



**City of Petersburg
Virginia**

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City Council

Samuel Parham, Mayor – Ward 3
John A. Hart, Sr., Vice-Mayor – Ward 7
Treska Wilson-Smith, Councilor – Ward 1
Darrin Hill, Councilor – Ward 2
Charlie Cuthbert, Councilor – Ward 4
W. Howard Myers, Councilor – Ward 5
Annette Smith-Lee, Councilor – Ward 6

Agenda

January 17, 2017

**Union Train Station
103 River Street
6:30 p.m.**

Interim City Manager

Tom Tyrrell

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- 1. Roll Call**
 - 2. Closed Session**
 - 3. Moment of Silence**
 - 4. Pledge of Allegiance**
 - 5. Proclamations / Recognitions:**
 - 6. Consent Agenda (to include minutes of previous meeting/s)**
 - a. Minutes: Regular City Council Meeting: January 3, 2017, Regular Council Meeting and Organizational Meeting
 - b. Schedule a Public Hearing on the 2nd amendment to the Fiscal Year 2017 Operating Budgets
 - 7. Official Public Hearings**
 - 8. Public Information Period**

A public information period, limited in time to 30 minutes, shall be part of a Order of Business at each regular council meeting. Each speaker shall be a resident or business owner of the City and shall be limited to three minutes. No speaker will be permitted to speak on any item scheduled for consideration on the regular docket of the meeting at which the speaker is to speak. The order of speakers, limited by the 30-minute time period, shall be determined as follows:

 - a) First, in chronological order of the notice, persons who have notified the Clerk no later than 12:00 noon of the day of the meeting,
 - b) Second, in chronological order of their sign up, persons who have signed a sign-up sheet placed by the Clerk in the rear of the meeting room prior to the meeting
 - 9. Business or reports from the Mayor or other members of City Council:**

Mayor Parham excused himself from the table.

b. Election of Mayor by City Council Members

Council Member Wilson-Smith nominated John A. Hart, Sr. to be Vice Mayor.

Council Member Wilson-Smith nominated Council Member Hart to be Vice Mayor of the City of Petersburg. There was no discussion on the nomination, which was approved on roll call vote. On roll call voting yes: Smith-Lee, Hart, Hill, Cuthbert, Wilson-Smith and Myers; Absent: Parham

17-R-02 A RESOLUTION APPOINTING JOHN A. HART, SR. AS VICE MAYOR OF THE CITY OF PETERSBURG.

c. Review and Adoption of City Council's Rules of Council and Procedure

Council Member Cuthbert stated "I think it might be most efficient if we worked from my proposal and made changes from it. My proposal is in red line and I appreciate very much that the Clerk of Council has made copies in color and distributed them so that council can see the changes that I am proposing. Also I have received some feedback and I am very grateful for it. I sent a copy of my proposal to all members of council and to the City Attorney and the Acting City Manager for comments. I'm very grateful to the City Attorney for his comments and I adopted his comments and his comments are included in the redline version that City Council has in front of them. Also I have met with Councilwoman Treska Wilson-Smith. I very much appreciate her time and thoughts and input. She and I have agreed to make two changes to my proposal. I think they are good suggestions and I appreciate Mrs. Wilson-Smith input. And I like to bring those proposed changes to council's attention so that council know what the proposal is. On page 3, section 5, I would like to restore the language to the way it read before I proposed changes. Just for the public sake, what we are talking about is the automatic termination time for meetings of City Council. I had proposed that we move it from midnight to 11p.m. because if the meeting go past 11p.m. I thought I was going to have to bring a sleeping bag because I thought it would be pretty rough to keep going. But Mrs. Wilson-Smith is made of tougher stuff than I am and asked me to put it back to 12 midnight. I think it would be a rare day that this makes any difference. But in any event it is easier to keep it the way it was then to make a change to it. And so I am proposing that section 5 on page 3 read as it read before I suggested any changes. And then toward the end on page 9 under order of business there is a paragraph under the public information period that addresses who is eligible to speak under the public information period. Currently that is in the 2016 Rules of Council. The speaker must be a resident of the City. Mrs. Wilson-Smith brought to my attention that often business owners have a legitimate interest in what goes on in City government. And that it consequently makes sense to increase that eligibility so that instead of just be a resident of the City you can be a business of the City. And I have adopted that. So the sentence in question would read 'Each speaker shall be a resident of the City or own a business in the City of Petersburg. So with those two changes I move that City Council adopt the proposal that it has before it with respect to changes made to the Rules of Council that we used in 2016. That's my motion."

Council Member Cuthbert made a motion to move that City Council adopt the proposal that it has before it with respect to changes made to the Rules of Council that we used in 2016. The motion was seconded by Council Member Wilson-Smith.

Ms. Jackson stated "Before we call the roll can we have a discussion. I want to add one thing to it because the agenda is the way that my minutes are typed up and written. If possible with your motion can you add a number 18 to it to have adjournment? Because on the current minutes it has closed

session right before adjournment. It's not included on your copy. I can take the closed session off there but I need to add adjournment to it so that it will be the full agenda. If you concur."

Council Member Cuthbert stated "The acoustics are so bad in this room that I had a hard time hearing exactly what you are saying. Are we on page ten?"

Ms. Jackson stated "Yes we are on page ten and we are adding to it to say adjournment. That is all. Because on the minutes there is a closed session before and your copy doesn't have a closed session. But I would like for it to be put on there."

Council Member Cuthbert stated "I think that makes perfectly good sense. I would like to modify my motion to include Ms. Jackson good suggestion that there be a number 18 added on page 10 under the agenda. Our meetings will officially have an ending point."

There was discussion on the motion, which was approved on roll call vote. On roll call voting yes: Smith-Lee, Hart, Hill, Cuthbert, Wilson-Smith, Parham and Myers.

17-R-03 A RESOLUTION ADOPTING THE RULES OF COUNCIL, AS AMENDED.

5. ADJOURNMENT:

City Council adjourned at 12:16 p.m.

Clerk of City Council

APPROVED:

Mayor

DRAFT

The regular meeting of the Petersburg City Council was held on Tuesday, January 3, 2017, at the Union Train Station. Mayor Parham called the meeting to order at 6:30p.m.

1. **ROLL CALL:**

Present:

Council Member Charles H. Cuthbert, Jr
Council Member Darrin Hill
Council Member W. Howard Myers
Council Member Annette Smith-Lee
Council Member Treska Wilson-Smith
Vice Mayor John A. Hart, Sr.
Mayor Samuel Parham

Absent: None

Present from City Administration:

Interim City Manager Tom Tyrrell
City Attorney Joseph E. Preston
Clerk of Council Nykesha D. Jackson, CMC

2. **CLOSED SESSION:**

*No Closed Session

3. **MOMENT OF SILENCE:**

a. Clerk of Council, Nykesha D. Jackson, led council and the audience in a moment of silence.

4. **PLEDGE OF ALLEGIANCE:**

a. Clerk of Council, Nykesha D. Jackson, led council and the audience in a moment of silence.

5. **PRESENTATION/PROCLAMATIONS/RECOGNITIONS: (Each presentation will be limited to 10 minutes.)**

6. **CONSENT AGENDA:**

a. Minutes: Regular City Council Meeting – December 13, 201 and Special Meeting of December 19, 2016.

Council Member Hart made a motion to accept the Consent Agenda. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Hill, Myers, Smith-Lee, Wilson-Smith, Hart and Parham

7. **OFFICIAL PUBLIC HEARINGS: (In accordance with the Rules of Council, public comment will be heard before discussion by Council. Once discussion has started, no further input from the public will be accepted. Each speaker will be limited to three (3) minutes.)**

a. A public hearing for a Special Use Permit pursuant to Article 23, Section 4(5) of the Zoning Ordinance to have a solar power generation facility at 950 (rear) Winfield Road, 2134, 2135 and 2304 Elliott Street, T.P. 034-02-0003, 041-04-0001, 041-03-0001 and 057-01-0001. The property

is zoned R-5, Multiple Dwelling District.

BACKGROUND: The Zoning Ordinance requires that public utilities, buildings, structures or appurtenances thereto, shall be permitted only with approval of City Council. The subject property is vacant and was once the subject of an approved subdivision for the construction of single-family residential dwellings.

The Comprehensive Plan designates this property as medium/high density residential. The adjacent properties range from a Mobile Home Park to commercial and light industrial uses, as well as CSX and Norfolk Southern railroad lines. This part of the City should be developed as a mixed corridor with residential, employment, retail, commercial and recreation destination for residents and travelers along Route 460, I-95 and County Drive.

This is a special use permit application to construct a photovoltaic solar project also known as a "Solar Farm." Photovoltaic (PV) is the method of converting light to electricity. Solar farms utilize a mass of solar panels to capture solar energy and send it to the local electrical grid where it's bought by an electric utility company for distribution. Solar energy is considered to be a clean, renewable and reliable source of power.

RECOMMENDATION: Following a duly advertised public hearing, Council may affirm the Planning Commission recommendation, overturn the Planning Commission recommendation, table for further consideration, or return the item under consideration to the Planning Commission requesting further review. The recommendation of the Planning Commission was to approve the special use permit request with a vote of 7-0.

Michelle Peters, Director of Planning and Community Development, gave a brief overview of the Special Use Permit request for a solar power generation facility.

Glen Zhou, petitioner, gave some information regarding his request for a Special Use Permit.

Ms. Jackson opened the floor for public comment.

Richard Stewart, 129 Rolfe Street, stated that Fort Lee is in the area not too far from where this site is. He asked will this project interfere with the communication towers or anything that is going on at Fort Lee. He also asked will there be run-off waste coming from this project as well.

Mrs. Peters stated that the Planning Commission asked that same questions and that they spoke with representatives from Fort Lee and that they are aware of the project and that they do not have an issue with the solar farm. They are also aware of the location of the farm as well.

Mayor Parham stated that Mr. Stewart's next question spoke about the run-off and the waste form the facility. He asked Mrs. Peters to go into details regarding the waste.

Mrs. Peters stated that the picture that she has up is just picture of what the project will look like once completed. The picture only shows the orientation of the panel. This will be reviewed with the stormwater management in regards to erosion and sediment control to make sure that appropriate requirements are met.

