



# City of Petersburg Virginia

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## Special City Council Meeting

May 5, 2020  
Union Train Station  
103 River Street  
12:00 PM

## 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

## City Manager

Aretha R. Ferrell-Benavides

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### 1. Call to Order

### 2. Roll Call

### 3. Reports

- a. FY2020-2021 City of Petersburg Budget Update
- b. Personnel Policy Update
- c. FY18/19 CAFR Update
- d. Water Collection Emergency Services Update
- e. COVID-19 Status Update

### 4. Consideration

- a. Consideration of the FY2020-2021 Budget Ordinance - 1st Reading
- b. Consideration of Water Collection Emergency Services Ordinance - 1st Reading
- c. Consideration to schedule a public hearing on May 19, 2020 for an ordinance to endorse a proposed tourism development project and to authorize other actions consistent with the Virginia Tourism Gap Financing.
- d. Resolution Authorizing the City Manager Authority to Accept Donations During the COVID-19 Pandemic in Furtherance of Continued City Operations.
- e. Consideration to schedule a public hearing on May 19, 2020 for re-adoption of Continuity of Government Ordinance.
- f. Consideration of amendments to the Citywide Classification & Compensation System for 2020.
- g. Consideration of authorization to execute a Development Agreement regarding the development of the Harbor Area and amend the ordinance previously adopted

### 5. Adjournment

# City of Petersburg

VIRGINIA



*Comprehensive Annual Financial Report (CAFR)  
Briefing FY 18/19*

*Bridging our Path to  
a Brighter Future*

# CAFR Update FY 18/19

## *Current Status*



- Pre-audit staff and City staff began FY18/19 CAFR audit work in February 2020
- Staff data collection of pre-audit items
  - Feb-May
- Initial data collection info provided to the City's auditors, Robinson, Farmer, Cox & Associates (RFCA) on Monday, May 4<sup>th</sup>

# CAFR Update FY 18/19

## Next Steps



- May- Audit Fieldwork & Follow-up
  - Auditors begin fieldwork (sampling/testing) of audit items (RFCA)
  - City staff will continue to respond and provide documentation to additional audit requests, as needed
  - Staff working to address FY17/18 CAFR findings
- June- Audit analysis & completion
  - Auditors will complete their analysis and assembling of document
  - Plan to present CAFR to City Council on June 30<sup>th</sup>



# City of Petersburg

(Intra-city Correspondence)

## MEMORANDUM

**DATE:** April 30, 2020

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

**THRU:** Lionel D. Lyons, Deputy City Manager of Development

**FROM:** Tangela Innis, Director - Public of Utilities and Capital Projects  
Gerrit VanVoorhees, Director – Department of Information Technology  
Patrice Elliot, Director – Finance Department  
Monte Evans, Manager – Office of Billing and Collections  
Janell Sinclair, Operations Manager –Office of Public Utilities and Capital Projects

**SUBJECT:** Water Billing – Fact Sheet and Disconnected Accounts Recommendations

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### Statistics

- a. There are approximately 12,850 active service addresses (individual property addresses).
- b. There are approximately 539 stormwater accounts.
- c. From July 1, 2019 to January 31, 2020, the City suspended water services at 731 individual property addresses. Since that time, the City has **not** initiated or executed any Delinquent disconnections.
- d. 320 customers reconnected services by submitting payment of delinquent balances.
- e. 147 customers started new services at the same property addresses that services were once suspended.
- f. 264 property addresses do not have a record reflecting reconnection or establishing a new service.
- g. The City's FY20 Utility Fund was budgeted at \$14,722,754.
- h. It has been determined that the 3,210 Delinquent accounts (over 90 days late) amounts to approximately \$3,249,791.

### Facts

- As standard practice, the Department of Social Services does not provide assistance with water services. However, their Assistance programs are focused on heating and cooling.
- Process for Disconnections:
  - Billing and Collections would generate a report in BAI of delinquent accounts due to non-payment and/or broken payment agreement.

- Billing and Collections would generate a work order to have services disconnected and the account status (BAI) would be changed from Active to Inactive.
  - The Public Utilities Department would receive the work order from Billing and Collections and the customers services would be disconnected.
- Process for Reconnecting Services after Disconnection of Service:
- Billing and Collections would receive a request to reactivate services from the customer.
  - Customer would have to pay all delinquent balances and pay a new deposit to have services reconnected.
  - Billing and Collections would generate a work order to have the services reconnected and the account status would be changed from Inactive to Active.
  - The Public Utilities Department would receive the work order from Billing and Collections then the customer services would be reconnected.

### **Recommendations**

1. City Council will temporarily suspend Section 114.150 of the City Code and adopt an Ordinance. This Ordinance will allow the City to establish and implement a process to re-establish services for customers that were previously suspended to remain in effective until the dissolution of the Executive Order by Governor Northam.
2. City Council approves **one** of the below options:
  - a. 50% of the delinquent amount paid and a payment agreement must be signed when the request to reconnect service has been requested. 50% of the outstanding delinquent amount must be paid within 6 months in addition to the current utility bill.
 

*Failure to comply with the payment terms will result in the disconnection of services at the dissolution of the Executive Order by Governor Northam.*
  - b. 25% of the delinquent amount paid and a payment agreement must be signed when the request to reconnect service has been requested. 75% of the outstanding delinquent amount must be paid within 6 months in addition to the current utility bill.
 

*Failure to comply with the payment terms will result in the disconnection of services at the dissolution of the Executive Order by Governor Northam.*
  - c. 0% - reconnect water services for delinquent customer without deposit or reconnection fees. Services Connected with no payment agreement for the past due amount. City would be re-connecting services for accounts with delinquent balance with no option to collect on the delinquent balance.
 

*If this option is chosen, numerous customers could decide not to submit payment for services. Although, highly unlikely; this is an option that must be explored. This could result in the collapse of the Utility Fund as the City would not be allowed to disconnect due to non-payment.*
  - d. Continue operating as we were, without initiating or executing any Delinquent account disconnections.

3. To work in collaboration with the State Corporation Commission, the City will work with customers that are disconnected to be reconnected; offer payments plans; and waive reconnection fees.

**Plan of Action (upon Council approval)**

- Public notification of the Delinquent Reconnection Plan.
- Establish customer contact phone line and email which will be manned by City personnel at the City Hall Annex Building. This customer contact line and email will occur for two weeks this month as soon as this item is approved by Council.
  - Customers will contact the City to inform representatives that they do not have water services.
  - The customers' information will be verified, payment terms will be established, and guidelines will be provided to the customer as to what are the next steps in the process.
  - Utilities staff will make a site visit to determine the needs to install a meter and reconnect services.

# The Department of Public Utilities and Capital Projects

## *City of Petersburg* VIRGINIA



**May 05, 2020**



# *Water Billing*

Fact Sheet

Disconnected Accounts

and

Recommendations

**Tangela Innis**

**Director of Public Utilities/Capital Projects**

# History



The City of Petersburg **has not disconnected** any water customers since **January 31, 2020**, which was **58 days prior to the Governor Northam's shelter in place order issued on March 30, 2020**.

The City of Petersburg currently has **3,210 delinquent accounts**, those **exceeding 90 days past due** which represent **\$3,249,791 in uncollected revenue**.

We continue to be very sensitive to the needs of our community during this pandemic and suspended our disconnection process.

# History cont.



From December 2015 to October 2016 to the city of Petersburg ceased all delinquent disconnections, to include charging late fees and penalties.

By 2017, the City was determined to reduce the large number of delinquencies and began initiating a more aggressive disconnection plan for individuals that were well over 90 days in a delinquency status and had accumulated over \$2,000 in debt from Utility Services.

# History cont.



With the large volume of customers in this category a phased approach was implemented. Since 2017, the city has suspended 2,361 customers water services. This process resulted in many individuals working with the City to re-establish services through full payments and/or payment plans.

This process was crucial as the City is only a conduit to providing water, sewer and trash services. Each are purchased from other organizations by the City.

This also helped to address the previous deficits within the utility Fund that had accumulated due to a decrease in payments and revenues collections.



- a. There are approximately 12,850 active service addresses (individual property addresses).
- b. There are approximately 539 stormwater accounts.
- c. The City purchases water wholesale from Appomattox River Water Authority (ARWA) at \$0.976 per 100,000 gallons. Which equates to approximately \$400,000 quarterly.
- d. From July 1, 2019 to January 31, 2020, the City suspended water services at 731 individual property addresses. Since that time, the City has not initiated or executed any Delinquent disconnections.
- e. 320 customers reconnected services by submitting payment of delinquent balances.

# Statistics cont.



- f. 147 customers started new services at the same property addresses that services were once suspended.
- g. 264 property addresses do not have a record reflecting reconnection or establishing a new service.
- h. The City's FY20 Utility Fund was budgeted at \$14,722,754.
- i. It has been determined that the 3,210 Delinquent accounts (over 90 days late) amounts to approximately \$3,249,791.
- j. The City charges a reconnection fee of \$50.00 to each account that needs services restored.

# Facts



- As standard practice, the Department of Social Services **does not** provide assistance with water services. However, their Assistance programs are focused on heating and cooling.
  
