



**CITY OF HOPEWELL**  
Hopewell, Virginia 23860

**CITY COUNCIL**

Jackie M. Shornak, Mayor, Ward #7  
Jasmine E. Gore, Vice Mayor, Ward #4  
Christina J. Luman-Bailey, Councilor, Ward #1  
Arlene Holloway, Councilor, Ward #2  
Anthony J. Zevgolis, Councilor, Ward #3  
Janice Denton, Councilor, Ward #5  
Brenda S. Pelham, Councilor, Ward #6

**AGENDA**

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Mark A. Haley, City Manager  
Stefan M. Calos, City Attorney  
Ronnieye Arrington, City Clerk

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**Date: May 9, 2017**

**MUNICIPAL BUILDING**

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

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**OPEN MEETING**

**6:30 p.m.** Call to order, roll call, and welcome to visitors

**MOTION:** To amend/adopt agenda

**Roll Call**

**MOTION:** To go into closed meeting for (1) discussion of the appointment of specific appointees of city council (boards, commissions and committees), and (2) consultation with legal counsel employed or retained by city council related thereto and regarding specific legal matters requiring the provision of legal advice by such counsel, in accordance with Virginia Code section 2.2-3711 (A) (1) and (7), respectively.

**Roll Call**

**CLOSED MEETING**

**RECONVENE OPEN MEETING**

**CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): WERE ONLY PUBLIC BUSINESS MATTERS (I) LAWFULLY EXEMPTED FROM OPEN-MEETING REQUIREMENTS AND (II) IDENTIFIED IN THE CLOSED-MEETING MOTION DISCUSSED IN CLOSED MEETING?**

**Roll Call**

**REGULAR MEETING**

**7:30 p.m.** Call to order, roll call, and welcome to visitors

Prayer by Chaplain Judy Bailey of John Randolph Medical Center Pastoral Care followed by the Pledge of Allegiance to the Flag of the United States of America.

**Consent Agenda**

*All matters listed under the Consent Agenda are considered routine by Council and will be approved or received by one motion in the form listed. Items may be removed from the Consent Agenda for discussion under the regular agenda at the request of any Councilor.*

- C-1 **Minutes:** February 7, 14, 21, 23, and 28, 2017
- C-2 **Pending List:**
- C-3 **Routine Approval of Work Sessions:**
- C-4 **Personnel Change Report & Financial Report:** None
- C-5 **Ordinances on Second & Final Reading:** None
- C-6 **Routine Grant Approval:** None
- C-7 **Public Hearing Announcement:** June 13, 2017 – Conditional Use Permit
- C-8 **Information for Council Review:**
- C-9 **Resolutions/Proclamations/Presentations:** May 15, 2017 – Virginia Police Week and Peace Officers Memorial Day; May 20, 2017 – National Kids to Parks Day; Ross A. Kearney, III Proclamation
- C-10 **Additional Announcements:** May 9, 2017 – Reception to welcome Mayor George Koowaree and Mayoress Gloria Champion from Ashford, Kent, England; May 11, 2017 – Grand opening and dedication of the new East Broadway bridge

**Public Hearings**

*Each person addressing the Council shall step to the microphone, give name and address and limit comments to **five (5) minutes** or less. No person shall be permitted to address Council a second time until all others have been heard once and no one shall speak more than twice on any subject in any one meeting. All remarks shall be addressed to Council as a body and not to any member thereof. No person other than the Council and the person having the floor shall enter into any discussion either directly or through a member of the Council without permission of the Mayor. No question shall be asked a Council member (including Administration) except through the presiding officer. (Rule 405.)*

- PH-1 To receive comments regarding the Fiscal Year 2018 City budget, to be approved on one reading, and resolution to be adopted on a second reading.

**MOTION: To approve the Fiscal Year 2018 City budget.**

**Roll Call**

- PH-2 Request from Pinter Properties LLC to vacate a portion of Plant Street adjacent to Sub-Parcel 048-0272, in accordance with the Virginia Code § 15.2-2006.

**MOTION: To vacate Plant Street adjacent to Sub-Parcel 048-0272.**

**Roll Call**

**PH-3** Request to amend Article XVIII, section F.10, Freestanding Signs, of the Hopewell Zoning Ordinance, in accordance with Virginia Code § 15.2-2285, to allow the Director of Development to administratively approve freestanding signs that do not exceed the allowable height by more than 40 percent.

**MOTION:** To amend and reenact Article XVIII, section F.10 of the zoning ordinance, regarding freestanding signs.

**Roll Call**

**PH-4** Request to amend the following Articles of the Hopewell Zoning Ordinance, in accordance with Virginia Code § 15.2-2285: I, Definitions; IX, Downtown Central Business District (B-1); X, Limited Commercial District (B-2); XI, Highway Commercial District (B-3); XI-A, Corridor Development District (B-4); XII, Limited Industrial District (M-1); and XIII, Intense Industrial District (M-2), to define Micro-cidery, Micro-distillery, Micro-winery, Wine Bar, and Winery/Restaurant, and to allow by right and by Conditional Use Permit.

**MOTION:** To amend and reenact Articles I, IX, X, XI, XI-A, XII, and XIII of the zoning ordinance, regarding the definitions of Micro-cidery, Micro-distillery, Micro-winery, Wine Bar, and Winery/Restaurant.

**Roll Call**

#### **Communications from Citizens**

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

#### **Regular Business**

#### **Reports of City Manager:**

**R-1 Capital Improvement Plan—review proposed capital projects**

**RECOMMENDATION:** Approve funding for capital improvement projects

**MOTION:** To approve the city manager’s funding recommendations for capital improvement projects

**Roll Call**

**Reports of the City Attorney:** LGA Conference

**Reports of the City Clerk:** Accepting TBR's for Architectural Review Board (1 vacancy); Board of Zoning Appeals (2 vacancies); Crater District Area Agency on Aging (1 vacancy); District 19 Community Services Board (1 vacancy); Dock Commission (3 vacancies); Downtown Design Review Committee (2 vacancies); HRHA (1 vacancy); Recreation Commission (need HHS Senior Class Representative); Social Services Advisory Board (2 vacancies); Youth Commission (at least 5 vacancies)

**Reports of City Council:**

**Committees**

**Individual Councilors**

**Citizen/Councilor Requests**

**Other Council Communications**

**Adjournment**

# **CONSENT AGENDA**

**February 7, 2017**  
**Special Works Session Meeting**  
**DRAFT**  
**MINUTES OF THE SPECIAL WORK SESSION MEETING OF CITY COUNCIL HELD**  
**FEBRUARY 7, 2017**

A Special Work Session Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 7, 2017, at 6:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor  
Jasmine E. Gore, Vice Mayor  
Christina Luman-Bailey, Councilor  
Arlene Holloway, Councilor  
Anthony J. Zevgolis, Councilor  
Janice B. Denton, Councilor  
Brenda S. Pelham, Councilor

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

**ROLL CALL**

Mayor Shornak opened the meeting at 6:31 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
*Councilor Pelham	-	absent

\*(Councilor Pelham arrived at 6:42 p.m. and called and informed the Mayor and Clerk she would be late)

**PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Prayer was performed by Pastor Marcus Campbell of Abundant Life Church of Hopewell, followed by the Pledge of Allegiance to the Flag of the United States of America.

**MOTION: T amend or adopt agenda**

Motion was made by Councilor Luman-Bailey, and seconded by Councilor Denton, to adopt the agenda. Upon the roll call, the vote resulted:

Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	absent
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes

**February 7, 2017**  
**Special Works Session Meeting**  
**DRAFT**

**Vote Result: 6-0 Agenda Adopted**

**CLOSED MEETING**

Motion was made by Councilor Holloway, and seconded by Councilor Luman-Bailey, to resolve to convene into closed meeting for (I) discussion of performance or appointment of specific appointees of City Council (City Clerk, Hopewell Redevelopment & Housing Authority); and (II) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1) and (7), respectively. Upon the roll call, the vote resulted:

Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	absent
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes

**Vote Result: 6-0 YES**

**OPEN SESSION**

Council convened into Open Session. Councilors responded to the question: pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes

**Vote Result: 7-0 YES**

**WORK SESSION**

**WS-1. Briefing and Short Work Session with the Planning Commission**

Mrs. Tevya Griffin, Director of Development, introduced the members of the Planning Commission who were in attendance and then introduced the Chairman of the Planning Commission Peter Eliades. Mr. Eliades addresses Council and commented that the Planning Commission has excellent communications with City staff but would like to see improved communications in-house and within the community. The Planning Commission and EDA meet regularly but would like for the Downtown Hopewell Partnership to join them on a regular basis. Councilor Luman-Bailey requested that the DDRC be added to the group when meeting. Vice Mayor Gore requested that the Planning Commission weigh in

**February 7, 2017**  
**Special Works Session Meeting**  
**DRAFT**

on what they think when projects are being presented to Council. Mayor Shornak agreed with Vice Mayor Gore but added that she wanted to see all City Departments and Boards communicating. Mayor Shornak also requested that all members of Council need to start attending the City Boards and Commissions meetings on a regular basis. Mr. Eliades requested that Council appoint a member to serve on the UDA (Urban Development Area) committee as required by the agreement. Mr. Eliades stated that the Planning Commission had submitted to Council a resolution of which council passed however, the Mayor informed Mr. Eliades that funding was not going to be granted for any projects until the CAFR was completed. Mr. Eliades presented to Council the Planning Commissions proposed development sites throughout the City. Councilor Luman-Bailey commented that she wanted the Planning Commission to review the Cultural Resource Plan prepared by William & Mary that the City paid for in 2004. Councilor Luman-Bailey requested that the Planning Commission and the Development Department look at the 2004 plan for grants that were listed that the City could apply for and receive. Councilor Pelham asked if it would be possible for the Planning Commission and the EDA to meet before presenting any proposals to Council? Mr. Eliades replied yes and said that they have and currently still meet and that he also serves on the EDA therefore both the Planning Commission and EDA are always communicating. Vice Mayor Gore stated that she is in favor of small area plans/developments and that a vision is needed to address these types of ventures that have been presented to Council in the past and that we need to revisit these plans and receive comments back from the necessary commissions and boards. Councilor Zevgolis stated that he holds the position that the Planning Commission is the leader and that the EDA not push the Planning Commission and only act as an advisor. Councilor Denton praised the Planning Commission for all their work and encouraged them to keep up the excellent work. Mayor Shornak and the City Council asked when was the Comp Plan going to be ready? Mrs. Griffin stated by late summer 2017.

**WS-2. City Council Pending List**

City Council reviewed the “Council Pending List” and updated, removed and added items. Council requested that the updated pending list be placed on the February 21, 2017 Work Session Agenda for further review.

**Reports of the City Clerk:**

City Clerk announced that he and Council were accepting Talent Bank Resumes (TBR) for the Youth Commission, Architectural Review Board (ARB) **(1) Vacancy**, Crater District Area Agency on Aging **(1) Vacancy**, District 19 Community Service Board **(2) Vacancies**, Dock Commission **(3) Vacancies**, Downtown Design Review Committee **(2) Vacancies**, (DDRC), Recreation Commission **(1) Hopewell H.S. Senior Class Representative**, Social Services Advisory Board **(2) Vacancies**. Applications can be found @ [www.hopewellva.gov](http://www.hopewellva.gov).

