



## CITY OF HOPEWELL

Hopewell, Virginia, 23860

### AGENDA

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### CITY COUNCIL

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

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

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**Date: September 13, 2016**

**MUNICIPAL BUILDING**

**TIME:** Closed Meeting 6:30 p.m.  
Regular Meeting 7:30 p.m.

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**6:30 p.m.**

### OPEN MEETING

Call to order, roll call, and welcome to visitors

Motion: To Adopt/Amend Agenda

**Motion:** To go into closed meeting for (I) discussion of specific appointees of City Council (Architectural Review Board, Downtown Design Review Committee, Planning Commission, and City Clerk); (II) discussion concerning the disposition of publicly held real property, where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of City Council, (III) discussion concerning a prospective business where no previous announcement has been made of the business's interest in locating its facilities in the community, (IV) consultation with legal counsel and briefings by staff members pertaining to actual or probable litigation; and (V) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A)(1)(3) (5) and (7), respectively.

**Roll Call**

### CLOSED MEETING

### RECONVENE OPEN MEETING

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

**Roll Call**

## REGULAR MEETING

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

Prayer by Chris Address, Senior Pastor of First United Methodist Church, 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: August 23, 2016
- C-2 Pending List: Updated pending list provided July 26, 2016
- C-3 Routine Approval of Work Sessions: None
- C-4 Personnel Change Report & Financial Report: August 2016 reports attached
- C-5 Ordinances on Second & Final Reading: None
- C-6 Routine Grant Approval: None
- C-7 Public Hearing Announcement: Budget Amendment FY 2017 on September 27, 2016
- C-8 Proclamations/Resolutions/Presentation: Condolence Proclamation for Mr. Homer Eliades; Proclamation for Constitution Week; Proclamation for Imagine a Day Without Water; Introduction and Presentation by new Hopewell Webmaster; Poet Laureate Proposal

## 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.*

NO PUBLIC HEARINGS

## 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. (See Rule 405)*

**REGULAR BUSINESS**

**Reports of City Manager**

R-1. **Regular Business:** – **City of Hopewell/Cameron Foundation Gateway Project**

**ISSUE:** The Cameron Foundation has selected the Route 10 entrance (eastbound at Appomattox River Bridge) for a grant for the installation of public art. The committee comprised of Hopewell citizens and staff, and Cameron Foundation Board and staff, as well as professional curators has selected the final artist and conceptual design, to be presented to and approved by City Council.

**RECOMMENDATIONS:** Staff recommends approval.

**MOTION:** To approve the artist, Ralph Helmick, and the design concept as submitted for the City of Hopewell/Cameron Foundation Hopewell Gateway Project.

**Roll Call**

R-2. **Regular Business:** – **Memorandum of Understanding for Bus Maintenance Between the City of Hopewell and the Hopewell City School Board**

**ISSUE:** Both the City and the School Board own and operate fleets of vehicles. The School Board seeks to obtain maintenance, fuel, and associated services to School Board buses and other vehicles by the City, such services to include emergency road service, after hours service, and fuel.

**RECOMMENDATIONS:** Staff recommends approval.

**MOTION:** To approve the MOU for Bus Maintenance between the City of Hopewell and the Hopewell City School Board, and to authorize the City Manager to sign same.

**Roll Call**

R-3 **Regular Business:** – **Request for Authorization to Operate an Ambulance Service Within the City of Hopewell**

**ISSUE:** There is currently a need for emergency medical transport to and from John Randolph Medical Center. American Medical Response has applied to fill this need. AMR will NOT respond to 9-1-1 calls.

**RECOMMENDATIONS:** Staff recommends approval of American Medical Response as an authorized ambulance service for John Randolph Medical Center within the City of Hopewell.

**MOTION:** To approve the application of American Medical Response as an authorized ambulance service for John Randolph Medical Center, operating within the City of Hopewell.

**Roll Call**

**R-4 Regular Business – To Appropriate \$8,848.00 to FY 2017 from Fund Balance for Real Estate Consultant**

**ISSUE:** An outside company is relisting all commercial buildings and researching legal acreage for commercial parcels. Total cost \$48,848 approved after 2017 budget was submitted to Finance.

**RECOMMENDATIONS:** Staff recommends approval.

**MOTION:** To approve transfer of \$13,021.71 in Account 503130 from 2016 budget to 2017 budget and increase 2017 budget in Account 503130 by \$8,848.00.

**R-5 Regular Business – Hopewell City Code: Chapter 18, Article 2, Collection & Disposition of Refuse – Pilot Program – Elimination of Fees for New and Replacement Mobile Containers**

**ISSUE:** The rate of stolen mobile containers (toters) in Hopewell is 3 times the regional average (according to data provided by CVWMA). And, there has been a rise in the number of complaints received from landlords concerning the equitable treatment of rental property compared to owner occupied houses.

**RECOMMENDATIONS:** Staff recommends approval of pilot program.

**MOTION:** To approve staff to proceed with pilot program eliminating fees for mobile containers.

**Reports of the City Attorney**

**Reports of the City Clerk**

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**Reports of City Council:**

**Committees -**

**Individual Councilors -**

**CITIZEN/COUNCILOR REQUESTS**

**OTHER COUNCIL COMMUNICATIONS**

**ADJOURNMENT**

Motion: resolve to adjourn the Regular Meeting

Action: consensus

**CLOSED  
SESSION**

# CONSENT AGENDA

August 23, 2016  
Council Meeting and Work Session

**MINUTES OF THE COUNCIL MEETING AND WORK SESSION HELD AUGUST 23,  
2016**

A meeting and work session of the City Council of the City of Hopewell, Virginia, as well as a joint work session with the Hopewell School Board, was held Tuesday, August 23, 2016, in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor (arrived late)  
Christina Luman-Bailey, Vice Mayor  
Anthony Zevgolis, Councilor  
Jasmine Gore, Councilor  
K. Wayne Walton, Councilor  
Jackie Shornak, Councilor

Mark Haley, City Manager  
Charles Dane, Assistant City Manager  
Stefan Calos, City Attorney  
Ronnieye Arrington, Acting City Clerk

ABSENT: Councilor Arlene Holloway

**ROLL CALL**

Vice Mayor Luman-Bailey opened the meeting at 6:02 p.m. Roll call was taken as follows:

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

**Motion** was made by Councilor Gore to amend the agenda by moving WS-1 (Mallonee project) from "Work Session with School Board" to "Council Work Session", WS-6 (Office on Youth). This motion was discussed, but not seconded and no vote was taken.

**Motion** was revised by Councilor Gore and seconded by Councilor Shornak to change the order of the Work Session items on the Agenda as follows: WS-6 (Office on Youth) became work session no. 1; WS-1 (Mallonee project) became work session no. 2; WS-2 (MOU for bus maintenance) became work session no. 3; WS-3 (Land swap for recreational purposes) became work session no. 4; WS-5 (Review of Council Rules) remained the same; and, WS-4 (Miscellaneous) became work session no. 6.

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Council Meeting and Work Session

Upon the roll call, the vote resulted:

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

**WS-1. WORK SESSION – OFFICE ON YOUTH**

**Discussion** was had concerning the Office on Youth Coordinator position, including where such a position would be housed, to whom the position would report, and with which department the position would be affiliated. Council agreed that the position would be partnered with the school system. Dr. Melanie Hackney, Superintendent of School, agreed to discuss this with the School Board. It was also decided that the position would initially report to the Assistant City Manager, and that an advertisement for the Office on Youth Coordinator would be issued immediately. Since the Work Session was not the proper forum for Council to vote on these decisions, a

**Motion** was made by Councilor Zevgolis and seconded by Councilor Gore to allow an amendment of the agenda. Upon the roll call, the vote resulted:

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

**Motion** was made by Councilor Zevgolis and seconded by Councilor Gore to amend the agenda to move the Office on Youth Coordinator discussion to R-3 on the agenda. Upon the roll call, the vote resulted:

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

**WS-2. MALLONEE PROJECT**

**Discussion** was had concerning the former Mallonee School Gymnasium and the need for renovations. It was agreed that since \$250,000 was already approved and budgeted, the

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Council Meeting and Work Session

renovations could begin immediately. Special emphasis was placed on the need to ensure the renovations would not impede tax credits.

**WS-3. MOU FOR BUS MAINTENANCE**

**Discussion** was had concerning a Memorandum of Understanding whereby the garage for the City and the garage for the schools would work together as one garage. It was noted that this item was included in the work session for discussion purposes only, and that the MOU would be put on the next agenda for further discussion and approval. Also, the School Board has not yet approved the MOU.

**WS-4. LAND SWAP FOR RECREATIONAL PURPOSES**

**Presentation** was made by Aaron Reidmiller, Director of Recreation and Parks, regarding the proposed subdivision and exchange of several parcels that would benefit each organization. The property discussed includes Union Hall ownership transferred to schools; Hopewell High School subdivided (Mathis Park and wooded property transferred to Recreation and Parks); Carter Woodson subdivided (athletic facilities transferred to Recreation and Parks).

**WS-5. REVIEW OF COUNCIL RULES**

**Discussion** was had regarding the status of Council Rules and the need for revisions. It was agreed that the City Attorney would begin the process by creating a redline of changes to the current Council Rules. It was further agreed that Councilors would provide their suggestions to the City Attorney by the end of September 2016.

**WS-6. MISCELLANEOUS – SCHOOL BOARD**

**Discussion** was had regarding the Hopewell Schools accreditation issue. The Superintendent of Schools said that they were aware of the issue, and were confident in a district-wide plan and strategy that were in process and would be rolled out soon. Discussion was also had regarding the City and City Council's support of the Hopewell school division in particular, and education overall.

Mayor Pelham filed a Transactional Disclosure Statement because she is a School Board employee.

The work sessions ended at 7:16 p.m.

**CLOSED MEETING**

**Motion** was made in open meeting by Councilor Zevgolts and seconded by Council Shornak to go into closed meeting for (I) discussion concerning the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of City Council, (II) discussion concerning a prospective business where no previous announcement has been made of the business's interest in expanding

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its facilities in the community, and (III) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (3) (5) and (7), respectively.

Upon the roll call, the vote resulted:

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

**OPEN MEETING**

Council came out of closed meeting at 7:34 p.m. Councilors were asked if they complied with Virginia Code § 2.2-3712(D), namely that 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:

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

**REGULAR MEETING**

Mayor Pelham opened the regular meeting at 7:38 p.m. Roll call was taken as follows:

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

Prayer by Pastor Vodricka Epps of Mount Calvary Baptist Church was followed by the Pledge of Allegiance to the Flag of the United States of America.

**CONSENT AGENDA**

**Motion** was made by Councilor Walton, seconded by Councilor Luman-Bailey, to approve the Consent Agenda. Minutes: August 9, 2016; Information for Council Review: none; Personnel Change Report & Financial Report; Public Hearings Announcements: none; Routine Approval of Work Sessions: None; Ordinances on second and final reading: none; Routine Grant Approval:

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none; Proclamations/Resolutions/Presentations: Proclamation by Wayne Walton, Resolution of the Planning Commission regarding Advancement of Comprehensive Planning Initiatives; Hank Wilde Resolution. Upon the roll call, the vote resulted:

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

The above-referenced proclamations and resolutions were read by the Acting Clerk, presented by the Mayor, and are attached hereto.

**PUBLIC HEARING: PH-1 – REQUEST SUBMITTED BY FREDERICK MCCULLEN FOR A MODIFICATION OF DEVELOPMENT STANDARDS IN ARTICLE XVIII OF THE ZONING ORDINANCE TO ALLOW MR. MCCULLEN TO CONSTRUCT AN ACCESSORY STRUCTURE IN THE REAR YARD WHICH WOULD BE MORE THAN 75% OF THE TOTAL SQUARE FOOTAGE OF THE MAIN STRUCTURE.**

**Presentation** was made by Horace Wade of the Development Department. He explained the details of the request and advised that Staff had no objection to the request. Mr. McCullen spoke and further clarified the details of his request. Debbie Randolph also spoke on behalf of Mr. McCullen. A letter from Kathy Tilly was submitted to Council, but was not read into the record. There being no other speakers, the public hearing was closed.

**Motion** was made by Councilor Luman-Bailey and seconded by Councilor Walton to modify Development Standards in Article XVIII of the Zoning Ordinance to allow Mr. McCullen to construct an accessory structure in the rear yard which would be more than 75% of the total square footage of the main structure, upon the conditions that the structure shall not be made of metal, that the structure shall not exceed 500 square feet, that the structure must not exceed 15 feet in height, and must be open on three sides. Upon the roll call, the vote resulted:

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

**PUBLIC HEARING: PH-2 – REQUEST SUBMITTED BY THE CITY OF HOPEWELL TO AMEND THE DEFINITION OF HOME OCCUPATION IN ARTICLE 1B, DEFINITIONS, OF THE ZONING ORDINANCE.**

**Presentation** was made by Horace Wade of the Development Department. He explained the reason for the request and fielded questions from Council.

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**Motion** was made by Councilor Walton and seconded by Councilor Shornak to adopt an ordinance on first reading amending the definition of "Home Occupation" in Article I.B. of the Zoning Ordinance. Upon the roll call, the vote resulted:

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

**PUBLIC HEARING: PH-3 – REQUEST SUBMITTED BY THE CITY OF HOPEWELL TO AMEND ARTICLE XVIII A(17) DEVELOPMENT STANDARDS OF THE ZONING ORDINANCE BY REMOVING ARTICLE XVIII A(17)(A)(6) REFERENCING PARKING PERMITS FOR RECREATIONAL VEHICLES AND UTILITY TRAILERS ISSUED BY THE CHIEF OF POLICE.**

**Presentation** was made by Horace Wade of the Development Department and Chief John Keohane of the Police Department.

**Motion** was made by Councilor Walton, seconded by Councilor Luman-Bailey to adopt an ordinance on first reading amending Article XVIII A(17) Development Standards of the Zoning Ordinance by removing Article XVIII A(17)(a)(6) referencing parking permits for recreational vehicles and utility trailers issued by the Chief of Police. Upon the roll call, the vote resulted:

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

**COMMUNICATIONS FROM CITIZENS**

**Motion** was made by Councilor Gore, seconded by Councilor Walton to suspend the City Council Rules and amend the agenda to allow citizens to speak on the Office on Youth, even though it was already on the agenda. Upon the roll call, the vote resulted:

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

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Rachelle Parrish of Ward 6, Tera James of Ward 6, and Sherman Cross of Ward 2 all spoke about the Office of Youth.

**REGULAR BUSINESS**

**R-1– 2016 EMERGENCY OPERATIONS PLAN UPDATE**

**Presentation** was made by Benjamin Leech, Stormwater Systems Management Engineer of the Department of Public Works. Discussion was had concerning the contents of and updates to the 2016 Emergency Operations Plan.

**Motion** was made by Councilor Gore, seconded by Councilor Luman-Bailey to approve the 2016 Emergency Operations Plan as updated. Upon the roll call, the vote resulted:

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

**R-2 – BUDGET RESOLUTION AMENDMENT FOR RE-APPROPRIATION AND/OR APPROPRIATION OF FUNDS FROM THE SOURCES AND FOR THE PURPOSES INDICATED ON THE RESOLUTION**

**Presentations** were made by the City Manager, Chief Keohane, Johnnie Butler, and Aaron Reidmiller, regarding the various re-appropriations and appropriations of funds. A copy of the full resolution is attached hereto.

**Motion** was made by Councilor Zevgolis and seconded by Councilor Gore to approve the budget amendment resolution for re-appropriation and/or appropriation of funds from the sources and for the purposes indicated on the resolution. Upon the roll call, the vote resulted:

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

Councilor Shornak filed a Transactional Disclosure Statement because her daughter is a City employee.

**R-3 – HIRING OF OFFICE ON YOUTH COORDINATOR AND ESTABLISHMENT OF YOUTH SERVICES COMMISSION**

**Motion** was made by Councilor Zevgolis and seconded by Councilor Gore to begin the hiring process for position of Office on Youth Coordinator that will initially report directly to the Assistant City Manager, and initiate renovation of Mallonee Gym using previously appropriated \$250,000.

Upon the roll call, the vote resulted:

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

**ADJOURNMENT**

At 9:53 p.m. a **motion** was made by Councilor Walton and seconded by Councilor Shornak and unanimously passed to adjourn the meeting.

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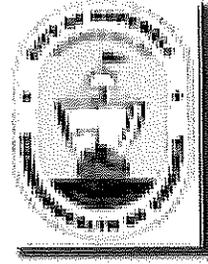
Brenda S. Pelham, Mayor

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Ronnieye Arrington, Acting City Clerk

August 23, 2016  
Council Meeting and Work Session

**Resolution of the Hopewell City Council Acknowledging the  
Service of Planning Commissioner Henry A. Wilde**



**Whereas**, Henry A. Wilde is resigning after 15 years of distinguished service as a member of the City of Hopewell Planning Commission, established pursuant to Section § 15.2-2210 of the Code of Virginia, and

**Whereas**, He has performed duties and provided quality leadership in regards to planning, subdivision, zoning, zoning administration, residential development, and land use controls within the City of Hopewell as prescribed by City Ordinances and policies and pursuant to applicable state law, and

**Whereas**, He has served his terms on the Planning Commission to advise City Council on zoning, the Comprehensive Plan, and other land-use related matters.

**Now therefore, it is resolved by the City Council of the City of Hopewell as follows:**

That the appreciation of the citizens of the City of Hopewell, members of the Planning Commission, and Administration be expressed to Henry A. Wilde for the contributions he has made to the City of Hopewell in his role as Planning Commissioner; and

That this expression of appreciation and gratitude be made a part of the permanent record of the City; and

That a copy of this resolution be presented to him by the City of Hopewell City Council.

Submitted on this date of August 23, 2016 by:

**The Planning Commission of the City of Hopewell, Virginia**

Reverend Rudy Dunbar, Chairman

Mr. John Jones

Mr. Elliot Eliades

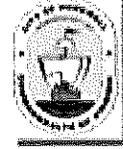
Mr. Todd Butterworth

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The undersigned Mayor of the City Council of the City of Hopewell certifies the foregoing resolution was adopted by City Council on August 23, 2016

**WITNESS** my signature and the seal of the City of Hopewell, Virginia, this \_\_\_\_ day of August 2016.

**Resolution of the Planning Commission to the Hopewell City Council  
Advancement of Comprehensive Planning Initiatives**



**Whereas**, based on the City Council's charge to the Planning Commission to prepare a Comprehensive Plan that will lead to the City's betterment and revitalization pursuant to the Code of Virginia, and

**Whereas**, § 15.2-2223 of the Code of Virginia establishes that the Planning Commission shall *"prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction;"* and

**Whereas**, § 15.2-2239 of the Code of Virginia establishes that the Planning Commission shall *"prepare and submit annually capital improvement programs to governing body or official charged with preparation of budget...that is based on the Comprehensive Plan of the locality...as the basis for the capital budget of the locality;"* and

**Whereas**, The key recommendations of the draft 2016 Comprehensive Plan have identified six (6) Priority Planning areas in which the City controls properties, that if developed strategically, will allow the City to successfully pursue its Comprehensive Plan's vision for the future,

**Therefore, it is resolved by the Planning Commission** to respectfully seek the City Council's approval and funding support to initiate Small Area Plan studies for Priority Planning Areas 1, 3, 5, and 6 (as generally outlined on the accompanying maps) for the purpose of evaluating present and future market evaluations, developer interest, and detailed land use options for specific parcels that the Commission has identified in its comprehensive planning investigations over the past twelve months, and, further, allow the Commission a four to six month period to complete such studies; and

To seek the City Council's approval and funding support to begin work on an update to the City's zoning ordinance and subdivision ordinance for the purpose to provide for a more inviting and flexible land use regulations that reflect contemporary private sector land use trends and practices; and

To assume its proper role in succeeding years to fulfill its duties in the development of the City's capital improvement plan to ensure that the key initiatives of the Comprehensive Plan are considered and reflected in the adopted budget; and

To work with the City Council to define an optimal system of Development Review and Administration that better positions the Planning Commission in its responsibility to evaluate development projects and related land use proposals for their compatibility with the Comprehensive Plan.

Submitted on this date of August \_\_\_\_\_, 2016 by:



# Proclamation of the City of Hopewell, Virginia

**W**HEREAS, in 1965 Wayne Walton and Ann Adams met while driving around in their GTO's. After a short race down the Fort Lee stretch, they both pulled into Elmo's BBQ where love began to bloom; and

**W**HEREAS, on August 27, 1966, Wayne was married to Ann at the West Hopewell Presbyterian Church; and

**W**HEREAS, Wayne and Ann are lifelong residents of Hopewell, and graduated from the "old high school"; and

**W**HEREAS, Wayne and Ann were blessed with two children—Mary and Kenny Walton, both graduating from the "new high school"; and

**W**HEREAS, Wayne and Ann were blessed with four grandchildren—Chris, Chase, Taylor, and Jenna; and

**W**HEREAS, Wayne and Ann have been great partners over the years, with Ann supporting Wayne in his many outside activities. She has always been there for him, as well as being a mother, grandmother, daughter, sister, caregiver, breadwinner and housewife. She is the best!; and

**W**HEREAS, on August 27, 2016 will mark the 50<sup>th</sup> anniversary of this couple.

**N**OW, THEREFORE, BE IT PROCLAIMED, for Wayne and Ann Walton, the Best is Yet to Come!

**I**N 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 23<sup>rd</sup> day of August 2016.

\_\_\_\_\_  
Brenda S. Pelham, Mayor



BUDGET AMENDMENT RESOLUTION  
FISCAL YEAR 2016-2017

WHEREAS, at the August 23, 2016 Hopewell City Council meeting, amendments to the FY 2016-2017 budget were introduced to re-appropriate and/or appropriate:

- A. \$250,000 from the FY 2015-2016 Police Operations budget (Unassigned Fund Balance) to the Capital Projects budget for the Animal Shelter Project; and
- B. \$160,000 in additional 100% state funding for the VDOT Route 10 Project B to the Public Works Capital Projects budget for operations;
- C. \$50,000 of encroachment fees from Lumos Networks Inc. to the Public Works Capital Projects budget for right-of-way improvements;
- D. \$120,000 of encroachment fees from Windstream Communications, LLC to the Public Works Capital Projects budget for right-of-way improvements;
- E. \$150,000 from a non-matching grant from the American Water Charitable Foundation to the Capital Projects budget for renovating a park;
- F. \$52,000 of a matching grant from Crater District Area Agency on Aging (in the amount of \$65,000 with already-budgeted local funds of \$13,000) to the Capital Projects budget for vehicle purchases;
- G. \$365,192 , of which \$38,560 is from the FY 2015-2016 School Fund Balance and \$326,632 is new federal funding from the Title IV, Part B, 21<sup>st</sup> Century Community Learning Center Grant, to the School Operations budget, including for two purchase orders not paid before June 30, 2015;
- H. \$50,000 in additional state funding to the Victim Witness budget for operations, to include a new full-time employee;
- I. \$550,000 in additional state funding for the VDOT Route 10 Project A to the Public Works Capital Projects budget for operations;

August 23, 2016  
Council Meeting and Work Session

AND WHEREAS, sufficient funds exist from the sources as set forth above and below;

BE IT HEREBY RESOLVED by the Council of the City of Hopewell that the below-designated funds and accounts be re-appropriated and/or appropriated as follows:

A. Capital Fund 071 :

Resources:

Transfer from General Fund 011 ..... \$250,000

Appropriations:

Animal Shelter Project..... \$250,000

Capital Fund 010 :

Resources:

Un-assigned Fund Balance ..... \$250,000

Appropriations:

Transfer to Capital Fund 071 ..... \$250,000

B. Capital Project Fund 071 :

Resources:

State Revenues ..... \$160,000

Appropriations:

Public Works – Rt. 10 Project B ..... \$160,000

C. Capital Project Fund 071:

Resources:

