

AGENDA



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

Date: May 23, 2017

MUNICIPAL BUILDING

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

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 appointment or performance of specific appointees of city council (city manager, oversight committee, Riverwalk committee); (2) discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; and (3) 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), (5), and (7), respectively.

Roll Call

CLOSED MEETING

RECONVENE OPEN MEETING

CERTIFICATION PURSUANT TO VIRGINIA CODE § 2.2-3712 (D): *Were only public business matters (1) lawfully exempted from open-meeting requirements and (2) identified in the closed-meeting motion discussed in closed meeting?*

Roll Call

WORK SESSION

WS Review proposed sewer service rate adjustment

REGULAR MEETING

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

Prayer by Chaplain Deidre Bryant of John Randolph Medical Center Pastoral Care followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Holloway.

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:**

C-2 **Pending List:**

C-3 **Routine Approval of Work Sessions:**

C-4 **Personnel Change Report & Financial Report:**

C-5 **Ordinances on Second & Final Reading:**

C-6 **Routine Grant Approval:**

C-7 **Public Hearing Announcement:** June 13, 2017 – School Board appointments; Conditional Use Permit – Micro-winery; request for street vacation

C-8 **Information for Council Review:** Minutes of School Board (April 6, 2017), HRHA (March 3, 2017), Planning Commission (February 2, 2017), Board of Zoning Appeals (July 20, 2016 and November 16, 2016) meetings

C-9 **Resolutions/Proclamations/Presentations:** Department of Criminal Justice Services Accreditation Program Manager Derrick Mays – Hopewell Police Accreditation

C-10 **Additional Announcements:** Hopewell designated as Playful City for 2017; June 17, 2017 - Beer Fest; July 1, 2017 - Fireworks on the Appomattox

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.)*

None

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 Review and approve Fiscal Year 2018 city budget on first of two readings

RECOMMENDATIONS: Staff recommends approval

MOTION: To approve the Fiscal Year 2018 city budget on first reading

Roll Call

R-2 Re-appropriation of capital funds for purchase of synthetic skating rink

ISSUE: The Department of Recreation and Parks requests the re-appropriation of existing capital funds in the amount of \$40,000 for the purchase of a synthetic ice skating rink.

RECOMMENDATIONS: Staff recommends the re-appropriation

MOTION: To re-appropriate \$40,000 in existing capital funds for the purchase of a synthetic ice skating rink

Roll Call

R-3 Approval of issuance of \$10,241 refund to Lawn Beautician, Inc.

ISSUE: Virginia Code § 58.1-3981 *Correction by commissioner or other official performing his duties*, and Hopewell Ordinance No. 2007-10 authorize the City Treasurer to approve and issue refunds for erroneously assessed taxes up to \$2,500. Amounts over \$2,500 require approval by City Council.

RECOMMENDATIONS: Staff recommends approval

MOTION: To approve issuance of a \$10,241 refund to Lawn Beautician, Inc.

Roll Call

R-4 Installation of electric vehicle charging stations in downtown Hopewell

ISSUE: Hopewell has no charging stations to meet the increased use of electric vehicles on 295 and 95. Tesla, Inc., formerly Tesla Motors, has a program whereby the City would be fully reimbursed for charges related to the installation of two charging stations (approximately \$7,500).

RECOMMENDATIONS: Staff recommends approval

MOTION: To approve the installation of two electric-vehicle charging stations downtown.

Roll Call

R-5 Notice of temporary use of Hopewell Water Renewal accounts for the Phase 2 Nitrogen Reduction Capital Project

The Hopewell Water Renewal nitrogen reduction project is nearing completion, and interim payments from the City are coming due. The Department of Environmental Quality is retaining over \$2.4 million of grant funding pending completion of the project. Hopewell Water Renewal has that amount in another fund, and will be using it to pay contractors and other expenses related to the project. Upon completion of the project, Hopewell Water Renewal will use the DEQ funds to replace the City funds.

Reports of the City Attorney:

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); Recreation Commission (need HHS Senior Class Representative); School Board (2 vacancies); Social Services Advisory Board (2 vacancies); Youth Commission (15 vacancies).

Reports of City Council:

Committees

Individual Councilors

Citizen/Councilor Requests

CCR-1 Mayor Jackie Shornak – the Opioid Epidemic

Other Council Communications

Adjournment

**CLOSED
MEETING**

Work Session

CITY OF HOPEWELL, VIRGINIA

Sanitary Sewer Fund Proposed Rate Adjustment

May 23, 2017

AGENDA

- General Findings
- Key Assumptions & Cost Drivers
- Financial Forecast and Projected Rate Impacts

GENERAL FINDINGS

- Last rate increase in FY 2014
- Additional revenue needed to address:
 - Higher wastewater treatment costs (Phase II improvements)
 - Increased infrastructure repair and replacement
 - Residential payment delinquencies
- Consumption also decreasing due to declining per capita usage which affects volumetric revenue

COST DRIVERS

- Operations and Maintenance (O&M) Costs Increasing Due to
 - Nitrogen reduction upgrade implementation
 - Inflationary impacts
- Account growth: flat
- Demand growth: -1.0% (average annual decline since 2012)
- Capital Costs
 - Infrastructure repair and replacement
 - \$2.0 million annually
 - Funded internally through rates (pay-as-you-go) and reserves

FINANCIAL PLAN

- Implement 5% increase across the board in FY 2018
- Monitor forecast on an ongoing basis
- Maintain General Reserve above 180 days O&M expenses
- Maintain balance in Rate Stabilization Reserve

RATE COMPARISON

Locality	4,000 gallons	5,000 gallons
Hopewell	\$19.02	\$22.76
Dinwiddie	\$25.84	\$31.35
Chesterfield	\$26.69	\$29.50
Colonial Heights	\$38.09	\$40.70
Henrico	\$31.72	\$35.01
Hanover	\$35.51	\$42.52
Prince George	\$36.98	\$43.82
Petersburg	\$25.83	\$31.79
New Kent	\$42.17	\$51.89
Richmond	\$50.37	\$58.95

CUSTOMER IMPACTS

<i>Actual</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>	<i>Projected</i>
2017	2018	2019	2020	2021	2022

Consumption (gallons)

Residential

Small	2,000	\$	12.51	\$	13.14	\$	13.79	\$	14.48	\$	15.21	\$	15.97
<i>\$ Change</i>				\$	0.63	\$	0.66	\$	0.69	\$	0.72	\$	0.76
<i>% Change</i>					5.0%		5.0%		5.0%		5.0%		5.0%
Medium	5,000	\$	22.72	\$	23.85	\$	25.04	\$	26.30	\$	27.61	\$	28.99
<i>\$ Change</i>				\$	1.14	\$	1.19	\$	1.25	\$	1.31	\$	1.38
<i>% Change</i>					5.0%		5.0%		5.0%		5.0%		5.0%
Large	9,000	\$	37.53	\$	39.41	\$	41.38	\$	43.44	\$	45.62	\$	47.90
<i>\$ Change</i>				\$	1.88	\$	1.97	\$	2.07	\$	2.17	\$	2.28
<i>% Change</i>					5.0%		5.0%		5.0%		5.0%		5.0%

Commercial

Medium	20,000	\$	82.15	\$	86.26	\$	90.57	\$	95.10	\$	99.86	\$	104.85
<i>\$ Change</i>				\$	4.11	\$	4.31	\$	4.53	\$	4.76	\$	4.99
<i>% Change</i>					5.0%		5.0%		5.0%		5.0%		5.0%
Large	75,000	\$	272.59	\$	286.22	\$	300.53	\$	315.56	\$	331.34	\$	347.90
<i>\$ Change</i>				\$	13.63	\$	14.31	\$	15.03	\$	15.78	\$	16.57
<i>% Change</i>					5.0%		5.0%		5.0%		5.0%		5.0%

PROPOSED CUSTOMER RATES

Proposed Sewer Rates – Based on Metered Water Consumption

CUSTOMER	CONSUMPTION (PER 100 GALLONS)	PROPOSED RATE (PER 100 GALLONS)	CURRENT Consumption (cubic feet)	CURRENT RATE (PER 100 cubic feet)
Residential Rates				
• For the first	22	\$13.14	300	\$12.51
• For the next	128	\$0.39	1,700	\$2.77
• For all over	150	\$0.33	2,000	\$2.35
Residential Summer Rates				
• For the first	22	\$13.14	300	\$12.51
• For the next	128	\$0.38	1,700	\$2.72
• For all over	150	\$0.32	2,000	\$2.30
Municipal Rates				
• For the first	22	\$13.14	300	\$12.51
• For the next	128	\$0.39	1,700	\$2.77
• For all over	150	\$0.33	2,000	\$2.35

