



# 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 7, 2020  
Union Train Station  
103 River Street  
6:30 p.m.

## City Manager

Aretha R. Ferrell-Benavides

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1. Roll Call
  2. Prayer
  3. Closed Session
  4. Moment of Silence
  5. Pledge of Allegiance
  6. Determination of the Presence of a Quorum
  7. Proclamations/Recognitions
    - a. Recognition of Petersburg Pawn under the care of DeMario Evans.
  8. Reports/Responses to Previous Public Information Period
  9. Communications/special reports
    - \* Presentation by Senator Elect, Joseph Morrissey
    - a. Treasurer Report – Kenneth Pritchett, City Treasurer
    - b. City Assessor Report – Brian Gordineer, AAS, City Assessor
    - c. City Manager Report – Aretha R. Ferrell-Benavides, City Manager
    - d. District 19 Community Service Board Presentation
  10. Consent Agenda (to include minutes of previous meeting/s):
    - a. Minutes of the Regular City Council Meeting of November 19, 2019 and December 10, 2019.
    - b. Minutes of the Special Called Meeting of December 5, 2019 and the Special Closed Session Meeting of December 5, 2019.

- c. ABC License for Town & Country 3 located at 1908 Boydton Plank Road.
- d. A request for a public hearing to consider an ordinance authorizing the sale of 400 Commerce Street.
- e. A request for a public hearing to consider an ordinance authorizing the sale of 10 N. Jefferson Street and 125 E. Washington Street.
- f. A request to schedule a public hearing to consider an ordinance requesting that the General Assembly approves an amendment to the City's Charter Section 2-7 Councilmen's salaries.
- g. A request to schedule a public hearing to consider an ordinance requesting that the General Assembly approves an amendment to the City's Charter Section 6-8 related to land book duties.

**11. Official Public Hearings:**

- a. A public hearing on an appeal of the Architectural Review Board (ARB) decision for 115 N. Sycamore Street.
- b. A public hearing on the authorization of the acceptance of a donation of real property by Virginia Electric and Power Company and to authorize the City Manager to sign the real estate donation agreement for property located at 1340 East Washington Street.

**12. Public Information Period**

**A public information period, limited in time to 30 minutes, shall be part of an 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 removed from consent agenda**

**13. Business or reports from the Mayor or other Members of City Council**

**14. Items removed from consent agenda**

**15. Unfinished Business**

- a. To appropriate CDBG funds.

**16. New Business**

- a. Consideration of an appropriation for the City of Petersburg Litter Prevention and Recycling Grant.

- b. Resolution regarding quality of City services, discrimination, bullying and workplace violence.
- c. A request for a resolution to refund erroneously assessed real estate taxes.

**17. City Manager's Agenda**

**18. Business or reports from the Clerk**

**19. Business or reports from the City Attorney**

**20. Adjournment**



The regular meeting of the Petersburg City Council was held on Tuesday, November 19, 2019, at the Union Train Station. Mayor Parham called the meeting to order at 6:44p.m.

**1. ROLL CALL:**

Present:

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

Absent: Council Member W. Howard Myers

Present from City Administration:

City Manager Aretha R. Ferrell-Bénavides  
City Attorney Anthony C. Williams  
Clerk of Council Nykesha D. Jackson

**2. PRAYER:**

Mayor Parham stated, "We will ask Elder Gregory McDoe of the Gates of Faith Ministries to open up with our opening prayer."

Elder McDoe led the council meeting in prayer.

**3. CLOSED SESSION:**

\*No items for a closed session.

**4. MOMENT OF SILENCE:**

Mayor Parham led council and the citizens in a moment of silence.

**5. PLEDGE OF ALLEGIANCE:**

Mayor Parham led council and the citizens in the pledge of allegiance.

**6. DETERMINATION OF THE PRESENCE OF A QUORUM:**

A quorum was determined with the presence of all City Council Members except Council Member Myers.

Mayor Parham stated, "Tonight, I would like to take this time to congratulate everyone who participated in the first Petersburg 1,000-pound challenge. I had the pleasure of presenting the ultimate trophy to the team from Southside Regional Medical Center for most pounds lost during the challenge. We had more than 500 people register and overall participation was outstanding. Congratulations also to Maria Evans who won first prize for individual weight loss, 2<sup>nd</sup> place went to Shelia Lassiter, and 3<sup>rd</sup> place to Ann Taylor. The activities winner went to Matthew Crabb with 84 workouts attended. Also, I'd like to mention tonight the African-American history walking tours. They are being conducted by the Petersburg Preservation Task Force as part

\*Audio available upon request.

of the American Celebration 2019 Program. These five walking tours have been developed specifically for learning about African-American history in Petersburg. There are tours scheduled for this Saturday and Sunday. For more information please go to [petersburgpreservationtaskforce.com](http://petersburgpreservationtaskforce.com). Thank you.”

**7. PROCLAMATIONS/RECOGNITIONS/PRESENTATION OF CEREMONIAL PROCLAMATIONS:**

\*No items for this portion of the agenda.

**8. COMMUNICATIONS/SPECIAL REPORTS:**

**\*All reports and PowerPoint presentations:**

[http://petersburgva.gov/DocumentCenter/View/4949/1120\\_2019PetersburgEconomicPlan](http://petersburgva.gov/DocumentCenter/View/4949/1120_2019PetersburgEconomicPlan)

a. Treasurer Report – Kenneth Pritchett, City Treasurer

Kenneth Pritchett, City Treasurer, gave an update on the Treasurer's Office and handed out the October 31, 2019, balances.

Key points:

- CPA could be the person that can teach others how to do the banking and stay caught up and feed the information to the finance department to produce correct CAFR's.
- Reduce real estate bills from four times to two that will give twice the revenue.
- Contract for the billing and mailing services. More efficient and you are able to get them out. There are 250,000 pieces of mail that goes out each year. Mailing service can save the City \$45,000 a year alone for postage.
- All SunTrust monies is operating money.

There was discussion among City Council and staff.

Council Member Hill stated to send all questions and concerns to the Clerk to get to the treasurer.

There was discussion among City Council Members and staff.

Council Member Hill stated, "Mr. Pritchett, those suggestions that you had can you get a copy and put them in our box or just give them to the Clerk when you get a chance. Thank you."

b. City Assessor Report – Brian Gordineer, AAS, City Assessor

\*No report from City Assessor.

c. City Manager Report – Aretha R. Ferrell-Benavides, City Manager

- FY19-20 October Budget Report

Mrs. Benavides stated, "Good evening. You have a copy of my report and I am not going to go through line by line because I know we have a very busy agenda."

Key points:

- Work being done on early childhood building beginning August 29<sup>th</sup>, 2019 and finishing up in December. Contract was awarded to Atlantis Contractor.
- Will provide memo to on the gun back program at the next meeting.
- City needs youth summit and will work with Margo Hardy and Social Services to try and have

\*Audio available upon request.

one.

Darnetta Tyus, Deputy City Manager, gave an update on grass cutting.

Robert Floyd, Budget Director, gave a PowerPoint on FY2019-20 October Budget Report.

d. Presentation by the Virginia State University Urban Agriculture Center

**BACKGROUND:** The City-owned property at 453 Harding Street has been leased by the Virginia State University to serve as the location of the VSU Urban Agriculture Center since 2016. The activities of the Center include indoor agriculture production research and community outreach programs related to agriculture, including urban agriculture education, marketing, entrepreneurship and fresh food distribution.

**RECOMMENDATION:** It is recommended that the Virginia State University Urban Agriculture Center be provided an opportunity on the Agenda to make a presentation to the City Council.

Cynthia Martin, Program Coordinator from Harding Street Urban Agricultural Center gave a presentation and handout on the Virginia State University Urban Agriculture Center.

e. Presentation on the Comprehensive Approach to Eradicate and Prevent Blight in the City of Petersburg: Economic Development

Reggie Tabor, Project Manager of Economic Development, gave a PowerPoint presentation on blight.

Council Member Cuthbert asked the City Manager to have the code officials to attend the December 10, 2019, meeting with an update.

**9. APPROVAL OF CONSENT AGENDA (to include minutes of previous meeting/s)**

- a. Minutes of the Regular City Council Meeting of September 17, 2019 and October 1, 2019.
- b. Minutes of the Special Called Closed Session Meeting of October 1, 2019.
- c. ABC Application for The MOB Wives of Richmond, Inc., located at 3849 S. Crater Road.
- d. ABC Application for Charlotte's Chicken and Waffles located at 719 High Street.
- e. Consideration of a Re-appropriation of funds for the Virginia Resources Authority - \$5,188,949.72 – 1<sup>st</sup> Reading
- f. Consideration of an Appropriation for FY2020 funds of the Facilities Management Capital Improvement Projects – 4392,443.67 – 1<sup>st</sup> Reading
- g. A request to schedule a public hearing to consider approval of amendments to the Enterprise Zone map.
- h. A request to schedule a public hearing for amendment of CDBG 2019-2020 Annual Action Plan.
- i. A request to schedule a public hearing to adopt ordinance the provisions of Section 22 of the City Code to authorize the use of civil penalties with a fee schedule for each offense for violations of the building code (Property Maintenance).

Council Member Hill made a motion to accept the consent agenda with the scheduling of public hearings to December 10, 2019. The motion was seconded by Council Member Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill and Parham; Absent: Myers and Hart

**10. OFFICIAL PUBLIC HEARINGS:**

\*Audio available upon request.

- a. A public hearing on the rezoning request of Roslyn Farm Corporation to rezone the property from A (Agricultural) District to B-2 (General Commercial) District to allow commercial and business development, to include potential medical offices. The property address is 151 rear Wagner Road, T.P. 064-02-0800 parcel B and 301-301A Wagner Road, T.P. 082-01-0001, a portion of parcel A.

**BACKGROUND:** The currently property is zoned Agricultural and the applicant is requesting to rezone the property to B-2 without conditions, this will allow for flexibility in the future uses of the real estate. The front portion of this lot has been rezoned and is currently being developed with retail and office uses. The applicant is proposing to rezone the additional acreage so that they can facilitate commercial development. No specific use has been identified at this time.

**RECOMMENDATION:** The recommendation of the Planning Commission was to approve the request with a vote of 7-0 at their regular meeting held on October 2, 2019.

Michelle Peters, Director of Planning and Community Development, gave a briefing on the rezoning request.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

There was discussion among City Council Members.

Council Member Hill made a motion to approve the rezoning request of Roslyn Farm Corporation to rezone the property from A (Agricultural) District to B-2 (General Commercial) District to allow commercial and business development, to include potential medical offices. The property address is 151 rear Wagner Road, T.P. 064-02-0800 parcel B and 301-301A Wagner Road, T.P. 082-01-0001, a portion of parcel A. The motion was seconded by Council Member Wilson-Smith. There was discussion among City Council. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers and Hill; Absent: Myers and Hart

**19-ORD-55 AN ORDINANCE AMENDING THE ZONING OF 301-301A WAGNER ROAD, A PORTION OF PARCEL A AND 151 REAR WAGNER ROAD, PARCEL B TAX MAP PARCEL NUMBER 064-02800 AND TAX MAP PARCEL 082-010001 FROM "A", AGRICULTURAL TO B-2, GENERAL COMMERCIAL TO ALLOW FOR CERTAIN COMMERCIAL AND BUSINESS DEVELOPMENT TO INCLUDE MEDICAL OFFICES.**

- b. A public hearing on the rezoning request of Equity Plus, LLC to rezone the property from A (Agricultural District) to a PUD (Planned Unit Development) District to allow a residential subdivision of 168 single family dwellings. The property address is 2557 North Stedman Drive, T.P. 036-09-0001. (postponed to December 10, 2019)

**BACKGROUND:** The residential property is zoned Agricultural and must be rezoned to allow the proposed residential development. The rezoning would facilitate the construction of 168 single family residential units for rent on separate lots with the option to buy the houses after a period of ten-years. The applicant will be required to have a preliminary and final subdivision review and approval by the Planning Commission. The developer will seek VHDA tax credits through the Low-Income Housing Tax Credit program (LIHTC). This request was heard before the Planning Commission twice, originally in September and again in October. The developer has made changes to the original proposal to accommodate request made by citizens during both meetings of the Planning Commission.

\*Audio available upon request.

**RECOMMENDATION:** The recommendation of the Planning Commission was to deny the proposed rezoning with a vote of 6-1.

\*This item is postponed until the December 10, 2019, regular City Council Meeting.

11. **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.

Harry Clary, Jr. 1224 Dalewood Avenue, stated, "I spoke to you once and gave you all my card and invited you to come to my house and see how I am being treated differently by code enforcement. I was ordered to dig out my culverts and my next door neighbor does not have to. My next door neighbor has been burning constantly and I am not allowed to burn. My neighbor broke my fence with a mattress twice. The code enforcement lady came by to write me a ticket and when she found out it was not mine she tore it up. I am holding back a lot. I asked you for help. So, a lady back here told me at the last meeting that we were going to straighten this out. I had to call her three days before the next meeting. I said you haven't even called me. Then four hours before the City Council meeting I get a call saying that this particular lady is coming on a certain day about five days later. Then I get a call saying that she cannot make it and that they are sending someone else. Now, here is where I am going to stop. She showed up with another fellow and it was an ambush. She got on the phone and called the lady that I bypassed to talk to you and said what is going on with you and Mr. Clary. Put me right back to the problem that I bypassed to go to you. I stopped the meeting because it got ugly. You do not want to know how embarrassing it got and you do not want me to tell it. I want to request a private meeting now with the City Manager to come and straighten this problem out directly. I still want to say that I still want to be friends with the council and I want to be on your team. I want to be here to help you. I think that the things that you are going over are great. Keep this City great to get people to spend money in Petersburg and live in Petersburg. Get people outside of Petersburg to come here. Bring the Nostalgiafest back. Call me and I will help. I am about solutions. But before I help you, you said liberty and justice for all. Liberty is doing what you want to do without government constraints and it should be even all the way around the board. I am telling you know. They are not even. Now, do I feel kind of funny saying that. Yes, I do. Because there are people in this room where their grandparents and great grandparents were put in box cars. They know what injustice is and they know injustice comes from the ground. And this guy here is asking for what a lot of people ask for hundreds of years. I am on your side and I want to be on your team. Can I make that appointment with the City Manager."

Mayor Parham stated, "Thank you Mr. Clary. We have all that information and we will take care of that okay."

Mr. Clary responded, "Thank you very much."

Marcus Squires, 1701 Monticello Street, stated, "I am here today to talk about crime in this City. My coworker and fellow educator son was murdered just a few days ago in the City. He wasn't even 18 years old. What are we doing to hold people accountable for crimes in this City? No one should have to be put to rest that early in life. People are going around our communities and killing our youth. They are bring crimes, death and disparity to our City. We need to hold these people accountable. His mother's is calling the police officers at the police department looking for answers. No one is responding. She just wants an update. She wants the case solved. She wants the murder of her child brought to justice. What are we doing to ensure that justice is

\*Audio available upon request.

being brought to this family in our community?"

Maketta Wyatt, 501 Hilltop Way, stated, "I have been living here all my life. I currently work at Westview Schools. I have been there for eight years. Since I have left Peabody I have lost 13 kids violently. I lost one to sickle cell but I have lost 13 violently. I did a walk for violence on September 28<sup>th</sup>. I was somewhat disappointed. I had only about 70 people with all the people that I know on Facebook. Two weeks later after September 28<sup>th</sup>, we lost two more young black men. Two more weeks after that we lost two more. Then two Thursdays ago I lost my own, De'Shone, the 17 year old was my godson and my baby that I helped raise. We have got to have some answers. Cause at this point it is hurting. We cannot bring him back and we don't know what to do. We called and his mom was just here. She left because she could not take it. I know that the police are doing what they need to do but somebody need to step in and do something. We need to do more. Just leaving Peabody and losing 13 kids and speaking and the walk of violence and speaking at vigils and speaking at so many things that I have done. But it is getting rough you all. I do not know what we need to do or who we need to bring in to solve these crimes. I know that Treska is going to kill me but I have got to thank you for what you did for my family. I told you I did not have a building for the repass. You tried to get the high and when you could not get the high school you called me and said, 'Ms. Wyatt, how many people do you need to feed?' I gave her 75 and she called me back and said how many more people do you need to feed. I told her 50. Zion and Metropolitan Church fed my family because my cousin was in no shape to do it. We got to come up with an answer you guys. Standing right here is the most hurtful thing that I ever had to do. I have two biological kids and my cousin has five kids and I have helped her raise each and every one of them. When I go to her house they run out the door and come to see me. Now I have four and I am missing one. I don't know what we need to do to take our City back. But it is getting to the point that raising young black men is hard. You want them to be safe but it is not that easy because you don't know where things can be. So, we need some answers. We need some people to come in and help us take our City back. Mr. Hart knows that I worked with him on plenty projects. I am on community service event number 86 and I am trying to get to 100. Last but not least I am getting kids adopted for Christmas and I am putting those parents in the parade. I need you guys to help waive that fee because I am the one that has to pay for the fee for the parade. I am the one that has to pay for the float and all that. So, I need you guys to help me. Thank you."

Richard Stewart, 129 Rolfe Street, stated, "I want to speak about Pocahontas. Pocahontas has become the most popular place in the State of Virginia. I have people coming from Africa, Kuwait and all over. Channel 6 did a special and it is booming. The Governor even sent me a letter and thanked me for what I am doing on the island and other things to add to his accomplishments. What I look at now, is the first thing I would like to thank the police department. They patrol Pocahontas. Pocahontas is one of the safest communities in Petersburg along with historical. We have a tour coming through Pocahontas but there is nobody giving us money. There is \$200,000 for the Jarrett House but nobody given us any. But most of the things that they walk in Pocahontas and look at my property, my land. Most of the history that they are going to tell is my family history. A lot of things everybody is so concerned about in Pocahontas, even money was given to the other foundations. But what about us over there. It is our land and now it has become so important all around the world. They want to ride through our community and walk through our community but there nobody doing anything for us. Thank you."

Bruce Donald, 533 High Street, stated, "I wanted to talk about High Street and the fact that it is a residential neighborhood and not a business district. We currently have a situation where an applicant has applied for an ABC License and this was tried before by an organization called, 'Moe's'. The owner didn't intend for all the crime that we observed to happen but it did occur. When alcohol was permitted at this location we had multiple crimes and aggravated assault, larceny, carjacking and an actual gun fire into one of our owner's home. This applicant will have to expand his customer base in order to increase his business. That is probably why he applied for an ABC License. My question is why should we expect a different result. I would appreciate if this City would at least place limitations on the hours of operation. Thank you."

\*Audio available upon request.

Ron Flock, 1708 Pender Avenue, stated, "Real quick a couple of things. Some of you know that my life has changed drastically this year. And I recently put my house in my name by my own self. I had to transfer my utility billing to be from my wife. I had to pay a \$75 security deposit and I asked that if I sell my house before the ten months is up that I can get that money back. And the ordinance is not written clearly. So, they are just using their own logic to deceive what means. And what they are telling me is that I am not entitled to that money back unless I live their more than 10 months. I think that the ordinance needs to be changed to where it says that if its less than ten months you are in good standing. I think that it is only fair. It is a security deposit and not a fee. Another thing is and I talked with the City Manager that on January 16<sup>th</sup> of this year there was a presentation made to City Council on collection. It stated that you had 25 days after the bill date and then you would be charged a late fee. It was \$1.50 or 5%. But the ordinance being used says 20 days, \$1 and 10%. I kind to have to agree with the City Manager that I don't believe that was given in the presentation . I haven't been able to tell if there was a vote that made it that way. But if you all can take a chance and look at this I would appreciate it. Thank you."

Joseph Rousse, 227 Little Church Street, stated, "My concern is the St. Andrew Street Bridge that was supposedly being worked on last month. Driving through there I have not seen anything or any type of material saying that it was being worked on. The bridge has been down for too long and it is too important in that area for it to be down as long as it is. That is one of my concerns. The other concern is in my area pavement work. I cannot see where they are doing anything as far as helping the community or the streets. My pet is getting that bridge. Somebody please let me know something about that. Thank you."

## **12. BUSINESS OR REPORTS FOR/FROM THE MAYOR OR COUNCIL MEMBERS:**

Council Member Cuthbert stated, "Thank you Mr. Mayor. Mr. Mayor are we going to have a meeting of council to discuss our legislative agenda. And if so, when is that going to be. We are moving on toward the end of November at this point. Typically this is the time of the year when that topic is addressed. Is that correct?"

Mrs. Benavides stated, "Reggie has begun. Would you mind if Reggie gives you that information? We have actually started the request process and it has a timeline. But it also helps if council is willing to do a special meeting where we can go through what has been submitted from staff but to also make sure that the form has gone out to council for the special request that council has. I think that would be valuable for us not during a regular council meeting. But a special meeting to just pull the stuff together that we have. Reggie has the timeline of how we move things depending on how we have things and what is requested."

Mr. Tabor stated, "Thank you very much. December 6<sup>th</sup> is actually the deadline for filing and we would want to adopt the agenda and priorities prior to that date so that we can submit any changes that needs to be filed by that deadline. It would be advantageous if the council could have a special meeting as the City Manager mentioned."

Council Member Cuthbert stated, "That would be great. Thank you Mr. Tabor. We have to hold our special meeting before December 6<sup>th</sup>. And we have Thanksgiving and Thanksgiving Week coming in between now and December 6<sup>th</sup>. It is going to be a bit of a challenge I think. Mr. Mayor do you think that we can do that?"

Mayor Parham stated, "Yes, we can."

There was discussion on dates for the special meeting among City Council and staff.

Mayor Parham stated, "We will get with the clerk and we will get some dates together."

Council Member Cuthbert, "That would be great. And thank you everyone for addressing that all the way around. Let me point out something and go to a different topic. We voted tonight to rezone land from Agricultural to B-2 and I am delighted that we did and I think that was a step in the right direction. But it raises the question in my mind on why have we not rezoned that property to B-2 previously. As long as it was zoned Agricultural it was at a less rate than it's going to be taxed now that we have zoned it B-2. Think of the amount of revenue that we have lost. That may be a unique situation in the City of Petersburg. I doubt it but it is possible. At some point I hope that council addressed that. Certainly we cannot do it tonight and I don't have any specific meeting schedule in mind. But just think about that. We have B-2 potential that we have zoned as Agricultural and so it is being taxed as Agricultural. And we could create some incentives for economic development if we would have rezoned it proactively. I think. Just think about that. Let me go to an issue that Mr. Bruce Donald raised. And that is the hours of operation of Charlotte's Chicken and Waffles at 719 High Street. I looked at this material and was shocked to see that the hours of operation extend to 2am. Is that standard operating procedure? It is adjacent to a residential neighborhood. That seems extreme to me. And I can see how that can contribute to a significant problem on High Street. Mrs. Ferrell-Benavides, can you look into whether there are any options for limiting those hours of operations and letting us know what you find when we meet in December?"

Mrs. Benavides stated, "What I will do is look to see what our other restaurants operating hours are. Because what I want is to make sure that we are consistent with them. I will check but I will also get that information back to council as far as the hours of operation. I will give you an example. Longstreet's Deli is open from 11am to 2am. But it is only on Friday and Saturday."

Council Member Cuthbert stated, "Well maybe we can consider having a rule that limits the hours when a business is adjacent to an area that is zoned R-3. I can see how we can adopt a neutral principle of zoning that would respond to the concern. I think that Longstreet's is in the middle of a B-2 zoned area. It is not up against a R-3 zoned area. Whereas Charlotte Chicken and Waffle is right dab up against an R-3 zoned area. Would you think about that Mrs. Ferrell-Benavides and that when you meet in December share your thoughts on that please?"

Mrs. Ferrell-Benavides stated, "Yes, sir."

Council Member Wilson-Smith stated, "Good evening. For those of you who are still here, since I won't see you during the holidays I do wish you all a wonderful Thanksgiving. A couple of meeting's ago I have made suggestions that the school board and City Council so that we can come to something's and be on the same accord. The last time I mentioned it and Mr. Cuthbert asked about an agenda and we didn't have one on that night. And I still don't have a full agenda tonight. But there is something that I noticed that when the City is closed for holidays, sometimes the school is not closed for those holidays. And it is the most opportune time to take our children to the library. But because it is a City holiday we cannot do that. I think it shows us not working together. Because you cannot take your kids in the daytime whereas they are in school. But when school is closed you most certainly can do that if the library is open. So, we need to take some time and meet and be on the same accord. But don't worry I will not ask tonight without having a full agenda. I would like to also piggyback a little on what Mr. Cuthbert said about our legislative agenda. I think it has been the last three meetings I have asked about citizens coming together to assist up in developing the legislative agenda so that we can have something ready to give them in a more timely fashion. I find it ashamed that here we are almost at the end of November and now we want to talk about the legislative agenda. Items that staff has brought forward and nothing from the citizens at all. It just bothers me. I want to ask about the movies. When we looked at the finances of the City, Harriet did some of the filming here. Where does the money go when people use our locality to shoot a movie? Now there was a motion made some time ago I think in 2013 or 2014 by Mr. Pritchett that said that all monies that we received from movies would go towards tourism. So, where is the money actually going and how much have we got? And if you could come back at the next meeting and ad that within the City Manager's report on where we are getting it and where it is going and how much we have gotten

\*Audio available upon request.

and what line item it is in. I would appreciate it. And where are we on the Wilcox Lake? We talked about. I talked about it at the last meeting. There was money set aside for water bill but the water was turned off. That was supposed to be addressed at the next council meeting but it wasn't. So, is the water still turned off at Wilcox Lake and had it been paid for? But this is something that was brought up at a public meeting. I think that is it for me right now. Thank you so much for coming out."