New Revenues ..... \$50,000

Appropriations:

Public Works – Right-of-Way Improvements..... \$50,000

August 23, 2016  
Council Meeting and Work Session

D. Capital Project Fund 071 :

Resources:

New Revenues ..... \$120,000

Appropriations:

Public Works – Right-of-Way Improvements \$120,000

E. Recreation Fund 035:

Resources:

American Water Charitable Foundation Grant ..... \$150,000

Appropriations:

Transfer to Capital Fund 071 ..... \$150,000

Capital Fund 071 :

Resources:

Transfer from Recreation Fund 035 ..... \$150,000

Appropriations:

Recreation – City Park Renovation ..... \$150,000

F. General Fund 035 :

Resources:

Crater District AAA Grant ..... \$52,000

Appropriations:

Transfer to Capital Fund 071 ..... \$52,000

Capital Fund 071 :

Resources:

Transfer from General Fund 035 ..... \$52,000

Appropriations:

Recreation – Capital Projects (Vehicles)..... \$52,000

August 23, 2016  
Council Meeting and Work Session

G. School Operations Fund 014 :

Resources:

School Fund Balance .....	\$ 38,560
New Federal Funds .....	\$ 326,632

Appropriations:

School Operations Fund 014 .....	\$365,192
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H. General Fund 010 :

Resources:

State Revenues .....	\$50,000
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Appropriations:

Victim Witness .....	\$50,000
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I. Capital Project Fund 071 :

Resources:

State Revenues.....	\$550,000
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Appropriations:

Public Works – Rt. 10 Project A .....	\$550,000
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# Financial Report



City of Hopewell, Virginia

09/08/2016  
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City of Hopewell, Virginia  
FLEXIBLE PERIOD REPORT

PAGE 1  
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FROM 2017 01 TO 2017 02

	ORIGINAL APPROP	TRANSFRS/ADJUSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
003 PERPETUAL CARE FUND	TOTAL REVENUES 0	0	0	577.11	14,542.34	-15,119.45	.0%
	TOTAL EXPENSES -35,000	0	-35,000	-4,947.27	.00	-30,052.73	
		0	35,000	5,524.38	14,542.34	14,933.28	
011 GENERAL FUND	TOTAL REVENUES 14,000	0	14,000	2,118,393.32	2,721,288.01	-4,825,681.33	%
	TOTAL EXPENSES -49,934,358	-104,449	-50,034,807	-2,150,955.34	.00	-47,883,852.05	
		104,449	50,048,807	4,269,348.66	2,721,288.01	43,058,170.72	
012 SOCIAL SERVICES	TOTAL REVENUES 0	0	0	107,408.29	.00	-107,408.29	.0%
	TOTAL EXPENSES -4,210,772	0	-4,210,772	-606,435.87	.00	-3,604,336.13	
		0	4,210,772	713,844.16	.00	3,496,927.84	
014 SCHOOLS OPERATING	TOTAL REVENUES 0	0	0	-4,771,746.54	.00	-4,771,746.54	.0%
	TOTAL EXPENSES -49,872,516	0	-49,872,516	-4,771,746.54	.00	-45,100,769.46	
		0	49,872,516	-4,771,746.54	.00	49,872,516.00	
015 COMPREHENSIVE SERVICES	TOTAL REVENUES ACT 0	0	0	-148,058.73	471.00	-147,587.73	.0%
	TOTAL EXPENSES -3,280,473	0	-3,280,473	-332,007.50	.00	-2,948,465.50	
		0	3,280,473	183,948.77	471.00	3,096,053.23	
030 REFUSE	TOTAL REVENUES 0	0	0	99,724.61	1,289,123.92	-1,388,848.53	.0%
	TOTAL EXPENSES -2,104,382	0	-2,104,382	-2,115.00	.00	-2,102,267.00	
		0	2,104,382	101,839.61	1,289,123.92	713,418.47	
032 HRWTF	TOTAL REVENUES 0	0	0	-5,115,892.29	2,695,179.85	-44,312,834.71	.0%
	TOTAL EXPENSES -49,428,727	0	-49,428,727	1,180,322.57	2,695,179.85	-45,553,224.58	
		0	49,428,727	146,881.65	102,508.77	-249,390.42	
035 RECREATION	TOTAL REVENUES 0	0	0	79,369.10	102,508.77	-1,753,030.90	.0%
	TOTAL EXPENSES -1,832,400	0	-1,832,400	226,250.75	102,508.77	-1,503,640.48	
		0	1,832,400	-2,305.75	.00	2,305.75	
038 MARINA	TOTAL REVENUES 0	0	0	-2,305.75	.00	-12,094.25	.0%
	TOTAL EXPENSES -14,400	0	-14,400	.00	.00	-14,400.00	
		0	14,400	-388,817.78	.00	388,817.78	
040 SEWER OPERATIONS	TOTAL REVENUES 0	0	0	-388,817.78	.00	-8,090,607.22	.0%
	TOTAL EXPENSES -8,479,425	0	-8,479,425	-388,817.78	.00	-8,479,425.00	
		0	8,479,425	486,748.74	137,670.16	-624,418.90	
041 SEWER MAINTENANCE	TOTAL REVENUES 0	0	0	-26,658.81	.00	-6,823,307.19	.0%
	TOTAL EXPENSES -6,849,966	0	-6,849,966	513,407.55	137,670.16	6,198,888.29	
		0	6,849,966	.00	.00	.00	
043 SEWER BOND	TOTAL REVENUES 0	0	0	.00	.00	-1,629,459.00	.0%
	TOTAL EXPENSES -1,629,459	0	-1,629,459	.00	.00	1,629,459.00	
		0	1,629,459	.00	.00	.00	
045 SEWER SYSTEM DEBT	TOTAL REVENUES 0	0	0	.00	.00	-116,768.52	.0%
046 SEWER CONSTRUCTION FUND	TOTAL REVENUES 0	0	0	41,319.52	75,449.00	-3,359,330.00	.0%
048 STORM WATER 1	TOTAL EXPENSES 3,359,330	0	3,359,330	41,319.52	75,449.00	3,242,561.48	
		0	0	113,309.10	35,698.00	-149,007.10	
		0	0	104,850.00	35,698.00	-354,850.00	
049 STORM WATER 2	TOTAL REVENUES 0	0	0	8,459.10	35,698.00	205,842.90	.0%
	TOTAL EXPENSES -250,000	0	-250,000	.00	.00	.00	



09/08/2016  
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City of Hopewell, Virginia  
FLEXIBLE PERIOD REPORT

FROM 2017 01 TO 2017 02

	ORIGINAL APPROP	TRANSRS / ADJUSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
052 GRANTS	TOTAL REVENUES 0	0	0	1,155.00	.00	-1,155.00	.0%
	TOTAL EXPENSES 0	-180,729	-180,729	.00	.00	-180,729.00	.0%
		180,729	180,729	1,155.00	.00	179,574.00	.0%
053 ANTI-LITTER	TOTAL REVENUES 0	0	0	150.00	750.00	-900.00	.0%
	TOTAL EXPENSES 6,063	0	-6,063	.00	.00	-6,063.00	.0%
		0	6,063	150.00	750.00	5,163.00	.0%
056 SCHOOLS TEXTBOOK	TOTAL REVENUES 0	0	0	-58,154.50	.00	58,154.50	.0%
	TOTAL EXPENSES 344,388	0	-344,388	-58,154.50	.00	-286,233.50	.0%
		0	344,388	.00	.00	344,388.00	.0%
057 SCHOOL CAFETERIA	TOTAL REVENUES 0	0	0	-132,990.40	.00	132,990.40	.0%
	TOTAL EXPENSES 3,142,912	0	-3,142,912	-132,990.40	.00	-3,009,921.60	.0%
		0	3,142,912	.00	.00	3,142,912.00	.0%
063 SCHOOL BIDG/BUS REPLACEMENT	TOTAL REVENUES 0	0	0	.00	.00	.00	.0%
	TOTAL EXPENSES 1,354,679	0	-1,354,679	.00	.00	-1,354,679.00	.0%
		0	1,354,679	.00	.00	1,354,679.00	.0%
071 CAPITAL PROJECTS AND DEBT	TOTAL REVENUES 0	0	0	424,961.57	1,073,252.72	-1,790,714.29	-512.2%
	TOTAL EXPENSES -252,500	-242,000	-492,500	-43,354.23	.00	-8,554,648.77	.0%
		242,000	8,305,500	468,315.80	1,073,252.72	6,763,931.48	.0%
072 FIXED ASSETS	TOTAL REVENUES 0	0	0	-6,682.46	.00	6,682.46	.0%
	TOTAL EXPENSES 0	0	0	-6,682.46	.00	-6,682.46	.0%
		0	0	-1.37	.00	1.37	.0%
074 POLICE SEIZURE ASSETS	TOTAL REVENUES 0	0	0	-1.37	.00	1.37	.0%
	TOTAL EXPENSES 150,000	0	-150,000	.00	.00	150,000.00	.0%
		0	150,000	.00	.00	-38,440.00	.0%
075 ECONOMIC DEVELOPMENT	TOTAL REVENUES 0	0	0	.00	.00	.00	.0%
	TOTAL EXPENSES 188,440	0	-188,440	.00	.00	188,440.00	.0%
		0	188,440	.00	.00	-436,566.00	.0%
076 SELF INSURANCE	TOTAL REVENUES 0	0	0	109,141.50	327,424.50	-500,000.00	.0%
	TOTAL EXPENSES 500,000	0	-500,000	.00	.00	63,434.00	.0%
		0	500,000	109,141.50	327,424.50	-28,563.54	.0%
090 HEALTHY FAMILIES	TOTAL REVENUES -204,135	0	-204,135	-49,407.33	.00	-154,727.67	.0%
	TOTAL EXPENSES 204,135	0	204,135	44,934.82	33,036.05	126,164.13	.0%
		0	-128,500	-5,799,029.35	8,506,394.32	-2,835,864.97	.0%
GRAND TOTAL							



REPORT OPTIONS

Sequence	Field #	Total	Page Break
Sequence 1	1	Y	N
Sequence 2	0	N	N
Sequence 3	0	N	N
Sequence 4	0	N	N

Report title:

FLEXIBLE PERIOD REPORT

Includes accounts exceeding 0% of budget.  
 Print Full or Short description: S  
 Print Full GL account: N  
 Sort by full GL account: N  
 Print Revenues-Version headings: N  
 Print revenue as credit: Y  
 Print revenue budgets as zero: N

From Yr/Per: 2017/ 1  
 To Yr/Per: 2017/ 2  
 Budget year: 2017  
 Print totals only: Y  
 Format type: 1  
 Double space: N  
 Suppress zero bal accts: Y  
 Amounts/totals exceed 999 million dollars: N  
 Roll projects to object: N  
 Print journal detail: N  
 From Yr/Per: 2015/ 1  
 To Yr/Per: 2015/13  
 Include budget entries: Y  
 Incl encumb/liq entries: Y  
 Sort by JE # or PO #: U  
 Detail format option: 1  
 Multiyear view: D



City of Hopewell, Virginia

09/08/2016 14:46 City of Hopewell, Virginia  
Jwhittaker BALANCE SHEET FOR 2017 2

FUND: 003 PERPETUAL CARE FUND NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS			
003	110110	CASH IN BANK	150,449.63
003	120111	INVESTMENTS	887,775.91
003	134001	ACCOUNTS RECEIVABLE	6,431.15
		TOTAL ASSETS	1,044,656.69

LIABILITIES	003	210101	ACCOUNTS PAYABLE	825.85	.00
			TOTAL LIABILITIES	825.85	.00

FUND BALANCE	003	260101	ENCUMBRANCE ACCOUNT	-5,512.21	14,542.34
	003	390100	NONSPENDABLE	5,512.21	-14,543.34
	003	390410	ASSIGNED FUND BALANCE	.00	-1,045,232.80
	003	400000	TOTAL REVENUES	-3,000.00	-4,947.27
	003	500000	TOTAL EXPENDITURES	5,512.21	5,524.38
			TOTAL FUND BALANCE	2,512.21	-1,044,656.69

TOTAL LIABILITIES + FUND BALANCE 3,338.06 -1,044,656.69



City of Hopewell, Virginia

09/08/2016 14:46  
jwhitaker

City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

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FUND: 011 GENERAL FUND

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

ACCOUNT	AMOUNT	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
011 110110	CASH IN BANK	-1,290,254.67	4,191,585.17
011 110111	PETTY CASH-ACCOUNTING	.00	3,000.00
011 110112	CHANGE FUND-TREASURER	.00	800.00
011 110113	PETTY CASH-PUBLIC WORKS	.00	200.00
011 110114	PETTY CASH-VTCOCA GRANT	.00	100.00
011 110115	PETTY CASH-COMM ATTY	.00	25.00
011 110119	PETTY CASH - PERMITS	.00	100.00
011 120111	INVESTMENTS	.00	1,135,775.13
011 130001	REAL ESTATE TAX-2000	.00	878.94
011 130011	REAL ESTATE TAX-2001	.00	1,465.20
011 130021	REAL ESTATE TAX-2002	.00	1,537.52
011 130031	REAL ESTATE TAX-2003	.00	2,789.95
011 130041	REAL ESTATE TAX-2004	.00	3,803.37
011 130051	REAL ESTATE TAX-2005	.00	10,712.26
011 130061	REAL ESTATE TAX-2006	.00	6,734.79
011 130071	REAL ESTATE TAX-2007	.00	18,258.46
011 130081	REAL ESTATE TAX-2008	.00	27,335.41
011 130091	REAL ESTATE TAX-2009	.00	37,155.06
011 130101	REAL ESTATE TAX-2010	.00	51,703.66
011 130111	REAL ESTATE TAX-2011	.00	84,050.74
011 130121	REAL ESTATE TAX-2012	.00	142,651.75
011 130131	REAL ESTATE TAX-2013	.00	293,257.91
011 130141	REAL ESTATE TAX-2014 1	.00	238,052.77
011 130142	REAL ESTATE TAX-2014 2	.00	276,510.95
011 130151	REAL ESTATE TAX-2015 1	.00	676,357.56
011 130152	REAL ESTATE TAX-2015 2	.00	6,524,751.60
011 130161	REAL ESTATE TAX-1996	.00	508.72
011 130171	REAL ESTATE TAX-1997	.00	601.41
011 130181	REAL ESTATE TAX-1998	.00	1,381.11
011 130191	REAL ESTATE TAX-1999	.00	889.77
011 130991	ALLOW FOR UNCOLLECT- RR	.00	-843,514.08
011 131091	MACHINERY & TOOL TAX-2009	.00	1,083.00
011 131101	MACHINERY & TOOL TAX-2010	.00	2,393.04
011 131111	MACHINERY & TOOL TAX-2011	.00	1,220.00
011 131121	MACHINERY & TOOL TAX-2012	.00	857.84
011 131131	MACHINERY & TOOL TAX-2013	.00	2,589.42
011 131141	MACHINERY & TOOL TAX-2014 1	.00	857.84
011 131142	MACHINERY & TOOL TAX-2014 2	.00	687,687.29
011 131152	MACHINERY & TOOL TAX-2015 1	.00	2,818,638.72
011 131152	MACHINERY & TOOL TAX-2015 2	.00	-8,373.95
011 131999	ALLOW FOR UNCOLLECT- M & T	.00	93,248.47
011 132101	PERSONAL PROPERTY TAX-2010	.00	119,859.99
011 132111	PERSONAL PROPERTY TAX-2011	.00	149,041.70
011 132121	PERSONAL PROPERTY TAX-2012	.00	202,580.59
011 132131	PERSONAL PROPERTY TAX-2013	.00	409,843.16
011 132141	PERSONAL PROPERTY TAX-2014	.00	-1,083.00
011 132151	PERSONAL PROPERTY TAX-2015	.00	-672,988.66
011 132999	ALLOW FOR UNCOLLECT- PER PROP	.00	135.00
011 133101	PUBLIC SERVICE CORP-2010	.00	101.00
011 133111	PUBLIC SERVICE CORP-2011	.00	41.00
011 133121	PUBLIC SERVICE CORP-2012	.00	133121
011 134001	ACCOUNTS RECEIVABLE	-159,156.15	-395,357.51



# City of Hopewell, Virginia

09/08/2016 14:46  
jwaitaker

City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

FUND: 011 GENERAL FUND

NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
011	134009	-8,062.75	-38,744.49
011	134010	25.00	2,872.00
011	134012	.00	200.00
011	135020	.00	17,678.86
011	140011	.00	1,382,556.45
011	140012	.00	79,103.33
011	150020	.00	646,571.65
011	150030	4,223.23	32,504.68
011	150100	.00	45,377.00
011	240108	.00	-50.00
11441072	150010	12,680.85	312,890.17
TOTAL ASSETS		-1,440,544.49	18,782,794.72

## LIABILITIES

011	210101	241,741.37	-10,224.78
011	210103	.00	3,483.00
011	210104	15,218.66	-24,159.16
011	210105	9,179.67	-7,906.23
011	210106	-290.00	-4,898.46
011	210107	-7,561.89	-30,674.62
011	210108	-606.66	-12,426.94
011	210109	959.87	-56,795.10
011	210110	.11	-2,921.04
011	210111	-281.11	2,900.68
011	210112	-723.66	-11,301.49
011	210113	-32,147.58	-56,604.64
011	210114	231,727.01	-232,584.84
011	210115	63.59	390.35
011	210117	-1,112.98	1,783,790.38
011	210118	.00	1,010.00
011	210119	-50.67	-252.42
011	210120	469.60	390.20
011	210121	-2,677.89	-2,406.90
011	210123	.00	-3.00
011	210127	.00	.18
011	210128	-1,942.66	-11,094.22
011	210130	.00	379.54
011	210134	381.60	-146,262.35
011	210137	.00	664.22
011	210138	.00	90.36
011	210139	.00	286.90
011	210140	.00	100.00
011	210144	.00	-10,264.00
011	220101	.00	-379,555.62
011	220102	.00	-27,312.57
011	220103	.00	-840,569.36
011	220109	.00	-262,094.17
011	220110	.00	-85,311.72
011	240101	.00	362,412.16
011	240102	.00	-9,233,451.23



City of Hopewell, Virginia

09/08/2016 14:46 City of Hopewell, Virginia  
jwhitaker BALANCE SHEET FOR 2017 2

FUND: 011 GENERAL FUND

NET CHANGE  
FOR PERIOD ACCOUNT  
BALANCE

LIABILITIES			
011	240103	DEFERRED REVENUE-MACH & TOOL	.00
011	240104	DEFERRED REVENUE-PER PROP	.00
011	240105	DEFERRED REVENUE-PUB SERVICE	.00
011	240107	SUSPENSE/PREPAID/PENDING	409.88
011	250101	DEFERRED REVENUE-BUS LICENSE	.00
011	299998	FERS FROM SHERIFF OFFICE	.00

TOTAL LIABILITIES

452,756.04	-14,477,103.96
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FUND BALANCE			
011	260101	ENCUMBRANCE ACCOUNT	-44,093.92
011	390100	NONSPENDABLE	44,093.92
011	390400	ASSIGNED - FIRE VEHICLE/EQUIP	.00
011	390410	ASSIGNED - RAINY DAY	.00
011	390420	ASSIGNED - NEXT YEAR BUDGET	.00
011	390500	UNASSIGNED FUND BALANCE	.00
011	400000	TOTAL REVENUES	-1,128,133.62
011	400010	BUDGETED REVENUES	104,449.00
011	500000	TOTAL EXPENDITURES	2,115,922.07
011	500010	EXPENDITURE APPROPRIATIONS	-104,449.00

TOTAL FUND BALANCE

987,788.45	-4,305,690.76
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TOTAL LIABILITIES + FUND BALANCE

1,440,544.49	-18,782,794.72
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City of Hopewell, Virginia

09/08/2016 14:46  
JWhitaker

City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

FUND: 012 SOCIAL SERVICES

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

012	110110	CASH IN BANK	-47,571.86	43,956.54
012	135020	RECEIVABLE COMM OF VIRGINIA	.00	262,178.29
012	160500	MACHINERY & EQUIPMENT	.00	295,140.16
012	160599	MACHINERY & EQUIPMENT DEPR	.00	-195,562.33

TOTAL ASSETS

-47,571.86

405,712.66

LIABILITIES

012	210101	ACCOUNTS PAYABLE	379.38	-120,344.06
012	220101	ACCRUED SALARIES & WAGES PYBL	.00	-54,721.28
012	220102	ACCRUED FICA PAYABLE	.00	-3,884.59

TOTAL LIABILITIES

379.38

-178,949.93

FUND BALANCE

012	260101	ENCUMBRANCE ACCOUNT	.00	2,064.75
012	390100	NONSPENDABLE FUND BALANCE	.00	-2,065.75
012	390410	ASSIGNED FUND BALANCE	.00	-2,247.70
012	390600	INVEST IN CAPITAL NET OF DEBT	-312,887.26	-331,922.32
012	400000	TOTAL REVENUES	360,079.74	-606,435.87
012	500000	TOTAL EXPENDITURES		713,844.16

TOTAL FUND BALANCE

47,192.48

-226,762.73

TOTAL LIABILITIES + FUND BALANCE

47,571.86

-405,712.66



City of Hopewell, Virginia

09/08/2016 14:46  
Jwaltaker

City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

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FUND: 014 SCHOOLS OPERATING

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

014	110110	CASH IN BANK
014	134001	ACCOUNTS RECEIVABLE
014	135020	RECEIVABLE COMM OF VIRGINIA
014	135030	RECEIVABLE FEDERAL GOVT

TOTAL ASSETS

2,596,409.67	18,262,380.39
.00	103,142.87
.00	584,418.12
.00	889,907.48
2,596,409.67	19,839,848.86

LIABILITIES

014	210101	ACCOUNTS PAYABLE
014	210103	SALARY & WAGES PAYABLE
014	220109	ACCRUED MISC LIABILITY
014	250102	DUE TO OTHER GOVT

TOTAL LIABILITIES

.00	4,014,191.74
.00	-1,928,726.50
.00	-1,995,594.59
.00	-23,327.00
.00	66,543.65

FUND BALANCE

014	390100	NONSPENDABLE
014	390410	ASSIGNED FUND BALANCE
014	400000	TOTAL REVENUES

TOTAL FUND BALANCE

.00	-208,022.73
.00	-14,926,623.24
-2,596,409.67	-4,771,746.54
-2,596,409.67	-19,906,392.51

TOTAL LIABILITIES + FUND BALANCE

-2,596,409.67	-19,839,848.86
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FUND: 015 COMPREHENSIVE SERVICES ACT

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

015	110110	CASH IN BANK	157,007.40	713,422.88
015	134001	ACCOUNTS RECEIVABLE	.00	-37,354.00
015	135020	RECEIVABLE COMM OF VIRGINIA	.00	1,604,152.40

TOTAL ASSETS

157,007.40      2,280,221.28

LIABILITIES

015	210101	ACCOUNTS PAYABLE	12,556.86	.00
015	220101	ACCURED SALARIES & WAGES PYBL	.00	-2,743.02
015	220102	ACCURED FICA PAYABLE	.00	-209.52
015	220103	ACCURED PTO-SHORT TERM	.00	-1,028.84
015	250102	DUE TO OTHER GOVT	.00	-1,382,557.45

TOTAL LIABILITIES

12,556.86      -1,386,538.83

FUND BALANCE

015	260101	ENCUMBRANCE ACCOUNT	-8,391.08	33,662.86
015	390100	NONSPENDABLE	8,391.08	-33,661.86
015	390410	ASSIGNED FUND BALANCE	.00	-745,624.72
015	400000	TOTAL REVENUES	-332,007.50	-332,007.50
015	500000	TOTAL EXPENDITURES	162,443.24	183,948.77