PROPOSED CUSTOMER RATES

Proposed Sewer Rates – Based on Metered Water Consumption

CUSTOMER	CONSUMPTION (PER 100	PROPOSED RATE (PER 100	CURRENT Consumption	CURRENT RATE (PER 100 cubic feet)
Commercial Rates				
• For the first	22	\$13.14	300	\$12.51
• For the next	128	\$0.43	1,700	\$3.07
• For all over	150	\$0.36	2,000	\$2.59
Small Industrial Rates				
• For the first	150	\$367.66	2,000	\$350.15
• For all over	150	\$0.46	2,000	\$3.25
Prince George County Rates				
	Bi-monthly		Bi-monthly	
• For the first	300	\$2,734.94	4,000	\$2,604.70
• For all over	300	\$0.61	4,000	\$4.35
Federal Correction Center Rates				
• For the first	150	\$3501.75	2,000	\$3,335.00
• For all over	150	\$1.02	2,000	\$7.30
Fort Lee Rates				
• Minimum Charge/Month		\$14,205.45		\$13,529.00
• Charge per 748 Gallons		\$0.27	Charge per 100 cubic feet	\$1.93

**PUBLIC HEARING
ANNOUNCEMENTS**

**NOTICE
OF REQUEST FOR
HOPEWELL SCHOOL
BOARD APPLICATIONS**

Notice is hereby given that Hopewell City Council is receiving applications for appointment to the Hopewell School Board. City residents interested in being considered for an appointment may complete an application (Talent Bank Resume) on the City's website at www.hopewellva.gov

Ronnieye L. Arrington
Clerk of Council
Room 217 –
Municipal Building
300 North Main Street
Hopewell, Virginia 23860
804-541-2408

**EQUAL OPPORTUNITY/
AFFIRMATIVE
ACTION EMPLOYER**

CITY OF HOPEWELL NOTICE OF PUBLIC HEARING

Hopewell City Council will hold a public hearing, pursuant to Virginia Code § 22-29.1 (Public hearing before appointment of school board members), Tuesday, June 13, 2017 at 7:30 PM, in City Council Chambers, 300 N. Main Street, Hopewell, Virginia, to receive public comments regarding nominees or applicants to the Hopewell School Board to fill two terms, each commencing on July 1, 2017 and ending June 30, 2020.

Contact the City Clerk at 804-541-2408 with questions.

**EQUAL OPPORTUNITY/
AFFIRMATIVE ACTION
EMPLOYER**

**INFORMATION
FOR COUNCIL
REVIEW**

**MINUTES OF THE MEETING
SCHOOL BOARD OF THE CITY OF HOPEWELL
April 6, 2017**

CALL TO ORDER

Mr. Christopher Reber called the meeting to order at 5:40 p.m. and Dr. Melody Hackney delivered the opening prayer.

PRESENT

Mr. Christopher Reber, Chairman; Ms. Linda E. Hyslop, Vice-Chairman; Mrs. Shirl A. Jefferson, member; and Mr. N. Gregory Cuffey, member, were present. Dr. Deborah Marks, member, was absent.

ALSO PRESENT

Dr. Melody D. Hackney, Superintendent of Schools; Mrs. Monique G. Barnes, Director of Finance; Mr. Patrick Barnes, Director of Operations; Mrs. Missy Shores, Director of Personnel; Dr. Jewel Jones, Division Manager of Grants and Fundraising; Mrs. Cindy Harville, Executive Assistant for Finance; Ms. Caitlyn Davis, Public Relations Specialist; and two members of the press.

ADOPTION OF AGENDA

Upon a motion by Ms. Linda Hyslop, and seconded by Mrs. Shirl Jefferson, the School Board adopted the early meeting agenda as amended, by adding "D", "Recruitment Update", with all members voting aye.

DISCUSSION ITEMS

A. Revised Mallonee Building Use Proposal – Mr. Patrick Barnes

Mr. Barnes shared with the Board that there have been several meetings with the City in regards to the Mallonee Gym project. Mr. Barnes said that window replacement is presenting a problem. The City is considering vinyl replacement windows at a cost of \$40,000 for eleven windows. Their plan is to replace the Windows, HVAC and a few doors with the \$250,000 allotted in this year's funds.

Dr. Hackney asked for the green light from the Board in allowing the City to proceed with redoing the MOU and coming back to the Board for formal approval. The new MOU would narrow the parameters to include: a tentative 20 year lease up for review by both parties every 5 years; the school division would still contribute approximately \$20,000/year for utilities; the City would take on all utility charges in excess of \$20,000 and our basketball teams would retain priority usage.

B. Budget Update – Mrs. Monique Barnes

Mrs. Barnes shared what she learned at the City Council work session held on April 4, 2017. She said that Mr. Haley, City Manager, presented his interpretation of the City's budget and issues they are encountering. The bottom-line is that that they

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are short a little more than \$600 thousand in the General Fund and this includes our request. Mr. Haley mentioned that they could cut some of the new positions in their budget, if needed, and this would leave them short \$64 thousand.

Mrs. Barnes also reported on the auditors' presentation to City Council. She added that the auditors do not currently have any significant findings to report on the schools. Mrs. Barnes stated that the auditor's presentation mentioned that the Virginia disbursements to the City & schools were not reconciled in the Trial Balance until March 2016. Mrs. Barnes reminded the Board that the schools must report revenue and expenditures to the DOE by September 15th every year and that the finding does not apply to the division.

Mrs. Barnes shared that the only other issue mentioned was a prior period restatement. The auditors are saying that our capital assets had been reported incorrectly previous to this year's audit and this would show a material weakness in the audit. Mrs. Barnes assured the Board that we have reported the figure correctly, and that both Ray Watson and Janel English disputed the published FY2010 figure. Mrs. Barnes said that this is the last year that Cherry Bekaert is auditing Hopewell and they are reconciling the figures. They realize that our records are correct, but as they found a discrepancy in the city's books from previous years, they have to report it. They also have no idea when the final report will be finished, but they have been finished with our portion since February 2016.

C. **Grants Research Updates – Dr. Jewel Jones**

Dr. Jones presented a handout to the Board outlining her duties as Grant Writer Manager and a chart listing the division's research grant opportunities and status. The division currently has been awarded 6 grants and has 13 potential grants in the works. Mrs. Jefferson asked about the Carnegie grant and Dr. Jones informed her that the grant was for larger cities. Dr. Jones presented information on and a request of Board commitment to the VCU/Robert Noyce Scholarship grant. This grant is under the National Science Foundation and is an online program to prepare K-8 mathematics teachers/leaders in high risk school divisions. The candidate will submit to a rigorous program with all tuition, books and fees paid by the grant. The candidate will earn their master's degree upon completion of the program. In year 3.5 the grant supplements the candidate's salary \$10,000/ year.

Dr. Jones noted several key commitments from both the division and the candidate: the division has to commit to employing the candidate for 5 years and must maintain their base salary for 5 years; the candidate must commit to staying with the division for 5 years; in year 3.5 the candidate must commit to being a math leader and agree to taking part in a monthly online math collaboration.

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Dr. Hackney and Ms. Hyslop asked about making it a local requirement that the candidate stay employed with the division greater than the 5 years as stipulated in the grant.

Dr. Hackney informed the Board that they did not have to officially act at this time but asked that the minutes reflect their support of this grant application. The Board affirmed its support and commitment.

Ms. Hyslop asked about the Gear-Up grant that starts in the 6th grade and also mentioned an interest in the "Communities in Schools" program. Dr. Hackney asked Dr. Jones to see if the Gear-Up grant or something similar to it was available.

D. Recruitment Update – Mrs. Missy Shores

Mrs. Shores shared the following highlights in her recruitment efforts: participated in 8 recruitment events, 201 candidates have signed in at our tables, 74 interviews have been conducted.

Mrs. Shores noted several things the division could do to maintain teacher retention such as offering tuition reimbursement, offering moving cost reimbursement, and offering a sense of community and hospitality to visiting candidates.