Council Member Smith-Lee, stated, "Good evening everyone. And like Treska said have a great Thanksgiving. I want to congratulate Petersburg High School football team. They did make it to the playoffs. They played York High School but they didn't win. But just the tenacity just going there doing the best that they could do. So, congratulations for them making the playoffs. And I am concerned about the gun violence and shooting of the young youth here in the City of Petersburg. I know that the police department is doing all that they can. But if we know something we have to say something. Because it is senseless that our babies are just going away from here. So, hopefully we can come up with some type of solution to make it better. Because my great niece lives on that street on Colston. And she is afraid to even come out the house. And the six year old should not be afraid of anything. So, we got to do more for our youth here in the City of Petersburg. We got to have a safe haven for them. We got to come up with something so that they can do something. That is all."

Council Member Hill stated, "Yes, good evening. Thank you all for coming out today. I just got a couple of things. The treasurer gave a report and he said something to the effect that we had a food stadium fund. And I want to know could we after the City Manager talk to the superintendent or whomever we need to talk to move that to a fieldhouse fund so that we can start looking at maybe building a fieldhouse. I do not think that we will be building to many stadiums. If we can make that a line item of the fieldhouse and then maybe if we can do a campaign of getting donors so we can start getting the fieldhouse built. Of course, we didn't know that it was right there for whatever reason. That is one of the things that I would like for us to take a look at as well. We had a very spirited meeting on yesterday with some concerned people. I would call them all residents because they all were not residents of Petersburg. It was concerned people, myself, the chief and his staff along with the City Manager. And Treska Wilson-Smith was there and they were talking about ways that we could try combat the violence. It was just interesting to see the passion that people have for the City with this violence that is going on. But I always say this that if you see something say something. It is kind of hard. We could probably put a police officer on every street and still won't be able to stop certain violence's. Because a person with a gun in their hand with an opportunity would take advantage of that opportunity. We don't know all the things that would go behind that but all we could do is get behind our young kids and pull them aside and mentor them. It takes all of us to get engaged. The City government cannot do it by themselves. The schools cannot do it by themselves and the churches cannot either. But with all of us working together I believe that we can make a difference with all citizens and all that are a part of it. I think with this next agenda maybe we will have somewhere for them to go. Some of these cases are lack for a better term and may be gang related. So, we don't know what is behind it. We just have to be careful on how we label things. We had a town hall meeting a couple of weeks ago in my ward and that was one of the things that we spoke about during that time about the violence and things of that nature. So, if you see something say something. If you see somebody sitting out in front of your house for a long period of time and you know that car has not been in your neighborhood and they are not your neighbors call the nonemergency number. If you cannot get through call 9-1-1. Also, I know we are looking at this Charlotte situation as far as Charlotte Chicken and Waffles. But this is a different owner so I don't want us to label individuals because of something that happened during previous owners. You don't want to be labeled because you brought somebody's property. If something starts to happen in which we don't want to happen then we will go from there. But you have to be very careful about cherry picking on places here in the City. That stop and frisk only happen to black and brown people. So, I am very concerned about us doing that to our business as well. So, with that being said. And then I want to talk about the polls and voting at the polls. I do like a survey and most of my constituents that voted I talked to them after about the one main thing that they had in mind. I talked to a few people at the polls. And to be honest with you all from my constituents we are headed in the right direction. But a lot of things that they are concerned with are streets and lights. We have light polls but there are no lights up. Those were the two major items that rose

\*Audio available upon request.

to the top and not even the water issue. The next thing was recreation for kids. Those were the things that kind of rose to the top in my ward. So, for that I thank you all for your time and have a great holiday."

Vice Mayor Hart stated, "Good evening everyone. I would like for you all to enjoy your holiday next week. Remember that I am only a plate away so just let me know. Just enjoy yourselves and spend time with family and friends. Always get out and enjoy Petersburg. Thank you."

Mayor Parham stated, "Next, I would like to welcome our clerk back tonight from maternity leave. We are so happy to have you back. And much congratulations to her. And next week you get to spend a little bit more time with the baby for Thanksgiving. I know it is rough hanging out with us tonight but I know he is in good hands. I would just like to thank everyone that came out this past weekend for the ribbon cutting for Burnette's Bakery. We had a great showing there. As Reggie said this is our fifth straight year of sold business growth. And despite our challenges, people are still coming to Petersburg. The City is growing along with our business community who are thrilled to be in Petersburg. I would like to thank Tara Anderson and chief for putting together that Veteran's Day Ceremony at the Freedom Support Center. It was a great ceremony and the chief spoke. Our chief has been very busy and we both had our challenges with the shootings that we have had in the last few weeks. But the chief is always active in the community and we thank him for always being there. And whenever we call he shows up along with Deputy Chief Christian. We got together with Bishop Gay of Higher Way Ministries and had a forum during church service. Which is something that I hope that other churches will fall suit with that. We have to start thinking outside the box and get in front of our citizens and where they are at. And not expect them to come to the meeting and use that stage which is our churches, which has been the backbone of our communities for many years. We have to do this thing starting in churches and out of the community and build a relationship with our citizens with the police to trust one another and do what's right and bring people that is doing wrong justice. And we will keep whenever they ask we are going to show up. Bishop Gay appreciated the chief and deputy chief. We had the superintendent on the committee with me along with Council Member Myers. We had Senator Elect Joe Morrissey there along with Sheriff Crawford was on that committee. We had a chance to really talk to the young people there at the church and address some of their fears and get to know some of their challenges. It is a great start and we have to keep pushing on. Council Member Hill and Councilwoman Wilson-Smith had a forum at a church last night. And I just want everyone to know that council hears the cries and we will be abreast of what is going on and whenever you call we are there. We are here to serve you and we have not forgot you out there."

Council Member Hill stated, "I wanted to thank everybody that was at the retreat in Fort Lee. It was very good. We had a great time and very informative. I think we learned a lot about each other. I think we had some measurables with ourselves and it brought us closer as a council. We may not always agree on everything but I think it was well over due and much needed for those who of us who could make it and stay around as long as we could. So, I want to thank the City Manager and her team for putting it together and the council members. That was something that I had done and I forgot. Thank you Mr. Mayor."

**13. ITEMS REMOVED FROM CONSENT AGENDA:**

\*There are no items for this portion of the agenda.

**14. UNFINISHED BUSINESS:**

\*There are no items for this portion of the agenda.

**15. STANDING COMMITTEE REPORTS:**

No items for this portion of the agenda.

\*Audio available upon request.

**16. NEW BUSINESS:**

- a. Consideration of approval of a Memorandum of Understanding with the Appomattox Regional Governor's School.

**BACKGROUND:** The city has always performed lawn mowing and snow removal services for the school; however, a new agreement is required to be executed each fiscal year. This is the annual request.

**RECOMMENDATION:** Recommend City Council to approve the City Administration to enter into an agreement with the Appomattox Regional Governor's School.

Council Member Hill made a motion to approve the City Administration to enter into an agreement with the Appomattox Regional Governor's School. The motion was seconded by Council Member Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill, Hart and Parham; Absent: Myers

- b. Revised resolution adopting the Rules of Council concerning elimination of Council standing committee system and clarification of addition of items to agenda.

**BACKGROUND:** These revisions were prepared at the direction of City Council as a result of discussions at their Retreat on October 28, 2019.

**RECOMMENDATION:** Requested by City Council.

Council Member Cuthbert made a motion to adopt the resolution adopting the Rules of Council approved changes as proposed. The motion was seconded by Council Member Wilson-Smith.

Mayor Parham opened the floor for public comments.

Ron Flock, 1708 Pender Avenue, stated, "I was just by chance looking at all those recently about the committees and the need to have a monthly meeting and minutes. And none of that has been done. I have not seen these changes that you are reporting to make. It would be nice to know what they are before you and vote on them. You are just eliminating them all together of the standing committees? Are we going to get anything back from the ones that we have had to date?"

Mr. Williams gave a briefing on the changes of the Rules of Council.

Seeing no further hands, Mayor Parham closed the public comments.

The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill, Hart and Parham; Absent: Myers

**19-R-57 A RESOLUTION ADOPTING THE RULES OF COUNCIL WITH APPROVED CHANGES.**

- c. Resolution to preclude ex-parte communications by Members of Council on matters pending or future pending formal action.

**BACKGROUND:** This resolution was prepared at the direction of City Council as a result of discussions at their Retreat on October 28, 2019.

**RECOMMENDATION:** Requested by City Council.

\*Audio available upon request.

Mr. Williams gave a briefing on the preclude of ex-parte communication by Council Members on matters pending or future pending formal action.

Council Member Cuthbert stated, "I think that this a bad idea and I am not going to support it Mr. Mayor."

Council Member Hill made a motion to approve the proposal resolution to preclude ex-parte members of council.

Motion dies due to lack of second.

There was discussion among City Council Members.

Council Member Wilson-Smith made a motion to table until they each have a discussion with the attorney to be sure that it is reading like it is that they decided to do. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill, Hart and Parham; Absent: Myers

- d. A request authorizing the City Manager to advertise a Request for Proposals (RFP) for the development of the city-owned property at 1237 Halifax Street, the former A.P. Hill Community Center.

**BACKGROUND:** The City of Petersburg owns the property at 1237 Halifax Street, which was formerly used as a Community Center. The Center was closed in 2012 due to disrepair of the building and the inability of the city to make the necessary repairs.

Parcel ID	Premise	Street
045-240013	1237	Halifax Street

Since the vacation of the building, the condition of the building has deteriorated and cost estimates to make the building habitable total more than \$500,000. In addition, operational funding would need to be identified.

The City has received inquiries and a proposal to lease or establish an agreement to manage the building. In accordance with City purchasing procedures, a RFP would allow the City to request and evaluate additional proposals to develop the building. The proposals received would be evaluated and a recommendation would be presented to the City Council for consideration.

**RECOMMENDATION:** It is recommended that the City Council authorizes the City Manager to develop and advertise a RFP for the development of the property at 1237 Halifax Street.

Mrs. Benavides gave a briefing of the information regarding 1237 Halifax Street.

Vice Mayor Hart made a motion to authorize the City Manager to develop and advertise a RFP for the development of the property at 1237 Halifax Street. The motion was seconded by Council Member Smith-Lee.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

\*Audio available upon request.

The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Smith-Lee, Hill, Hart and Parham; Absent: Myers

**19-R-58 A RESOLUTION AUTHORIZING THE CITY MANAGER TO ADVERTISE A REQUEST FOR PROPOSALS (RFP) FOR THE DEVELOPMENT OF THE CITY-OWNED PROPERTY AT 1237 HALIFAX STREET, THE FORMER A.P. HILL COMMUNITY CENTER.**

- e. A request to authorize the City Manager to serve as legal counsel for the City of Petersburg Economic Development Authority.

**BACKGROUND:** Following an affirmative vote taken by the City of Petersburg Economic Development Authority (EDA), the Chair of the Authority submitted correspondence requesting that the City Council authorize the City Attorney to serve as legal counsel for the Authority meeting.

In the correspondence, the Chair stated that exceptional legal services had been provided by Mr. Ronald Wesley, however during their meeting, Mr. Wesley indicated he is planning to reduce his workload and discontinue service as legal counsel for the EDA.

According to the Chair, this request also follows concern by the Authority for the expense of legal counsel without a source of revenue to pay the expenditure. While the Authority endeavors to sell and cause the development of properties deeded to the EDA, revenue from the sale of the properties may be months or years in the future and beyond the obligation to pay for legal services.

In the by-laws of the Authority, Section 6.3 City Staff. States that "Manager of the Office of Economic Development for the City of Petersburg shall be ex-officio staff of the Authority and shall report directly to the Chairman. The Authority may delegate administrative duties to the supporting staffs, including specifically use of the Treasurer of the City of Petersburg as fiscal agent of the Authority, and may use administrative personnel in the City of Petersburg for administrative and legal support."

The City Attorney in the City of Colonial Heights also serves as EDA Counsel, in the City of Hopewell, the City Attorney serves as counsel to the EDA, however outside counsel is used for complex matters, and similarly, in Prince George County, the County Attorney serves as counsel to the Industrial Development Authority, however outside bond counsel and counsel on specific or complex issues is used. The City Attorney in the City of Portsmouth also serves as counsel to the EDA.

Preliminary conversations with the City of Petersburg City Attorney suggest that he would be able to provide the requested services, at no additional cost to the City or the Authority, however, approval from the City Council is required.

**RECOMMENDATION:** It is recommended that the City Council considers adoption of a Resolution approving and authorizing the City Attorney to serve as legal counsel for the City of Petersburg Economic Development Authority.

There was discussion among Council and staff.

Council Member Cuthbert made a motion to adopt the authorization that has been presented to council to authorize the City Attorney to serve as legal counsel to EDA. The motion was seconded by Vice Mayor Hart.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

\*Audio available upon request.

The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill, Hart and Parham; Absent: Myers

**19-R-59 A RESOLUTION AUTHORIZING THE CITY ATTORNEY TO SERVE AS LEGAL COUNSEL FOR THE CITY OF PETERSBURG ECONOMIC DEVELOPMENT AUTHORITY.**

**17. REPORTS/RESPONSES TO PREVIOUS PUBLIC INFORMATION PERIOD:**

Folakemi Osoba, Public Information Officer, read comments and responses from previous public information at the October 15, 2019, regular council meeting.

1. What is the City doing with Peabody? *Currently, there are no definitive plans as to the future use of Peabody School.*
2. Are there surveys being done for projects in neighborhoods?  
*There is currently a full survey available pertaining to the City as a whole. This was mentioned before by Mrs. Peters. It is for the review and potential update of the City's Comprehensive Plan. So, that survey is available online and also available in the back of the room. But the City would need more information on what specific project to determine if that project was completed.*

Mrs. Osoba stated, "The third one is not a question but there was a concern presented about the Wagner Road route with Petersburg Area Transit. I did get this concern to the transit personnel. It was about the stop at the Social Security Office. They said that they would review the stops on that route and get back with me on more information."

**18. CITY MANAGER'S AGENDA**

Mrs. Benavides stated, "Just a reminder to council and the community that on next week on Wednesday the City is only open for half a day and closed on Thursday and Friday of next week for Thanksgiving. Just a reminder for the community. Thank you."

**19. BUSINESS OR REPORTS FROM CLERK:**

Ms. Jackson stated, "The only thing I have is that it feels good to be back. I gave birth to a 6lb 13oz baby boy whose name is Bless Seven Ray Lucas. He is now 12 lbs. and I enjoyed my almost two months off with him. I will enjoy is first Thanksgiving and Christmas with him."

**20. BUSINESS OR REPORTS FROM THE CITY ATTORNEY:**

Mr. Williams stated, "I would like to wish the Deputy City Manager Darnetta Tyus a Happy Birthday."

Mayor Parham stated, "And also I would like to wish Council Member Cuthbert a Happy Birthday."

**21. ADJOURNMENT:**

City Council adjourned at 9:21p.m.

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Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

DRAFT



The regular meeting of the Petersburg City Council was held on Tuesday, December 10, 2019, 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 Annette Smith-Lee  
Council Member Treska Wilson-Smith  
Council Member W. Howard Myers  
Council Member Darrin Hill  
Vice Mayor John A. Hart, Sr.  
Mayor Samuel Parham

**DRAFT**

Absent: None

Present from City Administration:

City Manager Aretha R. Ferrell-Benavides  
City Attorney Anthony C. Williams  
Clerk of Council Nykesha D. Jackson

**2. PRAYER:**

Mayor Parham stated, "Council Member Darrin Hill will lead us in our opening prayer."

Council Member Hill led the council meeting in prayer.

**3. CLOSED SESSION:**

\*No items for a closed session.

**4. MOMENT OF SILENCE:**

Mayor Parham led council and the citizens in a moment of silence.

**5. PLEDGE OF ALLEGIANCE:**

Mayor Parham led council and the citizens in the pledge of allegiance.

**6. DETERMINATION OF THE PRESENCE OF A QUORUM:**

A quorum was determined with the presence of all City Council Members.

**7. PROCLAMATIONS/RECOGNITIONS/PRESENTATION OF CEREMONIAL PROCLAMATIONS:**

Mayor Parham presented certificates of recognition to Crimson Tide "Burg Boyz" Football Team.

**8. REPORTS/RESPONSES TO PREVIOUS PUBLIC INFORMATION PERIOD:**

Folakemi Osoba, Public Information Officer, read comments and responses from previous public information at the November 19, 2019, regular council meeting.

\*Audio available upon request.

1. What is the status of St. Andrews Bridge? **Construction plans and specifications have been finalized by Timmons Group. Construction plans & specifications have been sent to purchasing for use in preparation of the Bid Package. Public Works staff will meet with purchasing to review the project and address questions within the next two weeks.**

9. **COMMUNICATIONS/SPECIAL REPORTS:**

**\*All reports and PowerPoint presentations:**

- [http://petersburgva.gov/DocumentCenter/View/4969/20191210\\_Council-Assessor-Report](http://petersburgva.gov/DocumentCenter/View/4969/20191210_Council-Assessor-Report) - City Assessor
- <http://petersburgva.gov/DocumentCenter/View/4970/Petersburg-Council-121019-Presentation> - CAFR Report
- [http://petersburgva.gov/DocumentCenter/View/4968/1210\\_2019ProposedEnterpriseZoneAmendment](http://petersburgva.gov/DocumentCenter/View/4968/1210_2019ProposedEnterpriseZoneAmendment) - Enterprise Zone
- [http://petersburgva.gov/DocumentCenter/View/4971/Utility-Collections\\_FY2020-Oct-Nov2019](http://petersburgva.gov/DocumentCenter/View/4971/Utility-Collections_FY2020-Oct-Nov2019) - Utility Collections

- a. Treasurer Report – Kenneth Pritchett, City Treasurer

\*No report for the Treasurer's Report

- b. City Assessor Report – Brian Gordineer, AAS, City Assessor

Key points:

- Assessments are currently being done now and finalizing the work in December.
- They will be sending reassessment change notices on January 28<sup>th</sup>.
- Website has information on the assessments and appeal forms are online as well.

- c. City Manager Report – Aretha R. Ferrell-Benavides, City Manager

Mrs. Benavides stated, "Mayor a copy of my report is in the packet and if you have any questions, I do have some special updates that we would like to provide at this time. I would start with Mr. Lyons on the Jarratt House and the Southside Depot first."

Mr. Lyons gave an update on Jarratt House and Southside Depot.

Key points:

- The bid was extended to 12/12 for Jarratt House.
- Bid for Southside Depot was closed on 11/26 and there were no proposals received.
- Procurement is looking to go out for solicitation next week and the project manager will be hitting the streets with this information.

There was discussion among City Council and staff.

Patrice Elliot, Finance Director, and Paul Mullins, gave an update on Billing and Collections.

Key points:

- They are processing the October payments now.
- They billed out sewer and commercial accounts at \$502,805 and collected \$502,466 with a

\*Audio available upon request.

99.93% rate of collection.

- Water & sewer on industrial accounts \$66,655 was billed and \$25,847 was collected with a collection rate of 37.78%
- Water & sewer on residential accounts, \$1,408,283 was billed out and \$715,067 was collected with a collection rate of 50.77%.
- The overall rate was 53.05%.
- They are still doing the numbers for November and they will get the information out as soon as possible.

There was discussion among City Council and staff.

Council Member Wilson-Smith stated that she would like for them to look into where they are billing at. She stated that there could be bills sent to people that are deceased or not living at the homes anymore.

There was discussion among City Council and staff.

d. Presentation by Waukeshaw Development, Inc.

**BACKGROUND:** Waukeshaw Development is leading revitalization and rehabilitation efforts throughout southside Virginia and continues to advance unique projects around the state and in North Carolina. Current adaptive reuse and historic tax credit developments, in varying project stages, comprise more than 500,000 square feet and reflect a value of more than \$90 Million.

Waukeshaw was a first-mover in the Tri-Cities area of Virginia, in 2006 breaking ground on the first market-rate multi-family project in Petersburg, VA — a town in which at the time, traditional developers saw no potential. A combination of conventional bank financing and state and federal historic tax credits brought the \$26M project to life, yielding 220 apartments in what is now known as the Mayton Transfer Lofts. The success of that project opened the doors to further development, and Petersburg now boasts more than 1,000 new residential units downtown.

Waukeshaw seeks out interesting, game-changing projects in challenging locales, often working closely with municipalities to further their economic development efforts. To achieve these goals, Waukeshaw attracts traditional bank financing, seeks grants and other incentives, and works with a practiced team of architects, CPAs, and legal and historic consultants to syndicate state and federal historic tax credits.

**RECOMMENDATION:** It is recommended that the Waukeshaw Development, Inc. be provided an opportunity on the Agenda to make a presentation to the City Council.

Zoey York, Project Manager of Waukeshaw, gave a presentation on Waukeshaw Development, Inc.

Key points:

- They have been working on the Wayfinding Signage with getting logos on I-95.
- Signage is up locally with Demolition Coffee, Saucey's and Trapezium Brewery.
- Signs will go up on the highway in January or February 2019.
- They can do a site walk in which it is recommended to do it with Economic Development, Planning Department and Right-of-Way.
- They will be looking at the right-of-way permitting fee schedule. It cost \$390 to put up three signs through this process.
- Give thanks to Mr. Tabor, Ms. Sangregorio, Mrs. Robinson and Ms. Tirado in the City of Petersburg.
- They are working with Mr. Tabor and Mr. Mullins on the gateway entry in the City.

\*Audio available upon request.

- e. CAFR Update

David Myers gave a PowerPoint presentation on the CAFR

There was discussion among City Council and staff.

**10. APPROVAL OF CONSENT AGENDA (to include minutes of previous meeting/s)**

- a. Minutes of the Regular City Council Meeting of October 15, 2019
- b. Minutes of the Special Called Closed Session Meeting of November 12, 2019 and November 19, 2019
- c. Minutes of the City council Retreat of October 27, 2019 – October 28, 2019.
- d. A request to schedule a public hearing on an appeal of the Architectural Review Board (ARB) decision for 115 N. Sycamore Street.
- e. To appropriate CDBGG funds. (1<sup>st</sup> Reading)

Council Member Myers made a motion to accept the consent agenda with the scheduling of a public hearings to January 7, 2020. The motion was seconded by Council Member Hill. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, Hart, and Parham

**11. OFFICIAL PUBLIC HEARINGS:**

- a. A public hearing to consider approval of amendments to the Enterprise Zone Map.

**BACKGROUND:** The City has an established Enterprise Zone. The purpose of the Zone is to incentives development with the targeted area through state and local incentives. The current size of the Enterprise Zone is based on the allowed 7% of the locality's land area, and totals 922 acres. The maximum acreage for the Petersburg Zone is more than 1000 acres. The new boundary will include commercial and industrial areas that can benefit from associated zone incentives.

In accordance with applicable legal requirements, a public hearing is required prior to approving and authorizing the amendment of Enterprise Zone Boundaries.

**RECOMMENDATION:** It is recommended that the City Council schedules a public hearing on December 10, 2019 and subsequently considers adoption of amendments to the Enterprise Zone Map in accordance with applicable legal requirements.

Reginald Tabor, Project Manager of Economic Development, gave a briefing on the amendments to the Enterprise Zone Map in accordance with applicable legal requirements.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

There was discussion among City Council Members.

Council Member Hill made a motion to approve the amendments to the Enterprise Zone Map in accordance with applicable legal requirements. The motion was seconded by Council Member Smith-Lee. There was discussion among City Council. The motion was approved on roll call. On roll call vote, voting yes:

\*Audio available upon request.

Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, Hart and Parham

**19-R-61 A RESOLUTION APPROVING AMENDMENTS TO THE ENTERPRISE ZONE MAP IN ACCORDANCE WITH APPLICABLE LEGAL REQUIREMENTS.**

- b. A public hearing for amendment of CDBG 2019-2020 Annual Action Plan.

**BACKGROUND:** An amendment to the Annual Action Plan is required because City Council made a motion and approved funding for the Downtown Churches United Hope Center in the amount of \$9,987.00 on July 21, 2019. This was made after the approval of the FY2019-2020 CDBG Action Plan on May 15, 2019.

**RECOMMENDATION:** Staff recommends the City Council adoption of this amendment.

Michele Peters, Director of Community Development, gave a review of the amendment of CDBG 2019-2020 Annual Action Plan.

Mayor Parham opened the floor for public comments.

Marcus Squires, 1701 Monticello Street, stated, "The CDBG Grants are supposed to have a Citizen Advisory Committee filled with committee members, one from each ward in our City. At this time there is only one member. Is that one member making all the decisions with City staff? It is your job as City Council Members to either recruit or appoint members so that we can have citizens involved. Thank you for your time."

Seeing no further hands, Mayor Parham closed the public hearing.