TOTAL FUND BALANCE

-169,564.26      -893,682.45

TOTAL LIABILITIES + FUND BALANCE

-157,007.40      -2,280,221.28



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FUND: 030 REFUSE

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

030	110110	CASH IN BANK	-106,339.59	2,407,342.90
030	134001	ACCOUNTS RECEIVABLE	.00	3,141.01
030	135011	RECEIVABLE-VAMCO/DATA INTERGRA	.00	-206,855.03
030	135012	RECEIVABLES-TSI/M ACTIVE	.00	400,512.26
030	135013	RECEIVABLES-TSI/1 INACTIVE	.00	428,892.25
030	160500	MACHINERY & EQUIPMENT	.00	31,229.62
030	160599	MACHINERY & EQUIPMENT DEPR	.00	-19,257.88

TOTAL ASSETS

-106,339.59

3,045,005.13

LIABILITIES

030	210101	ACCOUNTS PAYABLE	9,659.42	.00
030	220101	ACCRUED SALARIES & WAGES PYBL	.00	-863.33
030	220102	ACCRUED FICA PAYABLE	.00	-63.75
030	220103	ACCRUED PTO-SHORT TERM	.00	-1,086.96
030	220105	DEPR LIABILITY	.00	-33,103.00

TOTAL LIABILITIES

9,659.42

-35,117.04

FUND BALANCE

030	260101	ENCUMBRANCE ACCOUNT	-13,730.08	1,379,726.31
030	390100	NONSPENDABLE	13,730.08	-1,379,727.31
030	390410	ASSIGNED FUND BALANCE	-1,063.25	-3,109,611.70
030	400000	TOTAL REVENUES	97,743.42	-2,115.00
030	500000	TOTAL EXPENDITURES		101,839.61

TOTAL FUND BALANCE

96,680.17

-3,009,888.09

TOTAL LIABILITIES + FUND BALANCE

106,339.59

-3,045,005.13



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FUND: 032 HRWTF

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS			
032	110110	CASH IN BANK	3,937,433.84
032	110118	PEFTY CASH	.00
032	120113	INVESTMENTS HRWTF OPERATIONS	.00
032	120114	INVESTMENTS HRWTF IMPROVMENTS	.00
032	120116	INV-'12 DEBT SERVICE RESERVE	.00
032	134001	ACCOUNTS RECEIVABLE	-1,643,980.20
032	136010	ACCURED INTEREST	.00
032	150010	INVENTORY AUTO FUEL/PARTS	-40,307.28
032	150011	INVENTORY	100,447.00
032	150110	PRE-PAID BOND PRINCIPLE	.00
032	160100	LAND	.00
032	160200	BUILDING AND SYSTEMS	.00
032	160299	BUILDING AND SYSTEMS DEPR	.00
032	160300	INFRASTRUCTURE	.00
032	160399	INFRASTRUCTURE DEPRECIATION	.00
032	160500	MACHINERY & EQUIPMENT	.00
032	160599	MACHINERY & EQUIPMENT DEPR	.00
032	160900	CONSTRUCTION IN PROGRESS	.00
TOTAL ASSETS			2,353,593.36

TOTAL ASSETS

40,310,205.25

LIABILITIES			
032	210101	ACCOUNTS PAYABLE	111,292.86
032	210135	REFUNDS PAYABLE	.00
032	230101	ACCURED SALARIES & WAGES PYBL	.00
032	220102	ACCURED FICA PAYABLE	.00
032	220103	ACCURED PTO-SHORT TERM	.00
032	220105	OPER LIABILITY	.00
032	220109	ACCURED MISC LIABILITY	.00
032	220110	ACCURED SICK LEAVE	.00
032	230101	ACCURED INTEREST PAYABLE	.00
032	240101	DEFERRED REVENUE-ADV BILLING	.00
032	280101	BONDS PAYABLE-SHORT TERM	.00
032	280201	BONDS PAYABLE-LONG TERM	.00
032	280301	BONDS PAYABLE-LONG TERM	.00
032	280301	UNAMORTIZE PREM (2012)	.00
TOTAL LIABILITIES			111,292.86

TOTAL LIABILITIES

-20,678,826.11

FUND BALANCE			
032	260101	ENCUMBRANCE ACCOUNT	1,549,523.81
032	390100	NONSPENDABLE	-1,549,523.81
032	390300	COMMITTED FUND BALANCE	.00
032	390410	ASSIGNED FUND BALANCE	.00
032	390600	INVEST IN CAPITAL NET OF DEBT	.00
032	390900	CONTRIBUTED CAPITAL	.00
032	400000	TOTAL REVENUES	-3,221,035.62
032	500000	TOTAL EXPENDITURES	1,756,149.40

3,669,221.74  
-4,619,922.02  
-1,476,091.31  
12,572,325.20  
-19,329,444.64  
-6,511,898.39  
-5,115,892.29  
1,180,322.57



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FUND: 032 HRWTF

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

FUND BALANCE

TOTAL FUND BALANCE

-2,464,886.22

-19,631,379.14

TOTAL LIABILITIES + FUND BALANCE

-2,353,593.36

-40,310,205.25



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FUND: 035 RECREATION

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS			
035	110110	CASH IN BANK	-94,622.21
035	110118	PETTY CASH	.00
035	134001	ACCOUNTS RECEIVABLE	.00
035	160500	MACHINERY & EQUIPMENT	.00
035	160599	MACHINERY & EQUIPMENT DEPR	.00
TOTAL ASSETS			-94,622.21

TOTAL ASSETS

-94,622.21

41,036.54

LIABILITIES			
035	210101	ACCOUNTS PAYABLE	2,974.50
035	220101	ACCRUED SALARIES & WAGES PYBL	.00
035	220102	ACCRUED FICA PAYABLE	.00
035	220103	ACCRUED PTO-SHORT TERM	.00
035	220109	ACCRUED MISC LIABILITY	.00
035	220110	ACCRUED SICK LEAVE	.00
TOTAL LIABILITIES			2,974.50

TOTAL LIABILITIES

2,974.50

-125,639.86

FUND BALANCE			
035	260101	ENCUMBRANCE ACCOUNT	-28,923.70
035	390100	NONSPENDABLE	28,923.70
035	390410	ASSIGNED FUND BALANCE	.00
035	390600	INVEST IN CAPITAL NET OF DEBT	.00
035	400000	TOTAL REVENUES	-34,547.96
035	500000	TOTAL EXPENDITURES	126,195.67
TOTAL FUND BALANCE			91,647.71

TOTAL FUND BALANCE

91,647.71

84,603.32

TOTAL LIABILITIES + FUND BALANCE

94,622.21

-41,036.54



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FUND: 038 MARINA

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

038	110110	CASH IN BANK	.00	62,201.33
038	136010	ACCRUED INTEREST	.00	1.05
038	160500	MACHINERY & EQUIPMENT	.00	86,198.38
038	160599	MACHINERY & EQUIPMENT DEPR	.00	-70,735.27

TOTAL ASSETS

.00 77,665.49

FUND BALANCE

038	390410	ASSIGNED FUND BALANCE	.00	10,838.64
038	390600	INVEST IN CAPITAL NET OF DEBT	.00	-86,198.38
038	400000	TOTAL REVENUES	.00	-2,305.75

TOTAL FUND BALANCE

.00 -77,665.49

TOTAL LIABILITIES + FUND BALANCE

.00 -77,665.49



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FUND: 040 SEWER OPERATIONS

NET CHANGE  
FOR PERIOD  
ACCOUNT  
BALANCE

ASSETS

040	110110	CASH IN BANK	956,638.80	11,112,885.15
040	134001	ACCOUNTS RECEIVABLE	-922,229.21	1,907,715.14
040	135011	RECEIVABLE-VAMCO/DATA INTEGRA	.00	735,440.92
040	135012	RECEIVABLES-TSI/M ACTIVE	.00	469,496.20
040	135013	RECEIVABLES-TSI/1 INACTIVE	.00	479,829.79
040	135019	DATA HOLDING ACCOUNT	-34,409.59	-233,383.77

TOTAL ASSETS

14,471,983.43

LIABILITIES

040	210101	ACCOUNTS PAYABLE	.00	-166,480.32
040	240101	DEFERRED REVENUE-ADV BILLING	.00	-1,040,607.69

TOTAL LIABILITIES

-1,207,088.01

FUND BALANCE

040	390410	ASSIGNED FUND BALANCE	.00	-12,876,077.64
040	400000	TOTAL REVENUES	.00	-388,817.78

TOTAL FUND BALANCE

-13,264,895.42

TOTAL LIABILITIES + FUND BALANCE

-14,471,983.43



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FUND: 041 SEWER MAINTENANCE

NET CHANGE  
FOR PERIOD  
ACCOUNT  
BALANCE

ASSETS

041	110110	CASH IN BANK	-315,877.78	-7,999,845.12
041	120111	INVESTMENTS	.00	9,143,262.18
041	134002	NOTES-ASHLAND OIL ST	.00	52,881.55
041	136010	ACCURED INTEREST	.00	18,536.83
041	160100	LAND	.00	97,920.00
041	160200	BUILDING AND SYSTEMS	.00	501,878.00
041	160299	BUILDING AND SYSTEMS DEPR	.00	-494,152.25
041	160300	INFRASTRUCTURE	.00	36,807,476.27
041	160399	INFRASTRUCTURE DEPRECIATION	.00	-6,531,832.09
041	160500	MACHINERY & EQUIPMENT	.00	1,352,262.12
041	160599	MACHINERY & EQUIPMENT DEPR	.00	-822,456.16
041	170102	NOTES-ASHLAND OIL LT	-4,528.73	2,854,015.69
041	170105	NOTES-STORMWATER	.00	1,000,000.00
TOTAL ASSETS			-320,406.51	35,979,747.02

LIABILITIES

041	210101	ACCOUNTS PAYABLE	418.73	.00
041	220101	ACCURED SALARIES & WAGES PYBL	.00	-6,389.50
041	220102	ACCURED FICA PAYABLE	.00	-460.71
041	220103	ACCURED PTO-SHORT TERM	.00	-17,628.79
041	220105	OPER LIABILITY	.00	-99,305.00
041	220109	ACCURED MISC LIABILITY	.00	-80,769.75
041	280101	BONDS PAYABLE-SHORT TERM	.00	-495,000.00
041	280201	BONDS PAYABLE-LONG TERM	.00	-24,305,000.00
041	280301	UNAMORTIZE PREM (2012)	.00	-651,932.69
TOTAL LIABILITIES			418.73	-25,656,487.44

FUND BALANCE

041	260101	ENCUMBRANCE ACCOUNT	132,886.07	1,442,602.17
041	390100	NONSPENDABLE	-132,886.07	-951,823.04
041	390410	ASSIGNED FUND BALANCE	.00	15,066,442.93
041	390600	INVEST IN CAPITAL NET OF DEBT	.00	-1,188,903.67
041	390900	CONTRIBUTED CAPITAL	.00	-25,178,326.71
041	400000	TOTAL REVENUES	-12,112.74	-26,658.81
041	500000	TOTAL EXPENDITURES	332,100.52	513,407.55
TOTAL FUND BALANCE			319,987.78	-10,323,259.58

TOTAL LIABILITIES + FUND BALANCE

===== 320,406.51 =====  
-35,979,747.02



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FUND: 042 SEWER IMPROVEMENT

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
	042	110110	.00	88,677.68
	042	120111	.00	1,000,000.00
		TOTAL ASSETS	.00	1,088,677.68
FUND BALANCE	042	390410	.00	-1,088,677.68
		TOTAL FUND BALANCE	.00	-1,088,677.68
		TOTAL LIABILITIES + FUND BALANCE	.00	-1,088,677.68



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FUND : 043 SEWER BOND

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

043	110110	CASH IN BANK	.00	-1,511,934.04
043	150110	PRE-PAID BOND PRINCIPLE	.00	1,439,911.43
043	150111	PRE-PAID BOND INTEREST	.00	44,675.17

TOTAL ASSETS

-27,347.44

LIABILITIES

043	230101	ACCURED INTEREST PAYABLE	.00	-323,091.54
		TOTAL LIABILITIES	.00	-323,091.54

FUND BALANCE

043	390410	ASSIGNED FUND BALANCE	.00	350,438.98
		TOTAL FUND BALANCE	.00	350,438.98

TOTAL LIABILITIES + FUND BALANCE

27,347.44



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FUND: 044 SEWER SYSTEM RATE FUND

NET CHANGE  
FOR PERIOD ACCOUNT  
BALANCE

ASSETS		INVESTMENTS	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
044	120111		.00	2,134,721.00
	TOTAL ASSETS		.00	2,134,721.00
FUND BALANCE	044	390410	.00	-2,134,721.00
	TOTAL FUND BALANCE		.00	-2,134,721.00
	TOTAL LIABILITIES + FUND BALANCE		.00	-2,134,721.00



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FUND : 045 SEWER SYSTEM DEBT

NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS

045	120111	D0301	INVESTMENTS	.00	355,457.27
045	120111	D0302	INVESTMENTS	.00	1,365,178.57
045	120111	D0303	INVESTMENTS	.00	213,463.48

TOTAL ASSETS .00 1,934,099.32

FUND BALANCE 045 390410 ASSIGNED FUND BALANCE .00 -1,934,099.32

TOTAL FUND BALANCE .00 -1,934,099.32

TOTAL LIABILITIES + FUND BALANCE .00 -1,934,099.32



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FUND: 046 SEWER CONSTRUCTION FUND

NET CHANGE  
FOR PERIOD  
ACCOUNT  
BALANCE

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
<b>ASSETS</b>				
046	110110	CASH IN BANK	.00	1,511,454.28
046	120111	D0306 INVESTMENTS	.00	483,202.44
		<b>TOTAL ASSETS</b>	.00	1,994,656.72
FUND BALANCE	046	390410	ASSIGNED FUND BALANCE	.00
			<b>TOTAL FUND BALANCE</b>	-1,994,656.72
			<b>TOTAL LIABILITIES + FUND BALANCE</b>	-1,994,656.72



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NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

FUND: 048 STORM WATER 1

ASSETS			
048	110110	CASH IN BANK	-25,027.39
048	134001	ACCOUNTS RECEIVABLE	.00
048	135011	RECEIVABLE-VAMCO/DATA INTEGRA	.00
048	135012	RECEIVABLES-TSI/M ACTIVE	.00
048	135013	RECEIVABLES-TSI/1 INACTIVE	.00
TOTAL ASSETS			498,368.58

LIABILITIES			
048	220101	ACCRUED SALARIES & WAGES PYBL	.00
048	220102	ACCRUED PICA PAYABLE	.00
048	220103	ACCRUED PTO-SHORT TERM	.00
TOTAL LIABILITIES			-8,788.56

FUND BALANCE			
048	260101	ENCUMBRANCE ACCOUNT	75,044.00
048	390100	NONSPENDABLE FUND BALANCE	-75,044.00
048	390410	ASSIGNED FUND BALANCE	.00
048	500000	TOTAL EXPENDITURES	25,027.39
TOTAL FUND BALANCE			-489,580.02
TOTAL LIABILITIES + FUND BALANCE			-498,368.58



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FUND : 049 STORM WATER 2

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

049 110110 CASH IN BANK

-12,339.60 327,409.08

TOTAL ASSETS

-12,339.60 327,409.08

LIABILITIES

049 210101 ACCOUNTS PAYABLE  
049 280103 NOTES PAYABLE - FUND 041

8,720.50 -1,000,000.00  
.00

TOTAL LIABILITIES

8,720.50 -1,000,000.00

FUND BALANCE

049 260101 ENCUMBRANCE ACCOUNT  
049 390100 NONSPENDABLE FUND BALANCE  
049 390410 ASSIGNED FUND BALANCE  
049 400000 TOTAL REVENUES  
049 500000 TOTAL EXPENDITURES

35,698.00 298,770.89  
-35,698.00 -298,770.89  
.00 559,281.82  
.00 104,850.00  
3,619.10 8,459.10

TOTAL FUND BALANCE

3,619.10 672,590.92

TOTAL LIABILITIES + FUND BALANCE

12,339.60 -327,409.08



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FUND: 052 GRANTS

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

052

110110

CASH IN BANK

.00

289,071.13

TOTAL ASSETS

.00

289,071.13

LIABILITIES

052

250102

DUE TO OTHER GOVT

.00

-79,103.30

TOTAL LIABILITIES

.00

-79,103.30

FUND BALANCE

052

260101

ENCUMBRANCE ACCOUNT

.00

320.53

052

390100

NONSPENDABLE

.00

-319.53

052

390410

ASSIGNED FUND BALANCE

.00

-211,123.83

052

400010

BUDGETED REVENUES

180,729.00

180,729.00

052

500000

TOTAL EXPENDITURES

.00

1,155.00

052

500010

EXPENDITURE APPROPRIATIONS

-180,729.00

-180,729.00

TOTAL FUND BALANCE

.00

-209,967.83

TOTAL LIABILITIES + FUND BALANCE

.00

-289,071.13



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FUND: 053 ANTI-LITTER

NET CHANGE ACCOUNT  
FOR PERIOD BALANCE

ASSETS			
053	110110	CASH IN BANK	-75.00
053	136010	ACCRUED INTEREST	.00
			14,326.11

		TOTAL ASSETS	-75.00
			14,326.29
FUND BALANCE			
053	260101	ENCUMBRANCE ACCOUNT	-75.00
053	390100	NONSPENDABLE FUND BALANCE	75.00
053	390410	ASSIGNED FUND BALANCE	.00
053	500000	TOTAL EXPENDITURES	75.00
		TOTAL FUND BALANCE	-14,326.29

TOTAL LIABILITIES + FUND BALANCE	75.00	-14,326.29
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FUND : 056 SCHOOLS TEXTBOOK

NET CHANGE  
FOR PERIOD      ACCOUNT  
BALANCE

ASSETS	056	110110	CASH IN BANK	29,077.25	1,095,600.78
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TOTAL ASSETS				29,077.25	1,095,600.78
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FUND BALANCE	056	390100	NONSPENDABLE FUND BALANCE	.00	.08
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	056	390410	ASSIGNED FUND BALANCE	-29,077.25	-1,037,446.20
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	056	400000	TOTAL REVENUES	-29,077.25	-58,154.50
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TOTAL FUND BALANCE				-29,077.25	-1,095,600.78
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TOTAL LIABILITIES + FUND BALANCE				-29,077.25	-1,095,600.78
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FUND: 057 SCHOOL CAFETERIA NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS			
057	110110	CASH IN BANK	828.30
057	134001	ACCOUNTS RECEIVABLE	1,750,271.36
057	135030	RECEIVABLE FEDERAL GOVT	.00
057	150011	INVENTORY	313,538.05
057	150012	INVENTORY USDA	19,248.71
057	190999	UNSPECIFIED	49,171.17
			-77,050.54
		TOTAL ASSETS	2,057,106.03

LIABILITIES			
057	210101	ACCOUNTS PAYABLE	.00
057	210103	SALARY & WAGES PAYABLE	.00
057	220109	ACCRUED MISC LIABILITY	.00
057	240106	DEFERRED REVENUE-CAFETERIA	.00
		TOTAL LIABILITIES	-49,843.62

FUND BALANCE			
057	390100	NONSPENDABLE FUND BALANCE	.00
057	390410	ASSIGNED FUND BALANCE	.00
057	400000	TOTAL REVENUES	-828.30
		TOTAL FUND BALANCE	-2,007,262.41

TOTAL LIABILITIES + FUND BALANCE -828.30 -2,057,106.03



City of Hopewell, Virginia

09/08/2016 14:46  
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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

P  
26  
gfbalsht

FUND : 063 SCHOOL BLDG/BUS REPLACEMENT

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

063 110110 CASH IN BANK  
063 140019 DUE FROM OTHER GOVT

.00 328,931.32  
.00 23,327.00

TOTAL ASSETS

.00 352,258.32

FUND BALANCE

063 390410 ASSIGNED FUND BALANCE

.00 -352,258.32

TOTAL FUND BALANCE

.00 -352,258.32

TOTAL LIABILITIES + FUND BALANCE

.00 -352,258.32



City of Hopewell, Virginia

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FUND: 071 CAPITAL PROJECTS AND DEBT NET CHANGE FOR PERIOD ACCOUNT BALANCE

ASSETS

071	110110	CASH IN BANK	-362,594.71		1,237,291.70
071	120111	INVESTMENTS	.00		4,194,358.30
071	120111	INVESTMENTS	.00		1,312,976.24
071	120111	D0104 INVESTMENTS	.00		7,628,265.76
071	120111	D0109 INVESTMENTS	.00		249,453.61
071	120111	D0110 INVESTMENTS	.00		592,686.34
071	120111	D0113 INVESTMENTS	.00		-151,869.93
071	134001	ACCOUNTS RECEIVABLE	-85,336.60		88,987.94
071	134004	NOTES-SCHOOL BOARD -ST	.00		227,715.48
071	135010	RECEIVABLE LOCAL	.00		109,520.03
071	135030	RECEIVABLE FEDERAL GOVT	.00		1,505,158.68
071	170104	NOTES-SCHOOL BOARD L/T	.00		4,691,648.00
071	170106	NOTES-BEACON THEATER	.00		
TOTAL ASSETS			-447,931.31		21,686,192.15

TOTAL ASSETS

LIABILITIES

071	210101	ACCOUNTS PAYABLE	67,925.02		.00
071	230101	ACCURED INTEREST PAYABLE	.00		-518,372.15
TOTAL LIABILITIES			67,925.02		-518,372.15

TOTAL LIABILITIES

FUND BALANCE

071	260101	ENCUMBRANCE ACCOUNT	502,257.13		2,362,462.17
071	390100	NONSPENDABLE FUND BALANCE	-502,257.13		-2,362,462.17
071	390300	COMMITTED FUND BALANCE	.00		-5,789,508.00
071	390410	ASSIGNED FUND BALANCE	.00		-15,803,273.57
071	400000	TOTAL REVENUES	-25,614.43		-43,354.23
071	400010	BUDGETED REVENUES	242,000.00		242,000.00
071	400010	TOTAL EXPENDITURES	405,620.72		468,315.80
071	500000	EXPENDITURE APPROPRIATIONS	-242,000.00		-242,000.00
071	500010				
TOTAL FUND BALANCE			380,006.29		-21,167,820.00

TOTAL FUND BALANCE

TOTAL LIABILITIES + FUND BALANCE

TOTAL LIABILITIES + FUND BALANCE			447,931.31		-21,686,192.15
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City of Hopewell, Virginia

09/08/2016 14:46  
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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

FUND: 072 FIXED ASSETS

NET CHANGE  
FOR PERIOD  
ACCOUNT  
BALANCE

ASSETS			
072	160100	LAND	.00
072	160200	BUILDING AND SYSTEMS	.00
072	160299	BUILDING AND SYSTEMS DEPR	.00
072	160300	INFRASTRUCTURE	.00
072	160399	INFRASTRUCTURE DEPRECIATION	.00
072	160500	MACHINERY & EQUIPMENT	.00
072	160599	MACHINERY & EQUIPMENT DEPR	.00
072	160900	CONSTRUCTION IN PROGRESS	.00
TOTAL ASSETS			40,690,776.26

LIABILITIES			
072	280101	D0102 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0104 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0106 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0109 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0113 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0114 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0202 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0203 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0204 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0205 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0206 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0207 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0208 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0209 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0210 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0211 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0213 BONDS PAYABLE-SHORT TERM	.00
072	280101	D0216 BONDS PAYABLE-SHORT TERM	.00
072	280102	D0102 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0103 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0104 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0105 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0106 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0107 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0108 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0109 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0113 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0114 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0206 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0207 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0208 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0209 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0210 INTEREST PAYABLE-SHORT TERM	.00
072	280102	D0216 INTEREST PAYABLE-SHORT TERM	.00
072	280201	D0102 BONDS PAYABLE-LONG TERM	.00
072	280201	D0103 BONDS PAYABLE-LONG TERM	.00
072	280201	D0104 BONDS PAYABLE-LONG TERM	.00
072	280201	D0105 BONDS PAYABLE-LONG TERM	.00
TOTAL LIABILITIES			-2,155,000.00



