 7. The Department Director and/or designated employee will be subject to disciplinary action for failure to observe this policy, up to and including termination of employment.

XI. PAYMENT PROCEDURES

- A. Upon receipt of the goods or satisfactory completion of the service or the non-transportation-related construction , the department will approve the computer

**March 15, 2016
Regular Meeting
---DRAFT---**

purchase order receiving copy, attach any receipt documentation (invoice, packing slip, etc.), if any, and forward to Accounts Payable for payment.

- B. Partial shipments or services or non-transportation-related construction will require computer purchase order receiving, either in dollar amount or units received, for all partial invoice payments to occur.

TELEPHONE RECORD FOR GOODS/SERVICES

Request Number: _____	Bidder #1	Bidder #2	Bidder #3
Buyer: _____	Date: _____	Date: _____	Date: _____
Vendor's TIN or SSN >			
Vendor Name >			
Vendor Address >			
Contact Person >			
Phone Number >			
Quantity	Item description	Unit Price/Total Price	Unit Price/Total Price
(1)			
(2)			
(3)			
(4)			
(5)			
(6)			
Delivery Date or Time >			
Prompt Payment Terms >			
Shipping/Handling Costs included in Price Totals Yes or NO >			
Shipping Costs >			
Total Order Value >			

March 15, 2016
Regular Meeting

---DRAFT---

R-4 - Regular Business - Resolution by the City to adopt Ordinance revising City Code, Chapter 2A, Article I, and 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.

A motion was made by Councilor Gore, and seconded by Vice Mayor Luman-Bailey to resolve to adopt ordinance revising city code chapter 2A Article I and 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. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes Ordinance Revised

R-5 - Regular Business - Comprehensive Plan Study Update

Director of Planning Ms. Tevya Griffin reported that The Planning Commission, Development Staff, and consultants have conducted community meetings, stakeholder interviews and are excited about survey participation. This Comprehensive Plan Workgroup has worked diligently to draft eight goals, each including a "Reality Statement", where we are now, "The Goal" where we want to be, and "The Pathway", broad statements on how we get there. Prior to providing this information to the public, as promised, the Work Group, is providing City Council with an update on their progress. The Community Survey results have been summarized and eight preliminary goals have been drafted from the survey results. Ms. Griffin provide an overview of the survey results, the goals, and next steps in the planning process.

R-6 - Regular Business - Consider the release of a City easement located at 100 South Kippax Street, a Hopewell Redevelopment and Housing Authority (HRHA) property.

A motion was made by Councilor Shornak, and seconded by Councilor Walton to approve the request to release 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. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes

March 15, 2016
Regular Meeting

---DRAFT---

Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes – Request Approved

R-7 – Regular Business - Board of Zoning Appeals Meeting Time Change.

Director of Planning Ms. Tevya Griffin reported to Council and notified the public that currently, the Hopewell Board of Zoning Appeals meets every 3rd Wednesday of the month at 7:30 p.m. At their November 18, 2015 meeting, Board members voted 4 to 0 to change their meeting times from 7:30 p.m. to 6:00 p.m.

R-8 – Regular Business - Budget Resolution to amend Fiscal Year 2015-16 Budget in the amount of \$18,400 to Provide funds to replace 10 Automated External Defibrillators (AED's) Units in various City Buildings.

A motion was made by Councilor Shornak, and seconded by Vice Mayor Luman-Bailey to Adopt Budget Resolution amendment to appropriate funds for the FY 2015-16 budget to replace 10 AED (defibrillators) Units in various City Buildings in the amount of \$18,400. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes Budget Resolution Approved

BUDGET RESOLUTION AMENDMENT
FISCAL YEAR 2015-2016

WHEREAS, at the meeting of the City Council of the City of Hopewell held on March 15, 2016, a budget amendment was introduced to appropriate funds for the FY 2015-2016 budget to provide funds for operations for defibrillators.

WHEREAS a budget amendment to appropriate funds in the amount of \$18,400 to provide funds for defibrillators from the Unassigned Fund Balance for the FY 2015-2016 budget, was introduced and,

WHEREAS, sufficient funds exist in the respective unassigned fund balance account,

BE IT, HEREBY, RESOLVED by the Council of the City of Hopewell that:

Sec. 1 The following designated funds and accounts shall be appropriated for funds for operations for defibrillators from the Unassigned Fund Balances.