Council Member Hill made a motion to approve the amendments to the Enterprise Zone Map in accordance with applicable legal requirements. The motion was seconded by Council Member Smith-Lee. There was discussion among City Council. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, Hart and Parham

- c. A public hearing to adopt ordinance amending the provisions of Section 22 of the city code to authorize the use of civil penalties with a fee schedule for each offense for violations of the building code (Property Maintenance)

**BACKGROUND:** Staff has been working diligently to present processes and create the best method for addressing these challenges. This civil penalty will hopefully encourage people to make the necessary repairs to their property or face enormous penalties that can be levied against the real estate and personal assets.

**RECOMMENDATION:** That City Council will adopt the proposed policy allowing the City to assess civil penalties for certain code violations. The policy will allow the city to determine whether it will enforce against a violator the civil penalty or the criminal summons. Utilization of the civil penalty will allow the City to collect revenue as long as the violations persists, and will hopefully entice the homeowner to make the necessary repairs versus paying the required civil penalties allowed by the proposed ordinance.

Francis Poulin, Assistant to the City Manager, gave a review of the proposed amendments.

Mayor Parham opened the floor for public comments.

Richard Stewart, 129 Rolfe Street, stated, "The property that he is speaking about, I do not understand. All this property has been burned by arson on Washington Street. I see on Harding Street a house just burned.

\*Audio available upon request.

How do you fine somebody for that type of property? That property is just standing there and it has been burnt. What is being done pertaining to finding somebody for this type of property?"

Mr. Poulin stated, "We are actually moving to the process now. We have ten burned out properties that we are working with Mr. Williams. And we have posted advertisement in the paper and delivered certified individuals of the property owners last know address. So, that once the ad runs for the second week in a row you will be able to wait 30 days and then possibly move forward with demolition if the property owners do not demolish it themselves. Once these first ten are done then we will move on with the other burned out properties."

Seeing no further hands, Mayor Parham closed the public hearing.

There was discussion among City Council and staff.

Council Member Cuthbert made a motion to approve the proposed policy allowing the City to assess civil penalties for certain code violations . The motion was seconded by Council Member Hill. There was discussion among City Council. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, Hart and Parham

**19-ORD-56 AN ORDINANCE TO AMEND AND RE-ADOPT PROVISIONS OF SECTION 22 OF THE CITY CODE TO AUTHORIZE THE USE OF CIVIL PENALTIES IN ADDITION TO EXISTING CRIMINAL PENALTIES FOR VIOLATIONS OF THE BUILDING CODE.**

Council Member Cuthbert requested of the City Manager to have City staff conduct a comprehensive review of the remaining portions of Section 22 and then come back at the January 21<sup>st</sup>, 2019, Council meeting with recommendations.

Mrs. Benavides stated that staff will bring that information back as requested.

Mr. Lyons thanked staff and Council Member Cuthbert on the assistance on the changes.

- 12. 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.

Richard Stewart, 129 Rolfe Street, stated, "What is happening in Pocahontas? Every since the article of Channel 6, we have a lot of people coming into Pocahontas. It seems like after 12 midnight. I have called the police department and they are doing an outstanding job but it is more people coming to Pocahontas after 12 then before 12. Even the other day I followed a guy down to the river and he wants to dump whole tires. I told him if he didn't remove those tires I was going to call the police department. So he removed them. So, what I am saying is that we have a lot of seniors who have been dying in Pocahontas. And a lot of them are living by themselves. I hope the police department would step up and patrol because Pocahontas is becoming a focal point of history. Even today I had people come in from Midlothian. They want to include Pocahontas in their tour. Only thing I can say is that I would like the police department to step up their patrol. Because some of them are not coming on a tour they are coming to break into property and invade the place. Thank you."

\*Audio available upon request.

Marcus Squires, 1701 Monticello Street, stated, "I first want to talk to you guys about the retaining walls in Lieutenant's Run and Cameron Field. I just reported to City staff members that trees are growing out of the granite stacked concrete walls. And the City said that the trees growing out the walls are a natural buffer. But if the trees grow anymore the walls will collapse into Lieutenant's Run causing an even greater issue. I hope that you will look at that. I hope that the council will continue to ensure that it's boards and commissions are keeping minutes and updating and posting agendas as well as I hope that council will appoint members to these boards and commissions to ensure that they are all filled. I hope that the City will do something about the old library building on Sycamore Street. The front is almost completely falling off. There is a lot of ivy growing along the back of the building. If that is not cut off then you will have more maintenance work to do when it pulls apart the mortar and bricks. How are the streetsweeper's going to clean the street's in the residential districts if there are no posted signs asking cars to move on certain days. On Liberty Street on the site next to Halifax Street, a lot more traffic is going through there but there are no painted lines so cars are parking to the end. So, cars are coming off of Halifax turning onto Liberty Street have to wait for cars to actually leave Liberty Street. If the City can copy what is going on at the other end of Halifax Street closer to Poplar Lawn Park, I feel that can help with the flow of traffic in that area. The City should look into upgrading their lighting system to led lights. The City of Boston did this and saved \$1 million dollars in the first year and crime went down as well. Perhaps the City of Petersburg could save revenue. In the Southside Depot right here in the rear side there are trees growing. I was told in the summer have filming was done that the City would go in and remove those trees. They are still growing as well as another concern for Southside Depot is the fact that the old iron columns from the Gas Works sitting back in the field. Citizens are interested in purchasing them or having the City to move them to a safe location so that no one comes in and damage them or do something to them. With the legislative piece why isn't the City asking the General Assembly for more funds to help tackle crime? Is the City applying for grants from the Department of Homeland Security? The Department of Homeland Security give \$1.7 Billion Dollars each year and security and safety grants. Is the city looking at applying for some of these grants from the federal government? In regards to the railroad on Puddledock Road, I spoke to VDOT earlier this week about that crossing and they informed that the City does have the ability to cite the railroad company for that railroad crossing. In regards to the Walnut Hill Historical District Plan, we are having another meeting on December 17<sup>th</sup> at 6:30pm. The previous meeting was posted on the City Facebook page and there was an email that was sent out to Councilman Cuthbert, Mayor Parham and Mr. Myers, as their wards intersect. Our cohort has been to over 500 homes in the district and we have spoken to the residents. And the residents are a state and national designation and they are not for a local district. I do have some frequently asked questions about historical districts that were provided to our residents of Walnut Hill. And we also printed flyers out with frequently asked questions and we are planning on fundraising for the district as well as grants. Thank you."

Mary Howard, 608 South Park Drive, stated, "I am going to get straight to the point. Please, I need you all to take me serious. Over the holidays, I need you to think about this. I am here to leave you a few notes. The police department can battle crime but what is leading to all this crime. We have youth either on drugs, joining or organizing a gang, killing each other, learning how to have sex and have babies, or robbing you or I. Our youth do not have and have not had a recreational outlet in this City for the past 10 years and more in which they can live and grow into their future. YMCA is not it. Parks and Leisure Services is not it. The Boys and Girls Club is not it. Yes, they provide a few services but that is not enough. The most vulnerable youth the parents cannot afford. You all were elected to represent our community collectively. Is there recreation in either of the City's ward for youth or our City? I will tell you no. Our kids need a free center where they can go for social outlets and community skills and mentorship to express themselves and be mentored with respect and dignity and honor. Do not tell me about funding because whether you know it or not we hear about raises and people under people, under people with sizable incomes. Also, just in case if you all don't know and but I do and you should probably research it that the Community Development Block Grant that we are talking about comes through HUD and definitely can be used for a recreation center and it should be. This gentleman was correct in saying that a citizen is supposed to take a part. I do not know who it was. It is supposed to be used to provide services to the most vulnerable in our community. We need to save our kids and they have

\*Audio available upon request.

expressed to me that they need recreational, social and emotional outlets. I participate with parks and recreation and have been for the past five years every summer for a week to mentor some of our City's youth. So, I know firsthand what effects their hearts. We need you all to stop battling and fighting each other. We you all to open your eyes and come fight for our kids. I was convicted to come before you all tonight. And I promise you all that if you al don't hear the cry of the youth that is passionate to me then the next time I come I am seriously coming with the community. Understand that this is not a threat to you and its not about the publicity and I am not speaking behind your backs. This is straight from the heart to your face. A change has to come and as long as God has breathe in my body I will not stop for these kids are concerned. Yes, we have lost some generations and now it is time to save some. You all have a happy holiday. Thank you."

Gary Talley, 2323 Fort Rice Street, stated, "I am here as a representative to the Community Services Board District 19. We met last Thursday and I discovered something that kind of surprised me and disappointed me. Mr. Williams you might want to check into this. I was told that the Code of Virginia requires the City to provide a 10% local match fund. And you did not do that last year. Petersburg was requested to provide \$215,461 but you all appropriated \$209,185. A shortfall of a little over \$6,000. Now District 19 serves eight jurisdictions. Most of the clients come from Petersburg. In FY19, we served 1,631 clients in Petersburg. That is 922 more than the next jurisdiction which was Hopewell. And to put it in more prospective that is more clients served by Colonial Heights, Dinwiddie, Emporia, Sussex and Surry combined. Most of the clients are from here and we are not paying our fair share of what is even required to do. Now they often discussed because the new regulations are asking for an increase. Now the request that is going to be coming in to you all is an additional \$19,000 which includes the amount of shortfall from last year. Please put this on your agenda. District 19 serves as the only menta health outlet to many citizens. We cannot let them struggle without our help. Thank you."

Willie Noise, 1508 Circle Drive, stated, "Good afternoon Council. May your New Year be better than the old one. I have a couple of things here. Number one the flag. This flag just bothers me because it is right on the route that I travel mostly on every day. As a season veteran on honorable discharge veteran from the United States of America to ride by and see this flag flying by. Bigger than any I have seen or compared to here in the City. And the one there at VEPCO on Washington Street, they are flying the American Flag. Speed Light on 85 and 95. Those vehicles are coming through Petersburg very fast. I don't know what needs to be done but these school buses are flying up and down the streets which are not made for large vehicles because of spacing. These buses are coming down the street over the double yellow lines and not yielding for cars that have to share that road with them. Every appraisal that you all can give, give to the Petersburg Police Department under the Chief's direction. Chain of Command, we need to get straight with our chain of command from the Mayor on up to Nancy Pelosi. She is our new leader of the United States of America. She will fit the plug believe me. The National Armory should host the recreation center for the time being. I noticed when some of us come up to talk, especially with this information period, we run the City and you all run the Council. And when we talk I at least like to see a couple of pins moving. You know what I am saying. Buffalo Soldiers and the Vet Center, keep that in mind please. Surveillance cameras, there has been an incident in Petersburg that called for two cameras on University Boulevard and High Street, upper and lower. This is what the police department needs to monitor the City. This is a start. And it is several more I guess. And serenity prayer, be the united prayer for Petersburg. Thank you. You all have a Happy New Year."

Barb Rudolph, 1675 Mt. Vernon Street, stated, "Just one initial comment stating the obvious of the combination on the presentation of the poor collection rate of billing for October and the non-status report on the CAFR. Neither of those were very enhancing from the City's financial credibility. I will just leave that at that. What I really want to talk about tonight is that after watching a video from last Thursday night's special meeting that had less than three days' notice, there was one topic at that meeting that was not an emergency and that was the legislative proposal. But that is what was interesting. Councilman Myers proposed an add on to your package that sounded like it would allow the City Council to decide on their own salaries without any kind of wasted time for the new salaries to take effect. In this case he said some really important things that I wish that

\*Audio available upon request.

some of you would listen. He has talked about not acting. You are not monarchs. He said that the appearance of feathering your own nest would result in this kind of an action. It was interesting that there was a lot of discussion about the Circuit Court being the decider but actually the Circuit Court a key feature in the language is that the Circuit Court appoints five citizens. The citizens are the ones that work on the proposal of councilor's salaries. I mean you do not have to assume a citizen group would not approve you all greeting an increase. If you are not being paid fairly that is what a citizens group might include. But there is a reason for that. As others here tonight have even stated including Mr. Noise, you all work for us and there is a reason for that to be in the Charter. And that's because citizens, we are the ones who are looking and saying what you should be paid. But this idea of 'oh we are going to decide for ourselves and the heck with citizens.' I mean the reference to Colonial Heights was also misleading. Colonial Heights does not have anything special in its Charter. It just list the salaries. But they use the State Code that has a range of salaries for different size City's. So, I think the case of Petersburg it could go up to \$12,000 or where you all want to take it. But also, to mention that the State Code has a waiting period too. And if you are going to try to put together something to change the City Charter through the General Assembly and have Petersburg have no waiting period but all the other Cities are still going to have to wait until after the election, I do not see how that is going to apply. I think that you are embarrassing yourself if you go forward with that. What I would leave you with is before you go and approach any legislators or do anything else I think this half-baked idea really needs to be reconsidered in terms of do you want to actually be going out there and doing it anterolaterally and expect to get some special dispensation to do it immediately when no other City has that. Thank you."

Linwood Christian, 410 Mistletoe Street, stated, "Please forgive me for a minute, but when you get over 22 your eyes don't act right. Be quiet Mr. Hart. Our 5<sup>th</sup> Ward Councilman along with our City Manager who got our Assistant City Manager up in the various hours in the morning because of an accident that was on Halifax Street that got that light put up their near Tony's Disco Lounge and Restaurant. I want to thank them for doing that. And also, I wanted to bring something back to the attention that Ms. Howard brought up, which ties into another subject. I am going to continue to say that one of the problems, because we talk about our residents in Pecan Acres, Pin Oaks, Croatan and how things are in the City, but one of the things that we need to look at is when we listened to Robert Bobb and merged recreation with the library. Which means that the salary that Mrs. Yerby used to pay people was a great service to our young people as well. Because it really still has not gotten from me on how this City is carrying on about a dog park, but our kids do not have a decent recreational park or recreational center. I can't understand that. Also, when we talk about the overlooked populations here in the City our young people and our seniors. Two people that really go out of their way to help our seniors and we do not thank them enough, Sheriff Crawford and our Police Chief/ Director of Public Safety Chief Miller. And those are people that we really need to thank. Because they do look out for our seniors and our young people. But again the City needs to do their part. I am tired of all these stop the violence rally and everybody praying and speaking in all kinds of unknown tongues and nobody is taking any action. So, what our neighborhood association is going to do, hopefully before the new year comes in, is work with the Chief and try to establish a fund that somebody can use to help our victims. So, that people can come forward and start saying we know who did what. If they are afraid this fund will help them. Our City and our councilors, we warned you about a lot of things even before Redevelopment & Housing got rid of Petersburg East. We warned you about a lot of things. And before anybody say it, we know a lot of you all were not on council. Some of you on council were part of the problem. But now you are here. I am going to tell you like I tell my own pastor. Stop talking and let's see you do some walking. Thank you."

### **13. BUSINESS OR REPORTS FOR/FROM THE MAYOR OR COUNCIL MEMBERS:**

Council Member Cuthbert stated, "Thank you Mr. Mayor. I want to thank once again Chief Miller for what he is doing for our City. Previously I have commented on his responsive in helping to get inoperable vehicles off the street. And this is a small thing and every small thing builds on another small thing and then pretty soon we have got a real difference. Thank the Chief and his staff Sergeant Hall and I believe there is a new sergeant in charge of traffic who will be helping with that now. But I want to thank them all and I think that

\*Audio available upon request.

council is grateful to for what they have done and what they continue to do. Also, for the traffic enforcement that under the Chief has become lot more comprehensive. Just today I reported a problem and relayed to him a problem that a citizen had reported to me about a stop sign being disregarded and he quickly responded saying that he would put that on the list and that it would be addressed. And I think all of us are grateful for that responsiveness. Mr. Mayor thank you very much."

Council Member Wilson-Smith stated, "First of all I would like to thank you all for being here Happy Holidays to you all. I wish you a wonderful and above all a safe new year. Secondly, I would like to ask the City Attorney if he could in January come back with some guidance. And perhaps you might have to meet with the finance team or City Manager in establishing a local tax on gasoline with the sole purpose of increasing monies for the school system."

Mr. Williams stated, "I can talk about the legality's with regards to imposing tax offline, but I will look into that for you."

Council Member Wilson-Smith stated, "Thank you. Also, I see in the City Manager's report that we got tonight that she is addressing. I have been asking at several of the meetings on where is the money going for filming. And the answer is that on October 2, 2012, City Council made a motion to approve the appropriation of \$11,950 to the Department of Cultural Affairs. I think that was with the movie 'Lincoln'. With the elimination and consolidation of departments by the Robert Bobb Group there is a possibility the fund was eliminated, and funds were reallocated to the general fund. Now given that and given the fact that we are receiving, hopefully, monies from other movies such as 'Turned' and 'Harriet' and something else came through that I cannot remember. We are getting something from movies coming in. I do not wish to make this motion tonight, but I do want us to come back in January and that will give us time to consider that money coming in from movies and theater be allocated to the Petersburg Public Schools. Another thing that I wanted to ask about, and we had an email about it but it is not saying much is the water situation at Wilcox Lake. Is there any way that we can have that turned back on by the Spring for the Azaleas? Have we come to a conclusion about that yet?"

Mrs. Benavides stated, "Do you mind if Mr. Lyons speak to it? I know that we sent out an email in regard to the water being cut-off and not being activated. Can you respond to everybody on what happened to the water and why the water was disconnected?"

Mr. Lyons stated, "I do not remember all of the details but at the same time I responded back on that today because Mr. Squires was asking the same question. I responded back. Staff has been working with the conservatory board. There is a board associated with this and we are trying to get them engaged and involved in this process. But we have doubled again today to reach out with them as well to address that issue. Staff has been working the issue, but we are just not getting a response from them to make sure that we have a cooperative working relationship as to how that process is to take place. But I will endeavor to keep you posted between now and the next few days. But we did double down today to follow up with that."

Council Member Wilson-Smith stated, "Thank you. And the next to the last thing, Madam City Manager can we please by the first meeting in January have an established at least six-month calendar to include the date and place of the follow-up retreat in April. Can we have a calendar?"

Mrs. Benavides stated, "I think that would be the City Clerk."

Council Member Wilson-Smith stated, "Okay. There is a lot of rederick of us having a youth center. And I totally agree with the citizens. We do need to do this. There are some persons who are interested in doing this but I remember us discussing putting a youth center out at the sports complex. Which is the absolute best place to do such a project. There is available land plus it had other sports arena with the baseball. Can we get someone to at least look into that possibility? Or go back and review the records to find out what it is we are

\*Audio available upon request.

going to do with that. I know you were not here Mrs. Ferrell-Benavides, but we did discuss putting something there and we had someone coming into this town to put something there. It is still the idea location because it is not in anybody's backyard so to speak. It is just a perfect place where people can go. If you wouldn't mind looking into that. And I think that is all that I have and thank you."

Mrs. Benavides stated, "Just to note for all council members, India is taking note of each of the action items and we will have a response before the next council meeting. You will receive them in advance to all of your questions. If the follow studies is a documentation or a presentation we will give you a brief overview. If you want further presentations just make sure that you ask that in your request."

Council Member Smith-Lee stated, "Good evening everyone. Last Friday the tree lighting was awesome down here. We had a singing group. We had the first lady from Gillfield Baptist Church. We had a band and we had Santa here for the kids, hot chocolate and The American Red Cross was here. It was just an awesome event. And for the Christmas parade I want to give Tami Yerby and her staff for doing such an awesome job. Also, yesterday a very popular young man who is 57 years old was killed in the City of Petersburg, Kevin Starke. A magnified person from Petersburg High School and it is really sad. Because you have someone who was doing great things with the youth and the seniors. And everybody that he touched here in the City of Petersburg. So, please keep his family in prayer. Also, kudos to Chief Miller and his staff. It is not easy. It is really sad that our youth are just killing each other. Just the other day, I don't understand why if you have a disagreement with someone that it diverts to pulling out a gun and shooting somebody. It seems like we are losing our generation of youth. And we have to make a conscience effort to try to figure out how can we get this toxic out of our City and steer our youth. These are young men that are 17, 18, and 19 years old that don't have and it looks like their conscience has shut down. I have a conscience. Everybody has a conscience. When you say a bad word and you know that you are not suppose to say it you ask for forgiveness. So, I am just praying for our youth here in the City of Petersburg. Thank you Ms. Tyus and your staff and Tangelia. The City is looking great. I have gotten so many calls and comments saying that coming off the exits that they do not see the trash like they used to. So kudos to you. I just want all of us to realize that we can do some other things to help our youth. If we can come to council meetings we can go and support our youth at their basketball games on Tuesdays and Friday. Even if you don't go and sit there for a quarter. We have to let them know just like they did earlier today that these young men and young ladies mean something to us. But also I want to say, have a Happy Holiday and a prosperous New Year. Thank you."

Council Member Myers stated, "Good evening, I have nothing to add. But merry Christmas and Happy New Year."

Council Member Hill stated, "Good evening everyone. I also want to give my sentiments on the Christmas lighting event that we had. It was great. I want to thank the team for putting it together and all the City staff that decorated in here. This place really looks festival and very nice. One thing, Tami Yerby and Darnetta Tyus also for the parade and recreation department for helping out and doing the parade this weekend. We had a great weekend. As far as in Ward 2, the Dunkin' Donuts that I am hearing, I do not think that they are having a grand opening yet. I am not sure but it will be open on Saturday. Q's Beauty Supplies just opened where the old bowling alley used to be. So, that is good we have businesses that are still coming into the City. I want to especially thank Darnetta Tyus because I saw that it did my heart good. This morning I went to AutoZone and they were cleaning up the lot beside Butterworth's. I know that we had been working on that and pretty much all of the debris is gone. So, I want to thank everybody. I know that you kind of spearheaded and pushed it long with Code and Compliance and things like that and the chief and all those involved. I don't know everybody but I know that e made a couple of phone calls and we have been working on this for a while. So, I guess the next thing was to make sure that they put up a fence so, that nobody else can use it as a landfill again. Also, in front of the Farmer's Market we have a marquee that kind of tells our history. It is starting to fade out and it is kind of hard to read. So, if we can get someone whoever I part of that department to take a look at it. Like everyone else, we are concerned with the crime as well. Let me add that

\*Audio available upon request.

Kevin Starke did not die from gun violence. He was a good friend to me and my family. It was a car accident that he passed in. So, a lot of times when we say someone was killed or die we automatically think it was gun violence. But it was not that. He passed during a car accident yesterday morning. I would like to thank the employees for a good year. It had been rough at times but we do see light at the end of the tunnel. I would like for us to keep our head to the grind and hands to the plow and never look back. Thank the staff and the citizens for keeping us and holding us accountable. I know that it is not always easy but we do hear you and we are going to try to make the best decisions possible. And have a happy New Year and a prosperous New Year as well. Merry Christmas."

Vice Mayor Hart stated, "Good evening everyone. Thank you for coming out to your meeting tonight. Just want to say happy holidays to everyone. Also, I just want to congratulate the staff on the hard work that you are doing. Keep up the great work as we move into the new year. Keep things moving forward. The 3<sup>rd</sup> Annual Hart to Heart Christmas Dinner will still take place on Christmas Day at the Masonic Temple from 12pm to 4pm. Things are a little tight this year so we are seeking donations view food, utensils, plates, and drinks. We are there and this is for anyone that wants a meal. It does not mean that you are homeless or anything. It might be that you do not want to cook on Christmas. So, come out and grab a meal. We are there for fours hours to break bread and fellowship. So, come out and participate in this. For any additional information just reach out to me and I can lead you in any direction that you need to go. Thank you all and have a Happy Holiday."

Council Member Hill stated, "Madam Clerk, can you check our board and commissions to make sure that everything is up to date as well. Because I got a phone call from our advisory board for the Department of Social Services and I heard that two people fell off because one moved and one got a job and is no longer there. So, can you just kind of maybe check all of them to see if they are up-to-date and if we need to make ny moves on that."

Council Member Smith-Lee stated, "Yes, I want to also say thanks to the Hope Center. On, Thanksgiving Day we fed over 50 homeless people as well as people who did not have a family to have Thanksgiving Dinner with. We had two students, Mariah Taylor and Anasia Monroe that went with me to deliver dinners at Petersburg bus station. There were homeless people that were sitting out there. And also, people who were waiting on the bus to come. And one of the young men had said that he had been out there for four hours and that he was hungry. So, he was appreciative of us bringing him something to eat. We always have to remember those who are less fortunate than us."