City of Hopewell, Virginia

09/08/2016 14:46 City of Hopewell, Virginia  
jwhitaker BALANCE SHEET FOR 2017 2

NET CHANGE ACCOUNT  
FOR PERIOD BALANCE

FUND: 072 FIXED ASSETS

LIABILITIES						
072	280201	D0106	BONDS PAYABLE-LONG TERM	.00	-495,000.00	
072	280201	D0107	BONDS PAYABLE-LONG TERM	.00	-895,000.00	
072	280201	D0108	BONDS PAYABLE-LONG TERM	.00	-2,265,000.00	
072	280201	D0109	BONDS PAYABLE-LONG TERM	.00	-7,680,000.00	
072	280201	D0113	BONDS PAYABLE-LONG TERM	.00	-2,345,317.00	
072	280201	D0114	BONDS PAYABLE-LONG TERM	.00	-12,672,095.00	
072	280201	D0202	BONDS PAYABLE-LONG TERM	.00	-20,900.00	
072	280201	D0203	BONDS PAYABLE-LONG TERM	.00	-93,900.00	
072	280201	D0204	BONDS PAYABLE-LONG TERM	.00	-23,900.00	
072	280201	D0205	BONDS PAYABLE-LONG TERM	.00	-59,700.00	
072	280201	D0206	BONDS PAYABLE-LONG TERM	.00	-1,875,000.00	
072	280201	D0207	BONDS PAYABLE-LONG TERM	.00	-1,715,245.00	
072	280201	D0207	BONDS PAYABLE-LONG TERM	.00	-482,170.00	
072	280201	D0208	BONDS PAYABLE-LONG TERM	.00	-1,155,000.00	
072	280201	D0209	BONDS PAYABLE-LONG TERM	.00	-1,680,000.00	
072	280201	D0210	BONDS PAYABLE-LONG TERM	.00	-6,615,000.00	
072	280201	D0211	BONDS PAYABLE-LONG TERM	.00	-2,700,000.00	
072	280201	D0212	BONDS PAYABLE-LONG TERM	.00	-4,500,000.00	
072	280201	D0213	BONDS PAYABLE-LONG TERM	.00	-3,672,905.00	
072	280201	D0216	BONDS PAYABLE-LONG TERM	.00	-566,969.00	
072	280202	D0102	INTEREST PAYABLE-LONG TERM	.00	-2,763,997.00	
072	280202	D0103	INTEREST PAYABLE-LONG TERM	.00	-298,494.00	
072	280202	D0104	INTEREST PAYABLE-LONG TERM	.00	-247,775.00	
072	280202	D0105	INTEREST PAYABLE-LONG TERM	.00	-131,694.00	
072	280202	D0106	INTEREST PAYABLE-LONG TERM	.00	-297,025.00	
072	280202	D0107	INTEREST PAYABLE-LONG TERM	.00	-456,592.00	
072	280202	D0108	INTEREST PAYABLE-LONG TERM	.00	-2,633,375.00	
072	280202	D0109	INTEREST PAYABLE-LONG TERM	.00	-407,340.00	
072	280202	D0113	INTEREST PAYABLE-LONG TERM	.00	-4,448,770.00	
072	280202	D0114	INTEREST PAYABLE-LONG TERM	.00	-229,840.00	
072	280202	D0206	INTEREST PAYABLE-LONG TERM	.00	-429,906.00	
072	280202	D0207	INTEREST PAYABLE-LONG TERM	.00	-123,889.00	
072	280202	D0208	INTEREST PAYABLE-LONG TERM	.00	-298,494.00	
072	280202	D0209	INTEREST PAYABLE-LONG TERM	.00	-140,056.00	
072	280202	D0210	INTEREST PAYABLE-LONG TERM	.00	-1,758,649.00	
072	280202	D0212	INTEREST PAYABLE-LONG TERM	.00	-1,289,441.00	
072	280202	D0216	INTEREST PAYABLE-LONG TERM	.00	-81,380,152.00	

TOTAL LIABILITIES

FUND BALANCE	072	390410	ASSIGNED FUND BALANCE	.00	25,463,421.75
	072	390600	INVEST IN CAPITAL NET OF DEBT	.00	15,225,953.99

TOTAL FUND BALANCE	.00	40,689,375.74
TOTAL LIABILITIES + FUND BALANCE	.00	-40,690,776.26



City of Hopewell, Virginia

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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

FUND: 073 SPECIAL WELFARE

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS			
073	110110	CASH IN BANK	3,105.87
		TOTAL ASSETS	3,105.87
FUND BALANCE			
073	390410	ASSIGNED FUND BALANCE	.00
073	400000	TOTAL REVENUES	-3,105.87
		TOTAL FUND BALANCE	-3,105.87
TOTAL LIABILITIES + FUND BALANCE			-3,105.87
			66,622.43
			66,622.43
			-59,939.97
			-6,682.46
			-66,622.43



City of Hopewell, Virginia

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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

P 31  
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FUND: 074 POLICE SEIZURE ASSETS

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS	074	110110	CASH IN BANK	-2,227.47	39,569.20
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			TOTAL ASSETS	-2,227.47	39,569.20
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LIABILITIES	074	210135	REFUNDS PAYABLE	2,227.47	-10,067.76
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			TOTAL LIABILITIES	2,227.47	-10,067.76
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FUND BALANCE	074	390410	ASSIGNED FUND BALANCE	.00	-29,500.07
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	074	400000	TOTAL REVENUES	.00	-1,337
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			TOTAL FUND BALANCE	.00	-29,501.44
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			TOTAL LIABILITIES + FUND BALANCE	2,227.47	-39,569.20
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City of Hopewell, Virginia

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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

FUND : 075 ECONOMIC DEVELOPMENT

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

075 110110 CASH IN BANK  
075 135010 RECEIVABLE LOCAL  
075 136010 ACCRUED INTEREST

TOTAL ASSETS

FUND BALANCE

075 390100 NONSPENDABLE FUND BALANCE  
075 390410 ASSIGNED FUND BALANCE

TOTAL FUND BALANCE

TOTAL LIABILITIES + FUND BALANCE

	.00	-717,438.46
	.00	400,000.00
	.00	.04
	.00	-317,438.42
	.00	-1.00
	.00	317,439.42
	.00	317,438.42
	.00	317,438.42



City of Hopewell, Virginia

09/08/2016 14:46  
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City of Hopewell, Virginia  
BALANCE SHEET FOR 2017 2

P  
33  
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FUND: 076 SELF INSURANCE

NET CHANGE  
FOR PERIOD

ACCOUNT  
BALANCE

ASSETS

076 110110 CASH IN BANK  
076 136010 ACCRUED INTEREST

.00 -56,604.27  
.00 1.64

TOTAL ASSETS

.00 -56,602.63

FUND BALANCE

076 260101 ENCUMBRANCE ACCOUNT  
076 390100 NONSPENDABLE FUND BALANCE  
076 390410 ASSIGNED FUND BALANCE  
076 500000 TOTAL EXPENDITURES

.00 327,424.50  
.00 -327,424.50  
.00 -52,538.87  
.00 109,141.50

TOTAL FUND BALANCE

.00 56,602.63

TOTAL LIABILITIES + FUND BALANCE

.00 56,602.63

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City of Hopewell, Virginia

09/08/2016 14:46 City of Hopewell, Virginia  
JWhitaker BALANCE SHEET FOR 2017 2

FUND: 090 HEALTHY FAMILIES

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
090	110110	CASH IN BANK	-20,972.02	-43,120.72
	TOTAL ASSETS		-20,972.02	-43,120.72

LIABILITIES				
090	220101	ACCRUED SALARIES & WAGES PYBL	.00	-3,415.16
090	220102	ACCRUED FICA PAYABLE	.00	-244.71
090	220103	ACCRUED PTO-SHORT TERM	.00	-2,000.51
	TOTAL LIABILITIES		.00	-5,660.38

FUND BALANCE				
090	260101	ENCUMBRANCE ACCOUNT	-3,350.99	56,942.62
090	390100	NONSPENDABLE	3,350.99	-56,942.62
090	390410	ASSIGNED FUND BALANCE	.00	53,253.61
090	400000	TOTAL REVENUES	-343.00	-49,407.33
090	500000	TOTAL EXPENDITURES	21,315.02	44,934.82
	TOTAL FUND BALANCE		20,972.02	48,781.10

TOTAL LIABILITIES + FUND BALANCE 20,972.02 43,120.72

\*\* END OF REPORT - Generated by Jerry Whitaker \*\*

# **Personnel Change Report**

**DATE:** September 8, 2016  
**TO:** The Honorable City Council  
**SUBJECT:** Personnel Change Report – August 2016

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**ADDITIONS (Regular FT and PT positions only)**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>POSITION</b>	<b>DATE</b>
BORSCH, ROMAN	POLICE	POLICE OFFICER	08/03/2016
GATES, THOMAS	RECREATION	GM FAC PARKS	08/03/2016
ALEXANDER, DEBORAH	CODE	ADMIN ASST	08/22/2016
NEWMAN, NICKANOR	POLICE	POLICE OFFICER	08/31/2016
SHEPPERSON, AUSTIN	RECREATION	LIFEGUARD	08/20/2016
LARK, FLOYD	IT	WEB/SOCIAL MEDIA COORDINATOR	08/04/2016
RANSOM, BENJAMIN	POLICE	POLICE OFFICER	08/03/2016
VANCE, VICKY	RECREATION	CENTER SUPV	08/10/2016
MADDOX, LADAWN	REGIONAL	LAB TECH	08/17/2016

**SEPARATIONS**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>POSITION</b>	<b>DATE</b>
LANCUCKI, EMILEY	HEALTHY FAMILIES	DIRECTOR	08/03/2016
BELL II, TIMOTHY	PUBLIC WORKS	STREET MAINTENACE	08/16/2016
EASTER, ASHLEY	POLICE	DISPATCHER	08/07/2016
JOHNSON, DENISE	SHERIFF	DISPATCHER	08/17/2016
HENDERSON, SARAH	RECREATION	LIFEGUARD	08/31/2016
ARTUS, MARGARET	PUBLIC WORKS	ACT CLK II	08/01/2016
MITCHELL, TAMESHIA	SOCIAL SERVICES	BEN PROG SPEC	08/26/2016
MKANDAWIRE, TIWONGE	SOCIAL SERVICES	BEN PROG SPEC I	08/26/2016
WYNN, SHEKIRA	CSA	ADMIN ASST II	08/16/2016

**CC:** Mark Haley, City Manager  
Charles Dane, Assistant City Manager  
Debbie Pershing, Senior Executive Assistant  
Renia Coles, Human Resources Director  
Jerry Whitaker, Finance Director  
Dipo Muritala, Accounting Manager  
Kim Hunter, Payroll  
Jay Rezin, IT  
Dave Harless, Risk/Safety Coordinator  
Carol Scarbrough, Parks & Recreation  
Terry Burd, IT Manager

**PROCLAMATIONS**

**§**

**RESOLUTIONS**

**§**

**PRESENTATIONS**



[hopewellva.gov](http://hopewellva.gov)

The official website of the City of Hopewell



hopewellva.gov

The official website of the City of Hopewell

Logo, seal, tag line/ City colors

Hot links

Navigation bar

Alphabetical site directory

Descriptive graphic calendar

**SEARCH THE SITE**

Site Directory

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**LOOKING AHEAD**

<b>SEP 10</b> Sat	2:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre
	4:00 PM To Catch Best Featuring Live... @ The Beacon Theatre
<b>SEP 15</b> Thu	7:30 PM Neal McCoy to perform at the Bea... @ The Beacon Theatre
<b>SEP 17</b> Sat	2:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre
<b>SEP 23</b> Thu	6:30 PM Tonya Tucker to perform at the S... @ The Beacon Theatre
<b>SEP 24</b> Fri	8:00 AM FOUR to Host the 5th Annual Fad... @ Hopewell City Arena
	2:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre
<b>OCT 1</b> Sat	2:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre
<b>OCT 5</b> Tue	3:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre
<b>OCT 12</b> Tue	2:00 PM Downtown Farmers' Market Every S... @ Behind the Beacon Theatre

[View Calendar](#)

MODERN  
WHITE SPACE

[HOME](#)

[OUR CITY](#)

**RESIDENT**

[GOVERNMENT](#)

[BUSINESS](#)

[PUBLIC SAFETY](#)

[JOBS](#)

[FAQ](#)

[NEIGHBORHOODS](#)

[SCHOOLS](#)

[UTILITIES](#)

[RECREATION & PARKS](#)

[ONLINE SERVICES \(CITY\)](#)

[TAX](#)

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[CITIZENS' ACADEMY](#)

[CITY RESOURCES](#)

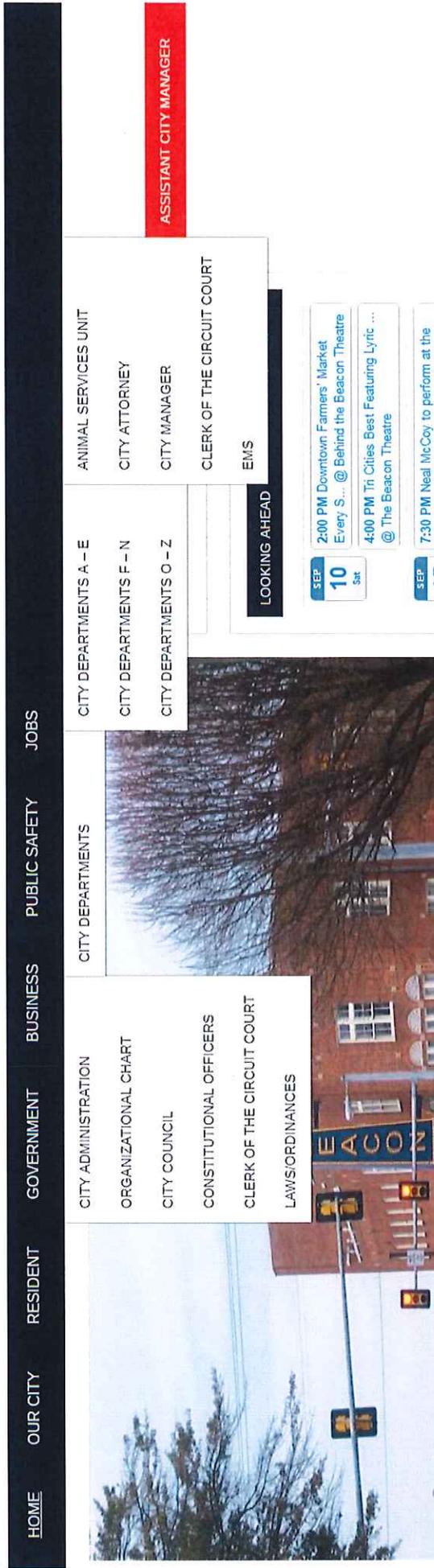
[ENTERTAINMENT](#)



**BEACON THEATRE**

*Read more »*

Readable, legible, clear dropdowns with logical progressions



The image shows a horizontal navigation bar with the following items: HOME, OUR CITY, RESIDENT, GOVERNMENT, BUSINESS, PUBLIC SAFETY, JOBS. Below this bar, several dropdown menus are open, displaying a list of city departments and services. The background of the page features a photograph of a brick building with a sign that says 'BEACON'.

**HOME**   **OUR CITY**   **RESIDENT**   **GOVERNMENT**   **BUSINESS**   **PUBLIC SAFETY**   **JOBS**

**CITY DEPARTMENTS**

- CITY ADMINISTRATION
- ORGANIZATIONAL CHART
- CITY COUNCIL
- CONSTITUTIONAL OFFICERS
- CLERK OF THE CIRCUIT COURT
- LAW/SORDINANCES

**CITY DEPARTMENTS A – E**

- ANIMAL SERVICES UNIT
- CITY ATTORNEY
- CITY MANAGER
- CLERK OF THE CIRCUIT COURT
- EMS

**CITY DEPARTMENTS F – N**

- ASSISTANT CITY MANAGER

**CITY DEPARTMENTS O – Z**

**LOOKING AHEAD**

SEP 10 Sat

2:00 PM Downtown Farmers' Market  
Every S... @ The Beacon Theatre

4:00 PM Tri Cities Best Featuring Lyric ...  
@ The Beacon Theatre

SEP 11 Sun

7:30 PM Neal McCoy to perform at the

Link buttons  
increasing  
readability

 <b>Common Help</b> helping those in need	 <b>Adopt-A-Neighbor Outreach</b>	 <b>VA Department of Health</b>
 <b>Hopewell-Prince George Healthy Families</b>	 <b>Ft. Lee Morale, Welfare, and Recreation</b>	 <b>Residential Trash Collection City of Hopewell</b>
 <b>Riverside Criminal Justice Agency</b>	 <b>Keep Hopewell Beautiful</b>	 <b>District 19 Community Service Board</b>
 <b>Voter Registration</b>	 <b>Who Do I Call ?</b>	 <b>Media &amp; News Releases</b>

# PARKS AND PLAYGROUNDS

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Newer beveled photos

3 1/2 Street Park



3 1/2 Street Park

Address: 400 N. 3 1/2 Avenue

Type: Neighborhood Park

Amenities: Playground equipment, large swings, tot swings, climbing structure, blacktop play area, open space, and picnic shelter.

City Park



Address: 205 Appomattox Street

Type: Specialty Park

Amenities: Fishing pier, sand beach, playground equipment, restroom, open space, and beautiful views of the Appomattox River.

Appomattox River Trailhead at City Park



[hopewellva.gov](http://hopewellva.gov)

The official website of the City of Hopewell

# Process

- Streamlined
- Policy-driven
- Liaison-oriented
- Timelines
- Updates and reminders
- Links to social media
- Consistency

Temporary site URL:

<http://hopewellva.sitevision.com/>



hopewellva.gov

The official website of the City of Hopewell

Floyd Lark  
Web Developer/Social Media Coordinator  
City of Hopewell  
300 N. Main St., Ste. 219  
Hopewell, VA 23860  
804.415.1749 (o)  
804.301.9872 (c)  
FLark@hopewellva.gov



## **Bio of Dr. Emily Grant DeCarlo**

Author, poet, educator, life, wellness and spiritual coach, evangelist, consultant, entrepreneur

**B.A. Social Welfare Systems- Hampton University- Hampton, Virginia**

**M. Ed. Guidance/ Counseling- Hampton University- Hampton, Virginia**

**M.Ed. (33 hours) - Special Education- Virginia State University- Petersburg, Virginia**

**Three year Leadership Training Institute-** Chesterfield County Public Schools Leadership Program in conjunction with the Jefferson Leadership School at The University of Virginia

**PhD. – Christian Education- 2007-Living Waters Biblical Institute-** Colonial Heights, Va.

Co-pastor- Bible Covenant Believers in Christ Deliverance Ministries – Petersburg, Va. 2013-present

Founder- The Grant DeCarlo Institute for the Healing Arts- Hopewell, Va.

Online wellness business: [thegrantdecarloinsitute.com](http://thegrantdecarloinsitute.com)

**Associate Minister- Mt. Carmel Baptist Church, Hopewell, Va. - 2003 to present**

**Licensed in ministry- July 1998- New Hope Christian Center- Hopewell, Va.**

**Ordained as minister- May 2007- Living Waters Biblical Institute, Colonial Heights, Va.**

**Inducted into Tau Sigma Delta honor society** for contributions to Literature (Virginia State University Chapter)

**Book:** “Let it Shine “used as supplemental text for English 211 (creative writing) at Virginia State University

**Poem:** “Epiphany” published in Essence magazine, January 2008 edition (page 116)

**Published works** (poetry): “Secret Dimensions”; “Full Moon Rising”; “True Stories”; “So You Can Know Me”; “Miracle Me” children’s book

**Research based published works:** “Using Poetry to Promote Reading and Language Acquisition” used in the Special Education Graduate School of Virginia State University

**Other published works:** “The Crab Effect” (inspirational book on handling the haters in your life based on the story of Joseph in the Bible);

Poetry CD entitled “Journey” 2009

**Guest speaker and lecturer: various colleges, universities and churches** throughout the United States.

**Contact information:**

**Facebook.com/uramiracle**

**myspace.com/emilydecarlo**

**egdecarlo.webs.com**

**selfgrowth.com**

**Cell: 804-605- 7227**

**2408 Wakefield St. Hopewell, Virginia 23860**

# Poet laureate

Definition: a poet appointed to, or regarded unofficially as holding, an honorary representative position in a particular country, region, or group.

Simply stated, any locality can select a noted poet to be the poet laureate of that locality for a two year period. Then another can be selected for the same amount of time after that two year tenure.

Some duties of the poet laureate can be (but are not limited to) bringing fresh perspectives to poetry, planning workshops, seminars or showcasing poetry in a way that brings awareness and interest to this art form. The following are some ways that some noted poets have served as Poet Laureates: "Each Laureate brings a different emphasis to the position. Joseph Brodsky initiated the idea of providing poetry in airports, supermarkets and hotel rooms. Maxine Kumin started a popular series of poetry workshops for women at the Library of Congress. Gwendolyn Brooks met with elementary school students to encourage them to write poetry. Rita Dove brought together writers to explore the African diaspora through the eyes of its artists. She also championed children's poetry and jazz with poetry events. Robert Hass organized the "Watershed" conference that brought together noted novelists, poets and storytellers to talk about writing, nature and community." (The Poetry and Literature Center at the Library of Congress)

My proposal to be the first Poet Laureate of Hopewell, Va.:

As a noted poet I have had several books of poetry published. My first book was published by Hampton Institute's press in 1976. It was entitled "So You Can Know Me". It was a collection of poems that I had written in my early elementary and teen up to college years. After being published, Hampton's Public Relations Department took on the task of arranging many readings and book signings at colleges and universities throughout Virginia and Washington, D.C. I was featured on several television and radio programs and also entered and won The Miss Black Virginia Contest in 1976, with the poem, "I am the Black Child" being my talent.

In 1996, my poetic collection entitled "Let it Shine" was used as a supplemental textbook for English 211 at Virginia State University. Another researched based collection entitled "Using Poetry for Linguistics and Language Acquisition" was used in the Special Education Graduate School at Virginia State University. "Let it Shine" was reviewed by world renowned poet, Nikki Giovanni, noted professor of the graduate English department at Virginia Polytechnic Institute.

In 1996, I was inducted into Tau Sigma Delta Literary Society by Virginia State University for contributions to Literature.

In 2009, my poem entitled Epiphany was published in Essence Magazine.

