



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. Zevgolits, Councilor, Ward #3
Jasmine E. Gore, Councilor, Ward #4
K. Wayne Walton, Councilor, Ward #5
Jackie M. Shornak, Councilor, Ward #7

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

Date: December 13, 2016

MUNICIPAL BUILDING

TIME: Closed Meeting 6:00 p.m.
Regular Meeting 7:30 p.m.

OPEN MEETING

6:00 p.m. Call to order, roll call, and welcome to visitors

MOTION: To amend/adopt agenda.

MOTION: To go into closed meeting for (I) discussion of specific appointees of City Council (Recreation Commission; Economic Development Authority; Keep Hopewell Beautiful; City Clerk); (II) the disposition of publicly-held real property (marina park), where discussion in an open meeting would adversely affect bargaining position or negotiating strategy; (III) discussion concerning the expansion of an existing business where no previous announcement has been made of the business' interest in expanding its facilities in the community (EDA project); (IV) consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation (John Randolph Foundation adv. Beacon; VAWCO rate case), where such consultation or briefing in open meeting would adversely affect litigation posture; 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) (two items), 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 Father Hess of St. James Catholic 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 Councilor.

- C-1 **Minutes:** None
- C-2 **Pending List:** None
- C-3 **Routine Approval of Work Sessions:** January 10, 2017 – Rezoning of Property
- C-4 **Personnel Change Report & Financial Report:** HR Report & Finance Report
- C-4 **Ordinances on Second & Final Reading:** None
- C-5 **Routine Grant Approval:** None
- C-6 **Public Hearing Announcement:** January 10, 2017 – Disposition of Real Property
- C-7 **Information for Council Review:** January 3, 2017 – Organizational Meeting @ 6:30 PM
- C-8 **Resolutions/Proclamations/Presentations:** National League of Cities Let’s Move Award; Certificate of Appreciation from Friends of the Lower Appomattox River (FOLAR); Certificate of Appreciation for Point Management Inc. and Friendship Baptist Church.

PUBLIC HEARINGS

*Each person addressing the Council shall approach the microphone, give name 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 presiding officer. No question shall be asked except through the presiding officer (see Council Rule 405).*

PH-1 Public Hearing – Budget Amendment – Appropriations.

ISSUE: Appropriation of state funding, grant funding, and roll over of funds from FY 2015-16 budget.

MOTION: Resolve to adopt the budget amendment resolution to appropriate funds for FY 2016-17.

Roll Call

COMMUNICATIONS FROM CITIZENS

*Communications from Citizens – A Communications from Citizens period, limited in total time to 30 minutes, shall be part of the Order of Business at each regular Council meeting. **Each speaker** will be limited to **three (3) minutes**. No citizen will be permitted to speak on any item scheduled for consideration on the regular agenda of the meeting (see Council Rule 405).*

UNFINISHED BUSINESS

UB-1 Boards and Commissions

ISSUE: Status of various boards and commissions.

REGULAR BUSINESS

Reports of City Manager:

R-1. FY 2014-15 CAFR Update Presentation

R-2. VDOT Standard Project Administration Agreement

ISSUE: The Virginia Department of Transportation (VDOT) requires the City to enter into a standard project administration agreement for signal upgrades and pedestrian facility improvements at the intersection of W. Broadway & N. 21st Ave. The project was scored, prioritized, and funded under the System Management and Allocation of Resources for Transportation program (SMART SCALE, formerly HB2), which funds transportation projects through a prioritization process based on factors including safety, congestion reduction, accessibility, land use, economic development, and the environment. The W. Broadway & 21st Ave. project was one of 163 statewide to receive funding during Round 1 of SMART SCALE applications. The City was awarded \$500,000.

MOTION: To appropriate \$500,000 from the SMART SCALE District Grant Program for signal upgrades and pedestrian facility improvements and to grant the City Manager the authorization to sign the Standard Project Administration Agreement with VDOT, upon approval by the City Attorney.

Roll Call

R-3. Agreement with Virginia Office of Intermodal Planning and Investment, and appropriation of grant funds, for completion of Urban Development Area (UDA) designation process.

ISSUE: The Department of Development was awarded a grant by the Virginia Office of Intermodal Planning and Investment to complete the Urban Development Area (UDA) designation, for work to be completed by October of 2017.

MOTION: To authorize the City Manager to sign the agreement between the City of Hopewell and the Virginia Office of Intermodal Planning and Investment, and to appropriate \$65,000 in grant funds, for completion of the Urban Development Area (UDA) designation process.

Roll Call

R-4. Re-appropriation from FY 2015-16 Budget to Department of Neighborhood Assistance and Planning.

ISSUE: City Council approved a budget of \$100,000 for the Comprehensive Plan update, of which \$10,000 remained from FY 2015-16 year and was recaptured in the general fund. The department requests that the funds be re-appropriated for use.

MOTION: To re-appropriate \$10,000 from the FY 2015-16 budget to the Department of Neighborhood Assistance and Planning, for management services related to the Comprehensive Plan.

Roll Call

R-5. Appropriation for Youth Coordinator

ISSUE: The Youth Services Commission is requesting additional funds in the amount of \$60,000 to hire a Youth Coordinator for the Office on Youth per City Code Sec. 38-18.

MOTION: To appropriate \$60,000 for the Youth Coordinator position, to include salary, operating expenses, and programs.

Roll Call

R-6. Comprehensive Plan Study

ISSUE: Provide an overview.

No Action Required

R-7. Public Safety Buildings Presentation

ISSUE: Staff funding strategies for new fire and police stations.

No Action Required

Reports of the City Attorney

Reports of the City Clerk:

Accepting Talent Bank Resumes (TBR) for ALL Boards and Commissions

Reports of City Council:

Committees

Ad-Hoc Website Committee—Report by Councilor Gore.

Individual Requests

1. Councilor Gore – Request support to host a Taste Test Event with the Crater Health District (HEAL Alliance) to complete a goal in the All-Stars Program.

MOTION: For approval that Crater Health District can plan a healthy-eating event with the City and Crater Health District to gather data needed to comply with the Let’s Move/All-Star Program.

Roll Call

2. Councilor Gore – Set a date to determine the next City Council Strategic Planning Retreat in January or February of 2017, and request that City Council hold a Work Session to discuss the agenda layout, retreat length, required attendees, and how to submit agenda topics.

MOTION: To approve holding the 2017 City Council Strategic Retreat and to direct staff to schedule a Work Session to discuss Retreat details.

Roll Call

Any Other Councilor

CITIZEN/COUNCILOR REQUESTS

OTHER COUNCIL COMMUNICATIONS

Councilor Gore – Report from the Crater Regional Workforce Development Board Annual 4-Year Strategic Planning Meeting.

Special Announcements

ADJOURNMENT

CONSENT AGENDA

**ROUTINE
APPROVAL
OF WORK
SESSIONS**

January 10, 2017 – Rezoning of Property

**PERSONNEL
CHANGE
REPORT**

&

**FINANCIAL
REPORT**

DATE: December 7, 2016
TO: The Honorable City Council
FROM: Renia Coles, HR Director, Michelle Ingram HR Specialist
SUBJECT: Personnel Change Report – November 2016

ADDITIONS (Regular FT and PT positions only)

NAME	DEPARTMENT	POSITION	DATE
BOYKINS, ANAYEISY	CODE	ADM ASST/PERMIT TECH	11/09/2016
DEAL, DANIEL	FIRE	FIRE FIGHTER	11/09/2016
SANCHEZ, TIA	HEALTHY FAMILIES	PROGRAM DIRECTOR	11/23/2016

SEPARATIONS

NAME	DEPARTMENT	POSITION	DATE
BUFORD, KATRINA	DSS	BEN PROG SPC II	11/01/2016
BUYALOS, AUSTIN	CIRCUIT COURT	C/R DEPUTY III	11/05/2016
FRANCOEUR, AIMEE	HUMAN RESOURCES	HR SUPERVISOR	11/11/2016
JAMES III, MELVIN	WATER RENEWAL	WWT OPERATOR II	11/30/2016
MADDOX, LADAWN	WATER RENEWAL	LAB TECH	11/18/2016
PARSIO, ROBERT	POLICE	POLICE OFFICER	11/01/2016

CC: Mark Haley, City Manager
Charles Dane, Assistant City Manager
Debbie Pershing, Senior Executive Assistant
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



City of Hopewell, Virginia

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City of Hopewell, Virginia
FLEXIBLE PERIOD REPORT

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FROM 2017 01 TO 2017 05

	ORIGINAL APPROP	TRANSFRS/ADJSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
003 PERPETUAL CARE FUND							
TOTAL REVENUES	0	0	0	1,718.23	9,993.57	-11,711.80	.0%
TOTAL EXPENSES	-35,000	0	-35,000	-12,080.27	.00	-22,919.73	
011 GENERAL FUND	35,000	0	35,000	13,798.50	9,993.57	11,207.93	%
TOTAL REVENUES	14,000	0	14,000	3,722,480.96	2,146,677.90	-5,855,158.86	
TOTAL EXPENSES	-49,930,358	-442,168	-50,372,526	-8,066,668.70	2,146,677.90	-42,305,857.69	
012 SOCIAL SERVICES	49,944,358	442,168	50,386,526	11,789,149.66	3,031.00	36,450,698.83	.0%
TOTAL REVENUES	0	0	0	903,336.35	0	-906,367.35	
TOTAL EXPENSES	-4,210,772	0	-4,210,772	-935,410.11	3,031.00	-3,275,361.89	
014 SCHOOLS OPERATING	4,210,772	0	4,210,772	1,838,746.46	0	2,368,994.54	.0%
TOTAL REVENUES	-49,872,516	-365,192	-50,237,708	-10,613,739.05	0	-39,623,968.95	
TOTAL EXPENSES	49,872,516	365,192	50,237,708	10,613,739.05	0	50,237,708.00	.0%
015 COMPREHENSIVE SERVICES ACT	0	0	0	143,608.92	39,172.00	-182,780.92	.0%
TOTAL REVENUES	-3,280,473	0	-3,280,473	-618,100.42	0	-2,662,372.58	
TOTAL EXPENSES	3,280,473	0	3,280,473	761,709.34	39,172.00	2,479,591.66	.0%
030 REFUSE	0	0	0	338,406.32	1,067,307.20	-1,405,713.52	.0%
TOTAL REVENUES	-2,104,382	0	-2,104,382	-5,565.73	0	-2,099,316.27	
TOTAL EXPENSES	2,104,382	0	2,104,382	343,472.05	1,067,307.20	7,655,172.72	.0%
032 HRWTF	-49,428,727	0	-49,428,727	-9,111,669.07	1,456,496.35	-35,948,637.97	.0%
TOTAL REVENUES	49,428,727	0	49,428,727	4,368,419.96	1,456,496.35	43,603,810.69	.0%
TOTAL EXPENSES	-1,832,400	0	-1,832,400	-274,668.74	91,657.46	-464,109.68	
035 RECREATION	1,832,400	-210,874	2,043,274	647,120.96	91,657.46	1,768,605.26	.0%
TOTAL REVENUES	0	210,874	2,043,274	-1,616.45	0	1,304,495.58	.0%
TOTAL EXPENSES	-14,400	0	-14,400	-6,099.00	0	-8,301.00	
040 SEWER OPERATIONS	14,400	0	14,400	4,482.55	0	9,917.45	.0%
TOTAL REVENUES	-8,479,425	0	-8,479,425	-2,213,325.91	0	2,213,325.91	
TOTAL EXPENSES	8,479,425	0	8,479,425	-2,213,325.91	0	-6,266,099.09	.0%
041 SEWER MAINTENANCE	-6,849,966	0	-6,849,966	1,388,507.64	-137,904.41	8,479,425.00	.0%
TOTAL REVENUES	6,849,966	0	6,849,966	-66,259.59	0	-1,250,603.23	
TOTAL EXPENSES	0	0	0	1,454,777.23	-137,904.41	5,533,093.18	.0%
043 SEWER BOND	-1,629,459	0	-1,629,459	0	0	-1,629,459.00	.0%
TOTAL REVENUES	1,629,459	0	1,629,459	0	0	1,629,459.00	.0%
TOTAL EXPENSES	0	0	0	0	0	0	.0%
045 SEWER SYSTEM DEBT	0	0	0	156,178.62	49,829.00	-206,007.62	.0%
046 SEWER CONSTRUCTION FUND	-3,359,330	0	-3,359,330	156,178.62	49,829.00	-3,359,330.00	.0%
048 STORM WATER 1	3,359,330	0	3,359,330	283,363.63	-103,617.87	-179,745.76	.0%
TOTAL REVENUES	-250,000	0	-250,000	104,850.00	0	-354,850.00	
TOTAL EXPENSES	250,000	0	250,000	178,513.63	-103,617.87	175,104.24	.0%



