

**MINUTES OF THE CITY COUNCIL MEETING HELD NOVEMBER 29, 2011**

A Work Session of the City Council of the City of Hopewell, Virginia, was held Monday, November 29, 2011, at 5:00 PM in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia. The Closed Session was held at John Randolph Medical Center, Randolph Road, Hopewell, Virginia.

PRESENT: Christina J. Luman-Bailey, Mayor  
K. Wayne Walton, Vice Mayor  
Gerald S. Stokes, Councilor  
Jackie Shornak, Councilor  
Ann M. Romano, City Clerk  
  
Edwin C. Daley, City Manager  
Thomas E. Lacheney, City Attorney  
Ann M. Romano, City Clerk

ALSO PRESENT: Mr. Dia Nichols, JRMC – CEO  
Brian R. Sinotte, JRMC – COO  
Tom Steslicki, JRMC - CFO

ABSENT: Michael Bujakowski, Councilor  
Curtis W. Harris, Councilor (illness)  
Brenda Pelham, Councilor

**WORK SESSION**

Mayor Luman-Bailey opened the meeting at 5:07 PM. Roll call was taken:

Mayor Luman-Bailey	-	present
Vice Mayor Walton	-	present
Councilor Harris	-	ABSENT (illness)
Councilor Bujakowski	-	ABSENT (arrived at 5:22 PM)
Councilor Stokes	-	present
Councilor Pelham	-	ABSENT (arrived at 7:24 PM)
Councilor Shornak	-	present

**CLOSED SESSION**

**Motion** was made by Vice Mayor Walton, seconded by Councilor Stokes, and unanimously agreed to convene into Closed Session to discuss Potential Development, in accordance with Virginia Code Sec. 2.2-3711 (A)(3).

**OPEN SESSION**

At 6:50 PM Council convened into Open Session. Councilors responded to the question: "Were the only matters discussed in the Closed Meeting public business matters lawfully exempted from open meeting requirements; and public business matters identified in the motion to convene into Closed Session?" Upon the roll call, the vote resulted:

Vice Mayor Walton	-	yes
Councilor Shornak	-	yes
Mayor Luman-Bailey	-	yes

Councilor Bujakowski	-	yes
Councilor Stokes	-	yes

**WORK SESSION**

Mayor Luman-Bailey opened the Work Session in Council Chambers at 6:30 PM. Roll call was taken:

Mayor Luman-Bailey	-	present
Vice Mayor Walton	-	present
Councilor Harris	-	ABSENT (illness)
Councilor Bujakowski	-	present
Councilor Stokes	-	present
Councilor Pelham	-	ABSENT (arrived at 7:24 PM)
Councilor Shornak	-	present

**UPDATE ON RCJA – BETTINA COGHILL**

Councilor Stokes introduced Bettina Coghill, RCJA (Riverside Criminal Justice Agency), who provided a brief update. Ms. Coghill provided handouts (filed in the City Clerk's Office), entitled "Riverside Criminal Justice Agency – Cost Savings By Locality, FY 10/11, July 1, 2010 through June 30, 2011.

She thanked City Council for its contribution to the program. The RCJA does not provide services for all of the member localities; it is not a state agency. They are part of the Department of Criminal Justice Services. She invited Council to the Legislative Breakfast on Friday, December 2. Ms. Coghill also announced that Dr. Edwin Daley is chair of the Community Criminal Justice Board.

**DISCUSSION:** Hopewell's funding for this program comes from the City's General Fund. The Jail List per diem figures are pre trial; half are held because they could not pay the bond amount. Some are jailed on \$200 bond. Earlier this year there were a number of break-ins Hopewell; two suspects are being held at Riverside and the number of break-ins dropped dramatically.

**DEPARTMENT OF RECREATION & PARKS - AWARDS**

Awards won at the Annual Virginia Recreation and Parks Society Conference for the Make-A-Splash Program.