**March 15, 2016
Regular Meeting
---DRAFT---**

General Fund-011:

Resources:

Fund Balance \$18,400

Appropriations:

Defibrillators..... \$18,400

R-9 – Regular Business - Appropriations of Aide To Locality (ATL) Funding Grant.

A motion was made by Councilor Shornak, and seconded by Vice Mayor Luman-Bailey, to adjust the Grant Funding for the Hopewell Fire Department, Staff Recommends the 2014 Rollover of \$67,392.86 and Adjusting 2015 Aide to Locality (ATL) Funding from \$64,000.00 to \$71,571.00 that was received through the ATL Grant. Total Appropriation is \$74,963.86. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Grant Fund Adjustment Approved

Aid to Localities Funding

2013	
2012 Carryover	\$53,908.77
2013 Allocation	\$64,431.00
Total 2013 Budget	\$118,339.77
Expenditures	
Total 2013 Expend.	\$83,296.86
Total 2013 Carryover	\$35,042.91
2014	
2013 Carryover	\$35,042.91
2014 Allocation	\$67,848.00
Total 2014 Budget	\$102,890.91
Expenditures	
Total 2014 Expend.	\$35,498.05
Total 2014 Carryover	\$67,392.86
2015	
2014 Carryover	\$67,392.86
2015 Allocation	\$71,571.00
Total 2015 Budget	\$138,963.86

**March 15, 2016
Regular Meeting
---DRAFT---**

Expenditures	
Total 2015 Expend.	\$33,785.25
Total 2015 Carryover	\$105,178.61

Reports of the City Attorney

CA-1 – City Business - Denton v. City Council Final Order.

A motion was made by Councilor Walton, and seconded by Councilor Shornak to appropriate \$14,872.00 to pay counsel for petitioner as ordered by the Hopewell Circuit Court in Denton v. City Council for the City of Hopewell. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	no
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 6-1 Appropriation Approved

Extend Meeting Past 10:30 P.M.

A motion was made by Councilor Walton, and seconded by Councilor Gore to extend the meeting past 10:30 p.m. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes to Extend Meeting past 10:30 P.M.

Closed Session

Council resolved to return into Closed Meeting for: I) discussion of performance of a specific appointee of city council (city manager) (II) discussion of specific appointees of city council (Virginia Gateway Region) (Downtown Design Review Committee) (District 19 Community Service Board) and (III) discussion of a prospective business where no previous announcement has been made of the business' interest in locating in the community, (IV) 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 (V) for consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of city council; and (VI) consultation with legal counsel employed or retained by city council regarding specific legal matters requiring the provision of

March 15, 2016
Regular Meeting

---DRAFT---

legal advice by such counsel, in accordance with Virginia Code Sections 2.2-3711 (A) (1) (5) (6) & (7), respectively.

OPEN SESSION

Council convened into Open Session. Councilors responded to the question: "Were the only matters discussed in the Closed Meeting public business matters lawfully exempted from open meeting requirements; and public business matters identified in the motion to convene into Closed Session?" Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Yes

Reports of the City Clerk

A motion was made by Councilor Walton, and seconded by Vice Mayor Luman-Bailey to appoint Frederick P. Harry, Jr., to the Virginia Gateway Region Board for a four (4) year term; Andrew Arola to the Downtown Design Review Committee for a four (4) year term and John Eliades student representative, to the Keep Hopewell Beautiful Committee. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

Vote Resulted: 7-0 Appointed

ADJOURN

At 11:35 p.m., motion was made by Councilor Walton, and seconded by Vice Mayor Luman-Bailey to adjourn. Upon the roll call, the vote resulted:

Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes

**March 15, 2016
Regular Meeting
---DRAFT---**

Vote Resulted: 7-0 Meeting Adjourned at 11:35 P.M.