Mayor Parham stated, "Next, I would like to tell everybody a Merry Christmas. And our City staff did an excellent job for this weekend's activities. A round of applause for them and all that they did. We had a great illumination ceremony on Friday. This place was packed and with live music and hot chocolate. All the talk was about the Christmas Parade on Saturday and it was an excellent turn out. I think that Christmas parade, mrs. Benavides, has more people than Virginia State Homecoming Parade. It was packed out there. Also, on Sunday we had holiday homes tour thrown by Battersea which was an excellent event. Hundreds of people come out and take tours around the City to see some of our most beautiful home. Followed by the weekend of Petersburg Symphony of their holiday concert at Petersburg High School. So, its so many things going on in Petersburg and we can always look at what we don't have but we need to look at the things we do have. This is the season here in which it is a lot going on. Not just in Petersburg but around the world. I have a 19 year old son and he was quite baffled and sad about one of his favorite rappers, Juice World, passed on Monday behind something stupid. He said, 'Dad, why would he do something stupid and swallow drugs and kill his career trying to transport drugs when he is making \$200,000 a show dad.' And I said you have to realize in these times son you have to have Christ in your life and you got to have a higher being. And you have to get to the root and cause of a lot of these things. We have a 150 churches in this City and they are doing a grip of events for all of our kids and family. We still have Virginia Cooperative Extension. And I spent most of my summers with Linwood Christian. Linwood Christian ran programs through the summer with my generation and

\*Audio available upon request.

we came out and we did it. Therefore, we have to focus on what we have and keep moving the City forward. We would like to have a lot of things that we don't have but it is all about the people. The people are the ones that dictate these things. So, if people step up and do it they will do it. I remember Council Member Wilson-Smith, we used to have her sons with me out in Cub Scouts out at Tabernacle flying kites. Look going to church every Sunday. You have to realize that Council Member Wilson-Smith set that bar high. Her kids are doing wonderful because she has them grounded. And this Christmas is about much Christ. It is not about all of the toys and all of those things. We have to find this out in our hearts. We have to have love and piece with one another and keep that has the center of the season. So, I would also like to thank Shahid Shabazz and Bari Muhammad. Those guys were shaping up your future. They did their last midnight basketball at the YMCA and they are going to try and focus on something else. The youth were not coming out to the midnight basketball the way that they did, so they decided to stop it. So, we thank those guys efforts and hopefully they can redirect and find out what is important to the youth here in the 21<sup>st</sup> Century. I have a 19 year old and he is into his phone and it is hard to get him to come out to many events outside of his cocoon. So, we have to get creative on how to get through. So, again Merry Christmas to everyone and we look forward to 2020. Can't believe that it is here already. And also, I would like to get with Councilman Cuthbert and Councilman Myers and possibly Councilman Hill because he has part of East Walnut Hill. I would like to have a joint town hall meeting with all of these wards to talk about the historic district to get some dates together that work best for all of us. So, I will keep you posted and I am ending."

**14. ITEMS REMOVED FROM CONSENT AGENDA:**

\*There are no items for this portion of the agenda.

**15. UNFINISHED BUSINESS:**

- a. Resolution to preclude ex-parte communications by Members of Council on matters pending or future pending formal action.

**BACKGROUND:** This resolution was prepared at the direction of City Council as a result of discussions at their Retreat on October 28, 2019.

**RECOMMENDATION:** Recommend by City Council.

Council Member Myers made a motion that "15a" be stricken because it goes against the 1<sup>st</sup> Amendment. The motion was seconded by Council Member Cuthbert. There was discussion among City Council Members. The motion was not approved on roll call. On roll call vote, voting yes: Cuthbert, Myers, and Parham; Voting No: Smith-Lee, Wilson-Smith, Hill and Hart

Council Member Wilson-Smith made a motion to adopt the resolution as written. The motion was seconded by Council Member Smith-Lee. There was discussion on the motion.

Council Member Hill made a substitute motion to have the City Attorney to rewrite the information and talk about it at the next retreat. The motion was seconded by Vice Mayor Hart. There was discussion on the motion. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill and Hart; Voting No: Parham

**16. NEW BUSINESS:**

- a. Consideration of a supplemental appropriation for Petersburg Public Schools for the current fiscal year - \$7,137,097.72

**BACKGROUND:** Once we determined the amounts that would need to be carried over in our

\*Audio available upon request.

grants, and as we received grant awards for the exact totals, the School Board approved those amendments to the FY2020 appropriation. We are now requesting that Petersburg City Council formally approve and appropriate these budget amendments in accordance with State Code.

The summary of appropriations as of October 31, 2019 is as follows:

- Carryover of state and federal funds from FY2019 into FY2020 for \$1,863,242.76
- Use of Food Services Reserves accounts for \$36,720
- Amendments to existing grants and new grants adds an additional \$5,237,134.96

The supplemental appropriation totals \$7,137,097.72

**RECOMMENDATION:** Recommend that City Council approve the supplemental appropriation for Petersburg Public Schools.

Council Member Hill made a motion to approve the supplemental appropriation for Petersburg Public Schools. The motion was seconded by Vice Mayor Hart.

Mayor Parham opened the floor for public comment.

Marcus Squires, 1701 Monticello Street, stated, "I hope that the City will look into the capital needs of the school system. Thank you."

Seeing no further hands, Mayor Parham closed the public comments.

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

**19-ORD-57 AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020 FOR PETERSBURG PUBLIC SCHOOLS.**

- b. Consideration of a RE-appropriation of funds for the Virginia Resources Authority - \$5,188,949.72.

**BACKGROUND:** In consultation with the City's Financial advisor, Davenport & Company LLC (the "Financial Advisor") and bond counsel, Sands Anderson PC ("Bond Counsel"), City staff has evaluated the current capital needs of the City and wishes 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 expenditures including capital 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.

**RECOMMENDATION:** Recommend City Council approve the attached appropriation ordinance in the amount of \$5,188,949.72.

Council Member Hill made a motion to approve the appropriation ordinance in the amount of \$5,188,949.72. The motion was seconded by Vice Mayor Hart.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

\*Audio available upon request.

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

**19-ORD-58 AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATION FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2019 AND ENDING JUNE 30, 2020 IN THE UTILITY CAPITAL IMPROVEMENTS PROJECT (CIP) BUDGET.**

- c. Consideration of an Appropriation for FY2020 funds of the Facilities Management Capital Improvement Projects - \$392,443.67

**BACKGROUND:**

**- Southside Depot**

The City of Petersburg was awarded funding for the purpose of renovating the center section of the historic Southside Depot. The City, in partnership with the National Park Service, intended to use this section to create a visitor contact station. It should be noted that the City applied for a Transportation Alternative grant to fund the completion of the Southside Depot. Also, in FY2019 the City received a \$100,000 grant from American Battlefield Trust and to date has received \$75,000.

**- Westview Early Childhood Education (replace roof)**

The roof of the Westview Early Childhood Education is a project that was identified several years ago. The project was funded and in the process of being completed by mid-November 2019. The cost of the project is \$241,129. It should be noted that operating funds from Facilities Maintenance in the amount of \$84,129 supplemented CIP funds to help pay for this project.

**RECOMMENDATION:** Recommend City Council approve the attached appropriation ordinance in the amount of \$392,443.67.

Vice Mayor Hart made a motion to approve the appropriation ordinance in the amount \$392,443.67. The motion was seconded by Council Member Hill.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public comments.

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

**19-ORD-59 AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATION FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2019, AND ENDING JUNE 30, 2020 IN THE FACILITIES MANAGEMENT CAPITAL IMPROVEMENTS PROJECT (CIP) BUDGET.**

- d. To accept Firehouse Subs Equipment grant.

**BACKGROUND:** The City of Petersburg receives various grants and donations to assist with various programs to prevent harm in our community and improve the safety of our personnel.

**RECOMMENDATION:** Recommend that Council approve the acceptance of the Firehouse Subs Public Safety Foundation's donation for this fire and rescue equipment.

\*Audio available upon request.

Council Member Wilson-Smith made a motion to approve the acceptance of the Firehouse Subs Public Safety Foundation's donation for this fire and rescue equipment. The motion was seconded by Council Member Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, Hart and Parham

**17. CITY MANAGER'S AGENDA:**

Mrs. Benavides stated, "Just a reminder to council that we are holding our employee recognition this week and we will be honoring employees of service from five years to the highest of 45 years of service. So, we would ask that all council members participate because this is an opportunity to thank our employees for their service and also to start the process of regular acknowledge of the commitment of our employees of the City of Petersburg. It is tomorrow night at Petersburg High School and it starts at 5:30pm. For someone who just signed a bunch of certificates we have a number of five years. But we do have four individuals with over 40 years of service with the City. It is very important that we celebrate them and thank them. Hopefully, all will be."

There was discussion among City Council and staff.

**18. BUSINESS OR REPORTS FROM THE CLERK:**

Ms. Jackson stated, "I have no items but to just wish everyone a Merry Christmas and Happy New Year."

**19. BUSINESS OR REPORTS FROM CITY ATTORNEY:**

\*No items for this portion of the agenda.

**20. ADJOURNMENT:**

City Council adjourned at 9:01p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

The Special Called Meeting of the Petersburg City Council was held on Thursday, December 5, 2019, at the Union Train Station. Mayor Parham called the Special Meeting to order at 6:28p.m.

1. **ROLL CALL:**

Present: Council Member Charles Cuthbert  
Council Member Annette Smith-Lee  
Council Member Treska Wilson-Smith  
Council Member W. Howard Myers  
Council Member Darrin Hill  
Mayor Samuel Parham

Absent: Vice Mayor John A. Hart, Sr.

Present from City Administration:

City Attorney Anthony Williams  
City Manager Aretha Ferrell-Benavides  
Clerk of Council Nykesha D. Jackson

2. **CONSENT AGENDA:**

- a. Fiscal Year 2019-20 Petersburg Public Schools Supplemental Appropriation - \$7,137,097.72 – 1<sup>st</sup> Reading
- b. Schedule a public hearing on the authorization of the acceptance of a donation of real property by Virginia Electric and Power Company and to authorize the City Manager to sign the real estate donation agreement for property located at 1340 East Washington Street. Suggested date is December 16, 2019.

Mr. Williams stated, "I did send an email out to council very recently. I think that it was today. I received a call from counsel representing Virginia Electric and Power Company who indicated that they are not going to meet the December 31<sup>st</sup> deadline to have the building vacated and indicated that it is likely to be the middle of January before they have it vacated. So, while we can and should proceed with scheduling the public hearing and adopting this you could instead of holding your special meeting on the 16<sup>th</sup> have this at your first meeting in January to allow us to meet the deadline that they are setting."

Mayor Parham stated, "So we will make an amendment to the date to January 7<sup>th</sup>, 2020. So, I will entertain a motion to approve the consent agenda as stated with the amendment to January 7<sup>th</sup>, 2020."

Council Member Myers made a motion to approve the consent agenda with scheduling the public hearing for January 7<sup>th</sup>, 2020. The motion was seconded by Council Member Hill. The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill and Parham; Absent: Hart

3. **PURPOSE:**

- a. Consideration of CEO Consortium Agreement

**BACKGROUND:** See attached.

**RECOMMENDATION:** That Council approves the CEO Consortium Agreement.

Council Member Cuthbert made a motion approve the CEO Consortium Agreement. The motion was seconded by Council Member Hill.

\*Audio available upon request.

Mayor Parham opened the floor for public comments.

Seeing no hands, Mayor Parham closed the public hearing.

The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill and Parham; Absent: Hart

b. Legislative Agenda Review

**BACKGROUND:** The City of Petersburg is impacted by legislative action take by the U.S. Congress and the Virginia Legislature. This is a list of legislative priorities to be advocated through the City's U.S. and Commonwealth legislative delegations and the City's legislative partners.

**RECOMMENDATION:** Staff recommends that the City Council considers approval of the 2019 Legislative Agenda.

Reggie Tabor, Project Manager of Economic Development, gave a review on the legislative agenda. He handed out information on the amendments to the agenda.

There was discussion among City Council Members:

Council Member Cuthbert stated, "I would like to suggest a small amendment to 58.1-3965. Or if the City Attorney says that the amendment is not necessary that is fine. This bill is attached to the letter dated December 5, 2019. I think it is in draft form addressed to Delegate Aird and Senator Morrissey. If everyone would turn to that statute. It is 58.1-3965 and on line 32 it starts off 'following the accrual cost.' I would suggest we consider expanding that language of 'following the accrual of such taxes and cost.' It is not just the cost that we are seeking to recover, it is the big enchilada that is the tax piece of it. It is line 32. I think that it is a fine idea and I applaud Council Member Myers and his initiative in bringing it forward. And I thank the City Attorney for his proposal in putting the idea in print for us all to consider. But the subject to that change or amendment, I move that council approve all 12 items on this legislative agenda of pages three and four."

Council Member Cuthbert made motion to approve all 12 items of the legislative agenda on pages three and four. The motion was seconded by Council Member Myers.

Council Member Wilson-Smith stated, "With the edit that Council Member Cuthbert just did will we do the same for line 33 or will we leave it the same?"

Council Member Cuthbert stated, "I think that you make a good point. Let's do the same on line 33."

Council Member Cuthbert made a motion to approve all 12 items of the legislative agenda on pages three and four with the noted changes. The motion was seconded by Council Member Myers. The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill and Parham; Absent: Hart

Council Member Myers stated, "I noticed on here that we did not request, the members of City Council who willfully do their job should be supported financially as other jurisdictions are. I believe that if you all so incline to add another request here to ask that the charter be changed to allow the City Council to vote on its own salary. That is as a motion."

Council Member Myers made a motion to add the request of City Council having an oversight over their salary increase. The motion was seconded by Council Member Hill.

\*Audio available upon request.

Mr. Williams stated, "And just so council is aware of this, for charter amendments you have to adopt an ordinance. So, it will be coming back to you with an ordinance for both of the charter amendments that are on here which is all three."

There was discussion among Council Members and staff.

The motion was approved on roll call vote. On roll call vote, voting yes: Smith-Lee, Wilson-Smith, Myers, Hill and Parham; Voting No: Cuthbert; Absent: Hart

**4. ADJOURNMENT:**

City Council adjourned at 6:52p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

DRAFT



The Special Called Closed Session Meeting of the Petersburg City Council was held on Thursday, December 5, 2019, at the Union Train Station. Mayor Parham called the Special Called Closed Session Meeting to order at 5:00p.m.

**1. ROLL CALL:**

Present:

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

Absent: Vice Mayor John A. Hart

Present from City Administration:

City Attorney Anthony Williams  
City Manager Aretha R. Ferrell-Benavides  
Clerk of Council Nykesha D. Jackson

**2. CLOSED SESSION:**

- a. The purpose of this meeting is to convene in the closed session pursuant to §2.2-3711(A)(1) of the Code of Virginia for the purpose of discussion pertaining to performance, assignment, and appointment of specific public employees of the City of Petersburg specifically including but not limited to the subject of performance, assignment, and appointment specific public employees of the City of Petersburg and under Subsection 7 for the purpose of receiving legal advice and status update from the City Attorney and legal consultation regarding the subject of specific legal matters requiring the provision of legal advice by the City Attorney and matters of actual or probable litigation specifically including but not limited to matters requiring legal advice by the City Attorney.

Council Member Hill moved that the City Council go into closed session for the purposes noted by Mayor Parham. The motion was seconded by Council Member Myers. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Myers, Hill, and Parham; Absent: Hart

City Council entered closed session at 5:01 p.m.

**CERTIFICATION:**

Mr. Williams stated, "The Mayor would entertain a motion to conclude the closed session called this evening to certify in accordance with §2.2-3712 that the Code of Virginia that to the best of each members knowledge that only public business matter lawfully exempted from the opening meeting requirements were discussed and that only such public business matters were identified in the motion by which the closed meeting was convened, heard, discussed or considered. If any member believes that there was a departure from the foregoing requirements should so state prior to the vote indicating the substance for departure that in his or her judgment has taken place. This requires a roll call vote Mr. Mayor."

\*Audio available upon request.

Council Member Hill made a motion to return City Council into open session and certify the purposes of the closed session. The motion was seconded by Council Member Cuthbert. There was no discussion on the motion.

The motion was approved on roll call vote.

On roll call vote, voting yes: Cuthbert, Smith-Lee, Wilson-Smith, Hill, Myers and Parham; Absent: Hart

- 19-R-60      **A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER'S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.**

City Council returned to opened session at 6:27pm.

3.      **ADJOURNMENT:**

City Council adjourned at 6:28 p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor



# City of Petersburg

Office of the City Manager  
135 North Union Street  
Petersburg, Virginia 23803

(804) 733-2301

## MEMORANDUM

Date: January 7, 2020  
To: Honorable Mayor and Members of City Council  
From: Aretha R. Ferrell-Benavides, City Manager  
Subject: **City Manager's Report – January 7, 2020**

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### **Budget and Procurement**

- Health Insurance RFP closed on 12/13/2019. 1<sup>st</sup> Committee meeting is scheduled for 1/9/2020
- GovDeals has assisted in selling \$80,358.68 in City assets from 7/1/2019 – 12/19/2019.
- The New P-card program is now active. The T-card program is officially closed out.

### **Public Safety**

- Narcan training has been completed
- Police Operation: No Guns, Safe Streets - **310 illegal guns have been removed from Petersburg streets in 2019 (as of 12/27/19).**

### **Public Works**

#### ***Street Operations/Grounds***

- The 2019 Leaf season is continuing as planned.
- The Litter Division picked up 12.27 tons of trash from city streets, parks and playgrounds.
- Crew graded the shoulder on E. Washington and dug drainage ditch line on Holly Hill Dr.
- Traffic Signal tech. is training new employee. Changed light bulbs at Washington & Adams, Franklin & Bank. Signal Maintenance: Changed yellow bulb at Washington and Jefferson, Adams St. intersection helped with replacing crosswalk bulbs, Madison, Jefferson, Myrick- Tollgate, Wythe & Adams.
- The Sign shop continues to repair and replace street name signs, traffic signs and u-channel post on various streets around the city. Removed message boards and traffic materials from city streets that was used for the Christmas tree lighting and parade. Performed flagging operation on Halifax Rd b/w Industry Pl and Bessemer Rd.



### ***Facilities Management Division (FMD)***

- Petersburg Public Library
  - 2nd level, Upper Atrium all 12-inch bulbs were re-lamped with new mercury plug-ins. FMD is looking for LED replacement bulbs to install. Plug-ins bulbs have only lasted for 5 - 6 months in this hard to reach area.
- Fiscal Services Building
  - The swinging door and top facing board to the new front office has been installed and painted.
  - New exhaust fans and fan motors have been installed in the downstairs break room restrooms to relieve build-up of odors.
  - The Sonitrol system has been activated upstairs on the Union Street side and for Budget / Procurement offices.
- South Side Depot
  - A recent tour in the back of South Side Depot found 8 historic cast iron columns believed to be from the old Petersburg Gas Works. Several of the same type of columns can be found across from the Farmers Market. FMD will work with The Historic Petersburg Foundation to move the columns to a more secure location with minimal damage to the columns. Historic Petersburg Foundation may (or may not) have an inside storage area within a local warehouse.
- Sheriff's Office/Courts Buildings Courtyard
  - New LED Wall - Packs light fixtures were installed by FMD to brighten up the courtyard and the old granite steps off the parking lot. Making area safer and more pedestrian friendly during the dark winter months.
- Hustings Court
  - All 2-inch HVAC filters were replaced.

### ***Stormwater Management***

- Wilcox Lake report submitted to City for review/approval and submission to DCR.

### ***Field Service Team (Meter Reading)***

- Currently, in the December QC period
- Requisitions have been submitted to Budget and Procurement for the purchase of meters for the Meter Replacement Program
- FY 20 on 12/19/2019 Cut- Offs - 557 (July - 84; August - 40; September - 45; October - 175; November - 84; December - 129)





## December 10<sup>th</sup> City Council Meeting Q&A Follow-up

January 7<sup>th</sup>, 2019

1. **Q. Can we get some guidance from the City Attorney in January on establishing a gas tax for revenue to be dedicated for the school system? Councilmember Wilson-Smith**
  - a. The City Attorney has provided City Council with a response on this matter on December 31<sup>st</sup>.
  
2. **Q. With regards to Wilcox Lake Pavilion, can we look into turning that water back on? Councilmember Wilson-Smith**
  - a. Deputy City Manager Lionel Lyons provided a response during the December 10<sup>th</sup> meeting.
  
3. **Q. Can we have a six-month calendar to include follow-up meeting to City Council retreat? Councilmember Wilson-Smith**
  - a. The City Clerk has included the draft meeting dates for 2020 in the January 7<sup>th</sup> packet. The 2020 City Council retreat currently scheduled for July 26-27, 2020. At the retreat, there was a discussion about a six-month recap to be held April, no date has yet to be confirmed.
  
4. **Q. What happened to the community center at the Petersburg Sports Complex? Councilmember Wilson-Smith**
  - a. In 2014, the City Manager at the time considered a Business Plan submitted by the Reggie/Pamela Williams Foundation, to construct and operate a full-service open community gymnasium in the City of Petersburg. The City Manager at the time, submitted an ordinance for City Council consideration during the October 14, 2014 City Council meeting. Following a Public Hearing, the City Council adopted 14-ORD-96, AN ORDINANCE AUTHORIZING THE CITY MANAGER TO DISPOSE OF AN ADDITIONAL UNIMPROVED 5-ACRE PORTION OF THE SUBJECT PUBLICLY-OWNED PROPERTY, WHICH IS LOCATED AT THE PETERSBURG SPORTS COMPLEX.

In February 2016, the City Manager at that time executed a Warranty Deed for 9.80 acres of the City-owned property at 100 Ballpark Road, to transfer the property to the Reggie/Pamela Williams Foundation presumably to construct and operate an indoor AAU Sports facility in accordance with the previously submitted Business Plan (see Attachment A below).

In August 2016, the City was informed by Mr. Mario Haskett, a business partner and local representative of the Williams Foundation, that he was interested in moving forward with a smaller project and suggested that the Williams Foundation was no longer interested in moving forward with the





project. Mr. Haskett did not continue communication with the City regarding the project.

**5. Q. Can we look at the marquee about the City's history in front of the market... it needs to be spruced up? Councilmember Hill**

- a. The City Facilities and Tourism staff have followed up and looked into repairs for the kiosks. Currently, staff has communicated with the architect with the original templates and is working toward the next phase of the project. Staff will provide an update on the next steps of the repairs.

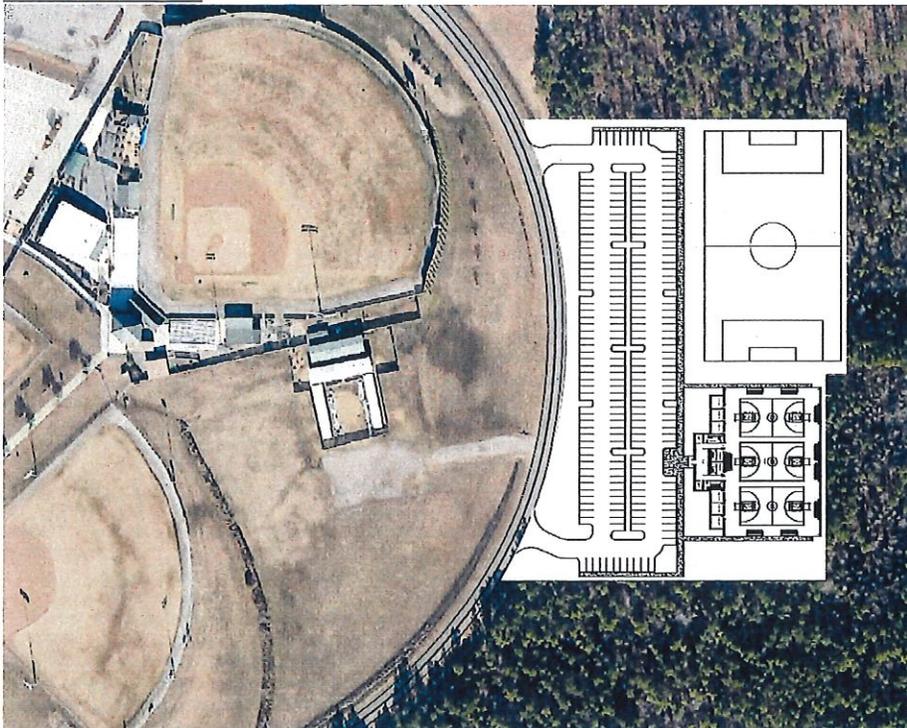
**6. Q. Can we check that the City's boards and commissions are up to date? Councilmember Hill**

- a. The City Clerk will provide Council with current boards and commission appointments and vacancies at the next City Council meeting on January 7<sup>th</sup>.

**Request**

1. During our meeting in January can we look into the funds from movies to be allocated to Petersburg Public Schools? Councilmember Wilson-Smith

**Attachment A**



*2015 Sports Complex Draft Plans*





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** 12/18/19

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

**FROM:** Jennifer Tunstall

**RE:** District 19 Community Services Board presentation

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**PURPOSE:** Agenda request

**REASON:** To provide information to the City of Petersburg regarding D19 services and funding.

**RECOMMENDATION:** Informational

**BACKGROUND:** Will provide information regarding services available, number of individuals served, new services being implemented.

**COST TO CITY:** \$228,349 will be requested for FY 21 budget.

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:** Power Point

**STAFF:** Jennifer Tunstall, Executive Director

# DISTRICT 19 COMMUNITY SERVICES BOARD



# District 19 Community Services Board (D19 CSB)

is a multi-jurisdictional, community-based organization

- Mission is to improve the quality and productivity of the lives of individuals who experience, or are at risk of experiencing, mental disabilities and/or substance abuse.
- We are licensed by the Virginia Department of Behavioral Health and Developmental Services to provide mental health, intellectual/developmental disability, substance abuse and prevention services to the citizens of the cities of **Colonial Heights, Emporia, Hopewell**, and **Petersburg**, and the counties of **Dinwiddie, Greensville, Prince George, Surry, and Sussex**.

## Board of Directors

A volunteer Board of Directors provides oversight to District 19. Interested citizens are appointed by each of our participating localities for terms of three years. Our current officers are listed below, and Board members are named according to the localities they represent.