Jo Turek, Director, Department of Recreation and Parks introduced Brad Flynn and Angela White. The Make-A-Splash Program is affiliated with USA Swimming. Many minority children and low income children have a high rate of drowning. The Department of Recreation and Parks provides free swim lessons for third graders throughout the City. Many of the children are on the free lunch program. In the two years of this program in Hopewell, it has proved to be very successful. It is provided through a private/public partnership.

Mayor Luman-Bailey presented to Mr. Flynn and Ms. White the Original Award to the Hopewell Department of Recreation and Parks for Best New Program; Hopewell City Public Schools Recognition Award; and the VACS Swim Team for its contribution.

**JO TUREK, DIRECTOR - DEPARTMENT OF RECREATION AND PARKS, HOPEWELL QUARTERBACK LEAGUE**

Ms. Turek provided handouts (filed in the City Clerk's Office), entitled, "Possible Field Sites for HQL."

There are currently four fields. The plan for the complex is to expand it. The HQL has expressed their field amenities of goal post, bleachers for players and spectators, area fenced, down markers and chains, press box with PA system, storage building and score board, with their estimated amount of \$95,000, if purchased. This does not include the cost of actual power lines to be added. Lighting to be added in the future was requested as well. However, recent consideration to not add spectator benches, finding someone to help with the goal post and donation of lumber for press box is being sought by HQL which would lower the price.

- Field #1: \$34,000-\$50,000. The Recreation Commission's recommendation: keep the Soccer Complex for soccer use only.
  - Fields #2 & #3: Similar
  - Field #4: Modified field
  - Field #5: \$40,000-\$100,000. Additional parking area.
  - Field #6: \$69,000-\$160,000. Closest to River Road. It would need guard rails.
  - Field #7: Proposed for possible field; but there is no price on that.
  - Field #8: \$250,000. Proposed for another activity. Possible land exchange for the Federal Lands to Parks program.
  - Field #9: Located at Patrick Copeland Elementary School. Due to the layout and terrain of this area, this site is also one to be considered. It would require relocation of the trail due to past grant, but this site could use the infrastructure of parking and possibly the school for restrooms. Cost should be less than the other sites shown, but the School Board would have to approve use and changes.
  - Field #10: Property owned by the Corrections Department. It is currently being farmed by the Bureau of Prisons with prisoners from Waverly on Route #460.
  - Field #11: HHS Practice Field. The school has agreed to allow HQL to continue to use this site. Merner Field will only be used for school games.
- Chesterfield Football School Field – Hopewell has used that field for practice.

The Recreation Commission wants the Soccer Complex to be dedicated to soccer. City Council and the School Board would make determination and funding. Recreation and Parks has many things they would like to do. Bobby Pershing, Chair-Recreation Commission and Robert Pind, President of the Hopewell Quarterback League, indicated that HQL would like to stay at the high school. There was consideration of gating and charging for people to come in; that would cost approximately \$1,000 or more. Many people in the community are willing to help if funds are limited. The John Randolph Foundation is a possible source.

**DISCUSSION:** Merner Field is not being considered because they have expressed that they not play on Merner Field. The HQL are more than welcome to use the practice field, although it could not be used for playoffs, etc. It would still be a School Board decision. Regarding the cost of crowning the fields, it would have to be expanded at a cost of \$32,000-\$50,000, which quote is a flat estimate. It is not broken down for only crowning. If the City considers anything higher than \$50,000, it requires using the bid process.

Mr. Pershing indicated that Ms. Turek was handed this to research. She has been working on it for the last few months. HQL has been here as long as he can remember. It provides valuable resources for the community. Even though it is a separate entity, if the City can find a way to help them, it should. Money will be an issue for them.

Mr. Pind expressed appreciation for everything the City and Ms. Turek have done. He did not know they would not be allowed to use Merner Field next year. The HHS practice field would work, although it would cost \$10,000 to fix the field and some more for finishing. This is his last year as President of HQL, but he will continue to act as League Liaison. This coming Saturday, December 3, they will be at the Petersburg High School field for games all day for this year's championship.