Willie Noise, 1508 Circle Drive, stated that there was some mention of taxes. He stated that he would like to know if there will be taxes generated from this project. He stated that one thing that concerns him is the type of structure it is and the area that it covers. He asked that if a storm or tornado were to happen would the structure be covered. He stated that he would like to know about salary and potential jobs developing from this project.

Mrs. Peters stated that she will have Mr. Richie McKeithen to come up and speak in regards to taxes.

Mr. McKeithen stated that taxes and revenue could be generated but that it depends on the different variable. He stated that leases could be set-up for the actual solar panels. He stated that there are exemptions that the property owner could apply for that would need to be researched through the law department. He stated that you could have a situation where there could be a lease type scenario and that the actual property owners would have the lease with the tenant who actually would actually have the solar panels. He stated that revenue could be raised that way. He stated that they have to see how it is structured once everything is set-up.

Mrs. Peters stated that there are two permanent positions and then there will be positions for the construction that would take place to clear and develop the site. She stated that the project is only 20 acres and that it is not the actual picture that is up. She stated that the petitioner has to get permission from the City first and then enter into agreement with Virginia Dominion Power. She stated that she does not know the number of panels that will be on the site. She stated that council can add a condition and limit a number of panels.

Mr. Zhou stated that it will be about 15-20 solar panels that they will be using depending on the size. He stated that with his project they will not hire so many people. He stated that everyone hired will be local from the City of Petersburg. He stated that they have to hire a lot of men for the job for cleaning the property and doing electrical work as well. He stated that the state has the green generation. He stated that he has talked to Mrs. Peters in working with a local agency to get workers from the City to work for this project.

Ronnie Clarke, 243 Virginia Avenue, stated that he recommends that there needs to be a prerequisite number 12 in regards to having it say that the employees have to be a Petersburg resident. He stated that he did not hear about the citizens that this would effect. He stated that he did not hear anything about incentives for the 500 people that would be affected about this solar panel. He asked why consider this presentation if the citizens will not be getting a discount of any nature from this.

Ron Flock, 1708 Pender Avenue, stated that looking at the map he would like to know what is the path of distribution from the site to Virginia Dominion Power. He asked will power lines be going through or be close to residential areas. He stated that in the past there have been risks associated with high voltage power lines. He stated that he was looking for a better response to the estimated real estate tax that could come from this. He asked whether there is any City proposed tax incentives. He asked that should the site be closed with the removal of the panels does this include all the concrete footers and supports. He stated that he has been in the work of concrete for many years and that it is a lot of work in removing it. He stated that it will make the land useless to the next owner if it is not removed.

Mr. Zhou stated there are two credentials connection points. He stated that there is a waste treatment facility that is right at the corner of the project. He stated that near it there is a pole. He stated that there is another in a lower site. He stated that both sites can be interconnected for power generation. He stated that there are trying to put power on his site. He stated that this project will be there for about 30 to 40 years. He stated that for 20 years Dominion Power will be a purchaser from them. He stated that this is the contract for the power purchase. He stated that there will be a minimum of 35 years and 70% power generation. He stated that right now they are using a big screw to drill into the land. He stated that all the structure will be based on the screw.

Mrs. Peters stated that in talking with Mr. Zhou and that if they had to use the concrete they wanted to make sure that if he started digging to put the panel poles in and they had to use the concrete they wanted to be sure that he was covered. She stated that it would be a part of the process. She stated that if they had to decommission the site it would be the removal of everything. She stated that there are no incentives that the

City offers or the state. She stated that Mr. McKeithen spoke to the land use. She stated that there was an attorney at the training that she went to and they stated that in state law it does exempt machinery and tools and that this is what they call the panels. They are not exempt from the real estate taxes.

Raymond Crockett, 248 Southwood Drive, asked whether this project comes as an LLC Corporation. He asked whether they are putting up performance bonds in case something happens and they walk away. He stated that it is very important to do backgrounds. He asked that with the two jobs are they paying minimum wage or salary.

Leonard Curry, 2014 Woodland Road, stated that he congratulates Mayor Parham. He stated that he is not an expert on solar power but that he looks at this as being something exciting for the City. He stated that this is the chance for the City to do something. He stated that two jobs are not much but solar is brand new. He stated that he does not see that NASA or national parks will put solar panels near people that wouldn't be safe. He stated that he does not think that this man will put solar panels in an area that would not be safe. He stated that the City cannot deny everyone that tries to open a business in the City. He stated that maybe Mr. Zhou business will get bigger and may be other people will follow him.

Ida Edwards, 30 Corling Street, stated that she was not clear on the purpose of the solar system. She stated that they may have stated it but she is not clear on the purpose of it. She stated that she would like to know the benefit of it for the citizens in Petersburg. She asked how this will help the financial situation of the City now. She asked how this will help the City. She asked will this put them in a deeper whole then they have already been. She asked will this affect the property taxes or any taxes of that nature. She stated that she is not familiar with the area and if possible can someone point her in the direction of the area.

Mrs. Peters stated that it is near 95 and near 460 road. She stated that it is near County Drive and Fort Lee and the hospital. She stated that it is near the railroad tracks across from the mobile home. She stated that the City has a small facility near the site.

Ms. Corling asked will the City benefit from this later or will it only affect the 500 people.

Mrs. Peters stated that the 500 number was to let them know the type and amount of homes that could be supplied electricity. She stated that this would be considered commercial development and not residential. It will be taxed as a commercial business. She stated that North Carolina has partnered with a local college where they train people to work with the solar farm. She stated that this project is very small. She stated that they are going to partner with the local colleges in the Petersburg area and surroundings. She stated that Virginia Power has application to have solar farms in the jurisdiction. She stated that this is what's coming down the pipe. She stated that this is going to take some experience in this field.

Michael Edwards, 409 Grove Avenue, stated that he knows that the property owner that he is buying this from is sitting beside him. He stated that he heard Mrs. Peters stated that there is some City property that is adjacent to the area. He stated that he is familiar with the area. He asked whether this development is going to go into City property and if so will the petitioner be negotiating with the City in buying this property.

Mrs. Peters stated that this will not combine with any City property.

Mr. Edwards asked about the increased traffic during construction. He stated that he travels 460 daily. He stated that when you come around that curve the traffic is already heavy. He asked will the developer or the City control the traffic so that it is kept at a minimum.

Mrs. Peters stated that this is no different than any other development. She stated that they have to develop the coordinating activities for the traffic needs of ingress and egress.

Mr. Edwards asked that if this development moves forward are there any sales tax revenue.

Mrs. Peters stated that it is a private sale between a private real estate owner and a private developer. She stated that whatever taxes come to the City will come through that transaction.

Florence Rhue, 1952 South Westchester Drive, stated that her question is in regards to regulatory actions. She stated that she thinks that she heard that the farm is too small to come under regulatory authority of the FCC or any other body. She stated that she did not hear any other body that this would fall under.

Mrs. Peters stated that this is correct. She stated that does not require a permit or DEQ. She stated that it requires review from the locality and then subject to Virginia Dominion Power regulations.

Mrs. Rhue asked that this would be something that the City of Petersburg would be responsible for in regulating the project.

Mrs. Peters stated that no. She stated that the City would have to regulate it like any other land use that comes through the City.

Atiba Muse, 104 South Plains Drive, stated that he does consulting work for the natural resources defense counsel. He stated that he is very excited for the solar in Petersburg. He stated that with being so close to the highway his only question is regarding the reflection that the panels give off. He stated that there may be a moment that may detract the traffic on I-95. He stated that he is pleased that there will be some career and technical education with regards to this project.

Seeing no further hands, Ms. Jackson closed the public hearing.

There was discussion among City Council and staff.

Council Member Cuthbert made a motion to move and continue this at the next regular council meeting and that in the meantime asks the Department of Planning to determine an estimate of the cost of decommissioning the proposed facility and the cost of a performance bond and give that information. The motion was seconded by Council Member Wilson-Smith. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee and Wilson-Smith; Voting No: Hill, Myers, Hart and Parham

Council Member Hill made a motion to approve recommendation of the Planning Commission to approve the special use permit request. The motion was seconded by Council Member Myers. The motion was approved on roll call. On roll call vote, voting yes: Hill, Myers, Hart and Parham; Voting No: Cuthbert, Smith-Lee and Wilson-Smith

17-ORD-1 AN ORDINANCE APPROVING A SPECIAL USE PERMIT HAVE A SOLAR POWER GENERATION FACILITY AT 950 (REAR) WINFIELD ROAD, 2134, 2135 AND 2304 ELLIOTT STREET, T.P. 034-02-0003, 041-04-0001, 041-03-0001 AND 057-01-0001, WITH CONDITIONS.

8. **PUBLIC INFORMATION PERIOD:** The Public Information Period is established by the Rules of Council to hear input from City residents or owners of businesses in the City. It will last for a maximum of 30 minutes. Speakers will be called in the order that they have signed up to speak. If there are ten or fewer speakers, each shall speak for a maximum of 3 minutes. If there are more than ten (10) people desiring to speak, the time allotted to each person may be adjusted or the number of speakers limited to meet the time limitation. A speaker may speak on items **except those that are listed on tonight's Council agenda.** Any matter brought before the attention of the City Council during the public information period will not be acted upon by the City Council at this meeting.

Ellie Fitzell, 2104 Bishop Street, spoke on contacting the police department, the state police and the terrorism hotline. She stated that she received a call from Washington, DC. She stated that she did not recognize the number so she did not answer it. She stated that after that one call she began receiving numerous calls from different numbers that she did not recognize. She stated that she gave a list of numbers to Officer Johnson to investigate. She stated that there were life threatening phone calls. She stated that her brother was involved in getting threatened.

Brandon Martin, 1546 Berkeley Avenue, spoke on the whereabouts of the little green shoebox of miscellaneous papers. He stated that last year Ms. Belton stated that she found the box but he has not heard anything about it since then. He stated that the contents in the box need to be displayed so that people may see it. He stated that he would like to know the status of the revision of the sign ordinance. He also stated that his water bill went up 69% last year and would like to know if anyone else has as well. He stated that the treasurer has yet to show the final numbers on the June 2016 tax sale. He stated that now the City is having another sale for 17 properties this Friday at the train station at 1pm. He stated that this is not mentioned on the City's website. He stated that he only seen it in the Progress-Index. He stated that he would request that the Acting City Manager, the Mayor and the Clerk of Council to review the public information section minutes of each of the 2016 meetings looking for questions asked and never answered. He stated that an example is that it was mentioned about the inspection certificates be posted in the elevators. He stated that the one in City Hall has never been in the elevator for years.