**ADJOURN**

At 10:45 p.m., motion was made by Councilor Zevgolis, and seconded by Councilor Denton to adjourn. Upon the roll call, the vote resulted:

Councilor Gore	-	yes
Councilor Walton	-	yes
Mayor Pelham	-	yes
Councilor Shornak	-	yes
Vice Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes

**February 7, 2017**  
**Special Works Session Meeting**  
**DRAFT**

**Vote Result: 7-0 Yes-Adjourn**

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Jackie M. Shornak, Mayor

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Ross A. Kearney III, City Clerk

**February 14, 2017**  
**Regular Meeting**  
**DRAFT**

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL .HELD FEBRUARY 14, 2017**

A Special Meeting and Work Session of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 14, 2017, at 6:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor  
Jasmine E. Gore, Vice Mayor  
Christina J. Luman-Bailey, Councilor  
Arlene Holloway, Councilor  
Anthony J. Zevgolis, Councilor  
Janice B. Denton, Councilor  
Brenda S. Pelham, Councilor

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

**ROLL CALL**

Mayor Shornak opened the meeting at 6:00 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

**MOTION: To amend or adopt agenda**

A motion was made by Councilor Luman-Bailey, and seconded by Councilor Pelham, to adopt the agenda. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Agenda Adopted**

**February 14, 2017  
Regular Meeting  
DRAFT**

**WORK SESSION**

**WS-1 - Preparation/Discussion for three upcoming public hearings to amend sections of the Zoning Ordinance.**

Mrs. Tevya Griffin, Director of Development and Mr. Horace Wade, City Developer represented to City Council that they requested Development Staff and members of the Architectural Review Board and Downtown Design Review Committee to apply to become a Certified Local Government (CLG). Most importantly, Mr. Wade explained two (2) amendments must be made to the Zoning Ordinances, per the VA Department of Historic Resources, in order to be eligible for CLG status and that the City is initiating a zoning ordinance amendment to allow accessory structures that cannot be seen from the public right-of-way in the B-3 Zoning District with a Conditional Use Permit approved by City Council. The City cannot apply for CLG status until the Zoning Ordinance amendments are approved by City Council. The public hearing regarding these ordinances will be held by City Council on March 28, 2017.

**CLOSED MEETING**

Motion was made at 6:42 p.m. by Councilor Zevgolis, ad seconded by Councilor Pelham, to amend the Closed Meeting motion to add City Council Standing Committees, UDA, Hopewell Redevelopment and Housing Authority and for (I) discussion of performance or appointment of specific appointees of City Council (City Clerk, Board of Zoning Appeals, Hopewell Water Renewal Commission); (II) discussion or consideration of the acquisition of real property for a public purpose (eminent domain), where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and (III) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1), (3) and (7), respectively.. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Motion Amended and Adopted to go into Closed Meeting**

**REGULAR MEETING**

Mayor Shornak opened the regular meeting at 7:47 p.m. Roll call was take as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

**February 14, 2017  
Regular Meeting  
DRAFT**

**PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Prayer was led by Pastor Marcus Campbell of Abundant Life Church of Hopewell, followed by the Pledge of Allegiance to the Flag of the United States of America.

**CONSENT AGENDA**

A motion was made by Councilor Denton, and seconded by Councilor Luman-Bailey, to approve the consent agenda: Minutes: October 25, 2016 and January 24, 2017; Pending List: Will be emailed to Council & Available at the February 21, 2017; Routine Approval of Work Sessions: City Council Work Session on February 21, 2017 with the EDA; February 23, 2017 a Joint Work Session with Hopewell School Board @ Hopewell High School Library 6:30 PM; Personnel Change Report & Financial Report: Personnel Report provided; Ordinances on Second & Final Reading: None; Routine Grant Approval: None; Public Hearing Announcement: February 28, 2017 – Request to vacate a portion of right-of-way; Information for Council Review: None; Resolutions/Proclamations/Presentations: None. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	no
Vice Mayor Gore	-	no

**Vote Result: 5-2 Yes Consent Agenda Approved**

**COMMUNICATIONS FROM CITIZENS**

**Johnny Partin: Ward 3:** Mr. Partin represented to Council how much clean-up has been done by the Keep Hopewell Beautiful Committee and that on March 4<sup>th</sup>, 2017 they will be conducting another clean-up and invited the members of council and the public to join.

**REGULAR BUSINESS**

**Reports of City Manager:**

**R-1. - City Event Announcements**

Mr. Aaron Reidmiller, Director of Parks and Recreation presented to Council the 2017 City Schedule of Events. He stated that the list of events can be found on our web site [www.hopewellva.gov](http://www.hopewellva.gov). Ms. Shanelle Ebanks, City Youth Coordinator also represented to Council that in March they will be holding a “Bowling for Big Brother Big Sisters” and that she encouraged the members of Council and staff to participate.

**February 14, 2017**  
**Regular Meeting**  
**DRAFT**

**Reports of the City Attorney**

Mr. Stefan Calos, Hopewell City Attorney wanted to thank the members of staff who helped during the recent General Assembly session.

**Reports of the City Clerk**

Motion was made by Vice Mayor Gore, and seconded by Councilor Holloway, to appoint John P. Partin to fill an unexpired term on the Board of Zoning Appeals and to appoint Ashley Epps for a term of five (5) years to the Board of Zoning Appeals. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
*Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolits	-	yes
*Vice Mayor Gore	-	abstained

**Vote Result: 6-0 Yes Mr. Partin and Ms. Epps Appointed**

\*(City Attorney per Vice Mayor Gore advised her to abstain from this vote. A conflict of interest form was not filled out and submitted to the Clerk)

\*(Councilor Pelham provided her conflict of interest form to the Clerk and was eligible to vote for the nominee Ashley Epps)

A motion was made by Councilor Denton, and seconded by Councilor Luman-Bailey, to appoint Daniel Rowling, General Manager of WestRock, Mark Haley Hopewell City Manager, Paul Tuck – Ashland, Dough Woodhouse – Virginia American Water and Stefan Calos Hopewell City Attorney to the Hopewell Water Renewal Commission. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolits	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes Appointed**

A motion was made by Councilor Pelham, and seconded by Councilor Gore, to appoint Herbert Townes to fill the unexpired term of Ed Henry who resigned from the Hopewell Redevelopment and Housing Authority. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes

**February 14, 2017**  
**Regular Meeting**  
**DRAFT**

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes Appointed**

**Reports of City Council:**

**Councilor Pelham:** requested from the City Manager the Rental Inspection Program (RIP) Reports.

**Vice Mayor Gore:** Announced in March she will be holding a Ward meeting here in Council Chambers and will be getting in touch with the City Clerk for available dates and then notices will go out.

**Councilor Luman-Bailey:** reported that the Water Renewal Commission was going very well And that the M&T Tax was saved with the hard work of staff and the Commissioner of Revenue. The City Charter Change request passed the State Senate today.

**Councilor Holloway:** thanked Mr. Aaron Reidmiller and his staff for the recent parks tour he provided to Council.

**Mayor Shornak:** announced this past weekend she had worked in her Ward with the Keep Hopewell Beautiful Committee and the New Hope Academy also assisted along with the Ward 7 Neighborhood Watch. They collected 750 of trash. Mayor also announced she had attended last week's EDA meeting and encouraged all members of Council to attend the Boards and Commissions meetings. Mayor also participated at Woodlawn School recognizing and supporting the students for competing their 100<sup>th</sup> day.

**Councilor Zevgolis:** also thanked Mr. Reidmiller for the parks tour he provided and clarified his remarks he had made at the February 7<sup>th</sup> work session with regards to the Planning Commission.

**CLOSED MEETING**

At 8:18 Council then returned back their Closed Meeting.

**RECONVENE OPEN MEETING**

Council convened into Open Session at 10:42 p.m. and responded to the question Certification pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes

**February 14, 2017**  
**Regular Meeting**  
**DRAFT**

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes**

**ADJOURN**

At 10:42 p.m., motion was made by Councilor Pelham, and seconded by Councilor Zevgolis. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Meeting Adjourned at 10:43 p.m.**

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Jackie M. Shornak, Mayor

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Ross A. Kearney III, City Clerk

**February 21, 2017**  
**Special Work Session Meeting**  
**DRAFT**  
**MINUTES OF THE SPECIAL WORK SESSION MEETING OF CITY COUNCIL HELD**  
**FEBRUARY 21, 2017**

A Special Work Session Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 21, 2017, at 6:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor  
Jasmine E. Gore, Vice Mayor  
Christina Luman-Bailey, Councilor  
Arlene Holloway, Councilor  
Anthony J. Zevgolis, Councilor  
Janice B. Denton, Councilor  
Brenda S. Pelham, Councilor

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

**ROLL CALL**

Mayor Shornak opened the meeting at 6:30 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

**PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Prayer was performed by Pastor Jeff Butler of OC3, followed by the Pledge of Allegiance to the Flag of the United States of America.

**MOTION: To amend or adopt agenda**

Motion was made by Councilor Luman-Bailey, and seconded by Councilor Denton, to adopt the agenda. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes

**February 21, 2017  
Special Work Session Meeting  
DRAFT**

**Vote Result: 7-0 Agenda Adopted**

**WORK SESSION**

**WS-1 - Work Session - Public Safety Buildings Presentation**

City Manager Mark Haley and Public Works Director Mr. Ed Watson presented to council an updated briefing on the Public Safety Buildings. Mr. Haley started by representing that the two current Fire Stations are in very bad shape and are continuously blocked by train activity which impedes the response time. The facilities sleeping quarters are not adequate and continue to have plumbing, heating and air problems. As stated in previous presentations the Police Department needed to be built downtown which is why the property was secured. The current Police Station has numerous problems as well such as, plumbing, leaks, rodents and the current lack of parking. Mr. Watson informed council that the new Police Station renderings is 13,000 square feet and has been approved by the Downtown Design Review Committee (DDRC) of which includes the additional parking and upon Councils request the station is a one story building instead of a two story building of which reduced the cost. The new Fire Station will be located at the corner of Arlington and Winston Church Hill and include a six bay station of which will be two stories with living quarters, weight room, laundry room, offices for the command units and staff. The new station will also house the Emergency Management Operations.

Mr. Haley informed Council that the City has the money in-hand now to build the Police Station and would have a \$1 million dollars left over to do the site and sewer preparation on the new Fire Station property until the time was right to borrow the additional money to complete the new Fire Station. Mr. Watson stated that to build the new Police Station it would cost \$5.4 million dollars and to build the new Fire Station it would cost \$7.8 million dollars.

Councilor Pelham requested from the City Manager a cost breakdown of both buildings. Councilor Zevgolis asked what would be done to the basement of the Municipal Building/City Hall once the Police Department had moved out of the basement. Mr. Watson explained that they would remodel the basement and upgrade the bathrooms and would create new office space of which the City Manager would decide on who would occupy the basement. The current cost to upgrade the basement at this time would be \$300,000. Councilor Luman-Bailey asked how much would we save by building both buildings now? Mr. Haley and Watson stated it would save the City \$150,000. Councilor Denton when could we start the Police Department? Mr. Watson stated in 4 to 6 weeks we could break ground and we could get the cost down if council would decide on the direction in which to proceed however, the longer we wait on what direction to go the chances are great that the costs will go up. Councilor Holloway asked if we have a tentative date of when the Fire Department project could start. Mr. Haley stated that once the CAFR is done and Mr. Sanderson from Davenport has looked at the market, a report could be presented to council on how to proceed with the next phase of the project. Mayor Shornak stated we cannot do one project without the other. The condition of all three buildings is poor. The Mayor requested that the Councilors inform the City Manager as to when this item is to be placed on an upcoming meeting agenda.

**WS-2. – Work Session - Hopewell Fire Department Call Volume/Merger**

Chief Donny Hunter addressed Council and explained that over the years the volunteer EMS crew has been the primary responders to medical emergencies with the Hopewell Fire Department being the secondary responders however now it appears that the volunteer EMS crew will be ending at the end of March 2017 therefore, the Hopewell Fire Department EMS will become the only responders and because of this action the their calls will not increase tremendously and may have a significant effect in the event there are multiple EMS calls at one time. Chief Hunter proposed to council as a possible solution to add

**February 21, 2017**  
**Special Work Session Meeting**  
**DRAFT**

two additional firefighters to each shift and if he is unable to add then the City would need the assistance of Prince George and Chesterfield Counties Fire Departments. Chief Hunter said the cost of adding the additional manpower would be \$300,000. Council agreed to appoint Vice Mayor Gore and Councilor Luman-Bailey to meet with the volunteers to see if the situation could be rectified so that the EMS services would not be interrupted. The Mayor asked for Vice Mayor Gore and Councilor Luman-Bailey to report back once they have had a chance to meet.