**ENERGY SAVINGS PERFORMANCE CONTRACTING – BEN RUPPERT, EMERGENCY SERVICES COORDINATOR**

Dr. Daley indicated that the energy project was started three years ago. He introduced Ben Ruppert who explained that Honeywell approached the City Manager to combine grant monies to do some additional improvements to the City's infrastructure. It went out to state contract with a request for proposals and Honeywell was selected. Their engineers have been in City buildings gathering information. They studied utility bills and built a database. The work is almost complete, although there are some contract negotiations. The presentation will provide (1) grant-specific projects; and (2) automation controls. Mr. Ruppert introduced Wayne Womble from Honeywell.

Mr. Womble congratulated Mr. Ruppert for his work with the Energy Performance contracting. He referred to the handout (filed in the City Clerk's Office). Performance contracting objectives include, improve comfort and safety; repair, modernize and maintain facilities; leverage existing grant funds and reduce need for capital funding or bond issues; fund improvements from energy and operational savings; and achieve guaranteed results. There will be automated energy conservation controls. The HVAC is passed its useful life. The Public Works Department will be able to monitor thermostats from off site. Estimated grant funding is at \$942,000; grant funds \$560,000. The City's share is \$400,000, which is the difference between the two. There will be savings when buildings are not occupied. There is a split-system grant and a non-split system grant. They are proposing controls that allow Public Works to offsite set all thermostats in all of the City's facilities, for a total of approximately \$1.4million. Turn off computer monitors and lower thermostats.

**DISCUSSION:** There will be enough waste oil to use for heating in the vehicle bay at the Public Works Department. No windows are proposed. Honeywell offers, "Act Earth" to be pro-active. Honeywell cannot guarantee utility rates. They have factored in the increase. Cash flow is up by 3% per year. If City Council went forward with either phase, Honeywell will engineer some work and subcontract out some of it. The term of agreement goes until it is paid off, is approximately 14 years. The City and Honeywell must agree on years of operation, measurement and verification each year. Honeywell wants to assure the City of cost savings. If there are no savings, they would write the City a check. Lighting is the first project in all buildings. There are grant requirements (i.e., LED lights). There will be an accumulation of cash flow of \$1.4million from year 15 to year 20. The cost is \$916,000 for the entire project and \$378,000 (from Capital Projects) for part of it.

**FINANCIAL SUMMARY**

Annual Energy Savings	\$ 84,484
Annual O&M Savings	\$ 16,859
Total Annual Savings	\$ 101,343
Project Term – 14 years	
Total Project Value	\$1,476,402
Additional \$1,054,543 Accumulated Cash Flow over 20 years	

**PPEA FOR THE PUBLIC SAFETY BUILDING**

**DISCUSSION:** Dr. Daley reminded Council of the process used for the Social Services building. It was advertised in multiple locations and multiple sizes. This proposal is site specific with two sites, but