City of Hopewell, Virginia

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City of Hopewell, Virginia
FLEXIBLE PERIOD REPORT

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FROM 2017 01 TO 2017 05

	ORIGINAL APPROP	TRANSFERS/ ADJUSTMTS	REVISED BUDGET	ACTUALS	ENCUMBRANCES	AVAILABLE BUDGET	PCT USED
052 GRANTS	0	0	0	-14,343.55	.00	14,343.55	.0%
TOTAL REVENUES	0	-180,729	-180,729	-21,500.00	.00	-159,229.00	
TOTAL EXPENSES	0	180,729	180,729	7,156.45	.00	173,572.55	
053 ANTI-LITTER	0	0	0	-5,817.00	525.00	5,292.00	.0%
TOTAL REVENUES	-6,063	0	-6,063	-6,192.00	.00	129.00	
TOTAL EXPENSES	6,063	0	6,063	375.00	525.00	5,163.00	
056 SCHOOLS TEXTBOOK	0	0	0	-130,847.62	.00	130,847.62	.0%
TOTAL REVENUES	-344,388	0	-344,388	-130,847.62	.00	-213,540.38	
TOTAL EXPENSES	344,388	0	344,388	.00	.00	344,388.00	
057 SCHOOL CAFETERIA	0	0	0	-489,161.90	.00	489,161.90	.0%
TOTAL REVENUES	-3,142,912	0	-3,142,912	-489,161.90	.00	-2,653,750.10	
TOTAL EXPENSES	3,142,912	0	3,142,912	.00	.00	3,142,912.00	
063 SCHOOL BLDG/BUS REPLACEMENT	0	0	0	.00	.00	.00	.0%
TOTAL REVENUES	-1,354,679	0	-1,354,679	.00	.00	-1,354,679.00	
TOTAL EXPENSES	1,354,679	0	1,354,679	.00	.00	1,354,679.00	
071 CAPITAL PROJECTS AND DEBT	0	0	0	1,961,147.40	1,197,813.63	-3,451,461.03	%
TOTAL REVENUES	-8,356,000	-1,517,000	-9,873,000	-104,594.68	.00	-9,768,405.32	
TOTAL EXPENSES	8,063,500	1,517,000	9,580,500	2,065,742.08	1,197,813.63	6,316,944.29	
072 FIXED ASSETS	0	0	0	.00	.00	.00	.0%
TOTAL REVENUES	0	0	0	-8,857.79	.00	8,857.79	.0%
TOTAL EXPENSES	0	0	0	-15,116.39	.00	15,116.39	
074 POLICE SEIZURE ASSETS	0	0	0	6,258.60	.00	-6,258.60	.0%
TOTAL REVENUES	0	0	0	-1.37	.00	1.37	.0%
TOTAL EXPENSES	0	0	0	-1.37	.00	1.37	.0%
075 ECONOMIC DEVELOPMENT	150,000	0	150,000	43,566.00	6,374.00	100,060.00	33.3%
TOTAL REVENUES	-38,440	0	-38,440	.00	.00	-38,440.00	
TOTAL EXPENSES	188,440	0	188,440	43,566.00	6,374.00	138,500.00	
076 SELF INSURANCE	0	0	0	221,842.37	218,283.00	-440,125.37	.0%
TOTAL REVENUES	-500,000	0	-500,000	221,842.37	218,283.00	-500,000.00	
TOTAL EXPENSES	500,000	0	500,000	221,842.37	218,283.00	59,874.63	
090 HEALTHY FAMILIES	0	0	0	15,091.83	26,906.25	-41,998.08	.0%
TOTAL REVENUES	-204,135	0	-204,135	-80,666.72	.00	-123,468.28	
TOTAL EXPENSES	204,135	0	204,135	95,758.55	26,906.25	81,470.20	
GRAND TOTAL	-128,500	0	-128,500	-13,037,679.22	6,072,544.08	6,836,635.14	%



REPORT OPTIONS

Sequence 1	Field #	Total	Page Break	From Yr/Per: 2017/	1
Sequence 2	1	Y	N	To Yr/Per: 2017/	5
Sequence 3	0	N	N	Budget Year: 2017	
Sequence 4	0	N	N	Print totals only: Y	
	0	N	N	Format type: 1	
				Double space: N	
Report title:				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
				Incl budget entries: Y	
				Incl encumb/liq entries: Y	
				Sort by JE # or PO #: J	
				Detail format option: 1	
				Multiyear view: D	

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



City of Hopewell, Virginia

12/06/2016 13:06
jwhitaker

City of Hopewell, Virginia
BALANCE SHEET FOR 2017 5

P 1
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FUND: 003 PERPETUAL CARE FUND

ASSETS		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
003	110110	617.93	156,099.51
003	120111	.00	887,775.91
003	134001	.00	6,431.15
	TOTAL ASSETS	617.93	1,050,306.57
FUND BALANCE			
003	260101	-431.38	9,993.57
003	390100	431.38	-9,994.57
003	390410	.00	-1,052,023.80
003	400000	-1,950.00	-12,080.27
003	500000	1,332.07	13,798.50
	TOTAL FUND BALANCE	-617.93	-1,050,306.57
	TOTAL LIABILITIES + FUND BALANCE	-617.93	-1,050,306.57



City of Hopewell, Virginia

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City of Hopewell, Virginia
BALANCE SHEET FOR 2017 5

FUND: 011 GENERAL FUND

ASSETS

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
011	110110		
011	110111	748,566.48	2,671,726.81
011	110112	.00	3,000.00
011	110113	.00	800.00
011	110114	.00	200.00
011	110115	.00	100.00
011	110119	.00	25.00
011	120111	.00	100.00
011	130001	.00	1,135,775.13
011	130011	.00	1,384.56
011	130021	.00	1,509.52
011	130031	.00	2,578.75
011	130041	.00	3,772.17
011	130051	.00	10,621.66
011	130061	.00	6,597.41
011	130071	.00	12,029.48
011	130081	-2.18	20,189.34
011	130091	-2.40	30,131.90
011	130101	-2.48	38,162.09
011	130111	-2.48	62,822.06
011	130121	-61.86	96,970.40
011	130131	-2.16	143,436.70
011	130141	-689.99	104,637.51
011	130142	-44.97	123,782.50
011	130151	-11,094.79	181,447.86
011	130152	-437,684.96	-195,556.10
011	130161	-6,956.74	364,959.41
011	130162	-715,921.20	5,555,022.36
011	130999	.00	-343,326.13
011	131111	.00	1,220.00
011	131121	.00	857.84
011	131131	.00	932.75
011	131141	.00	857.84
011	131151	.00	-506.27
011	131152	-398.03	297,028.36
011	131161	.00	2,730,855.20
011	131999	.00	-40,469.96
011	132111	-793.18	208,047.40
011	132121	-575.86	209,237.05
011	132131	-90,649.07	145,042.20
011	132141	-102,866.57	177,810.02
011	132151	-93,560.65	338,887.41
011	132161	7,002.42	3,245,098.88
011	132999	.00	-117,843.19
011	133111	.00	96.14
011	133121	.00	41.40
011	133131	.00	28.86
011	133161	.00	4,330,415.57
011	134001	16,697.12	-349,453.01
011	134008	-2,819.85	-2,819.85
011	134009	-411.32	-62,426.70



City of Hopewell, Virginia

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jwhitaker

City of Hopewell, Virginia
BALANCE SHEET FOR 2017 5

FUND: 011 GENERAL FUND

ASSETS	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
011 134010 AR PERMITS	.00	3,122.00
011 134012 AR - RENTAL CIVIL PENALTY	.00	250.00
011 135020 RECEIVABLE COMM OF VIRGINIA	.00	17,678.86
011 140011 DUE FROM CPMT	.00	1,382,556.45
011 140012 DUE FROM CDBG	.00	79,103.33
011 150020 PRE-PAID MISC EXPENSES	.00	646,571.65
011 150030 PRE-PAID POSTAGE/COPIER	4,463.55	35,230.67
011 150100 Unamortized Bond issuance Cost	.00	45,377.00
011 240108 DEFERRED REVENUE PERMITS	.00	-50.00
011 240108 DEFERRED REVENUE PERMITS	56,557.01	341,715.43
011 240108 INVENTORY AUTO FUEL/PARTS		
11441072 150010		
TOTAL ASSETS	-631,760.43	23,698,272.66
LIABILITIES		
011 210101 ACCOUNTS PAYABLE	1,613.94	-14,989.78
011 210103 SALARY & WAGES PAYABLE	.00	69,039.00
011 210104 VRS GRP LIFE W/H & FRINGE PYBL	-18,845.61	-83,154.94
011 210105 AFL CANCER INS W/H	8,840.13	-7,681.49
011 210106 UNITED GIVERS FUND W/H	-290.00	-5,768.46
011 210107 LEGAL ATTACHMENTS W/H	-3,396.55	-55,321.51
011 210108 OTHER MISC W/H	-262.42	-12,925.20
011 210109 ICMA DEFERRED COMP W/H	-33,832.08	-132,886.90
011 210110 AHL INSURANCE W/H	-11	-2,921.37
011 210111 DENTAL INS W/H	-11	2,842.54
011 210112 DEPENDENT CARE W/H	-723.66	-13,472.47
011 210113 WORKERS COMP CONTROL ACCT	-32,299.90	-70,828.04
011 210114 VRS RETIREMENT CONTROL ACCT	-279,541.50	-1,109,810.02
011 210115 VSP VISION PLAN W/H	2,727.18	628.94
011 210117 HEALTH INS W/H	7,894.06	1,803,312.55
011 210118 HSA CONTRIB & W/H	.00	1,010.00
011 210119 COLONIAL PRODUCTS INS W/H	249.86	-2.62
011 210120 SHORT-TERM DISAB ADM FEE	-15.18	-159.66
011 210121 LONG-TERM DISAB PREM PAY	3,225.44	76.75
011 210122 ESCHEAT TO STATE	630.26	470.40
011 210127 FICA W/H & FRINGE PAYABLE	.00	.18
011 210128 MED FLEX PAYROLL W/H	-1,703.24	-16,654.03
011 210130 FIRE FIGHTERS FUND RAISERS	15,956.00	-3,430.46
011 210134 TAX PAYMENTS PENDING REFUNDS	283,885.38	144,901.86
011 210137 AP TAX COLLECTOR FEES	.00	664.22
011 210138 AP PENALTY	.00	90.36
011 210139 AP INTEREST	.00	286.90
011 210140 AP LICENSE FEE	-20.00	80.00
011 210144 Due to Other Gov't	.00	-10,264.00
011 220101 ACCRUED SALARIES & WAGES PYBL	.00	-379,555.62
011 220102 ACCRUED FICA PAYABLE	.00	-27,312.57
011 220103 ACCRUED PTO-SHORT TERM	.00	-840,569.36
011 220109 ACCRUED MISC LIABILITY	.00	-262,094.17
011 220110 ACCRUED SICK LEAVE	.00	-85,311.72
011 240101 DEFERRED REVENUE-ADV BILLING	.00	362,412.16
011 240102 DEFERRED REVENUE-REAL ESTATE	1,171,823.23	-6,547,876.61
011 240103 DEFERRED REVENUE-MACH & TOOL	904.30	-2,810,812.81