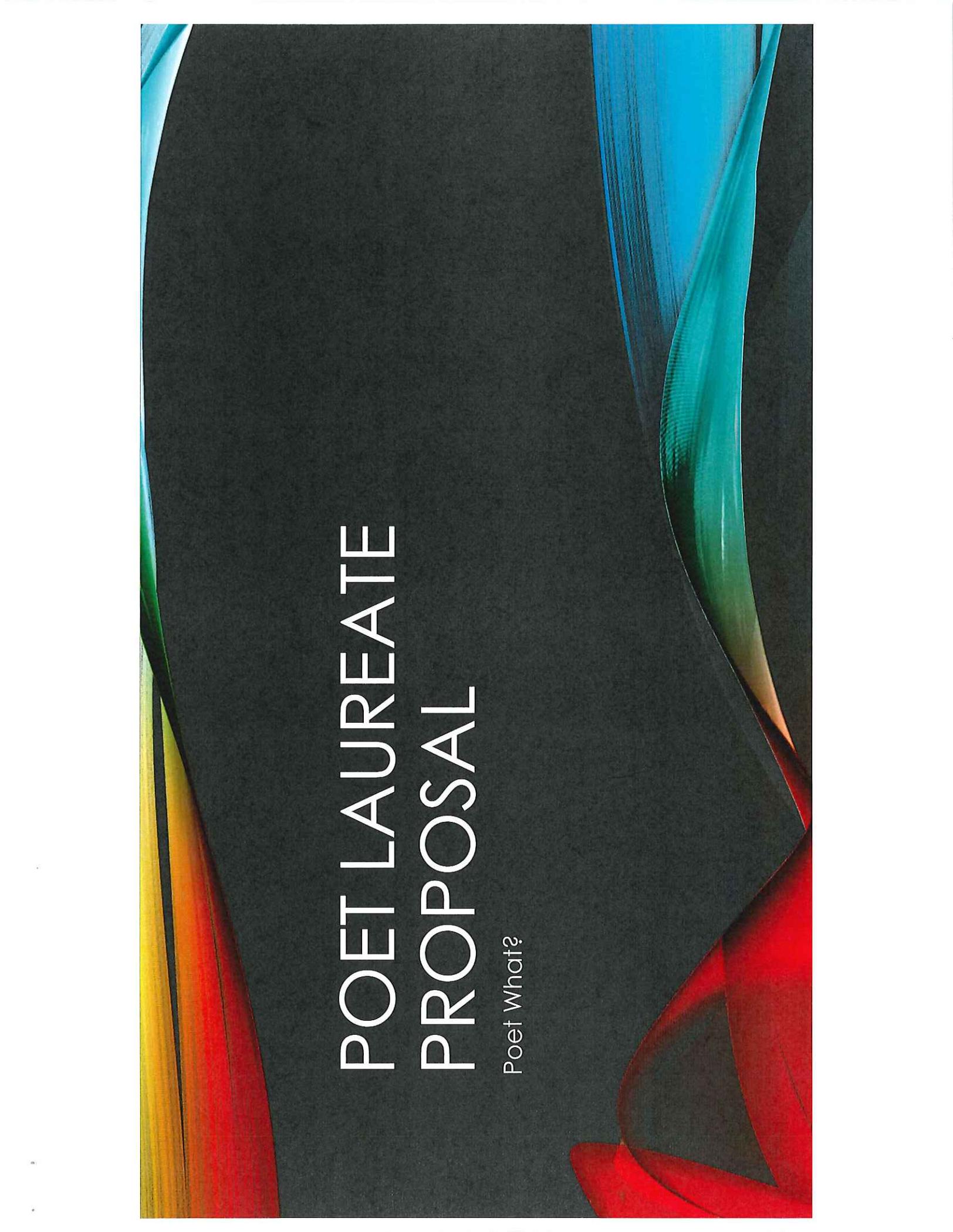
As Poet Laureate of my Hometown, I would bring renewed literary awareness and inspire a fresh interest in poetry as an art form by bringing a One Million Poets March" to Hopewell , to be held at the stadium near the school board office. I will also visit the schools to work with English classes to

proliferate a love for the English Language via the use of poetry. The activities will be based on the Standards Of Learning for English.

I would also hold several "Slam Poetry" events at the Beacon Theatre in Hopewell and at Hopewell High School.

After my two year tenure, I would like to be a part of the selection process for choosing another poet as Poet Laureate.

As a poet, I not only love this art form, but I would like to put Hopewell on the map as a place that appreciates the use of poetry as a means of creative expression and as a vehicle to promote love and goodwill in the world!



# POET LAUREATE PROPOSAL

Poet What?



# laureate

Crowned, or decked, with laurel

THE POET LAUREATE

# poet laureate

## WHAT?

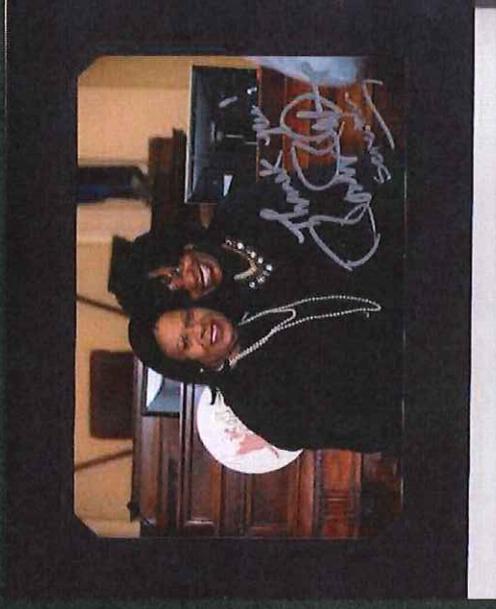
Honorary title granted to a noted poet by a municipality ( region, city, state, etc)

# POET WHAT?

- "A poet laureate (plural: poets laureate) is a poet officially appointed by a government or conferring institution, who is often expected to compose poems for special events and occasions. The Italians Albertino Mussato and Francesco Petrarca were the first to be crowned poets laureate after the classical age, [citation needed] respectively in 1315 and 1342. In Britain, the term dates from the appointment of Bernard André by Henry VII of England. In modern times, the title may also be conferred by an organization such as the Poetry Foundation, which has a designated Children's Poet Laureate. [1] Other examples are the Pikes Peak Poet Laureate, [2] which is designated by a "Presenting Partners" group from within the community; the Minnesota Poet Laureate chosen by the League of Minnesota Poets (est. 1934); [3] the Northampton Poet Laureate [4] chosen by the Northampton Arts Council, [5] and the Martha's Vineyard Poet Laureate chosen by ten judges representing the Martha's Vineyard Poetry Society.
- Over a dozen national governments continue the poet laureate tradition." (Wikipedia)

POETIC TRIBUTE FOR FIRST WOMAN  
SENATOR IN THE 6TH  
CONGRESSIONAL DISTRICT IN  
VIRGINIA

Invited to perform original poem "Stepping out" at the "swearing in" ceremony for Senator Roslyn Dance at the State Capital Building in Richmond, Virginia.

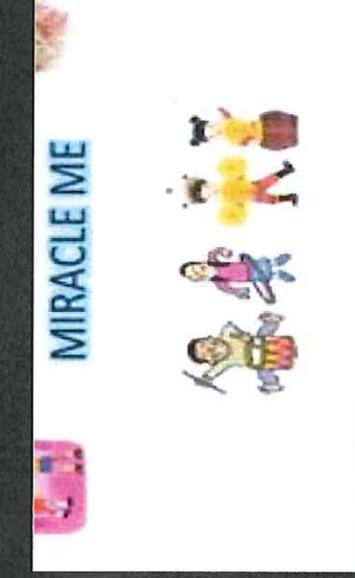


# WHO- (CREDENTIALS)



## Poerty for Healing

Published book/course using poetry for healing issues



## "Miracle Me"

Poetic children's book that speaks to the spirits of children and families everywhere.



## "I Can ,Too!"

Poetic children's book

# OTHER POETIC ENDEAVORS AND CONTRIBUTIONS



Performing in Richmond at Arts Festival.



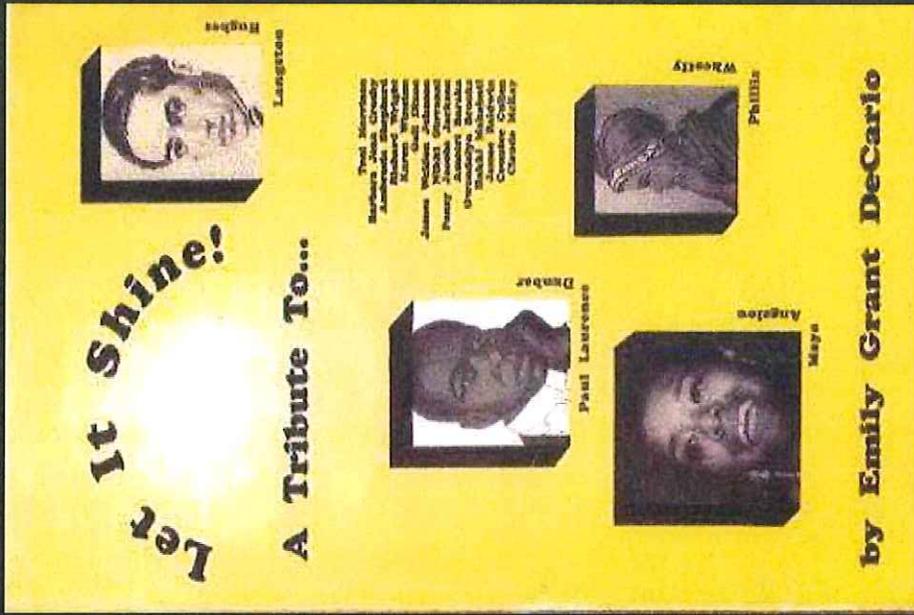
Posing for picture after dramatizing Maya Angelou's poem "Phenomenal Woman" at a Women's Breakfast in Petersburg summer of 2016.



At WHAP radio station after broadcast with Dr. Sherman Cross, hos of Community Challenge in which I read original poetry and talked about "Miracle Me" children's book.

# 'LET IT SHINE'

Original collection of poems endorsed favorably by Nikki Giovanni and used as supplemental text for English 211 at Virginia State University.

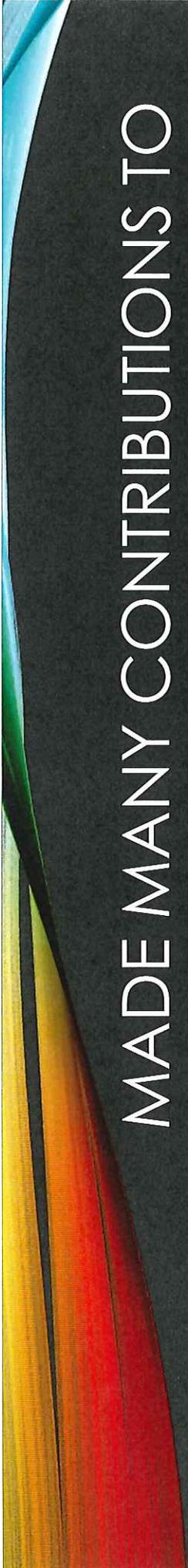






# POETIC CONTRIBUTIONS CONTINUED

- Recited poem to city council for adoption into the city's records as a Hopewell poet.
- Recited poetry from "Let It Shine" ( book of poetry used as supplemental text at Virginia State University) at Hopewell's Carter G. Woodson Middle School for staff and students.
- Planned, recited and implemented "Poetry Workshop" for city's youth at Hopewell's Carter G. Woodson Middle School (sponsored by the Office on Youth) in the nineties.
- Recitation of original poem (youth tips) for the past several years every second Sunday at Mt. Carmel Baptist Church in Hopewell, Va.
- Participation in Poetry Recital at the Appomattox Regional Library in Hopewell, Va.
- Many other poetic contributions to the city and its citizens too numerous to name!



# MADE MANY CONTRIBUTIONS TO CITY VIA POETRY

Spoke for city's Black  
History Program at  
Hopewell High School

Performed at Elk's  
Club in Hopewell for  
city's Black History  
Program

Wrote and performed  
poem for World Aid's  
Day

Commissioned by John Randolp  
Foundation

## OTHER LITERARY ACHIEVEMENTS

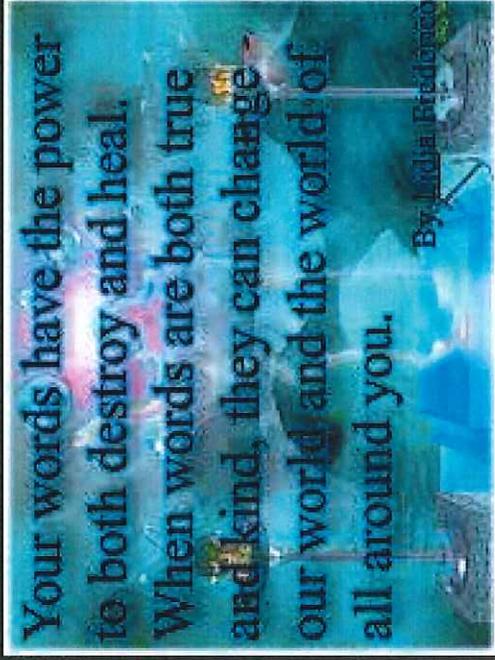
Started Writer's Guild at James River High School  
Weekly Coffee Houses at Barnes and Noble in Midlothian, Va.  
Inducted into Tau Sigma Delta Literary Society (Virginia State Chapter) for contributions to literature.  
"Let it Shine" poetry book used as supplemental text for English 211 at Virginia State University – favorably reviewed by Nikki Giovanni, renowned poet and professor at Virginia Tech University in Blacksburg, Virginia  
"Using Poetry to Promote Linguistics and Language Acquisition" Research manual used in the Graduate Special Education Department at Virginia State University.  
Poem "Epiphany" - Published in Essence Magazine in 2009

Author, Poet, Consultant

"Born With It", "The Gra  
ories", and other books and

Dr. Emily DeCarlo

804-605-7227



## WHY A POET LAUREATE PROGRAM



# NOTED POETS AND LAUREATES



Ntozake Shange



C. Day- Lewis



Robert Frost



Nikki Giovanni

# SUPPORT

Arts and culture Department  
Cameron Foundation  
Department of Humanities  
Corporate Sponsors



# HOW?

Poet slams

Poetry recitals

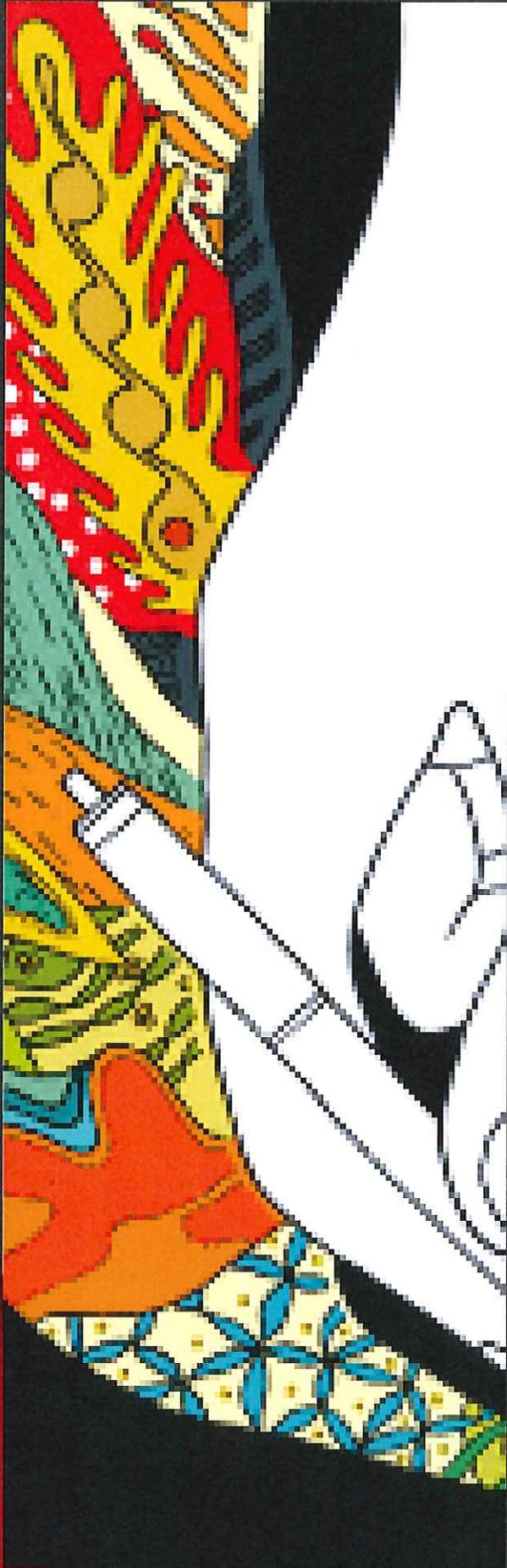
"POP"- Poets of Purpose performances



# WHERE?

School System  
Beacon theater  
Appomattox Regional Library





## POETRY IS POWERFUL!

Poetry is not just writing, it speaks!

# **PUBLIC HEARINGS**

**COMMUNICATIONS  
FROM CITIZENS**

# **REGULAR BUSINESS**

**REPORTS  
OF THE  
CITY  
MANAGER**

**R-1**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

**COUNCIL AGENDA ITEM TITLE: R-1 Hopewell Gateway Project - Cameron Foundation**

**ISSUE:** The Route 10 entrance to the City of Hopewell (eastbound at Appomattox River Bridge) has been selected by the Cameron Foundation for a grant for installation of public art. Numerous specialized artists were vetted, and a committee comprised of Hopewell citizens and staff, the Cameron Foundation Board and staff, and professional public art curators have selected an artist and conceptual design to be presented to City Council for approval.

**RECOMMENDATION:** Request Council Approval of Committee's Selection

**TIMING:** This has been a multiple year project beginning in 2014. Upon final approval, the artist will have an 18-month timeframe to finalize the design and begin installation of the artwork.

**BACKGROUND:** The Cameron Foundation believes public art can have an enduring and positive impact on communities. The Cameron Foundation Board has taken the initiative to invest in the communities they serve by taking on public art projects that the communities themselves typically would not initiate. There are other projects moving forward in Prince George, Petersburg and Colonial Heights. Cameron has previously presented the concept of public art to Council and co-signed a Gateway Agreement. The City Manager appointed citizen committee members Rebecca Rose and Russell Vergara to help with the selection process. The Hopewell committee attended multiple meetings and reviewed many design concepts to now make a final recommendation to City Council.

**FISCAL IMPACT:** This project originated via a grant from Cameron Foundation with a cost share from the locality. The Hopewell cost is estimated not to exceed \$600,000 which was previously approved in the FY 15-16 Budget.

**ENCLOSED DOCUMENTS:** Cameron Foundation Power Point presentation

**SUMMARY:**

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

R-1  
9-13-16



## Hopewell Gateway Project

### Artist Selection Committee Meeting for Artists' Concept Designs

Tuesday, July 12, 2016 2:00 – 4:30 p.m.

#### Meeting Notes

**Attending:** Todd Graham, President, The Cameron Foundation; Mark Haley, City Manager, Hopewell, VA; Rebecca Rose, visual artist, Hopewell; Russ Vergara, musician, Hopewell; Pamela Comstock, Board Chair, The Cameron Foundation; Jean Greer, Art Consultant

#### I. Welcome and Introductory Remarks

Todd Graham

Todd Graham welcomed the committee and stated that the goal of the meeting was to recommend an artist to create a sculpture as the centerpiece of the Hopewell Gateway project. The Cameron Foundation and the City of Hopewell previously signed an agreement regarding the gateway funding, maintenance, and artist selection process. Once an artist is selected by this committee, the decision will be presented to the Board of the Cameron Foundation for approval and to the Hopewell City Council. The budget in the Artists RFQ for the sculpture was \$450,000, and there may be an opportunity to amend the budget, based on an additional \$80,000 set aside for the lighting ornaments which will not be created. With the approvals of both boards, Cameron will enter into a contract with the artist. Once the artwork is installed, the Cameron Foundation will gift it to the City of Hopewell.

#### II. Artists' Interviews with Preliminary Concept Designs

Jean Greer

Jean Greer then reviewed the content for the interviews, including the artists' introduction of their concept designs with visuals, followed by written hand outs and questions and comments by committee members. Members were asked to review the criteria as advertised in the RFQ for a Gateway sculpture. The criteria included 1) Artists of Significant Merit; 2) Artistic Excellence; 3) Originality; 4) Appropriateness for the Site; 5) Relevance over Time; and 6) Technical Feasibility.

#### III. Interview with Ed Carpenter, Portland, Oregon

Carpenter began his presentation with a PowerPoint of past work as it informed his design for Hopewell. Examples included sculptures for Mesa, AZ light rail, Council Bluffs, Iowa, the Lincoln, NE arena in progress, and Taichung, Taiwan. All are based upon a theme gleaned from experiences of the site, a day to night presence with changing reflections of colored dichroic glass and the uses of LED lighting. From his research and site visit to Hopewell, his sculptural concept was based upon the idea of "Confluence" - the merging of the Appomattox and James Rivers and growth of Hopewell and the merging of many ethnicities that arrived, lived and worked together within its industries. He developed the pair of metaphors in an abstract form, illustrated by a series of drawings, then modeled digitally in color and context,

as well as a video. The resulting sculptural form, a curved parabola when viewed by approaching vehicles was 90 ft L; 34 ft H; 23-28 ft. W. Two wings were structured with steel armature overlaid with flowing strips of dichroic glass, in colors of orange, turquoise and green, for earth and sky. Carpenter shared various samples of dichroic glass, representing the spectrum of colors of the digital model and others having the wavy surface of water for the rivers. Foundations were minimal in footprint at three landing points. He then gave committee members binders that closely followed the digitally rendered perspectives of the sculpture as well as key components and dimensions discussed in the presentation.

Questions and comments from the committee included the following: the need for greater height in scale for the sculpture to maximize the presence of the artwork as a gateway icon; the risks of projectiles into the sculpture and concerns of people climbing the cross members based on the structure of the sculpture. There was great interest in color and the impact of dichroic glass. To a question on the durability of the painted steel, Ed referenced a Nebraska firm employed for the Council Bluffs project. The artist envisioned the footings emerging out of ground, not visible, not expensive. Carpenter's question to the panel: Are you after height or are you after presence? The artist spoke to the juxtaposition of materials and the simplicity of materials. Timelessness comes from its simplicity. Lighting could be designed as simple uplighting and could be mounted on the foundation pads.

Carpenter presented two budgets: one for the RFQ commission value of \$450,000, which he indicated was not what he had illustrated, and a second budget for \$548,000 which was represented by the sculpture he had illustrated. This information was noted by the committee.

#### IV. Interview with Ralph Helmick, Newton, Massachusetts

Helmick began with a PowerPoint which focused on iconic buildings and sculptures sheathed in scaffolding and photos of early 20<sup>th</sup> century industrial landscapes, such as that in Hopewell. He then handed out large binders that presented an overview of the sculptural concept, and he uncovered a scale model. Helmick is known for sculptures that challenge perception and have different forms when viewed from different visual perspectives. With the title of "Allusion" he referenced the industrial landscape, and had devised a monumental letter H of geometric scaffolding, with one vertical member slicing higher upward than the other. Day and night visuals from various vantage points were illustrated in the hand out and with a video. Both theatrical lighting and new technology LED pinpoint lighting were illustrated and discussed as essential to transforming day to night impact; the pinpoint lighting was more dramatic, and the committee expressed greater interest in this since the effect is similar to night lighting in the industrial district. The budget of \$450,000 was deemed adequate by the artist, with the additional \$46,500 for the additional foundation costs, as stated in the RFQ.

Questions and issues raised by the committee included the following: Long distance view of the sculpture from north to south entry – it can be seen 100 yards away; view from below the bridge - it can also be seen from below at the trailhead for the future riverwalk. Method of fabrication and assembly – the artwork can be fabricated in sections, which could make the assembly process less challenging in terms of traffic control for installation. There were significant concerns regarding the massiveness of the foundation size (10 ft. H x 20 ft. W x 6 ft. D). The artist is willing to re-design the foundation to make it less massive; one suggested concept was two separate blocks supporting the vertical members or a pole structure. Concerns were also voiced about the costs of the massive block foundation. Committee members also voiced the desire to re-title the sculpture.

## V. Discussion by Committee Members and Voting

During a brief follow up discussion, it was determined that a consensus existed for Ralph Helmick's artwork proposal. A motion was stated as follows.

A motion was made by Rebecca Rose, seconded by Russ Vergara, to recommend artist Ralph Helmick to create the sculpture for the Hopewell Gateway Project. The motion was unanimously approved.

The meeting was adjourned.

HOPEWELL GATEWAY PROJECT

WORKING TITLE: *ALLUSION*

**HELMICKSCULPTURE**

allusion (n.) an expression designed to call something to mind without mentioning it explicitly; an indirect or passing reference.