**WS-3. – Work Session - Discussion and Planning for the City Council Retreat March 17<sup>th</sup> & 18<sup>th</sup>**

City Manager Mark Haley reminded the councilors that on March 8<sup>th</sup> Ms. Tyler St. Clair will be here to interview all Councilors for the upcoming retreat. Also, the Beacon has been reserved for these two days as council had requested. Councilor Gore asked that a “Draft Agenda” be provided ahead of time, Mr. Haley explained that this would be up to the facilitator however, he did pass along and speak to Ms. St. Clair about the items the councilors would like to have discussed during the retreat. The retreat will start on Friday March 17<sup>th</sup> at 12N and continue on Saturday March 18<sup>th</sup> beginning at 8:30 AM.

**WS-4. – Work Session - New Pending List Items**

City Council reviewed the Pending List items from the previous meeting and made minor tweaks and adjustments.

**CLOSED MEETING**

Motion was made at 8:10 p.m. by Councilor Denton, and seconded by Councilor Luman-Bailey, to resolve to convene into closed meeting for (I) discussion of performance or appointment of specific appointees of City Council (City Manager, City Attorney, City Clerk, Legislative Committee); (II) discussions concerning prospective businesses or industries or the expansion of existing businesses or industries where no previous announcement has been made of the businesses’ or industries’ interests in locating or expanding their facilities in the community; (III) discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected; and (IV) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1), (5), (6) and (7), respectively. Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolts	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes

**Vote Result: 7-0 YES**

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**OPEN SESSION**

Council convened into Open Session. Councilors responded to the question: pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes

**Vote Result: 7-0 YES**

**ADJOURN**

At 10:10 p.m., motion was made by Councilor Zevgolis, and seconded by Councilor Denton to adjourn. Upon the roll call, the vote resulted by all voting aye:

**Vote Result: 7-0 Aye - Adjourn**

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Jackie M. Shornak, Mayor

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Ross A. Kearney III, City Clerk

**February 23, 2017**  
**Special Joint Works Session Meeting**

---DRAFT---

**MINUTES OF THE SPECIAL JOINT WORK SESSION MEETING OF CITY COUNCIL AND  
THE HOPEWELL SCHOOL BOARD HELD FEBRUARY 23, 2017**

A Special Joint Work Session Meeting of the City Council of the City of Hopewell, Virginia, was held Thursday, February 23, 2017, at 6:00 p.m. in the Hopewell High School Library, 400 S Mesa Drive, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor  
Jasmine E. Gore, Vice Mayor  
Christina J. Luman-Bailey, Councilor  
Arlene Holloway, Councilor  
Janice B. Denton, Councilor  
Brenda S. Pelham, Councilor

Charles Dane, Assistant City Manager  
Stefan M. Calos, City Attorney  
Ross A. Kearney III, City Clerk  
Lance Wolff, Interim Finance Director

ABSENT: Anthony J. Zevgolis

**TOUR OF THE CTE CLASSROOMS AT HOPEWELL HIGH SCHOOL**

A tour of Hopewell High School's Career and Technical Education wing began at 6:00 p.m. prior to convening the meeting.

**ROLL CALL**

Mayor Shornak called the joint meeting to order at 7:00 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	absent
Councilor Denton	-	present
Councilor Pelham	-	present

Chairman Reber called the School Board to order and delivered the opening prayer and then roll call was taken:

Mr. Reber, Chairman	-	present
Ms. Hyslop, Vice-Chairman	-	present
Mr. Cuffey	-	present.
Mrs. Jefferson	-	absent
Dr. Marks	-	absent

**February 23, 2017**  
**Special Joint Works Session Meeting**

---DRAFT---

Dr. Hackney	-	Superintendent
Dr. Evans	-	Assistant Superintendent
Mrs. Barnes	-	Director of Finance

**Motion to Adopt Agenda**

Upon motion of School board member N. Greg Cuffey, and seconded by Vice Chairman Linda Hyslop, the School board adopted the agenda as they presented by all voting aye.

**SPECIAL MEETING**

**FY 2018 Budget:**

Mrs. Barnes presented a PowerPoint presentation outlining the Division's specific budget initiatives. She shared that based on the Governor's proposed budget and the Division's 2018 priority funding areas, \$515,179 thousand would be needed in additional funds.

Mrs. Barnes explained the money that will be required for additional mandated programs. She shared the budget request including expansion of Summer school, adjusting the custodian salaries based on recommendations from the Classification and Compensation Study and an estimated increase in Healthcare costs.

Dr. Hackney explained that the research is clear about the need to decrease the amount of time children spend away from the classroom. She also noted in comparing the salary groups, the custodian's salaries are the furthest below market average. The Councilors asked questions and made comments as the presentation progressed. Mr. Reber reminded those present that with Amazon moving to the Tri Cities area, salary competition increased. Ms. Hyslop mentioned that we are in competition with three larger school divisions. Dr. Hackney reassured the Councilors that a great deal of time had been spent looking over the existing budget, reorganizing and reallocating lines to see where money could be adjusted. She explained that this really is new money that is needed. Mayor Shornak suggested that once the State's budget was finalized that the School Board and City Council have another work session. Vice Mayor Gore expressed her gratitude in our proactive efforts to address the custodian salary needs. She thanked the division for working towards its strategic plan. Councilor Luman-Bailey asked about CodeRVA. Dr. Evans responded that it was a four year program where the student would finish high school in two years and be working on an Associates Degree the final two years, and that during those last two years the student would be employed in their field of study. Mr. Cuffey expressed how proud he was of the CTE program and how we are creating career paths for students early in life. Mr. Cuffey also noted how impressed he was with New Hope Academy. Vice Mayor Gore asked about the status of the Education Foundation. Dr. Hackney shared that it was in transition and they are focusing on real fundraising. Dr. Hackney explained that some of the purchases we have made around curriculum and assessment are showing results. She extended her thanks to City Council for their support. Mayor Shornak thanked all present for allowing the meeting and shared that it helps to know that we are all working together for the betterment of our kids. No additional comments were made with regard to the division's budget presentation.

**February 23, 2017**  
**Special Joint Works Session Meeting**  
---DRAFT---

**ADJOURN**

Motion was made at 7:50 p.m. by Councilor Pelham, seconded by Councilor Denton, and unanimously passed to adjourn the meeting.

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Jackie M. Shornak Mayor

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Ross A. Kearney III, City Clerk

**February 28, 2017  
Regular Meeting  
DRAFT**

**MINUTES OF THE REGULAR MEETING OF CITY COUNCIL .HELD FEBRUARY 14, 2017**

A Special Meeting and Work Session of the City Council of the City of Hopewell, Virginia, was held Tuesday, February 28, 2017, at 6:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor  
Jasmine E. Gore, Vice Mayor  
Christina J. Luman-Bailey, Councilor  
Arlene Holloway, Councilor  
Anthony J. Zevgolis, Councilor  
Janice B. Denton, Councilor  
Brenda S. Pelham, Councilor

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

**ROLL CALL**

Mayor Shornak opened the meeting at 6:0 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Pelham	-	absent (arrived @ 6:37 PM)

**CLOSED MEETING**

Motion was made at 6:33 p.m. by Councilor Denton, and seconded by Councilor Zevgolis, to go into Closed Meeting for (I) discussion of performance or appointment of specific appointees (Urban Development Area Committee, City Council representative; City Council standing committees); (II) discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community, and discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of City Council would be adversely affected; (III) consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation (Beacon v. JRF), where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of City Council; (IV) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1), (5) and (6), and (7) (two items), respectively. Upon the roll call, the vote resulted:

Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes

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**DRAFT**

Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes

**Vote Result: 6-0 Motion YES to go into Closed Meeting**

**RECONVENE OPEN MEETING**

Council convened into Open Session at 10:42 p.m. and responded to the question Certification pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

**Vote Result: 7-0 Yes**

**REGULAR MEETING**

Mayor Shornak opened the regular meeting at 7:30 p.m. Roll call was take as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Pelham	-	present

**Attendance: 7-0**

**PRAYER AND PLEDGE OF ALLEGIANCE TO THE FLAG OF THE UNITED STATES OF AMERICA**

Prayer by Pastor Chris Andress of First United Methodist Church, followed by the Pledge of Allegiance to the Flag of the United States of America.

**MOTION: To amend agenda and return to Closed Meeting**

A motion was made by Councilor Luman-Bailey, and seconded by Councilor Pelham, to adopt the agenda. Upon the roll call, the vote resulted:

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Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Agenda Adopted**

**CONSENT AGENDA**

A motion was made by Councilor Zevgolis, and seconded by Councilor Denton, to approve the consent agenda: Minutes: October 25, 2016 and January 24, 2017; Pending List: Will be emailed to Council & Available at the February 21, 2017; Routine Approval of Work Sessions: City Council Work Session on February 21, 2017 with the EDA; February 23, 2017 a Joint Work Session with Hopewell School Board @ Hopewell High School Library 6:30 PM; Personnel Change Report & Financial Report: Personnel Report provided; Ordinances on Second & Final Reading: None; Routine Grant Approval: None; Public Hearing Announcement: February 28, 2017 – Request to vacate a portion of right-of-way; Information for Council Review: None; Resolutions/Proclamations/Presentations: None. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	no
Vice Mayor Gore	-	no

**Vote Result: 5-2 Yes Consent Agenda Approved**

**COMMUNICATIONS FROM CITIZENS**

**Johnny Partin: Ward 3:** Mr. Partin represented to Council how much clean-up has been done by the Keep Hopewell Beautiful Committee and that on March 4<sup>th</sup>, 2017 they will be conducting another clean-up and invited the members of council and the public to join.

**REGULAR BUSINESS**

**Reports of City Manager:**

**R-1. - City Event Announcements**

Mr. Aaron Reidmiller, Director of Parks and Recreation presented to Council the 2017 City Schedule of Events. He stated that the list of events can be found on our web site [www.hopewellva.gov](http://www.hopewellva.gov). Ms. Shanelle Ebanks, City Youth Coordinator also represented to Council that in March they will be holding a “Bowling for Big Brother Big Sisters” and that she encouraged the members of Council and staff to participate.

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**Reports of the City Attorney**

Mr. Stefan Calos, Hopewell City Attorney wanted to thank the members of staff who helped during the recent General Assembly session.

**Reports of the City Clerk**

Motion was made by Vice Mayor Gore, and seconded by Councilor Holloway, to appoint John P. Partin to fill an unexpired term on the Board of Zoning Appeals and to appoint Ashley Epps for a term of five (5) years to the Board of Zoning Appeals. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
*Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
*Vice Mayor Gore	-	abstained

**Vote Result: 6-0 Yes Mr. Partin and Ms. Epps Appointed**

\*(City Attorney per Vice Mayor Gore advised her to abstain from this vote. A conflict of interest form was not filled out and submitted to the Clerk)

\*(Councilor Pelham provided her conflict of interest form to the Clerk and was eligible to vote for the nominee Ashley Epps)

A motion was made by Councilor Denton, and seconded by Councilor Luman-Bailey, to appoint Daniel Rowling, General Manager of WestRock, Mark Haley Hopewell City Manager, Paul Tuck – Ashland, Dough Woodhouse – Virginia American Water and Stefan Calos Hopewell City Attorney to the Hopewell Water Renewal Commission. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes Appointed**

A motion was made by Councilor Pelham, and seconded by Councilor Gore, to appoint Herbert Townes to fill the unexpired term of Ed Henry who resigned from the Hopewell Redevelopment and Housing Authority. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
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Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes Appointed**

**Reports of City Council:**

**Councilor Pelham:** requested from the City Manager the Rental Inspection Program (RIP) Reports.

**Vice Mayor Gore:** Announced in March she will be holding a Ward meeting here in Council Chambers and will be getting in touch with the City Clerk for available dates and then notices will go out.