Bruce Richardson, Petersburg resident, stated that there will be a Homebuyers Class on January 14, 2016, at Petersburg Transit Station located at 100 West Washington Street. He stated that the time will be from 10:00am to 4:15pm. He stated that the course is free. He stated that he encourages everyone to attend. He stated that each person that attends the course will receive a certificate that is valid for two years. He stated that certificate of completion will allow them to meet education requirements by many VHDA lenders and US Ruled Development Lenders. He stated that it is paramount that they encourage residents and City employees to look at the great opportunities of the City of Petersburg and surrounding areas and the offers as it relates to home ownership.

Sonja Reiss, 221 High Street, asked City Council if they were blind, deaf and where is their shame. She asked whether they seen the newspaper articles referring to their irresponsibility decisions and horrible money management of the City. She asked have they not heard of the outcry of the citizens asking for accountability and their resignations. She asked them to please listen and respond to the people. She stated that five of them need to leave their positions and that they should go somewhere else. She stated that they need to vote for new council members.

Richard Stewart, 129 Rolfe Street, stated that he would like to commend Mrs. Smith and my accolades to Mr. Cuthbert. He stated that Mr. Cuthbert's father looked out for Pocahontas. He stated that he believes that Mr. Cuthbert will look out for Pocahontas just like his father did. He stated that he is back tonight to speak on the trucks that had been traveling in and around Pocahontas tonight. He stated that there are a total of 25 trucks that have violated the curfew between November 17, 2016 and January 1, 2017. He stated that they stated that they were going to do something about the rocks. He stated that they cannot breathe with the dust that is around and in Pocahontas. He stated to Mr. Cuthbert that something needs to be done.

Willie Noise, 1508 Circle Drive, stated that he would like to speak on the subject of the Rules of Council. He stated that in the past they have been fighting on more time since three minutes is not enough. He stated that he wants to thank everyone that had him in their dreams and prayers. He stated that he wanted to also thank his son that is attending the meeting tonight with him as well. He stated that he is the best son that a person can ever have. He stated that some may remember the jar of jellybeans that he used to tote around. He stated that the jar is the resemblance of the people of Petersburg, the citizens. He stated that he would like City Council to keep in mind that there are people of all professions, complexions, backgrounds and walks of

life. He stated that he would like to see this council with good judgments. He stated to please have an open mind.

Michael Edwards, 409 Grove Avenue, stated that it is great to see Mr. Noise back. He stated that he wants Mr. Noise to now that he had some people praying for him. He stated that 2016 has gone down in the history books as the worst year that the City has had. He stated that last year they all witnessed a lot of trials and tribulations. He stated that they witnessed things that they should not have witnessed. He stated that he does not want to see the three ring circus among City Council that they witnessed last year. He stated that he is tired of turning on the TV, looking on Facebook and reading in the newspapers about the firefighters using inadequate equipment. He stated that there are more police cars in Leete's Tire than at the police department. He stated that the Chief of Fire has now retired and that now there is an Interim Fire Chief. He stated that the interim came on TV and made a comment about the firefighters and the equipment that they use is not a threat to them. He stated that they should think about when who they put in these high positions to make comment like that. He stated that when they hire a Fire Chief to make sure that they have the best interest of the firefighters and not just something to put on a resume. He stated that they must work together if the City is going to pull out the slump that they are in. He stated that the first thing to solve a problem is to realize that they have one.

Samuel Rhue, 1952 South Westchester Drive, stated that he wants to thank the Bobb Group for the work that they are doing. He stated that they need to look at the cash management. He stated that it takes seven days for his check to clear the bank when he pays his water bill. He stated that according to the charter they can have the treasurer to come in and give a report. He stated that they need to know the status of the delinquent reports. He stated that they need to invest in technology for the City as well. He stated that there are serious technology problems in the City. He stated that Petersburg has a problem with not being a healthy place. He stated that he suggest that they look at the health insurance carrier. He stated that it has been like this for 30 years.

Carl Ridley, 15 North Crater Road, stated that it is often said that a City is reflected of its leadership. He stated that in the last year the City has been looked at as a failing City in the region. He stated that for the past five years the City has been spiraling in a downward position into receivership. He stated that it was under City Council's watch that the problems got worse and that there was a water bill fiasco. He stated that a new year is upon everyone and now the citizens demand a new beginning and a new direction. He stated that to the two new council persons they hope that they have an independence of thoughts and integrity. He stated to the Mayor that the local media has put him as the new man in charge but to not forget to shake hands, cut ribbons and kiss babies.

Ron Flock, 1708 Pender Avenue, stated that he would like to express his disappointment with council's decision to have the organizational meeting at noon. He stated that they should do the right thing this year and learn their job and the Rules of Council and learn the charter and learn how to rule over each other. He stated that it's not about just City Council. He stated that he wanted to bring references up about the Rules of Council. He stated that the last meeting last year there were two motions. He stated that one was made by the Mayor and one was seconded by the Mayor. He stated that this is wrong. He stated that they need to read the Rules of Council and know their job.

Barb Rudolph, 1675 Mt. Vernon Street, stated that she is present to say Happy New Year and that she is looking forward to the new team in place and seeing what happens. She stated that she is thinking about making some of their actions speak louder than words. She stated that she recommends that they listen to some of the comments that have been made tonight.

Gloria Brown, 1557 South Sycamore Street, stated that she would to congratulate the new Council Members, Mayor and Vice Mayor. She stated that after 2016 it's brave for any of them to come back and serve. She stated that she has one request for 2017 and moving forward. She stated that she ask all of them to

agree to show the example of cohesiveness, fairness, open-mindedness and understanding. She stated that she hopes that this behavior can be a seed to be a great harvest throughout the City of Petersburg. She stated that this is a new year with new faces and she hopes that everyone has better attitudes. She stated that they all have responsibility to the City. She stated that they all have a responsibility to move the City forward.

Ronnie Clarke, 243 Virginia Avenue, stated that he wanted to speak on the hiring practices of the City. He stated that since 2013 he has been scrambling on the requirements of the applications to apply for the City of Petersburg. He stated that there are some requirements that he brought to them in the past and nothing has been done on it. He stated that he is employing and begging City Council to look at what they have in place. He stated that they cannot take the time out to bring more jobs to this area. He stated that they need to look at the unemployment rate in the City and that it is bad.

9. BUSINESS OR REPORTS FOR/FROM THE MAYOR OR OTHER MEMBERS OF CITY COUNCIL:

- a. Consideration of an appropriation for Capital Improvement Fund

*combined with item 9b.

- b. Consideration of an appropriation to reprogram CDBG funds

Nelsie Birch, Interim Finance Director, stated that she would like to table both items regarding the appropriation for Capital Improvement Fund and the appropriation to reprogram CDBG funds for two weeks. She stated that they are going to go into great detail next Tuesday on the budget regarding this. She stated that she thinks given the discussion next Tuesday there will be a series of changes to the budget that they will present to council in two weeks.

Council Member Myers made a motion to table the two appropriation items. The motion was seconded by Council Member Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Hill, Myers, Smith-Lee, Wilson-Smith, Hart and Parham

- c. Consideration of a lease agreement for property addressed as 835 Commerce Street

BACKGROUND: Previous Lease Agreement has expired and a new agreement is being submitted for approval.

RECOMMENDATION: Recommend Council approve the Salvation Army Lease Agreement for 835 Commerce Street.

Vice Mayor Hart made a motion to approve the Salvation Army Lease Agreement for 835 Commerce Street. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Hill, Myers, Smith-Lee, Wilson-Smith, Hart and Parham; Voting No: Cuthbert

17-ORD-2 AN ORDINANCE APPROVING THE SALVATION ARMY LEASE AGREEMENT FOR 835 COMMERCE STREET.

Council Member Cuthbert stated "I would like to follow-up first off with the comments of Mr. Richard Stewart. He laid it on so thick I didn't have a choice. But I do appreciate his comments and Pocahontas is in fact has always been important to my family and very important to me. I wonder what the City Manager has to say with the truck curfew and the dust problems. I would like to give the City Manager the opportunity to address that and perhaps lead us in the direction towards making the situation better for the people of Pocahontas. Mr. Tyrrell how would you like to proceed? Would you like to answer that now or would you like to come back at the next meeting in January with a recommendation? I turn to you for your thoughts as to how

you would like to move forward addressing this problem.”

Mr. Tyrrell stated “This is something we looked at and we will come back to you in a couple of weeks and update the plan and put a better timeline around it. But this is a project that I thought we had temporarily made some improvements on. I need to check on that.”

Council Member Cuthbert stated “Well that would be fine. If we could put this item on our agenda for our next regular meeting and if the City Manager would give us an update as to the extent of the problem and propose solutions, I would be very grateful. Thank you. Another issue on my mind is graffiti on what used to be Ramada Inn. It’s a building owned by the City. It is an eyesore right at our gateway. And it shouts loud and clear that we have given up hope which is not the case but that’s the message. And I would like again to turn to the Acting City Manager and ask him for his thoughts as to how that graffiti could be addressed. It is on City property. It is a gateway. Could it be painted over? I turn to the City Manager for his response. Thank you.”

Mr. Tyrrell stated “Sorry Council Member I lost the very front part of the conversation.”

Council Member Cuthbert stated “Right at Exit 52 across from Exit 52 is what use to be the Ramada Inn. The building is owned by the City. It is now under some type of option to purchase by Mr. Harrison’s group. There is at the very top I suspect it is on the elevator box at the top of the building there is graffiti that was point on there I think in 2016. And it is unsightly. It would not be a high budget item to paint over it and I would like to see whether that is feasible or not. I don’t mean to ask for something difficult. If it is difficult let’s study to see if we can find a simple solution. But if the City Manager would look into that and report back to us in two weeks I would be grateful for that as well.”

Mr. Tyrrell stated “Certainly I would be happy to do that.”