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FUND: 011 GENERAL FUND			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
LIABILITIES				
011	240104	DEFERRED REVENUE-PER PROP	285,981.68	-4,319,582.69
011	240105	DEFERRED REVENUE-PUB SERVICE	.00	-4,330,449.97
011	240107	SUSPENSE/PREPAID/PENDING	.00	-62,707.37
011	250101	DEFERRED REVENUE-BUS LICENSE	-101.20	1,138.69
011	299998	FEES FROM SHERIFF OFFICE	-162.00	-609.00
TOTAL LIABILITIES			1,412,537.90	-18,820,198.29
FUND BALANCE				
011	260101	ENCUMBRANCE ACCOUNT	-309,558.97	2,469,485.14
011	390100	NONSPENDABLE	309,558.97	-2,467,036.09
011	390200	RESTRICTED	.00	-297,443.00
011	390400	ASSIGNED - FIRE VEHICLE/EQUIP	.00	-657,357.00
011	390410	ASSIGNED - RAINY DAY	.00	-4,818,578.00
011	390420	ASSIGNED - NEXT YEAR BUDGET	.00	-1,895,500.00
011	390500	UNASSIGNED FUND BALANCE	.00	-1,529,012.38
011	400000	TOTAL REVENUES	-3,198,592.46	-8,066,668.70
011	400010	BUDGETED REVENUES	.00	442,168.00
011	500000	TOTAL EXPENDITURES	2,417,814.99	11,789,149.66
011	500010	EXPENDITURE APPROPRIATIONS	.00	-442,168.00
TOTAL FUND BALANCE			-780,777.47	-4,878,074.37
TOTAL LIABILITIES + FUND BALANCE			631,760.43	-23,698,272.66



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FUND: 012 SOCIAL SERVICES

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
012	110110	-343,882.41	-740,449.10
012	135020	.00	262,178.29
012	160500	.00	331,709.16
012	160599	.00	-195,562.33
	TOTAL ASSETS	-343,882.41	-342,123.98
LIABILITIES			
012	210101	28,520.91	-120,344.06
012	220101	.00	-54,721.28
012	220102	.00	-3,884.59
	TOTAL LIABILITIES	28,520.91	-178,949.93
FUND BALANCE			
012	260101	1,231.00	4,108.21
012	390100	-1,231.00	-4,109.21
012	390410	.00	-13,770.12
012	390600	.00	-368,491.32
012	400000	-11,330.45	-935,410.11
012	500000	325,691.95	1,838,746.46
	TOTAL FUND BALANCE	315,361.50	521,073.91
	TOTAL LIABILITIES + FUND BALANCE	343,882.41	342,123.98



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FUND: 014 SCHOOLS OPERATING

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
014	110110	1,400,278.63	15,492,473.91
014	134001	.00	103,142.87
014	135020	.00	584,418.12
014	135030	.00	889,907.48
	TOTAL ASSETS	1,400,278.63	17,069,942.38
LIABILITIES			
014	210101	.00	4,014,191.74
014	210103	.00	-1,928,726.50
014	220109	.00	-1,995,594.59
014	250102	.00	-23,327.00
	TOTAL LIABILITIES	.00	66,543.65
FUND BALANCE			
014	390100	.00	-208,022.73
014	390410	.00	-6,314,724.25
014	400000	-1,400,278.63	-10,613,739.05
014	400010	.00	365,192.00
014	500010	.00	-365,192.00
	TOTAL FUND BALANCE	-1,400,278.63	-17,136,486.03
	TOTAL LIABILITIES + FUND BALANCE	-1,400,278.63	-17,069,942.38



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FUND: 015 COMPREHENSIVE SERVICES ACT		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
015	110110	-335,607.59	416,005.23
015	134001	.00	-37,354.00
015	135020	.00	1,604,152.40
	TOTAL ASSETS	-335,607.59	1,982,803.63
LIABILITIES			
015	210101	37.51	.00
015	220101	.00	-2,743.02
015	220102	.00	-209.52
015	220103	.00	-1,028.84
015	250102	.00	-1,382,557.45
	TOTAL LIABILITIES	37.51	-1,386,538.83
FUND BALANCE			
015	260101	-30,815.00	39,319.86
015	390100	30,815.00	-39,318.86
015	390410	.00	-739,874.72
015	400000	-2,167.20	-618,100.42
015	500000	337,737.28	761,709.34
	TOTAL FUND BALANCE	335,570.08	-596,264.80
	TOTAL LIABILITIES + FUND BALANCE	335,607.59	-1,982,803.63



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FUND: 030	REFUSE		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
030		110110		
030		134001	-113,754.55	1,393,406.63
030		135011	.00	3,141.01
030		135012	.00	403,140.82
030		135013	.00	400,512.26
030		160500	.00	428,892.25
030		160599	.00	51,074.82
		TOTAL ASSETS	-113,754.55	2,660,248.40
LIABILITIES				
030		220101	.00	-863.33
030		220102	.00	-63.75
030		220103	.00	-1,086.96
030		220105	.00	-33,103.00
		TOTAL LIABILITIES	.00	-35,117.04
FUND BALANCE				
030		260101	-109,160.56	1,067,307.20
030		390100	109,160.56	-1,067,308.20
030		390410	.00	-2,944,352.99
030		390600	.00	-19,183.69
030		400000	-241.00	-5,065.73
030		500000	113,995.55	343,472.05
		TOTAL FUND BALANCE	113,754.55	-2,625,131.36
TOTAL LIABILITIES + FUND BALANCE				
			113,754.55	-2,660,248.40



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FUND: 032	HRWTF		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
032		110110	909,815.45	15,758,330.08
032		110118	.00	150.00
032		120113	.00	1,099,752.80
032		120114	.00	601,660.91
032		120116	.00	359,840.64
032		134001	-443,286.23	1,878,272.17
032		136010	.00	-1,310.06
032		150010	-44,208.84	-137,578.23
032		150011	89,118.40	1,269,000.70
032		160100	.00	2,094,146.68
032		160200	.00	216,026.00
032		160299	.00	5,423,634.00
032		160300	.00	-4,617,665.58
032		160399	.00	5,751,836.75
032		160500	.00	-4,299,855.74
032		160599	.00	53,543,548.00
032		160900	.00	-52,322,782.06
		TOTAL ASSETS	511,438.78	47,857,542.40
LIABILITIES				
032		210101	2,882.35	-305.85
032		210135	.00	-1,424,579.00
032		220101	.00	-79,771.70
032		220102	.00	-5,780.47
032		220103	.00	-208,282.65
032		220105	.00	-893,768.00
032		220109	.00	-132,967.26
032		220110	.00	-30,871.72
032		230101	.00	-130,318.00
032		240101	.00	-622,284.23
032		280101	.00	-805,000.00
032		280201	.00	-12,605,000.00
032		280201 D0310	.00	7,855.00
032		280301	.00	-14,226.30
		TOTAL LIABILITIES	2,882.35	-16,945,300.18
FUND BALANCE				
032		260101	-586,206.31	2,265,497.17
032		390100	586,206.31	-3,216,197.45
032		390300	.00	-1,476,091.31
032		390410	.00	5,202,420.05
032		390600	.00	-18,064,303.22
032		390900	.00	-6,511,898.39
032		400000	-1,598,750.04	-13,480,089.03
032		500000	1,084,428.91	4,368,419.96



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FUND: 032 HRWTF

	NET CHANGE FOR PERIOD	ACCOUNT BALANCE
TOTAL FUND BALANCE	-514,321.13	-30,912,242.22
TOTAL LIABILITIES + FUND BALANCE	-511,438.78	-47,857,542.40

FUND BALANCE

TOTAL FUND BALANCE

TOTAL LIABILITIES + FUND BALANCE



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FUND: 035 RECREATION

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
035	110110	-111,515.22	-291,238.87
035	110118	.00	4,500.00
035	134001	.00	1,715.00
035	160500	.00	427,389.40
035	160599	.00	-277,161.52
	TOTAL ASSETS	-111,515.22	-134,795.99
LIABILITIES			
035	210101	-15.00	-239.00
035	220101	.00	-24,686.83
035	220102	.00	-1,778.27
035	220103	.00	-73,069.95
035	220109	.00	-7,987.71
035	220110	.00	-17,993.10
	TOTAL LIABILITIES	-15.00	-125,754.86
FUND BALANCE			
035	260101	-4,240.32	91,657.46
035	390100	4,240.32	-91,657.46
035	390410	.00	295,869.08
035	390600	.00	-407,770.45
035	400000	-13,268.65	-274,668.74
035	400010	.00	210,874.00
035	500000	124,798.87	647,120.96
035	500010	.00	-210,874.00
	TOTAL FUND BALANCE	111,530.22	260,550.85
	TOTAL LIABILITIES + FUND BALANCE	111,515.22	134,795.99



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FUND: 038 MARINA

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
038	110110	CASH IN BANK	3,698.09	61,512.03
038	136010	ACCRUED INTEREST	.00	1.05
038	160500	MACHINERY & EQUIPMENT	.00	18,294.38
038	160599	MACHINERY & EQUIPMENT DEPR.	.00	-2,831.27
	TOTAL ASSETS		3,698.09	76,976.19
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	-3,793.25	-6,099.00
038	500000	TOTAL EXPENDITURES	95.16	4,482.55
	TOTAL FUND BALANCE		-3,698.09	-76,976.19
	TOTAL LIABILITIES + FUND BALANCE		-3,698.09	-76,976.19



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FUND: 040 SEWER OPERATIONS

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
040	110110	CASH IN BANK	144,881.87	15,031,150.35
040	134001	ACCOUNTS RECEIVABLE	-107,686.72	231,334.91
040	135011	RECEIVABLE-VAMCO/DATA INTEGRA	.00	522,414.26
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	-6,848.15	-2,099,546.41
		TOTAL ASSETS	30,347.00	14,634,679.10
LIABILITIES				
040	240101	DEFERRED REVENUE-ADV BILLING	.00	248,554.46
		TOTAL LIABILITIES	.00	248,554.46
FUND BALANCE				
040	390410	ASSIGNED FUND BALANCE	.00	-12,669,907.65
040	400000	TOTAL REVENUES	-30,347.00	-2,213,325.91
		TOTAL FUND BALANCE	-30,347.00	-14,883,233.56
		TOTAL LIABILITIES + FUND BALANCE	-30,347.00	-14,634,679.10