**Councilor Luman-Bailey:** reported that the Water Renewal Commission was going very well And that the M&T Tax was saved with the hard work of staff and the Commissioner of Revenue. The City Charter Change request passed the State Senate today.

**Councilor Holloway:** thanked Mr. Aaron Reidmiller and his staff for the recent parks tour he provided to Council.

**Mayor Shornak:** announced this past weekend she had worked in her Ward with the Keep Hopewell Beautiful Committee and the New Hope Academy also assisted along with the Ward 7 Neighborhood Watch. They collected 750 of trash. Mayor also announced she had attended last week's EDA meeting and encouraged all members of Council to attend the Boards and Commissions meetings. Mayor also participated at Woodlawn School recognizing and supporting the students for competing their 100<sup>th</sup> day.

**Councilor Zevgolis:** also thanked Mr. Reidmiller for the parks tour he provided and clarified his remarks he had made at the February 7<sup>th</sup> work session with regards to the Planning Commission.

**CLOSED MEETING**

At 8:18 Council then returned back their Closed Meeting.

**RECONVENE OPEN MEETING**

Council convened into Open Session at 10:42 p.m. and responded to the question Certification pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

Councilor Denton	-	yes
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Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Yes**

**ADJOURN**

At 10:42 p.m., motion was made by Councilor Pelham, and seconded by Councilor Zevgolis. Upon the roll call, the vote resulted:

Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes

**Vote Result: 7-0 Meeting Adjourned at 10:43 p.m.**

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Jackie M. Shornak, Mayor

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Ross A. Kearney III, City Clerk

**PERSONNEL**

**CHANGE**

**REPORT**

**&**

**FINANCIAL**

**REPORT**

**DATE:** May 1, 2017  
**TO:** The Honorable City Council  
**FROM:** Michelle Ingram / HR Specialist  
**SUBJECT:** Personnel Change Report – April 2017

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**ADDITIONS (Regular FT and PT positions only)**

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<b>NAME</b>	<b>DEPARTMENT</b>	<b>POSITION</b>	<b>DATE</b>
BENDELE, SEAN	POLICE	ANIMAL CNTRL OFFCR	04/12/2017

**PROMOTIONS**

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<b>NAME</b>	<b>DEPARTMENT</b>	<b>POSITION</b>	<b>DATE</b>
LANE, ANTHONY	PUBLIC WORKS	ST MAINT SPEC III	04/11/2017

**SEPARATIONS**

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<b>NAME</b>	<b>DEPARTMENT</b>	<b>POSITION</b>	<b>DATE</b>
DIAMOND, BRETT	FIRE DEPARTMENT	FIREFIGHTER	04/23/2017

CC: Mark Haley, City Manager  
Charles Dane, Assistant City Manager  
Renia Coles, Human Resources Director  
Debbie Pershing, Senior Executive Assistant  
Lance Wolff, Interim Finance Director  
Dipo Muritala, Accounting Manager  
Kim Hunter, Payroll

Jay Rezin, IT  
Dave Harless, Risk/Safety Coordinator  
Carol Scarbrough, Parks & Recreation  
Terry Burd, IT Manager

**PROCLAMATIONS**

§

**RESOLUTIONS**

§

**PRESENTATIONS**

# Proclamation

OFFICE OF MAYOR JACKIE M. SHORNAK

*City of Hopewell, Virginia*



## *Police Week and Peace Officers Memorial Day*

*Whereas,* **the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as Police Week; and**

*Whereas,* **the International Association of Chiefs of Police has declared law enforcement officer safety and wellness a top priority, and the IACP's Center for Officer Safety and Wellness promotes the importance of individual, agency, family, and community safety and wellness awareness; and**

*Whereas,* **the members of law enforcement of the Hopewell Police Department play an essential role in safeguarding the rights and freedoms of the citizens of Hopewell, Virginia; and**

*Whereas,* **it is important that all citizens know and understand the problems, duties and responsibilities of their police department, and that members of our police department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression or intimidation; and**

*Whereas,* **the police department of Hopewell has grown to be modern and scientific law enforcement agency which unceasingly provides a vital public service;**

***NOW, THEREFORE, I, Jackie M. Shornak, the Mayor of the City of Hopewell, call upon all citizens of Hopewell and upon all patriotic, civil and educational organizations to observe the week of May 15, 2017, as Police Week with appropriate ceremonies in which all of our people may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens, and to observe May 15, 2017 as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.***

***I*** ***N WITNESS WHEREOF,*** I have hereunto set my hand and caused to be affixed the Great Seal of the City of Hopewell in the Commonwealth of Virginia this 9<sup>TH</sup> day of May, 2017.

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*Jackie M. Shornak*  
*Mayor of the City of Hopewell*

# Proclamation

OFFICE OF MAYOR JACKIE M. SHORNAK

*City of Hopewell, Virginia*



## *Peace Officers Memorial Day*

*Whereas,* **the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day; and**

*Whereas,* **the International Association of Chiefs of Police has declared law enforcement officer safety and wellness a top priority, and the IACP's Center for Officer Safety and Wellness promotes the importance of individual, agency, family, and community safety and wellness awareness; and**

*Whereas,* **the members of law enforcement of the Hopewell Sheriff's Office play an essential role in safeguarding the rights and freedoms of the citizens of Hopewell, Virginia; and**

*Whereas,* **it is important that all citizens know and understand the problems, duties and responsibilities of their sheriff's office, and that members of our sheriff's office recognize their duty to serve the people; and**

*Whereas,* **the sheriff's office of Hopewell has grown to be modern and scientific law enforcement agency which unceasingly provides a vital public service;**

***NOW, THEREFORE, I, Jackie M. Shornak, the Mayor of the City of Hopewell, call upon all citizens of Hopewell and upon all patriotic, civil and educational organizations to observe May 15, 2017 as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.***

***I*** ***N WITNESS WHEREOF,*** I have hereunto set my hand and caused to be affixed the Great Seal of the City of Hopewell in the Commonwealth of Virginia this 9<sup>TH</sup> day of May, 2017.

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*Jackie M. Shornak*  
*Mayor of the City of Hopewell*



# Proclamation

OFFICE OF MAYOR JACKIE M. SHORNAK

*City of Hopewell, Virginia*



## *Kids to Park Day*

*Whereas,* May 20th, 2017 is the seventh Kids to Parks Day organized and launched by the National Park Trust; and

*Whereas,* Kids to Parks Day empowers kids and encourages families to get outdoors and visit America's parks; and

*Whereas,* it is important to introduce a new generation to our nation's parks because of the decline in Park attendance over the last decades; and

*Whereas,* we should encourage children to lead a more active lifestyle to combat the issues of childhood obesity, diabetes mellitus, hypertension and hypercholesterolemia; and

*Whereas,* Kids to Parks Day is open to all children and adults across the country to encourage a large and diverse group of participants; and

*Whereas,* Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

**NOW, THEREFORE,** I, Jackie M. Shornak, the Mayor of the City of Hopewell, proclaim May 20, 2017 as Kids to Park Day, and urge residents of Hopewell to make time May 20, 2017 to take the children in their lives to a neighborhood, state or national park.

**I**N WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Hopewell in the Commonwealth of Virginia this 9<sup>TH</sup> day of May, 2017.

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Jackie M. Shornak  
Mayor of the City of Hopewell

# **PUBLIC HEARINGS**

## **PUBLIC NOTICE**

Hopewell City Council will conduct a public hearing at a meeting on Tuesday, May 9, 2017, at 7:30 p.m. in City Council Chambers of the Municipal Building, 300 North Main Street, Hopewell, Virginia 23860, for the purpose of receiving comments regarding the following:

1. Request from Pinter Properties LLC to vacate a portion of Plant Street adjacent to Sub-Parcel 048-0272, in accordance with the Virginia Code § 15.2-2006.
2. Request to amend Article XVIII, Section F. 10, Freestanding Signs, of the Hopewell Zoning Ordinance, in accordance with Virginia Code § 15.2-2285, to allow the Director of Development to administratively approve freestanding signs that do not exceed the allowable height by more than 40 percent.
3. Request to amend the following Articles of the Hopewell Zoning Ordinance, in accordance with Virginia Code § 15.2-2285: I, Definitions; IX, Downtown Central Business District (B-1); X, Limited Commercial District (B-2); XI, Highway Commercial District (B-3); XI-A, Corridor Development District (B-4); XII, Limited Industrial District (M-1); and XIII, Intense Industrial District (M-2), to define Micro-cidery, Micro-distillery, Micro-winery, Wine Bar, and Winery/Restaurant, and to allow by right and by Conditional Use Permit.

Information regarding the above-referenced matters may be examined at the Department of Development, Room 321, Municipal Building, Hopewell, Virginia during normal business hours, 8:30 a.m. to 5:00 p.m., Monday through Friday. Information can also be obtained by telephone at (804) 541-2220.

## **EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**

**PH-2**



**Vacation of a portion of Plant Street adjacent to 1110  
Plant Street, [048-0272], Block 10, Hopewell Heights**  
*Staff Report prepared for City Council's Regular Meeting  
May 9, 2016*

*Revised: May 1, 2017*

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*This report is prepared by the City of Hopewell Department of Development Staff to provide information to the Planning Commission to assist them in making an informed decision on this matter.*

**I. PUBLIC HEARINGS:**

Planning Commission	April 6, 2017	Recommend Approval
City Council	May 9, 2017	TBA

**II. IDENTIFICATION AND LOCATIONAL INFORMATION:**

Requested Zoning:	N/A
Existing Zoning:	M-2, Intensive Industrial District
Size of Area:	Approximately .409 acres
Proposed Use:	Warehouse
Location of Property:	Plant Street adjacent 1110 Plant Street, [048-0272]
Election Ward:	Ward 2
Land Use Plan Recommendation:	Industrial
Strategic Plan Goal:	N/A

**III. EXECUTIVE SUMMARY:**

Pinter Properties LLC is requesting the vacation of a portion of Plant Street adjacent to [Subparcel 048-0272] in accordance to Code of Virginia § 15.2-2006.

**IV. STAFF ANALYSIS:**

Pinter Properties LLC is requesting the vacation of approximately 0.409 acres of a portion of Plant Street adjacent to 1110 Plant Street. The adjacent parcel at 1110 Plant Street is zoned (M-2) Intensive Industrial District.

This vacation of 30 ft of Right-of-way permits the property owner to have additional space to build a warehouse while complying with the zoning ordinance's setback requirement of 25 ft from Plant Street. Staff evaluated the property and found the property owner's proposal to build a warehouse would not meet the Code of Virginia's requirement for an undue hardship for a variance with the Board of Zoning Appeals. Because it will not meet the test of a variance, vacating the adjacent right-of-way would be the best way to accommodate the applicant.

The request is consistent with what is in the surrounding area. Just east of the proposed vacation, Plant Street Right-of-way has been reduced to 50 ft.

**V. PUBLIC SERVICE AND SITE CONSIDERATIONS:**

There are no land characteristics that would impede the approval of the vacation, and there is no objection from City departments regarding this vacation. However, because there are private utilities on the site currently in the City Right-of-Way staff suggests that an easement be drawn to cover the facilities that were previously in the "franchise" territory.

**VI. STAFF RECOMMENDATION:**

Based on the above review comments, Staff recommends approval of the request submitted for the vacation of a portion of Plant Street as it will not impede future development or redevelopment. The Comprehensive Plan designates this area for industrial use.

**VII. PLANNING COMMISSION RECOMMENDATION:**

In accordance with City Council's Right-of-way Vacation Policy, The Planning Commission recommends *approval 4-0* of the request submitted by Pinter Properties LLC to vacate a portion of Plant Street adjacent to [Subparcel 048-0272] in accordance to Code of Virginia § 15.2-2006.