Mrs. Shores expressed the need for improving our application system.

Dr. Hackney noted what a great job Mrs. Shores and the principals are doing in making themselves available to meet with prospective candidates.

CLOSED MEETING

Upon a motion by Mrs. Shirl Jefferson, and seconded by Ms. Linda Hyslop, the School Board adopted the following resolution to enter a Closed Meeting at 6:30 p.m., with all members voting aye.

Pursuant to §2.2-3711(A) of the Code of Virginia, I move that the Board convene in a closed meeting for the purpose of discussing the following specific matters:

- A. The discussion or consideration of the employment, assignment, appointment, promotion, performance, demotion, salaries, or resignation of employees at Hopewell High School, Carter G. Woodson Middle School, Dupont Elementary School, Harry E. James Elementary School, Patrick Copeland Elementary School, Woodlawn Learning Center, Food Service Department, Transportation Department

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and the Central Office, which is authorized by §2.2-3711(A)(1) of the Code of Virginia.

At 7:25 p.m. Mr. Reber reconvened the Open Meeting.

REGULAR MEETING

Chairman Reber called the regular meeting to order at 7:30 p.m. The prayer was delivered by Mr. Reber, followed by a moment of silence in remembrance of former School Board member, Juanita Chambers, and City Clerk, Ross Kearney, and the Pledge of Allegiance was recited.

PRESENT

Mr. Chris Reber, Chairman; Ms. Linda Hyslop, Vice-Chairman; Mrs. Shirl A. Jefferson, member; Dr. Deborah E. Marks; and Mr. Greg Cuffey, member, were present.

ALSO PRESENT

Dr. Melody D. Hackney, Superintendent; Mrs. Monique Barnes, Director of Finance/Board Clerk; Mrs. Cindy Harville, Executive Assistant for Finance/Deputy Clerk; Mrs. Missy Shores, Director of Personnel; Dr. Shelia Bailey, Director of Student Services; Mr. T. Patrick Barnes, Director of Operations; Mrs. Janice Butterworth, Supervisor of Secondary Instruction; Mrs. Paula Brumfield, Supervisor of Literacy and Federal Programming; Mrs. Kelly Stock, Coordinator of Pupil Personnel; Mrs. Tracy Wilson, Coordinator of Educational Evaluation and Program Improvement; Mr. Tommy Pond, Principal, Mr. Shannon Royster, Principal; Ms. Carla Fizer, Principal; Mr. Byron Davis, Principal; Mrs. Joyce Jones, Principal; Mr. Keith Crews, Alternative Education Program Coordinator; Honorees with their families; and Ms. Caitlyn Davis, Public Relations Specialist.

CERTIFICATION OF CLOSED MEETING

Upon a motion by Mrs. Shirl Jefferson, and seconded by Dr. Deborah Marks, the Board adopted the attached Certification of Closed Meeting, with all members voting aye.

ADOPTION OF AGENDA

Upon a motion by Mr. Greg Cuffey, and seconded by Mrs. Shirl Jefferson, the School Board adopted the April 6, 2017, Regular Meeting Agenda as amended by adding under Reports, "B1, Monthly Instructional Improvement Update", with all members voting aye.

A. SPECIAL RECOGNITION Mr. Walter Nicholson (Volunteer) – Dr. Melody Hackney

Dr. Hackney and Mrs. Jones presented Mr. Walter Nicholson with a certificate of appreciation for his volunteer efforts in the beautification of the school grounds at Woodlawn Learning Center.

B. VSBA Art Contest Participants – Dr. Melody Hackney

Dr. Hackney recognized the following students for their participation in the VSBA Annual Regional Art Contest:

- Mason Pyron (Dupont) Won 3rd Place (Elementary)
- Myra Brooks (CGW) Honorable Mention
- Calysta Wright (HHS) Honorable Mention

Ms. Fizer, principal of Dupont Elementary, recognized Makia Johnson (Dupont Elementary) as the Minds in Motion Art Contest winner for her dance t-shirt design. Her design will appear on the dance t-shirts for this year's production.

C. HHS Varsity Basketball Team (District Championship) – Mr. Tommy Pond and Coach Elvin Edmonds

Mr. Pond and Coach Edmonds recognized the Hopewell High School Varsity Boys Basketball team and coaching staff for their Team Conference 26 District Championship:

HHS Boys Varsity Basketball Team – 2016-17 District Champions

- Malik Jefferson - Conference 26 1st Team All Conference
- Jalen Jefferson - Conference 26 1st Team All Conference
- Faizhon Taylor - Conference 26 2nd Team All Conference

Team Recognition

- | | |
|-------------------|-----------------|
| Sean Wallace | Marcus Kelly |
| Bryant Hughes | Samuel Cooper |
| Nayson Massenburg | Izeah Parker |
| Jaquan Dembo | Tyquan Young |
| Travonte Jones | Owen Aprahamian |

Coach Recognition

- Elvin Edmonds - Head Coach – Conference 26 Co-Coach of the Year
- Jarred Jenkins - Assistant Coach
- Deon Robinson - Assistant Coach

D. HHS Wrestling #A East Regional Tournament State Qualifier – Coach Rich Halas

Coach Halas recognized Trenton Davis, who qualified for the State Wrestling Tournament.

E. Optimist Club International Essay Contest Winners – Dr. Melody Hackney

Dr. Hackney recognized the Optimist Club International Essay Contest Winners:

Trevor Arpaia (HHS) – 1st Place

Teara Gross (HHS) - 2nd Place

Victoria Potter (HHS) - 3rd Place

Brenda Lee, English Teacher - Assisted Students with Essays

Stacey Hipps, English Teacher - Assisted Students with Essays

This year's essay theme was overcoming challenges and barriers – optimism.

F. FBLA Tri-Cities Regional Competition Winners – Ms. Shana Griffin

Ms. Shana Griffin, FBLA Advisor, recognized the Hopewell High School FBLA participants in the Tri-Cities Regional Competition:

Kyah Yeager - 1st Place – Information Technology

Ashley Hardy - 1st Place – Advertising

Hailey Ritchey - 1st Place – Personal Business

Mozayah Ponton-Bey - 3rd Place – Marketing (Team Win)

Kali Riggleman - 3rd Place – Marketing (Team Win)

G. SkillsUSA District Hairstyling Competition Winners – Ms. Angela Moseley

Ms. Angela Moseley, cosmetology teacher, recognized the following participants in the Skills USA District Fantasy Hairstyling Competition (Cosmetology):

Aiisha Mosby - 1st Place – Fantasy Hairstyling

Christian Charles - 3rd Place – Fantasy Hairstyling

Angela Moseley - Cosmetology Teacher/Skills USA Advisor

Dr. Hackney recognized Ms. Moseley for her hard work in supporting these students in their success.

H. State DECA Leadership Conference Winners – Ms. Phyllis Slachter

Ms. Phyllis Slachter, DECA Advisor and marketing teacher, recognized the following students as VA DECA State Finalists:

VA DECA State Finalist

Mary Catherine Neal - Two Medals, both in Role-Play 1 & 2 -Accounting Applications & VA DECA Honor Society and VA DECA Merit Award

Elis Wheelley - Medal for Top 10 Test - Principles of Finance

Preston Haden - Medal for Outstanding Performance in Role-Play Exercise for Financial Services Team Decision Making Event (Top 10 Role Play)

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Mozayah Ponton-Bey - Medal for Outstanding Performance in Role-Play Exercise for Financial Services Team Decision Making Event (Top 10 Role Play)

Dr. Hackney recognized Phyllis Slachter as recipient of the VA DECA Outstanding Advisor Award.

I. Presentation of School Highest Monthly Student Attendance Trophy – Dr. Melody Hackney

Dr. Hackney recognized the school with the highest student attendance for March of 2017; Dupont Elementary School won the award with a 93.02% attendance rate. Ms. Carla Fizer, Principal, accepted the award on behalf of her students.

J. Presentation of School Highest Monthly Staff Attendance Trophy – Dr. Melody Hackney

Dr. Hackney recognized the school with the highest licensed staff attendance for March of 2017. Woodlawn Learning Center won the award with a 96.23% staff attendance rate. Mrs. Joyce Jones, Principal, accepted the award on behalf of her staff.