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FUND: 041 SEWER MAINTENANCE

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
041	110110		
041	120111	-177,938.47	-8,715,262.39
041	134002	.00	9,146,648.26
041	136010	.00	52,681.55
041	160100	.00	18,536.83
041	160200	.00	97,920.00
041	160299	.00	501,878.00
041	160300	.00	-494,152.25
041	160399	.00	36,619,167.62
041	160500	.00	-6,531,832.09
041	160599	.00	1,354,433.05
041	170102	-4,585.57	-822,456.16
041	170105	.00	2,840,315.98
	TOTAL ASSETS	-182,524.04	35,067,878.40
LIABILITIES			
041	220101	.00	-6,614.50
041	220102	.00	-460.71
041	220103	.00	-17,628.79
041	220105	.00	-99,306.00
041	220109	.00	-80,769.75
041	280101	.00	-495,000.00
041	280201	.00	-24,305,000.00
041	280301	.00	-651,932.69
	TOTAL LIABILITIES	.00	-25,656,712.44
FUND BALANCE			
041	260101	-51,104.97	1,162,053.93
041	390100	51,104.97	-671,274.80
041	390410	.00	17,618,919.93
041	390600	.00	-3,731,045.95
041	390900	.00	-25,178,326.71
041	400000	-12,055.90	-66,269.59
041	500000	194,579.94	1,454,777.23
	TOTAL FUND BALANCE	182,524.04	-9,411,165.96
	TOTAL LIABILITIES + FUND BALANCE	182,524.04	-35,067,878.40



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FUND: 042 SEWER IMPROVEMENT		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	-1,558,811.03
043	150110	PRE-PAID BOND PRINCIPLE	.00	1,436,283.76
043	150111	PRE-PAID BOND INTEREST	.00	44,675.17
		TOTAL ASSETS	.00	-77,852.10
LIABILITIES				
043	230101	ACCRUED INTEREST PAYABLE	.00	-323,091.54
		TOTAL LIABILITIES	.00	-323,091.54
FUND BALANCE				
043	390410	ASSIGNED FUND BALANCE	.00	400,943.64
		TOTAL FUND BALANCE	.00	400,943.64
		TOTAL LIABILITIES + FUND BALANCE	.00	77,852.10



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FUND: 044 SEWER SYSTEM RATE FUND		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
044	120111 INVESTMENTS	.00	2,134,721.00
	TOTAL ASSETS	.00	2,134,721.00
FUND BALANCE			
044	390410 ASSIGNED FUND BALANCE	.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
ASSETS			
046	110110 CASH IN BANK	.00	1,511,454.28
046	120111 D0306 INVESTMENTS	.00	483,202.44
	TOTAL ASSETS	.00	1,994,656.72
FUND BALANCE			
046	390410 ASSIGNED FUND BALANCE	.00	-1,994,656.72
	TOTAL FUND BALANCE	.00	-1,994,656.72
	TOTAL LIABILITIES + FUND BALANCE	.00	-1,994,656.72



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FUND: 048 STORM WATER 1

		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
048	110110		
	CASH IN BANK	-45,762.53	121,619.02
048	134001	.00	153,666.00
	ACCOUNTS RECEIVABLE		
048	135011	.00	62,626.66
	RECEIVABLE-VAWCO/DATA INTEGRA		
048	135012	.00	44,050.20
	RECEIVABLES-TSI/M ACTIVE		
048	135013	.00	1,547.60
	RECEIVABLES-TSI/1 INACTIVE		
	TOTAL ASSETS	-45,762.53	383,509.48
LIABILITIES			
048	220101	.00	-4,178.20
	ACCRUED SALARIES & WAGES FYBL		
048	220102	.00	-313.80
	ACCRUED FICA PAYABLE		
048	220103	.00	-4,296.56
	ACCRUED PTO-SHORT TERM		
	TOTAL LIABILITIES	.00	-8,788.56
FUND BALANCE			
048	260101	-9,262.18	49,829.00
	ENCUMBRANCE ACCOUNT		
048	390100	9,262.18	-49,829.00
	NONSPENDABLE FUND BALANCE		
048	390410	.00	-530,899.54
	ASSIGNED FUND BALANCE		
048	500000	45,762.53	156,178.62
	TOTAL EXPENDITURES		
	TOTAL FUND BALANCE	45,762.53	-374,720.92
	TOTAL LIABILITIES + FUND BALANCE	45,762.53	-383,509.48



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FUND: 049 STORM WATER 2

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
049	110110	CASH IN BANK	-11,961.20	157,354.55
049	160500	MACHINERY & EQUIPMENT	.00	20,090.00
	TOTAL ASSETS		-11,961.20	177,444.55
LIABILITIES				
049	280103	NOTES PAYABLE - FUND 041	.00	-1,000,000.00
	TOTAL LIABILITIES		.00	-1,000,000.00
FUND BALANCE				
049	260101	ENCUMBRANCE ACCOUNT	5,366.26	98,246.21
049	390100	NONSPENDABLE FUND BALANCE	-5,366.26	-98,246.21
049	390410	ASSIGNED FUND BALANCE	.00	559,281.82
049	390600	INVEST IN CAPITAL NET OF DEBT	.00	-20,090.00
049	400000	TOTAL REVENUES	11,961.20	104,850.00
049	500000	TOTAL EXPENDITURES		178,513.63
	TOTAL FUND BALANCE		11,961.20	822,555.45
TOTAL LIABILITIES + FUND BALANCE			11,961.20	-177,444.55



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BALANCE SHEET FOR 2017 5

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FUND: 052 GRANTS

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS	052	110110	CASH IN BANK	304,569.68
			TOTAL ASSETS	304,569.68
LIABILITIES	052	250102	DUE TO OTHER GOVT	-79,103.30
			TOTAL LIABILITIES	-79,103.30
FUND BALANCE	052	390100	NONSPENABLE	1.00
	052	390410	ASSIGNED FUND BALANCE	-211,123.83
	052	400000	TOTAL REVENUES	-21,500.00
	052	400010	BUDGETED REVENUES	180,729.00
	052	500000	TOTAL EXPENDITURES	7,156.45
	052	500010	EXPENDITURE APPROPRIATIONS	-180,729.00
			TOTAL FUND BALANCE	-225,466.38
			TOTAL LIABILITIES + FUND BALANCE	-304,569.68



City of Hopewell, Virginia

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BALANCE SHEET FOR 2017 5

FUND: 053 ANTI-LITTER

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
053	110110	CASH IN BANK	6,117.00	20,293.11
053	136010	ACCRUED INTEREST	.00	.18
		TOTAL ASSETS	6,117.00	20,293.29
FUND BALANCE				
053	260101	ENCUMBRANCE ACCOUNT	-75.00	525.00
053	390100	NONSPENDABLE FUND BALANCE	75.00	-525.00
053	390410	ASSIGNED FUND BALANCE	.00	-14,476.29
053	400000	TOTAL REVENUES	-6,192.00	-6,192.00
053	500000	TOTAL EXPENDITURES	75.00	375.00
		TOTAL FUND BALANCE	-6,117.00	-20,293.29
		TOTAL LIABILITIES + FUND BALANCE	-6,117.00	-20,293.29



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City of Hopewell, Virginia
BALANCE SHEET FOR 2017 5

FUND: 056 SCHOOLS TEXTBOOK

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS	056	110110	14,538.62	1,012,022.80
		TOTAL ASSETS	14,538.62	1,012,022.80
FUND BALANCE	056	390100	.00	.08
	056	390410	.00	-881,175.10
	056	400000	-14,538.62	-130,847.62
		TOTAL FUND BALANCE	-14,538.62	-1,012,022.80
		TOTAL LIABILITIES + FUND BALANCE	-14,538.62	-1,012,022.80



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BALANCE SHEET FOR 2017 5

FUND: 057 SCHOOL CAFETERIA

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
057	110110	CASH IN BANK	.00	1,590,412.20
057	134001	ACCOUNTS RECEIVABLE	.00	1,927.28
057	135030	RECEIVABLE FEDERAL GOVT	.00	313,538.05
057	150011	INVENTORY	.00	19,248.71
057	150012	INVENTORY USDA	.00	49,171.17
057	190999	UNSPECIFIED	.00	-77,050.54
		TOTAL ASSETS	.00	1,897,246.87
LIABILITIES				
057	210101	ACCOUNTS PAYABLE	.00	94,020.41
057	210103	SALARY & WAGES PAYABLE	.00	-30,555.13
057	220109	ACCRUED MISC LIABILITY	.00	-62,903.83
057	240106	DEFERRED REVENUE-CAFETERIA	.00	-50,405.07
		TOTAL LIABILITIES	.00	-49,843.62
FUND BALANCE				
057	390100	NONSPENDABLE FUND BALANCE	.00	-3.31
057	390410	ASSIGNED FUND BALANCE	.00	-1,358,238.04
057	400000	TOTAL REVENUES	.00	-489,161.90
		TOTAL FUND BALANCE	.00	-1,847,403.25
		TOTAL LIABILITIES + FUND BALANCE	.00	-1,897,246.87



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FUND: 063 SCHOOL BLDG/BUS REPLACEMENT

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
063	110110	CASH IN BANK	.00	328,931.32
063	140019	DUE FROM OTHER GOVT	.00	23,327.00
	TOTAL ASSETS		.00	352,258.32
FUND BALANCE	063	390410	.00	-352,258.32
		ASSIGNED FUND BALANCE	.00	-352,258.32
		TOTAL LIABILITIES + FUND BALANCE	.00	-352,258.32



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FUND: 071 CAPITAL PROJECTS AND DEBT		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS			
071	110110		
071	120111	-799,168.61	-316,913.48
071	120111	.00	4,194,358.30
071	120111	.00	1,312,976.24
071	120111	.00	7,628,265.76
071	120111	.00	249,453.61
071	120111	.00	639,611.95
071	120111	.00	166,748.03
071	120111	-238,999.24	-846,397.70
071	134001	.00	88,987.94
071	134004	.00	227,715.48
071	135010	.00	109,520.03
071	135030	.00	1,505,158.68
071	170104	.00	4,791,648.00
071	170106	.00	
	TOTAL ASSETS	-1,038,167.85	19,751,132.84
LIABILITIES			
071	230101	.00	-518,372.15
	TOTAL LIABILITIES	.00	-518,372.15
FUND BALANCE			
071	260101	-931,767.61	2,437,365.33
071	390100	931,767.61	-2,437,365.33
071	390300	.00	-5,789,508.00
071	390410	.00	-15,404,400.09
071	400000	-15,081.83	-104,594.68
071	400010	.00	1,517,000.00
071	500000	1,053,249.68	2,065,742.08
071	500010	.00	-1,517,000.00
	TOTAL FUND BALANCE	1,038,167.85	-19,232,760.69
	TOTAL LIABILITIES + FUND BALANCE	1,038,167.85	-19,751,132.84



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FUND: 072	FIXED ASSETS		NET CHANGE FOR PERIOD	ACCOUNT BALANCE
072	160100	LAND	.00	7,080,262.34
072	160200	BUILDING AND SYSTEMS	.00	25,935,410.39
072	160299	BUILDING AND SYSTEMS DEPR	.00	-13,377,852.88
072	160300	INFRASTRUCTURE	.00	19,319,614.30
072	160399	INFRASTRUCTURE DEPRECIATION	.00	-3,854,928.77
072	160500	MACHINERY & EQUIPMENT	.00	11,408,315.43
072	160599	MACHINERY & EQUIPMENT DEPR	.00	-7,241,642.59
072	160900	CONSTRUCTION IN PROGRESS	.00	2,852,664.08
TOTAL ASSETS				42,121,842.30