Mr. Cuthbert stated “A third thing that is on my mind is lapel cameras for our police department. The goodness is we have lapel cameras now. The bad news is they don’t work. I think it’s important for the safety of the public. I think it’s important for the determination of the truth and consequently lapel cameras also protect the police department from unfounded claims. As I see it it’s a win, win situation. I’d like to pass to other members of council an article that appeared in the Progress-Index on August 21st dealing with a purchase of body cameras by the Dinwiddie Police Department. Now their department is much smaller than ours. But they received a 50% grant from the U.S. Department of Justice to be matched by the Board of Supervisors to give all members of the Dinwiddie Police Department lapel cameras. These lapel cameras are sold by Taser. And Taser has a national reputation for lapel cameras. They seem to be the standard issue. The ones the Petersburg Police Department purchased are not Taser cameras. As I understand it the ones with the police department has when we try to download the data from the cameras has problems developed. Let’s put it that way. In contrast with the Taser cameras the information is uploaded to the cloud and bypasses that problem. I don’t know what the cost would be for Petersburg. I don’t know how realistic it would be to obtain a 50% grant for those cameras. And I don’t know whether we can find room in our budget. I realize that we are facing great economic hardship and the last thing we need is another proposed expenditure. On the other hand public safety is at issue and protection of our police department is also at issue. So I am going to distribute copies of these newspaper articles to members of council and again I would ask Mr. Tyrrell to bring back at our next regular meeting. He would report to council the feasibility of using the cameras that we already have and if that’s not feasible than the feasibility of replacing them with something that does work. But the bottom line is that I would like very much for our police department to always be equipped with lapel cameras when they are on their feet. So I am going to distribute these newspaper articles to council so that council will know what I am talking about and ask Mr. Tyrell to report back to us at our next regular meeting. Is this something that you think is feasible Mr. Tyrrell?”

Mr. Tyrrell stated “Certainly, this is an issue that we are familiar with and like so many things we are struggling get priority around financing for all the things that our first responders need, firefighters and ems

included. I would be happy to come back and explain how we think we are going to get the cameras working.”

Council Member Cuthbert stated “That’s great. I appreciate it, and that’s all I have. Thank you very much.”

Council Member Smith-Lee stated “Hello everyone. First of all I would like to congratulate the Mayor Samuel Parham and the Vice Mayor John Hart. This is a token, just a card saying congratulations to you two from council. And I just want to also say that I’m excited about being on council. And I appreciate my ward, Ward 6, for voting and supporting me. So I’m looking forward to working hard and becoming ‘One’, a team, ‘A team to spark the change.’”

Council Member Hill stated “Good evening everyone. I want to start off by congratulating the two new members of council, Councilperson Cuthbert and Councilperson Annette Smith-Lee. We welcome you on and I welcome you on. I want to congratulate my counterpart Vice Mayor Hart and Mayor Sam Parham. Nothing remains the same. So change is good. I am looking forward to this year. It has been a long year. I don’t think any of us knew that it would be this tasking when we first came on. But we are up for the challenge. I look for greater things for Petersburg. I would like to thank the citizens for your comments and concerns and your phone calls and all of the input that you have had in meetings and calling me especially my ward, Ward 2. I thank you for all your comments. Also I would like to maybe direct the City Manager to look into our exits. For some reason our exits, every time we ride by I have stopped a few times to pick up trash. It just seem like people want to dump trash here. If we could look at that with our public works department. Also we’ve talked about the leave removal. There are places where we can drop our leaves off but I’m scared that we are going to have a drainage problem with us not picking up the leaves this year. If the citizens can spread the word, we put up. I know we normally pick up the leaves for the citizens but we’re not doing that this year we have drop off sites. So everybody has to pick up their own leaves. Also you can bag them and put them at the edge of your street so that they will take them up. I’m scared that we are going to have a serious drain problem when things start to freezing and water starts settling. I hope that we can get the streets cleaned. I had on my list also the building off of Exit 52. Maybe we can do something with that like paint it. I don’t know how someone get up there to paint on the building. That will be all thank you. Congratulations to the newly elected councilpersons.”

Council Member Wilson-Smith stated “Good evening to everyone and Happy New Year to you all. Thank you so very much for attending your City Council meeting. I have several items for your hearing. First I would like to also congratulate our new Mayor and Vice Mayor, Mr. Parham and Mr. Hart. The second thing that I would like to discuss is a matter of two resolutions that I have written. I have sent these resolutions to every member of council by way of email and asked for feedback. I only received one. I have discussed these resolutions with the City Attorney. I have made the corrections that we have agreed upon. But since I am not clear on whether you actually read these, what I want to do is give you hard copies and ask that we can vote on them at the next council meeting. And if something needs to be changed I am amenable to changing and editing and doing whatever needs to be done. I can’t do it unless I hear from you. I’m going to pass copies to both of you. These resolutions include a resolution to establish the CCRA. Council already took a vote on this. So we voted unanimously to do this. The next step was to write the resolution. And once it’s approved, Ms. Jackson can start advertising to get citizens to apply. If you can look at it again and get back with me and any changes I will get back with Mr. Preston. The second resolution is that Councilman Brian Moore had submitted a motion some time ago for us to have a Citizenry Auditing Committee. We decided that we would do this but we never acted upon it. We were waiting on the resolution. I have also written that resolution. There are a couple things that I would still like to include in it such as the auditing committee signing waiver forms or confidentiality forms. But please take a look at both resolutions and let me know what you may want to change on it. And I will get the final draft again to Mr. Preston. Another thing is Councilman Cuthbert has asked the City Manager to look into the Pocahontas Island and the things that are going on there with the dust. He was not here to know that I specifically asked the second time Mr. Stewart came to the podium with the ongoing problem I did ask specifically for the City Manager to look into this already. This would be considered the

second request for the City Manager to look into this and come back with a report that we can follow. I wanted to ask can this council have or be a parliamentarian for council."

Mr. Preston asked "Can you repeat your question?"

Council Member Wilson-Smith stated "I think that this council needs a parliamentarian because often times it's very easy to get confused with Robert's Rules of Order. And so if we say we can have one can it be a councilperson."

Mr. Preston stated "If council votes to do that council can do that."

Council Member Wilson-Smith stated "Before I go and do that, a citizen made a remark to me today after our first meeting and they said that no one seconded either of the motions for Mayor and Vice Mayor. Do we have that? I tried to write it down."

Ms. Jackson stated "We do not have to have a second because it is a nomination. When you nominate, which we have done in the past, if one person is nominated and you take the vote on it. And that is how you determine who will be the Mayor and Vice Mayor. It's a nomination. It's not to be a motion to do it and then a second. It can happen but we can do it has a nomination to."

Council Member Wilson-Smith stated "See that's why I really think we need a parliamentarian. And I would like to make a motion that we do have a parliamentarian and that that person be Mrs. Annette Smith-Lee as a parliamentarian for our council. And that's a motion."

Council Member Wilson-Smith made a motion to have Mrs. Annette Smith-Lee as the parliamentarian for City Council.

Council Member Hill stated "Don't we have a City Attorney that would fill in that role? Normally the City Attorney would advise us on any parliamentary procedures. I'm just asking."

Council Member Wilson-Smith stated "Not necessarily so from my understanding. To have a separate parliamentarian, that parliamentarian only focuses on Robert's Rules of Order period. And the City Attorney would still be in his lane and she would be in her lane."

Council Member Hill stated "Okay that's all I wanted to know. Councilwoman Smith-Lee are you aware of this motion?"

Council Member Smith-Lee responded yes.

Council Member Hill stated "What is your background with this?"

Council Member Smith-Lee stated "Parliamentary procedures, Robert's Rules of Order, I am the president of the Alpha Kappa Alpha Sorority Inc. And those are the rules that we use as far as parliamentary procedures."

Council Member Hill stated "And I am also a grand large officer of the Prince Hall Accepted Mason. That doesn't mean that you are skilled on primary procedures. I am not speaking to your ability. But I think all of us are members of organizations and things like that. I don't have any problems with it. I just want to make sure that we are clear on what we are doing. It came out of left field with me."

Council Member Smith-Lee stated "May be I should clarify something. I've gone to several workshops on parliamentary procedures and Robert's Rules of Order."

Council Member Cuthbert stated "I have huge respect for Mrs. Annette Smith-Lee and welcome her input on all matters of parliamentary procedure. But I also welcome the input of all the other City Council and also the City Attorney. I don't think anyone of us necessarily is going to always have the right answer. And I would like all of us to be and feel at ease in chiming in what we think the parliamentary procedure is when an issue arises. I don't see that we need a parliamentarian but I certainly do agree that we need to pay attention to parliamentary issues and do our very best to follow all the Robert's Rules of Order.

The motion made by Council Member Wilson-Smith dies due to a lack of second.

Council Member Myers stated "I would like to say Happy New Year's to everyone. I would like to welcome our new members of council. I am looking forward to work with the two of you. I am very proud to have motioned for Mayor Parham and Vice Mayor John Hart. I look forward to working with you all and the entire council. I appreciate all of your efforts in last year, 2016."

Vice Mayor Hart stated "I just want to say Happy New Year's to everyone. I welcome the new members to council. I also want to congratulate Mayor Parham on his moving into his new role. I just want to thank everyone for all your participation in 2016, whether it was good, bad or indifferent. I ask that you continue to hold me accountable for the things I do and may need to do. So feel free to reach out to me if there are any concerns or comments. I too had the Ramada Hotel issue there. I was looking at it for the prospective of security. If this is under the ownership of the Harris Group I think we need to reach out to them and have them to check into security if not we need to better service that area. There is actually not just on the top but there is some new graffiti on the back side. So we have to really do something with cleaning up that project and making sure that when it's time to get rid of it or somebody wants it. I want to say welcome back Mr. Noise. We really missed you these last couple of months and we are glad that you are okay and more importantly we are glad you are still among us. Finally I would ask the City Manager and the Bobb Group to look into standing committees and come back. As I think there is a need for standing committees with council and the City. There's things that we need to focus on because the more people we have involved in these things there is a less cause for error. Be prepared as these committees come out to look and be a part of it. Some of us have already talked about it. It's great to have participation but it's also great to have some new faces. If you are already on five committees give someone a chance to get on the boards and use their knowledge to be a part. We all grow as we learn new things. I will suggest that we move forward and start looking into standing committees. So let's have a great 2017 and move this City forward."