REPORTS

A. Instructional Spotlight – Patrick Copeland Elementary School – Mr. Byron Davis

Mr. Davis along with several members of his staff and their students provided an update on several project based learning activities they are involved in at Patrick Copeland Elementary School.

B. Teacher Recruitment Update – Mrs. Missy Shores

Mrs. Shores presented a slide presentation and discussed teacher recruitment efforts at Hopewell City Public Schools. She shared that the division has participated in nine recruitment events in Virginia and Pennsylvania since October of 2016. Mrs. Shores expressed thanks to School Administrators, Teachers, Central Office Staff and retired teachers for their dedication and assistance in the recruitment process.

Dr. Marks commended Mrs. Shores on her table presentation and recruitment efforts at Longwood University.

B1. Monthly Instructional Update – Mrs. Jan Butterworth

Mrs. Butterworth shared a slide presentation on Growing Teachers. She noted that there are many individuals involved in ensuring support and success of our teachers. Mrs. Butterworth listed several ways teacher support and assistance is given: observation, face-to-face feedback, hands-on assistance and providing professional learning opportunities. She shared indicators of what makes an effective teacher and the method by which teacher assistance is logged.

C. Finance, Maintenance and Clerk's Report – Mrs. Monique Barnes

Mrs. Monique Barnes, Director of Finance, presented the expenditure and revenue portions of the Finance Report and polled the Board for any questions they might have.

Finance Report

Mrs. Barnes reported that there are two accounts payable listing for March in your board packet. They are for March 15 and March 31, 2017. These expenditure reports include payments for: instructional and office supplies, testing materials, staff development, library books, computer supplies, software and maintenance, memberships, bottled water, copier and postage meter leases, maintenance supplies, custodial supplies, fuel, legal fees, and utilities. Also to mention are payments made from the Building/Bus Replacement Fund. \$18,971.20 was paid to Siemens as the final payment for the HVAC unit at Carter G. Woodson Middle School. \$59,928.99 was paid to Trane as an incremental payment for the HVAC unit for the gymnasium at Carter G. Woodson Middle School.

As a point of comparison, the operating fund had 40.19% of the FY2017 expenditure budget remaining at the end of March 2017 and there was 42.39% of the FY2016 expenditure budget remaining at the same time last year. The revenue receipts were 36.35% of the budgeted receipts for FY2017 as of March 31, 2017, and the revenue receipts were 42.39% of the FY2016 budgeted receipts at the same time last year.

Mrs. Barnes noted that the Average Daily Membership for March was 4,008. The original FY2017 Budget was built on a March 31 ADM of 3,975. She explained that we are working on the official March report for the state that includes the annual ADM and will have that number by the next regular meeting, but the unofficial number was 4,008.

Clerk's Report

Mrs. Barnes noted that there is one regulation presented in the Board's packet, "GCBD-R Vacation Leave", as an information item. Policy updates have been received from VSBA and will be presented to the Board as each department finishes its review.

Maintenance Report

Mrs. Barnes stated that during the month of March maintenance and technology together completed and closed 570 support tickets and ended the month with 110 still in progress.

PUBLIC COMMENTS-NONE

CONSENT AGENDA

Upon a motion by Dr. Deborah Marks, and seconded by Mr. Greg Cuffey, the Board adopted the attached Consent Agenda with all members voting aye.

Minutes

The minutes of the meeting of March 9, and March 16, 2017, were approved as submitted.

Licensed Personnel Resolutions

17-04-L1

Retirement
Brenda Lee
English Teacher,
Hopewell
High School

WHEREAS, Brenda Lee has announced her retirement as of July 1, 2017

WHEREAS, during her years of faithful and dedicated service, she has earned the admiration and respect of her friends and colleagues; and

WHEREAS, she has demonstrated her ability to meet new challenges with enthusiasm; therefore, be it

RESOLVED, that the School Board of the City of Hopewell expresses its appreciation to Brenda Lee for her many years of dedicated service, and contributions to her profession; and be it further

RESOLVED, that the School Board of the City of Hopewell extends to Brenda Lee its best wishes for many years of happiness during her retirement.

17-04-L2

Probationary
Appointment
Paul Van Auken

RESOLVED, upon the recommendation of the Superintendent of Schools, that Paul Van Auken, being duly certified, be and is hereby granted a probationary appointment as a math teacher, effective August 14, 2017

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Vice: TBD
Assignment: TBD
Salary: \$42,638.00 (TCH, Step 3)

17-04-L3
Probationary
Appointment
Austin Theis

RESOLVED, upon the recommendation of the Superintendent of Schools, that Austin Theis, being duly certified, be and is hereby granted a probationary appointment as a special education teacher, effective August 14, 2017
Vice: TBD
Assignment: TBD
Salary: \$42,638.00 (TCH, Step 2)

17-04-L4
Probationary
Appointment
Savanna Diehl

RESOLVED, upon the recommendation of the Superintendent of Schools, that Savanna Diehl, being duly certified, be and is hereby granted a probationary appointment as an elementary teacher, effective August 14, 2017
Vice: TBD
Assignment: TBD
Salary: \$45,288.00 (TCH III, Step 0)

17-04-L5
Probationary
Appointment
Nicole
Clendenning

RESOLVED, upon the recommendation of the Superintendent of Schools, that Nicole Clendenning, being duly certified, be and is hereby granted a probationary appointment as a Special Education, effective August 14, 2017
Vice: TBD
Assignment: Dupont Elementary School
Salary: \$45,685.00 (TCH, Step 9)

17-04-L6
Probationary
Appointment
Lauren Kelley

RESOLVED, upon the recommendation of the Superintendent of Schools, that Lauren Kelley, being duly certified, be and is hereby granted a probationary appointment as an English Teacher, effective August 14, 2017
Vice: Brenda Lee
Assignment: Hopewell High School
Salary: \$45,588.00 (TCH IV, Step 1)

17-04-L7
Resignation
of
Michael Camden

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Michael Camden be and is hereby accepted, effective April 7, 2017.
Assignment: Supervisor of Alternative Education and Discipline

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17-04-L8

Resignation
of
Lorna Shaeffer

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Lorna Shaeffer be and is hereby accepted, effective June 16, 2017.
Assignment: Reading Specialist; Harry E. James Elementary School

17-04-L9

Approval of
Supplements

RESOLVED, upon the recommendation of the Superintendent of Schools, that supplements for the following winter sports game workers at Hopewell High School be and are hereby approved for the 2016-2017 Winter Sports Season.

Name	Amount
John Duncan	\$745.00
Robert T. English	\$830.00
Kerry Gray	\$400.00
Ricky Irby	\$ 35.00
Carla Johnson	\$ 75.00
Ronald Parker	\$685.00
Denny Riddle	\$640.00
Annette Tervalone	\$180.00
Cynthia Young	\$490.00

17-04-L10

Approval
of
Supplements

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following supplements be , approved as funded by the Title I, Part A, portion of the "Every Child Succeeds Act" Application for the 2017-2018 school year effective June 19, 2017 through August 18, 2017.

School	Number of Teachers	Amount per Hour	Maximum No. of hours
Carter G. Woodson Middle School	20	\$20.00	12 hours per person (not to exceed \$4847.03)
Patrick Copeland Elementary School	12	\$20.00	23 hours per person (not to exceed \$5520.00 total)
Patrick Copeland Elementary School Creation of PBA's and Rubrics	5	\$20.00	15 hours per person core instructional teachers(not to exceed \$1200)

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			10 hours (per1 SPED teacher to modify PBA's/Rubrics (not to exceed \$20)0
Dupont Elementary School	12	\$20.00	23 hours per person (not to exceed \$5520.00 total)
Dupont Elementary School Creation of PBA's and Rubrics	5	\$20.00	15 hours per person core instructional teachers(not to exceed \$1200) 10 hours (per1 SPED teacher to modify PBA's/Rubrics (not to exceed \$200)
Harry E. James Elementary School	12	\$20.00	23 hours per person (not to exceed \$5520.00 total)
Harry E. James Elementary School Creation of PBA's and Rubrics	5	\$20.00	15 hours per person core instructional teachers(not to exceed \$1200) 10 hours (per1 SPED teacher to modify PBA's/Rubrics (not to exceed \$200)

17-04-L11

Approval of Stipend

RESOLVED, upon the recommendation of the Superintendent of Schools, that Ricky Irby be paid a stipend in the amount of \$700.00 for supervision of the weight room at Hopewell High School for the 2016-2017 school year.