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
LIABILITIES				
072	280101	D0102	.00	-235,000.00
072	280101	D0104	.00	-110,000.00
072	280101	D0106	.00	-475,000.00
072	280101	D0109	.00	-20,000.00
072	280101	D0113	.00	-154,683.00
072	280101	D0114	.00	-282,980.00
072	280101	D0202	.00	-10,450.00
072	280101	D0203	.00	-46,950.00
072	280101	D0204	.00	-11,950.00
072	280101	D0205	.00	-29,850.00
072	280101	D0206	.00	-375,000.00
072	280101	D0207	.00	-251,712.00
072	280101	D0208	.00	-41,561.00
072	280101	D0209	.00	-110,000.00
072	280101	D0210	.00	-186,667.00
072	280101	D0211	.00	-255,000.00
072	280101	D0213	.00	-166,667.00
072	280101	D0216	.00	-82,020.00
072	280102	D0102	.00	-113,640.00
072	280102	D0103	.00	-216,728.00
072	280102	D0104	.00	-54,962.00
072	280102	D0105	.00	-97,250.00
072	280102	D0106	.00	-32,262.00
072	280102	D0107	.00	-32,488.00
072	280102	D0108	.00	-47,566.00
072	280102	D0109	.00	-192,000.00
072	280102	D0113	.00	-55,116.00
072	280102	D0114	.00	-363,690.00
072	280102	D0206	.00	-60,436.00
072	280102	D0207	.00	-81,212.00
072	280102	D0208	.00	-23,930.00
072	280102	D0209	.00	-54,962.00
072	280102	D0210	.00	-30,744.00
072	280102	D0212	.00	-123,826.00
072	280102	D0216	.00	-105,412.00
072	280201	D0102	.00	-2,655,000.00
072	280201	D0103	.00	-3,415,000.00
072	280201	D0104	.00	-1,155,000.00
072	280201	D0105	.00	-2,155,000.00



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FUND: 072 FIXED ASSETS				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
LIABILITIES	072	280201	D0106	BONDS PAYABLE-LONG TERM	-495,000.00
	072	280201	D0107	BONDS PAYABLE-LONG TERM	-895,000.00
	072	280201	D0108	BONDS PAYABLE-LONG TERM	-2,265,000.00
	072	280201	D0109	BONDS PAYABLE-LONG TERM	-7,680,000.00
	072	280201	D0113	BONDS PAYABLE-LONG TERM	-2,345,317.00
	072	280201	D0114	BONDS PAYABLE-LONG TERM	-12,672,095.00
	072	280201	D0202	BONDS PAYABLE-LONG TERM	-20,900.00
	072	280201	D0203	BONDS PAYABLE-LONG TERM	-93,900.00
	072	280201	D0204	BONDS PAYABLE-LONG TERM	-23,900.00
	072	280201	D0205	BONDS PAYABLE-LONG TERM	-59,700.00
	072	280201	D0206	BONDS PAYABLE-LONG TERM	-1,875,000.00
	072	280201	D0207	BONDS PAYABLE-LONG TERM	-1,715,245.00
	072	280201	D0208	BONDS PAYABLE-LONG TERM	-482,170.00
	072	280201	D0209	BONDS PAYABLE-LONG TERM	-1,155,000.00
	072	280201	D0210	BONDS PAYABLE-LONG TERM	-1,680,000.00
	072	280201	D0211	BONDS PAYABLE-LONG TERM	-6,615,000.00
	072	280201	D0212	BONDS PAYABLE-LONG TERM	-2,700,000.00
	072	280201	D0213	BONDS PAYABLE-LONG TERM	-4,500,000.00
	072	280201	D0216	BONDS PAYABLE-LONG TERM	-3,672,905.00
	072	280202	D0102	INTEREST PAYABLE-LONG TERM	-566,969.00
	072	280202	D0103	INTEREST PAYABLE-LONG TERM	-2,763,997.00
	072	280202	D0104	INTEREST PAYABLE-LONG TERM	-298,494.00
	072	280202	D0105	INTEREST PAYABLE-LONG TERM	-247,775.00
	072	280202	D0106	INTEREST PAYABLE-LONG TERM	-131,694.00
	072	280202	D0107	INTEREST PAYABLE-LONG TERM	-297,025.00
	072	280202	D0108	INTEREST PAYABLE-LONG TERM	-456,592.00
	072	280202	D0109	INTEREST PAYABLE-LONG TERM	-2,633,375.00
	072	280202	D0113	INTEREST PAYABLE-LONG TERM	-407,340.00
	072	280202	D0114	INTEREST PAYABLE-LONG TERM	-4,448,770.00
	072	280202	D0206	INTEREST PAYABLE-LONG TERM	-229,840.00
	072	280202	D0207	INTEREST PAYABLE-LONG TERM	-429,906.00
	072	280202	D0208	INTEREST PAYABLE-LONG TERM	-123,889.00
	072	280202	D0209	INTEREST PAYABLE-LONG TERM	-298,494.00
	072	280202	D0210	INTEREST PAYABLE-LONG TERM	-140,056.00
	072	280202	D0212	INTEREST PAYABLE-LONG TERM	-1,758,649.00
	072	280202	D0216	INTEREST PAYABLE-LONG TERM	-1,289,441.00
			TOTAL LIABILITIES		-81,380,152.00
FUND BALANCE	072	390410		ASSIGNED FUND BALANCE	25,460,681.04
	072	390600		INVEST IN CAPITAL NET OF DEBT	13,797,628.66
			TOTAL FUND BALANCE		39,258,309.70
			TOTAL LIABILITIES + FUND BALANCE		-42,121,842.30



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FUND: 073 SPECIAL WELFARE

ASSETS				NET CHANGE FOR PERIOD	ACCOUNT BALANCE
	073	110110	CASH IN BANK	3,203.00	59,995.36
			TOTAL ASSETS	3,203.00	59,995.36
FUND BALANCE	073	390410	ASSIGNED FUND BALANCE	.00	-51,137.57
	073	400000	TOTAL REVENUES	-3,203.00	-15,116.39
	073	500000	TOTAL EXPENDITURES	.00	6,258.60
			TOTAL FUND BALANCE	-3,203.00	-59,995.36
			TOTAL LIABILITIES + FUND BALANCE	-3,203.00	-59,995.36



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FUND: 074 POLICE SEIZURE ASSETS

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE	
ASSETS	074	110110	CASH IN BANK	23,071.37	44,910.57
			TOTAL ASSETS	23,071.37	44,910.57
LIABILITIES	074	210135	REFUNDS PAYABLE	-23,071.37	-15,409.13
			TOTAL LIABILITIES	-23,071.37	-15,409.13
FUND BALANCE	074	390410	ASSIGNED FUND BALANCE	.00	-29,500.07
	074	400000	TOTAL REVENUES	.00	-1.37
			TOTAL FUND BALANCE	.00	-29,501.44
			TOTAL LIABILITIES + FUND BALANCE	-23,071.37	-44,910.57



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FUND: 075 ECONOMIC DEVELOPMENT

			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS				
075	110110	CASH IN BANK	-38,566.00	-761,004.46
075	135010	RECEIVABLE LOCAL	.00	400,000.00
075	136010	ACCRUED INTEREST	.00	.04
		TOTAL ASSETS	-38,566.00	-361,004.42
FUND BALANCE				
075	260101	ENCUMBRANCE ACCOUNT	-33,066.00	6,374.00
075	390100	NONSPENDABLE FUND BALANCE	33,066.00	-6,375.00
075	390410	ASSIGNED FUND BALANCE	.00	317,439.42
075	500000	TOTAL EXPENDITURES	38,566.00	43,566.00
		TOTAL FUND BALANCE	38,566.00	361,004.42
TOTAL LIABILITIES + FUND BALANCE				
			38,566.00	361,004.42



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FUND: 076 SELF INSURANCE

ASSETS			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
076	110110	CASH IN BANK	.00	498,767.86
076	136010	ACCRUED INTEREST	.00	1.64
		TOTAL ASSETS	.00	498,769.50
FUND BALANCE	076	260101	.00	218,283.00
	076	390100	.00	-218,283.00
	076	390410	.00	-720,611.87
	076	500000	.00	221,842.37
		TOTAL FUND BALANCE	.00	-498,769.50
TOTAL LIABILITIES + FUND BALANCE			.00	-498,769.50



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FUND: 090 HEALTHY FAMILIES			NET CHANGE FOR PERIOD	ACCOUNT BALANCE
ASSETS	090	110110	10,699.03	-62,685.06
		CASH IN BANK		
		TOTAL ASSETS	10,699.03	-62,685.06
LIABILITIES	090	220101	.00	-3,415.16
	090	220102	.00	-244.71
	090	220103	.00	-2,000.51
		ACCRUED SALARIES & WAGES PYBL		
		ACCRUED FICA PAYABLE		
		ACCRUED PTO-SHORT TERM		
		TOTAL LIABILITIES	.00	-5,660.38
FUND BALANCE	090	260101	-3,207.99	26,906.25
	090	390100	3,207.99	-26,906.25
	090	390410	.00	53,253.61
	090	400000	-26,237.14	-80,666.72
	090	500000	15,538.11	95,758.55
		TOTAL FUND BALANCE	-10,699.03	68,345.44
		TOTAL LIABILITIES + FUND BALANCE	-10,699.03	62,685.06

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



SUMMARY OF RE-APPROPRIATIONS AND APPROPRIATIONS BY MEETING

<u>Meeting Date</u>	<u>Fund</u>	<u>Source</u>	<u>Amount</u>	<u>Description</u>
6/14/2016	071	FB	75,000	Call handling equipment
8/23/2016	071	New	50,000	Right of way fees
8/23/2016	071	State	550,000	Route 10 Project A
8/23/2016	071	State	160,000	Route 10 Project B
8/23/2016	035	New	150,000	American Water Charitable Grant
8/23/2016	071	New	40,000	Right of way fees
8/23/2016	011	State	46,997	Victim Witness
8/23/2016	035	State	52,000	Crater District AAA Grant
8/23/2016	011	FB	250,000	Animal Shelter
8/23/2016	014	School's FB	38,560	School's Rollover
8/23/2016	014	New	326,632	Federal
9/13/2016	011	FB	8,948	Consultant for Real Estate
9/27/2016	011	FB	23,000	Pool Heater
10/11/2016	014	New	500,130	Wallace Foundation Grant
10/11/2016	011	FB	5,000	Transfer to Fund 012 Warming Shelter
10/25/2016	011	New	8,875	Transfer to Fund 035 Auction Proceeds

PUBLIC HEARING ANNOUNCEMENTS

January 10, 2017 @ 7:30 PM – Disposition of Real
Property

INFORMATION FOR COUNCIL REVIEW

January 3, 2017 @ 6:30 PM – Organizational Meeting

PROCLAMATIONS

§

RESOLUTIONS

§

PRESENTATIONS

PUBLIC HEARING



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Hearing Notice for Budget Amendment

ISSUE: New State, Grant Money and roll old money

RECOMMENDATION: Council to hold public hearing for December 13, 2016 and approve the appropriation of \$882,122.

TIMING: City Council action is requested on Decmeber 13, 2016.

BACKGROUND: None

FISCAL IMPACT: \$882,122.