**Shel Bolyard-Douglas, Chairman** — Prince George County

**Brenda Ebron-Bonner, Vice Chair** — Dinwiddie County

**Ray Spicer, Treasurer** — City of Hopewell

**W. Joe Green, Jr.**

**Richard Yates**

**Rose Mastracco**

**Sherry Saunders**

**Mark Shiflitt**

**Shamika Lewis**

**Antonio Morgan**

**Gary Talley**

**Daphne Turner**

**Kenneth Robinson**

**Jean Grim**

**Frances Randolph**

**Bertha Judge**

City of Colonial Heights

City of Colonial Heights

Dinwiddie County

City of Emporia

Greensville County

City of Hopewell

City of Petersburg

City of Petersburg

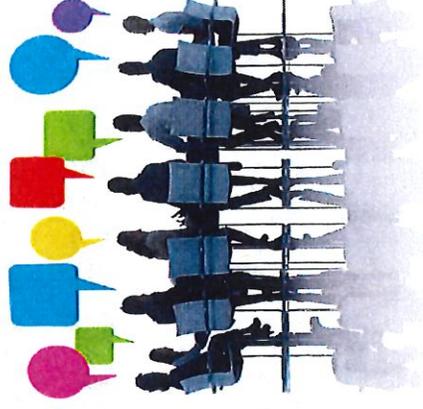
City of Petersburg

Prince George County

Prince George County

Surry County

Sussex County



# SERVICES

- District 19 CSB offers Mental Health (MH), Intellectual/Developmental Disability (ID/DD), and Substance Use Disorder (SUD) services. We also offer emergency services for people in crisis, early intervention services for young children, and prevention services to reduce risk and promote wellness.
- In FY19, we provided direct services to 5,474 individuals.

# Adult Services

- Mental Health Case Management
- Psychosocial Rehabilitation
- Substance Use Services
- I-Work Program
- Psychiatric and Nursing Services
- Transitional Living/Supportive Housing
- Intellectual/Developmental Disability Services
- PACT (Program for Assertive Community Treatment)

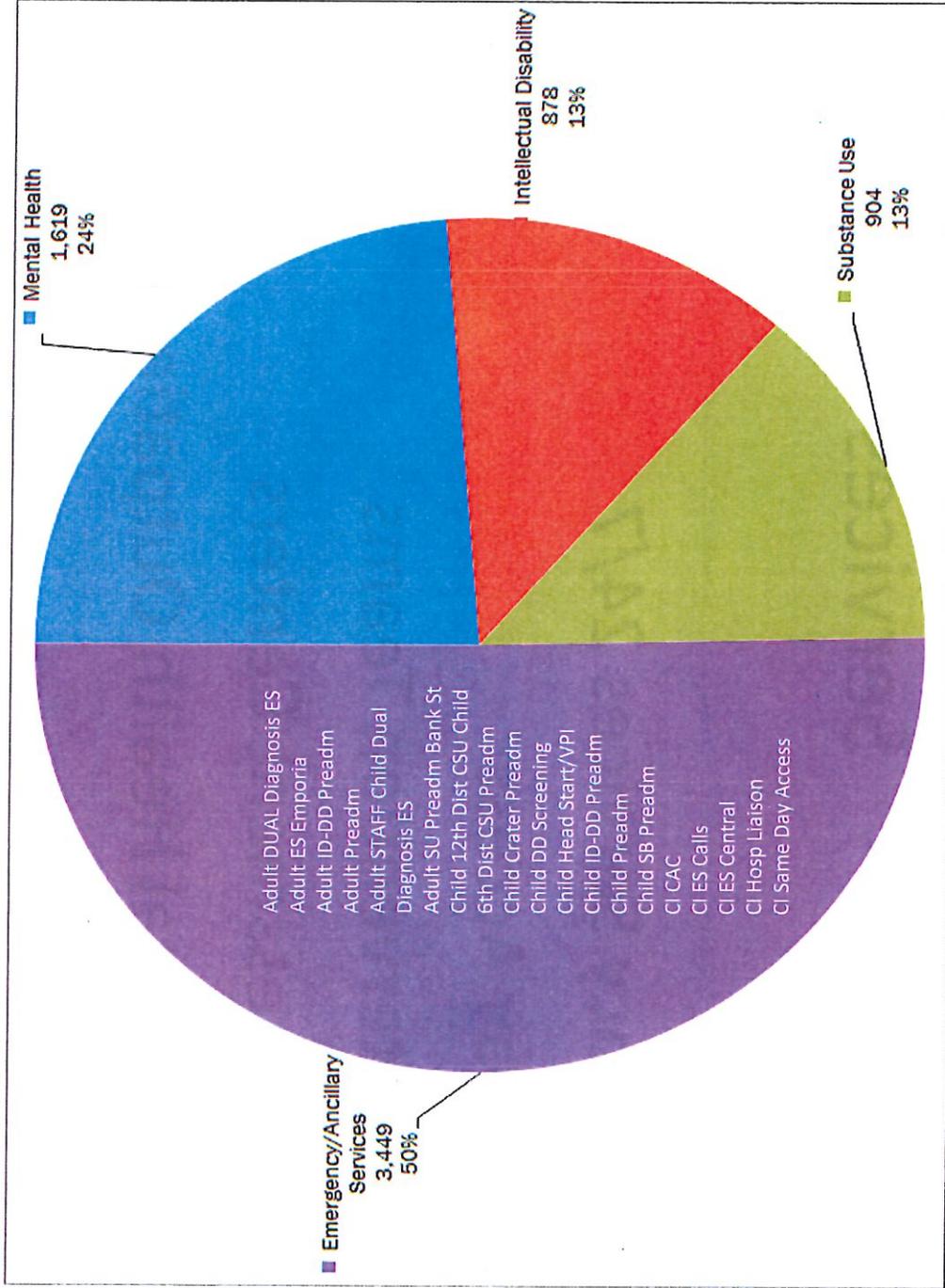
# Child and Adolescent Services

- School-Based Therapy
- Juvenile Corrections
- Prevention
- Mental Health Case Management
- Intellectual/Developmental Disability Case Management
- Court Services
- Early Intervention

# Community Integration and Crisis Services

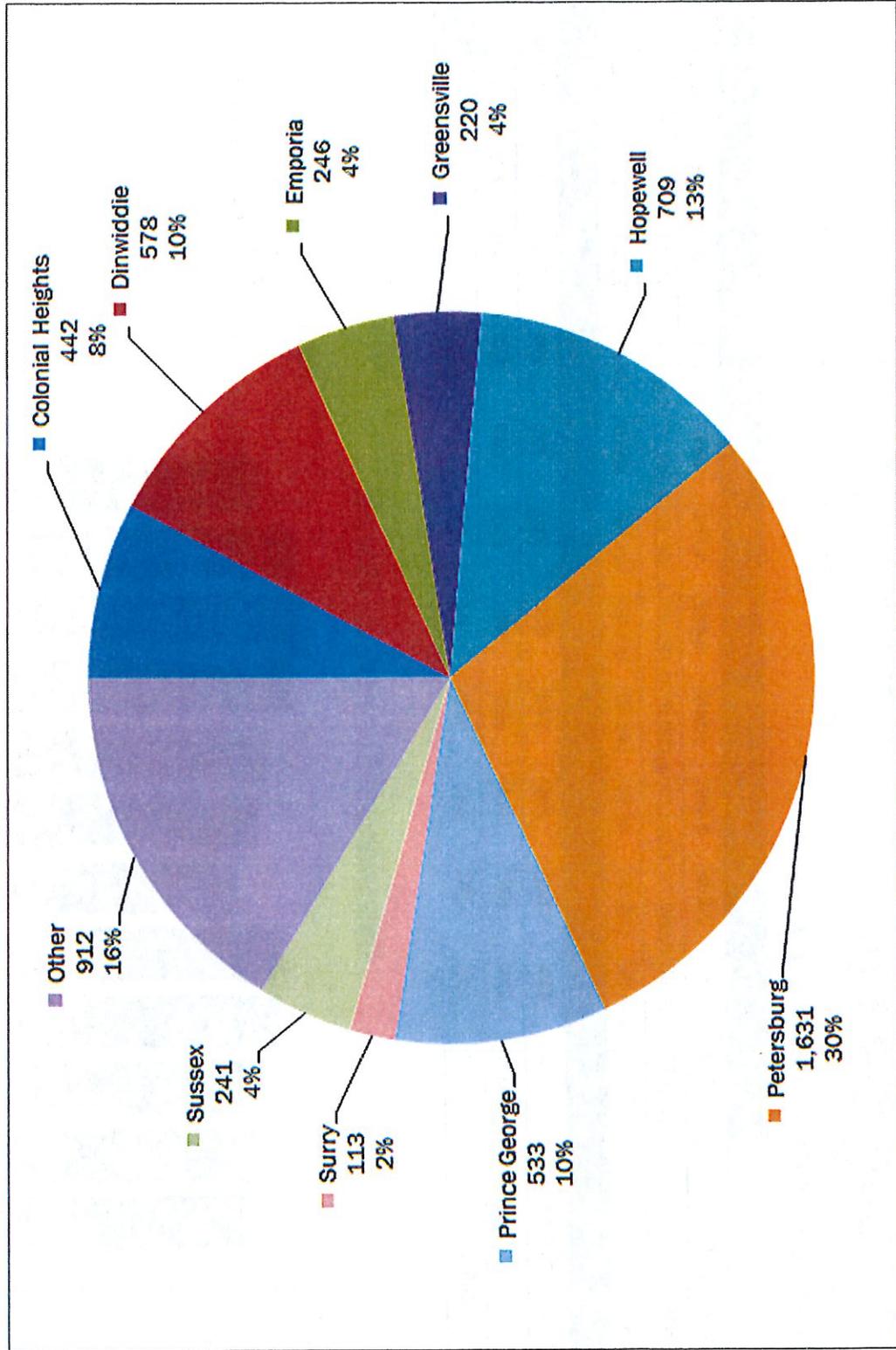
- Emergency Services 24/7
- Same Day Access
- Crisis Intervention Teams
- Crisis Assessment Centers
-  Mental Health Outpatient Therapy

# Individuals Served in FY19



\*Count is not unduplicated. Individuals receiving more than one service will be counted in each service

# Individuals Served by Locality



# D19 | CSB

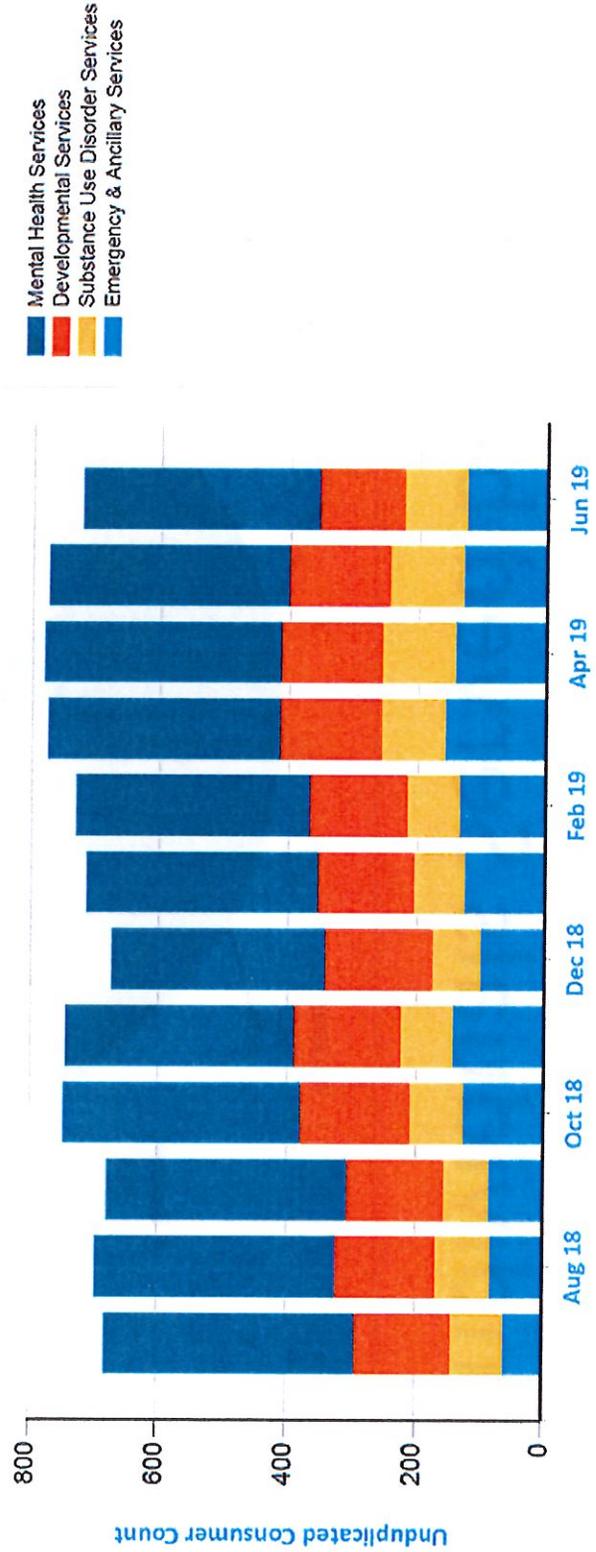
District 19 Community Services Board

## Summary of Services Provided by Month Individuals Residing in Petersburg

### Total Services for Petersburg

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	FY Total
<b>Total Services Provided</b>	4,099	4,484	3,909	4,641	3,906	3,429	3,731	3,367	3,548	3,751	4,036	3,671	46,572
<b>Total Service Hours</b>	3,625.30	3,958.88	3,480.73	4,363.08	3,680.05	3,122.57	4,186.32	3,891.55	4,108.48	4,267.07	4,689.88	4,029.27	47,403.18
<b>Total Bed Days</b>	151.00	141.00	156.00	99.98	141.00	117.98	164.98	86.00	106.00	151.00	181.00	161.00	1,656.94
<b>Unduplicated Consumers Served</b>													
<b>Adult</b>	680	695	678	746	743	672	713	729	774	781	774	721	1,631
<b>Child/Adolescent</b>	623	624	600	644	635	582	626	640	670	686	679	627	1,370
	57	71	78	102	108	90	87	89	104	95	95	94	268

### Consumers Served by Month



# D19 | CSB

District 19 Community Services Board

## Summary of Services Provided by Month Individuals Residing in Petersburg

### Mental Health Services

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	FY Total
<b>Total Services Provided</b>	2,769	3,066	2,712	2,937	2,364	2,154	2,398	2,167	2,272	2,383	2,643	2,526	30,391
<b>Total Service Hours</b>	2,608.53	2,836.88	2,555.05	3,088.02	2,542.97	2,245.53	2,710.85	2,516.77	2,616.45	2,795.68	3,273.30	2,802.58	32,592.62
<b>Total Bed Days</b>	98.00	102.00	103.00	69.00	75.00	87.00	98.98	58.00	75.00	121.00	150.00	131.00	1,167.98
<b>Unduplicated Consumers Served</b>													
	388	372	372	367	354	331	359	362	361	369	373	366	622
<i>Adult</i>	364	352	352	338	326	310	330	336	332	340	342	335	553
<i>Child/Adolescent</i>	24	20	20	29	28	21	29	26	29	29	31	31	70

### Developmental Services

	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	FY Total
<b>Total Services Provided</b>	519	565	468	620	596	580	490	368	422	399	469	359	5,855
<b>Total Service Hours</b>	264.77	334.47	238.40	314.97	307.48	312.35	269.90	262.65	296.07	244.12	251.62	203.88	3,300.67
<b>Total Bed Days</b>	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Unduplicated Consumers Served</b>													
	149	155	151	169	165	166	149	151	156	156	157	132	262
<i>Adult</i>	122	114	118	130	125	123	115	111	116	115	118	95	160
<i>Child/Adolescent</i>	27	41	33	39	40	43	34	40	40	41	39	37	104

# D19 | CSB

District 19 Community Services Board

## Summary of Services Provided by Month Individuals Residing in Petersburg

### Substance Use Disorder Services

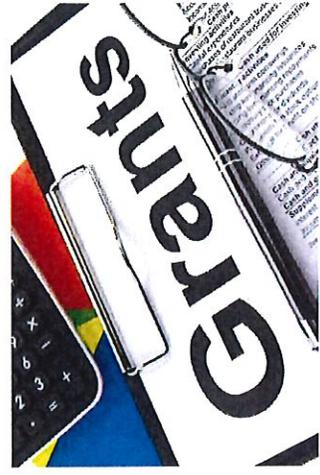
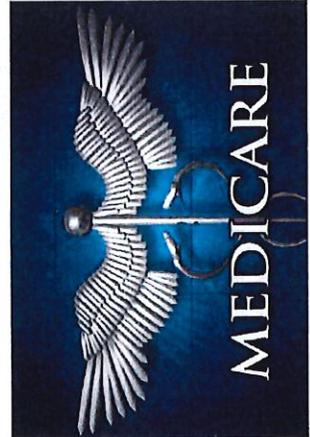
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	FY Total
Total Services Provided	692	675	525	745	677	515	650	616	608	752	722	590	7,767
Total Service Hours	657.33	655.33	516.68	683.40	634.42	444.33	999.82	911.15	946.73	970.80	899.28	792.70	9,111.98
Total Bed Days	53.00	39.00	53.00	30.98	66.00	30.98	66.00	28.00	31.00	30.00	31.00	30.00	488.96
<b>Unduplicated Consumers Served</b>													
Adult	84	88	72	86	82	77	81	83	100	114	115	98	303
Child/Adolescent	2	1	1	2	3	3	3	4	4	6	5	5	9

### Emergency & Ancillary Services

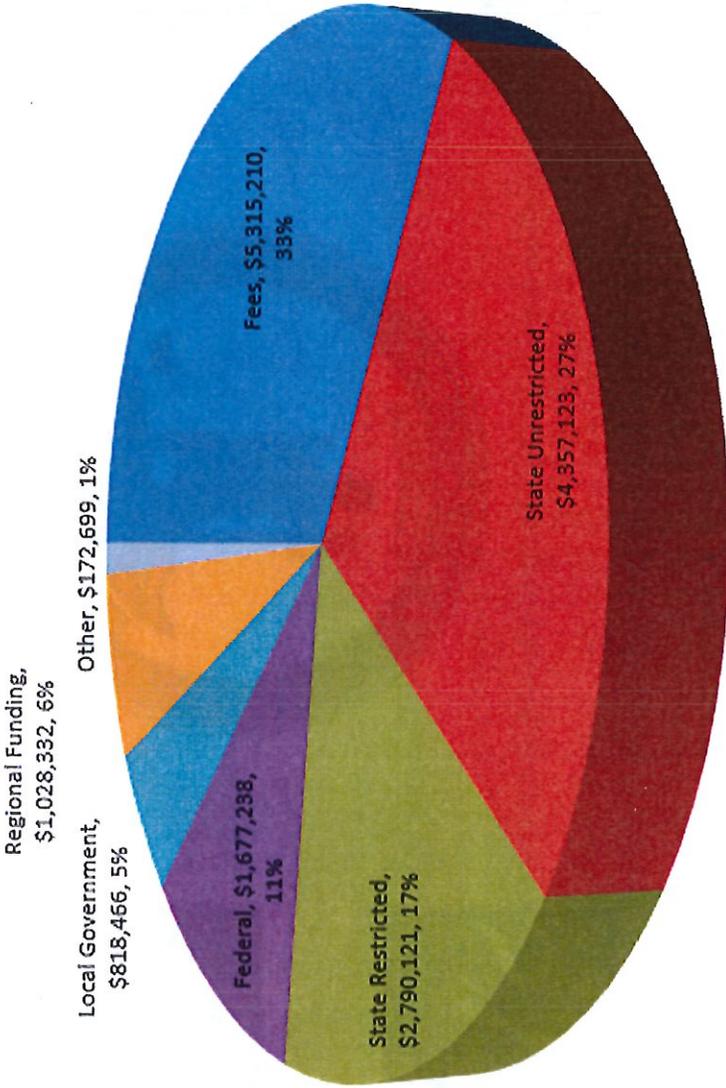
	Jul 18	Aug 18	Sep 18	Oct 18	Nov 18	Dec 18	Jan 19	Feb 19	Mar 19	Apr 19	May 19	Jun 19	FY Total
Total Services Provided	119	178	204	339	269	180	193	216	246	217	202	196	2,559
Total Service Hours	94.67	132.20	170.60	276.70	195.18	120.35	205.75	200.98	249.23	256.47	265.68	230.10	2,397.92
Total Bed Days	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
<b>Unduplicated Consumers Served</b>													
Adult	59	80	83	124	142	98	124	133	157	142	129	125	939
Child/Adolescent	4	9	24	32	37	23	21	19	31	19	20	21	146

## DISTRICT 19 FUNDING

District 19 CSB finances its work through a combination of public and private sector funding. Funding comes from federal, state, and local entities. District 19 serves a high volume of individuals that are uninsured. Service fee revenue comes primarily from Medicaid, but also from other sources. District 19 began accepting some commercial insurances for services in February 2019.

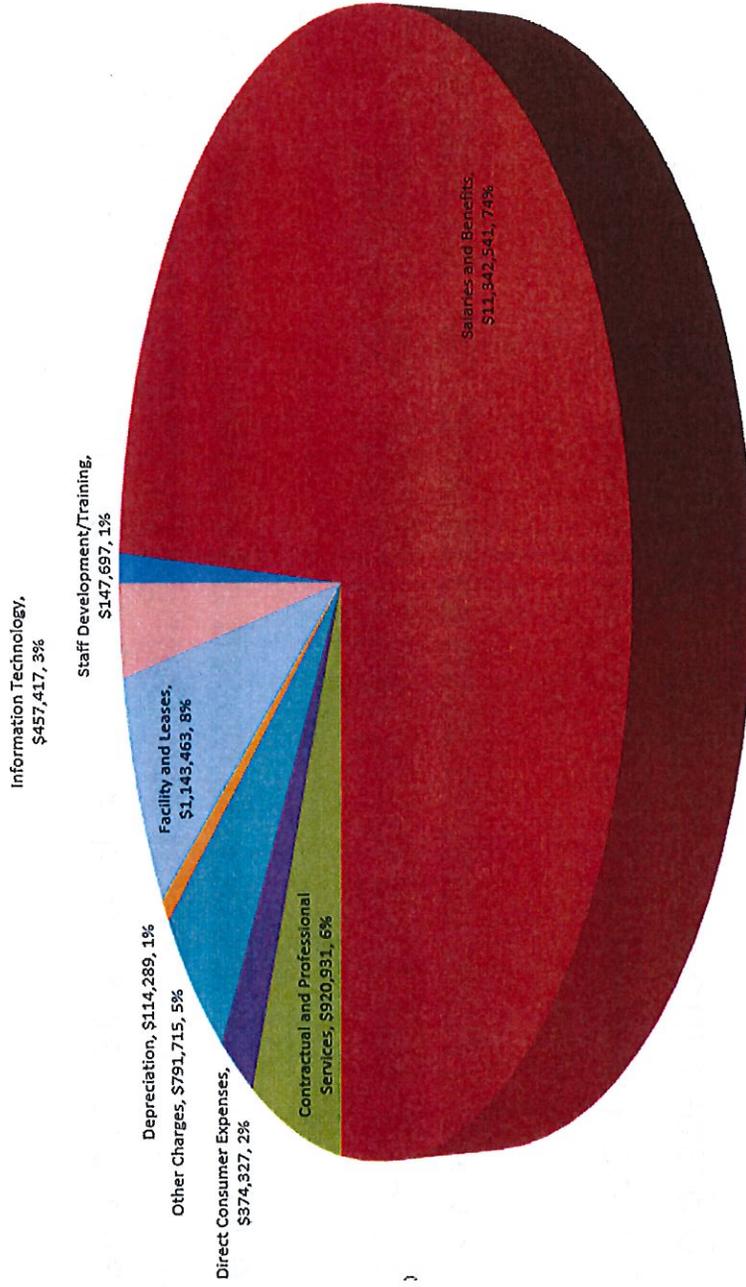


# FY19 Revenues



Revenue	
Fees	\$5,315,210
State Funds	\$7,147,244
Federal Funds	\$1,677,238
Local Government	\$818,466
Other Agencies	\$1,028,332
Interest Income	\$9,962
Gain on sale of capital assets	-\$64,818
Miscellaneous local	\$227,555
<b>Total</b>	<b>\$16,159,189</b>

# FY19 Expenses



Expenses	
Staff Development/Training	\$147,697
Salaries and Benefits	\$11,342,541
Contractual and Professional Services	\$920,931
Direct Consumer Expenses	\$374,327
Other Charges	\$791,715
Depreciation	\$114,289
Facility and Leases	\$1,143,463
Information Technology	\$457,417
Total	\$15,292,380

# Local Funding Match Requirement

- Sections 37.2-509 and 37.2-611 of the Code of Virginia establish establishes the minimum local matching funds requirement reciprocally at 10 percent.
- FY20 State fund contribution to District 19: \$8,324,232
- FY20 local matching funds requirement: \$854,273
- \*FY21 State fund contribution to District 19: \$8,510,923
- FY21 local matching funds requirement: \$900,243

\* State fund contribution is based on current “known” funding allocations. This amount can change throughout the year when the State allocates additional funds for specific purposes.

# Local Match Request for FY21

- Although state general funds have been reduced, other (restricted) state funding has increased.
- The General Assembly approved funding for CSBs to implement the initial mandated services of STEP-VA. Unfortunately there have been no new funds for current services. This new funding does not fully cover the expenses to implement the new services in all 9 localities.