- Process for Disconnections:
  - Billing and Collections would generate a report in BAI of delinquent accounts due to non-payment and/or broken payment agreement.
  - Billing and Collections would generate a work order to have services disconnected and the account status (BAI) would be changed from Active to Inactive.
  - The Public Utilities Department would receive the work order from Billing and Collections and the customers' services would be disconnected.

# Facts cont.



- Process for Reconnecting Services after Disconnection of Service:
  - Billing and Collections would receive a request to reactivate services from the customer.
  - Customer would have to pay all delinquent balances and pay a new deposit to have services reconnected.
  - Billing and Collections would generate a work order to have the services reconnected and the account status would be changed from Inactive to Active.
  - The Public Utilities Department would receive the work order from Billing and Collections then the customers' services would be reconnected.

# Recommendations



1. City Council temporarily suspend Section 114.150 of the City Code and adopt an Ordinance. This Ordinance will allow the City to establish and implement a process to re-establish services for customers that were previously suspended to remain in effective until the dissolution of the Executive Order by Governor Northam.

# Recommendations cont.



2. City Council approves **one** of the below four options:

- a. 50% of the delinquent amount paid and a payment agreement must be signed when the request to reconnect service has been requested. 50% of the outstanding delinquent amount must be paid within 6 months in addition to the current utility bill.

*Failure to comply with the payment terms will result in the disconnection of services at the dissolution of the Executive Order by Governor Northam.*

- b. 25% of the delinquent amount paid and a payment agreement must be signed when the request to reconnect service has been requested. 75% of the outstanding delinquent amount must be paid within 6 months in addition to the current utility bill.

*Failure to comply with the payment terms will result in the disconnection of services at the dissolution of the Executive Order by Governor Northam.*

# Recommendations cont.



- c. 0% - reconnect water services for delinquent customer without deposit or reconnection fees. Services Connected with no payment agreement for the past due amount. City would be re-connecting services for accounts with delinquent balance with no option to collect on the delinquent balance.

*If this option is chosen, numerous customers could decide not to submit payment for services. Although, highly unlikely; this is an option that must be explored. This could result in the collapse of the Utility Fund as the City would not be allowed to disconnect due to non-payment.*

- d. Continue operating as we were, without initiating or executing any Delinquent account disconnections.

# Recommendations cont.



3. To work in collaboration with the State Corporation Commission, the City will work with customers that are disconnected to be reconnected; offer payments plans; and waive reconnection fees.

# Plan Of Action (upon Council Approval)



- Public notification of the Delinquent Reconnection Plan.
- Establish customer contact phone line and email which will be manned by City personnel at the City Hall Annex Building. This customer contact line and email will occur for two weeks beginning this month during the hours of 9:30 am – 3:30 pm.
  - Customers will contact the City to inform representatives that they do not have water services.
  - The customers' information will be verified, payment terms will be established, and guidelines will be provided to the customer as to what are the next steps in the process.
  - Utilities staff will make a site visit to determine the needs to install a meter and reconnect services.

# Questions





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

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

**FROM:** Robert Floyd

**RE:** **Consideration of the FY2020-2021 Budget Ordinance - 1st Reading**

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**PURPOSE:** To adopt and appropriate the All Funds Budget for Fiscal Year Ending June 30, 2021 in the amount of \$104,325,053.

**REASON:**

A Public Hearing was held in accordance with Section 15.2-2606 of the Code of Virginia of 1950, as amended, on the proposed budgets of the various funds, known as All Funds, in the amount of \$104,325,053. The All Funds Budget for the Fiscal Year commencing July 1, 2020 and ending June 30, 2021 needs to be approved, adopted and appropriated by City Council.

**RECOMMENDATION:** Recommend City Council adopt and appropriate the All Funds Budget for Fiscal Year 2020-21.

**BACKGROUND:** The City Manager proposed an All Funds Budget to the City Council on March 31, 2020. After several weeks of analyzing the economic impacts of the Covid-19 Pandemic, the City Manager adjusted the originally proposed budget and subsequently distributed the changes to the City Council. There was a public hearing held on April 28, 2020. This is the first reading of the All Funds budget ordinance.

**COST TO CITY:** N/A

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** \$104,325,053

**CITY COUNCIL HEARING DATE:**

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

**AFFECTED AGENCIES:** All City of Petersburg Departments

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

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

**ATTACHMENTS:**

1. All Funds Appopriation FY20-21 Budget

AN ORDINANCE MAKING APPROPRIATIONS IN  
THE ALL FUNDS BUDGET  
FOR THE FISCAL YEAR COMMENCING ON  
JULY 1, 2020 AND ENDING JUNE 30, 2021.

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

- I. That appropriations for the fiscal year commencing July 1, 2020 and ending June 30, 2021, in the All Funds Budget are made from the following resources and revenues of the City, for the fiscal year ending June 30, 2021.

**Revenue**

General Fund Revenue	\$73,338,140
General Property Taxes	\$32,697,309
Other Local Taxes	\$13,496,877
Licenses, Permits and Fees	\$363,600
Fines and Forfeitures	\$858,643
Revenue from Use of Money and Property	\$122,000
Revenue from Other Agencies	\$21,359,691
Charges for Services	\$3,016,083
Recovered Costs	\$80,500
Miscellaneous Revenues	\$1,109,737
Non-Revenue Receipts	\$233,700
Grants Fund Revenue	\$785,302
Community Development Block Grant	\$1,592,032
VDOT Highway Maintenance Urban Allocation	\$5,981,699
Utilities	\$15,119,619
Mass Transit	\$4,843,163
Dogwood Trace Golf Course	\$1,204,850
Stormwater	\$1,460,249
<b>Total Revenue</b>	<b>\$104,325,053</b>

- II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing on July 1, 2020 and ending June 30, 2021 the following sums for the purposes mentioned:

**Expenses**

General Fund Expenditures	\$73,338,140
General Government	\$6,146,167
Constitutional Offices	\$4,574,487
Public Safety	\$17,302,539
Courts & Other Public Safety	\$283,275
General Services	\$4,498,541
Social Services	\$14,905,559
Recreation & Community Engagement	\$1,626,268

Development Services	\$1,683,001
Debt Service	\$3,531,889
Fund Balance Restoration	\$1,000,000
Schools Transfer	\$10,000,000
Non-Departmental	\$6,558,609
Transfers to other Funds	\$1,227,805
Grants Fund Revenue	\$785,302
Community Development Block Grant	\$1,592,032
VDOT Highway Maintenance Urban Allocation	\$5,981,699
Utilities	\$15,119,619
Mass Transit	\$4,843,163
Dogwood Trace Golf Course	\$1,204,850
Stormwater	\$1,460,249
<b>Total Expenses</b>	<b>\$104,325,053</b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

**THROUGH:** Aretha Ferrell-Benavides, City Manager  
Lionel Lyons, Deputy City Manager of Development

**FROM:**

**RE:** **Consideration of Water Collection Emergency Services Ordinance - 1st Reading**

**PURPOSE:** To request a public hearing to receive public comment on a proposed Ordinance granting the City Manager the authority reconnect water services and/or establish payment arrangements with customers after delinquent service disconnection.

**REASON:**

In accordance with the Code of Virginia, a public hearing must be held before changes can be made to section of City code and the issuance of an ordinance.

**RECOMMENDATION:** To schedule a public hearing for May 19, 2020

**BACKGROUND:** City Administration received concerns from citizens and council in regards to citizens who were without water during the COVID-19 epidemic. The proposed ordinance will allow us to re-establish services with customers who were previously disconnected due to delinquent water accounts.

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** 5/19/2020

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

**AFFECTED AGENCIES:** Billing and Collections  
Public Utilities Department

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Section 114-150 (b)

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. ordinance 114-150-b

**AN ORDINANCE AMENDING THE CODE OF THE  
CITY OF PETERSBURG TEMPORARILY  
SUSPENDING SECTION 114-150 (B).**

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**WHEREAS**, the requirements for payment of water bills is set forth in Section 114-150 (b) of the Petersburg City Code; and

**WHEREAS**, it is the belief of Council that protection of the public health, safety and welfare includes ensuring citizens have the ability to enjoy safe running drinking water during the COVID-19 pandemic; and

**WHEREAS**, Council believes that temporary suspension of the strict collection requirements of Section 114-150(b) and the implementation of alternative temporary administrative procedures in conjunction with the adoption of this ordinance will be of benefit to the citizens of Petersburg.

**NOW THEREFORE, CITY COUNCIL FOR THE THE CITY OF PETERSBURG HEREBY ORDAINS** that Section 114-150(b) of the City Code is hereby suspended, and is replaced by an Administrative Procedure approved by City Council in conjunction with this Ordinance which suspension and Administrative Procedure shall remain in place for the duration of the COVID-19 Pandemic and the Administrative Procedure shall be automatically rescinded and Section 114-150(b) shall be automatically reinstated at the conclusion of the Pandemic which shall be deemed to have occurred upon rescission, dissolution, or cessation of effect of Executive Order 55 with no further action required by Council; or at such sooner time as Council may determine by adoption of an Ordinance rescinding this Ordinance.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

**THROUGH:** Aretha Ferrell-Benavides, City Manager  
Lionel Lyons, Deputy City Manager of Development

**FROM:** Carthan Currin

**RE:** **Consideration to schedule a public hearing on May 19, 2020 for an ordinance to endorse a proposed tourism development project and to authorize other actions consistent with the Virginia Tourism Gap Financing.**

**PURPOSE:** To request a public hearing to be scheduled for May 19, 2020, regarding an ordinance to endorse a proposed tourism development project, and to authorize other actions consistent with Virginia Tourism Gap Financing.