Attachment(s):

1. Application
2. Aerial Map of Area
3. Resubdivision Plat

\$100

\$480

app# 20170023

APPLICATION FOR STREET/ALLEY VACATION

I (We) JACK T. FINTER OF FINTER PROPERTIES LLC of P.O. Box 1776  
(Mailing Address)  
ASHLAND, VA. 23005

petition the City of Hopewell to vacate the undeveloped right-of-way situated at:

1110 PLANT STREET

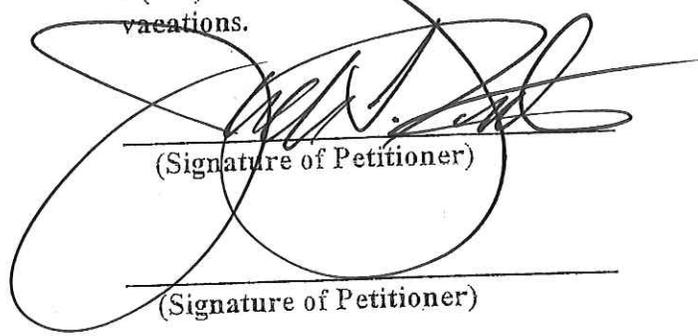
There has        has not  been previously a petition to vacate this right-of-way.

Attached is a drawing of the right-of-way to be vacated.

There are 1 property owners adjoining this right-of-way. Attached is a signature list of the adjoining property owners and a \$25 deposit per property owner.

I (We) agree to pay for two public notice advertisements in the Hopewell News as well as all other costs incurred by me associated with this application, regardless of Council's final decision regarding this petition.

I (We) have received Council's Policies and Procedures concerning right-of-way vacations.

  
(Signature of Petitioner)  
  
(Signature of Petitioner)

804-347-0558  
(Telephone Number)

2/15/17  
(Date)

c:row.policy.8.25.99

City of Hopewell, VA  
Permits / Inspect. - 20170023|ROWV - 2017  
004281-0002 Analytisy.. 02/23/2017 04:03PM  
0 -  
RIGHT OF WAY VACATION - REVIEW  
Payment Amount: 100.00  
Transaction Amount: 150.00  
CHECK #: 012302



PLANT ST

1006

480215

RR ROW

480216

480071

HERCULES RD

480270

PLANT ST

1005

ROW

480272

1110

RR ROW

PLANT ST

RR ROW

N

RR ROW

480225

HERCULES RD

480204

0 50 100 200

Feet

CURVE TABLE						
CURVE	RADIUS	LENGTH	TANGENT	DELTA	CHORD BEARING	CHORD
C1	30.00'	45.07'	28.01'	86°04'26"	S24°11'43"E	40.95'
C2	1432.70'	365.84'	183.92'	14°37'50"	N53°33'46"W	364.85'

LINE TABLE		
LINE	BEARING	LENGTH
L1	S18°50'30"W	145.16'
L2	N22°46'04"E	30.00'

**SUBDIVISION CERTIFICATE**

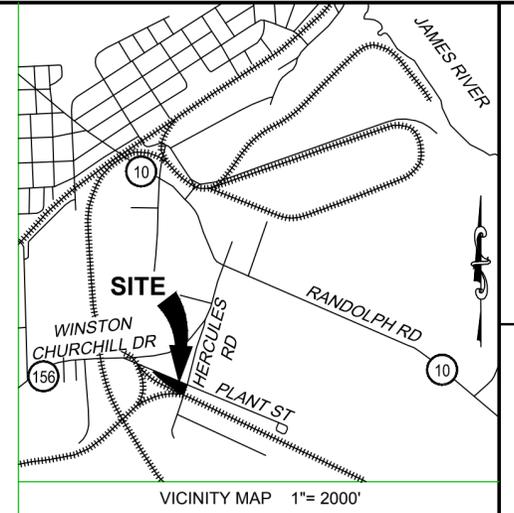
THE SUBDIVISION OF LAND SHOWN ON THIS PLAT, DESIGNATED AS **PLAT SHOWING 1.237 ACRES & A 30' PORTION OF PLANT STREET TO BE VACATED, 0.409 ACRES OF LAND FORMING 1.646 ACRES OF LAND LOCATED ON THE SOUTH SIDE OF PLANT STREET & THE WEST SIDE OF HERCULES ROAD** IS WITH THE FREE CONSENT AND IN ACCORDANCE WITH THE DESIRES OF THE UNDERSIGNED OWNERS. THE DEDICATION OF STREETS AND EASEMENTS ARE OF THE WIDTH AND EXTENT SHOWN ON THIS PLAT.

CITY/COUNTY OF \_\_\_\_\_  
COMMONWEALTH OF VIRGINIA  
THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_ BY \_\_\_\_\_

NOTARY PUBLIC  
NOTARY REGISTRATION NUMBER: \_\_\_\_\_  
MY COMMISSION EXPIRES: \_\_\_\_\_

**GENERAL NOTES**

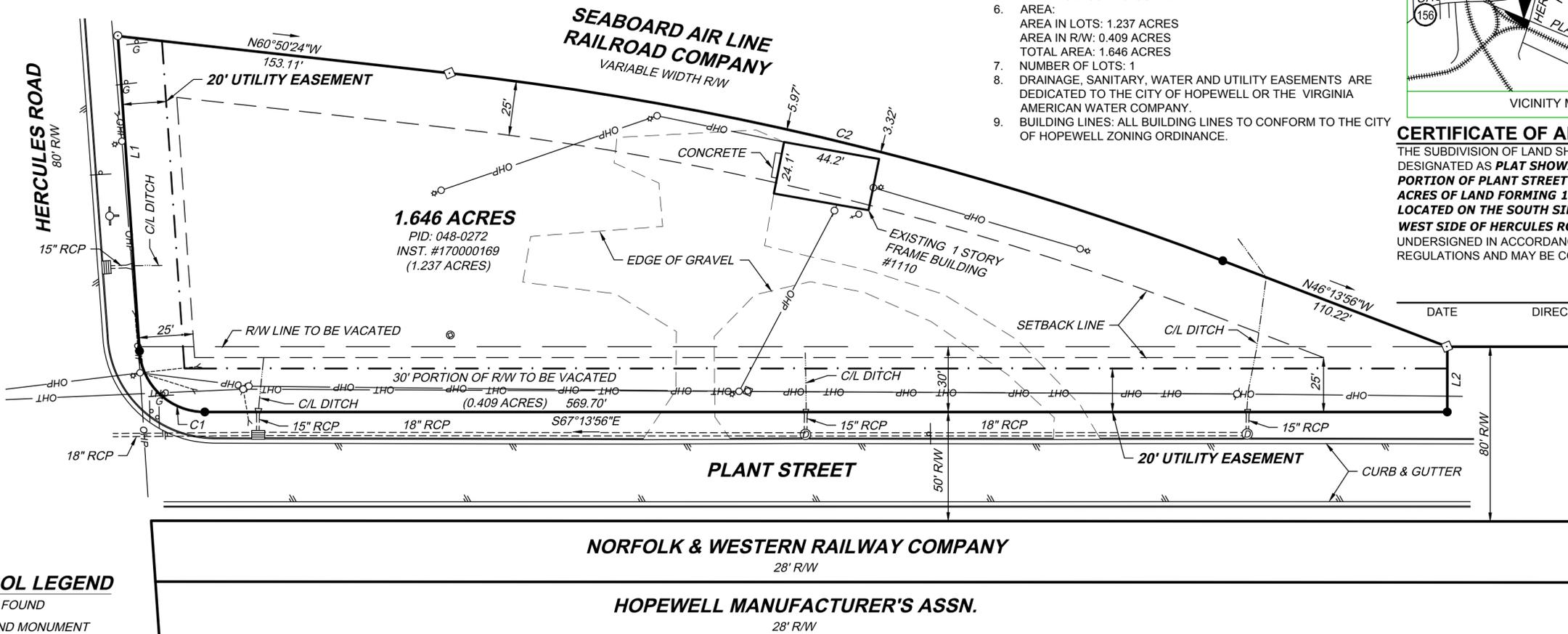
- USE: 4 COMMERCIAL/INDUSTRIAL
- ZONING: M-2
- WATER: VIRGINIA AMERICAN WATER COMPANY
- SEWER: PUBLIC
- DRAINAGE: CURB & GUTTER
- AREA:  
AREA IN LOTS: 1.237 ACRES  
AREA IN R/W: 0.409 ACRES  
TOTAL AREA: 1.646 ACRES
- NUMBER OF LOTS: 1
- DRAINAGE, SANITARY, WATER AND UTILITY EASEMENTS ARE DEDICATED TO THE CITY OF HOPEWELL OR THE VIRGINIA AMERICAN WATER COMPANY.
- BUILDING LINES: ALL BUILDING LINES TO CONFORM TO THE CITY OF HOPEWELL ZONING ORDINANCE.



**CERTIFICATE OF APPROVAL**

THE SUBDIVISION OF LAND SHOWN ON THIS PLAT, DESIGNATED AS **PLAT SHOWING 1.237 ACRES & A 30' PORTION OF PLANT STREET TO BE VACATED, 0.409 ACRES OF LAND FORMING 1.646 ACRES OF LAND LOCATED ON THE SOUTH SIDE OF PLANT STREET & THE WEST SIDE OF HERCULES ROAD** IS APPROVED BY THE UNDERSIGNED IN ACCORDANCE WITH EXISTING SUBDIVISION REGULATIONS AND MAY BE COMMITTED TO RECORD.

DATE \_\_\_\_\_ DIRECTOR OF DEVELOPMENT \_\_\_\_\_



**SYMBOL LEGEND**

- - ROD FOUND
- - FOUND MONUMENT
- - ROD SET
- ⊕ - UTILITY POLE
- ⊗ - LIGHT POLE
- < - GUY ANCHOR
- ⊙ - CLEANOUT
- ⊕ - DRAINAGE MANHOLE
- ▬ - GRATE TOP INLET
- ⊕ - FIRE HYDRANT
- ⊕ - WATER METER
- ⊕ - WATER SPIGOT
- ⊕ - GAS MARKER
- - SIGN
- OHP — - OVERHEAD POWER
- OHT — - OVERHEAD TELEPHONE

**ABBREVIATION LEGEND**

- PG. - PAGE
- P.B. - PLAT BOOK
- C/L - CENTERLINE
- R/W - RIGHT OF WAY
- INST. - INSTRUMENT
- RCP - REINFORCED CONCRETE PIPE

**SOURCE OF TITLE**

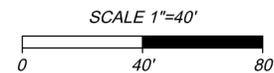
PARCEL ID#048-0272, 1.237 ACRES  
THE PROPERTY EMBRACED WITHIN THE LIMITS OF THIS SUBDIVISION WAS CONVEYED TO PINTER PROPERTIES LLC BY DEED DATED JANUARY 18, 2017 AND RECORDED JANUARY 25, 2017 AS INSTRUMENT #170000169 IN THE CLERK'S OFFICE OF THE CIRCUIT COURT OF THE CITY OF HOPEWELL, VIRGINIA.

W.M. NAULTY LS., NO. 2067

**SURVEYOR'S CERTIFICATE**

TO THE BEST OF MY KNOWLEDGE AND BELIEF ALL OF THE REQUIREMENTS AS SET FORTH IN THE ORDINANCE FOR APPROVING PLATS OF SUBDIVISION IN THE CITY OF HOPEWELL, VIRGINIA HAVE BEEN COMPLIED WITH.

W.M. NAULTY LS., NO. 2067



PLAT SHOWING  
**1.237 ACRES & A 30' PORTION OF PLANT STREET TO BE VACATED, 0.409 ACRES OF LAND FORMING 1.646 ACRES OF LAND LOCATED ON THE SOUTH SIDE OF PLANT STREET & THE WEST SIDE OF HERCULES ROAD**  
HOPEWELL, VIRGINIA

Date: February 13, 2017	Scale: 1"=40'
Sheet 1 of 1	J.N.: 39366-903
Drawn by: J. Livingston	Checked by: W.M. Naulty
Revised:	

THIS DRAWING PREPARED AT THE OFFICE OF JAMES C. PRITCHETT, INC. 4701 Owens Way, Suite 800, Prince George, VA 23875. TEL: 804-541-6600 FAX: 804-558-1511 www.jcpritchett.com

YOUR VISION ACHIEVED THROUGH OURS.