Classified Personnel Resolutions

17-04-C1

Resignation Of Ashley Bilski

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Ashley Bilski be and is hereby approved, effective April 6, 2017.
Assignment: TA Dupont Elementary School

17-04-C2

Payment for

RESOLVED, upon the recommendation of the Superintendent of Schools, that payment be made to

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Game Workers William Russell for working games during the winter season for
Winter Sports Hopewell High School.
Salary: \$760

17-04-C3

Appointment
Of
Title I Tutors

RESOLVED, upon the recommendation of the Superintendent of Schools that the following be and are hereby amended to revise maximum hours as Tutors for the 2016-2017 school year.
(Funded by Title I, Part A application)

Original Resolution	School	Tutor	Amount per Hour	Maximum No. of Hours
17-03-C15	Patrick Copeland	Mary Kathy Bond	25.00	From 108 to 165
16-06-C30	Harry E. James	Annie Crump	\$25.00	From 106 to 151
16-06-C30	Harry E. James	Arlene Smith	\$25.00	From 106 to 151
16-06-C30	Harry E. James	Lois Haynes	\$25.00	From 106 to 151

17-04-C4

Approval
Of Substitutes

RESOLVED, upon the recommendation of the Superintendent Schools, that the following be approved as a substitutes for the 2016-2017 school year, effective March 15, 2017.
Aboubacar Camara
Ebony Allen
Renee Gilliam

17-04-C5

Appointment
Sub
Transportation
Edward Jones

RESOLVED, upon the recommendation of the Superintendent of Schools, that Edward Jones be and is hereby appointed as a Sub Bus Aide worker for the 2016-2017 school year, effective March 13, 2017.
Vice: Sub
Salary: \$7.85 per hr

17-04-C6

Appointment
Full-Time
Transportation
Jennie Kirby

RESOLVED, upon the recommendation of the Superintendent of Schools, that Jennie Kirby be and is hereby appointed as a Full-Time Bus Driver for the 2016-2017 school year, effective April 17, 2017.
Vice: Leslie Burdette
Salary: No Change

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17-04-C7

Appointment
Full-Time
Food Service
Juanita Boggs

RESOLVED, upon the recommendation of the Superintendent of Schools, that Juanita Boggs be and is hereby appointed as a Full-Time (6 hr) Food Service worker for the 2016-2017 school year, effective April 1, 2017.
Vice: Mary Walker
Salary: No Change

17-04-C8

Appointment
Full-Time
Food Service
Tina Tyler

RESOLVED, upon the recommendation of the Superintendent of Schools, that Tina Tyler be and is hereby appointed as a Full-Time (6 hr) Food Service worker for the 2016-2017 school year, effective April 1, 2017.
Vice: Sandra Myers
Salary: No Change

17-04-C9

Appointment
Part-Time
Food Service
Leslie Rook

RESOLVED, upon the recommendation of the Superintendent of Schools, that Leslie Rook be and is hereby appointed as a PT Food Service (18hrs) worker for the 2016-2017 school year, effective March 8, 2017.
Vice: New Position (Lunch Monitor)
Salary: \$8.58 per hr

17-04-C10

Resignation
Of
Stephen Pentecost

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Stephen Pentecost be and is hereby accepted, effective March 7, 2017.
Assignment: Groundskeeper

17-04-C11

Resignation
Of
Crystal Bartlett

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Crystal Bartlett be and is hereby accepted, effective February 15, 2017.
Assignment: Food Services

17-04-C12

Resignation
Of
Jimmy Rice

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Jimmy Rice be and is hereby accepted, effective February 27, 2017.
Assignment: Food Services

17-04-C13

Resignation
of
Jaketta Lewis

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Jaketta Lewis be and is hereby accepted, effective March 31, 2017.
Assignment: Food Services

17-04-C14

RESOLVED, upon the recommendation of the

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Resignation
of
Sandra Myers

Superintendent of Schools, that the resignation of Sandra Myers be and is hereby accepted, effective March 15, 2017.
Assignment: Food Services

17-04-C15

Resignation
Of
JoAnne Phillips

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of JoAnne Phillips be and is hereby accepted, effective April 7, 2017.
Assignment: Food Services

17-04-C16

Resignation
of
Dreshawn Lewis

RESOLVED, upon the recommendation of the Superintendent of Schools, that the resignation of Dreshawn Lewis be and is hereby accepted, effective March 31, 2017.
Assignment: Transportation

General Resolutions

Warrants

17-04-G1
**Review of Bills
FY2017**

RESOLVED, upon the recommendation of the Superintendent of Schools, that bills in the amount of **\$437,230.07 (Operating Fund)**, **\$130,994.05 (Cafeteria Fund)** and **\$78,900.19 (Building/Bus Fund)** for the **March 2017** billing period, have been presented and reviewed by the Hopewell City School Board.

Miscellaneous

17-04-G2
**Approval of
Donations**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Hopewell School Board accepts, with thanks, the following donations:

- \$160.63 to the Choir Department at HHS from Burrowsville Community Center in Disputanta
- \$10.00 to the Choir Department at HHS from Mr. and Mrs. Chance Hinzy of N. Chesterfield
- \$20.00 to the Choir Department at HHS from Mr. and Mrs. Ernest Howell of Hopewell
- Sheet insulation board, valued at \$15.00, to the kindergarten class at Patrick Copeland Elementary from Lowes of Chester
- \$10.00 to the Choir Department at HHS from Mr. and Mrs. Daniel Simons of North Prince George
- \$150.00 to the Lady Pride Club at Carter Woodson Middle from Electa Chapter No. 7 OES of Petersburg
- Tape, valued at \$15.00, to the kindergarten class at Patrick Copeland Elementary from Home Depot of Chester

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- \$575.00 to the Girls Basketball Team at HHS from Tands, Inc. in Kinston, N.C.
- \$1,000.00 for Title I activities at Carter G. Woodson Middle (*Bowling for Books, Bingo for Books & General Needs*) from Albert Lee Mills VFW Post #10387 of Hopewell
- \$500.00 for the Distinguished Men for Tomorrow Group at Carter G. Woodson Middle School (*for DM4T*) from Albert Lee Mills VFW Post #10387 of Hopewell
- Three large boxes of shirts/pants/belts/underwear/socks, valued at \$500.00, to the Nurse Comfort Closet at Harry E. James Elementary from K&J Fitness of Hopewell
- \$1,400.50 for the Varsity Football Team at HHS from the Hopewell Athletic Association of Hopewell (*for football equipment*)
- Office supplies, valued at \$300.00, for Carter G. Woodson students from Petersburg Elks in Chester
- Six basketballs and 1 chain/lock for gym use, valued at \$151.37, from Rich Halas of Hopewell
- \$100.00 for the Drama Dept. at HHS from Commonwealth Industrial SVC's, Inc. in Hopewell
- \$500.00 for the Girl's Basketball Team at HHS from VFW Post #10387 of Hopewell

17-04-G3
**Approval of CTE
Federal Perkins
Budget Plan**

RESOLVED, upon the recommendation of the Superintendent of Schools that the 2017-2018 Career and Technical Education (CTE) Federal Perkins Budget Plan be and is hereby approved as presented.

17-04-G4
**Approval of
Perfect
Attendance
Bonus for Bus
Drivers and Bus
Aides**

RESOLVED, upon the recommendation of the Superintendent of Schools, that a perfect attendance bonus in the amount of \$500.00 be paid to all drivers and aides with perfect attendance for the 2017-18 school year, with the bonus being paid June 29, 2018.

17-04-G5
**Approval of
Four-Day
Summer Work
Week**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the four-day summer work week (Monday-Thursday) with extended hours for all employees of Hopewell City Public Schools, be and is hereby approved (specific schedule to be developed by the Superintendent).

17-04-G6
Approval of
CodeRVA
Agreement

WHEREAS, the School Boards of the Counties of Chesterfield, Cumberland, Dinwiddie, Goochland, Hanover, Henrico, New Kent, Powhatan, Prince George and Sussex, and the Cities of Colonial Heights, Hopewell, Petersburg and Richmond (the "School Boards"), pursuant to Virginia Code §22.1-26 and regulations of the Virginia Board of Education, operate and control a joint school known as CodeRVA as set forth in a written Agreement to Establish and Operate the CodeRVA Regional High School ("CodeRVA Agreement") signed by the School Boards; and

WHEREAS, the School Boards seek to ensure the responsible operation and management of CodeRVA; and

WHEREAS, Virginia Code §22.1-118 and Section V of the CodeRVA Agreement requires the School Boards to appoint a fiscal agent; and

WHEREAS, Henrico County is a participating locality and is willing to serve as the fiscal agent for CodeRVA as set forth in Section V of the CodeRVA Agreement.