Council is not bound by those two sites. It must (1) accept the proposal and bid out to alternate proposals; or, (2) divide it as two sites – accept one without the other. This developer has gone out to get proposals on other sites and is looking at alternate sites. One of those sites has some soil contamination and another issue is the cost to purchase the property. There was a suggestion for Council to look at sites itself and decide where it would go. Council had been aware of this site for the last nine months that the developer was working on it. Some felt that Council had not agreed on that particular site and they wished to identify the site to be agreed upon. If that is the case, the City Manager suggested that Council reject the proposal or accept only part of it. This was an unsolicited PPEA and some Councilors were not aware that there were alternate sites from which to choose; they would like to explore other sites. There are major cost differences. There was a suggestion to appoint a committee to look at some sites that might be appropriate; then, come back to Council with recommendations. The City Manager was also asked to schedule Council visits to each site. Council was reminded that it needs to take some action on the proposal to dispose of this. One site is on 15<sup>th</sup> Avenue and has soil contamination. It should not be discussed without having a contract on the property. If a committee is appointed, public safety employees should be included. (*They have been involved over the last six months.*) The proposal is for police only, not the Fire Department. At the meeting on November 15, Vice Mayor Walton proposed splitting the PPEA: the Health Department only, or the Health Department and Communications Center. Reject the old library site part of the PPEA and accept the Social Services building part of it; and then move on with the Public Safety Building; or, accept both. According to Councilor Stokes, the Police Chief expressed to him that Council should “get it done.” The Public Safety Building Committee has the Police Chief and Fire Chief already. There have been three options to consider; however, the third option is not viable. Some felt it important to keep the Police Department downtown. The Mayor reminded Council that accepting a PPEA does not bind the City to anything; it would not be obligated to only one path. There is an underlying question – does Council *want* to build a Public Safety Building? If yes, Council could look at alternate sites. There is a limit on how many to consider. If Council is not interested, then it should reject the proposal and only do the part that Council wants to do. There are many concerns about where to put it downtown. Perhaps there should be consideration for locating it in the center of town. It is only five minutes away. Or, separate the two. If Council does not use the PPEA process, we would have to hire a consultant. To be fair, we need to decide: \* where to locate the Public Safety building; \* let others bid on it at one site; \* reject the entire proposal; or, \* reject part of it. None of Council seemed interested in the old library site and said nothing. Council has met the needs of other departments in the City, but has not met the needs for public safety. The City *NEEDS* a public safety building. Whether or not to have a Public Safety Building is one thing. Where to put it is another. The City Manager indicated that the Chief looked at the old library as a Public Safety Building. Police officers walk back and forth from the Courts Building to headquarters to pick up additional information requested by the Judge. It might not be convenient to have it anywhere but downtown. It makes a lot of difference to the Police officers. None of the Council members opposed the Public Safety Building, Communication Center, or Health Department. But, it was unclear how to accept one and reject one.

**The City Manager offered a suggestion. The contractor looked at three sites. The cost for renovation of a City-owned building; renovate a building we do not own; or build a new building. The City Manager will ask the developer to come in and show Council comparison costs for City-owned property, privately-owned property, and building from the ground up. It must be something the City can afford and it must be cost efficient. Council agreed with that proposal.**

### **ECONOMIC DEVELOPMENT PROPOSAL**

Vice Mayor Walton introduced an economic development proposal that went to the Finance Committee and came back to this work session. The suggestion was to take the Cardinal Group’s report as a guideline, hire a person to put that into priorities, have stakeholder involvement, etc., then bring it back to Council. Funds should come from the Economic Development Fund. Council could decide whether or not to hire the person.

**DISCUSSION:** Perhaps the position should be considered on a contract basis. It was not included on the Finance Committee's agenda, therefore it came back to Council's work session. The proposal was to hire one person. The position has been advertised and the City has already received 15 applications; it is looking at contracts as well as employees. Several should be selected to interview, and make this one of their first assignments. Create this plan built upon the Cardinal plan. Also, define terms of this person and what their objective is. Council must agree on what the job will be before hiring the candidate. **COUNCIL NEEDS A PLAN!**

The City Manager was asked to define terms of the position. It needs to coincide with the Department of Development. If we get the right entity, first they must develop a plan. The person or group would be with the intent of implementing the plan. We cannot have one to develop the plan and another person to implement it. Council must decide what it wants on the Route #36 corridor of the City. Need someone to put it all together. Council should approve and get out of the way. The City Manager agreed to send a copy of the ad to Council members, then create a contract rather than employment. Council may wish to add to the plan. Council seemed to be in agreement to hire someone. The person would be working with the Department of Development, not to replace it.

### **MAYOR'S REMARKS**

There is no Work Session in December. Council requested a Closed Session at the meeting on December 13<sup>th</sup> to discuss Appointments to Boards and Commission, and Performance Evaluations (City Manager, City Attorney and City Clerk).

### **ADJOURN**

Motion was made at 8:55 PM by Councilor Shornak, seconded by Councilor Pelham, and unanimously passed to adjourn the meeting.

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Christina J. Luman-Bailey  
Mayor

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Ann M. Romano, City Clerk