ENCLOSED DOCUMENTS:

STAFF: Jerry L. Whitaker

SUMMARY:

Y N

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

Y N

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

**CITY OF HOPEWELL
NOTICE OF PUBLIC HEARING**

The City Council of the City of Hopewell will hold a Public Hearing on Tuesday, **December 13, 2016**, at 7:30 p.m. in the City Council Chambers, Municipal Building, 300 N. Main St., Hopewell, Virginia. The purpose of the Public Hearing is to receive public comments regarding:

REQUEST FOR REAPPROPRIATION OF FUNDS

SUMMARY OF FY 2016/17 PROPOSED BUDGET AMENDMENTS

Fund	2016/17 ADOPTED BUDGET	12/13/2016 AMENDMENTS		2016/17 PROPOSED REVISED BUDGET
		ROLLOVER	NEW	
General Fund	\$ 50,433,157	\$ 189,978	\$ 7,600	\$ 50,630,735
General Fund - One Time	-			-
Recreation Fund	2,034,400			2,034,400
Social Services Fund	4,215,772			4,215,772
CSA Fund	3,280,473			3,280,473
Cemetery Care Fund	35,000			35,000
Anti-litter Fund	6,063			6,063
Marina/Harbor Fund	14,400			14,400
School Operating Fund	50,737,838		84,544	50,822,382
School Textbook Fund	650,000			650,000
School Cafeteria Fund	3,142,912			3,142,912
Building & Bus Fund	1,354,679		100,000	1,454,679
Solid Waste Fund	2,104,382			2,104,382
Sewer Services Fund	9,779,383			9,779,383
HRWTF Fund	50,242,265			50,242,265
Stormwater Fund	3,812,183			3,812,183
Capital Projects Fund	20,249,313		500,000	20,749,313
Econ. Development Fund	38,440			38,440
Self Insurance Fund	500,000			500,000
Healthy Families	204,135			204,135
SUB-TOTALS	\$ 202,834,795	\$ 189,978	\$ 692,144	\$ 203,716,917
Interfund Transfers	(20,269,267)	-		(20,269,267)
TOTALS	\$ 182,565,528	\$ 189,978	\$ 692,144	\$ 183,447,650

Information regarding the above referenced matters may be examined at the Finance located at 300 N. Main Street; Hopewell, VA 23860. Additionally, information can be obtained by telephone at (804) 541-2306

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

**BUDGET AMENDMENT RESOLUTION
FISCAL YEAR 2016-2017**

WHEREAS, at the meeting of the City Council of the City of Hopewell held on December 13, 2016, following a public hearing, budget amendments were introduced to appropriate and re-appropriate funds for the FY 2016-2017 budget to provide for operations and capital projects.

WHEREAS budget amendments to appropriate and re-appropriate funds in the amount of \$816,727 for operations and capital projects from the Unassigned Fund Balances, Transfers, Federal and State funds for the FY 2016-2017 budget were introduced and,

WHEREAS, sufficient funds exist in the respective funds and accounts,

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

The following designated funds and accounts shall be appropriated to operate city services from State funds and fund balances.

General Fund-011:

Resources:

Fund Balance (Grant Funds)	\$120,722
State Fund	\$11,461
Total General Fund	\$132,183

Appropriations:

Victim Witness	\$3,861
Planning	\$10,000
Health Department.....	\$ 2,344
Fire.....	\$115,978
Total General Fund	\$132,183

Schools-014

Resources:

State School Security Equipment Grant.....	\$84,544
--	----------

Appropriations

School Operations \$84,544

Schools – 063

Resources:

Head Start Grant..... \$100,000

Appropriations:

School Capital..... \$100,000

Capital Projects Fund-071:

State Funds \$500,000

Appropriations:

Virginia Department of Transportation (VDOT)..... \$500,000

Additionally, we ask Council to allow the Health Department to keep the \$10,202 paid in FY 2016 for FY 2017 instead of refunding these funds.

UNFINISHED BUSINESS

- Council Recommendations on Current Boards & Commissions

REGULAR BUSINESS

R-1

- **FY 2014-15 CAFR Update**

R-2



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Regular Business – Item R- 2

ISSUE:

- Council Resolution* - The Virginia Department of Transportation will require the City of Hopewell to enter into a standard project administration agreement with City Council for signal upgrades and pedestrian facility improvements at the intersection of W Broadway Ave & N 21st Ave. The subject project was scored, prioritized and funded based on the **SMART SCALE Program** as described below:

SMART SCALE (formerly HB2) stands for System Management and Allocation of Resources for Transportation and funds transportation projects through a prioritization process based on key factors including safety, congestion reduction, accessibility, land use, economic development and the environment. W Broadway Ave & 21st Ave signal upgrade and pedestrian improvements was one of 163 projects statewide to receive funding during Round 1 of SMART SCALE applications. Through this competitive process, the City of Hopewell was awarded \$500,000.00 from the **SMART SCALE Program**.

- Action is to grant the City Manager, by same *Resolution*, the **Authorization to Sign** the Standard Project Administration Agreement (PA) with VDOT on the use of **SMART SCALE District Grant Program** funds for the described purpose. Such agreement shall be reviewed and approved by the City Attorney prior to the City Manager’s signing.

Required Program Guidelines, VDOT requires the following action on the City’s part:

- A formal Resolution action to be passed by the City Council endorsing the submitted VDOT Project indicated above. Project has been assigned the VDOT Project number of U000-116-189 / UPC#109305.

RECOMMENDATION: Staff recommends approval

TIMING: City Council Action is required on December 13, 2016 to meet the VDOT SMART Scale District Grant Program funding timeline. The resolution authorization needs to accompany the submitted VDOT PA Agreement to meet

Council action form 12-13-16

SUMMARY:

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

12-13-
2016

BACKGROUND: Copy of standing VDOT PA Agreement on the Subject Project

FISCAL IMPACT: This is a fully funded VDOT project using SMART SCALE Funds. (See attached Appendix A under Project Financing Table). The project cost will be fully reimbursed by VDOT.

ENCLOSED DOCUMENTS:

1. Copy of VDOT PA Agreement on the subject project and Appendix A.

STAFF: Mark Haley, City Manager;
Edward Watson, DPW Director
Johnnie Butler, City Engineer

Council action form 12-13-16

SUMMARY:

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

12-13-
2016

Appendix A

Date: 7/19/2016

Project Number: U000-116-189 UPC: 109305 CFDA # 20.205 Locality: City of Hopewell

Project Location ZIP+4: 23860-3010	Locality DUNS # 100601101	Locality Address (incl ZIP+4): 300 North Main Street Hopewell, VA 23860-2721
------------------------------------	---------------------------	--

Project Narrative	
Scope:	#HB2. FY17 W. Broadway St - Upgrade signal & pedestrian improvements
From:	0.10 MI W of 21 St. Avenue
To:	0.10 MI E of 21ST Avenue
Locality Project Manager Contact info: Johnnie Butler 804-541-2319	
Department Project Coordinator Contact Info: Jimmy Shepherd 804-524-6526	

Project Estimates				
	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$67,500	\$0	\$415,000	\$482,500
Estimated VDOT Project Expenses	\$7,500		\$10,000	\$17,500
Estimated Total Project Costs	\$75,000		\$425,000	\$500,000

Project Cost and Reimbursement						
Phase	Estimated Project Costs	Funds type <i>(Choose from drop down box)</i>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement -
Preliminary Engineering	\$75,000	Smart Scale (HB2)	0%	\$0	\$75,000	\$67,500
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total PE	\$75,000			\$0	\$75,000	
Right of Way & Utilities			0%	\$0	\$0	\$0
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total RW	\$0			\$0	\$0	
Construction	\$425,000	Smart Scale (HB2)	0%	\$0	\$425,000	\$415,000
			0%	\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total CN	\$425,000			\$0	\$425,000	
Total Estimated Cost	\$500,000			\$0	\$500,000	\$482,500

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$500,000
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$482,500

Project Financing						
CTB District Grant	Smart Scale (HB2) DGP					Aggregate Allocations
\$127,537	\$372,463					\$500,000

Program and Project Specific Funding Requirements
<ul style="list-style-type: none"> This project shall be administered in accordance with VDOT's Locally Administered Projects Manual In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality shall complete project scoping on or before 4/30/17. This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$500,000 (if applicable) Project estimate, schedule and commitment to funding are subject to the requirements established in the Commonwealth Transportation Board Policy and Guidelines for Implementation of a Project Prioritization Process, Code of Virginia, and VDOT's Instructional and Informational Memorandums. This project shall be initiated and at least a portion of the programmed funds expended within one year of the budgeted year of allocation or funding may be subject to reprogramming to other projects selected through the prioritization process. In the event the Project is not advanced to the next phase of construction when requested by the Commonwealth Transportation Board, the locality or metropolitan planning organization may be required, pursuant to § 33.2-214 of the Code of Virginia, to reimburse the Department for all state and federal funds expended on the project. This project has been selected through the Smart Scale (HB2) application and selection process and will remain in the SYIP as a funding priority unless certain conditions set forth in the Commonwealth Transportation Board Policy and Guidelines for Implementation of a Project Prioritization Process arise. Pursuant to the Commonwealth Transportation Board Policy and Guidelines for Implementation of a Project Prioritization Process and HB2 Implementation Policy Guide, Section 5.3, this project will be re-scored and/or the funding decision re-evaluated if any of the following conditions apply: a change in the scope, an estimate increase prior to contract advertisement or award, or a significant reduction in the locally/regionally leveraged funds. Applications may not be submitted in a subsequent annual HB2 prioritization cycle to account for a cost increase on a previously prioritized project.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Typed or printed name of person signing

STANDARD PROJECT ADMINISTRATION AGREEMENT
Federal-aid Projects

Project Number	UPC	Local Government
U000-116-189	109305	City of Hopewell

THIS AGREEMENT, made and executed in triplicate this ____ day of _____, 20__, by and between the CITY OF HOPEWELL, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown is hereinafter referred to as the Project; and

WHEREAS, the funds shown in Appendix A have been allocated to finance each Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of each Project described in Appendix A in an expeditious manner; and;

WHEREAS, both parties have concurred in the LOCALITY's administration of the phase(s) of work for the respective Project(s) listed in Appendix A in accordance with applicable federal, state, and local law and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the parties hereto agree as follows:

1. The LOCALITY shall:
 - a. Be responsible for all activities necessary to complete the noted phase(s) of each Project shown in Appendix A, except for activities, decisions, and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties. Each Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards or supplementary standards approved by the DEPARTMENT
 - b. Meet all funding obligation and expenditure timeline requirements in accordance with all applicable federal and state laws and regulations, and Commonwealth Transportation Board and DEPARTMENT policies and as identified in Appendix A to this Agreement. Noncompliance with this requirement can result in deallocation of the funding, rescinding of state funding match, termination of this Agreement, or DEPARTMENT denial of future requests to administer projects by the LOCALITY.