NOW, THEREFORE, the Hopewell City School Board, agrees that upon approval by the Henrico Board of Supervisors, the Director of the Department of Finance for Henrico County shall serve as fiscal agent for CodeRVA.

Chairman, Hopewell City School Board

April 6, 2017

Date

Attest: _____

Clerk

17-04-G7
Approval of
Surplus Items

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following items be and are hereby declared surplus:

Old Rooftop Heating Units at Carter G. Woodson Middle School		
2 TRANE GRBA80GFBFO Heating Units		
Harry E. James Elementary:		
Serial Number	Model	Item
60160336	PLC-XW200	Sanyo Projector
69820507	PLC-XK200	Sanyo Projector
69820483	PLC-XW200	Sanyo Projector
0300004EC	NP215	NEC Projector
0003009	ES100U	Mitsubishi Projector
0003020	ES100U	Mitsubishi Projector
0003618	XD205R	Mitsubishi Projector
SE4320152	PT-LB10SVU	Panasonic Projector
958680	TT-02	Elmo Document Camera
958680	TT-02	Elmo Document Camera
35304	TT-02s	Elmo Document Camera
6138309070P	CP150	AverVision Document Camera
AZNB94701187	IN2104EP	InFocus Projector
60160436	PLC-XW200	Sanyo Projector
0300011EC	NEC	NEC Projector
KCGFC53708818	CD43	Kodak Easy Share Camera
5222267697	A560	Canon Power Shot Camera
5222667701	A560	Canon Power Shot Camera
IW4000705062835	SP400	GTCO Calcomp Interwrite School Pad
IW4000705062836	SP400	GTCO Calcomp Interwrite School Pad
031100200173	GUV-3000	GrandUltraView EX PC to TV Converter
12158	J4E CONVA	AverKey3 PC to TV Converter

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12160	J4E CONVA	AverKey3 PC to TV Converter
PC100605-01	PC-CD-3	ProCon Technology CD Burner
025350700964	MKA382	Memorex Wireless Headset Microphone
N/A	Ps8	Rayovac Battery Charger
E183799	AC100-240V	Ultra Battery Charger
N/A	PS10	Rayovac Battery Charger
N/A	PS3	Rayovac Battery Charger
N/A	N/A	Memorex Microphone
N/A	N/A	Memorex Microphone

17-04-G8
Approval of Lease Addendum for New Hope Academy

RESOLVED, upon the recommendation of the Superintendent of Schools, that the lease addendum through October 31, 2017 for New Hope Academy (located at 201 W. Poythress Street) be and is hereby approved.

17-04-G9
Approval Out-Of-State Field Trip

RESOLVED, upon the recommendation of the Superintendent of Schools, that permission is granted for approximately 30 Carter G. Woodson Middle School students (grades 6-8) to visit Washington, D.C., on May 29, 2017.

17-04-G10
Approval Renewal of Contract

RESOLVED, upon the recommendation of the Superintendent of Schools, that the contract for major medical and core vision services for the 2017-2018 school year, be and is hereby renewed with **Optima Health**.

17-04-G11
Approval Renewal of Contract

RESOLVED, upon the recommendation of the Superintendent of Schools, that the contract for dental services for the 2017-2018 school year, be and is hereby renewed with **Guardian Dental**.

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17-04-G12

**Approval
Renewal of
Contract**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the contract for extended vision services for the 2017-2018 school year, be and is hereby renewed with **Spectera**.

17-04-G13

**Approval of
School Board
Monthly Health
Insurance
Contributions**

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following monthly School Board contributions toward major medical and dental insurance premiums, be and are hereby approved as follows:

The School Board monthly contributions toward health insurance premiums for **Full-Time Employees**:

	Amount	Annual Aggregate
Employee Only	\$ 560	\$ 6,720
Employee + Spouse	\$ 834	\$ 10,476
Employee + Child(ren)	\$ 733	\$ 8,796
Family Coverage	\$ 1,182	\$ 14,184

Rates for Part-Time Employees

	Amount	Annual Aggregate
Employee Only	\$ 404	\$ 4,848
Employee + Spouse	\$ 664	\$ 7,968
Employee + Child(ren)	\$ 582	\$ 6,984
Family Coverage	\$ 878	\$ 10,536

The School Board monthly contributions toward dental insurance premiums will remain as follows:

Rates for Full-Time Employees

	Amount
Employee Only	\$23.76
Employee + Spouse	\$27.62
Employee + Child(ren)*	\$27.62
Family Coverage	\$36.20

Rates for Part-Time Employees

	Amount
Employee Only	\$11.36
Employee + Spouse	\$16.40

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Employee + Child(ren)*	\$16.40
Family Coverage	\$25.06

17-04-G14
Approval of
School Board
Pre-Payment of
Single
Deductible for
Health Savings
Accounts

RESOLVED, upon the recommendation of the Superintendent of Schools, that the Hopewell City School Board contribution of the single deductible toward the health savings accounts be and is hereby approved to be placed into full-time employees' accounts on July 15 and September 15, 2017 for 12 month and 10 month employees, respectively.

SUPERINTENDENT'S REPORT

A. Business Partnership Breakfast (April 5th)

Dr. Hackney reported on the wonderful Business Partnership follow-up breakfast held at Hopewell High School on April 5, 2017. She shared that 42 representatives from local businesses were in attendance.

Dr. Hackney stated that we are continuing to focus our work with business leaders in the community to ensure that we are offering the appropriate programs, curriculum and models that will deliver a qualified entry level job candidate.

B. Hopewell High School Update

Dr. Hackney extended kudos to the staff and administration at the high school and Chief Keohane for their quick response and handling of a recent threat.

Dr. Hackney shared a slide presentation on the College/Career Day held at Hopewell High School. She thanked Mr. Pond, his guidance staff and our career coach who is funded through John Randolph and the community college, for the unbelievable college and career fair. They had over 72 representatives, and the kids were polite, engaged and motivated to talk to the business and college representatives.

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INFORMATION ITEMS

Mr. Reber reminded the Board to review regulation GCBD-R Vacation Leave.

Board Member Comments

Dr. Marks wished everyone a happy Easter and encouraged all to have a great week.

Mrs. Jefferson shared what a great job everyone was doing and told everyone to enjoy Spring Break.

Mrs. Hyslop thanked everyone for the hard work for the children. She said how good it is to see students at the Board meetings because it lets us know how they are doing. She expressed the importance of going after the best teachers available. She shared that one of our biggest selling points is that we support our teachers, not just the first year, but several years. She wished everyone a wonderful Spring Break.

Mr. Cuffey commented that a lot of outstanding things are going on and Hopewell sports continue to excel. He said he felt secure dropping his kids off at school with the large police presence. He wished everyone a great Spring Break and thanked everyone for the hard work.

Mr. Reber thanked everyone for their patience and staying for the meeting. He asked everyone to take a moment to reflect how we began the evening by remembering a former board member, Juanita Chambers. Mr. Reber shared some of the things he remembered about her. He reminded everyone of several important incentives that passed this evening: the bus driver bonus and the four-day work summer work week. He expressed his thankfulness in being able to support CodeRVA and looks forward to good things happening in that program. He shared the Board's commitment in standing behind New Hope Academy long term. Mr. Reber asked Mrs. Barnes to send each Board member the profile and cost of our health insurance plan. He wished everyone a great Spring Break.

Chairman Reber adjourned the meeting at 9:04 p.m.

In witness whereof I set my signature this 11th day of May, 2017.

Chairman: _____
School Board of the City of Hopewell

Attest: _____ Clerk

**MINUTES OF THE FEBRUARY 2, 2017 MEETING
OF THE PLANNING COMMISSION
CITY OF HOPEWELL, VA**

A meeting of the Planning Commission for the City of Hopewell was held on Thursday, February 2, 2017, at 6:00 p.m. in City Council Chambers, located at 300 North Main Street, Hopewell, Virginia.