Mayor Parham stated "Good evening and Happy New Year to all. First of all I want to thank God for the opportunity to be here tonight. And I want to thank him for keeping us through a rough year of 2016. And I deeply believe that our best is yet to come and that he has kept us through some rough times and he is going to keep us in the good times as well and they are yet to come. I want to also welcome Councilman Cuthbert and Councilwoman Lee to our team here. Thank you for your commitment to the City of Petersburg and to stepping up, because it takes a lot to make that big step to run for council. And I appreciate you making that step and sacrifice and wearing out a couple pair of shoes, getting signatures and talking to people. Thank you for your commitment because it will benefit all of us in this room. Secondly, I would like to ask Mr. Tom Tyrrell to look at our process of obtaining a business license and event permits here. We've had issues for too long for people wanting to bring business here in the City. We have to simplify that process and on top of the event permit. We have our 10K coming into town in March and every year since he has been doing this since we brought him in two years ago he always have issues getting his permit for this race. He should get a permit the same day. He shouldn't have to wait until the day of the event to get a permit. We have to simplify and serve the people better here when they bring opportunities our way. Thank you for the councilmen who voted for me to be in this seat right here to chair these meetings. The first I would like to do is change the set-up in the room. We need our directories somewhere in the front of this room. That walking from the back to the front is just not acceptable. We are in a critical time right now in the City of Petersburg. And we need our directors here upfront watching what's going on to help assist and guide us in making decisions to better serve here,

because we don't have all the answers. No one person has all the answers but as a team we can come up with better answers and better opportunities to move the City in the right direction. I also want to create some seating for the press because we need them to be upfront to make sure that they get the stories right and tell an accurate story of the City of Petersburg. Do not give halfway news to the citizens. We want good news and good reports. I look forward to 2017 and I thank each and every one of you for coming out tonight and look forward to working with the Bobb Group and they have a presentation coming up next."

10. CITY MANAGER'S AGENDA:

- a. Robert Bobb Group Financial and Operational Update
- b. City Manager's Report

Mr. Tyrrell gave a summary introducing the financial and operational update.

Mr. Bobb and Ms. Birch went through the PowerPoint presentation with explanation.

There was discussion among City Council and staff.

11. CLERK OF CITY COUNCIL'S AGENDA:

Ms. Jackson stated "In reference to what Nelsie said about the meeting being posted online, it wasn't posted online because we were trying to get in touch with the person that reserves the train station to make sure that it was available before I posted so that everyone can attend the meeting. So we are looking at the 10th at 6:30pm here at the train station on next week. Will all council members be available to attend?"

All council members responded yes.

Ms. Jackson stated "It will be on the website tonight so that everyone will get it and a notice out.

12. CITY ATTORNEY'S AGENDA:

*No items for the City Attorney's Agenda.

13. CLOSED SESSION (IF NECESSARY):

No closed is necessary.

14. ADJOURNMENT:

City Council adjourned at 10:04 p.m.

Clerk of City Council

APPROVED:

Mayor



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: January 12, 2017

TO: The Honorable Mayor and Members of City Council

Through: Tom Tyrrell, Interim City Manager

FROM: Nelsie Birch, Interim Finance Director/Deputy City Manager

RE: **Schedule a Public Hearing on the 2nd Amendment to the Fiscal Year 2017 Operating Budgets**

PURPOSE: To schedule a public hearing, in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the Proposed General Fund.

REASON: Public Hearing is being held in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the proposed budgets of the various operating funds in the amount of \$68.2 million

RECOMMENDATION: Recommend Council hold a public hearing to receive public comment on the proposed FY 17 Operating Budgets.

BACKGROUND: City Manager has recommended an amended operating spending plan of \$68.2 million for the Fiscal Year ending June 30, 2017. The public hearing will allow citizens to comment on the City Manager's recommendations before City Council.

COST TO CITY: N/A

BUDGETED ITEM: Yes

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: January 17, 2017

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: None

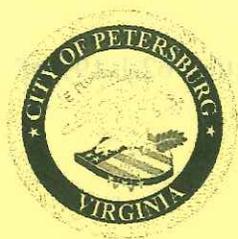
AFFECTED AGENCIES: Finance

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: None

REQUIRED CHANGES TO WORK PROGRAMS: None

ATTACHMENTS: N/A

STAFF: Nelsie Birch, Deputy City Manager



City of Petersburg

9.a

Ordinance, Resolution, and Agenda Request

DATE: January 11, 2017
TO: The Honorable Mayor and Members of City Council
THROUGH: Tom Tyrrell, Interim City Manager
FROM: Nelsie Birch, Interim Finance Director/Deputy City Manager
RE: **Consideration of an appropriation for Capital Improvement Fund**

PURPOSE: To make an appropriation to the Capital Improvement Fund from VRA Bond Fund to the following Departments: Petersburg Public Schools General Government, Public Works, Police, Fire

REASON: Council voted on 11/15/16 to defer currently funded capital projects. This action will reduce the budget authorization appropriation in these categories.

RECOMMENDATION: Recommend City Council approve the attached appropriation for \$4,685,060.21 in the Capital Improvement Fund.

BACKGROUND During the November 15, 2016 regular City Council Meeting, City Council approved to update and amend the descriptions of the 2013 Projects, the 2014 Projects and the 2015 Projects to defer or reduce expenditures on certain projects originally included as part of such Projects and to provide additional funding for other capital needs and related expenses including capitalized interest on the 2013 Bond, 2014 Bond and 2015 Bond, as appropriate, all such project costs to be funded only as permitted under Section 62.1-199 of the Code of Virginia of 1950, as amended. This appropriation designates the funding to the specific capital projects.

COST TO CITY: N/A

BUDGETED ITEM: None

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: January 17, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Finance

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Section 62.1-199 of the Code of Virginia 1950, as amended.

REQUIRED CHANGES TO WORK PROGRAMS: None

ATTACHMENTS: Appropriation

STAFF: Nelsie Birch, Interim Finance Director/Deputy City Manager

**AN ORDINANCE AMENDING THE CAPITAL
IMPROVEMENTS BUDGET, SAID ORDINANCE
MAKING APPROPRIATIONS FOR THE FISCAL
YEAR COMMENCING JULY 1, 2016 AND ENDING
JUNE 30, 2017. THIS AMENDMENT APPROPRIATES
\$4,185,060.21 FOR 2017 CAPITAL IMPROVEMENT VRA CARRY-OVER.**

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2016, in the Capital Improvement Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2017.

Add:

Petersburg Public Schools	\$ 80,570.00
General Government	500,000.00
Public Works	3,461,490.21
Police	500,000.00
Fire	<u>143,000.00</u>

Total Expenses **\$ 4,685,060.21**

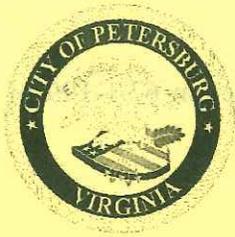
II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2016 and ending June 30, 2017, the following sums for the purposes mentioned:

Add:

Source of Funding:

VRA-2014C	\$ 2,694,370.70
VRA-2015A	1,077,119.51
VRA 2014C-2017	<u>913,570.00</u>

Total Resources **\$ 4,685,060.21**



City of Petersburg

9.a

Ordinance, Resolution, and Agenda Request

DATE: January 11, 2017

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Nelsie Birch, Interim Finance Director/Deputy City Manager

RE: Consideration of an appropriation for Capital Improvement Fund

PURPOSE: To make an appropriation to the Capital Improvement Fund from VRA Bond Fund to the following Departments: Petersburg Public Schools General Government, Public Works, Police, Fire

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RECOMMENDATION: Recommend City Council approve the attached appropriation for \$4,685,060.21 in the Capital Improvement Fund.

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COST TO CITY: N/A

BUDGETED ITEM: None

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: January 17, 2016

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: Finance

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Section 62.1-199 of the Code of Virginia 1950, as amended.

REQUIRED CHANGES TO WORK PROGRAMS: None

ATTACHMENTS: Appropriation

STAFF: Nelsie Birch, Interim Finance Director/Deputy City Manager

**AN ORDINANCE AMENDING THE CAPITAL
IMPROVEMENTS BUDGET, SAID ORDINANCE
MAKING APPROPRIATIONS FOR THE FISCAL
YEAR COMMENCING JULY 1, 2016 AND ENDING
JUNE 30, 2017. THIS AMENDMENT APPROPRIATES
\$4,185,060.21 FOR 2017 CAPITAL IMPROVEMENT VRA CARRY-OVER.**

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2016, in the Capital Improvement Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2017.

Add:

Petersburg Public Schools	\$ 80,570.00
General Government	500,000.00
Public Works	3,461,490.21
Police	500,000.00
Fire	<u>143,000.00</u>

Total Expenses **\$ 4,685,060.21**

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2016 and ending June 30, 2017, the following sums for the purposes mentioned:

Add:

Source of Funding:

VRA-2014C	\$ 2,694,370.70
VRA-2015A	1,077,119.51
VRA 2014C-2017	<u>913,570.00</u>

Total Resources **\$ 4,685,060.21**



City of Petersburg

9.b

Ordinance, Resolution, and Agenda Request

DATE: January 11, 2017

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Michelle B. Peters, Director of Planning & Community Development

RE: **Consideration of CDBG Funds Reprogramming**

PURPOSE: To reprogram and appropriate 2012-2013 Community Development Block Grant (CDBG) funds of \$465,000 previously allocated to Center Hill Mansion and to allocate (1) \$140,000 to 2016-2017 Code Enforcement activities in a service area defined as deteriorated and deteriorating, which is defined as “an area wherein the lack of maintenance, investment, and/or other factors have resulted in an area in which at least 20 percent of the buildings have one or more deficiencies or environmental deficiencies including 1). Extensive minor defects that have collectively resulted in negative effects on the surrounding area; 2). Inadequate or unsafe plumbing, heating, or electrical facilities; 3). Overcrowding; 4). Incompatible uses; 5). Structural failure or deficiencies or dilapidation that have resulted in a blighting influence; 5). Severe environmental deficiencies; 6). Vacancy and 7). other defects which need correction, and which have resulted in a threat to the health, safety and welfare of the public” and to designate this deteriorated and deteriorating area which includes the census tracts of 8101, 8102, 8103, 8104, 8105, 8106, 8107, 8108, 8109 and 8112 and to adopt the above definition of “deteriorated and deteriorating”, (2) \$300,000 to 2016-2017 Neighborhood Sidewalks and (3) \$25,000 to 2016-2017 Main Street Program, and

To reprogram and appropriate 2014-2015 CDBG funds of \$50,000 from Petersburg Redevelopment and Housing Authority (PRHA) Homeownership Program, 2015-2016 CDBG funds of \$29,000 from PRHA Homeownership Program and CDBG funds of \$118,000 from 2016-2017 Pin Oaks redevelopment, all totaling \$197,000, to Sycamore Towers improvements.