**REASON:** This ordinance will formally endorse the Hotel Development Project at 20 West Tabb Street as a tourism project for the purpose of allowing the project to qualify for the Commonwealth of Virginia Tourism Development Financing program.

**RECOMMENDATION:** To schedule a public hearing for May 19, 2020.

### **BACKGROUND:**

The City of Petersburg City Council established the Petersburg Tourism Zone pursuant to the Virginia Code Section 58.1-3851 by adopting 16-ORD-6 on February 2, 2016. This ordinance is in furtherance of the goals set forth in the City's Comprehensive Plan, Vision 20/20. Compliance with the Virginia Code Section 58.1-3851 requires approval and certification by the Comptroller of the Commonwealth of Virginia, and the execution of a Performance agreement between the Developer and the City of Petersburg.

A Tourism Development Financing Program, administered by the Virginia Tourism Corporation, is a two-tiered gap financing program for qualified tourism development projects in Virginia. The Tourism Development Financing Program provides gap financing to support tourism-related development in designated Tourism Zones through a partnership between a Project Developer, the Locality and the Commonwealth of Virginia. The program requires a Performance Agreement between Commonwealth of Virginia, the Locality and the Developer, as well as a Tourism Development Plan.

Once the Project is completed and generating income, the Locality with the Virginia Department of Taxation performs quarterly reviews of Sales and Use taxes collected from the Tourism Development Project. One percent of the quarterly Sales and Use tax revenue generated from the Development Project is the amount each of the three partners contributes toward the

debt service of the project until the debt is fully paid.

The Hotel Development Project at 20 West Tabb Street is a qualified tourism development project seeking to participate in the Virginia Tourism Development Financing Program. The total cost fo the project is approximately \$\_\_\_\_\_, and it will generate approximately \_\_\_\_\_ part-time and \_\_\_\_\_ full-time jobs. As a qualified Tourism Development Project, the Developer is eligible to apply for up to 30% of the total project costs for gap financing.

**COST TO CITY:** 1% of the quarterly Sales and Use Tax generated by the Project until the gap financing is repaid. The Developer and the Commonwealth of Virginia will also pay 1% of the quarterly Sales and Use Tax generated by the Project until the gap financing is repaid.

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** New Sales and Use Tax revenue beginning with the opening of the Hotel Development Project, associated other revenue from the project including meals lodging and increased real estate taxes.

**CITY COUNCIL HEARING DATE:** 5/19/2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Virginia Tourism Corporation, the Virginia Resources Authority and the Commonwealth of Virginia Comptroller.

**AFFECTED AGENCIES:** The City of Petersburg Department of Finance, The City Assessor, The Commissioner of the Revenue, and the Office of Economic Developer.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** 16-ORD-06

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

**ATTACHMENTS:** None



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

**THROUGH:** Kenneth Miller, Public Safety Director  
Aretha Ferrell-Benavides, City Manager

**FROM:** Gregory Geist

**RE:** **Resolution Authorizing the City Manager Authority to Accept Donations During the COVID-19 Pandemic in Furtherance of Continued City Operations.**

**PURPOSE:** Resolution authorizing the City Manager to accept donations during the COVID-19 Pandemic in furtherance of continued City Operations.

**REASON:**

**RECOMMENDATION:** City Council approve the resolution authorizing the City Manager to accept donations during the COVID-19 Pandemic in furtherance of continued city operations.

**BACKGROUND:** N/A

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** 5/5/2020

**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:**

1. resolution - gifts and donations

**RESOLUTION AUTHORIZING THE CITY  
MANAGER AUTHORITY TO ACCEPT  
DONATIONS DURING THE COVID-19  
PANDEMIC IN FURTHERANCE OF  
CONTINUED CITY OPERATIONS**

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BE IT RESOLVED, by the City Council of the City of Petersburg as follows:

WHEREAS, City Council is authorized to accept gifts and donations to the City in accordance with §15.2-951 and §15.2-1108 of the Code of Virginia; and

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a disaster as defined by Virginia Code Section 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 14, 2020 the City Manager in her capacity as Director of Emergency Management, made a Declaration of Local Emergency for the City of Petersburg; and

WHEREAS, on March 31, 2020 City Council for the city of Petersburg did CONFIRM and RATIFY said Declaration of Local Emergency made by the City Manager in her capacity as Director of Emergency Management which declaration remains active throughout the entire City of Petersburg; and

WHEREAS, as a result of the Governor’s Executive Order Fifty-Three imposing a “Stay at Home” Order upon the populace, the City has and continues to operate in an emergency modified status; and

WHEREAS, the continued provision of emergency and other services has imposed an extreme financial burden upon the City; and

WHEREAS, citizens and other groups have offered gifts and charitable donations to the City which would help alleviate some of the financial burdens faced by the City in the wake of the COVID-19 crisis; and

WHEREAS, it is the belief of Petersburg City Council that authorizing the Manager to accept such donations on behalf of the City during the COVID-19 Pandemic would be of great benefit to the City and its ability to function efficiently and effectively during the crisis.

NOW therefore be it RESOLVED that the City Manager is hereby authorized to accept donations and gifts to the City on behalf of the City in furtherance of its continued operations during the COVID-19 Pandemic; and

BE it FURTHER RESOLVED that the acceptance by the Manger of any prior gifts or donations to the City which were made subsequent to the Governor's Executive Order 51 that were made in furtherance of continued City operations during the COVID-19 Pandemic are hereby confirmed and ratified by Petersburg City Council; and

BE it FURTHER RESOLVED that this Resolution shall terminate and be of no further force and effect upon and/or withdrawal or termination by other means of the "Stay at Home" provisions of the Governor's Executive Order 53, whichever event may come first.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

**THROUGH:**

**FROM:** Anthony Williams

**RE:** **Consideration to schedule a public hearing on May 19, 2020 for re-adoption of Continuity of Government Ordinance.**

**PURPOSE:** Council adopt the Continuity of Government Ordinance on March 31, 2020. By its terms, it will expire on May 31, 2020 unless re-adopted by Council prior to expiration in which case it may continue in effect until October 1, 2020 or until such earlier time as Council may choose to rescind it.

**REASON:** The Continuity of Government Ordinance was adopted by City Council on March 31, 2020 with a sixty-day sunset clause unless council re-adopt the ordinance which will extend the ordinance for additional time (six months) from the date of original adoption (October 1, 2020) unless rescinded by Council prior to that date.

**RECOMMENDATION:** Schedule public hearing for approval of ordinance.

**BACKGROUND:** The Continuity of Government Ordinance was adopted by City Council on March 31, 2020 with a sixty day sunset clause unless council re-adopts the ordinance which will extend the ordinance for additional time (six months) from the date of original adoption (October 1, 2020) unless rescinded by Council prior to that date.

**COST TO CITY:** 0

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:**

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

**AFFECTED AGENCIES:** All

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** Previously adopted

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

**ATTACHMENTS:**

1. continuity of government ordinance-readopt (1)

**AN EMERGENCY ORDINANCE TO EFFECTUATE TEMPORARY CHANGES IN CERTAIN DEADLINES AND TO MODIFY PUBLIC MEETING AND PUBLIC HEARING PRACTICES AND PROCEDURES TO ADDRESS CONTINUITY OF OPERATIONS ASSOCIATED WITH PANDEMIC DISASTER.**

WHEREAS, on March 12, 2020, Governor Ralph S. Northam issued Executive Order Fifty-One declaring a state of emergency for the Commonwealth of Virginia arising from the novel coronavirus (COVID-19) pandemic; and

WHEREAS, Executive Order Fifty-One acknowledged the existence of a disaster as defined by Virginia Code Section 44-146.16 arising from the public health threat presented by a communicable disease anticipated to spread; and

WHEREAS, Executive Order Fifty-One ordered implementation of the Commonwealth of Virginia Emergency Operations Plan, activation of the Virginia emergency Operations Center to provide assistance to local governments, and authorization for executive branch agencies to waive “any state requirement or regulation” as appropriate; and

WHEREAS, on March 14, 2020 the City Manager in her capacity as Director of Emergency Management, made a Declaration of Local Emergency for the City of Petersburg; and

WHEREAS, on March 31, 2020 City Council for the city of Petersburg did CONFIRM and RATIFY said Declaration of Local Emergency made by the City Manager in her capacity as Director of Emergency Management which declaration remains active throughout the entire City of Petersburg; and

WHEREAS, Virginia Code Section 15.2-1413 provides that a locality may, by ordinance, provide a method at variance with general or special laws to assure continuity of government in the event of a disaster for a period not to exceed six months; and

WHEREAS Virginia Code Section 44-146.21(C) further provides that a local director of emergency management or any member of a governing body in his/her absence may upon the declaration of a local emergency “proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements pertaining to performance of public work;” and

WHEREAS, Virginia Code Section 2.2-3708.2(A)(3) allows, under certain procedural requirements including public notice and access, that members of City Council may convene solely by electronic means to “address the emergency;” and

WHEREAS, the open public meeting requirements of the Virginia Freedom of Information Act are limited only by a properly claimed exemption provided under that Act or “any other statute;” and

WHEREAS, federal and state guidance from the executive branch has recommended suspension of public and private gatherings of more than ten attendees; and

WHEREAS, the Governor's Executive Order 53 has prohibited public and private gatherings of ten or more persons with limited exceptions; and

WHEREAS, it is the belief of City Council that these limitations are intended in the furtherance of public health, safety, and welfare to prevent the spread of contagion; and

WHEREAS, this Ordinance was previously adopted by Council on March 31, 2020 with an expiration date of sixty days (May 31, 2020) unless readopted by Council; and

WHEREAS, it is the belief of Council that due to the continuation of the COVID-19 Pandemic, it is necessary to continue this Ordinance in full force and effect for its full term, not to exceed six months from the original date declaration of emergency (this Ordinance will expire on September 14, 2020) unless rescinded earlier by Council.