Planning Commission Members present:

Elliot Eliades, Chairman
Todd Butterworth, Vice-Chairman
John Jones
Chris Neal
Cassandra Vanderkeift

Staff Members present:

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

The meeting was called to order by Chairman Eliades at 6:06 p.m.

Chairman Eliades provided an opening prayer.

Chairman Eliades welcomed members and visitors. Mr. Dane, Director of Economic Development and Councilor Janice Denton were in attendance.

Mrs. Griffin conducted the roll call. A quorum established.

ADMINISTRATIVE MATTERS

1. Requests for withdrawal/deferral or amendments to the agenda.

A motion to move public hearing before administrative matters was made by Commissioner Butterworth. The motion was seconded by Commissioner Vanderkeift. The motion passed with a vote of 5 to 0.

2. Meeting Minutes-January 5, 2017

A motion was made by Mr. Butterworth to table minutes until next meeting. The motion was seconded by Mr. Jones. The motion passed with a vote of 5 to 0.

3. By laws-discussion/ propose revisions

Chairman Eliades thanked Ms. Vanderkeift for being ready to discuss her proposed changes. She provided her suggestions to the following Articles.

- Article 6- change meeting time to 6:00 p.m.
- Article 7-7.3-2-acknowledge remove 7.3-2
- Article 8-1-2-ten minutes
- Article 8-1-3-ten minutes
- Article 8.1-5-eight minutes
- Article 8-1-9- attorney/ agent

Article 8-1-10- Will address by laws at next meeting.

4. Citizen Comments

There were no citizen comments.

PUBLIC HEARINGS

1. A request submitted by Ernest and Beverly Terretta to vacate a portion of undeveloped right-of-way “Wise Street.” Specifically, adjacent to parcels: 081-0722, 0841-0730, 081-1595, 081-0600, 081-0605, and 043-0390.

Mr. Wade presented the staff report.

The public hearing was opened at 6:11 p.m.

There were no comments from citizens.

Public hearing closed at 6:12 p.m.

Commissioner Jones asked about other side of Wise Avenue. He also asked if people will begin to use Stewart Avenue.

Commissioner Jones asked if Stewart Avenue be one-way with no cut thru from Stewart Avenue.

Commissioner Jones asked should if there could be no traffic allowed onto Wise avenue.

Mrs. Griffin reassured the Planning Commission that the questions they were asking would be addressed during the site plan review process and that a preliminary site plan meeting was held several weeks ago and traffic was discussed.

A Commissioner asked the status of Baby Dolls. They were uncertain if had closed down.

Mr. Dane gave comments about trying to improve and bring businesses on Route 36.

Commissioner Vanderkeift asked if it was feasible for pharmacies to cluster.

Mr. Dane responded pharmacies like to cluster.

Commissioner Butterworth made a motion to approve the vacation because it met the requirement of the street vacation policy and would further economic development in the City. The motion was seconded by Commissioner Vanderkeift. The motion passed with a vote of 5 to 0.

UNFINISHED PLANNING COMMISSION BUSINESS

1. Comprehensive Plan

a. Report of Subcommittee's (Revision and Implementation)

Commissioner Butterworth and Commissioner Jones have met to discuss the implementation section.

This is a work in progress.

Commissioner Butterworth provided a draft.

Chairman Eliades discussed removing several pages of the Comprehensive Plan. Commissioner Butterworth suggested that the Implementation section needs to be logical, easy to follow and accountable with Council, management and staff. It needs to be transparent and have a time line, and benchmarks that need to be coordinated in order to be an accountable workable document.

There are 8 total goals so the committee must prioritize and narrow steps.

Commissioner Jones added there is a lot of crossover. Acknowledged their review of Chesterfield Plan.

Mr. Dane explained that the draft plan will be provided to staff and the City Manager will recommend to Council. Management has concerns that the plan will be unrealistic. There are things in plan that Council disagrees with, such as the flow of Route 10. VDOT will not agree to Route 10 as proposed and the cost would be too expensive. Another is City Park-low area behind school. Council acknowledges this as a park. The plan shows different use. There will be some friction but nothing that we cannot get through. Mr. Dane gave an example of the County of Chesterfield's Comprehensive Plan process. The consultants provided an unachievable plan. Management is concerned with reality versus concept.

Commissioner Butterworth added there is also timing of the plan versus funding.

Mr. Dane agreed that there are some things in the plan that are contrary to projects that are currently in the works. Chairman Eliades asked Mr. Dane his thoughts of City Park.

Mr. Dane responded that the river is an asset for quality of life and it is important to provide a public connection to the rivers. He wants people to live, work and play on the river. Citizens should enjoy the River.

Commissioner Vanderkeift provided her comments regarding revisions. Discussed what she felt was important.

She believes the document is currently too large. She feels the executive summary should be no more than two pages. Discussed size of the document.

Commissioner Neal suggested no more than one page per chapter.

Chairman Eliades added that the City Attorney suggested one page with bullets.

Mr. Dane suggested bullet in text format, 1-2 pages summary executive summary 20-30 pages. Highlights of each section. This format would be good to send to a developer for economic development or other stakeholders.

Chairman Eliades asked Councilor Janice Denton if she would like to speak.

Commissioner Butterworth asked who are the external stakeholders. In your experience; what things are they looking for?

Mr. Dane responded broad spectrum-industry, schools, are critical. He added that he Comprehensive Plan is even more critical than even a strategic plan.

NEW BUSINESS OF THE PLANNING COMMISSON

None on the agenda.

But discussed joint work session with City Council.

Reviewed proposed agenda.

Commissioner Jones suggested adding HRHA, Parks & Recreation, and other players.

Mr. Dane added he would like to come to as many meetings as he can with the Commission.

Mr. Dane is acting as liaison between all players.

Commissioner Butterworth suggested having new developments on the City website.

Mrs. Griffin added it will be up on website in next 30 days.

Chairman Eliades what were the legal requirements for the Planning Commission to go into a closed session.

Mrs. Griffin will ask the City Attorney.

Mr. Dane stated he is going to do a RFP-Bluffs, and Marina Park.

REPORTS OF COUNCIL, BOARDS & COMMISSIONS

Reports were provided by Director Griffin and Mr. Wade, City Planner.

1. City Council-Action Report
2. Board of Zoning Appeals-Action Report
3. Architectural Review Board-Action Report
4. Downtown Design Review Committee-Action Report

REPORT OF DIRECTOR

EDA-meeting-presentation by Chairman Eliades.

REPORT OF PLANNING COMMISSION MEMBERS

Commissioner Neal asked if there would be a craft beer festival in 2017. Mr. Dane said they will have a beer festival in June 3rd or 10th, will have Hopewell Night at the Diamond, and will have 23 free concerts this year.

Commissioner Jones asked how close the City is to creating additional parking in Hopewell a reality. Will do gravel with curb stops temporarily. During the budget cycle, Management will ask for money to fix alley off of East Broadway. Will do permanent parking lot after alley is complete.

Mr. Dane stated that there is increase of developers coming to the City. A lot of momentum. We are picking up speed.

Commissioner Jones asked if Boppers will be reopened.

Chairman Eliades stated they are looking for a tenant; working with two tenants.

Commissioner Neal asked when the Boathouse was expected to open. Mr. Dane responded that April is their goal.

Chairman Eliades-met with Chesapeake Bay Coordinator over a year ago. The Chairman will participate in the program called Growing Grasses for the Masses. He will grow grass and carry down to water to plant. The meeting is February 13th at First Baptist Church.

ADJOURN

Councilor Denton expressed how she enjoyed the meeting and thanked commissioners for their service. She told the Commission that the City Council relied on their recommendations. The Planning Commission helped her last month with Public Hearing. Their service does not go without gratitude.

A motion to adjourn the meeting was made by Commissioner Jones. The motion was seconded by Commissioner Butterworth. The motion passed with a vote of 5 to 0.

Respectfully submitted,

Tevya W. Griffin,
Director of Development

Elliot T. Eliades
Chairman

**MINUTES OF THE July 20, 2016 MEETING
OF THE BOARD OF ZONING APPEALS
CITY OF HOPEWELL, VA**

A meeting of the Board of Zoning Appeals for the City of Hopewell was held on Wednesday, July 20, 2016, at 6:00 p.m. in City Council Chambers, located at 300 North Main Street, Hopewell, Virginia.