Brenda S. Pelham, Mayor

Ross A. Kearney III, City Clerk

March 17, 2016
Special Meeting-Work Session

---DRAFT---

MINUTES OF THE CITY COUNCIL SPECIAL WORKSESSION MEETING HELD
MARCH 17, 2016

A Special Work Session Meeting of the City Council of the City of Hopewell, Virginia, was held Thursday, March 17, 2016, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
 Christina J. Luman-Bailey, Vice Mayor
 Arlene Holloway, Councilor
 Anthony J. Zevgolis, Councilor
 Jasmine E. Gore, Councilor
 K. Wayne Walton, Councilor
 Jackie M. Shornak, Councilor

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

ROLL CALL

Mayor Pelham opened the meeting at 6:06 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	present
Councilor Shornak	-	present

MOTION TO ADOPT AGENDA

A motion was made by Councilor Gore, and seconded by Councilor Shornak to adopt the agenda. Upon the roll call, the vote resulted:

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes

Vote Result: 7-0 Agenda Adopted

PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA

Prayer was led by Charles Dane, followed by the Pledge of Allegiance to the Flag of the United States of America.

**March 17, 2016
Special Meeting-Work Session
---DRAFT---**

WORK SESSION

WS-1 – Work Session - Discussion of Budget Revenues & Expenditure

City Manager Mark Haley explained the revenue and expenditures portion of the City Budget to Council. Councilor Walton questioned the City Manager on the Retirees. The City Manager explained that the City was going to encounter an increase in employees retiring and it was anticipated that the cost would be \$350,000.00. Assistant City Manager Charles Dane and Director of Human Resources Gail Vance addressed City Council and explained the potential current employee retirements for 2016-17. Finance Director Jerry Whitaker addressed Council and said that the figures Council were looking at needed to be adjusted because it had been very hectic and dependents were not accounted for in the numbers they were presented with at this meeting. Councilor Walton commented that they information packet that was provided tonight was very confusing to read and requested a more condensed and accurate version. Councilor Zevgolis stated that the retirees needed to decide on which retirement plan they wanted to be associated with and Director Vance commented that they were in the process of holding weekly meetings and explaining the options to the retirees. Mr. Haley added that the Healthcare cost is growing and is a concern. Mr. Haley then reported to Council regarding pay increases for City employees and his plan called for a two-percent COLA increase. And that there would be a 1.62% increase cost for the Virginia Retirement System (VRS). Councilor Zevgolis requested clarification from the City Manager regarding the City Attorney's budget amount of which the City Manager explained. Councilor Shornak asked for clarification on the City Clerks budget and the amount provided to her by the City Manager was \$86,176.65.

City Manager Mark Haley advised Council that the 3rd Budget Work Session scheduled for March 21, 2016, would now be held on March 28, 2016, and that the Finance Committee would be meeting on March 21, 2016. Councilor Zevgolis questioned the City Manager as to why the Economic Budget is included in the General Fund and that the Economic Budget should be separated. The City Manager explained that it was placed in the General Fund for now but when the Final Budget is presented it would be separated. Councilor Gore requested from the Mayor, Councilors Holloway and Zevgolis that if they had any items they wanted placed into the budget to please send them to her and Finance Director Jerry Whitaker before the March 21st meeting of the Finance Committee. Finance Director Jerry Whitaker reported to Council that the Fiscal Year 2016-17 Budget was \$48.2 million dollars. Councilor Zevgolis asked the Finance Director what the affect would be if a tow-percent 2% decrease would be if implemented on personal property tax. Mr. Whitaker explained that it would cost the City \$260,000.00 if done. Councilor Gore asked the Finance Director about a line item that each Councilor could use for City related business such as announcements on Ward meetings. Mr. Whitaker explained that there was such a line item for Councilors. Mayor Pelham, Vice Mayor Luman-Bailey and Councilor Zevgolis requested that this line item appear on the budget and not be hidden, Mr. Whitaker said he would make sure that this appeared in the budget.

ADJOURN

At 7:50 p.m., motion was made by Councilor Zevgolis, and seconded by Councilor Walton. Upon the roll call, the vote resulted:

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Walton	-	yes

**March 17, 2016
Special Meeting-Work Session**

---DRAFT---

Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes

Vote Resulted: 7-0 Meeting Adjourned at 7:50 P.M.

Brenda S. Pelham, Mayor

Ross A. Kearney III, City Clerk