**TIMMONS GROUP**

**PH-3**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

**COUNCIL AGENDA ITEM TITLE:** Hold a public hearing to consider citizen comments to amend the Hopewell Zoning Ordinance to Article XVIII, Section F. 10, Freestanding Signs of the Hopewell Zoning Ordinance, in accordance with Virginia Code § 15.2-2285, to allow the Director of Development to administratively approve freestanding signs that do not exceed the allowable height by more than 40 percent.

**ISSUE:** The Hopewell Zoning Ordinance requires the height of freestanding signs to equal the base of the width of the sign. Staff has found that there have been several

**RECOMMENDATION:** City Staff recommends Council consider citizen comments regarding the zoning ordinance amendment.

**TIMING:** Public Hearing - May 3, 2017

**BACKGROUND:** The Board of Zoning Appeals has seen an increase in the number of special exceptions being requested to increase the height of signage. With this amendment staff aims to administratively approve increases to the maximum height size over a certain percentage.

**FISCAL IMPACT:** None at this time

**ENCLOSED DOCUMENTS:** Staff Report  
Recommended Amendment

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

**SUMMARY:**

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



## Zoning Amendment Request Submitted by: City of Hopewell

**Request to amend** Article XVIII, F. Signage, 10.  
Freestanding Signs.

Staff Report prepared for City Council

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*This report is prepared by the City of Hopewell Department of Development Staff to provide information to City Council to assist them in making an informed decision on this matter.*

### **I. PUBLIC HEARINGS:**

Planning Commission	April 6, 2017	Recommended Approval
City Council	May 9, 2017	Pending

### **II. EXECUTIVE SUMMARY:**

The City of Hopewell is requesting to amend the City of Hopewell Zoning Ordinance to address Article XVIII, F. Signage, 10. Freestanding Signs.

### **III. APPLICABLE CODE SECTIONS:**

The provisions of the Zoning Ordinance that are germane to this zoning amendment request are found in Article XXI. Amendments, and include the following:

*Article XXI-A, Initiation:*

"Whenever public necessity, convenience, general welfare or good zoning practice require, City Council may amend, supplement, or change this ordinance, including the schedule of district regulations and the official zoning map. Any such amendment may be initiated by resolution of City Council, by motion of the Planning Commission, or by petition of any property owner addressed to City Council."

*Article XXI-B, Action by Planning Commission:*

"In recommending the adoption of any amendment to this ordinance, the Planning Commission shall fully state its reasons for any such recommendations, describing any change in conditions, if any, that it believes makes the amendment advisable and specifically setting forth the manner in which, in its opinion, the

amendment would be in harmony with the Comprehensive Plan of the City and would be in furtherance of the purpose of this ordinance."

*Article XVIII, F. Signage, 10. Freestanding Signs*

All freestanding signs, except home occupation signs, shall be monument-type signs and shall comply with the following standards.

- a. The width of the base of the sign shall be equal to or greater than the width of the sign face.
- b. The height of the base of the sign shall be less than or equal to the height of the sign face.
- c. The total height of the sign, including the base, shall be less than the width of the base.
- d. The installation of shrubs or floral plantings that are not intended to exceed the base of the sign shall be installed at the ground of any monument sign.
- e. Signs shall be sufficiently visible from street right-of-way so that site entrances can be readily identified by both pedestrians and persons in vehicles.

**IV. STAFF ANALYSIS:**

Staff proposes that the Zoning Ordinance be revised to allow the Director of Development to adjust height requirements with certain requirements in specific zoning districts. The amendment would permit an administrative appeal process for signs that meet a certain criteria for freestanding signs instead of having numerous freestanding sign cases go before the Board of Zoning Appeals for a Special Exception.

Several recent cases by the Board of Zoning Appeals involved Special Exceptions for sign height where the width of the proposed sign was less than the height of the sign. Staff proposes the following language to be added to Article XVIII, F. Signage, 10. Freestanding Signs:

f) The Director of Development may waive the requirements of subsection (c) if the height of the freestanding sign is not more than 40% of the width of the base of the sign.

g) All signs that do not meet the requirements under freestanding signs may apply for a Special Exception with the Board of Zoning Appeals.

**V. STAFF RECOMMENDATION:**

Staff recommends the approval of the request to amend the City of Hopewell Zoning Ordinance, Article XVIII, F. Signage, 10. Freestanding Signs to allow the 1) The Director of Development to waive the requirements of subsection (c) if the height of the freestanding sign is not more than 40% of the width of the base of the sign, and allow 2) All signs that do not meet the requirements under freestanding signs to apply for a Special Exception with the Board of Zoning Appeals.

**VI. PLANNING COMMISSION RECOMMENDATION:**

In accordance with Article XXI-B, of the City of Hopewell Zoning Ordinance, The Hopewell Planning Commission recommends *approval 4-0* the request submitted by the City of Hopewell to amend the City of Hopewell Zoning Ordinance, Article XVIII, F. Signage, 10. Freestanding Signs to allow the 1) The Director of Development to waive the requirements of subsection (c) if the height of the freestanding sign is not more than 40% of the width of the base of the sign, and allow 2) All signs that do not meet the requirements under freestanding signs to apply for a Special Exception with the Board of Zoning Appeals.

Attachment(s):

1. Application ""
2. ~~MP~~ Proposed AmendmentulGzco r ngu



The City  
of  
Hopewell, Virginia

300 N. Main Street · Department of Development · (804) 541-2220 · Fax: (804) 541-2318

**ZONING ORDINANCE AMENDMENT APPLICATION**

Application fee: \$300

The Hopewell Planning Commission meets the 1<sup>st</sup> Thursday of each month. The deadline for submittal of a Hopewell Zoning Ordinance Amendment application is shown in the attached Planning Commission calendar. This amendment application, the fee, any supporting documentation and any other information deemed pertinent or necessary by the Zoning Administrator for the Planning Commission to make their decision are required to be submitted jointly. If any of these items are not included, it is considered an incomplete application and will not be accepted.

I (we) the undersigned do hereby respectfully petition and make application to the Hopewell City Council to amend the City of Hopewell Zoning Ordinance text as hereinafter requested, and in support of this application, the following facts are shown.

APPLICANT: City of Hopewell

ADDRESS: 300 North Main Street  
Hopewell, VA 23860

PHONE #: (804) 541-2220 FAX #: (804) 541-2318

EMAIL: hwade@hopewellva.gov

\*\*\*\*\*

1) I (WE) WISH TO PROPOSE THAT THE FOLLOWING SECTION(S) OF THE HOPEWELL ZONING ORDINANCE BE AMENDED.

Article XVIII, F. Signage, 10. Freestanding Signs.

2) I (WE) WISH TO PROPOSE THAT THE TEXT BE REVISED TO ACCOMPLISH THE FOLLOWING PURPOSES (S) AND/OR TO READ AS FOLLOWS: (ATTACH ADDITIONAL SHEETS IF NECESSARY)

allow the Director of Development to adjust height requirements for freestanding signage with certain requirements in specific zoning districts.

3) PLEASE DEMONSTRATE HOW THE AMENDMENT WILL BE IN HARMONY WITH THE PURPOSE OF THE SPECIFIC DISTRICT IT WHICH IT WILL BE ADDED.

Amendment would allow a sensible approach for freestanding signs instead of have every case going before the Board of Zoning Appeals

4) PLEASE GIVE THE REASON FOR FILING THE PROPOSED ZONING ORDINANCE AMENDMENT.

sensible approach to addressing freestanding signage permitted and addressing the height with certain limitations. The ordinance will allow sign owners more freedom without a Special Exception.

AS OWNER OF PROPERTY IN THE CITY OF HOPEWELL OR THE AUTHORIZED AGENT THERFOR, I HEREBY CERTIFY THAT THIS APPLICATION AND ALL ACCOMPANYING DOCUMENTS ARE COMPLETE AND ACCCURATE TO THE BEST OF MY KNOWLEDGE.

*[Handwritten Signature]*

APPLICANT(S) SIGNATURE

*3/30/17*

DATE

*Mark A. Haley*

APPLICANT(S) PRINTED NAME

OFFICIAL USE ONLY

DATE RECEIVED: \_\_\_\_\_ DATE OF FINAL ACTION: \_\_\_\_\_

ACTION TAKEN:

\_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED

\_\_\_\_\_ APPROVED WITH THE FOLLOWING CONDITIONS:

\_\_\_\_\_  
\_\_\_\_\_

Article XVIII, F. Signage, 10. Freestanding Signs.

All freestanding signs, except home occupation signs, shall be monument-type signs and shall comply with the following standards.

- a. The width of the base of the sign shall be equal to or greater than the width of the sign face.
- b. The height of the base of the sign shall be less than or equal to the height of the sign face.
- c. The total height of the sign, including the base, shall be less than the width of the base.
- d. The installation of shrubs or floral plantings that are not intended to exceed the base of the sign shall be installed at the ground of any monument sign.
- e. Signs shall be sufficiently visible from street right-of-way so that site entrances can be readily identified by both pedestrians and persons in vehicles.
- f. The Director of Development may waive the requirements of subsection (c) if the height of the freestanding sign is not more than 40% of the width of the base of the sign.
- g. All signs that do not meet the requirements under freestanding signs may apply for a Special Exception with the Board of Zoning Appeals.