### Conceptual Genesis

Allusion is inspired by the visual heritage of Hopewell, a heritage that includes both natural beauty [an exceptional setting at the convergence of the Appomattox and James Rivers] and the beauty found in manmade structures [soaring industrial buildings and the surrounding infrastructure].

### Description of the Artwork

A fifty-foot-tall letter "H" marks the city's northern boundary.

Articulated in an open steel framework reminiscent of scaffolding, the form tapers toward the south, its steel components converging in the direction of downtown Hopewell.

### Optical Impact

For those arriving from the north over the bridge, the sculpture is visible from a distance of several hundred yards, subtly shifting form gradually changing as once approaches, an effect especially pronounced at night.

For those driving from the south on W. Randolph Road, Allusion anchors the straightaway, denoting the de facto boundary of the city.

In both cases the artwork serves as a focal point, its perspectival form emphasizing a sense of arrival and departure.

*Perception and proximity*

*Movement and change*

*Kinetic impact of static objects*

*Transitioning from abstraction to referential*

In addition, a special viewpoint is provided to pedestrians looking up from the new Riverwalk, where the roads above visually bracket the sculpture.

### Why a letter? Part A: Pure form

"H" as a shape

Symmetry

Asymmetry

Opacity and porosity

(minimal) Mass and (impactful) Scale

### Why a letter? Part B: Interpretation

What makes an icon?

The Gateway Arch, St. Louis [Eero Saarinen, 1965]

Civic interpretation

A touchstone for topical issues

Personal interpretation

Art as mirror

Sentence / phrase / word / letter

The desirability of multiple interpretations

The inevitability of controversy

### Beauty v. Decoration

Esthetic endurance

Meaning through time

A generous conceptualism

### Media / Approximate Dimensions

Media: Approx. 4,593 linear feet of 2" OD steel pipe

Color: Galvanized steel with bright silver powder topcoat

Sculpture height: 51'- 0"

Sculpture width: 20'- 7"

Sculpture depth: 6'- 10"

Total height with plinth: 61'- 0" to 63'- 0"

Sculpture weight: Approx. 14,000 Lbs.

### Maintenance / Material Suitability

All materials are archival and UV resistant.

All materials are optimized for exterior seasonal weather conditions.

Maintenance includes annual inspections of primary joints and attachment points.

The plinth should be inspected annually for cracks, fractures or other condition issues.

The sculpture should be repainted or touched up every ten years or as needed.

### Climbing Concerns

Human interaction is a concern for any large scale exterior public artwork.

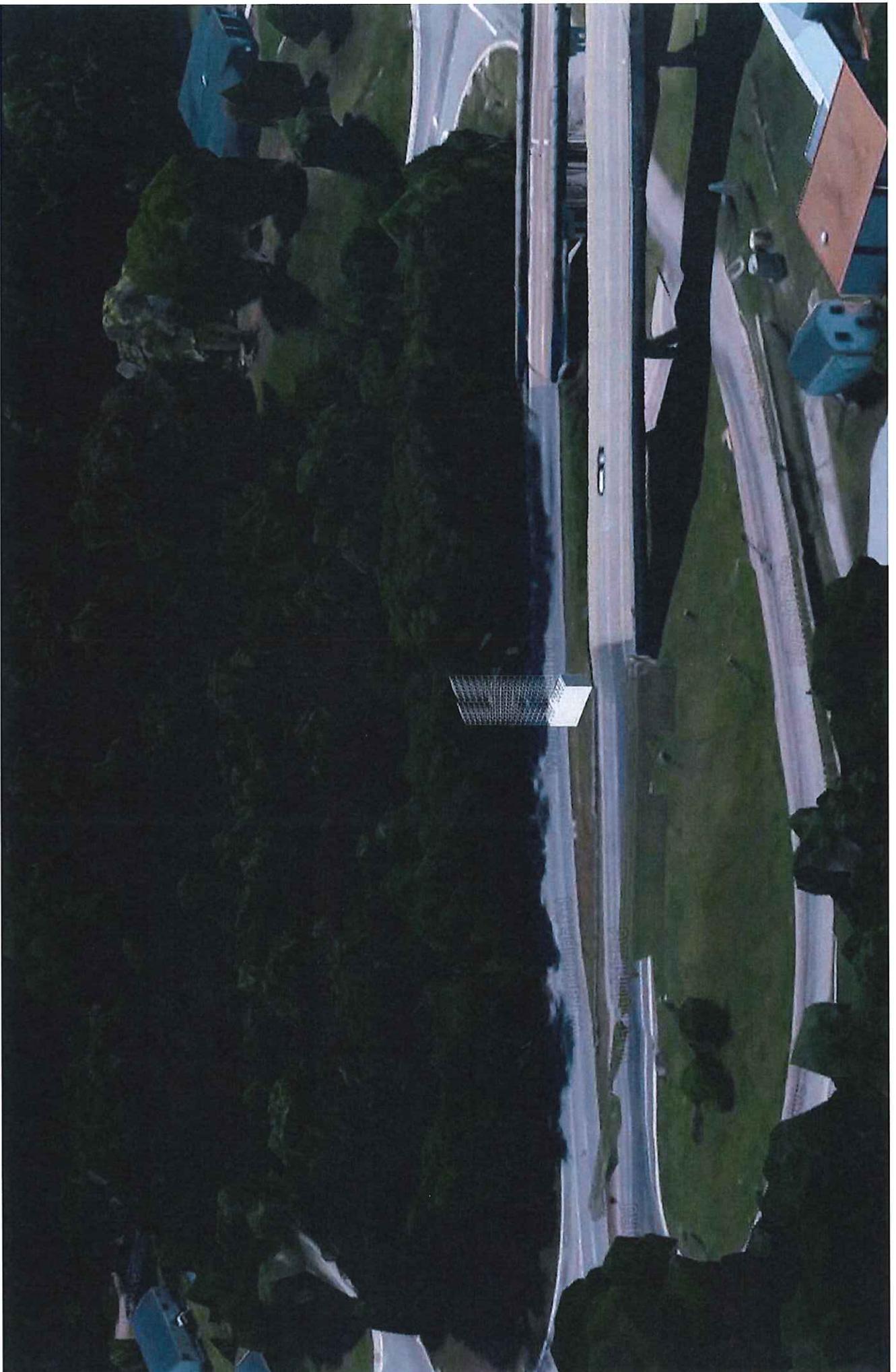
For this sculpture in particular climbing will be a primary concern. There are several approaches to discourage people from climbing artwork. The first two are already covered in the case: a site that is somewhat inaccessible or difficult to approach by pedestrians, and a tall, sheer sided base that makes it difficult to access the artwork directly.

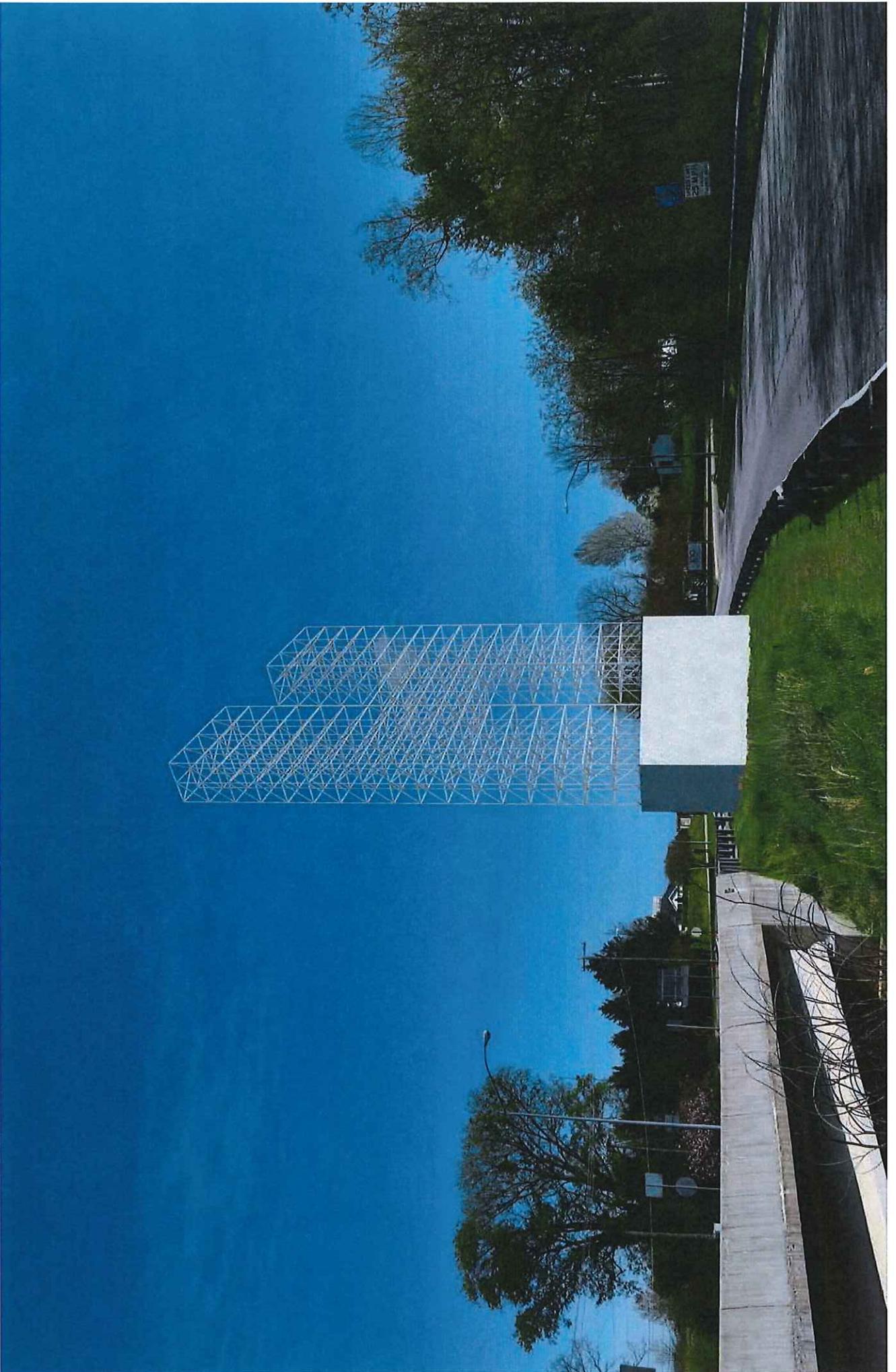
Additional suggestions to discourage climbing:

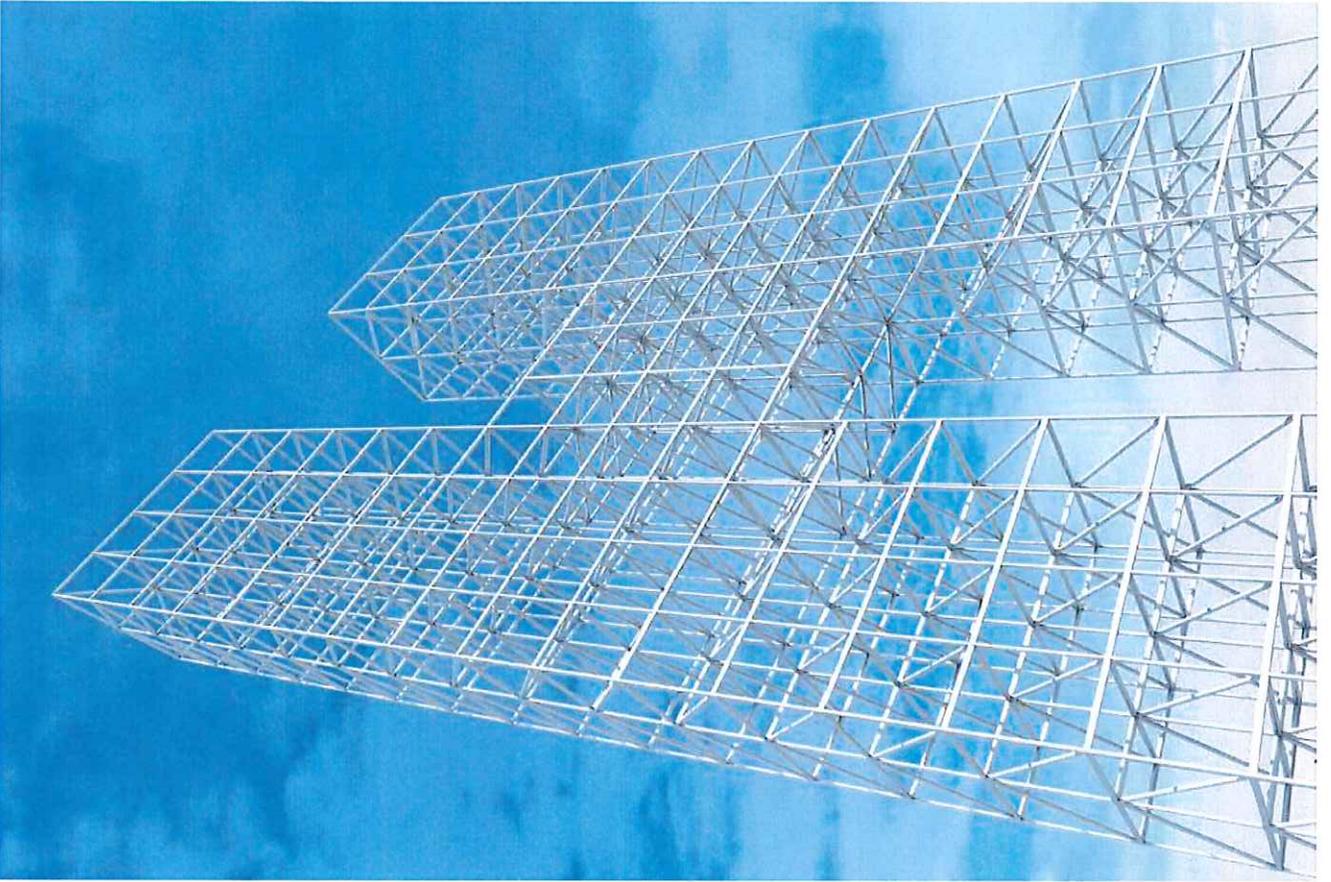
1. Anti-climb paint might be applied to the top 2' of the plinth:  
[https://en.wikipedia.org/wiki/Anti-climb\\_paint](https://en.wikipedia.org/wiki/Anti-climb_paint)
2. Roller barriers might be attached to the top of the plinth:  
<https://www.insight-security.com/roller-barrier-non-aggressive-anti-climb-barrier>

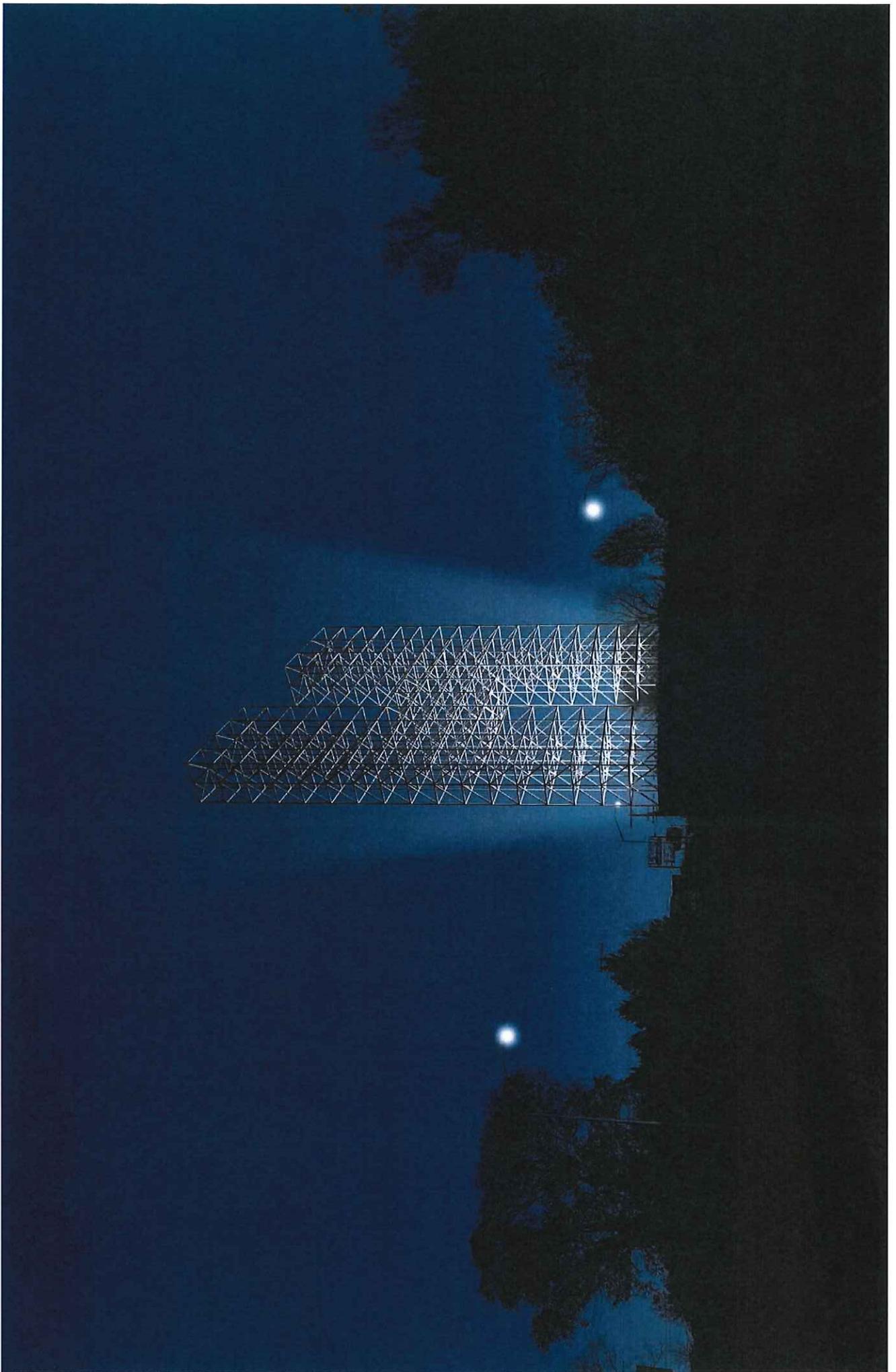
### Schedule

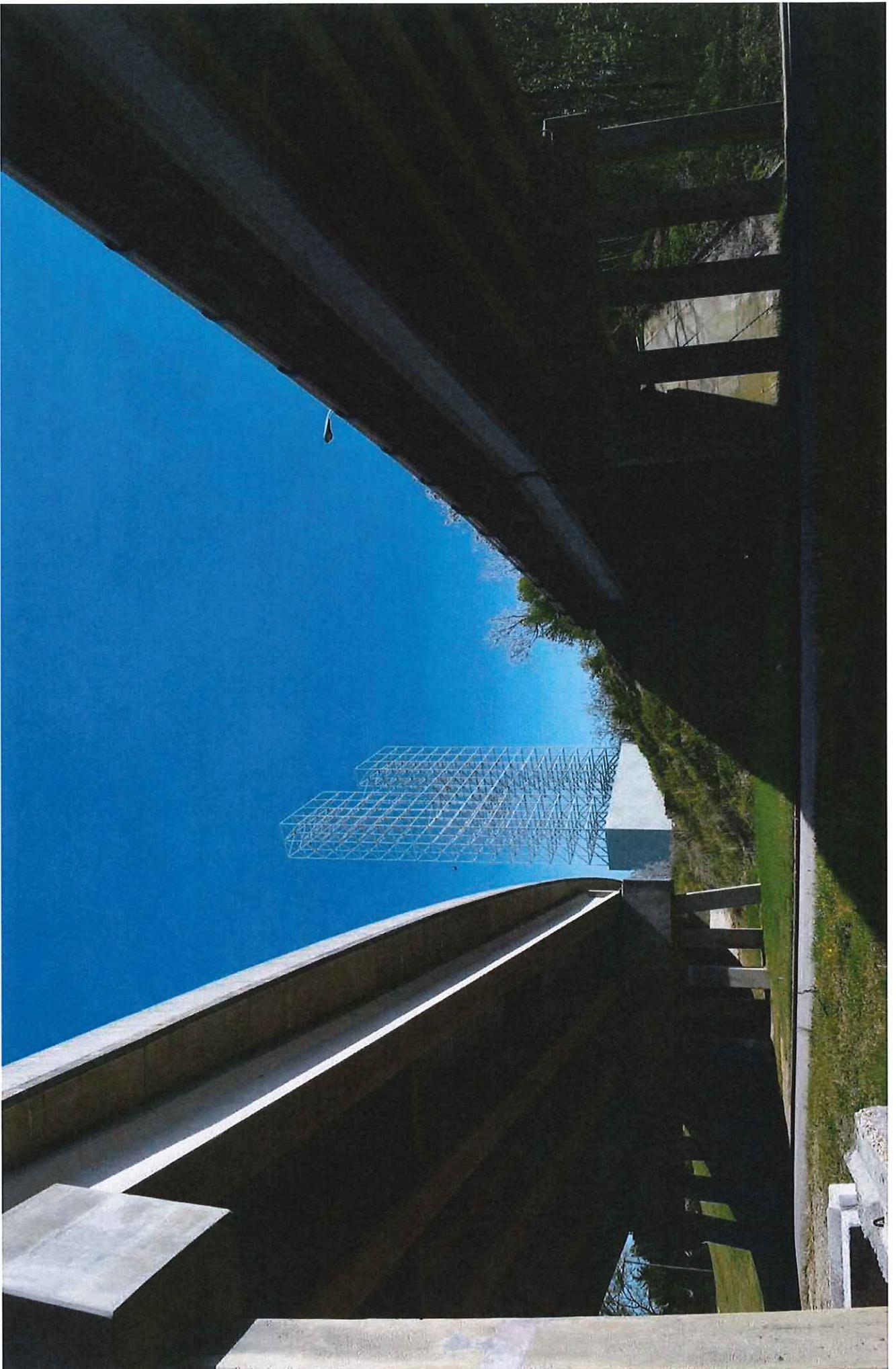
July- September, 2016	Final Design and Engineering
October 2017- October 2018	Off-site sculpture fabrication Site work, including foundation fabrication
November 2018	Shipping to site
November- December 2018	On-site sculpture fabrication and installation
December 2018	Project completion