NOW, THEREFORE BE IT ORDAINED by Council for the City of Petersburg that the regularly scheduled meetings and corresponding agenda items scheduled or proposed to be considered for the duration of the local emergency declaration not to exceed six (6) months by the City Council, Planning Commission, or any other City Board or commission shall be deemed continued and the time limitations for action shall be deemed stayed (frozen) for the duration of the local emergency declaration, not to exceed six (6) months, if the City Council, Planning Commission or other board or commission does not take action on the agenda item during the referenced timeframe, including those agenda items for which state or local law requires an affirmative action to be taken within a statutorily-mandated timeframe and the failure to take such action during the statutorily-mandate timeframe shall not be deemed an approval or otherwise prejudice or impact any rights or authority of City Council to fully and fairly consider the item; and

BE IT FURTHER ORDAINED, that notwithstanding the foregoing, City Council, the Planning Commission, and any other City board or commission, may, at their election, conduct previously scheduled meetings or special meetings and act upon scheduled or proposed agenda items before them for the duration of the emergency declaration thereafter, under normal procedures or solely be electronic means in compliance with public notice, access, and other requirements of Virginia Code 2.2-3708.2(A(3)) to the extent reasonably practicable, and that City Council, the Planning Commission may in the exercise of reasonable discretion and consideration of the health, safety, and welfare of the public, place limitations on physical attendance consistent with Executive Orders of the Governor and/or recommendations of the State Health Commissioner; and

BE IT FURTHER ORDAINED, that in the event that a public hearing matter is deemed by the applicable governing body to present a critical government function essential to continuity of government for the duration of the emergency declaration, the public hearing may be conducted by an open public comment period called for during an electronic meeting, in which case, action by the governing body shall be continued to a subsequent meeting pending receipt of such comments. Public comments shall be received by written submittal (including but not limited to email) delivered to the City Clerk of designee during the period stated in the call for public comments which comment period shall be a minimum of six (6) calendar days; and

BE IT FURTHER ORDAINED, that any statute, ordinance, or Rule of Council contrary to the provisions of this Ordinance shall be deemed superseded by this Ordinance to the extent permissible by law; and

BE IT FURTHER ORDAINED, that City Council reserves the right by subsequently enacted ordinance to rescind or amend this ordinance.

An emergency is deemed to exist and this Ordinance shall be deemed effective ~~upon the date of the Declaration of Local Emergency and shall automatically terminate in sixty (60) days until September 14, 2020 unless readopted after publication in accordance with the requirements of the Code of Virginia. Upon such publication, the Ordinance shall remain in effect for six months from the date of Declaration of Local Emergency~~ or until such shorter time as Council may impose by subsequently enacted ordinance.

APPROVED:

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Mayor Samuel Parham on behalf of  
Petersburg City Council

ATTEST:

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Clerk of Council

APPROVED AS TO FORM:

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Anthony C. Williams,  
City Attorney





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

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

**FROM:** Kim Robinson

**RE:** **Consideration of amendments to the Citywide Classification & Compensation System for 2020.**

**PURPOSE:** Review and update of the City's current classification and compensation system to accommodate organizational realignment; external competitiveness; and internal equity in pay and responsibilities.

**REASON:** The City employs a wide range of jobs and work responsibilities that are the same in the public and private sector. The City's current pay plan and classification system was developed in 2015 based on a comprehensive citywide study. Adjustments are needed to the compensation system structure to accommodate organizational alignment; external competitiveness; and internal equity in pay and responsibilities. The City seeks to update its pay plan in order to recruit and retain professional and skilled workforce that will continue to grow our City, as a locality of choice.

### **RECOMMENDATION:**

Recommend City Council revise the listed classifications and corresponding job descriptions to the City's pay plan and to place each classification in the compensation system, accordingly:

Assistant Manager, Billing & Collections

Director of Public Utilities and Capital Projects

IT Analyst

Paralegal

### **BACKGROUND:**

The City hired a consultant firm, Management Advisory Group, Inc. (MAG), to conduct a compensation and classification study for the City's classifications. The goal of the project was to provide a foundation for an appropriate classification and compensation system and pay plan based on current compensation levels for

similar public-sector employers, municipalities, and local market competitors.

The study resulted in the development of an updated classification plan and the development of a compensation system and pay plan. In December 2015, City Council agreed with the study results and adopted the new Classification & Compensation system. The new system addressed internal/external equity by granting salary adjustments to over 100 employees; eliminated certain outdated classifications; and revised/updated job descriptions.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** 5/5/2020

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** All City Agencies

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** August 18, 2019's Consideration of amendment to the Citywide Classification & Compensation System.

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

**ATTACHMENTS:** None



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** May 5, 2020

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

**THROUGH:** Lionel Lyons, Deputy City Manager of Development

**FROM:** Carthan Currin

**RE:** **Consideration of authorization to execute a Development Agreement regarding the development of the Harbor Area and amend the ordinance previously adopted**

**PURPOSE:** For the City Council to approve and authorize the execution of a Development Agreement regarding the development of the Harbor Area and amend the Ordinance previously adopted.

**REASON:** To obtain authorization to execute a Development Agreement and to amend the ordinance previously adopted to remove a scrivener's error.

**RECOMMENDATION:** It is recommended that the City Council considers authorizing the City Manager to execute the development agreement for the development of the City-owned property referred to as the Harbor Area on the south side of the Appomattox River.

The City Council held a public hearing on October 15, 2019, and subsequently adopted an ordinance 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 received a proposal from Waukeshaw Development, Inc. whose Principal is Dave McCormack, to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the following City-owned properties:

<i>Parcel ID</i>	<i>Property Address</i>	<i>Size</i>	<i>Zoning</i>	<i>Acquisition</i>
011-020006	275 River Street	2.64 ac	M-2	12/16/1988
011-020002	209 Rear River Street	1.01 ac	M-2	02/25/1987
011-020004	209 River Street	.06 ac	M-2	12/16/1988
011-030001	429 Fifth Street	.73 ac	R-4	06/14/1991

012-010001	433	River Street	.67 ac	M-2	
011-020801	501	Second Street	.30 ac	M-2	5/31/1995
011-040002	236	River Street	.17 ac	M-2	12/16/1988
011-040003	240	River St	.55 ac	M-2	04/15/2014

Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain. A 2015 appraisal of five of the properties estimates the value of five of the properties at \$20,000. The proposed purchase price is \$100,000.

There are major water and sewer lines beneath the surface of the property and associated vents above grade. Easements will be required to provide access to the infrastructure.

The proposed use for the property is an outdoor event space. The proposed use is in conformance with the Zoning, M-2.

The Development Agreement includes the final scope, budget, source and uses of funding, and construction schedule for the development.

Following a public hearing, the City Council previously adopted Ordinance 19-ORD-52 authorizing the City Manager to execute a Purchase Agreement. A reference to a lease was included in the Ordinance and should be removed, which is proposed in this ordinance.

Following a due diligence period, the Development Agreement was drafted and is presented for City Council consideration.

**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:** 5/5/2020

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

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

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** 19-ORD-52

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

**ATTACHMENTS:**

1. 0428\_2020OrdinanceHarborProperties
2. 1015\_2019CouncilAgendaItem
3. 1015\_2019OrdinanceHarborProperties
4. Ordinance

An Ordinance Authorizing The City Manager to Develop and Execute A Development Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River St

WHEREAS, The City of Petersburg owns the property at 275 River Street, Parcel 011-020006; 209 Rear River Street, Parcel 011-020002; 209 River Street, Parcel 011-020004; 429 Fifth Street, Parcel 011-030001; 433 River Street, Parcel 012-010001; 501 Second Street, Parcel 011-020801; 236 River Street, Parcel 011-040002; and 240 River St, Parcel 011-040003; and

WHEREAS, The City has received a proposal from Waukeshaw Development, Inc. to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the above listed City-owned properties to establish an outdoor event and festival space: and

WHEREAS, Currently, there is not a designated outdoor event and festival space within the City of Petersburg; and

WHEREAS, Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain; and

WHEREAS, There are major water and sewer lines beneath the surface of the property and associated vents above grade; and

WHEREAS, A 2015 appraisal estimated the value of five of the properties at \$20,000.