REASON: Funds are available from prior years to fund these activities.

RECOMMENDATION: Staff recommends this reprogramming of prior year funds.

BACKGROUND: Provides for the completion of sidewalks in neighborhoods, provide for support of code enforcement to contribute to a revitalization strategy for Petersburg neighborhoods and assist in improvements to Sycamore Towers.

COST TO CITY: None

BUDGETED ITEM: Yes

REVENUE TO CITY: NONE

CITY COUNCIL HEARING DATE: January 17, 2017

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: NA

AFFECTED AGENCIES: Finance

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: NA

REQUIRED CHANGES TO WORK PROGRAMS: NONE

ATTACHMENTS: NONE

STAFF: Planning & Community Development

AN ORDINANCE, AS AMENDED, SAID ORDINANCE
MAKING TRANSFERS FOR THE FISCAL YEAR
COMMENCING JULY 1, 2016, AND ENDING JUNE 30, 2017
IN THE COMMUNITY DEVELOPMENT FUND
IN THE AMOUNT OF \$118,000.

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2016, in the Community Development Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2017.

Previously adopted	\$1,140,163
Transfer To:	
Sycamore Towers	118,000
Transfer From:	
2016-2017 Pin Oaks Redevelopment	118,000
Total Expenses	<u>\$1,140,163</u>



AN ORDINANCE MAKING APPROPRIATIONS IN
THE COMMUNITY DEVELOPMENT BLOCK GRANT
FOR THE FISCAL YEAR COMMENCING ON
JULY 1, 2016, AND ENDING JUNE 30, 2017.

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2016, and ending June 30, 2017, in the Community Development Block Grant are made from the following resources and revenues of the city, for the fiscal year ending June 30, 2017.

Previously adopted	\$ 1,061,163
Carry-Over	
Sycamore Towers	<u>79,000</u>
 Total Expenses	 <u>\$1,140,163</u>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2016 and ending June 30, 2017, the following sums for the purposes mentioned:

Previously adopted	\$1,061,163
Revenue From Other Agencies:	
CDBG Carry-Over	
2014-2015 PRHA Homeownership Program	50,000
2015-2016 PRHA Homeownership Program	<u>29,000</u>
 Total	 <u>\$1,140,163</u>

AN ORDINANCE MAKING APPROPRIATIONS IN
THE COMMUNITY DEVELOPMENT BLOCK GRANT
FOR THE FISCAL YEAR COMMENCING ON
JULY 1, 2016, AND ENDING JUNE 30, 2017.

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2016, and ending June 30, 2017, in the Community Development Block Grant are made from the following resources and revenues of the city, for the fiscal year ending June 30, 2017.

Previously adopted	\$ 596,163
Carry-Over	
Code Enforcement	140,000
Neighborhood Sidewalks	300,000
Main Street Program	<u>25,000</u>
Total Expenses	<u>\$1,061,163</u>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2016 and ending June 30, 2017, the following sums for the purposes mentioned:

Previously adopted	\$ 596,163
Revenue From Other Agencies:	
CDBG Carry-Over	
2012-2013 Center Hill Mansion	<u>465,000</u>
Total	<u>\$1,061,163</u>



City of Petersburg

Ordinance, Resolution, and Agenda Request

13.a

DATE: January 11, 2017

TO: The Honorable Mayor and Members of City Council

THROUGH: Tom Tyrrell, Interim City Manager

FROM: Honorable Kevin A. Brown, City Treasurer

RE: Update on Collection Results from City Treasurer's Office

PURPOSE: Update progress on collection of delinquent revenues for the City of Petersburg

REASON: At the request of City Council the City Treasurer is providing monthly treasurer updates.

RECOMMENDATION: City Treasurer prepare and present a monthly collection of delinquent revenue presentation to City Council.

BACKGROUND: City Treasurer contracted with Propel Financial Services and TACS to assist in the collection of delinquent taxes in November 2015.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: This is a continuous revenue stream of collected delinquent taxes to the City.

CITY COUNCIL HEARING DATE: January 17, 2017

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS: Presentation

STAFF: Honorable Kevin A. Brown, City Treasurer

City Council Meeting
January 17, 2017
Delinquent Collection Results
Honorable Kevin A. Brown
City Treasurer, Petersburg, Virginia



Presentation from TACS

Mr. John A. Rife, Partner

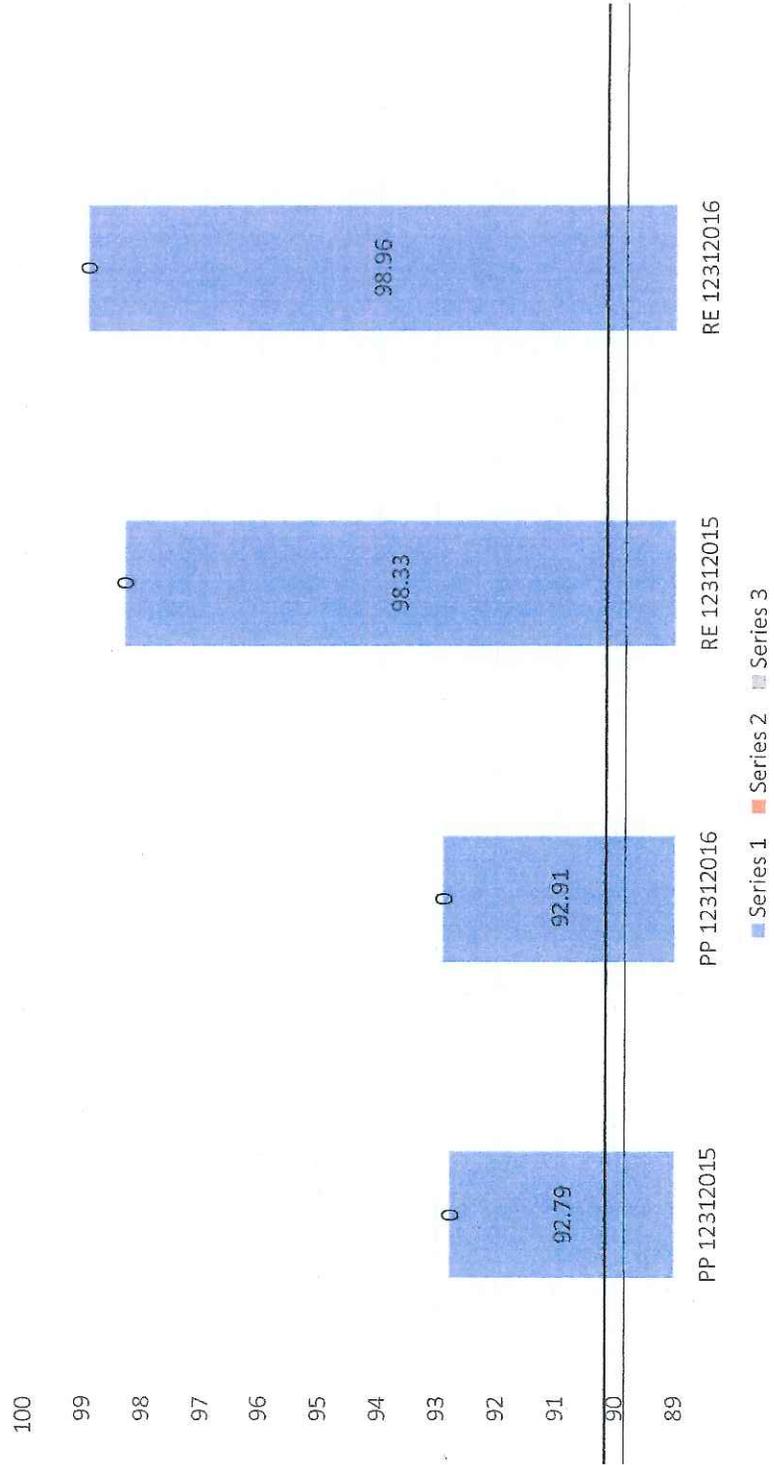


Propel Financial Services refinances delinquent real estate taxes for our customers. This assistance allows our customers to bring their accounts current and avoid additional penalty and interest on their delinquent accounts. Propel has collected \$189,998.76 thru December 31, 2016 for FY17.

Future Collection Activities

- Continued collection efforts from Propel & TACS and SandsAnderson
- Waiting on 2017 Personal Property Tax files. We would like to receive file by Monday, January 23, 2017. We would like to get bills to the Post Office by Friday, January 27, 2017. The bills will have the amounts due for February 28, 2017 and June 9, 2017. All customers must pay the February 28, 2017 on or before the due date, to avoid penalty and interest for the 1st half of the PP2017 bill. Any customer wanting to pay the entire bill and receive their decals, may do so by February 28, 2017.
- Schedule presentations from Propel & Sands Anderson at City Council meetings during next fiscal quarter

Comparable Collection Rates







Happy New Year from the Brown
Family!