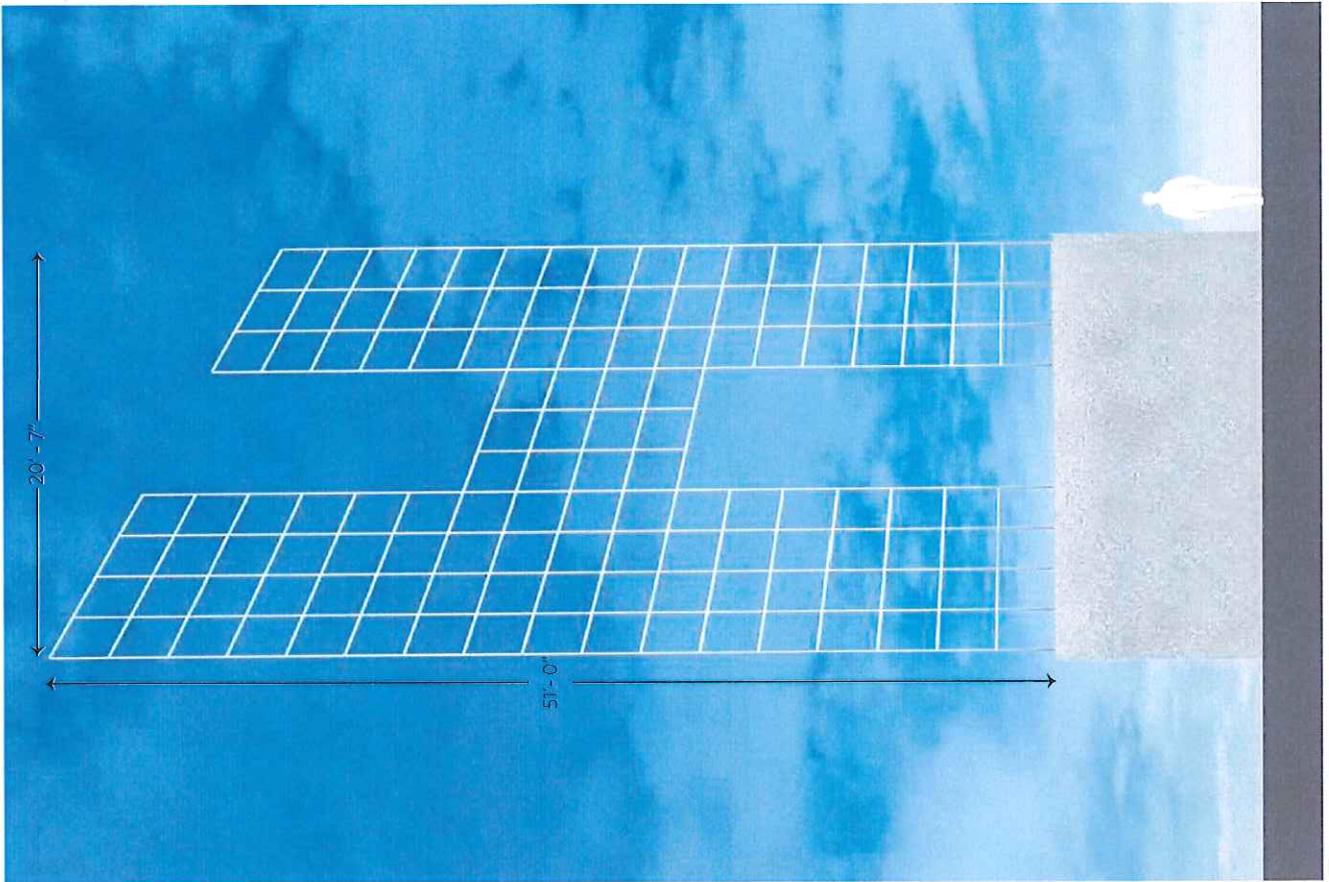
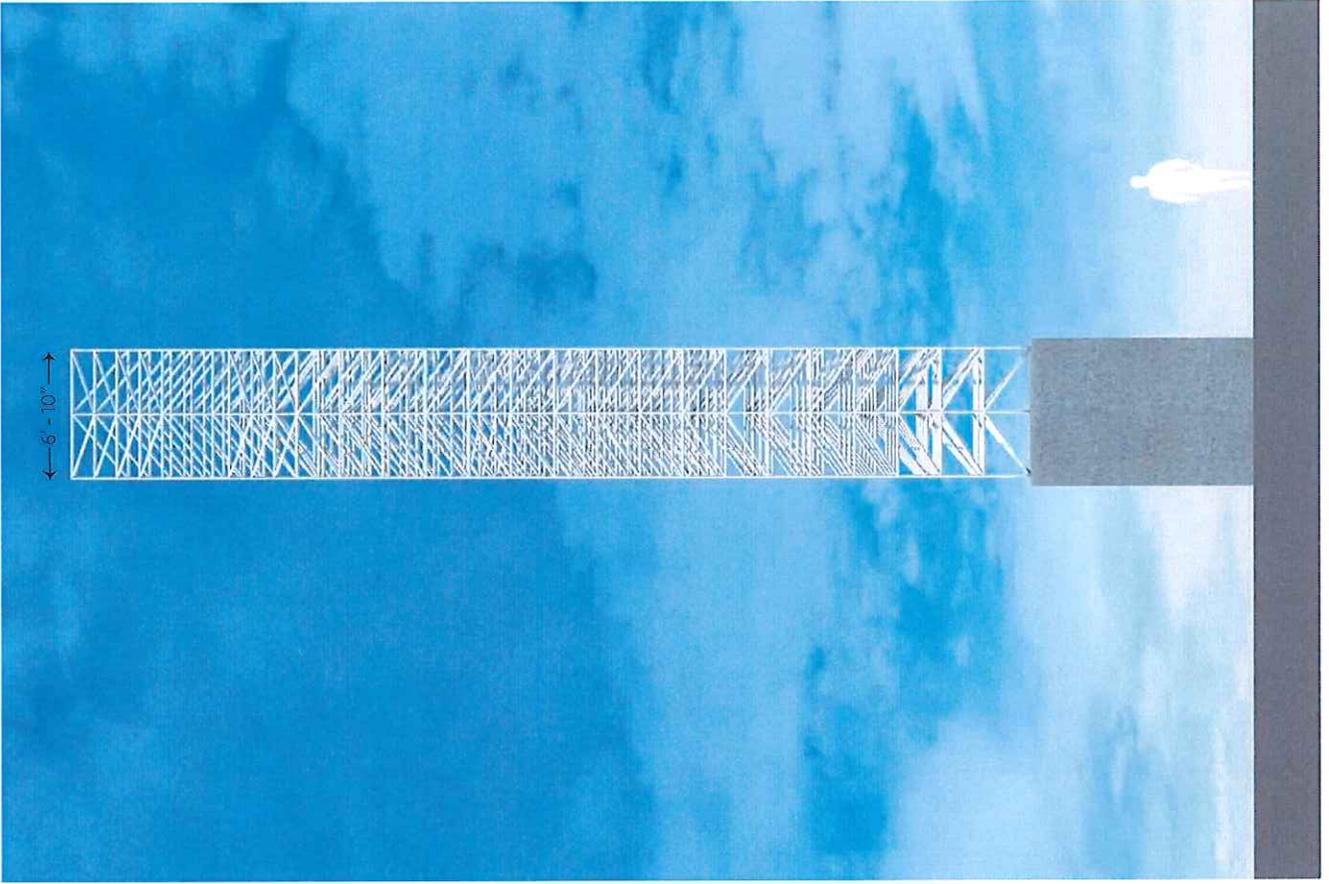


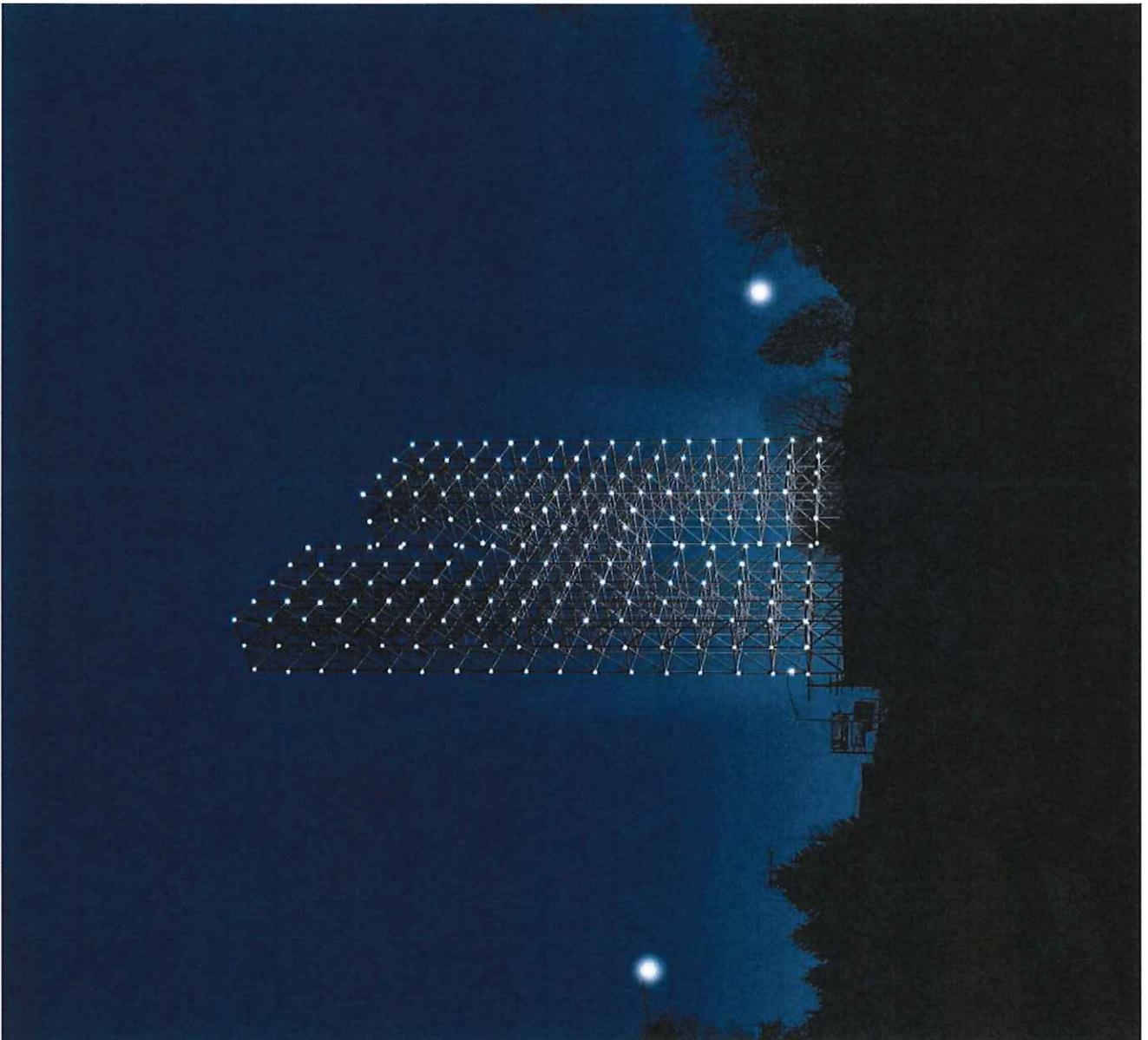
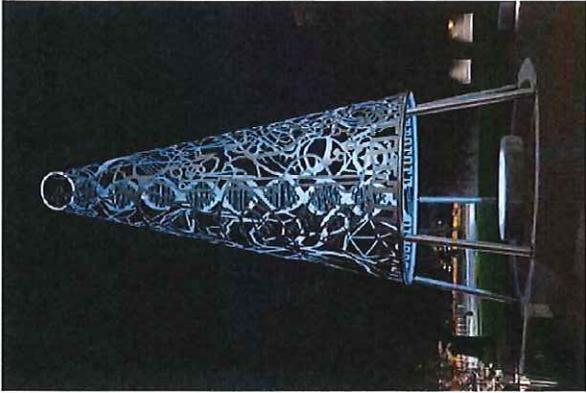












**BUDGET**

Final Design Development	25,000.00
Engineering	24,000.00
Materials and Supplies	20,000.00
Off-Site Fabrication	137,000.00
Finishing	17,000.00
Site Preparation	9,000.00
Lighting Coordination	7,000.00
Shipping to site	13,000.00
Installation Costs	44,000.00
Travel	19,000.00
Insurance (studio, shipping, installation)	9,000.00
Artist Fee	67,000.00
Administrative Expenses	10,000.00
Documentation	4,000.00
Contingency	45,000.00
<b>TOTAL</b>	<b>\$450,000.00</b>

**ADDITIONAL COSTS/ OTHER SOURCES**

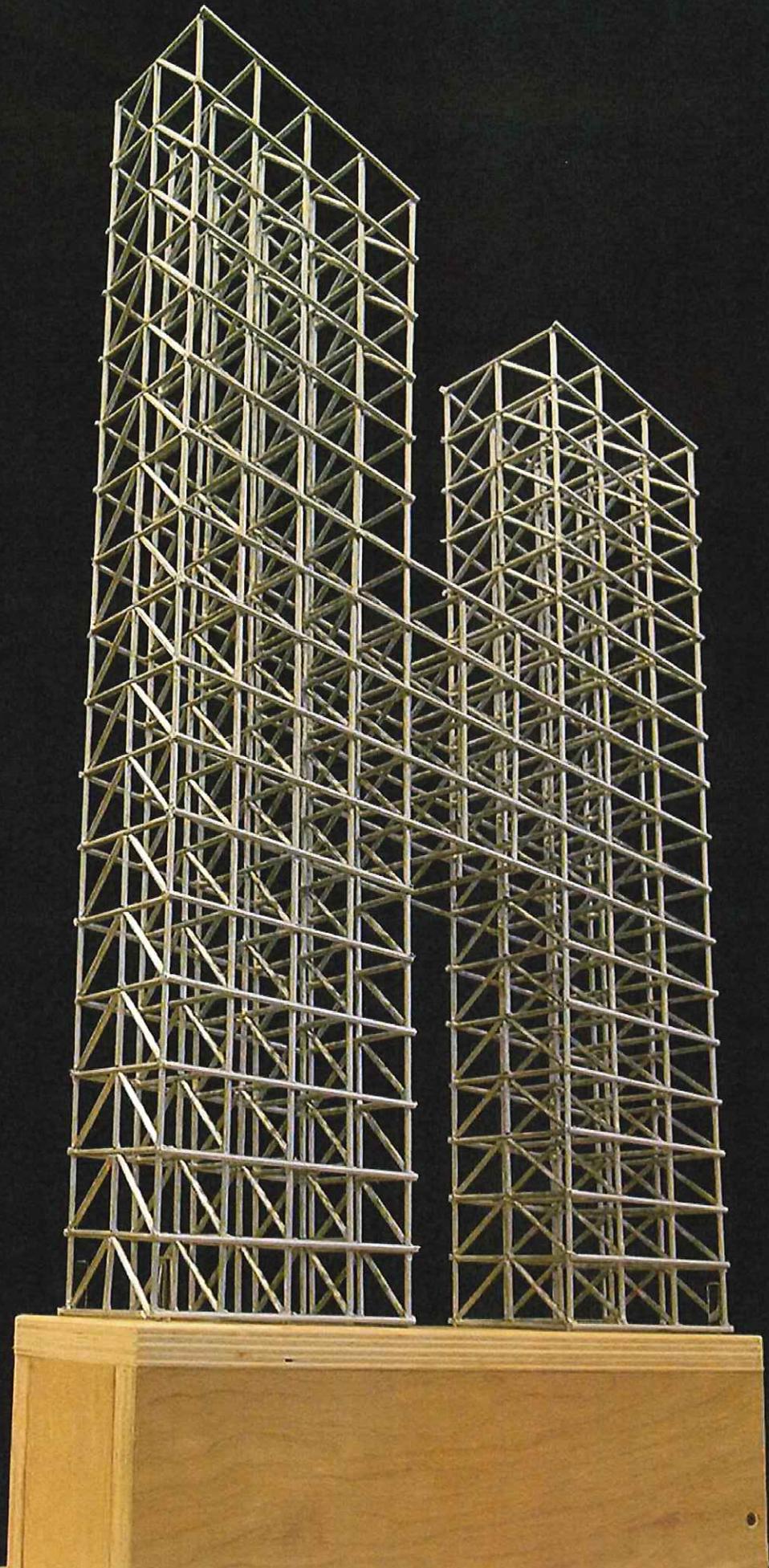
Foundation fabrication	46,500.00
Lighting/ fixtures and installation	20,000.00- 50,000.00

Ralph Helmick  
Helmick Sculpture LLC

447 Lowell Ave  
Newton, MA 02460  
USA  
617 332 2433

info@helmicksculpture.com  
www.helmicksculpture.com

**HELMICKSCULPTURE**



**R-2**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

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**COUNCIL AGENDA ITEM TITLE: Memorandum of Understanding Between the City of Hopewell and the Hopewell City School Board for the City School Board Fleet**

**ISSUE:** Staff from Hopewell Public Schools (HPS) and the City have been discussing and planning the merger of the City’s motor pool maintenance operations with HPS’s school bus fleet maintenance program (including buses) to improve operational efficiencies within both programs. This new program will be controlled and managed by the Public Works Department.

**RECOMMENDATION:** Authorize the City Manager to enter into a Memorandum of Understanding (MOU) with Hopewell Public Schools to establish and operate a consolidated fleet maintenance program. And, authorize the creation of two additional mechanic positions to the City’s department of Public Works

**TIMING:** To be effective upon the prompt execution of the MOU by HPS and the City

**BACKGROUND:** In 2011, the HPS completed construction of an addition to the Public Works building for use by the school bus mechanics to repair their school buses. The topic of a possible merger of HPSs fleet maintenance and the City’s fleet maintenance programs has been discussed several different times since the completion of this addition. Unfortunately, issues would arise to prevent the establishment of a merged program. Recently, there have been several personnel and operational changes that have occurred that have caused staff to revisit this concept.

Key points to the MOU are:

- HPS continues to own all of its vehicles, and it will fund the operation, procurement and maintenance of all of its vehicles through the life of the MOU
- The City, through the department of Public Works, will provide the staff and purchase all equipment necessary to manage the maintenance of both fleets
- HPS will reimburse the City for all expenses associated with the maintenance of the HPS fleet (parts and labor)
- The City will assume all operational responsibilities associated with the area formally utilized by the HPS staff and equipment
- The City will absorb two mechanic positions that are currently working for HPS (\$36,936-\$52,766 per year w/o benefits)

A-2  
9-13-16

- The City will provide a high level of customer service to HPS. This service will be equivalent to the service it provides the WWTP, Housing, Sheriff, Social Services and all of the other City departments
- This MOU can be cancelled by either party with a 30 day notice

**FISCAL IMPACT:** Net zero – City to be fully reimbursed by HPS

**ENCLOSED DOCUMENTS:** Proposed MOU

**STAFF:** Edward O. Watson, Director of Public Works

---

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

R-2  
9-13-16

Memorandum of Understanding

Between

The City of Hopewell and The Hopewell City School Board

July 1, 2016

## MEMORANDUM OF UNDERSTANDING

THIS MEMORANDUM OF UNDERSTANDING (hereinafter the "MOU") effective July 1, 2016 by and between the School Board of the City of Hopewell Virginia, a political subdivision of the Commonwealth of Virginia (hereinafter the "School Board") and the City of Hopewell, Virginia, a political subdivision of the Commonwealth of Virginia (hereinafter the "City").

WHEREAS the School Board owns and operates a fleet of school buses and other vehicles; and

WHEREAS the City owns and operates a fleet of vehicles which it maintains with its own employees; and

WHEREAS in order to effectuate significant savings through economies of scale and to focus on core business functions, the School Board desires to obtain and the City desires to provide maintenance, fuel and associated services to School Board vehicles.

NOW, THEREFORE, in consideration of the premises and the mutual covenants and agreements herein contained, the parties come to the following understandings.

1. SCOPE. This MOU is broad in scope by design to be valid to perpetuity unless and until either party gives thirty (30) days notice to the other to terminate it.

Other subordinate documents such as policies & procedures and/or annual service level agreements may be established between City and School Board departments to complement this MOU for better and more detailed definitions of services provided, annual costs charged, timelines and such.

2. SERVICES OF CITY. The City, through its Department of Public Works and its fleet management division (hereinafter "FMD"), (i) shall maintain all current motor vehicles and their like replacements of any type or description (except as excluded below) owned or operated by the School Board (the "vehicles") in good repair, mechanical condition and running order; and (ii) shall be responsible for all fuels (gasoline and diesel), lubricants, tires, tubes and all necessary repair or substitute parts necessary to keep vehicles in good repair, mechanical condition and running order. Without limiting the foregoing, the City shall maintain all vehicles used to transport school children in compliance with all applicable federal, state, and local law, rules and regulations now or hereafter in effect and the City shall perform the services described therein.

However, the City and the School Board agree that any vehicle or vehicles, using different fuels such as natural gas, electric-hybrid, hydrogen, or any other new technologies, acquired by the School Board that require a new maintenance facility or retrofitting an existing maintenance facility, or installation of a new fueling infrastructure or require new certification for vehicle maintenance technicians, are excluded from the above expectation unless agreed to specifically, jointly and in writing. The City, at its discretion, may outsource any or all portions of School Board vehicle maintenance, repair service, entrusted to the City to do so by the School Board, to

commercial independent subcontractors on contract with the City for provision of such appropriate services if deemed to be in the best interest of both the City and the School Board by FMD. Costs associated with such outsourcing shall be billed to the School Board by the City through City established processes.

Both parties recognize the need to maintain a high level of availability of the school bus fleet. The City shall aim to make available at least 95% of school buses and 90% of spare (undesignated) buses available on any given day. The School Board will ensure that all vehicles are brought in for scheduled repairs and inspections promptly based on monthly reports and "Next service due" stickers affixed in the vehicles by the City. It is recognized by both parties that they are jointly and separately responsible for meeting service requirements specified under laws, rules and regulations. These include State Department of Education's 45 day and annual inspection requirements for school buses established by the Commonwealth of Virginia and as amended from time to time. Monthly inspections shall be completed within one business day, 95% of the time, by FMD.

School Board personnel (Director of Operations, Division Manager of Transportation, et. al.) will take responsibility to ensure vehicles are released to the assigned FMD shop on the day an inspection or preventive maintenance is scheduled or within a window of opportunity to meet all expectations and guidelines.

3. PRE- AND POST-TRIP INSPECTIONS. Both parties recognize the importance of pre- and post-trip inspections for all vehicles and, specifically, the federal, state and local legal requirements for such inspections for school buses. The School Board shall be solely responsible for ensuring such inspections are carried out by its employees.

4. EMERGENCY ROAD SERVICE. The City shall provide emergency road service for school buses on all days that the public schools are open. Upon notice by a bus driver, or qualified representative, that a bus is unable to transport students, the FMD supervisor shall dispatch a qualified FMD technician with a service truck, and a reasonable quantity of spare parts to make any reasonable repairs at that time. This technician shall arrive within thirty minutes of receiving a request from the School Board at least 95% of the time. The City shall also dispatch a spare bus to arrive at the same time, if deemed necessary by the FMD shop supervisor. If the disabled bus cannot be repaired at the roadside, or if it is deemed to be too dangerous to conduct such repairs at the roadside by the technician in consultation with his supervisor, or in inclement weather, the spare bus shall be loaded with the students, and the disabled bus is to be towed or ferried to a maintenance facility. No bus shall be left on the roadside overnight.

5. AFTER HOURS SERVICE. The City shall respond to breakdowns of School Board vehicles after hours, at all hours of the day, seven days a week. FMD shall furnish to the School Board's Pupil Transportation Department a list of employees to contact after hours for emergency roadside service. Costs associated with such service provisions shall be itemized and billed to the School Board through regular billing procedures and to a cost center established by the School Board.

6. FUELING. The City's responsibility for fueling is limited to the provision of proper fuel and infrastructure to the School Board. The City will not be responsible for either fueling the vehicles or for consequences arising out of improper fuel dispensed into a School Board vehicle or theft of fuel by School Board employees, its agents or contractors or for the misuse of fuel procurement cards issued by the City to authorized School Board employees for fueling at commercial fuel stations for emergency requirements.

7. COMPLIANCE. The School Board will take sole responsibility for ensuring that new buses acquired meet all applicable federal, state, and local laws, rules and regulations now or hereafter in effect, including emission requirements. This responsibility includes, and is not limited to, ensuring carrying or topping up with proper products required to meet such prevailing legislation or hereafter in effect . The City will be responsible for the provision of suitable and appropriate products for meeting such legislation.

8. FEES. All services performed and materials supplied by the City shall be billed to the School Board at rates which will be set annually to generate adequate revenues to meet the cost of providing vehicle maintenance, repair, fueling, products, and on-call, overtime and emergency roadside services. Various rates will be established for such services for each financial year by activity-based costing methodology and clearly communicated to the School Board by the City.

The City shall issue automated monthly interdepartmental transfer, or its prevailing equivalent, by cost center to the School Board, setting forth the total monthly charges for the services for that month. The transfer will be accompanied by details reflecting all maintenance, repair, and other charges and emergency roadside service charges totaled by cost center. The City also shall provide the School Board with such additional information as the School Board may deem necessary for it to prepare any report as may be required by federal, state or local laws, rules or regulations. However, it is understood that the City's responsibility will be for the provision of suitable and appropriate products for meeting such legislation.