WHEREAS, An Ordinance authorizing the City Manager to execute a Purchase Agreement was adopted by the City Council October 15, 2019; and

WHEREAS, A Development Agreement was developed to define the final scope, budget, source and uses of funding, and construction schedule for the development; and

NOW THEREFORE, the City Council of the City of Petersburg hereby authorizes the City Manager Develop and Execute A Development Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River Street, that defines the scope, design, layout, budget, sources and uses of funding and the development schedule.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** October 15, 2019

**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 Public Hearing to consider an Ordinance Authorizing the Sale of City-owned property

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

**REASON:** To hold 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 holds a public hearing on October 15, 2019 and subsequently considers adoption of an Ordinance 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 a proposal from Waukeshaw Development, Inc. whose Principal is Dave McCormack, to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the following City-owned properties:

Parcel ID	Property Address	Size	Zoning	Acquisition	Purchase Price	Assessed Value
011-020006	275 River Street	2.64 ac	M-2	12/16/1988	\$10.00	\$247,700
011-020002	209 Rear River Street	1.01 ac	M-2	02/25/1987	\$10.00	\$94,800
011-020004	209 River Street	.06 ac	M-2	12/16/1988	\$10.00	\$5,300
011-030001	429 Fifth Street	.73 ac	R-4	06/14/1991	\$10.00	\$68,900
012-010001	433 River Street	.67 ac	M-2			\$13,400
011-020801	501 Second Street	.30 ac	M-2	5/31/1995	\$1.00	\$28,200
011-040002	236 River Street	.17 ac	M-2	12/16/1988	\$10.00	\$4,300
011-040003	240 River St	.55 ac	M-2	04/15/2014	\$1.00	\$30,600

Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain. A 2015 appraisal of five of the properties estimates the value of five of the properties at \$20,000. There are major water and sewer lines beneath the surface of the property and associated vents above grade.

The proposed use for the property is an outdoor event space. The proposed use is in conformance with the Zoning, M-2.

A separate Development Agreement will be developed to define the final scope, budget, source and uses of funding, and construction schedule for the development. Also, an agreement to establish operational aspects and responsibilities of the outdoor event space including but not limited to access, liability, maintenance, and vending.

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:** October 15, 2019

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

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

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

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

**ATTACHMENTS:** N/A

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

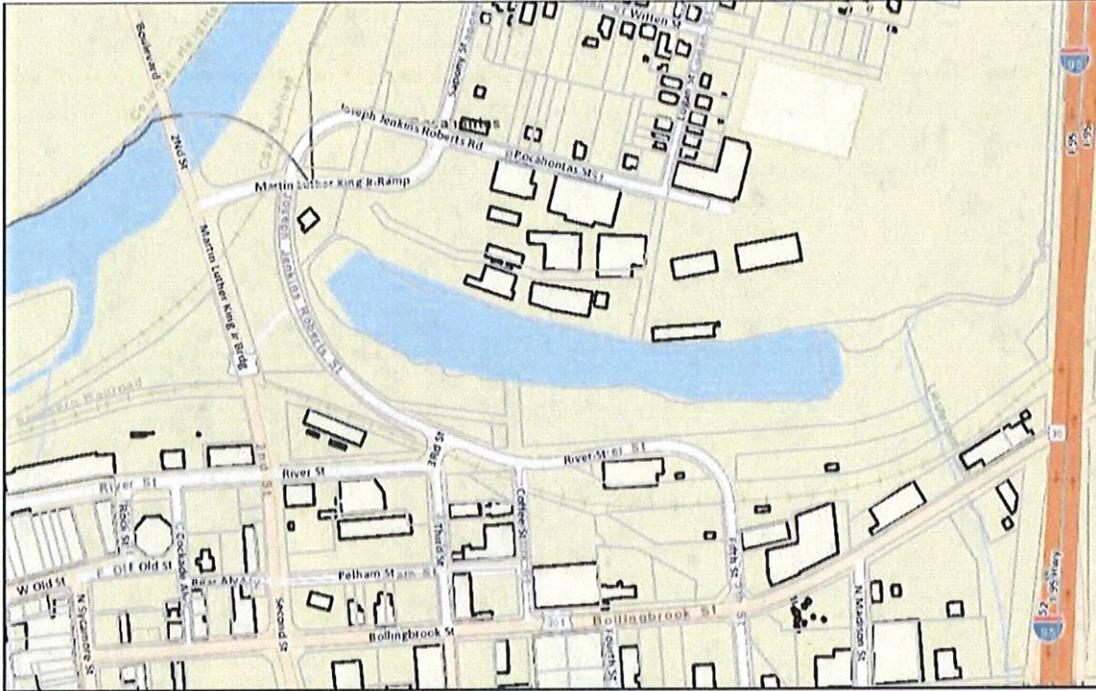
# Proposal to Purchase City-Owned Property



Purchaser	
Project Name	Harbor Development
Property Address	209, 209 Rear, 236, 240, 275 and 433 River Street, 429 Fifth Street, and 501 Second Street
Parcel Number	011-020004, 011-020002, 011-040002 Acreage <u>6.13</u> Bldg SF _____ 011-040003, 011-020006, 012-010001, 011-030001, 011-020801
Project Developer	Waukeshaw Development, Inc.
Contact Name	Dave McCormack
Address	245 E Bank St Phone _____ Petersburg, VA 23803
Email	<a href="mailto:hello@waukeshaw.com">hello@waukeshaw.com</a>
Experience/Qualifications	Extensive Experience with mixed use redevelopment projects
Development Description	The development proposal includes a festival event space and a passive recreation area
Offered Purchase Price	\$ <u>100,000.00</u> Total Investment \$ <u>250,000.00</u>
Description of Financing (%)	Equity 100%
Community Benefit	New Outdoor Event Space, Revenue from activities in the space
Due Diligence Period (months)	<u>3</u>
Construction Start Date	Completion Date _____
Number of Projected Jobs	Temp/Const. Jobs _____ Permanent Jobs _____
Average Wage	_____
Contingencies	
City Assessment	
Outstanding Obligations	
Proposed Land Use	Recreation
Comp Plan Land Use	_____
Zoning	M-2
Enterprise Zone	_____
Rehab/Abatement	_____
New Construction	_____
Historic District	_____
Assessed Value	\$ <u>493,200.00</u> Appraised Value \$20,000 (5 Properties) Date <u>10/15/15</u>
City Revenue from Sale	\$ <u>(393,200.00)</u>
Projected Tax Revenue	Abatement Year 1 Year 5 Year 20
Real Estate Tax	\$ - \$ 6,658.20 \$ 33,658.20 \$ 134,908.20
Personal Property Tax	\$ - \$ - \$ - \$ -
Machinery and Tools Tax	\$ - \$ - \$ - \$ -
Sales and Use Tax	\$ - \$ - \$ TBD \$ -
Business License Fee	\$ - \$ - \$ TBD \$ -
Lodging Tax	\$ - \$ - \$ - \$ -
Meals Tax	\$ - \$ - \$ TBD \$ -
Other Taxes or Fees	\$ - \$ - \$ - \$ -
Total Tax Abatement	\$ - \$ - \$ - \$ -
Total Tax Revenue	\$ - \$ - \$ - \$ 134,908.20
Costs to the City	\$ - \$ - \$ - \$ -
City ROI (Revenue - Cost)	\$ - \$ - \$ - \$ -
Staff Recommendation	_____
Committee Recommendation	_____ Comm. Review Date _____
Last Use (Public)	_____
Council Decision	_____ Council Review Date _____
Disposition Ord #	_____ Ord Date _____