# City of Petersburg

- District 19 is very appreciative of the partnership and support from Petersburg.
- The amount requested from Petersburg for FY20 was \$215,461.
- The amount approved for FY20 = \$209,185
- FY21 request = **\$228,349**

# STEP-VA

## **System Transformation, Excellence and Performance in Virginia Excellence in Mental Health Act**

STEP-VA is a long-term initiative designed to improve the community behavioral health services available to all Virginians. All 40 CSBs in Virginia are statutorily required to provide all STEP-VA services by July 2021.

- Increase access to services, including screening and assessment.
- Expand person-centered/patient-centered practices.
- Improve the spectrum of crisis services.
- Implement and fund more targeted case management.
- Strengthen peer and family services.
- Ensure better integration of behavioral healthcare with primary care along with employment, housing, education, and other social services.

# Same Day Access

- In compliance with STEP-VA, District 19 has implemented Same Day Access. The implementation of STEP-VA services improves access, increases quality, builds consistency and strengthens accountability across Virginia's public behavioral health system.
- The funding that was allocated to provide this new mandated service is not sufficient to cover the cost of operating the service.
- The SDA program operates in Petersburg, Emporia, and Hopewell/Prince George. Individuals receive assessments for services from Licensed staff, on the same day that they come to the clinic to initiate services.

# Primary Care Screening and Monitoring

- The two objectives of the primary care screening and monitoring are to ensure that any child diagnosed with a serious emotional disturbance and receiving ongoing CSB behavioral health service or any adult diagnosed with a serious mental illness and receiving ongoing CSB behavioral health service will be provided or referred for a primary care screening on a yearly basis.
- Also to screen and monitor any individual over age 3 being prescribed an antipsychotic medication by a CSB prescriber for metabolic syndrome following the American Diabetes Association guidelines

# Mental Health Outpatient Therapy

## \*Coming Soon\*

**Objective:** The objective of this step is to ensure high quality, evidence-based, trauma-informed, culturally-competent, accessible behavioral health services that address a broad range of diagnoses and considers an individual's course of illness across the lifespan from childhood to adulthood and support complementary system wide initiatives such as behavioral health redesign, Addiction and Recovery Treatment Services (ARTS), Families First Prevention Services Act, and DJJ Transformation.

This step aims to ensure high quality services that address critical community needs and helps close gaps in access to foundational outpatient services.

\*Funding was allocated to each CSB to add two new MH Therapy positions for this STEP-VA. One position for adult services and one position for children's services. Additional "needs" based funding was provided to CSBs that will support two more positions and potentially tele psychiatry hours. D19 will have two of these position at the Petersburg clinic, one in Hopewell/Prince George, and one in Emporia. Recruitment for these positions are underway.

# For more information:

- [www.d19csb.com](http://www.d19csb.com)



- Like us on Facebook





# City of Petersburg

10c

## Ordinance, Resolution, and Agenda Request

**DATE:** January 2, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha Ferrell Benavides, City Manager

**FROM:** Captain Chris Walker

**RE:** ABC Application for Town and Country 3

---

**PURPOSE:** To receive comments from City Council in the regards to the application for a ABC License for property located at 1908 Boydton Plank Rd. Petersburg, VA 23805-9203

**REASON:** Except for applicants for wine shipper's, beer shipper's, wine and beer shipper's licenses, and delivery permits, the Board shall notify the local governing body of each license application through the county or city attorney or the chief law-enforcement officer of the locality. Local governing bodies shall submit objections to the granting of a license within 30 days of the filing of the application

**RECOMMENDATION:** Staff recommends City Council to review information on the ABC License Application request and provide comments or questions to the chief law enforcement officer.

**BACKGROUND:** See attached

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** January 7, 2020

**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:** ABC Application Letter

**STAFF:** Captain Chris Walker



Virginia Alcoholic Beverage Control Authority

Chief Executive Officer  
Travis G. Hill



Vice Chair  
Maria J. K. Everett  
Board of Directors  
Gregory F. Holland  
Beth G. Hungate-Noland  
Mark E. Rubin

December 18, 2019

To Whom It May Concern:

This is to inform you that a retail application has been received from an establishment that is located in your city/county. The following is the basic information pertaining to the application:

License Number: 752181  
Company Name: Town & Country 3 LLC  
Trade Name: Town & Country 3  
Address, City, State & Zip Code: 1908 Boydton Plank Rd Petersburg VA 23805-8918  
Type of Establishment: Convenience Grocery Store  
Type of License Applied For: Wine and Beer Off Premises  
Date of Receipt: December 16, 2019

You are receiving this email notification per Code §4.1-230-B, which states:

“Except for applicants for wine shipper’s, beer shipper’s, wine and beer shipper’s licenses, and delivery permits, the Board shall notify the local governing body of each license application through the county or city attorney or the chief law-enforcement officer of the locality. Local governing bodies shall submit objections to the granting of a license within 30 days of the filing of the application.”

Please feel free to contact our office at 804.213.4572 if you have any questions, need any further information or wish to file any objections against the above listed application. Please be sure to reference the license number listed above.

Thank you,

*Yvonka Weaver*

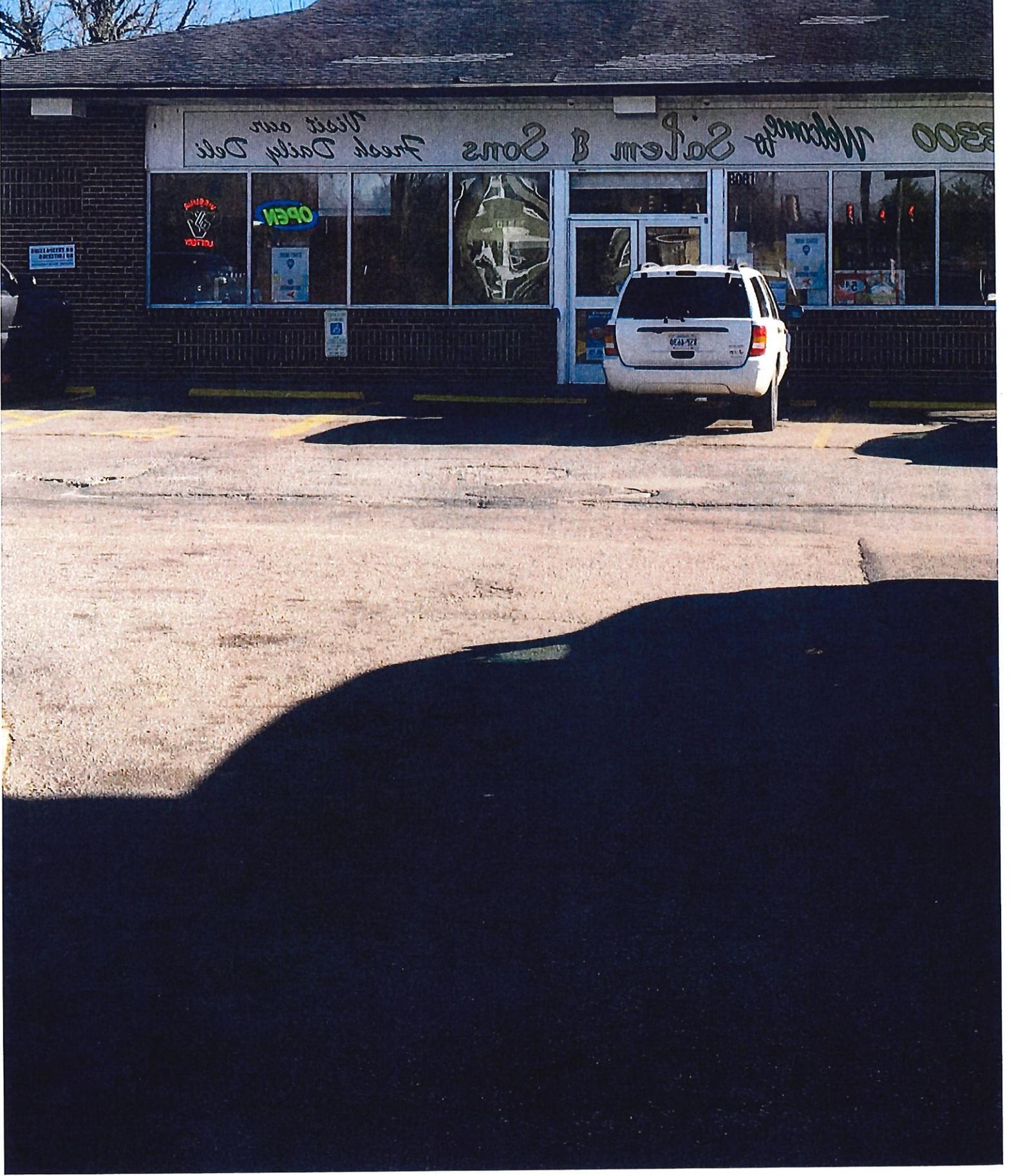
Licensing Technician

804.213.4572

[Yvonka.weaver@abc.virginia.gov](mailto:Yvonka.weaver@abc.virginia.gov)







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OPEN

PLEASE ASSESS THE  
INSTRUCTIONS ON

Handicap parking sign

02A1-121













**NO TRESPASSING  
NO LOITERING**  
VIOLATORS WILL BE PROSECUTED

Deli

LOTTERY











# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** January 7, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

**THROUGH:** Lionel D. Lyons, Deputy City Manager – Development

**FROM:** Reginald Tabor, Economic Development Manager

**RE:** **A Request for a Public Hearing January 21, 2020 to consider an Ordinance Authorizing the Sale of City-owned property**

**PURPOSE:** For the City Council to schedule a public hearing and consider the adoption of an Ordinance authorizing the sale of City-owned property.

**REASON:** To schedule a public hearing and consider an Ordinance that approves and authorizes the City Manager to execute a Purchase Agreement and proceed with the sale of City-owned property in accordance with applicable legal requirements.

**RECOMMENDATION:** It is recommended that the City Council schedules a public hearing on January 21, 2020 and subsequently considers adoption of an Ordinance approving and authorizing the City Manager to execute a Purchase Agreement and proceed with the sale of City-owned property in accordance with applicable legal requirements.

**BACKGROUND:** The City has received proposals to purchase a portion of the following City-owned parcel:

Parcel ID	Premise	Street	Proposed Use
010-190016	400	Commerce Street	Parking for Residential Development

In accordance with applicable legal requirements, A public hearing is required prior to approving and authorizing the sale of City-owned property.

**COST TO CITY:** Conveyance of Real Property

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Revenue from the sale of property and associated fees and taxes.

**CITY COUNCIL HEARING DATE:** January 21, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** City Manager, Economic Development, City Assessor

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Reginald Tabor, Economic Development Manager



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** January 7, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

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**RECOMMENDATION:** It is recommended that the City Council schedules a public hearing on January 21, 2020 and subsequently considers adoption of an Ordinance approving and authorizing the City Manager to execute a Purchase Agreement and proceed with the sale of City-owned property in accordance with applicable legal requirements.

**BACKGROUND:** The City has received proposals to purchase the following City-owned property:

Parcel ID	Premise	Street	Proposed Use
011-290004	10	N Jefferson Street	Commercial Development
011-290007	125	E Washington Street	Commercial Development

In accordance with applicable legal requirements, A public hearing is required prior to approving and authorizing the sale of City-owned property.

**COST TO CITY:** Conveyance of Real Property

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** Revenue from the sale of property and associated fees and taxes.

**CITY COUNCIL HEARING DATE:** January 21, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** City Manager, Economic Development, City Assessor

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Reginald Tabor, Economic Development Manager



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** January 7, 2020

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

**THROUGH:** Lionel D. Lyons, Deputy City Manager – Development

**FROM:** Reginald Tabor, Economic Development Manager

**RE:** **A Request to schedule a Public Hearing January 21, 2020 to consider an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 2-7 Councilmen's salaries**

---

**PURPOSE:** For the City Council to schedule a public hearing and consider the adoption of an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 2-7 Councilmen's salaries.

**REASON:** As required by State law, to schedule a public hearing and consider an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 2-7 Councilmen's salaries.

**RECOMMENDATION:** It is recommended that the City Council schedules a public hearing on January 21, 2020 to consider an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 2-7 Councilmen's salaries.

**BACKGROUND:** During the December 10, 2019 City Council Meeting, the City Council adopted the City's 2020 Legislative Agenda.

The Legislative Agenda includes a request for an amendment to the City's Charter section 2-7. Councilmen's salaries that would streamline the process and allow the City Council to establish the salaries of the City Council by Ordinance, without appointing a commission and expending resources through the clerk of the court and judge. This is consistent with the process of some other communities in Virginia.

In accordance with applicable legal requirements, A public hearing is required prior to approving a request for the General Assembly to amend the existing Charter.

**COST TO CITY:** Approved Salaries for the City Council.

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** January 21, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Virginia General Assembly

**AFFECTED AGENCIES:** City Council

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Reginald Tabor, Economic Development Manager

## Charter

### § 2-7. Councilmen's salaries.

Notwithstanding the provisions of §§ 15-448 to 15-454, both inclusive, of the Code of Virginia, the salaries of all councilmen in the city, including the salary of the mayor, shall be fixed ~~by an ordinance adopted by the City Council, as provided herein, by a commission of five resident taxpayers, who shall also be qualified citizens of the city, and who shall be appointed by the hustings court of the city, or the judge thereof in vacation, having jurisdiction in the city, and who shall serve without compensation. Such commissioners shall be so appointed upon application of the mayor to the court or the judge thereof, as soon as practical after any general election for members of the council, and the salaries so fixed shall become effective as of the date on which members elected at such general election shall take office, but the salaries so fixed shall be applicable with respect to all members of the council, including the mayor, irrespective of the date of their taking office, it being intended that the salaries of all members of the council (with the exception of that of the mayor in the event his salary shall be fixed at a greater amount than that of other members of the council) shall at all times be equal and uniform. The compensation so fixed shall be effective until the expiration of the terms of members of the council next expiring. If such salaries shall not have been fixed on or prior to the date as of which the same shall become effective, as herein provided, all past-due salaries shall be paid to members of the council at the rate fixed as herein provided.~~

~~The commissioners appointed pursuant to this section, shall be notified by the clerk of such court of their appointment, and, upon being so notified, shall, as soon as practicable, meet, and fix such salaries, and make due written report of their action to the clerk of the court. The report so made shall be in the office of the clerk for thirty days, during which time any citizen or taxpayer of the city may file written exceptions to the same. If no exceptions to the report are made, then at the expiration of such thirty days the clerk shall transmit the report to the city council, which report shall be entered in full on the records of the council and shall have the force and effect of an ordinance duly adopted in the mode prescribed by law.~~

~~If any citizen or taxpayer files exceptions to the report within the thirty-day period above provided for, the matter shall be immediately docketed by the clerk for hearing as a privileged case as soon as the court may be able to hear the same, after the lapse of such thirty days from the making of the report. The judge of such court shall have entire control of the matter, and may either reject, modify or confirm the report. Any citizen or taxpayer of the city may make himself a party to the hearing before the court, and may present such evidence as may be pertinent. If the report be rejected by the court, new commissioners shall be appointed immediately, and the same procedure followed as set forth in the first instance.~~

~~Upon the final determination of the matter such order as the court may enter shall be certified to the city council, spread upon its records, and have the force and effect of an ordinance duly adopted as prescribed by law. (1962, c. 259)~~





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** January 7, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Brian E. Gordineer, AAS, City Assessor

**RE:** **A Request to schedule a Public Hearing January 21, 2020 to consider an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 6-8 related to land book duties**

---

**PURPOSE:** For the City Council to schedule a public hearing and consider the adoption of an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 6-8 related to land book duties.

**REASON:** As required in the Code of Virginia, to schedule a public hearing and consider an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 6-8 related to land book duties.

**RECOMMENDATION:** It is recommended that the City Council schedules a public hearing on January 21, 2020 and subsequently considers adoption of an Ordinance requesting that the Virginia General Assembly approves an amendment to the City's Charter Section 6-8 related to land book duties.

**BACKGROUND:** During the December 10, 2019 City Council Meeting, the City Council adopted the City's 2020 Legislative Agenda, which includes an amendment to the City's Charter regarding land book duties.

The change would be consistent with the assignment of land book duties in other jurisdictions.

In accordance with applicable legal requirements, a public hearing is required prior to approving a request for the General Assembly to amend the existing Charter.

**COST TO CITY:** N/A.

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** January 21, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Virginia General Assembly

**AFFECTED AGENCIES:** Commissioner of the Revenue, City Assessor

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Brian E. Gordineer, AAS, City Assessor

## Charter and municipal code changes related to land book duties being transferred to the City Assessor

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### Charter

#### **Sec. 6-8. - Assessors to assume certain duties and powers of the commissioner of revenue; certain duties of the commissioner of the revenue not affected; extension of annual taxes.**

All duties imposed and all powers conferred by law on the commissioner of the revenue of the city with respect to the assessment of real estate for taxation shall, upon the adoption of an ordinance by the city under the provisions of this article, be transferred to the assessor or assessors elected by the council of the city pursuant to the provisions of this charter, ~~except that such commissioner of the revenue shall not be relieved of his duties with respect to the preparation of the land books for use in the city and the delivery and filing of copies thereof as required by the provisions of Code of Virginia, tit. 58 [Code of Virginia, tit. 58.1], but such land books shall be prepared by the commissioner of the revenue in accordance with the assessments or reassessments made and certified to him by the assessor or assessors elected under the provisions of this article, and taxes for each year shall be extended on the basis of such assessments or reassessments or on the basis of the last previous assessment of the property involved if no change in such assessment shall have been made.~~

### Municipal Code

#### **Sec. 106-64. - Transfer of property upon land book.**

The ~~commissioner of the revenue~~ city assessor shall transfer upon the land book all land which appears by competent evidence to have changed ownership.

(Code 1981, § 34-40)

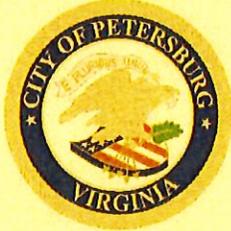
**Charter reference**— Duty of commissioner of the revenue relative to land book, § 6-8.

#### **Sec. 106-146. - Land book.**

Nothing in this subdivision shall be construed so as to permit the ~~commissioner of the revenue~~ city assessor to list upon the land book any reduced value due to the exemption provided by this subdivision.

(Ord. No. 16-01, 1-5-2016)





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** December 27, 2019

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell Benavides, City Manager  
Lionel D. Lyons, Deputy City Manager for Development

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

**RE:** Kristofer Haase, owner of 115 N. Sycamore Street, Tax Parcel 011-26-0022 is appealing the decision of the Architectural Review Board (ARB). The property is located in the Courthouse Local Historic District.

---

**PURPOSE:** A public hearing to receive citizen comment on an appeal of the Architectural Review Board's decision for 115 N. Sycamore Street.

**REASON:** Council is required to schedule and conduct a public hearing, upon receiving a request from the owner no more than 30 days from the date of the Architectural Review Board (ARB) meeting.

**RECOMMENDATION:** Following a duly advertised public hearing, Council by majority of those members present and voting, the council may affirm, reverse or modify the decision of the Architectural Review Board (ARB) in whole or in part.

**BACKGROUND:** Staff issued a Stop Work Order on September 23, 2019, for the installation of new window openings without approval. Mr. Haase applied for a Certificate of Appropriateness on September 23, 2019, and his request was heard at the October 16, 2019 ARB Meeting. The ARB voted to deny the request, based on the grounds that installing new window openings where windows were never present is an inappropriate treatment to buildings in our Local Historic Districts. This ruling requires that the wall be returned to its original state.

An appeal was received by the Clerk of Council on November 12, 2019 requesting that City Council allow Mr. Haase to leave the windows.

**COST TO CITY:** None

**BUDGETED ITEM:** N/ A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** January 7, 2020

**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:** ARB agenda, application and packet attachments, selection of October 16, 2019 ARB meeting minutes, section of the Historic District Design Guidelines, letter of denial.

**STAFF:** Kate Sangregorio, Historic Preservation Planner, Department of Planning & Community Development

received  
11/12/19

Re: ARB window denial appeal for the property located on 115 N. Sycamore Street.

November 11, 2019

Dear Members of City Council,

On July 17, 2016 a gunman ran into my business (Crystal Spa & Nails) and held my employees hostage. For ten minutes he terrorized the staff until finally fleeing out the front door. He was pursued by the police and tackled in the street. It was ultimately determined that he was hiding in the alley before entering the building. He was using the alley as an area of refuge because to him it was the perfect place to hid and not be seen.

For as charming as that alley maybe to some, to me it is a major danger and a liability. The alley is a place that miscreants inhabit, vagrants linger, and the homeless congregate. In order to ensure the safety of my employees and my family, I installed four windows in the alley wall. I did not do this with wanton disregard for the rules. I actually very thoughtfully placed the windows on the second floor toward the back of the building where they would be screened by the tree that grows in the alley. I tried to make the impact as small as possible.

I've been a General Contractor in this town for twenty years. I love history and historic architecture. Preserving historic buildings is my life's work. I would never intentionally modify a historic building in violation standards whether they be state or local. However, in this particular case, the safety concerns outweigh the importance of the blank stucco wall dividing my family from the crime outside. These windows now serve as a major deterrent from anyone using the alley for the wrong reasons.

I thank you for your attention to this matter and hope you can see why I installed these windows.