City of Petersburg Delinquent Collections

Taxing Authority Consulting Services, PC

John A. Rife, Partner

Jeffrey A. Scharf, Partner

tacs

Overall Portfolio Statistics

Client Portfolio Collection Report

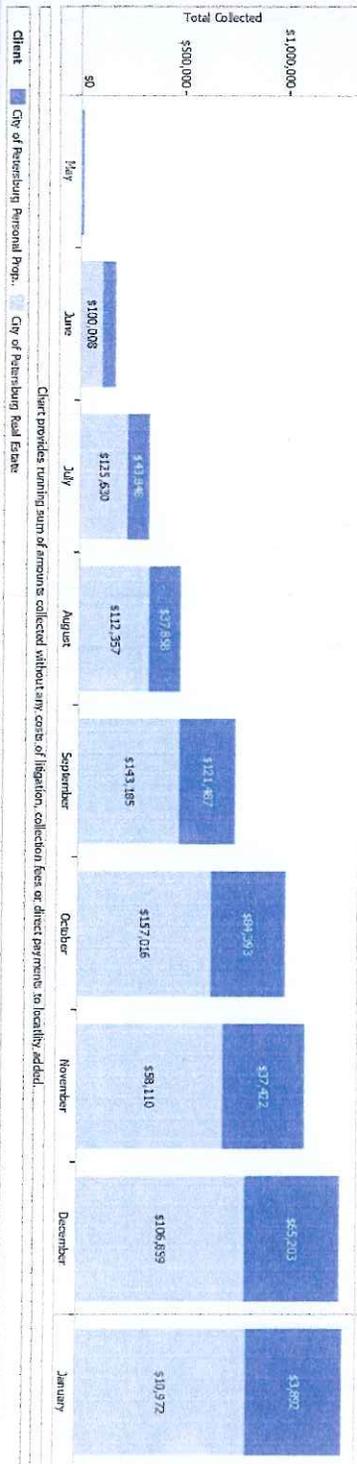


Client	Account Type	Last Assigned Date	Referred Accounts	Amount Referred	Amount Cancelled	Amount Adjusted	Amount Paid	Balance Amount	Active Accounts	Percent Collected
City of Petersburg Personal Property	PPRG-PP	11/28/2016	13,453	\$6,785,695	\$9,969	(\$541,581)	\$565,140	\$5,669,006	12,791	9.07%
City of Petersburg Real Estate	PPRG-RE	11/29/2016	2,667	\$9,372,338	\$153,960	(\$748,584)	\$989,360	\$7,480,433	2,420	11.68%

Sum of Amount Collected

2016

2017



Client

City of Petersburg Personal Prop.

City of Petersburg Real Estate

Client provides running sum of amounts collected without any costs of litigation, collection fees or direct payments to locality added.

Collection Approach

Locate Taxpayers

- 5,072 returned pieces of mail
- 3,240 skiptrace results resulting in new addresses and letters
- Total of 14,325 letters have been mailed

Inform Taxpayers

- Explain tax bill
- Aid in resolving questions on the bill
- Provide contact information for any account dispute
- 10,993 inbound and outbound telephone calls

Assist in Remediating Accounts

- 235 Payment active payment plans
- 63 Paid in full (\$75,108)

Current Status

Letters have been forwarded on all accounts with updated addresses
Liens and Summonses will continue
General District & Circuit Court Filings are imminent
Site Visits on Real Estate Accounts
Meals & Business License Tax

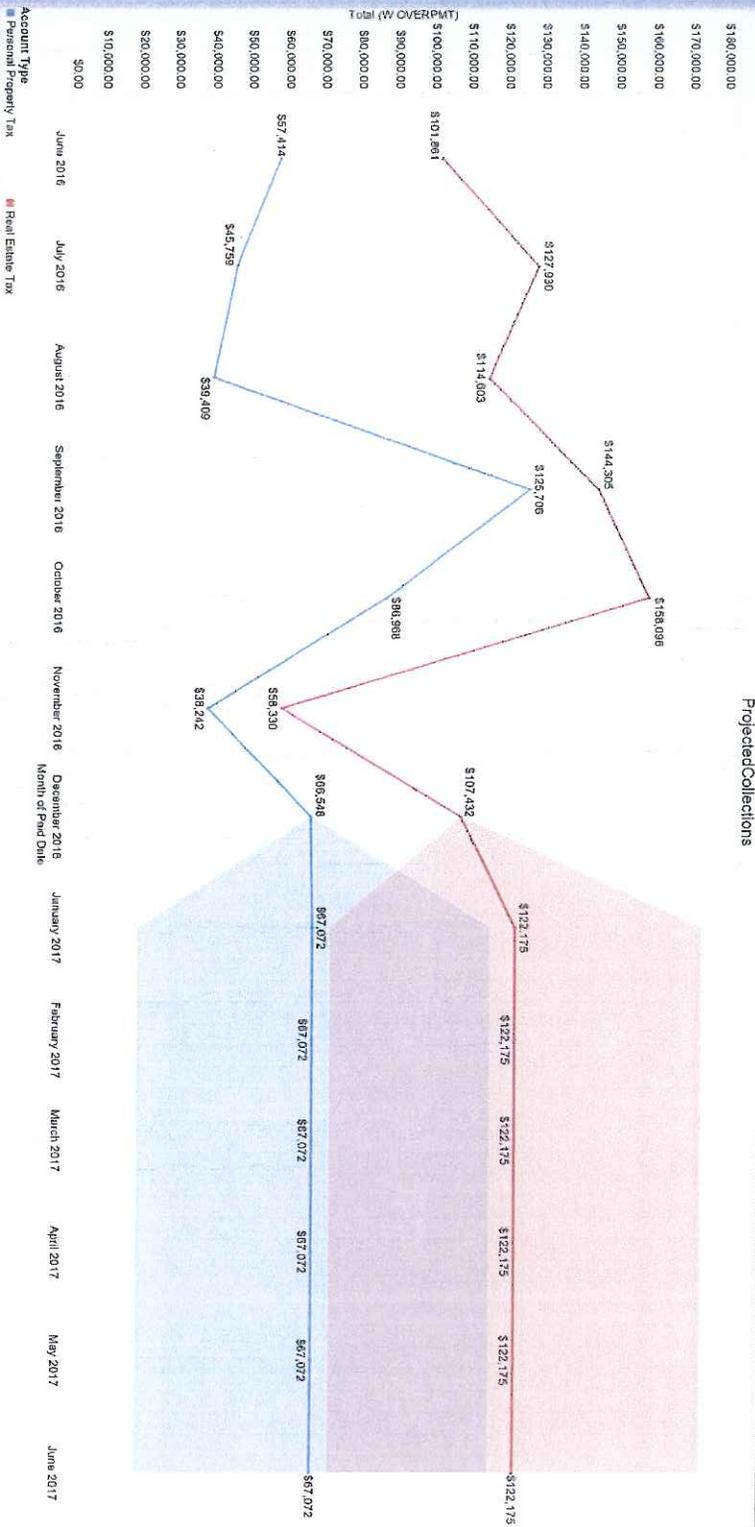
Real Estate Accounts



TACS

Anticipated Recovery

Projected Collections



Benefits of
Collection
Effort

Aid in
bolstering
collections
on accounts

Identify
accounts
that are
improperly
on the tax
rolls

Services
provided at
no cost to
the City

I make a motion to approve the request of contract change of a council appointee, City Attorney.

Responses and Next Steps from the
January 10th Working Group on the
General Fund Budget

Report to Council

The Robert Bobb Group, LLC

January 17, 2017

Agenda

1. Responses to Questions from 1/10/17 Council Working Session
2. Proposed Budget Calendar for FY17 and FY18 Budgets
3. Missed Real Estate Opportunities
4. Key Next Steps: RFP for Forensic Audits for Purchase Cards, Revenue Office, Treasurer Office & Special and Enterprise Funds
5. Plan for Next Council Meeting on February 7, 2017
6. Transparency

Responses to Questions from 1/10/17

Council Working Session

Council Question

RBG Response & Follow Up

- 1 Provide an itemization of real estate parcels in the City. Based on 12/13/16 data from Landis Faulcon, we identified 312 city owned properties with total value (land + building) of \$19.4M.
- 2 Can the City restrict Freedom Center Services to Petersburg residence? The Freedom Center does not restrict services to Petersburg residents. It serves all Virginia residents. If the City of Petersburg decided to solely own and operate the center without the FLITE Foundation or any other agency the City can mandate the criteria for assistance and be restrictive.

- 3 Does the Freedom Support Center duplicate any services that Ft. Lee and McGuire Hospital Provide? Fort Lee and McGuire have representatives to provide services to veterans. **McGuire VA Medical Center:** In order to receive services, you must have served a specific number of days in the military and have a character discharge that is general or honorable. They do not assist with job readiness, onsite hiring, housing, education enrollment, and housing as Freedom Center does. **Fort Lee:** Fort Lee typically offers services to file claims, however they are for persons transitioning from active duty to retiree. FSC assists them due to extensive overload. We do not see duplicating services rather a welcomed addition to help all service men and women in need.

Responses to Questions from 1/10/17

Council Working Session

Council Question

RBG Response & Follow Up

As of December 13, 2016, there were **11,896 active accounts**:

1. There are **1,380 payment plans**.

Review Utility Bills and provide a breakdown for customers whose water was cut of vs. being on a payment plan.

2. There are 1,635 ninety (90) day delinquent accounts that total \$1,197,322.50. This is 14% of the active accounts.

3. According to the Code of Virginia, §15.2-2119, a municipality is unable to disconnect public utilities until sixty (60) days after delinquent fees and charges for water and sewer disposal services are due.

From 10/13/2016 to present there have been approximately **192 accounts cut-off for non-payment**.

Responses to Questions from 1/10/17

Council Working Session

Council Question

RBG Response & Follow Up

Based on 491 employees enrolled in health care plans, HR calculates a total Monthly City cost of **\$319,705.92**. This amount fluctuates based on payroll.

- 5 Analyze Healthcare Costs and Evaluate Lower Cost Alternatives.
- The City belongs to a local choice consortium (for 15 years) which is managed by the state department of human resources that serves to negotiate on behalf of smaller localities. The state negotiated with Blue Cross/Blue Shield Anthem and manages back office and admin costs which is built into the rate. The City has experienced an average annual increase of 6% the last two years and the City renews each year. RBG will explore and evaluate feasibility of lower cost alternatives for FY18.

The plan provides for individual choice. Employees can decide what deductible amount to pay. The plan includes preventive care (annual physical), risk assessment, and going forward in future, the City at its discretion can establish a Wellness Fair and Wellness program/education throughout the year. The City provides 90% of basic plan costs, well above industry standard.

- 6 Should we have Hispanic Liaison in FY18?
- We are reviewing this office as part of the FY18 overall City Organization Review.

Detailed Health Insurance Rates are provided in the Transparency section.

Responses to Questions from 1/10/17

Council Working Session

Council Question

RBG Response & Follow Up

The following data is sourced from the fire record management system and reflects total calls for service and fires during calendar year 2016.