# Harbor

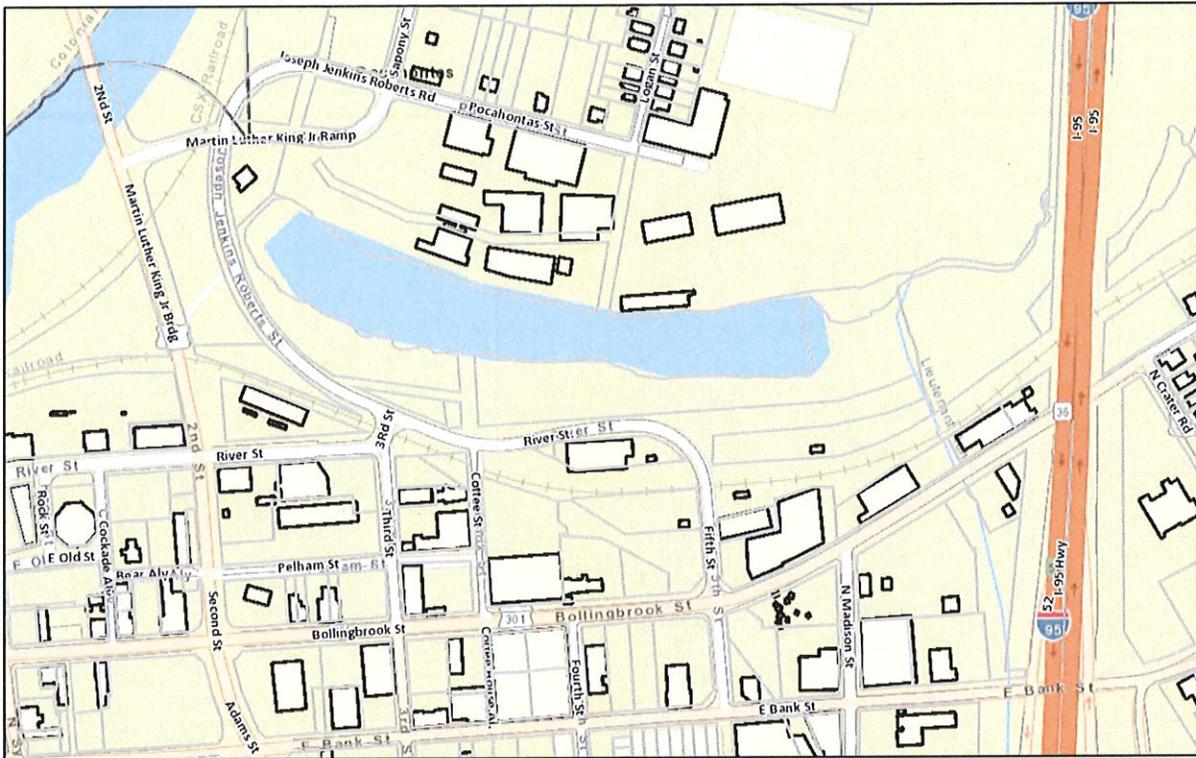


August 13, 2019

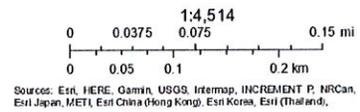
14,514  
0 0.0375 0.075 0.15 mi  
0 0.06 0.1 0.2 km  
Sources: Esri, HERE, DeLorme, USGS, Intermap, INCREMENT P, APCN, Swire, Japan, METI, Esri China (Hong Kong), Swire, Esri (Thailand),



# South River Parcels

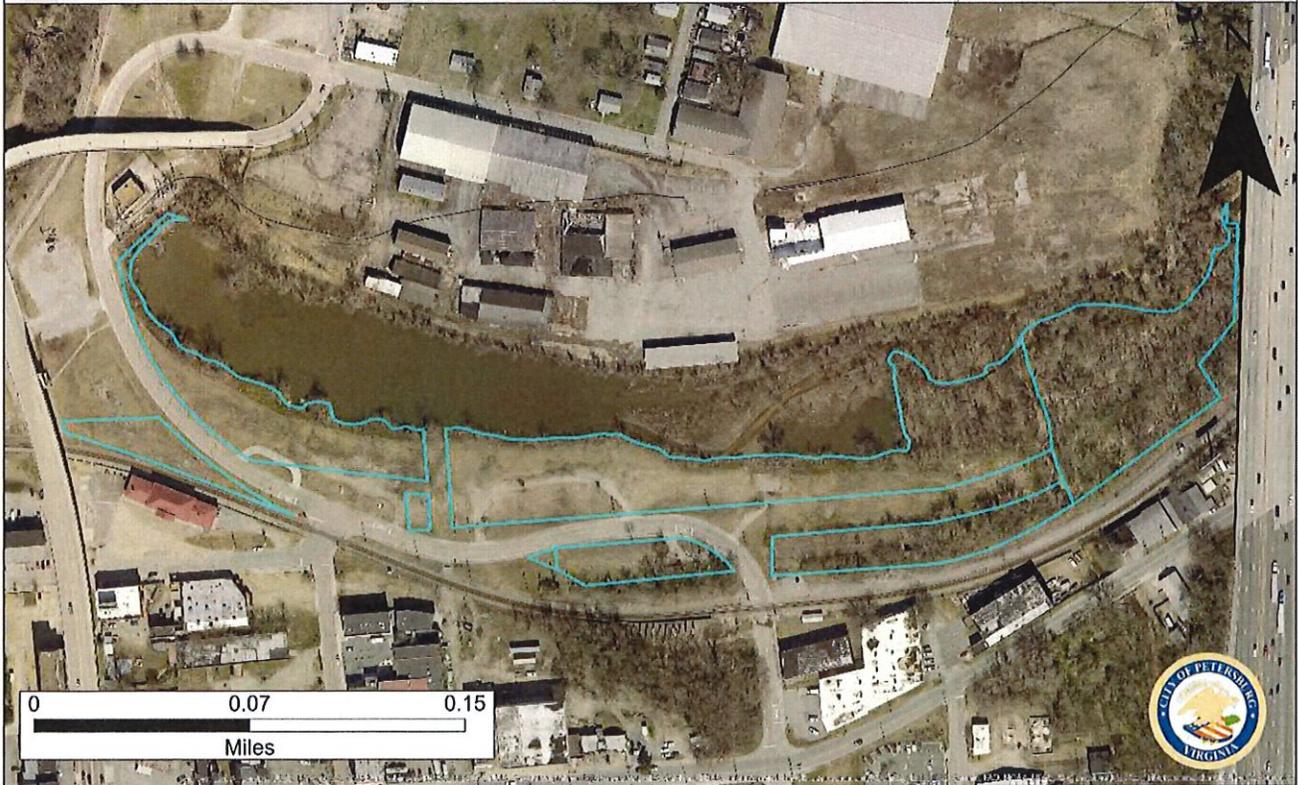


April 17, 2019

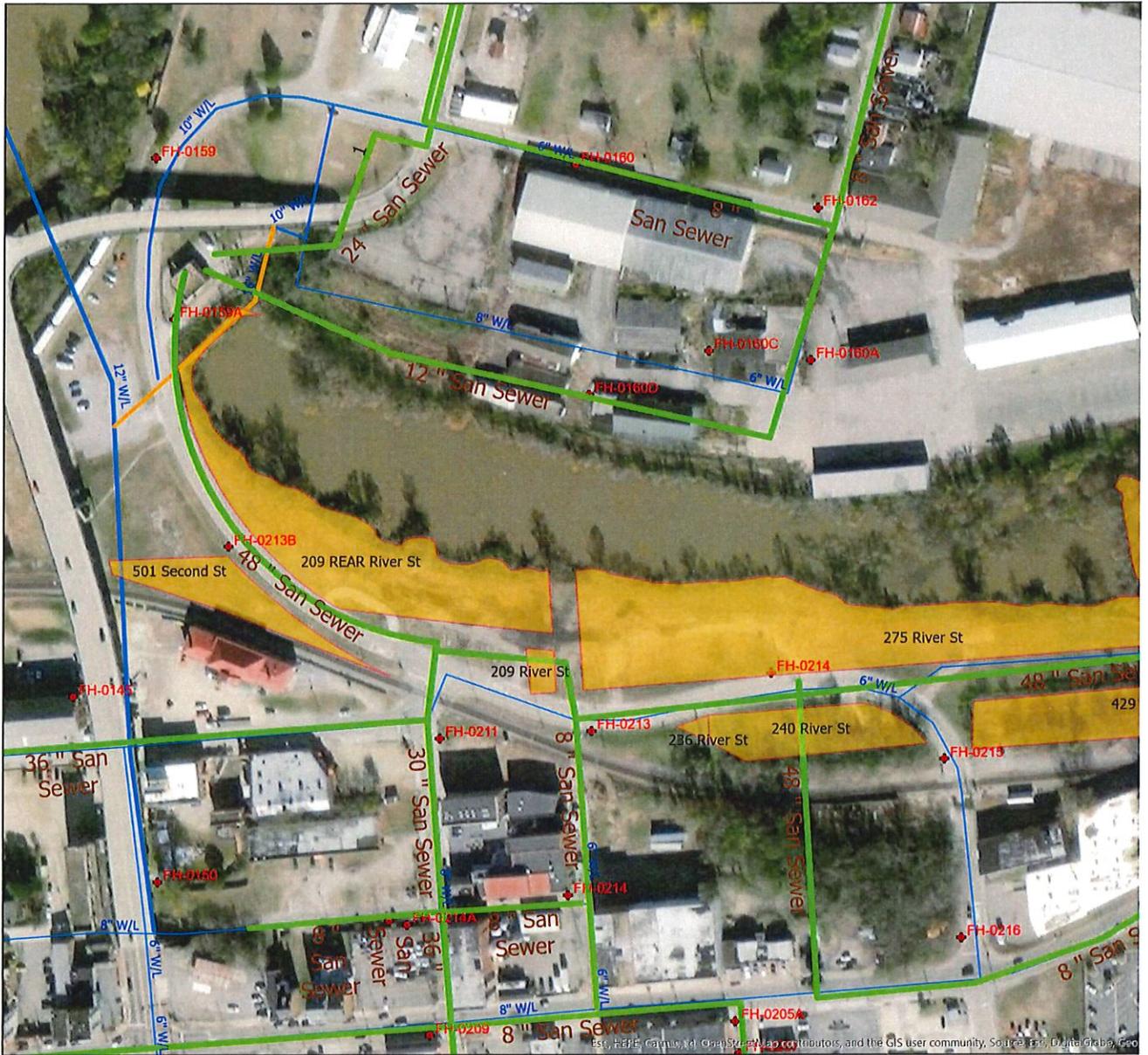




# River Street Parcels













## Property Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-040003</b>	Account Number <b>Vacant Parcel</b>
Prior Parcel ID <b>--</b>	Property Location <b>240 RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N UNION ST</b>	Most Recent Sale Date <b>5/19/2014</b>
City <b>PETERSBURG</b>	Legal Reference <b>2014-1109</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor <b>EGGLESTONELSIE H</b>
Parcel Zoning <b>M-2</b>	Sale Price <b>0</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>30,600</b>	Total Value <b>30,600</b>
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### Building Description