Sincerely,



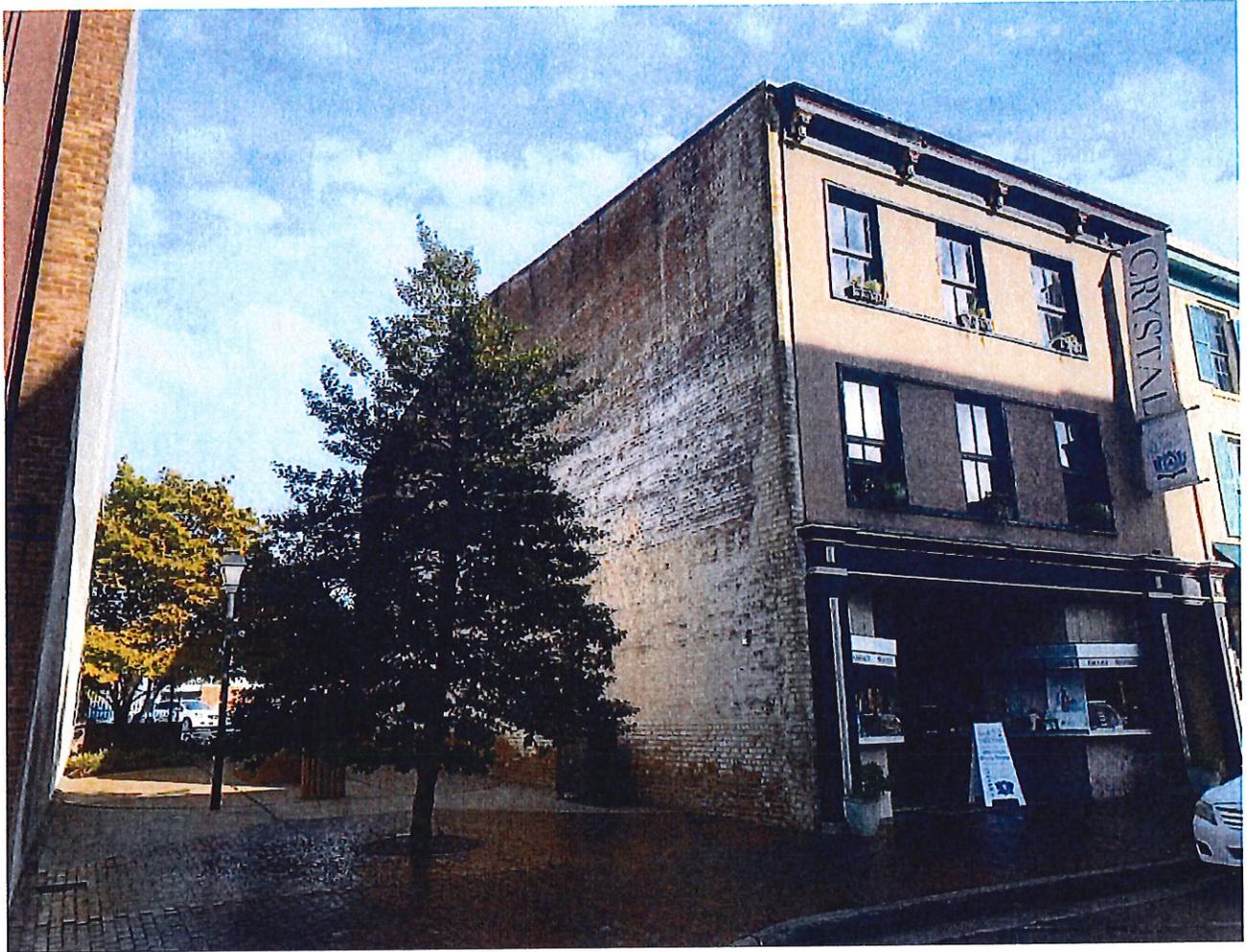
Kristofer Haase

804.536.6681

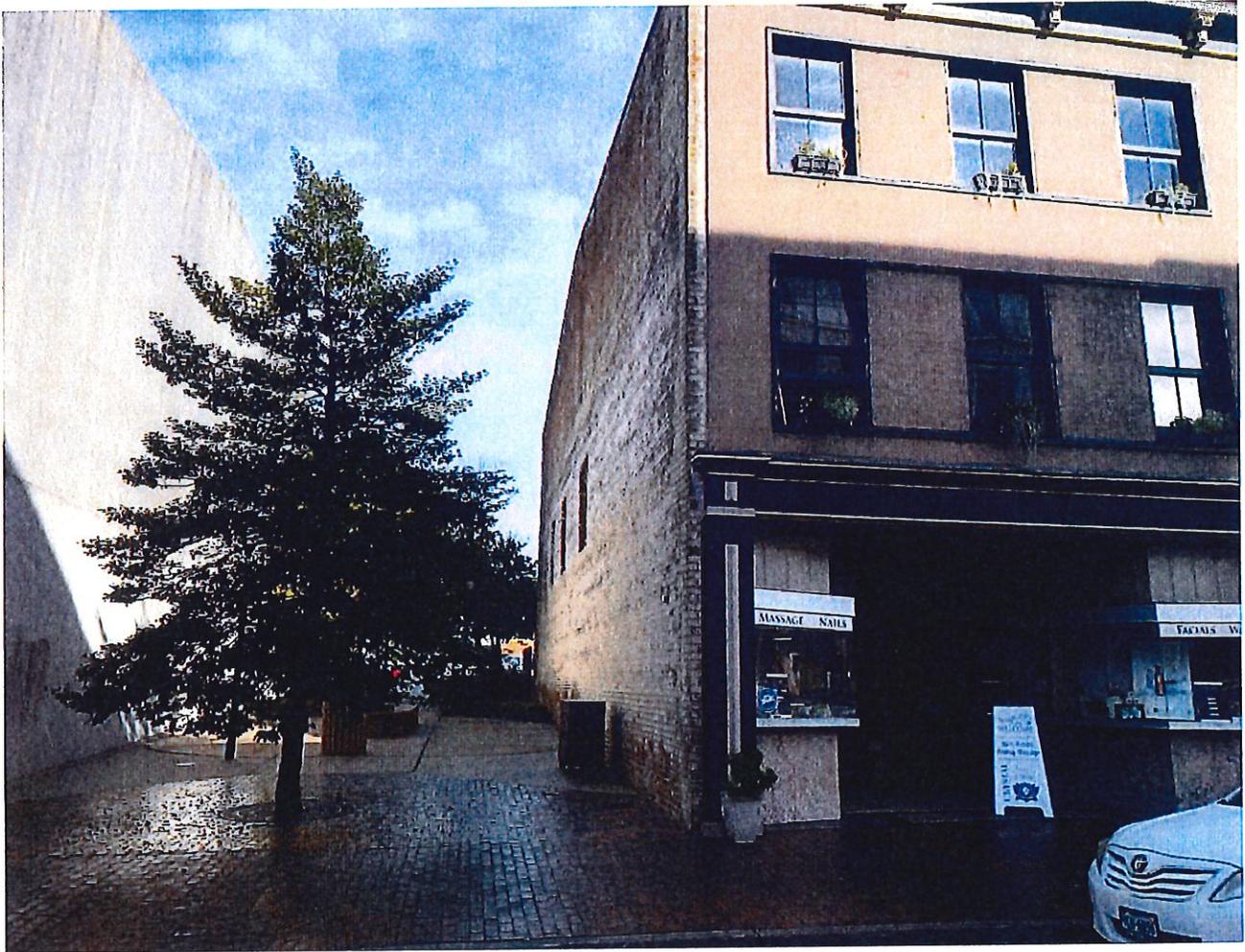








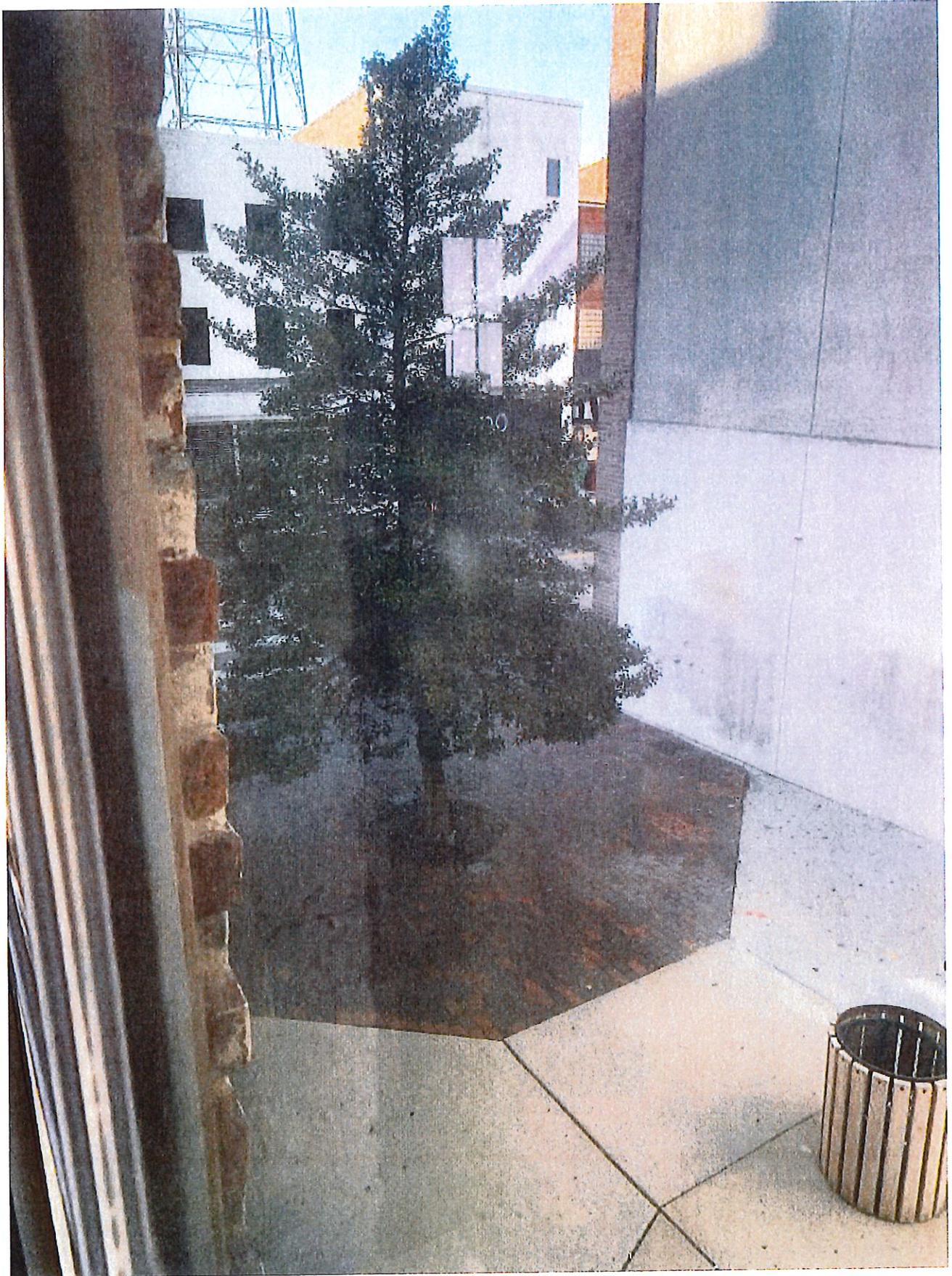




























Agenda  
Architectural Review Board  
Wednesday, October 16, 2019  
Council Chambers, City Hall  
6:00 p.m.

1. Call to Order
2. Pledge of Allegiance
3. Review of Minutes
4. Approval of Agenda
5. Public Information Period
6. Request(s) for Certificate of Appropriateness:

Consent Agenda:

- a. 1021 W. High Street (T.P.) Battersea/West High Street Historic District; Owner: Petersburg Revival LLC; Applicant: William Fitzhugh  
Replace concrete sidewalk with brick.
- b. 1024 W. High Street (T.P.) Battersea/West High Street Historic District; Owner: Petersburg Revival LLC; Applicant: William Fitzhugh  
Replace concrete steps with brick.

Regular Agenda:

- c. 115 N. Sycamore Street (T.P. 011-26-0022) Courthouse Historic District; Owner: 115 N. Sycamore St LLC; Applicant: Kristofer Haase  
Create 4 new window openings on north elevation.
- d. 118 N Sycamore Street (T.P. 011-25-0014) Courthouse Historic District; Owner: Ronald Sibyl Walton; Applicant: REJS Group II LLC  
Re-open second and third floor front façade windows, replace storefront.
- e. 127 Bollingbrook Street (T.P. 011-07-0001) Old Towne Historic District; Owner: Rountree Pontiac-GMC Truck Inc.; Applicant: B + T Towing LLC  
Install wooden privacy fence around part of empty lot, to the outside of the chainlink fence, and post 4 no-trespassing signs.
- f. Appomattox River Trail (T.P. Various) Battersea/West High Street and Old Towne Historic District; Owner: Various; Applicant: FOLAR

35% complete plans for the River Trail.

- g. 135 Old Street (T.P. 011-12-0001) Old Towne Historic District; Owner: Carriage House Preservation LP; Applicant: Charles E. Townes

Replace metal gate with wooden gate.

- h. 416 Second Street (T.P. 011-09-0007) Old Towne Historic District; Owner: WWWEH LLC; Applicant: Earnest Harrison

Replace glass with tinted glass

- i. 426 Grove Avenue (T.P. 010-11-0003) Old Towne Historic District; Owner: Petersburg Revival, LLC; Applicant: William Fitzhugh

Renovation/restoration

7. Old Business

8. New Business:

Request for a Historic Building Plaque

- a. 116 Liberty Street (T.P. 022-31-0009) Poplar Lawn Historic District; Owner: Ting Yi Oei and Diane Curling; Applicant: Same

Application for a Historic Building Plaque

-Administrative Approvals:

- b. 133 N. Sycamore St- signage
- c. 116 Liberty St- paint
- d. 309-311 Hinton St - paint
- e. 1021 W. High St -- continue porch pickets onto stair rails
- f. 434 Grove Ave -- in-kind window repairs
- g. 130 Marshall St - paint

9. Work Session

10. Adjournment



City of Petersburg - Architectural Review Board  
APPLICATION FOR CERTIFICATE OF APPROPRIATENESS (COA)

Address: 115 N. Sycamore St.  
Historic District: Old Town District

Application for COA       Application for Historic Building Plaque       Application for Discussion

Applicant: 115 N. Sycamore St. LLC.      E-Mail: office@haaseinc.com  
Address: 115 N. Sycamore St.      Phone: 804-536-6681

Owner: Kristofer Haase      E-Mail: \_\_\_\_\_  
Address: 115 N. Sycamore St.      Phone: 804-536-6681

Firm/Contractor Preparing Plans: N/A      E-Mail: \_\_\_\_\_  
Address: \_\_\_\_\_      Phone: \_\_\_\_\_

Firm/Contractor to Perform Work: N/A      E-Mail: \_\_\_\_\_  
Address: \_\_\_\_\_      Phone: \_\_\_\_\_

- |  |   |   |
|--|---|---|
| Type of Project:                               | Category:   |   |
| <input type="checkbox"/> Residential           | <input type="checkbox"/> Repair                   | <input type="checkbox"/> Addition   |
| <input checked="" type="checkbox"/> Commercial | <input type="checkbox"/> Renovation, Restoration  | <input type="checkbox"/> Driveway, sidewalk, parking lots                     |
|  | <input type="checkbox"/> Change in materials      | <input type="checkbox"/> New construction                                     |
|  | <input type="checkbox"/> Approval of paint colors | <input type="checkbox"/> Demolition   |
|  | <input type="checkbox"/> Fencing                  | <input type="checkbox"/> Plaque   |
|  | <input type="checkbox"/> Signage                  | <input checked="" type="checkbox"/> Other: <u>Add 4 windows to the Alley.</u> |

Project Description (attached additional sheets as needed):  
Please provide as much information as possible. The Architectural Review Board may deny or table requests that lack sufficient information for review and if you or your representative are not present. Please see Application Guidance and the Historic District Design Guidelines for additional information. The Historic District Guidelines are available for \$25 in the Planning Department.  
Add 4 windows to the Alley. Then paint the exterior of the building per the approved COA.

Kristofer Haase  
Applicant's Signature  
  
9.23.19  
Date

FOR OFFICE USE		
Date received: <u>9/23/19</u>	Agenda date: <u>10/16/19</u>	
Tax Parcel: <u>011-26-0022</u>	Zoning: <u>B-3</u>	
Additional permits needed from planning: _____		

## Property Record Card - Petersburg, VA

### General Property Data

Parcel ID **011-260022**  
 Prior Parcel ID **42600-166600-124000**  
 Property Owner **115 N SYCAMORE ST LLC**  
 Mailing Address **230 E BANK ST**  
 City **PETERSBURG**  
 Mailing State **VA** Zip **23803**  
 Parcel Zoning **B-3**

Account Number  
 Property Location **115 SYCAMORE ST**  
 Property Use **Retail-Res**  
 Most Recent Sale Date **12/29/2014**  
 Legal Reference **2014-3051**  
 Grantor **MDAJ LLC**  
 Sale Price **170,000**  
 Land Area **acres**

### Current Property Assessment

Card 1 Value    Building Value **158,400**    Xtra Features Value **0**    Land Value **15,900**    Total Value **174,300**

### Building Description

Building Style **Multi Retail**  
 # of Living Units **0**  
 Year Built **N/A**  
 Building Grade **AVERAGE**  
 Building Condition **N/A**  
 Finished Area (SF)  
 Number Rooms **0**  
 # of 3/4 Baths

Foundation Type  
 Frame Type  
 Roof Structure  
 Roof Cover  
 Siding  
 Interior Walls **N/A**  
 # of Bedrooms **0**  
 # of 1/2 Baths

Flooring Type **CARPET**  
 Basement Floor **N/A**  
 Heating Type **NONE**  
 Heating Fuel **N/A**  
 Air Conditioning  
 # of Bsmt Garages **0**  
 # of Full Baths  
 # of Other Fixtures

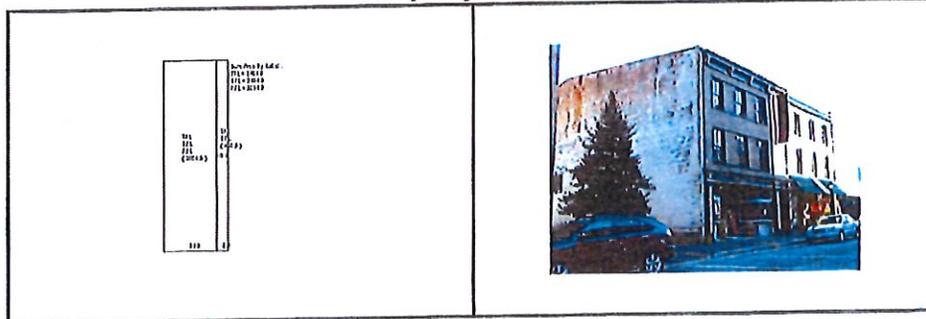
### Legal Description

25 X 90 TO A 5FT ALLEY

### Narrative Description of Property

This property contains acres of land mainly classified as Retail-Res with n(n) Multi Retail style building, built about N/A, having exterior and roof cover, with 0 unit(s), 0 room(s), 0 bedroom(s), bath(s), half bath(s).

### Property Images



Disclaimer: This information is believed to be correct but is subject to change and is not warranted.

Property Information		Property Evaluation Status
<b>Property Names</b>		Not Evaluated This Property is associated with the Petersburg Courthouse Historic District.
Name Explanation Current	Name Dalton's Jewelers	
<b>Property Addresses</b>		
	Current - 115 Sycamore Street North	
<b>County/Independent City(s):</b>	Petersburg (Ind. City)	
<b>Incorporated Town(s):</b>	No Data	
<b>Zip Code(s):</b>	No Data	
<b>Magisterial District(s):</b>	No Data	
<b>Tax Parcel(s):</b>	No Data	
<b>USGS Quad(s):</b>	PETERSBURG	

Additional Property Information	
<b>Architecture Setting:</b>	Urban
<b>Acres/ages:</b>	No Data
<b>Site Description:</b>	<p>1990: Sited in Federal style downtown commercial block of Petersburg.</p> <p>December 2008: The commercial building is located north of the intersection of North Sycamore Street and Franklin Street in downtown Petersburg. The building faces west onto North Sycamore. A vacant lot, once the location of 117 North Sycamore, is to the north. This lot is now paved and used for pedestrians passing east of Sycamore to Monroe Street. As it is located in an urban commercial corridor and surrounded by pavement, sidewalks, and other buildings, there are no landscape alterations or secondary buildings on the parcel.</p> <p>December 2008: None.</p> <p><b>Surveyor Assessment:</b></p> <p>1990: This building probably dates to the Federal period and is one of several antebellum commercial blocks in downtown Petersburg. Noncontributing.</p> <p>December 2008: The building at 115 North Sycamore is characteristic of mid-nineteenth century urban commercial structure. Although the second and third stories of the building retain a good degree of integrity, the entire first floor facade has been replaced, greatly compromising its integrity. As such, it is recommended that this building is not individually eligible for the NRHP under Criteria A-C. However, the building is an important component to the North Sycamore-Franklin Street streetscapes. It is part of a cohesive whole representing nineteenth century prosperity and early-twentieth century modifications in downtown Petersburg. As such, it is recommended that this building remains a contributing element to the Courthouse Historic District.</p> <p><b>Surveyor Recommendation:</b> No Data</p>
<b>Ownership</b>	
Ownership Category Private	Ownership Entity No Data

Primary Resource Information	
<b>Resource Category:</b>	Commerce/Trade
<b>Resource Type:</b>	Commercial Building
<b>NR Resource Type:</b>	Building
<b>Historic District Status:</b>	Contributing
<b>Date of Construction:</b>	Post 1840
<b>Date Source:</b>	Site Visit
<b>Historic Time Period:</b>	Antebellum Period (1830 - 1860)
<b>Historic Context(s):</b>	Commerce/Trade
<b>Other ID Number:</b>	No Data
<b>Architectural Style:</b>	Federal/Adamesque

Form: *No Data*  
 Number of Stories: 3.0  
 Condition: Good  
 Threats to Resource: Major Alteration

**Architectural Description:**  
 1990: Circa 1840-1860 commercial building, 5-course American bond brick, three stories and three bays, gable roof.  
 20th century storefront with mansard-roofed addition; upper facade completely covered by aluminum-sheet siding added sometime after 1975; 1/1 sash prior to 1975; rear addition is obscured by alterations.

December 2008: The building at 115 North Sycamore Street is a three story, three bay Federal-inspired commercial building dating to the middle of the nineteenth century. The foundation is composed of brick laid in a five-to-one common bond. The primary elevation is covered in an all-stretcher veneer that was then coated with stucco etched to resemble stone or glass blocks. The roof is a shallow-pitched shed configuration with a decorative cornice on the primary elevation. Elaborate wood Art Deco/Craftsman modillions decorate the cornice. These modillions are painted brown, green and yellow to match the primary elevation. Pilasters with a similar motif decorate the first floor on the primary elevation. A brick pediment runs along the north elevation.

The first floor fenestration has been notably modified in the mid-twentieth century. Entry is now attained through a recessed single glass doorway. It is flanked by large glass commercial windows. These windows are supported by a wood frame covered with formica painted to resemble marble below and molded plywood above. A second single entry is located near the southwest corner. It is probable that this doorway allows access to the upper floors of the building. Windows on the second and third floor are two-over-two double hung sash. Based on the asymmetry of the building, it is possible that a fourth window was once located near the southwest corner of the building, but they were covered over during later modifications of the building. The rear of the building is covered in stucco and painted white. A large electric sign reading "Dalton's Jewelers" is affixed to the rear elevation.

Exterior Components	Component Type	Material	Material Treatment
Windows	Sash, Double-Hung	Wood	2/2
Structural System and Exterior Treatment	Masonry	Brick	Bond, American, 5-course
Foundation	Raised	Brick	Bond, American, 5-course
Roof	Gable, Side	<i>No Data</i>	Not Visible
Windows	Storefront	Wood	Plate Glass

**Secondary Resource Information**

**Historic District Information**

Historic District Name: Petersburg Courthouse Historic District  
 Local Historic District Name: *No Data*  
 Historic District Significance: *No Data*

**CRM Events**

Event Type: Survey:Phase 1/Reconnaissance

Project Review File Number: *No Data*  
 Investigator: Barile, Kerri  
 Organization/Company: Unknown (DSS)  
 Photographic Media: *No Data*  
 Survey Date: 1/12/2008  
 DHR Library Report Number: *No Data*

Project Staff/Notes:  
 Survey of Three Historic Districts within the City of Petersburg, 2008. Kerri Barile and Heather Dollins. Dovetail Cultural Resource Group I, Inc., Fredericksburg, Virginia.

Project Bibliographic Information:  
 Name: Land and Community Associates  
 Record Type: Other

Bibliographic Notes: Phase I Architectural Survey of the Courthouse Historic District, 1990. Land and Community Associates. Documents on file, Virginia Department of Historic Resources, architectural survey forms.

**Event Type: Rehabilitation Tax Credit**

DHR ID: 123-0103-0024  
Staff Name: Entzinger, Gil  
Event Date: 6/10/2006  
Staff Comment: 7/10/06, Rec'd incomplete, need 2nd federal P1 & P2. 7/26/06, Complete application rec'd. - Denied due to non-contributing status of building.

**Event Type: Survey:Phase I/Reconnaissance**

Project Review File Number: No Data  
Investigator: Land & Community Associates  
Organization/Company: Unknown (DSS)  
Photographic Media: No Data  
Survey Date: 6/1/1990  
Dhr Library Report Number: No Data  
Project Staff/Notes: No Data

**Project Bibliographic Information:**

Name: Land and Community Associates  
Record Type: Other  
Bibliographic Notes: Phase I Architectural Survey of the Courthouse Historic District, 1990. Land and Community Associates. Documents on file, Virginia Department of Historic Resources, architectural survey forms.

**Bibliographic Information**

**Bibliography:**

No Data

**Property Notes:**

No Data

Architectural Review Board  
Staff Report  
October 16, 2019

115 N. Sycamore Street

Courthouse Historic District

Create new window openings

The applicant has already created new openings in the brick and installed three of the four windows. This is on the north elevation which faces a walkway and is visible from public right of way. As per the guidelines, cutting a new opening for a window is inappropriate, especially, in this case, because there would never have been windows on that side of the building.

The openings should be appropriately returned to their original state.

**Staff recommends denial of the proposed application.**

**SELECTION OF THE MINUTES OF**

**Architectural Review Board  
City of Petersburg, Virginia**

Minutes of the Regular Meeting  
October 16, 2019 6:00 p.m.  
Council Chambers, City Hall  
135 N. Union Street, Petersburg VA 23803

**Members Present:**

Chair, Joe Battiston  
Lisa Jordan  
Larry Murphy  
Celeste Wynn  
Terry Ammons

**Members Absent:**

Mitchell Pradia  
Vice-Chair, Dino Lunsford

**Staff:**

Secretary to the ARB, Kate Sangregorio

1. **CALL TO ORDER**  
Chair Joe Battiston called to order a regular meeting of the City of Petersburg Architectural Review Board on Wednesday, October 16, 2019 at 6:00 p.m. at Council Chambers, City Hall, 135 N. Union Street, Petersburg, Virginia 23803.
4. **APPROVAL OF AGENDA**  
Ms Wynn motioned to approve the agenda as presented, with a second by Mr Ammons. The motion passed unanimously. Consent items 6a. and 6b. were approved in this motion.
6. **REQUEST(S) FOR CERTIFICATES OF APPROPRIATENESS**

**c. 115 N. Sycamore Street**

Applicant present, Kristofer Haase. Staff recommended denial.

Mr Haase explained that when he purchased the property and renovated the second floor it was very dark, and there are four rooms where the windows are. Mr Haase presented photos of the property and said the tree in the alley hides the windows. He said vagrants hang out in the alley, but they're there less since the windows have been installed, and noted that he keeps up the alley from trash and feces.

Mr Battiston said he believed Mr Haase knew this would require approval before it was done. Mr Battiston stated it was a city owned alley and could be built on in the future. Mr Ammons asked the type of alley, staff said it was used as a walkway.

Mr Ammons said the windows were discreet and on a secondary facade, and there is precedent for adding new windows elsewhere. Mr Ammons was comfortable with the scale of the windows, and said they couldn't make a decision based on what might be built there in the future. Mr Battiston noted the Brown and Williamson Building.

Mr Murphy stated that the ARB had been strict on windows before and should remain consistent. Mr Ammons said each case should be looked at individually, and if housing is allowed on the upper stories of buildings, extra light might be needed. Ms Wynn confirmed that there were never windows on that elevation.

Mr Haase mentioned wanting to install stairs and a railing on the rear of the building, similar to the Odd Fellow's building. There was some discussion about this, and the Board seemed generally amicable to the idea.

There was no public comment.

Mr Ammons motioned to approve the application as installed, with a note to clean up jams and brick work and add the rear stairs; Mrs Jordan seconded the motion. The motion was denied 2 to 3 with Ms Wynn, Mr Murphy, and Mr Battiston opposing.