- Engine 2 (Market St.) – 1744 total responses (128 fires)
- Truck 1 (Market St.) – 457 total responses (94 fires)
- Engine 3 (Farmer St.) – 1138 total responses (77 fires)
- Engine 4 (Sycamore St.) – 1446 total responses (91 fires)
- Engine 5 (Johnson Rd.) – 719 total responses (112 fires)
- Fire Medic 3/EMS – 2072 total responses
- Fire Medic 4/EMS – 1076 total responses

7 Review the 4 Fire Stations and provide a breakdown of work hours.

Petersburg Fire mitigated 9,026 unit responses to 6,776 (502 fires) incidents in calendar year 2016.

Fire policy dictates crews remain professionally engaged during business hours, Mon. – Fri. 0800 to 1700 hrs.

Saturday and Sunday: 2 hours training (minimum) each day

“Down time” is considered after 1700 hours during the week and after training on weekends.

Responses to Questions from 1/10/17

Council Working Session

Council Question

RBG Response & Follow Up

8 Limits of Risk Management policies: should they be higher (e.g., Police limits are \$1M)? Excess GL is \$10M and Management Practices Liability (i.e. Public Officials Liability) has a limit of \$5M. Their population is 180,179 and number of employees is 3,531..

We believe these limits should be higher than \$1M not just for Police, but for other high risk areas such as fire and public works. RBG will look at this going forward. For example, in Newport News: GL SIR {Self-Insured Risk} is \$1M, Excess GL is \$10M and Management Practices Liability (i.e. Public Officials Liability) has a limit of \$5M. Their population is 180,179 and number of employees is 3,531..

9 What is the current status of the Perpetual Care Fund?

The Perpetual Care Fund currently has \$1.4M. Since FY15, ~\$525K was transferred from the account to support general fund operations leaving a balance of \$1.4M. Funds were not properly appropriated by Council to support this action. This will be a part of our forensic audit.

10 Vacant Building Registry Update for 1/17/17 Vacant Property Listing includes 200 properties as of 1/17/17.

11 Status Update on the Lockbox?

RBG and the City Treasurer met with SunTrust and the Lockbox payment process will be implemented in approximately 90 days. The City Treasurer will provide a progress report update each month in the interim.

12 What is the status on getting new Fire Trucks?

We are working on getting equipment for Fire Safety (e.g, breathing apparatus) and update during the 2/7/17 Council meeting.

Proposed Budget Calendar for FY17 and FY18 Budgets

ZERO-BASED BUDGET

Department Leaders must build their budgets starting from \$0, account for every dollar, document every service and function provided, and the proposed budget should not exceed more than a 5% increase from the FY 2017 2nd amendment.

PREPARATION FOR MEETING WITH CITY LEADERSHIP

Starting the week of February 13, all departments who have a budget in the City's All Funds budget will be required to meet with City Leadership. Department Leaders will be responsible for the following:

- Explain every dollar you are requesting.
- Explain the service/function your budget allows for AND the level of service you are providing (e.g. this budget provides the City's waste and recycling collection with a once per week pick-up).
- Know every dollar that the City receives that supports your operation and where the revenue is recorded (i.e. the fund and account code).

Proposed Budget Calendar for FY17 and FY18 Budgets

TOPIC	DATE
Special Work Session on the FY 17 budget	January 10, 2017
Distribute Budget Instructions and Guidance	January 17, 2017
Distribute FY 18 Budget Calendar at Council	January 17, 2017
Staff Training on New Budget Building Module	Week of January 23
FY 17 Budget 2nd Amend. Public Hearing Advertised	Jan. 25 and Feb. 1
FY 17 Budget 2nd Amend. Public Hearing/Appropriation	February 7, 2017
FY 18 Proposed Department Operating Budgets Due	February 10, 2017
Capital Budget and CIP Plan Due to CIP Committee	February 10, 2017
Advertise CIP for Planning Commission	February 15, 2017

Proposed Budget Calendar for FY17 and FY18 Budgets

TOPIC	DATE
Departmental Meetings with City Leadership	Feb. 13-March 3
Preliminary FY 18 Real Estate Figures Available	March 1, 2017
Council Work Session with Schools	Week of March 6
Capital Budget and CIP Presented at Planning Commission	March 1, 2017
City Manager Proposed Budget to City Council	March 21, 2017
Council Work Sessions on FY 18 Budget	March 27 – April 7
Set Maximum Tax Rate	TBD
Advertise Public Hearing on FY 18 Budget	April 5 and April 12

Proposed Budget Calendar for FY17 and FY18 Budgets

TOPIC	DATE
Public Hearing on FY 18 Budget	April 11, 2017
Schools Presentation of FY 18 Budget	TBD
City Council submits recommended changes to City Manager (must include the support of 3 additional Council members to be considered)	April 21, 2012
Special Work Session of City Council to discuss changes to the budget	April 25, 2017
City Council Adoption of FY 18 Budget	May 9, 2017
FY 18 Landbook Finalized	June 2017
Appropriation of FY 18 Budget	June 20, 2017
Re-Appropriation of FY 17 Grant/Capital Funding	August 22, 2017

Robert BOBB
April 18th

may 9th
may 10th

Lack of Real Estate Deal Making Process

Our surplus property disposal process is inefficient and results in missed opportunities. Here are 3 examples valued at ~\$4M.

1. Titmus/ Commerce Street (~\$2.4M Missed Opportunity)
 - a. ReMax (the City's real estate broker) will meet with Mission Bay to discuss the possibility of moving forward with the purchase of the Titmus property. The amount for the missed Titmus/Commerce Street opportunity was \$2.4 million.
Background: After 3 presentations to City Council, the deal fell apart due to Lihtec concerns. This group is still interested and returning for follow up meetings with the City.
 - b. Titmus Property B (~\$1.0M Missed Opportunity)
 - a. This was another Titmus Property estimated at a \$1M sale.
 - b. Background: Highly qualified potential Buyers were bottlenecked by the property sale process.
3. 20 W Tabb (~\$670,000 Missed Opportunity)
 - a. The appraisal from 1/7/16 was for \$670,000. ReMax will work on an updated appraisal.
 - b. Background: The City issued an RFP, selected a developer, and the deal never closed.

We plan to propose a new process that has worked in other jurisdictions at the next Council meeting on 2/7/17.

Auction for Surplus Real Estate Assets

We plan to hold an auction during week of February 13th to sell off surplus real estate assets.

1. Real Estate Forum

- a. Based on city data as of 12/16/16, we identified 312 city owned properties with a total land and building value of \$19.4M.
- b. We plan to conduct a Real Estate Forum and report back to you on what is the current status of real estate in the City, and what is available to be sold.

Auction for Surplus Physical Assets

We plan to hold an auction during week of February 13th to sell off surplus physical assets.

1. City Auction

- a. We plan to work with Motleys Asset Disposition Group We have a meeting scheduled for 9 am on Tuesday the 17th with Mark Motley and his team. We need a complete list of city owned properties from the assessors office. Tom, do you have that list, if not I can contact them with the request? We will update you with cost and procedures after the meeting.

We plan to work with City schools to support the sale of their surplus assets to provide them with additional revenue.

Vendor Forum on 1/25/17

We will conduct a Vendor Forum on Jan. 25th and report back to you on 2/7/17. The purpose of our vendor forum will be to brief vendors on the current state of the City's finances, our strategy for how we will pay them, and discuss potential payment plans. The venue is the Petersburg HS auditorium.

Plan for Next Council Meeting on 2/7/17

In our next meeting on 2/7/17, we will propose a 2nd amendment to the FY17 General Fund budget for your approval.

We will submit the FY18 budget recommendations at the second city council meeting in March.

Key Next Steps: RFP being sent out for Forensic Audits for Purchase Cards, Revenue Office, Treasurer Office & Special and Enterprise Funds

City Council Vision Session on 2/18/17

We are requesting Council to schedule a City Council
Visioning Session on February 18, 2017 - Saturday

Transparency

- Health Insurance Rates

Health Insurance Rates

Attached is the healthcare premium chart as of 8/2016 when the FY 2017 rates were created. Included are the monthly overall costs. At the bottom is the annualized amount.

CITY OF PETERSBURG - HEALTH INSURANCE RATES
FY 2016/2017



(1) KEY ADVANTAGE EXPANDED - COMPREHENSIVE DENTAL

# EES	Bi-Weekly Employee Cost	Monthly Employee Cost	Monthly City Cost	Monthly Combined Monthly Total
214	84.50	169.00	529.00	698.00
43	266.00	532.00	32,637.00	1,291.00
27	387.75	775.50	29,956.50	1,885.00
TOTALS	284	79,980.50	175,799.50	

(2) KEY ADVANTAGE EXPANDED - PREVENTIVE DENTAL

# of EES	Bi-Weekly Employee Cost	Monthly Employee Cost	Monthly Employee Cost	Monthly City Cost	Monthly Combined Monthly Total
2	75.56	151.12	302.24	535.88	687.00
0	259.35	518.70	0.00	752.30	1,271.00
1	378.82	757.64	757.64	1,097.36	2,612.64
3			1,059.88	2,169.12	

(3) KEY ADVANTAGE 500 - COMPREHENSIVE DENTAL

# EES	Bi-Weekly Employee Cost	Monthly Employee Cost	Monthly City Cost	Monthly Combined Monthly Total
115	27.50	55.00	529.00	608.35
40	160.50	321.00	759.00	1,080.00
40	233.75	467.50	44,380.00	1,577.00
TOTALS	195	37,865.00	135,575.00	

(4) KEY ADVANTAGE 500 - PREVENTIVE DENTAL

# EES	Bi-Weekly Employee Cost	Monthly Employee Cost	Monthly Employee Cost	Monthly City Cost	Monthly Combined Monthly Total
6	18.56	37.12	222.72	535.88	795.72
1	153.85	307.70	307.70	752.30	1,367.70
2	224.82	449.64	899.28	1,097.36	2,446.28
9			1,429.70	6,162.30	

INS PLANS

# Employees	Monthly EE Cost	Monthly City Cost
1	284	79,980.50
2	3	1,059.88
3	195	37,865.00
4	9	1,429.70
Monthly Totals	491	120,335.08
Annual Total		\$1,444,020.96

Annual Grand Total	\$5,280,492.00
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