# Examples of Potential Signs

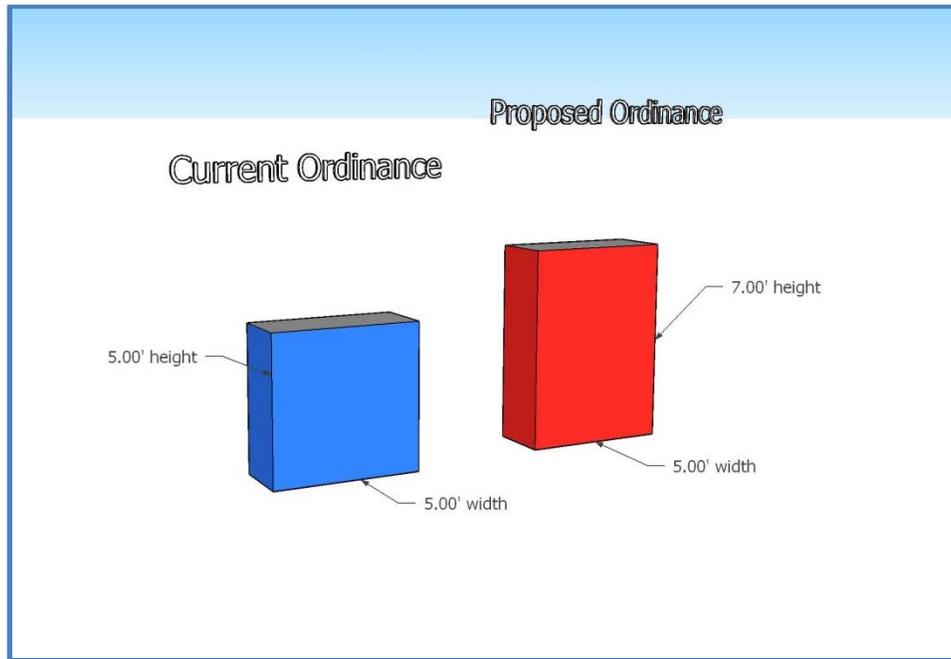


Figure 1: Five (5) ft wide sign

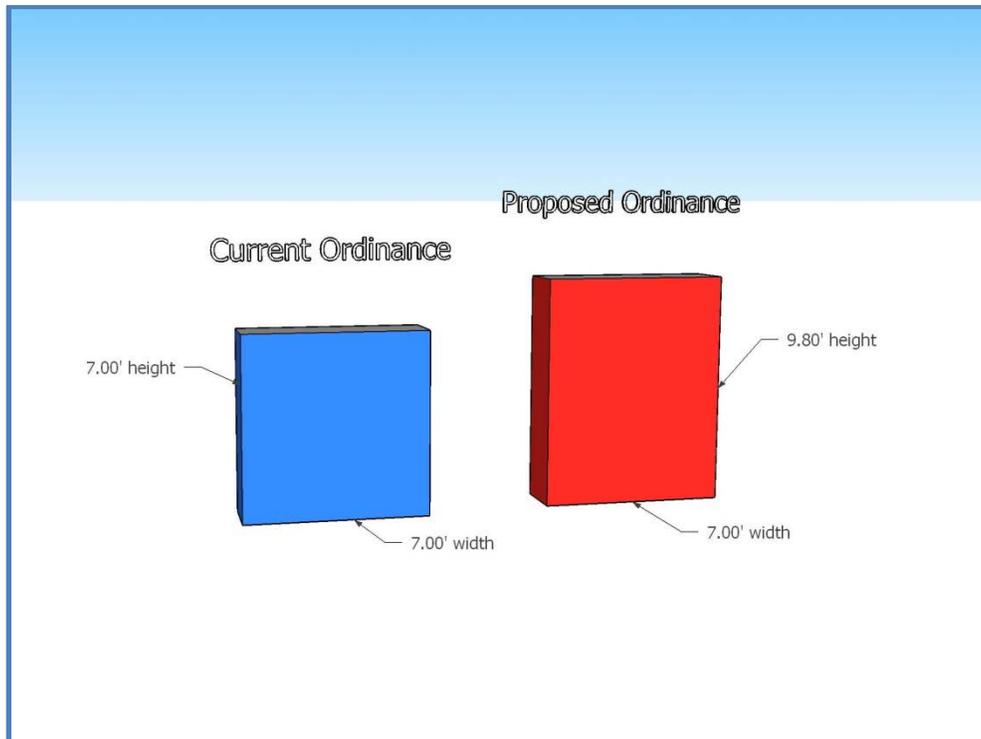


Figure 2: Seven (7) ft wide sign

**PH-4**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

**COUNCIL AGENDA ITEM TITLE: Public Hearing to consider citizen comments regarding amendments to the Hopewell Zoning Ordinance.**

**ISSUE:** City Staff is recommending the addition of a micro-cidery, micro-distillery, micro-winery, wine bar, and winery/restaurant in various zoning districts within the City.

**RECOMMENDATION:** The City Administration recommends that City Council consider citizen comments and vote on the recommendation by City Administration to approve the amendment at the May 9, 2017 City Council meeting.

**TIMING:** A public hearing will be held on Tuesday, May 9, 2017.

**BACKGROUND:** The Planning Commission held public hearings on April 6, 2017 to consider the amendments to the Zoning Ordinance for Article I, Definitions, Article IX, Downtown Central Business District (B-1), Article X, Limited Commercial District (B-2), Article XI, High Commercial District (B-3), Article XI-A, Corridor Development District (B-4), Article II, Limited Industrial District (M-1), and Article XIII, Intensive Industrial District (M-2).

**FISCAL IMPACT:** Increase economic development prospects in the cidery, distillery, and winery industry.

**ENCLOSED DOCUMENTS:**

1. Application
2. Definitions
3. Staff Report

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

**SUMMARY:**

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



**Zoning Amendment Request  
Submitted by: City of Hopewell**

**Request to amend** Article I, Article IX, Article X, Article XI, Article XI-A, Article XII, and Article XIII of the City of Hopewell Zoning Ordinance to address Micro-cidery, Micro-distillery, Micro-winery, Winebar, and Winery/Restaurants.

Staff Report prepared for City Council

*This report is prepared by the City of Hopewell Department of Development Staff to provide information to the Planning Commission to assist them in making an informed decision on this matter.*

**I. PUBLIC HEARINGS:**

Planning Commission	April 6, 2017	Recommended Approval
City Council	May 9, 2017	Pending

**II. EXECUTIVE SUMMARY:**

The City of Hopewell is requesting to amend the City of Hopewell Zoning Ordinance to address Micro-cidery, Micro-distillery, Micro-winery, Wine Bar, and Winery/Restaurant uses in the following Articles: I. Definitions, IX Downtown Central Business District (B-1), X. Limited Commercial District (B-2), XI. Highway Commercial District (B-3), XI-A. Corridor Development District (B-4), XII. Limited Industrial District (M-1), and XIII. Intensive Industrial District (M-2).

**III. APPLICABLE CODE SECTIONS:**

The provisions of the Zoning Ordinance that are germane to this zoning amendment request are found in Article XXI. Amendments, and include the following:

*Article XXI-A, Initiation:*

"Whenever public necessity, convenience, general welfare or good zoning practice require, City Council may amend, supplement, or change this ordinance, including the schedule of district regulations and the official zoning map. Any such amendment may be initiated by resolution of City Council, by motion of the Planning Commission, or by petition of any property owner addressed to City Council."

Article XXI-B, *Action by Planning Commission:*

"In recommending the adoption of any amendment to this ordinance, the Planning Commission shall fully state its reasons for any such recommendations, describing any change in conditions, if any, that it believes makes the amendment advisable and specifically setting forth the manner in which, in its opinion, the amendment would be in harmony with the Comprehensive Plan of the City and would be in furtherance of the purpose of this ordinance."

**IV. STAFF ANALYSIS:**

After receiving interest from prospective Hopewell business owners, on May 10, 2016, City Council amended the zoning ordinance to allow the uses of micro-breweries, craftbeer/tap room, and microbrewery/restaurants in various zoning districts throughout the city. Since the zoning ordinance amendment, staff has received positive feedback and a desired interest from other prospective business owners to open their related businesses in downtown. Currently, the uses that the prospective business owners have presented are not permitted in the City. To address these concerns staff recommends the definition and placement of the various uses in the appropriate zoning districts.

The City received interest from a prospective micro-winery business owner wishing to do business in Hopewell. There are several locations that city staff believe are appropriate for businesses like these. A micro-winery business is similar to that of a micro-brewery in that both produce alcohol, but there are drastic differences in how each product is manufactured. While examining these uses, staff also suggests the City address the uses of micro-cidery and micro-distillery, which are also manufactured differently.

The added uses could potentially provide the City with an additional tax base that is appropriate and is consistent with each zoning category's purpose. The following table are staff's recommendations that are consistent with the location of similar businesses previously approved.

Zoning	Micro-Cidery	Micro-Distillery	Micro-Winery	Winebar	Winery/Restaurant
B-1	w/ CUP	w/ CUP	w/ CUP	Permitted	Permitted
B-2	No	No	No	Permitted	Permitted
B-3	No	No	No	Permitted	Permitted
B-4	No	No	No	Permitted	Permitted
M-1	Permitted	Permitted	Permitted	No	No
M-2	Permitted	Permitted	Permitted	No	No

**V. STAFF RECOMMENDATION:**

Staff recommends the approval of the request to amend the City of Hopewell Zoning Ordinance to address Micro-cidery, Micro-distillery, Micro-winery, Wine Bar, and Winery/Restaurant uses in the following Articles: I. Definitions, IX Downtown Central Business District (B-1), X. Limited Commercial District (B-2), XI. Highway Commercial District (B-3), XI-A. Corridor Development District (B-4), XII. Limited Industrial District (M-1), and XIII. Intensive Industrial District (M-2).

**VI. PROPOSED RESOLUTION:**

In accordance with Article XXI-B, of the City of Hopewell Zoning Ordinance, The Hopewell Planning Commission recommended *approval 4-0* of the request submitted by the City of Hopewell to amend the City of Hopewell Zoning Ordinance to permit (1) Micro-cidery (with a conditional use), Micro-distillery (with a conditional use), Micro-winery (with a conditional use), Winebar, and Winery/Restaurant uses in the Downtown Central Business District (B-1), (2) Winebar and Winery/Restaurant uses in the Limited Commercial District (B-2), and (3) Micro-cidery, Micro-distillery, and Micro-winery uses in the Limited Industrial District (M-1), and Intensive Industrial District (M-2).

Attachment(s):

1. Application
2. Copy of the Proposed Amendments



*The City  
of  
Hopewell, Virginia*

300 N. Main Street · Department of Development · (804) 541-2220 · Fax: (804) 541-2318

**ZONING ORDINANCE AMENDMENT APPLICATION**

Application fee: \$300

The Hopewell Planning Commission meets the 1<sup>st</sup> Thursday of each month. The deadline for submittal of a Hopewell Zoning Ordinance Amendment application is shown in the attached Planning Commission calendar. This amendment application, the fee, any supporting documentation and any other information deemed pertinent or necessary by the Zoning Administrator for the Planning Commission to make their decision are required to be submitted jointly. If any of these items are not included, it is considered an incomplete application and will not be accepted.

I (we) the undersigned do hereby respectfully petition and make application to the Hopewell City Council to amend the City of Hopewell Zoning Ordinance text as hereinafter requested, and in support of this application, the following facts are shown.

APPLICANT: City of Hopewell

ADDRESS: 300 North Main Street  
Hopewell, VA 23860

PHONE #: (804) 541-2220 FAX #: (804) 541-2318

EMAIL: hwade@hopewellva.gov

\*\*\*\*\*

1) I (WE) WISH TO PROPOSE THAT THE FOLLOWING SECTION(S) OF THE HOPEWELL ZONING ORDINANCE BE AMENDED.

Article I, Article IX, Article X, Article XI, Article XI-A,

Article XII, Article XIII to add and define uses of

Micro-cidery, Micro-distillery, Micro-winery, Wine bar, and Winery/Restaurant

- 2) I (WE) WISH TO PROPOSE THAT THE TEXT BE REVISED TO ACCOMPLISH THE FOLLOWING PURPOSES (S) AND/OR TO READ AS FOLLOWS: (ATTACH ADDITIONAL SHEETS IF NECESSARY)

Define uses of micro-brewery, micro-distillery, micro-winery  
and establish the zoning districts where these uses are appropriate

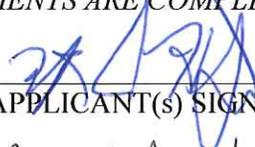
- 3) PLEASE DEMONSTRATE HOW THE AMENDMENT WILL BE IN HARMONY WITH THE PURPOSE OF THE SPECIFIC DISTRICT IT WHICH IT WILL BE ADDED.

The added uses provide an additional tax base that is appropriate  
and is consistent with each zoning categories purpose

- 4) PLEASE GIVE THE REASON FOR FILING THE PROPOSED ZONING ORDINANCE AMENDMENT.

Typically zoning does not keep up with new business ideas. The City has received inquiries from interested parties in establishing  
the proposed uses. The addition of those items will allow the  
business owners where the City feels the uses will be appropriate.

*AS OWNER OF PROPERTY IN THE CITY OF HOPEWELL OR THE AUTHORIZED AGENT THERFOR, I HEREBY CERTIFY THAT THIS APPLICATION AND ALL ACCOMPANYING DOCUMENTS ARE COMPLETE AND ACCURATE TO THE BEST OF MY KNOWLEDGE.*

  
APPLICANT(S) SIGNATURE

3-15-2017  
DATE

Mark A. Haley, City Manager  
APPLICANT(S) PRINTED NAME

OFFICIAL USE ONLY

DATE RECEIVED: \_\_\_\_\_ DATE OF FINAL ACTION: \_\_\_\_\_

ACTION TAKEN:

\_\_\_\_\_ APPROVED \_\_\_\_\_ DENIED

\_\_\_\_\_ APPROVED WITH THE FOLLOWING CONDITIONS:  
\_\_\_\_\_  
\_\_\_\_\_

**ARTICLE I.  
DEFINITIONS**

**A. DEFINITIONS:**

1. **MICROCIDERY** – A facility that manufactures hard cider onsite as the main function of the facility. Food distribution is not a main function.
2. **MICRODISTILLERY** – A facility that manufactures craft spirit alcohol onsite in small quantities as a main function. Offers tastings and tours.
3. **MICROWINERY** – A facility that manufactures wine onsite. Main ingredients not necessarily produced onsite.
4. **WINEBAR** – A business that focuses primarily on selling wine, typically by the glass.
5. **WINERY/RESTAURANT** – a sit down/dine in/or takeout restaurant that provides an array of wines for consumption on site. A tour of facility could be provided with minor manufacturing onsite.