- c. Receive prior written authorization from the DEPARTMENT to proceed with preliminary engineering, right-of-way acquisition and utility relocation, and construction phases of each Project.
- d. Administer the project(s) in accordance with guidelines applicable to Locally Administered Projects as published by the DEPARTMENT.
- e. Maintain accurate and complete records of each Project's development and documentation of all expenditures and make such information available for inspection or auditing by the DEPARTMENT. Records and documentation for items for which reimbursement will be requested shall be maintained for no less than three (3) years following acceptance of the final voucher on each Project.
- f. No more frequently than monthly, submit invoices with supporting documentation to the DEPARTMENT in the form prescribed by the DEPARTMENT. The supporting documentation shall include copies of related vendor invoices paid by the LOCALITY and an up-to-date project summary and schedule tracking payment requests and adjustments. A request for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the Locality. For federally funded projects and pursuant to 2 CFR 200.338, Remedies for Noncompliance, violations of the provision may result in the imposition of sanctions including but not limited to possible denial or delay of payment of all or a part of the costs associated with the activity or action not in compliance.
- g. Reimburse the DEPARTMENT all Project expenses incurred by the DEPARTMENT if, due to action or inaction solely by the LOCALITY, federally funded Project expenditures incurred are not reimbursed by the Federal Highway Administration (FHWA), or reimbursements are required to be returned to the FHWA, or in the event the reimbursement provisions of Section 33.2-348 or Section 33.2-331 of the Code of Virginia, 1950, as amended, or other applicable provisions of federal, state, or local law or regulations require such reimbursement.
- h. On Projects that the LOCALITY is providing the required match to state or federal funds, pay the DEPARTMENT the LOCALITY's match for eligible Project expenses incurred by the DEPARTMENT in the performance of activities set forth in paragraph 2.a.
- i. Administer the Project in accordance with all applicable federal, state, or local laws and regulations. Failure to fulfill legal obligations associated with the project may result in forfeiture of federal or state-aid reimbursements
- j. Provide certification by a LOCALITY official that all LOCALITY administered Project activities have been performed in accordance with all

federal, state, and local laws and regulations. If the locality expends over \$750,000 annually in federal funding, such certification shall include a copy of the LOCALITY's single program audit in accordance with 2 CFR 200.501, Audit Requirements.

- k. If legal services other than that provided by staff counsel are required in connection with condemnation proceedings associated with the acquisition of Right-of-Way, the LOCALITY will consult the DEPARTMENT to obtain an attorney from the list of outside counsel approved by the Office of the Attorney General. Costs associated with outside counsel services shall be reimbursable expenses of the project.
 - l. For Projects on facilities not maintained by the DEPARTMENT, provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the DEPARTMENT.
 - m. Ensure compliance with the provisions of Title VI of the Civil Rights Act of 1964, regulations of the United States Department of Transportation (USDOT), Presidential Executive Orders and the Code of Virginia relative to nondiscrimination.
2. The DEPARTMENT shall:
- a. Perform any actions and provide any decisions and approvals which are the responsibility of the DEPARTMENT, as required by federal and state laws and regulations or as otherwise agreed to, in writing, between the parties and provide necessary coordination with the FHWA as determined to be necessary by the DEPARTMENT.
 - b. Upon receipt of the LOCALITY's invoices pursuant to paragraph 1.f., reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the DEPARTMENT within 30 days of an acceptable submission by the LOCALITY.
 - c. If appropriate, submit invoices to the LOCALITY for the LOCALITY's share of eligible project expenses incurred by the DEPARTMENT in the performance of activities pursuant to paragraph 2.a.
 - d. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with federal and state laws and regulations.
 - e. Make available to the LOCALITY guidelines to assist the parties in carrying out responsibilities under this Agreement.

3. Appendix A identifies the funding sources for the project, phases of work to be administered by the LOCALITY, and additional project-specific requirements agreed to by the parties. There may be additional elements that, once identified, shall be addressed by the parties hereto in writing, which may require an amendment to this Agreement.
4. If designated by the DEPARTMENT, the LOCALITY is authorized to act as the DEPARTMENT's agent for the purpose of conducting survey work pursuant to Section 33.2-1011 of the Code of Virginia, 1950, as amended.
5. Nothing in this Agreement shall obligate the parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. In the event the cost of a Project is anticipated to exceed the allocation shown for such respective Project on Appendix A, both parties agree to cooperate in providing additional funding for the Project or to terminate the Project before its costs exceed the allocated amount, however the DEPARTMENT and the LOCALITY shall not be obligated to provide additional funds beyond those appropriated pursuant to an annual or other lawful appropriation.
6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.
7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either party, in their individual or personal capacity for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this subparagraph shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY or the DEPARTMENT shall not be bound by any agreements between the either party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY or the DEPARTMENT has, in writing, receive a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.

- 9 This Agreement may be terminated by either party upon 30 days advance written notice. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraphs 1.f, 1.g., and 2.b, subject to the limitations established in this Agreement and Appendix A. Upon termination, the DEPARTMENT shall retain ownership of plans, specifications, and right of way, unless all state and federal funds provided for the Project have been reimbursed to the DEPARTMENT by the LOCALITY, in which case the LOCALITY will have ownership of the plans, specifications, and right of way, unless otherwise mutually agreed upon in writing.

10. Prior to any action pursuant to paragraphs 1.b or 1.g of this Agreement, the DEPARTMENT shall provide notice to the LOCALITY with a specific description of the breach of agreement provisions. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the DEPARTMENT. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach to the satisfaction of the DEPARTMENT, then upon receipt by the LOCALITY of a written notice from the DEPARTMENT stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the DEPARTMENT may exercise any remedies it may have under this Agreement.

THE LOCALITY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

CITY OF HOPEWELL, VIRGINIA:

Typed or printed name of signatory

Date

Title

Signature of Witness

Date

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this Agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

Chief of Policy

Date

Commonwealth of Virginia
Department of Transportation

Signature of Witness

Date

Attachments

UPC 109305 - Appendix A

R-3



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Authorize the City Manager to sign the agreement between the City of Hopewell and the Virginia Office of Intermodal Planning and Investment to approve and appropriate grant funds in the amount of \$65,000 to complete the Urban Development Area (UDA) designation process.

ISSUE: The Department of Development applied and was awarded a grant by the Virginia Office of Intermodal Planning and Investment for \$65,000 to complete the Urban Development Area (UDA) designation in September 2015. The OIPI office recently became aware that an agreement was never initiated for this project although work has been underway for several months. All work on this project must be completed by October 1, 2017.

RECOMMENDATION: The City Administration recommends City Council authorize the signature of the City Manager for this agreement and at the January 10, 2016 City Council meeting, Council will appoint a member of City Council to serve on the planning steering committee. City Administration request that Council appropriate grant funds in the amount of \$65,000 to complete the Urban Development Area (UDA) designation process.

TIMING: City Council action is requested on December 13, 2016.

BACKGROUND: None

FISCAL IMPACT: None.

ENCLOSED DOCUMENTS: Draft Agreement

STAFF: Tevya W. Griffin, Director, Neighborhood Assistance & Planning
Stefan M. Calos, City Attorney

SUMMARY:

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



NICK DONOHUE
Director

OFFICE OF INTERMODAL PLANNING AND INVESTMENT
600 E. Main Street, Suite 2120
Richmond, VA 23219-2416

(804) 786 8032
FAX (804) 786-6683

September 16, 2015

Tevya Williams Griffin, AICP
Director of Development
City of Hopewell
300 North Main Street, Suite 321
Hopewell, VA 23860

CC: Mark A. Haley, Town Manager
CC: Nick Donohue, Virginia Deputy Secretary of Transportation and OIPI Director
Phillip Baker, AECOM
Deanna Rhodesside, Rhodesside and Harwell

Ms. Tevya Williams Griffin,

The Office of Intermodal Planning and Investment and the UDA grant program review committee, consisting of DRPT and VDOT representatives, are pleased to notify you that the City of Hopewell's grant application has been approved at the level of funding requested. You are now eligible to receive up to \$65,000 in direct on-call consultant support from OIPI. Given the needs and circumstances in Hopewell, VA, the UDA committee would like you to work with prime consultant AECOM and sub-consultant Rhodesside and Harwell to complete this Urban Development Area work. Contact information for the Project Managers for this work is below. They will be reaching out to you shortly to begin the process of scoping to your exact specifications and needs. We advise that you spend 1-3 weeks scoping this work within the budget max set by the tier 1 award. The UDA committee then asks that you and the consultant submit a final scope of work so that the selection committee can review for consistency with your application.

OIPI also asks that you return the attached agreement ensuring your intent and ability to adopt the UDA(s) identified throughout this planning process. Once this final scope review is complete and the agreement is signed, we will issue a notice to proceed and work can begin!

Phillip Baker, P.E. Senior Project Planner/Engineer 703.340.3093 phillip.baker@aecom.com	Deana Rhodesside, PH.D. Director (703) 683-7447 deanar@rhodesside-harwell.com
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**CONSULTANT SUPPORT TO FACILITATE DESIGNATION OF URBAN
DEVELOPMENT AREAS AND APPROPRIATE ORDINANCES**

This Agreement, made this _____ day of _____ in the year two thousand and fifteen, by and between the Commonwealth of Virginia, Office of Intermodal Planning and Investment, hereinafter called the Office, and the _____ of _____, hereinafter called the _____ (County/City/Town).

The goal of this initiative is to provide technical assistance in the form of direct on-call consultant support to assist local governments in one or more of the following: plan for and designate at least one urban/village development area in their comprehensive plan, revise as appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) to incorporate the principles of traditional neighborhood design (see [§15.2-2223.1](#) of the Code of Virginia), assist with public participation processes, and other related tasks.

The _____ (County/City/Town) has expressed a need to utilize these consultant services for technical assistance to facilitate the designation of urban/village development areas for higher density compact mixed use development and revision to applicable land use ordinances.

The Office agrees to provide funding not to exceed \$ 65,000.00 for consultant services to provide technical assistance and the _____ (County/City/Town) agrees to complete the following:

1. Analyze future growth patterns
2. Create a public involvement process
3. Adopt an amendment to the Comprehensive Plan to designate (*or modify and update*) at least one area as an urban/village development area, in accordance with [§15.2-2223.1](#) of the Code of Virginia, to accommodate higher density compact mixed use development.
4. Adopt amendments to the zoning ordinance as necessary to create at least one district classification and the associated subdivision ordinance that will allow development according to the principles of traditional neighborhood design.

Copies of all applicable documents shall be provided to the Office.

The _____ (County/City/Town) will work cooperatively with the Office on the above effort and make available to the Office copies of all associated timelines/schedules. The Office agrees to begin the planning process via the planning consultant immediately upon approval of this Agreement to initiate the use of these funds, and to schedule the completion of all work related to these funds by October 1, 2017.

The _____ (County/City/Town) will provide a progress report on the work outlined above to the Office on a bi-monthly basis, to begin after the execution of this Agreement.

The progress report shall contain the status and expenditures for each of the tasks in the Scope of Work.

The _____ (*County/City/Town*) agrees to provide the Office a final summary of the use of these funds and an accomplishment report upon the completion of the project.

If the said urban/village development area is not adopted in the _____'s (*County/City/Town*) comprehensive plan within one year of study completion, and appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) not revised also within one year of study completion, the _____ (*County/City/Town*) agrees to repay the planning grant in full to the Office within one year of that deadline (ie. within two years of study completion).

The Chief Administrative Officer for the _____ (*County/City/Town*) has reviewed this Agreement with the Chairmen of the Governing Body and the Planning Commission and received their support to participate in this Agreement. The Governing Body and the Planning Commission shall each appoint one member of their respective group to serve on a planning grant steering committee to oversee the above effort.

EXECUTION: The parties have caused the Agreement to be duly executed intending to be bound thereby.