Building Style <b>N/A</b>	Foundation Type <b>N/A</b>	Flooring Type <b>N/A</b>
# of Living Units <b>N/A</b>	Frame Type <b>N/A</b>	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure <b>N/A</b>	Heating Type <b>N/A</b>
Building Grade <b>N/A</b>	Roof Cover <b>N/A</b>	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Sliding <b>N/A</b>	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

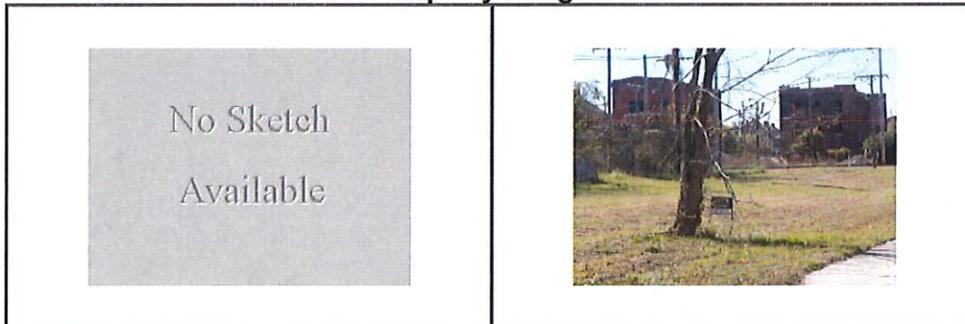
### Legal Description

**240 X 100-53 INCLUDES 4TH ST**

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **N/A** style building, built about **N/A**, having **N/A** exterior and **N/A** roof cover, with **N/A** 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-040002</b>	Account Number <b>Vacant Parcel - Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>236 RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>12/22/1988</b>
City <b>Petersburg</b>	Legal Reference <b>459-175</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>150,000</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>4,300</b>	Total Value <b>4,300</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

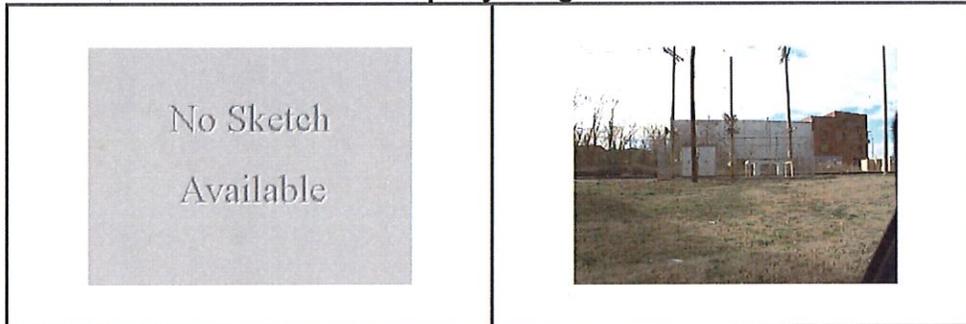
### Legal Description

PARCEL 1151.7-159.25X48.24-0

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) NONE 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-020801</b>	Account Number <b>Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>501 SECOND ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>7/13/1995</b>
City <b>Petersburg</b>	Legal Reference <b>541-439</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>0</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>28,200</b>	Total Value <b>28,200</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

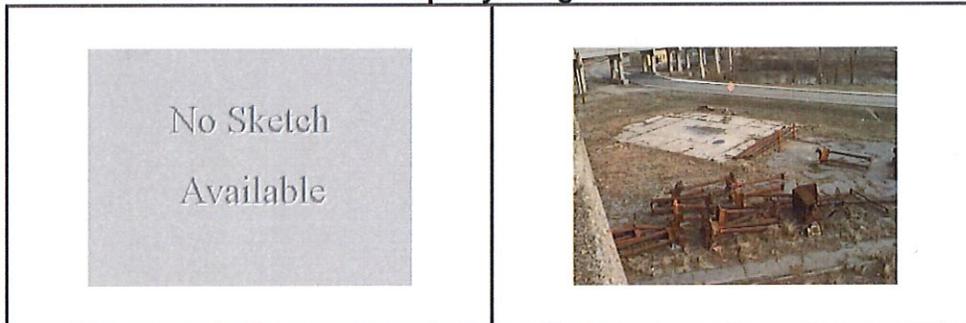
### Legal Description

PT PARCEL 17

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **NONE** 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>012-010001</b>	Account Number <b>Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>433 RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>12:00:00 AM</b>
City <b>Petersburg</b>	Legal Reference <b>0-0</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>0</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>13,400</b>	Total Value <b>13,400</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

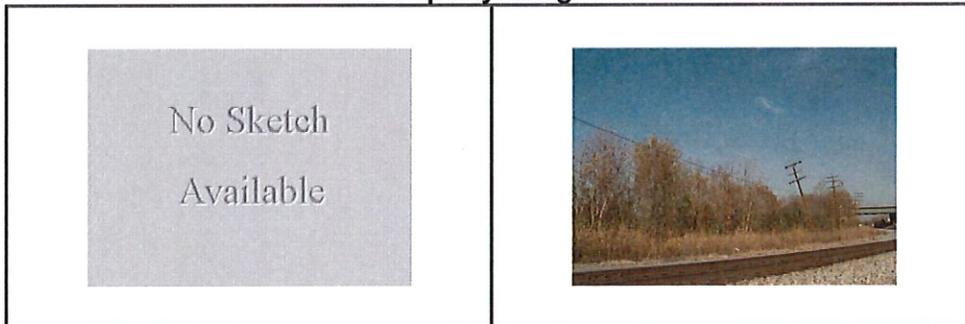
### Legal Description

215 X 90 REAR 401-31 & 325 X 30

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) NONE 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-030001</b>	Account Number <b>Vacant Lot - Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>429 FIFTH ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>6/17/1991</b>
City <b>Petersburg</b>	Legal Reference <b>488-192</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>R-4</b>	Sale Price <b>125,000</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>68,900</b>	Total Value <b>68,900</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

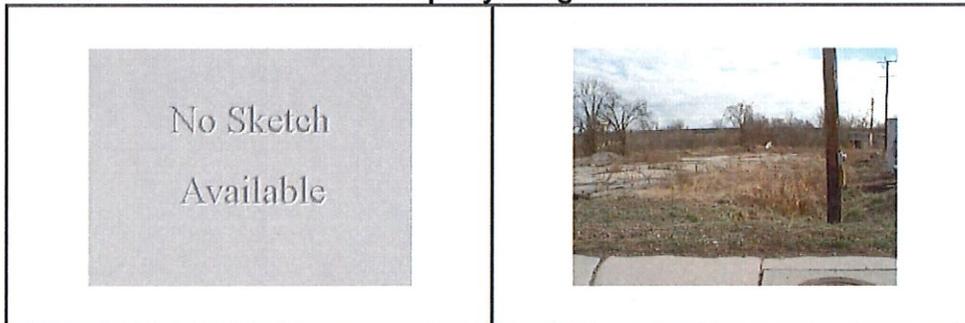
### Legal Description

**TWO PARCELS 0.735 ACRES**

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **NONE** 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-020004</b>	Account Number <b>Vacant Parcel - Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>209 RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>12/22/1988</b>
City <b>Petersburg</b>	Legal Reference <b>459-175</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>150,000</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>5,300</b>	Total Value <b>5,300</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

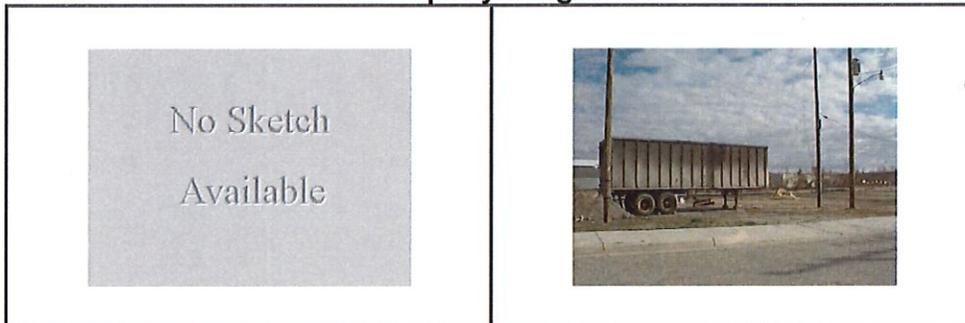
### Legal Description

PARCEL 240-40.54X61.81-60

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **NONE** 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-020002</b>	Account Number <b>Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>209 REAR RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>3/2/1987</b>
City <b>Petersburg</b>	Legal Reference <b>434-690</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>70,000</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>94,800</b>	Total Value <b>94,800</b>
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### Building Description