**REGULAR  
BUSINESS  
REPORTS OF  
THE CITY  
MANAGER**



# CITY OF HOPEWELL CITY COUNCIL ACTION FORM

**Strategic Operating Plan Vision Theme:**

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

**Order of Business:**

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

**Action:**

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

**COUNCIL AGENDA ITEM TITLE: Capital Improvement Plan (CIP) Presentation**

**ISSUE: Review Requested Capital Projects & City Manager’s Recommendation for CIP**

**RECOMMENDATION: Approval of City Manager’s Recommendation of Capital Project Funding for CIP**

**TIMING: FY 2018 CIP Capital Projects**

**BACKGROUND: Capital Project Requests were Submitted City Departments and Reviewed/Revised by Staff with the City Manager for his Recommendation for CIP**

**FISCAL IMPACT: Capital Budget totals \$9,212,723.**

**ENCLOSED DOCUMENTS: CIP Reports (Summary & Detailed Line-Item Reports)**

**STAFF: Lance Wolff, Interim Director of Finance  
Charles Dane, Assistant City Manager**

**SUMMARY: Review & Approve Capital Projects/Purchases Funding for CIP**

<b>Y</b>	<b>N</b>	
<input type="checkbox"/>	<input type="checkbox"/>	Mayor, Jackie M. Shornak Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor Jasmine Gore, Ward #4
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Christina Luman-Bailey, Ward #1

<b>Y</b>	<b>N</b>	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Anthony Zevgolis, Ward #3
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janice Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6

**CITY OF HOPEWELL  
CAPITAL PROJECT  
FISCAL YEAR 2018 PROJECTION  
DRAFT**

Row Labels	Division Description	JUSTIFICATION	Sum of FY16 ORIG BUD	Sum of FY17 ORIG BUD	Sum of FY18 PROJECTION	Difference
CIRCUIT COURT CLERK	CIRCUIT COURT CLERK	(blank)	1,300.00	-	-	
<b>CIRCUIT COURT CLERK Total</b>			<b>1,300.00</b>	<b>-</b>	<b>-</b>	<b>-</b>
CITY MANAGER	MANAGER	(blank)	70,000.00	77,500.00	-	
<b>CITY MANAGER Total</b>			<b>70,000.00</b>	<b>77,500.00</b>	<b>-</b>	<b>(77,500.00)</b>
COMMONWELATH ATTORNEY	COMM. ATY	(blank)	-	48,556.00	-	
<b>COMMONWELATH ATTORNEY Total</b>			<b>-</b>	<b>48,556.00</b>	<b>-</b>	<b>(48,556.00)</b>
FINANCE	ACCOUNTING	PRINCIPAL PAYMENT - DEBT	2,387,534.00	3,043,451.00	3,105,452.00	
		INTEREST PAYMENT- INTEREST	1,581,466.00	1,623,423.00	1,556,956.00	
<b>FINANCE Total</b>			<b>3,969,000.00</b>	<b>4,666,874.00</b>	<b>4,662,408.00</b>	<b>(4,466.00)</b>
FIRE	FIRE	(blank)	12,500.00	12,500.00	-	
		Requesting rollover of the funds from last year to maintain station fire 2	160,000.00	160,000.00	160,000.00	
	GRANTS	(blank)	30,000.00	30,000.00	-	
		2 Emily water rescue life safety devices that were demonstrated on March 31st.	22,000.00	22,000.00	29,000.00	
<b>FIRE Total</b>			<b>224,500.00</b>	<b>224,500.00</b>	<b>189,000.00</b>	<b>(35,500.00)</b>
HUMAN RESOURCES	HR	(blank)	40,000.00	40,000.00	-	
<b>HUMAN RESOURCES Total</b>			<b>40,000.00</b>	<b>40,000.00</b>	<b>-</b>	<b>(40,000.00)</b>
INFORMATION TECHNOLOGY	INFORMATION TECHNOLOGY	ADDITIONAL DEPARTMENTS	-	50,000.00	75,000.00	
		ADDITIONAL STORAGE TO INCLUDE H2O	-	109,000.00	120,000.00	
		FIBER CONNECTIONS FOR SOCIAL SERVICES, RECREATION AND PUBLIC WORKS	-	165,000.00	165,000.00	
		Munis Upgrades and Training	50,000.00	15,000.00	15,000.00	
<b>INFORMATION TECHNOLOGY Total</b>			<b>50,000.00</b>	<b>339,000.00</b>	<b>375,000.00</b>	<b>36,000.00</b>
NEIGHBORHOOD SERVICES	CODE	\$40,000 was approved last year but was omitted	25,000.00	25,000.00	40,000.00	
		fund spot blight and derelict buildings	50,000.00	50,000.00	75,000.00	
	GIS	(blank)	40,000.00	-	-	
	PLANNING	(blank)	-	50,000.00	50,000.00	
<b>NEIGHBORHOOD SERVICES Total</b>			<b>115,000.00</b>	<b>125,000.00</b>	<b>165,000.00</b>	<b>40,000.00</b>
POLICE	COMMUNICATIONS	(blank)	-	-	-	
	PATROL	4 Marked Sedan, 2 Unmarked Sedans, 1 Animal Control Truck	140,000.00	187,500.00	233,000.00	
<b>POLICE Total</b>			<b>140,000.00</b>	<b>187,500.00</b>	<b>233,000.00</b>	<b>45,500.00</b>
PUBLIC WORKS	B & G CITY BUILDINGS		-	75,000.00	100,000.00	
		original roof since built has several leaks, Courthouse has not been painted since built.	-	-	235,000.00	
		Upgrade HVAC at Social Services. Build new storage building in old garage footprint.	-	-	235,000.00	
		(blank)	-	25,000.00	455,000.00	

**CITY OF HOPEWELL  
CAPITAL PROJECT  
FISCAL YEAR 2018 PROJECTION  
DRAFT**

Row Labels	Division Description	JUSTIFICATION	Sum of FY16 ORIG BUD	Sum of FY17 ORIG BUD	Sum of FY18 PROJECTION	Difference
<b>PUBLIC WORKS</b>	<b>B &amp; G PUBLIC WORKS</b>	(blank)	130,000.00	-	-	
	<b>VDOT</b>		20,000.00	160,000.00	20,000.00	
		At \$800,000 Identified Projects 1-3 would be fully funded for FY 18. Revenue Sharing Program (RSP) reimbursement funds will then be appropriated to the associated project expenditure accounts to fund Projects 4 and 5. Projects 6-10 would need to be funded by other sources or delayed. Projects 6-10 would move up in ranking order as other ranked projects 1-5 are completed.	-	400,000.00	1,100,000.00	
		Neighborhood deficiencies, aging infrastructure and substandard facility ratings have created a constant need for pavement reconstruction and rehabilitation and the City's ongoing responsibility to do those improvements. The City is also responsible to reconstruct pavement sections so identified in the bi-annual VDOT Richmond District street inspection report. City Engineer is required to sign and acknowledge the identified deficiencies in such report. City Engineer is asking for additional \$200,000 to build on recent success of pavement management program. If granted, any and all additional funds will be dedicated exclusively to reconstruction of local streets.	350,000.00	550,000.00	750,000.00	
		to work more efficiently only 1 vehicle for crew	-	-	167,000.00	
		(blank)	1,534,000.00	30,000.00	30,000.00	
<b>PUBLIC WORKS Total</b>			<b>2,034,000.00</b>	<b>1,240,000.00</b>	<b>2,857,000.00</b>	1,617,000.00
<b>RECREATION</b>	<b>PARKS</b>	THE REQUESTED CAPITAL FUNDING WILL BE USED FOR PARK IMPROVEMENTS ACROSS THE CITY TO INCLUDE THE REPLACEMENT OF PLAY EQUIPMENT, FENCING, LANDSCAPING, LIGHTING, SIDEWALKS AND PARKING. PROJECTS WILL BE COMPLETED IN ORDER OF PRIORITY.	-	-	200,000.00	
		(blank)	109,000.00	-	-	
	<b>POOL</b>	(blank)	-	38,000.00	-	
	<b>RECREATION CENTER</b>	THE REQUESTED CAPITAL FUNDING WILL BE USED TO REPLACE FITNESS EQUIPMENT, OFFICE EQUIPMENT, TABLES, CHAIRS, AND OTHER EQUIPMENT WITHIN THE HOPEWELL COMMUNITY CENTER.	-	-	40,000.00	
	<b>SENIORS</b>	THIS CAPITAL FUNDING IS REQUESTED TO FINISH PHASE 2 OF THE HOPEWELL COMMUNITY CENTER ROOF REPLACEMENT PROJECT. THESE FUNDS WILL BE COMBINED WITH \$70,000 IN ROLLOVER CAPITAL FUNDING TO COMPLETE THE \$125,000 PROJECT.	-	-	55,000.00	
		(blank)	-	-	-	
<b>RECREATION Total</b>			<b>109,000.00</b>	<b>38,000.00</b>	<b>295,000.00</b>	257,000.00
<b>SHERIFF</b>	<b>SHERIFF 295</b>		-	38,000.00	20,000.00	
		TWO NEW COURT VEHICLES - REPLACE AGING VEHICLES	100,500.00	124,630.00	62,315.00	
<b>SHERIFF Total</b>			<b>100,500.00</b>	<b>162,630.00</b>	<b>82,315.00</b>	(80,315.00)
<b>TREASURER</b>	<b>TREASURER</b>	Additional Funds requested to remodel front cashier area	13,400.00	10,000.00	10,000.00	
		Heavy duty shredderPrinter/scanner/copier for cashier area	10,200.00	5,500.00	5,500.00	

**CITY OF HOPEWELL  
CAPITAL PROJECT  
FISCAL YEAR 2018 PROJECTION  
DRAFT**

Row Labels	Division Description	JUSTIFICATION	Sum of FY16 ORIG BUD	Sum of FY17 ORIG BUD	Sum of FY18 PROJECTION	Difference
TREASURER	TREASURER	Shelving for front and back offices Desk replacement for front office Desk chair replacement for back office Book cases	600.00	4,500.00	4,500.00	
<b>TREASURER Total</b>			<b>24,200.00</b>	<b>20,000.00</b>	<b>20,000.00</b>	-
HRWTF	HRWTF OVERHEAD	Contingency for replacement equipment if needed. Small non-capital equipment that may be needed or replaced during the year. We are completing the construction project in early FY18	240,000.00	240,000.00	300,000.00	
			25,000.00	30,000.00	25,000.00	
			36,391,100.00	36,397,190.55	750,000.00	
<b>HRWTF Total</b>			<b>36,656,100.00</b>	<b>36,667,190.55</b>	<b>1,075,000.00</b>	(35,592,190.55)
<b>Grand Total</b>			<b>43,533,600.00</b>	<b>43,836,750.55</b>	<b>9,953,723.00</b>	<b>(33,883,027.55)</b>

**Summary**

Fund 071 - General Fund	6,877,500.00	7,169,560.00	8,878,723.00	1,709,163.00
Fund 032 - HRWTF	36,656,100.00	36,667,190.55	1,075,000.00	(35,592,190.55)
	<b>43,533,600.00</b>	<b>43,836,750.55</b>	<b>9,953,723.00</b>	<b>(33,883,027.55)</b>