_____ (*County/City/Town*) of _____

_____ Date: _____

Commonwealth of Virginia
Office of Intermodal Planning and Investment

_____ Date: _____

BUDGET AMENDMENT RESOLUTION
FISCAL YEAR 2016-2017

WHEREAS, at the meeting of the City Council of the City of Hopewell held on December 13, 2016, a budget amendment was introduced to appropriate additional funds for the FY 2016-2017 budget, to provide for the Urban Development Area designation process,

WHEREAS, a budget amendment to appropriate funds in the amount of \$65,000 to complete the Urban Development Area designation process from the Unassigned Fund Balance for the FY 2016-2017 budget was introduced and,

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

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

The following designated funds and accounts shall be appropriated in the amount of \$65,000 for the Urban Development Area designation process from the General Fund Unassigned Fund Balance.

General Fund-011:

Resources:

Fund Balance \$65,000

Appropriations:

Planning Operations \$65,000

R-4



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Re-appropriate \$10,000 to the Department of Neighborhood Assistance and Planning line item for Management Services from the departments FY15-16 budget.

ISSUE: City Council approved a budget of \$100,000 for the Comprehensive Plan update. The Department did not use \$10,000 of funds during the 15-16 year for the Comprehensive Plan update so the funds were recaptured in the general fund. We are requesting the funds be reappropriated for use.

RECOMMENDATION: City Administration recommends the Council approve the reappropriation.

TIMING: City Council action is requested on December 13, 2016.

BACKGROUND: None

FISCAL IMPACT: None

ENCLOSED DOCUMENTS:

STAFF: Tevya W. Griffin, Director, Neighborhood Assistance & Planning

SUMMARY:

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

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
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- Reports of Council Committees

Action:

- Approve and File
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- Approve Ordinance 1st Reading
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- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Request for Appropriation Funds for the Youth Services Commission – Specifically for the Youth Coordinator

ISSUE: The Youth Services Commission (Office on Youth) is requesting additional funds in the amount of \$60,000. Per Chapter 38, Sec. 38-18 of the Hopewell City Code, City Council's request and its approval, the Office on Youth has hired a Youth Coordinator. To fully facilitate the Youth Coordinator's position, additional funding is needed for salary, operating expenses, as well as for programs which the Coordinator will run.

RECOMMENDATION: The City Administration recommends the appropriation of an additional \$60,000 to be used towards salary, operating expenses, programs, and any additional costs.

TIMING: Action is requested for the Tuesday, December 13, 2016, City Council meeting.

BACKGROUND:

FISCAL IMPACT: \$60,000.00

ENCLOSED DOCUMENTS: None.

STAFF: Charles Dane, Asst. City Manager
Jerry Whitaker, Director, Finance

SUMMARY:

- | | | |
|--------------------------|--------------------------|---|
| 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 December 13, 2016, a budget amendment was introduced to appropriate funds for the FY 2016-2017 budget, to provide for the Office on Youth operating expenses and salaries,

WHEREAS, a budget amendment to appropriate funds in the amount of \$60,000 for operational expenses and salaries from the Unassigned Fund Balance for the FY 2016-2017 budget was introduced and,

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

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

The following designated funds and accounts shall be appropriated in the amount of \$60,000 for the Office on Youth from the General Fund Unassigned Fund Balance.

General Fund-011:

Resources:

Fund Balance	\$60,000
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Appropriations:

Office on Youth Operations	\$60,000
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R-6



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Comprehensive Plan Study Overview

ISSUE: Provide an update on the Comprehensive Plan to include the following topics: (1) Urban Development Area (2) Housing and (3) Health.

RECOMMENDATION: None

TIMING: None

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

FISCAL IMPACT: None at this time

ENCLOSED DOCUMENTS: Outline of information

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

SUMMARY:

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



Comprehensive Plan Overview

Urban Development Areas, Housing, and Health

- *Mandate by the State that all Counties, Cities and Town must include one or more UDA in their Comprehensive Plan by 2011.
- *The UDA must provide for compact development at a minimum of 4 residential dwelling units per acre and 0.4 FAR per gross acre for commercial development.
- *Must be large enough to meet projected residential and commercial growth for at least 10 years.
- *Boundaries and size of UDA must be reexamined and revised, if necessary every 5 years.



* Hopewell's 2001 Comprehensive Plan did not include a UDA. The 2026 Comprehensive Plan will include a UDA.

* Comprehensive Plan must describe financial and other incentives to encourage development within the UDA.

* The Plan must include "new urbanism" or Traditional Neighborhood Development (TND) principles, such as pedestrian-friendly road design, natural area preservation, mixed-used neighborhood and housing types, reduced building setbacks, connectivity of road/pedestrian networks.

* The designation allows the City to compete for state transportation funding.





* Draft UDA Boundary



* Draft UDA Boundary - Specific Design Guidelines for Downtown

HOPEWELL UDA PRELIMINARY URBAN DESIGN CONCEPT

- DESIGN FRAMEWORK**
- 1) CONNECT AN EXPANDED HOSPITAL TO THE DOWNTOWN AND RIVER SURROUNDING NEIGHBORHOODS
 - 2) STRENGTHEN THE DOWNTOWN CONNECTIONS TO THE RIVER AND SURROUNDING NEIGHBORHOODS
 - 3) SHAPE THE RIVERFRONT TO A USABLE COMMUNITY ASSET WITH TRAILS, BOAT LAUNCHES AND OTHER RECREATIONAL USES
 - 4) CONSIDER B-VILLAGE AS A CLUSTER OF VIBRANT DOWNTOWN NEIGHBORHOODS UNITED BY GREENWAYS AND PARKS
 - 5) CREATE A STRONG GATEWAY SEQUENCE TO DOWNTOWN ALONG ROUTE 10 AT THE MOTEL AND COPELAND SITES
 - 6) MAXIMIZE MULTI-MODALITY IN DOWNTOWN AS A PLACE TO LINGER, SHOP, LIVE AND WORK
 - 7) MARK ROUTE 10 AS A TRUE MULTI-MODAL GATEWAY AND ENCOURAGE FREIGHT TRAFFIC TO USE THE 6TH AVENUE BYPASS



- * **Owner vs. Renter Occupied Housing**
- * **Housing Vacancy**
- * **Age of Housing**
- * **Housing Types / Size of Housing**
- * **Housing Affordability**
- * **Concentration of Poverty**
- * **Hopewell Redevelopment and Housing Authority**
- * **Housing Actions and Strategies**
- * **Hopewell Community Land Trust**

* HOUSING

- * Hopewell overall health outcomes ranked 118/134.
- * Poverty affects community health. Average household income is \$20,000 lower than the average household income for the Commonwealth.
- * There are significant health related racial disparities in Hopewell affecting African American residents.
- * Education attainment is a major determinant of health and influences employment and income.
- * Place matters: The life expectancy of residents living in the western portion of the City is 78 years, and the lowest in the City 69 years.*

HEALTH

- * Life expectancy is influenced by social and economic factors, the physical environment, clinical care, and health behaviors.
- * Every resident in the City lives in a health professional shortage area. This means there is limited access to primary care, dentists, mental health professionals, and other preventive care providers.
- * A large percentage of Hopewell residents are food insecure and has low food access or is low income and has low food access.
- * Low weight births among Whites in Hopewell is 1.2 times higher than the percentage for Whites in the Commonwealth.
- * The Plan outlines strategies to improve health outcomes by improving Social and Economic Factors, Physical Environment, Health Behaviors, Clinical Care

* HEALTH

R-7



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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

Order of Business:

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

Action:

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

COUNCIL AGENDA ITEM TITLE: Public Safety Buildings Funding Strategies

ISSUE: Staff will present various funding strategies for the new fire and police stations

RECOMMENDATION: Receive report and discuss options

TIMING: The bid proposals are valid for another 1 month

BACKGROUND: On November 8, 2016, staff reported to Council that the construction bids for the two new public safety buildings came in much higher than expected. Staff advised Council that the new budget for both projects needed to be increased to \$14,044,000. At that meeting, Council asked staff to develop a plan for funding one or both projects. It also asked for a summary of funds spent to date and funds currently available to complete the project.

City staff has been working with the Contractor to reduce the total project cost. It is currently felt by staff that up to \$500,000 in cost savings can be “value engineered” out of the project without adversely impacting the functionality of the buildings.

FISCAL IMPACT: Up to \$5,844,000 increase in project funding, providing \$500,000 is value engineered out of the project.

ENCLOSED DOCUMENTS: Summary of funds spent to date

STAFF: Mark Haley, Charles Dane, Edward Watson, John Keohane and Donald Hunter

SUMMARY:

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

REPORTS OF THE CITY CLERK

Committee Appointments

- Economic Development Authority
- Recreation Commission
- Keep Hopewell Beautiful

REPORTS OF THE CITY COUNCIL

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



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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Action:

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- Receive & File (no motion required)
- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Update on Ad-Hoc City Website Committee

ISSUE:

Report- Update on Ad-Hoc City Website Committee

RECOMMENDATION:

Report.

TIMING:**BACKGROUND:**

Please place on the agenda under- Reports of City Council- Committees.

FISCAL IMPACT:**ENCLOSED DOCUMENTS:****STAFF:**

Councilor Gore

SUMMARY:

Y N

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

Y N

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



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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Order of Business:

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- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
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COUNCIL AGENDA ITEM TITLE:

Vendor Taste Test with Crater Health District (HEAL Alliance)

ISSUE:

One initiative of the All-Starts Program is to improve healthy eating options at all government owned/managed locations. The HEAL Alliance would like to test what is popular in public vending machines with the current vendor selection.

RECOMMENDATION:

Approve the Crater Health District plan an event with the City Manager's Office to gather data needed to comply with the initiative.

TIMING:**BACKGROUND:**

Please place on the agenda under- Reports of City Council- Individual Requests. Please have a motion listed with wording above from the "Recommendation" section of this form for Council to approve/disapprove.

FISCAL IMPACT:**ENCLOSED DOCUMENTS:****STAFF:**

Councilor Gore

Y N

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

Y N

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



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

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- Housing
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- None (Does not apply)

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- Citizen/Councilor Request
- Regular Business
- Reports of Council Committees

Action:

- Approve and File
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- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Schedule the 2017 City Council Strategic Planning Retreat

ISSUE:

Set a date to determine the next City Council Strategic Planning Retreat in January/February. Request that City Council retreat consist of a three-day meeting. Day One- Staff update on Strategic Plan (Directors Included) and Department Briefings. Day Two- City Council meet internally to discuss Council priorities, rules, boards/commissions, budget/finance, staff reporting/communication and overall agenda/meeting process. Day Three- Recap of Council priorities and adjust Strategic Plan to mirror updated vision. Staff receives direction to move forward.

RECOMMENDATION:

Approve the setting dates for the 2017 City Council Strategic Plan Session Retreat. Request for Council to add to a Work Session agenda discussion pertaining to the layout of Retreat Agenda, required attendees and how to submit agenda topics.

TIMING:**BACKGROUND:**

Please place on the agenda under- Reports of City Council- Individual Requests. Please have a motion listed with wording above from the 'Recommendation' section of this form for Council to approve/disapprove.

FISCAL IMPACT:

Y N

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

Y N

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



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

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- Receive & File (no motion required)
- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE:

Update on the Crater Regional Workforce Development Board Annual 4-Year Strategic Planning Meeting.

ISSUE:

Report- Update on the Crater Regional Workforce Development Board Annual 4-Year Strategic Planning Meeting.

RECOMMENDATION:

Report.

TIMING:**BACKGROUND:**

Please place on the agenda under- Reports of City Council- Other Communications.

FISCAL IMPACT:**ENCLOSED DOCUMENTS:****STAFF:**

Councilor Gore

SUMMARY:

Y N

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

Y N

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

ADJOURN