Building Style <b>NONE</b>	Foundation Type	Flooring Type <b>CARPET</b>
# of Living Units <b>0</b>	Frame Type	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure	Heating Type <b>NONE</b>
Building Grade <b>EXCELLENT</b>	Roof Cover	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

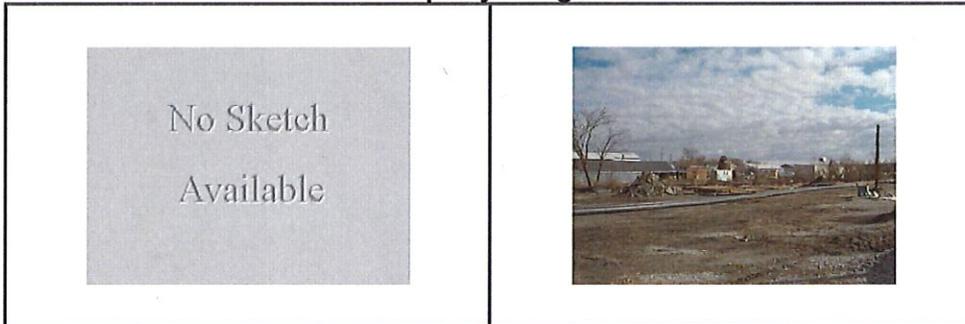
### Legal Description

PARCEL 19 PART 21 B & PARCEL

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **NONE** 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 Record Card - Petersburg, VA

### General Property Data

Parcel ID <b>011-020006</b>	Account Number <b>Harbor Area</b>
Prior Parcel ID <b>--</b>	Property Location <b>275 RIVER ST</b>
Property Owner <b>CITY OF PETERSBURG</b>	Property Use <b>CIP</b>
Mailing Address <b>135 N. Union St</b>	Most Recent Sale Date <b>12/22/1988</b>
City <b>Petersburg</b>	Legal Reference <b>175-175</b>
Mailing State <b>VA</b> Zip <b>23803</b>	Grantor
Parcel Zoning <b>M-2</b>	Sale Price <b>150,000</b>
	Land Area <b>acres</b>

### Current Property Assessment

Card 1 Value Building Value <b>0</b>	Xtra Features Value <b>0</b>	Land Value <b>247,700</b>	Total Value <b>247,700</b>
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### Building Description

Building Style <b>N/A</b>	Foundation Type <b>N/A</b>	Flooring Type <b>N/A</b>
# of Living Units <b>N/A</b>	Frame Type <b>N/A</b>	Basement Floor <b>N/A</b>
Year Built <b>N/A</b>	Roof Structure <b>N/A</b>	Heating Type <b>N/A</b>
Building Grade <b>N/A</b>	Roof Cover <b>N/A</b>	Heating Fuel <b>N/A</b>
Building Condition <b>N/A</b>	Siding <b>N/A</b>	Air Conditioning
Finished Area (SF)	Interior Walls <b>N/A</b>	# of Bsmt Garages <b>0</b>
Number Rooms <b>0</b>	# of Bedrooms <b>0</b>	# of Full Baths
# of 3/4 Baths	# of 1/2 Baths	# of Other Fixtures

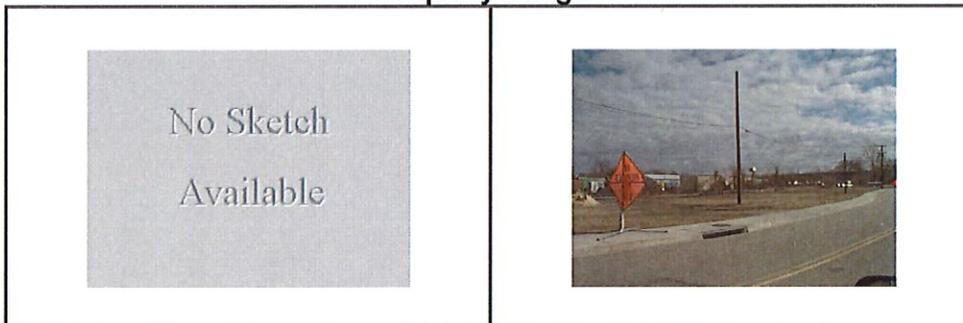
### Legal Description

PARCEL 3PT 15NC & PARCEL

### Narrative Description of Property

This property contains acres of land mainly classified as CIP with a(n) **N/A** style building, built about **N/A**, having **N/A** exterior and **N/A** roof cover, with **N/A** 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.



An Ordinance Authorizing The City Manager to Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River St

WHEREAS, The City of Petersburg owns the property at 275 River Street, Parcel 011-020006; 209 Rear River Street, Parcel 011-020002; 209 River Street, Parcel 011-020004; 429 Fifth Street, Parcel 011-030001; 433 River Street, Parcel 012-010001; 501 Second Street, Parcel 011-020801; 236 River Street, Parcel 011-040002; and 240 River St, Parcel 011-040003; and

WHEREAS, The City has received a proposal from Waukeshaw Development, Inc. to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the above listed City-owned properties to establish an outdoor event and festival space; and

WHEREAS, Currently, there is not a designated outdoor event and festival space within the City of Petersburg; and

WHEREAS, Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain; and

WHEREAS, There are major water and sewer lines beneath the surface of the property and associated vents above grade.; and

WHEREAS, A 2015 appraisal estimated the value of five of the properties at \$20,000.

WHEREAS, A separate Development Agreement will be developed to define the final scope, budget, source and uses of funding, and construction schedule for the development; and

WHEREAS, An agreement to establish operational aspects and responsibilities of the outdoor event space including but not limited to access, liability, maintenance, and vending will developed; and

WHEREAS, In accordance with legal requirements, the lease may not extend beyond a period of 5 years, after which time it may be renewed.

NOW THEREFORE, the City Council of the City of Petersburg hereby authorizes the City Manager Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River Street.

**Revised 10/15/2019**

An Ordinance Authorizing The City Manager to Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River St

WHEREAS, The City of Petersburg owns the property at 275 River Street, Parcel 011-020006; 209 Rear River Street, Parcel 011-020002; 209 River Street, Parcel 011-020004; 429 Fifth Street, Parcel 011-030001; 433 River Street, Parcel 012-010001; 501 Second Street, Parcel 011-020801; 236 River Street, Parcel 011-040002; and 240 River St, Parcel 011-040003; and

WHEREAS, The City has received a proposal from Waukeshaw Development, Inc. to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the above listed City-owned properties to establish an outdoor event and festival space: and

WHEREAS, Currently, there is not a designated outdoor event and festival space within the City of Petersburg; and

WHEREAS, Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain; and

WHEREAS, There are major water and sewer lines beneath the surface of the property and associated vents above grade.; and

WHEREAS, A 2015 appraisal estimated the value of five of the properties at \$20,000.

WHEREAS, A separate Development Agreement will be developed to define the final scope, budget, source and uses of funding, and construction schedule for the development; and

WHEREAS, An agreement to establish operational aspects and responsibilities of the outdoor event space including but not limited to access, liability, maintenance, and vending will developed.

NOW THEREFORE, the City Council of the City of Petersburg hereby authorizes the City Manager Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River Street, subject to terms that include City Council approval of a Development Agreement prior to closing that defines the scope, design, layout, budget, sources and uses of funding and the development schedule.

**Revised 10/15/2019**

An Ordinance Authorizing The City Manager to Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River St

WHEREAS, The City of Petersburg owns the property at 275 River Street, Parcel 011-020006; 209 Rear River Street, Parcel 011-020002; 209 River Street, Parcel 011-020004; 429 Fifth Street, Parcel 011-030001; 433 River Street, Parcel 012-010001; 501 Second Street, Parcel 011-020801; 236 River Street, Parcel 011-040002; and 240 River St, Parcel 011-040003; and

*Less  
than 5 acres*

WHEREAS, The City has received a proposal from Waukeshaw Development, Inc. to purchase parcels of property owned by the City of Petersburg, and bounded by River Street to the South, Joseph Jenkins Roberts St to the West, the Harbor to the North, and Interstate 95 to the East, including the above listed City-owned properties to establish an outdoor event and festival space; and

WHEREAS, Currently, there is not a designated outdoor event and festival space within the City of Petersburg; and

WHEREAS, Portions of the parcels are within the floodway of the Appomattox River and the remainder of the parcels is within the floodplain; and

WHEREAS, There are major water and sewer lines beneath the surface of the property and associated vents above grade.; and

WHEREAS, A 2015 appraisal estimated the value of five of the properties at \$20,000.

WHEREAS, A separate Development Agreement will be developed to define the final scope, budget, source and uses of funding, and construction schedule for the development; and

WHEREAS, An agreement to establish operational aspects and responsibilities of the outdoor event space including but not limited to access, liability, maintenance, and vending will developed; and

~~WHEREAS, In accordance with legal requirements, the lease may not extend beyond a period of 5 years, after which time it may be renewed.~~

NOW THEREFORE, the City Council of the City of Petersburg hereby authorizes the City Manager Develop and Execute A Purchase Agreement for the Sale of City-owned property 275 River Street, 209 Rear River Street, 209 River Street, 429 Fifth Street, 433 River Street, 501 Second Street, 236 River Street, and 240 River Street.