9. INVENTORY. Upon termination of this MOU, the City shall transfer any unused parts and equipment that are retained for the sole purpose of servicing the School Board vehicles to the School Board at their prevailing values.

10. OWNERSHIP AND USE OF VEHICLES. Vehicles contracted to the City for maintenance and other services are and shall at all times be and remain the sole and exclusive property of the School Board and the City shall have no right, title or interest therein or thereto. The City shall have no right to the use and shall not use or operate the vehicles except as may be necessary to perform the services hereunder.

11. RECORDS. The City shall compile accurate records, enabled by its vehicle maintenance system, to substantiate its charges for the services hereunder. Upon request, the School Board shall have the right to inspect and copy such records. However, it is agreed that the City will exercise sole authority to enhance its vehicle maintenance system software and hardware through regular updates provided by the supplier or seek a different vehicle maintenance system provider, if considered by the City to be in its best interest.

12. CARE OF VEHICLES. The City shall take all reasonable care to protect the vehicles from loss or damage while they are in the City's possession or under its control, and in the event that the vehicles are lost or damaged, as a result of improper care or operation, while in the possession or under the control of the City, the City shall be responsible for having the vehicles repaired or replaced at no cost to the School Board, if the School Board's insurance plan will not cover these costs. However, this responsibility of the City will not extend to vehicles that are under the possession or control of independent sub-contractors to whom the vehicles were submitted for maintenance by the City or by the School Board.

13. INDEPENDENT CONTRACTOR. Neither the City, nor any of its employees, shall be deemed to be employees of the School Board for any purpose.

14. TERM, TERMINATION AND RENEWAL. After the effective date, the term of this MOU begins on July 1st of each calendar year and terminates on June 30th of the following year. Unless either party gives a written notice to terminate this MOU, it will be valid to perpetuity with annual adjustments made for various charges based on cost experiences. The City will divulge such information to the School Board through direct communication and formal notices.

Either party may terminate this MOU for any reason upon thirty (30) days written notice to the other party. In the event this MOU is terminated by the School Board or the City, the City shall be entitled to payment of the fees earned up to and including the effective date of the termination.

15. RENEGOTIATION. In the event of unusual cost-escalation of parts, supplies or labor rates, this MOU may be reopened to negotiate an equitable adjustment of fees to permit recovery of such escalated costs.

16. ASSIGNMENT. This MOU shall be binding upon signature and shall inure to the benefits of the parties and their successors. This MOU shall not be assignable by the parties.

17. NOTICES. Any notices hereunder shall be in writing and shall be hand delivered or sent by certified mail, postage prepaid and return receipt requested, to the parties at the following addresses:

If to the School Board:  
Division Superintendent  
103 N 12<sup>th</sup> Ave  
Hopewell, VA 23860

If to the City:  
City Manager  
300 N Main St  
Hopewell, VA 23860

18. WAIVER. The waiver by either party of a breach of any provision of this MOU by the other shall not operate or be construed as a waiver of any subsequent breach.

19. ENTIRE UNDERSTANDING or MODIFICATION. This MOU is the entire understanding of the parties relating to the subject matter hereof and shall not be modified except by a writing executed by the parties. However, as aforementioned, this MOU will not restrict the parties from entering into agreements at a lesser level such as policies and procedures or annual service level agreements. Such documents shall be considered as complementing this, not supplementing it.

IN WITNESS WHEREOF, the parties have executed this MOU as of the date first above written.

School Board  
City of Hopewell, Virginia

By: \_\_\_\_\_ Chairman

City of Hopewell, Virginia

By \_\_\_\_\_ City Manager

**R-3**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

**COUNCIL AGENDA ITEM TITLE: R-3 - Request for Authorization to Operate an Ambulance Service Within the City of Hopewell**

**ISSUE:** John Randolph Hospital has a need for emergency medical transport. American Medical Response has applied with and been approved by John Randolph to fill this need. Per Hopewell City Code, any such ambulance service must be reviewed and approved by City Council.

**RECOMMENDATION:** Staff recommends approval.

**TIMING:** John Randolph's contract with its current service will terminate at the end of this month, so swift approval is requested.

**FISCAL IMPACT:** Since this ambulance service will work directly with and for John Randolph Hospital, there will be no fiscal impact to the City of Hopewell

**ENCLOSED DOCUMENTS:** American Medical Response PowerPoint presentation

**SUMMARY:****Y N**

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

**Y N**

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



**American Medical Response**

**Patient Focused... Customer Centered... Caregiver Inspired**

# ENVISION HEALTHCARE PROFILE



- ⊕ Parent Company for American Medical Response (AMR), Emcare and Evolution Health
- ⊕ Combined Revenues of **\$3.7 Billion**
- ⊕ **40,097** Employees and ICs
- ⊕ Nation's Largest Provider of Physician Practice Management Services and Emergency Medical Transportation Services
- ⊕ Evolution Health is a leading provider of readmission and interventional chronic disease management
- ⊕ Envision Provides Services to Over **15 Million Patients** a Year

# Envision HEALTHCARE

— PIONEERING THE DELIVERY OF CARE —

# EVERY SECONDS

*Envision Healthcare caregivers touch the life of a patient.*



Emergency &  
Non-emergency  
Ground Ambulance



Fixed-wing  
Air Ambulance



Medicaid  
Managed Transport



Global  
Medical Services



Remote  
Medical Services



Emergency  
Medicine  
Staffing &  
Management



Hospital Medicine  
Physician Services



Acute Care Surgery



Anesthesiology



Radiology / Teleradiology



Home-based  
Clinical Care

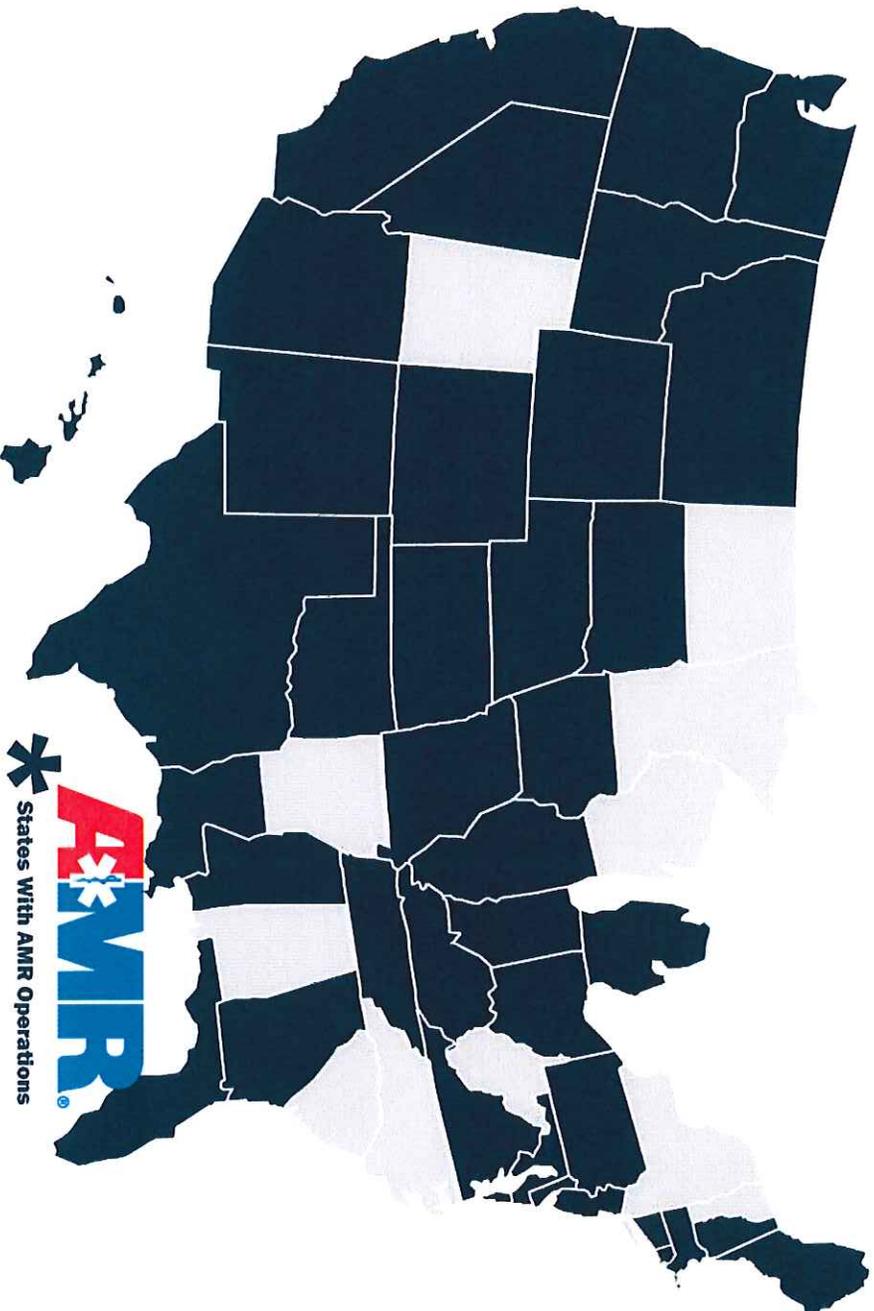


Chronic  
Disease  
Management



Readmission/Case  
Management

# AMR ORGANIZATION PROFILE



- Operates in **40** states and D.C
- Employs over **18,000** professionals
- Manages **44** dispatch centers, plus national command center
- 25** CAAS accreditations, the most of any ambulance provider
- Partners with more than **3,700** healthcare facilities for IFT transportation
- Operates more than **155** EMS 9-1-1 contracts
- Transports more than **3** million patients annually
- Utilizes a fleet of over **4,300** vehicles



## ***One Call Transportation Solution***

HCA Virginia and AMR partnered together to ensure the appropriate level of care (CCT, ALS, BLS) patient transports are deployed for every patient originating or ending at a HCA Facility. These transports include Higher Level of Care, Specialized Treatments, discharges to nursing homes/rehab centers/private residences.





# AMMR Virginia

## Richmond Operation

RVA region including Hopewell and Spotsylvania

### Southwest VA

Pulaski, Montgomery, Salem, and Alleghany

### Northern Virginia

Fairfax and Loudoun

### Hampton Roads

Gloucester, Hampton, Norfolk, Tappahannock, and the Eastern Shore

Virginia Vehicles - Operational: 104 Total

AMMR Richmond Office: 35 Ambulances, 5 HCS, 2 Supervisor, 1 Fleet

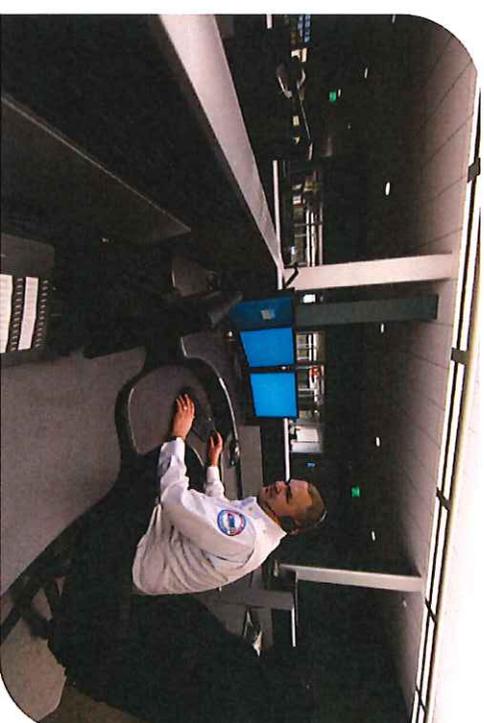
AMMR Hampton Roads: 31 Ambulances, 5 HCS, 2 Supervisor, 1 Fleet

Northern Virginia: 19 Ambulances, 2 Supervisor, 1 Fleet



## Call Center

- Regional Communications Center
- NAEEMD accredited
- receives nearly one (1) million calls per year
- Schedules match request for service needs.
- Accept all facility requests 24/7





## ***Rate Schedule***

- AMR has entered into a interfacility agreement with HCA that has set pricing that applies to Facility Responsible patients, Medicare, Medicaid, and private insurance rates. All transports out of John Randolph will have these rates applied to them in conjunction with the best practices set forth by our industry leading pre-authorization standards.
- Compassionate Care Program for the uninsured, underinsured, and hospice last wish transports.





## ***Collaborative Training***

- CMS Training and Quarterly Updates
- CME / Call Reviews
- Emergency Preparedness
- AHA CPR, ACLS, PALS, PEPP





# Compliance and Ethics

- At the forefront of all we do
- Key policies for conducting business both legally and ethically
- Standards held by all employees
- AMR seeks clients with same standards

Code of Business Conduct and Ethics  
VITAL SIGNS





**SCOTT TENNEY**

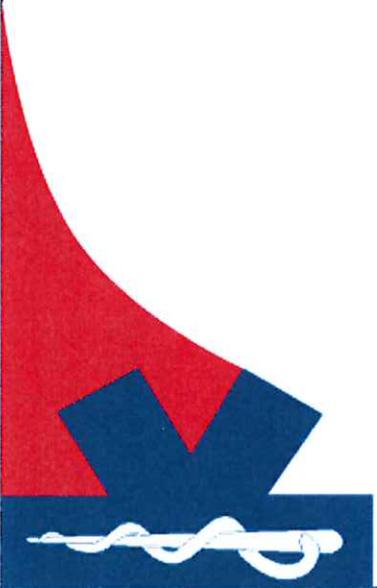
ACCOUNT EXECUTIVE, EAST REGION

40150 Lakeridge Pkwy

Ashland, VA 23005

[Scott.Tenney@amr.net](mailto:Scott.Tenney@amr.net)

PHONE: 203-343-9894



[www.amr.net](http://www.amr.net)



# 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 1<sup>st</sup> Reading
- Approve Ordinance 2<sup>nd</sup> Reading
- Set a Public Hearing
- Approve on Emergency Measure

**COUNCIL AGENDA ITEM TITLE:** To appropriate \$8,848.00 to FY 2017 Budget from fund balance.

**ISSUE:** An outside company is re-listing all commercial buildings and researching legal acreage for commercial parcels. Total cost \$48,848 approved after the 2017 budget was submitted to Finance.

**RECOMMENDATION:**

1. Increase 2017 budget in account 503130 \$8,848.00

**TIMING:****BACKGROUND:**

1. Assessor Budget for 2016 included \$20,000 for Management Consulting in account 503130. First invoice was paid for work done in the month of June in the 2016 fiscal year for \$6,978.29 leaving \$13,021.71 to roll forward via PO to the 2017 fiscal year.
2. Assessor Budget for 2017 included \$20,000 for Management Consulting in account 503130. Next 6 invoices will total \$41,869.74. After the carryover of \$13,021.71 from the 2016 budget to the 2017 budget the total amount available in this account will be \$33,021.71. A shortage of \$8,848.00 needs to be funded.

**FISCAL IMPACT:** \$8,848.00

**ENCLOSED DOCUMENTS:** Budget Amendment

**STAFF:** Patrizia Waggoner

**SUMMARY:**

1. Transfer \$13,021.71 in account 503130 from the 2016 to the 2017 budget
2. Increase 2017 budget in account 503130 by \$8,848.00

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Mayor, Brenda S. Pelham, Ward #6
<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

Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Anthony Zevgolis, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jasmine E. Gore, Ward #4
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Wayne Walton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jackie Shornak, Ward #7

BUDGET AMENDMENT RESOLUTION  
FISCAL YEAR 2016-2017

WHEREAS, at the meeting of the City Council of the City of Hopewell held on September 13, 2016, a budget amendment was introduced to appropriate \$8,948 to the FY 2016-2017 Budget for the additional cost of the Real Estate Consultant,

WHEREAS a budget amendment to appropriate funds in the amount of \$8,948 to the Real Estate Office in the FY 2016-2017 budget, was introduced and,

WHEREAS, sufficient funds exist from fund balance,

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

Sec. 1 The following designated funds and accounts shall be appropriated,

General Fund 010 :

Resources:

Fund Balance ..... \$8,948

Appropriations:

Finance (Real Estate)..... \$8,948

**R-5**



# 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 1<sup>st</sup> Reading
- Approve Ordinance 2<sup>nd</sup> Reading
- Set a Public Hearing
- Approve on Emergency Measure

**COUNCIL AGENDA ITEM TITLE: Hopewell City Code: Chapter 18, Article 2, Collection & Disposition of Refuse – Pilot Program – Elimination of Fees for New and Replacement Mobile Containers**

**ISSUE:** The rate of stolen mobile containers (toters) in Hopewell is 3 times the regional average (according to data provided by CVWMA). And, there has been a rise in the number of complaints received from landlords concerning the equitable treatment of rental property compared to owner occupied houses.

**RECOMMENDATION:** City Council approve the staff recommendation that the fees for all mobile containers be waived as staff evaluates the impact of having no fees on the replacement rate of containers. This fee waiver only applies to the initial toter per address. If a resident desires an extra toter in addition to the initial toter, all fees apply to the extra toters for any address.

**TIMING:** Immediately after approval by Council

**BACKGROUND:** In December 2015, Public Works advised Council that Hopewell has a very high number of mobile containers being stolen throughout the City. When compared to surrounding jurisdictions, the City averaged 6 stolen containers a month, when the average for the other localities is 2. Another issue that Public Works encounters is customer concern over the equity of charging businesses (including rental units) for replacement toters and not charging homeowners for the same service. It is hoped that by eliminating fees for toters, customers will have a greater sense of equity and the cases of theft will go down.

At that meeting the issue was tabled until staff could do research into what other localities are doing. Staff has determined that there is no standard for this practice, and is therefore proposing a pilot program be approved by Council.

**FISCAL IMPACT:** Zero to \$5,000 a year (depending on number of replacements required)

**ENCLOSED DOCUMENTS:** Excerpt from Article 2, referenced above

**STAFF:** Mr. Edward O. Watson, PE - Director of Public Works

**SUMMARY:**

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

## ARTICLE II. COLLECTION AND DISPOSITION OF REFUSE GENERALLY

### Sec. 18-21. Definitions.

For the purposes of this article, the following words and phrases shall have the meanings respectively ascribed to them by this section:

*Apartment complex* means any multi-residential building with more than two (2) rental units.

*Ashes* means that refuse from fires which has been wetted and cooled to the touch prior to collection.

*Building materials* means any material, such as lumber, brick, plaster, gutters or other substances, accumulated as a result of repairs or additions to existing buildings, construction of new buildings or demolition of existing structures.

*Bulk container* means a metal container of either two (2), three (3), four (4), six (6) or eight (8) cubic yards, made of watertight construction with sliding doors opening on two (2) sides and a hinged top, and constructed so that it can be emptied mechanically by specially equipped trucks. Containers shall be kept covered at all times. All new bulk containers shall meet these specifications.

*Bulky waste* shall mean a large appliance, piece of furniture or waste material from a residential source other than construction and/or demolition debris or hazardous waste that cannot be placed in a refuse cart or container.

*CFC/HCFC* shall mean those substances described in the Clean Air Act Amendments of 1990, Title VI, Stratospheric Ozone Protection, and any subsequent implementing regulations.

*Commercial waste* means garbage, rubbish, ashes and other refuse resulting from institutions and commercial concerns, such as hotels, stores and the like.

*Central business district* means that section of the city bounded by Second Street on the west, City Point Road on the south, Kippax Street on the east and Appomattox Street on the north.

> *Commercial establishment* means any retail, wholesale, institutional, religious, hotel, governmental or other nonresidential establishment at which garbage or trash may be generated.

*Director of public works* means the director or his designee.

Exhibit 1/3

**Sec. 18-27. Collectors to exercise reasonable care in handling mobile containers.**

Collectors for the city shall exercise reasonable care in the handling of mobile containers and shall not willfully break, deface or injure same.  
(Ord. No. 79-30, § 1(18-16.1), 10-23-79)

**Sec. 18-28. Replacement of mobile containers.**

(a) In the event mobile containers have been damaged by misuse by the tenant, homeowner, or commercial user, the director of public works shall have the authority to discontinue service or require the user to replace the damaged container. Failure to remove the toter from the curbside within twelve (12) hours after a pickup, as required by section 18-25, shall be considered misuse. Failure to exercise reasonable care shall be considered misuse.

(b) Mobile containers which become unserviceable through normal wear and tear will be replaced at no charge for owner-occupied residences.

(c) Replacement mobile containers for rental property or commercial property must be purchased by the property owner within five (5) days of notice from the city. The city may replace mobile containers for rental and commercial properties which the owners of such properties fail to timely replace, with the cost therefor to be paid by the property owners. Unpaid mobile container costs shall constitute a lien against the property serviced by the new mobile container.  
(Ord. No. 79-30, § 1(18-11.3), 10-23-79; Ord. No. 89-1, 2-14-89; Ord. No. 2002-17, 9-23-2002)

**Sec. 18-29. Tampering with containers or placing hazardous refuse therein.**

No person shall interfere or otherwise deter the normal refuse collection process by tampering with refuse containers or their contents, unless by permission of the director of public works, nor shall any person place any hazardous waste in any collection receptacle or container.  
(Ord. No. 79-30, § 1(18-14), 10-23-79; Ord. No. 2002-17, 9-23-2002)

**Cross reference:** Release of hazardous substances, notifications, § 25-60.

**Sec. 18-30. Reserved.**

**Editor's note:** Ord. No. 2002-17, adopted Sept. 23, 2002, repealed § 18-30, which pertained to use of toter system or bulk containers generally and derived from Ord. No. 79-30, § 1(18-11.1), adopted Oct. 23, 1979.

*Exhibit 2/3*

**Sec. 18-31. Mobile toters for apartment complexes and trailer parks.**

For apartment complexes and trailer parks using the mobile toter system of refuse collection:

- (1) The owner shall purchase one toter per each apartment unit or trailer and receive a bill at least quarterly at the same rate per apartment or trailer as is set for other residential units.
- (2) Extra toters for laundries, pools, or other facilities will be billed at the same monthly rate.
- (3) The owner shall be responsible for replacing lost or damaged toters.  
(Ord. No. 79-30, § 1(18-11.2), 10-23-79; Ord. No. 82-9, 5-25-82; Ord. No. 2002-17, 9-23-2002)

**Sec. 18-32. Charges for residential collection and disposal generally.**

For providing or making available garbage and refuse collection and disposal service to all citizens, residences and participating commercial establishments located within the corporate limits of the city, rates or fees shall be paid as are from time to time by resolution or ordinance set by city council.

(Ord. No. 79-30, § 1(18-11.1, 18-17.1), 10-23-79; Ord. No. 80-16, 9-9-80; Ord. No. 82-9, 5-25-82; Ord. No. 82-29, 11-23-82; Ord. No. 2002-17, 9-23-2002)

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

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

(Ord. No. 79-30, § 1(18-11.1, 18-17.2), 10-23-79; Ord. No. 80-22, 11-25-80; Ord. No. 82-25, 9-28-82; Ord. No. 2002-17, 9-23-2002)

**Sec. 18-34. Reserved.**

**Editor's note:** Ord. No. 2002-17, adopted Sept. 23, 2002, repealed § 18-34, which pertained to service deposits and derived from Ord. No. 79-30, § 1(18-17.3), adopted Oct. 23, 1979.

*Exhibit 3/3*

**REPORTS OF  
THE CITY  
ATTORNEY**

**REPORTS  
OF THE  
CITY CLERK**

# **REPORTS OF THE CITY COUNCIL**

- **COMMITTEES**
- **INDIVIDUAL REQUEST**
- **ANY OTHER COUNCILOR**

**CITIZEN/  
COUNCILOR  
REQUEST**

**ADJOURN**