## 4. REHABILITATION OF BUILDING ELEMENTS/FEATURES



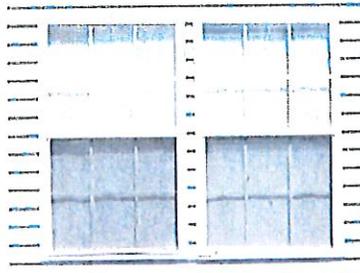
### C. WINDOWS

#### Inappropriate Treatments

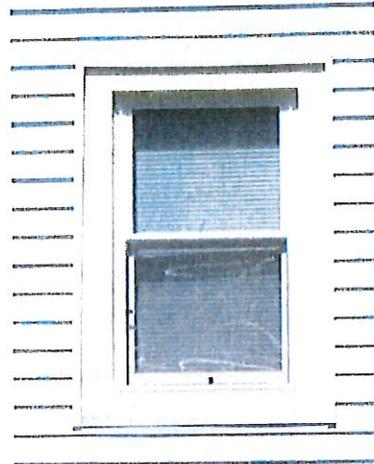
- Installing replacement windows that do not fit openings.
- Using materials or finishes that radically change the sash, depth of reveal, muntin configuration, reflective quality of color of glazing, and appearance of frame.
- Using clip-in/false muntins and removable internal grilles as they do not present an historic appearance.
- Changing the number, location, size, or glazing pattern on the primary elevation(s).
- Installing horizontal, picture, round or octagonal windows not appropriate to architectural style of house.
- Cutting a new opening(s).
- Blocking in existing windows.



This window frame has been covered over inappropriately.



False muntins that are flat and clip inside of the single plate of glass are not appropriate for use in the historic district.



Replacement windows should fit the original opening and panning (the flat inserts around the window) should not be used as a filler.



# City of Petersburg

Department of Planning and  
Community Development  
135 N. Union Street, Room 304  
Petersburg, Virginia 23803

Kate Sangregorio  
Preservation Planner  
804-733-2314  
ksangregorio@petersburg-va.org

October 30, 2019

Kristofer Haase  
115 N. Sycamore St  
Petersburg, VA 23803

**RE: Certificate of Appropriateness (COA) for 115 N. Sycamore Street – Courthouse  
Historic District**

Mr Haase,

Thank you for your application for a Certificate of Appropriateness for 115 N. Sycamore Street, located in the Courthouse Historic District. Your request was denied at our October meeting—Wednesday, October 16, 2019, because installing new window openings on a building is an inappropriate treatment to historic buildings.

Should you have questions or concerns regarding this matter, please feel free to contact this office at (804) 733-2314.

Respectfully,

  
Kate Sangregorio  
Secretary to the ARB



CRYSTAL  
Crystal Spa & Salon

MESSAGE NAILS

FACIALS WAXING

WELCOME  
Spa Facials  
Nails & Massage  
CRYSTAL SPA & SALON









## City of Petersburg

### Ordinance, Resolution, and Agenda Request

**DATE:** December 27, 2019

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

**FROM:** Tangela Innis, Director of Public Works and Utilities

**RE:** Consideration of authorization of the acceptance of a donation of real property by Virginia Electric and Power Company and to authorize the City Manager to sign the real estate donation agreement for property located at 1340 East Washington Street.

---

**PURPOSE:** To authorize the acceptance of a donation of real property by Virginia Electric and Power Company and to authorize the City Manager to sign the real estate donation agreement for property located at 1340 East Washington

**REASON:** N/A

**RECOMMENDATION:** A public hearing to authorize the acceptance of a donation of real property by Virginia Electric and Power Company and to authorize the City Manager to sign the real estate donation agreement for property located at 1340 East Washington Street.

**BACKGROUND:** See attached

**COST TO CITY:** None

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** None

**CITY COUNCIL HEARING DATE:** January 7, 2020

**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:** Real Estate Donation Agreement, Ordinance

**STAFF:** Tangela Innis, Director of Public Works and Utilities

**AN ORDINANCE TO AUTHORIZE THE ACCEPTANCE OF A DONATION OF REAL PROPERTY BY VIRGINIA ELECTRIC AND POWER COMPANY**

WHEREAS, Virginia Electric and Power Company (hereinafter "Donor") is the owner of approximately 8.68 acres located at 1340 East Washington Street in the City of Petersburg and further identified as local tax map number 005-09-005 together with improvements thereon; and

WHEREAS, it is the wish of Donor to donate said property to the City of Petersburg, Virginia in an "AS IS, WHERE IS" condition at no cost to the City in accordance with the terms of the attached Real Estate Donation Agreement (Exhibit A); and

WHEREAS, it is the wish of Donor that such transaction be concluded on or before December 31, 2019; and

WHEREAS, it is the belief of City Council that the acceptance of such donation will be in the best interests of the City of Petersburg.

NOW therefore be it ORDAINED that the City Manager and City Attorney are hereby directed to take all necessary action to execute the Real Estate Donation Agreement and conclude the transaction in accordance therewith; and

BE IT FURTHER ORDAINED that the City of Petersburg does hereby accept the donation of said property from the Donor.

## REAL ESTATE DONATION AGREEMENT

**THIS REAL ESTATE DONATION AGREEMENT** ("Agreement") is made and entered into as of the \_\_\_ day of November, 2019, by and between the **VIRGINIA ELECTRIC AND POWER COMPANY**, a Virginia public service corporation doing business in Virginia as Dominion Energy Virginia ("Donor") and **THE CITY OF PETERSBURG, VIRGINIA**, a political subdivision of the Commonwealth of Virginia ("Donee").

**FOR AND IN CONSIDERATION** of the mutual covenants set forth herein, the receipt and sufficiency of which are hereby acknowledged, the parties hereby agree as follows:

1. **Property.** Subject to the terms and conditions contained herein, the Donor agrees to donate and convey to the Donee, and the Donee agrees to accept from Donor, on the terms and conditions set forth herein, the real property more particularly described on Exhibit "A" attached hereto and incorporated herein by reference consisting of a certain parcel of land containing approximately 8.68 acres in the City of Petersburg, Virginia, and bearing the local tax map number 005-09-005, together with all improvements thereon except as noted below (the "Property"). The Donor will convey the Property free and clear of all liens, but subject to all covenants, easements, restrictions, reservations and matters of record affecting the Property.

2. **Buildings and Personalty on the Property.**

(a) The Property contains two buildings, commonly referred to as the Material Center and the Vehicle Maintenance Facility (collectively, the "Buildings"). In addition to the Buildings the Property may include ancillary related outbuildings and a generator that serves the Buildings.

(b) Prior to Settlement (as defined below), Donor shall remove the underground storage tanks from the Property and provide Donee with a closure report from the Virginia Department of Environmental Quality.

(c) Prior to Settlement, Donor may remove some of the furnishings, fixtures, and equipment (the "FFE") from within the Buildings and the Donor's signage from the Property. Donor may remove whichever elements of the FFE that it wishes, in Donor's discretion, and Donee hereby agrees to accept whatever FFE Donor leaves in the Buildings for Donee.

3. **"As Is" Conveyance of Property and FFE; No Warranties.** The Property and the FFE shall be donated and conveyed "AS IS, WHERE IS" and title and possession shall be subject to:

(a) All present and future zoning, building and environmental laws, ordinances, codes, restrictions and regulations of any municipal, state, federal or other authority having jurisdiction over the Property, including, without limitation, any proffered conditions affecting the Property.

(b) Donee hereby agrees to accept the Property, FFE and all features and components thereof "AS-IS, WHERE-IS". Donor hereby disclaims any and all warranties pertaining to the Property and the FFE, including, without limitation, warranties of habitability, merchantability, marketability, development, use or fitness for a particular use, and Donee hereby releases and discharges Donor from any and all of such obligations, claims, demands and liabilities and from any and all obligations arising out of, resulting from or related to the Property and the FFE, including but not limited to, any right or claims of contribution, arising out of, resulting from or related to the environmental status of the Property and the existence of hazardous waste, hazardous substances or petroleum products (or any other contamination) upon or within the Property.

(c) All covenants, agreements, restrictions and easements of record except as objected in Paragraph 4, below.

(d) The lien of all real estate taxes, whether or not due or payable, to be apportioned as of midnight of the day before Settlement.

**4. Examination of Title and Survey.** Donee shall, prior to Settlement, deliver a written statement of objections to any items reflected in a current title report or survey of the Property that would make title uninsurable. In the event Donee does not furnish Donor with a written statement of objections prior to Settlement, Donee shall be deemed to have waived any and all objections to the status of title and survey to the Property and shall be deemed to have approved all matters of record. In the event that Donee advises Donor of any objections as to the insurability of title or survey, Donor shall have the right, but not the obligation, to cure any such objections. In the event Donor elects not to cure any such objections or attempts to cure same but is unable to cure such objections, Donee shall have the option to (i) waive said objections and to proceed with accepting the donation of the Property, or (ii) terminate this Agreement. In the event Donor elects to cure any objections raised by Donee concerning said title or survey, Donor shall have a reasonable period of time within which to cure such objections, and the Settlement date shall be extended accordingly. Title insurance endorsements shall be deemed satisfactory cure of any title or survey objections.

**5. Settlement.**

(a) **Time and Place.** Settlement of the donation of the Property and FFE shall occur on or before December 31, 2019 ("Settlement"). Donor estimates that the Property will be vacated and ready for donation after December 1, 2019. Settlement shall be made at the offices of Donee's title company or such other location as Donee may reasonably designate.

(b) **Donee's Deliveries.** At Settlement, the Donor shall deliver whatever funds are necessary to record the Deed, which shall be payable by wire transfer of funds to Donee's title company's account.

(c) **Donor's Deliveries.** Donor shall deliver a quitclaim deed (the "Deed") to Donee conveying whatever interest in title to the Property Donor may have.

(d) **Costs.** Donor shall pay the costs of preparing the Deed, and the Grantor's Tax thereon, if any. Donee shall pay for all transfer taxes for recording the Deed, if any, any settlement fee charged by Donee's title company, the examination of title to the Property and all premiums charged by the Donee's title insurance company, and the survey cost. Real estate taxes, utilities, assessments and any other related fees shall be prorated between Donor and Donee as of Settlement and all utilities will be switched from Donor to Donee at Settlement.

6. **Risk of Loss.** Risk of loss by reason of fire or other casualty or by exercise of the power of eminent domain shall remain on the Donor with respect to the Property until legal title to the Property is transferred to the Donee. If the Property is damaged by casualty or taken by exercise of the power of eminent domain prior to the transfer of the legal title thereto, the Donee may, at its option, either (i) terminate the obligation to receive the Property, or (ii) waive the foregoing right and proceed to receive the Property, as provided herein, in which event all insurance or condemnation proceeds, if any, payable to the Donor in connection with the casualty or taking shall be paid to the Donee.

7. **Donor's Inability to Convey Title.** In the event that Donor is unable to convey title in accordance with the terms of this Agreement for any reason whatsoever, Donee's sole remedy shall be to terminate this Agreement, in which event neither party shall have any further liability hereunder. Donee may, nevertheless, accept such title as Donor may be able to convey, without any other liability on the part of Donor.

8. **Donee's Default.** In the event that Donee fails or refuses to perform its obligations hereunder, prior to or at Settlement, then Donor shall be entitled, after providing notice of default to Donee and allowing a reasonable time to cure such default, to terminate this Agreement.

9. **Authority.** The undersigned persons executing and delivering this Agreement on behalf of Donee and Donor represent and certify that they have been fully empowered and authorized to do the same.

10. **Broker.** Each party hereunder represents and warrants that it did not consult or deal with any broker or agent, real estate or otherwise, with regard to this Agreement or the transactions contemplated hereby.

11. **Notices.** Any notice, request or demand required or permitted to be given pursuant to this Agreement shall be in writing and shall be deemed sufficiently given if delivered by hand by messenger at the address of the intended recipient, sent prepaid by

Federal Express (or a comparable guaranteed overnight delivery service), or deposited in the United States first class mail (registered or certified, postage prepaid, with return receipt requested), addressed as follows:

For the Donor: Dominion Energy Virginia  
120 Tredegar Street  
Clearinghouse 3  
Richmond, VA 23219  
Attn.: Blaine Garrett

For the Donee: City of Petersburg  
Department of Public Works and Utilities  
103 W. Tabb Street  
Petersburg, VA 23803  
Attn.: Tangela Innis

**12. No Assignment.** Donee's rights and obligations hereunder may not be assigned or transferred without the prior written consent of Donor.

**13. Entire Agreement.** This Agreement contains the entire agreement between the Donor and the Donee relating to the Property and FFE and supersedes all prior and contemporaneous negotiations, agreements, written and oral, between the parties. This Agreement shall not be amended or modified and no waiver of any provision hereto shall be effective unless set forth in writing signed by the parties.

**14. Governing Law; Construction.**

(a) This Agreement shall be interpreted and enforced according to the laws of the Commonwealth of Virginia, and the terms and provisions hereof shall survive the Settlement, except as otherwise provided herein.

(b) All headings of sections of this Agreement are inserted for convenience only.

(c) This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original and all of which shall constitute one and the same Agreement.

(d) The provisions of this Agreement are intended to be for the sole benefit of the parties hereto, and their respective successors and assigns.

(e) This Agreement shall be construed without regard to any presumption or rule requiring construction against the party responsible for the drafting of this Agreement.

**15. Survival.** The terms and conditions of this Agreement shall survive closing and the delivery of the Deed by Donor and the acceptance thereof by Donee.

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto.

**DONOR:**

**VIRGINIA ELECTRIC AND POWER COMPANY**, a Virginia public service corporation doing business in Virginia as Dominion Energy Virginia

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

Name: \_\_\_\_\_

Its: \_\_\_\_\_

**DONEE:**

**THE CITY OF PETERSBURG, VIRGINIA**, a political subdivision of the Commonwealth of Virginia

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

Name: \_\_\_\_\_

Its: \_\_\_\_\_

**EXHIBIT "A" - PROPERTY DESCRIPTION**

8.68 acres located at 1340 East Washington Street, Petersburg,  
Virginia, and bearing the local tax map number 005-09-005.





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** December 31, 2019

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

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

**RE:** Request for Approval to carry forward prior year Community Development Block Grant (CDBG) Continuing Accounts to Fiscal Year 2019-2020.

**PURPOSE:** To carry forward continuing Community Development Block Grant account funds and allocate them for the current Fiscal Year 2019-2020.

**REASON:** CDBG projects continue from one year to another. City Council's approval is needed to be bring forward and allocate these funds.

**RECOMMENDATION:** Staff recommends the City Council's approval.

**BACKGROUND:** The following funds are continuing accounts as of the end the fiscal year 2018-2019 on June 30<sup>th</sup>, 2019.

<u>Continuing Accounts</u>	<u>FY</u>	<u>Amt.</u>
Jarratt House	FY16	\$ 106,035.00
Commercial Improvement	FY18	\$ 45,021.00
Architecture Design	FY18	\$ 9,000.00
Project Homes	FY19	\$ 22,556.00
CARES	FY19	\$ 1,305.00
YMCA	FY19	\$ 5,400.00
HOPE Center	FY19	\$ 2,513.00
Freedom Center	FY19	\$ 15,337.00
Rebuilding Together	FY19	\$ 1,218.00
Code Enforcement	FY19	\$ 5,287.00
N. Whitehill Sewer	FY19	\$ 128,005.00
CDBG Administration	FY19	\$ 41,827.00
Lockes Waterline	FY19	\$ 202,567.00
		\$ 586,071.00

**COST TO CITY:** CDBG funds in the amount of \$586,071.00.

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** None

**CITY COUNCIL HEARING DATE:** January 7, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Budget & Procurement

**AFFECTED AGENCIES:** Planning and Community Development, Budget & Procurement

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:** None

**STAFF:** Planning & Community Development

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
 MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
 COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020  
 FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT FUND.**

---

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

I. That appropriations for the fiscal year commencing July 1, 2019, in the Community Development Block Grant Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2020.

<b>Previously adopted</b>	<b>\$805,000.00</b>
ADD:	
3-213-41050 Draw From Fund Balance	<u><b>586,071.00</b></u>
 <b>Total Revenues</b>	 <u><b>\$1,391,071.00</b></u>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2019 and ending June 30, 2020, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$805,000.00</b>
ADD:	
4-213-81200-3190-0-002 Jarratt House	106,035.00
4-213-81200-3190-0-013 Commercial Improvement Grants	45,021.00
4-213-81200-3140 Engineer and Architecture Services	9,000.00
4-213-81200-3190-0-026 FY19 Project Homes	22,556.00
4-213-81200-3190-0-021 FY19 Cares	1,305.00
4-213-81200-3190-0-022 FY19 YMCA	5,400.00
4-213-81200-3190-0-023 FY19 Hope Center	2,513.00
4-213-81200-3190-0-024 FY19 Freedom Support Center	15,337.00
4-213-81200-3190-0-025 FY19 Rebuilding Together	1,218.00
4-213-81200-3190-0-XXX FY19 Code Enforcement	5,287.00
4-213-81200-3190-0-027 FY19 N. Whitehall Sewer	128,005.00
4-213-81200-3190-0-XXX FY19 CDBG Administration	41,827.00
4-213-81200-3190-0-018 FY19 Lockes Waterline	202,567.00
 <b>Total Expenses</b>	 <u><b>\$1,391,071.00</b></u>





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** December 27, 2019

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Aretha R. Ferrell-Benavides, City Manager

**FROM:** Tangela Innis, Director of Public Works and Utilities

**RE:** Consideration of an appropriation for the City of Petersburg Litter Prevention and Recycling Program Grant

---

**PURPOSE:** To appropriate grant funds awarded to the City of Petersburg. The City has received notice of award.

**REASON:** The Virginia Department of Environmental Quality (DEQ) awarded the City of Petersburg a grant for the Litter Prevention and Recycling Program in the amount of \$5,559.00 for the period of July 1, 2019 to June 30, 2020.

**RECOMMENDATION:** Recommend City Council approve the attached appropriation ordinance in the amount of \$5,559.00. And appropriate \$437.00 unspent grant funds for FY 2019 for a total available for FY 2020 of \$5,996.00.

**BACKGROUND:** The Virginia Department of Environmental Quality provides funds for litter prevention and recycling to localities under a non-competitive grant program based on population and road miles. These grants have been awarded annually, since 1980, to localities for local litter prevention and recycling program implementation, continuation, and/or expansion. The following are authorized uses of the funds:

- Salaries, wages, or other personnel costs
- Office supplies, postage, telephone
- Printing and program materials
- Travel expenses
- Locally conducted meetings, workshops, and awards
- Audiovisual material on litter or recycling
- Equipment such as: educational, litter receptacles, recycling, source reduction, and reuse equipment, audiovisual, safety, and the renting of such equipment

- Award materials
- Cleanup supplies
- Annual dues for solid waste related associations (Maximum cap of \$100)
- Litter collection and/or recycling collection contracts
- Solid Waste Disposal fees, fuel and transportation ONLY ASSOCIATED with a volunteer cleanup.

**COST TO CITY:** N/A

**BUDGETED ITEM:** Public Works and Utilities

**REVENUE TO CITY:** \$5,559

**CITY COUNCIL HEARING DATE:** January 7, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Department of Public Works and Utilities

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** Award Letter and Appropriation Ordinance in the amount of \$5,996.00

**STAFF:** Janell Sinclair, Operations Manager of Public Works and Utilities



# COMMONWEALTH of VIRGINIA

## DEPARTMENT OF ENVIRONMENTAL QUALITY

Street address: 1111 E. Main Street, Suite 1400, Richmond, Virginia 23219

Mailing address: P.O. Box 1105, Richmond, Virginia 23218

[www.deq.virginia.gov](http://www.deq.virginia.gov)

Matthew J. Strickler  
Secretary of Natural Resources

David K. Paylor  
Director

(804) 698-4000  
1-800-592-5482

October 28, 2019

Mrs. Aretha Ferrell-Benavides  
City Manager  
City of Petersburg  
135 North Union Street  
Petersburg, VA 23803

Dear Mrs. Ferrell-Benavides,

I am pleased to inform you that a grant award of **\$5,559.00** has been approved for the **City of Petersburg** Litter Prevention and Recycling Program activities for the period July 1, 2019 to June 30, 2020. Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact Prina Chudasama at [prina.chudasama@deq.virginia.gov](mailto:prina.chudasama@deq.virginia.gov) or at (804)698-4159.

Sincerely,

A handwritten signature in black ink, appearing to read "Sanjay Thirunagari".

Sanjay Thirunagari  
Manager, Recycling and Litter Programs  
Division of Land Protection & Revitalization

\*Note: The FY2020 grant has been reduced by \$437.00, the amount of unspent FY2019 non-competitive grant funds. This amount should be included in the FY2020 accounting report as available grant funds for FY2019 (total available \$5,996.00).

Cc: Grant file

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2019, AND ENDING JUNE 30, 2020  
FOR THE LITTER GRANT FUND.**

---

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

I. That appropriations for the fiscal year commencing July 1, 2019, in the Litter Grant Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2020.

<b>Previously adopted</b>	<b>\$437.00</b>
ADD:	
3-204-024040-0000 Revenue Account Description	<b>\$5,559.00</b>
<b>Total Revenues</b>	<b><u>\$5,996.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2019 and ending June 30, 2020, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$437.00</b>
ADD:	
4-204-041300-6005 Expenditure Account Description	<b>\$5,559.00</b>
<b>Total Expenses</b>	<b><u>\$5,996.00</u></b>





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** December 30, 2019

**TO:** Honorable Mayor and City Council

**FROM:** Anthony C. Williams, City Attorney

**RE:** Resolution Regarding Quality of City Services, Discrimination, Bullying, and Workplace Violence.

**PURPOSE:** Request by City Council to have a Resolution adopted memorializing its policy regarding Quality of City Services, Discrimination, Bullying, and Workplace Violence.

**REASON:** To clarify Council's desire for the City to provide for high quality City Services free of discrimination, bullying, and workplace violence.

**RECOMMENDATION:** Requested by Council.

**BACKGROUND:** This Resolution has been prepared to memorialize Council's desired policies and practices in furtherance of their desire that the City provide high quality services to its citizens and that the City's employees be allowed to work in an environment free from discrimination, bullying, and workplace violence.

**COST TO CITY:** None.

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** UNKNOWN

**CITY COUNCIL HEARING DATE:** N/A

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** All City Departments

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS**

**ATTACHMENTS:** Resolution

**STAFF:** City Attorney



**RESOLUTION REGARDING QUALITY OF CITY SERVICES, DISCRIMINATION, BULLYING, AND WORKPLACE VIOLENCE**

WHEREAS, City Council values each and every one of its citizens and employees regardless of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status in all of its activities and operations; and

WHEREAS, City Council believes that such diversity strengthens a community and improves the effectiveness and efficiency of the City's organization; and

WHEREAS, City Council believes that all of the citizens of Petersburg are entitled to the highest standard of City services; and

WHEREAS, City Council believes that the delivery of such services should be performed with the utmost courtesy and professionalism; and

WHEREAS, City Council believes that City employees are likewise entitled to work in an atmosphere of professionalism free from discrimination, bullying, and workplace violence; and

WHEREAS, City Council believes that conduct outside of these boundaries of courtesy and professionalism by City employees in the performance of their official duties should not be condoned by the City; and

WHEREAS, City Council hopes to foster an environment of tolerance and acceptance toward all people in the provision of City services.

NOW therefore be it RESOLVED, that City Council hereby declares it to be the policy of City Council to support a working environment and to provide City services free from discrimination, bullying, and workplace violence, and directs the City Manager to take all necessary action to implement this policy and to incorporate it into the City's operational policies and practices.





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** January 7, 2020

**TO:** The Honorable Mayor and Members of City Council

**FROM:** Brian E. Gordineer, AAS, City Assessor

**RE:** A request for a resolution to refund erroneously assessed real estate taxes

---

**PURPOSE:** For the City Council to pass a resolution to refund erroneously assessed real estate taxes for parcel 029170900.

**REASON:** As required in the Code of Virginia.

**RECOMMENDATION:** That City Council pass a resolution to refund erroneously assessed real estate taxes.

**BACKGROUND:** To refund taxes as allowed by the Virginia Code for an erroneous assessment on parcel 029170900.

**COST TO CITY:** \$13,905.00 and associated interest.

**BUDGETED ITEM:** No

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** January 7, 2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Billing and Collections Office, Budget Office, City Assessor

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:** N/A

**STAFF:** Brian E. Gordineer, AAS, City Assessor



## **RESOLUTION**

WHEREAS, the owner of parcel 029170900 has informed the City Assessor's Office of an erroneous assessment; and

WHEREAS, the City Assessor's Office has reviewed the information provided by the owner of parcel 029170900 and determined the erroneous assessment to have resulted in \$13,905.00 in overpaid real estate taxes; and

WHEREAS, the City Assessor's Office has corrected the assessment of parcel 029170900 and made assessment adjustments for tax years 2015, 2016, 2017 and 2018 as allowed by the Virginia Code 58.1- 3990; and

WHEREAS, the City Attorney has reviewed the request of the property owner and the recommendation by the City Assessor.

NOW therefore be it RESOLVED, that Council hereby approves the refund of \$13,905.00 in real estate taxes to the owner of parcel 029170900 for the correction of an erroneous assessment in tax years 2015, 2016, 2017 and 2018 and directs the Billing and Collections Office to refund said amount together with any penalties and interest paid thereon.