Board of Zoning Appeals Members present:

Henry Wilde, Chairman
Beverley W. Terretta, Vice-Chairman
Patricia Dostie
Christine M. Duclos (Sat in audience)

Staff Members present:

Horace H. Wade III, City Planner
David Thompson, GIS Manager

The meeting was called to order at 6:07 p.m. by Chairman Wilde, followed by a welcome to applicants and visitors. Mr. Wade conducted roll call with all present except Thelma Cooper. Quorum established.

MINUTES

1. Minutes of the June 15, 2016 meeting.

A motion to approve the meeting minutes as presented was made by Mrs. Terretta noting a couple of very minor corrections, seconded by Mrs. Dostie. The motion was passed with a vote of 3 to 0.

ADMINISTRATIVE MATTERS

1. Requests for withdrawal/ deferral or amendments to the agenda

There were no requests for withdrawal/ deferral or amendments to the agenda.

2. Citizen Comments

There were no citizen comments.

PUBLIC HEARINGS

1. **The City of Hopewell has received an application for a special exception from Kim Bennett for Lot 48, Block 9, Buren Subdivision, further identified as Sub-Parcel #024-0985. The applicant is requesting a special exception to use the building located at 230 S. 15th Avenue as a private club/lodge. In accordance with Article X, Section A.13 of the City's Zoning Ordinance clubs and/or lodges are permitted uses in the B-2, Limited Commercial District when a special exception is granted by the Board of Zoning Appeals. Private clubs and lodges are defined in the City's zoning ordinance as follows: Article I, *Definitions, Section B. Club, Private:* Those**

associations and organizations of a fraternal or social character not operated or maintained for profit, but the terms shall not include night clubs or other institutions operated as a business. Lodge, Private: Those associations and organizations of a fraternal or social character not operated or maintained for profit, but the terms shall not include night clubs or other institutions operated as a business.

Mr. Wade provided an overview of the special exception for 230 South 15th Ave. The applicant is requesting a special exception to allow a social club that is a Non-Profit 501(c) 7 organization with the purpose of having special events for senior citizens and youth.

The building at 230 S. 15th Avenue currently offers no off-street parking. Upon occupancy of the building for the requested use, the issue of off-street parking will need to be addressed. For the requested use, one (1) parking space is required for each 100 square feet of usable floor space. The building is approximately 2,000 square feet; however, it is unknown how much of the interior space is considered usable. If all the space could be considered usable, then the applicant would be required to provide twenty (20) spaces in accordance with the current Zoning Ordinance provisions.

The Zoning Ordinance provides a provision for off-site parking facilities under Article XVIII of the Zoning Ordinance which requires that the parking be properly zoned, within three hundred (300) feet of the premises, and a written agreement assuring the retention and availability shall be executed by the concerned parties and approved to form by the City Attorney. The agreement must be recorded with the Office of the Clerk that is acceptable to the Director of Development and the City Attorney and filed with the Director of Development.

As submitted, staff recommends approval of the request submitted by Kim Bennett to allow a club/lodge with a special exception at Lot 48, Block 9, Buren Subdivision, and further identified as #024-0985 subject to (1) maintaining designation as a 501(c)7 organization, and (2) providing a parking agreement acceptable to the Director of Development pursuant to Article XVIII(E)(2)(a) of the City of Hopewell Zoning Ordinance.

The Board has several options in regards to this application. First the Board may decide to approve as submitted, approve with conditions, or deny.

Such conditions could include: 1. Time of operation; 2. The number of functions (parties, gatherings) that could be held over a period of time; 3. Have a parking agreement between adjacent property owners in accordance with the Zoning Ordinance.

The Board may also decide to table the matter to allow the applicant to begin the process of obtaining a parking agreement. However, it should be noted that if the request is tabled, the Board must make a decision on this matter within ninety (90) days of the date of the application.

The last option is that the applicant may request deferral of the matter. The deferral by the applicant can be sustained indefinitely until the applicant requests the Board revisit the case. This would allow the applicant to obtain non-profit status before the Board votes on the matter.

Kim Bennett, applicant for the request, came forward to speak. Mrs. Bennett intends to use the building as a social club to help raise money for needy children, citing her granddaughter who has Lupus and the desire to work with "Make-A-Wish" Foundation to raise money to help with this disease. She hopes to reach out to the community to assist middle aged and elderly with health seminars and workshops to educate them. Also, Mr. & Mrs. Bennett are hoping to work with the Boy Scouts by allowing them to use the building. Mrs. Bennett wants to help develop Hopewell and give the citizens somewhere to go.

Mr. Wilde verified with the applicant that the IRS 501c(7) nonprofit status was approved, and Mr. Wade confirmed stating he had a copy filed with the application.

Mrs. Terretta stated her main concern is what steps were taken to acquire additional parking. The applicant stated that her husband had an option on an adjacent lot for parking from Mr. E. H. Saunders. Mrs. Terretta reiterated that the applicant did not have anything firm concerning the parking and felt the Board should defer or table until the applicant acquires the additional parking. After brief discussion between the applicant and the Board regarding parking issues and previous businesses, Mr. Wade explained to the applicant that after 24 months of nonuse of the property, it lost its nonconforming status and changing the use of the building requires the applicant to adhere to the current zoning standards.

Mayor Pelham, who was in attendance, spoke about the comment regarding tabling the matter and wanted to know about conditions being placed on the approval of the special exception. Mr. Wade clarified that in the staff report, two conditions that need to be met included the nonprofit status, which the applicant met, and the additional parking. He further added that the Board could approve the Special Exception with the condition that the Social Hall could not begin operation until the Planning Department was satisfied that the parking requirement was met.

Mrs. Dostie voiced her concerns regarding it being a Social Hall. After a brief discussion, Mr. Bennett reminded the Board that as the property is zoned now, he could open it up as a restaurant, get his license to sell alcohol and he wouldn't need to be standing in front of the Zoning Board, but to do something different they had to come before the Board. Further discussion continued between Mrs. Dostie and the applicants as it pertained to the use of a Social Hall.

Mrs. Terretta wanted to be clear that in no way was she implying how the building was going to be used but that the Board of Zoning Appeals must abide by the law. Her concern was about the parking and that the required parking is on record with the City Attorney and the Department of Development before being approved.

Mayor Pelham wanted clarification on the Board approving Special Exception on the contingency that the parking is acquired. Mayor Pelham further stated that if you are going to approve it, you are going to approve it anyway and base it on the fact that the parking would be solidified. The Mayor continued by saying "either you want to approve it or not and parking wouldn't be an issue."

Mrs. Dostie and Mrs. Terretta felt parking is the big issue. Mr. Wade explained that as it pertains to issue of the parking, the BZA can approve based on the condition of parking being satisfied before taking occupancy of the building. The applicants are in the process of working on a lease or purchase agreement with Mr. Saunders.

After several questions from the Board, Planning staff clarified that if it is deferred, it must be heard in 90 days.

Staff and the applicants discussed the lease agreement and issues around it. Staff also emphasized to both the Board and the applicants that the Board can approve the Special Exception based on the contingency that the parking issue is resolved before the applicants take occupancy of the building. Mr. Wade added that once the Board approved the Special Exception with conditions, it becomes an administrative matter, so Staff will not sign off on anything that doesn't meet the conditions that must be satisfied.

Mr. Wilde acknowledged after discussion from the Board, Staff and the applicants, that the Board has some alternatives, including disapproval, tabling it, or approving with special conditions. Mr. Wilde asked for a motion whereas the Mayor asked about a deferral.

Mrs. Terretta stated that she would be more comfortable with a more definite answer in hand about the parking agreement.

Mrs. Bennett asked if parking was the only issue, whereas Mrs. Terretta said it was for her but no other Board members commented.

The applicant was concerned about acquiring the additional parking lot, with the Board still not approving the Special Exception, or add another issue for the applicant to resolve before approval.

Mrs. Dostie was still concerned with the use of the building and Staff explained that the building use would be a private club as defined in the Zoning Ordinance. Although the Board was hearing the wording "Social Club", the approval would be for a private club, defined as nonprofit, and any other form of business would be a violation of the Ordinance and unlawful by IRS Section 501(c)7 requirements. Staff reiterated to the Board that the applicant would be operating a Club similar to the Knights of Columbus, Ruritan Club, Optimist Club and VFW to name a few which all currently exist in the City.

After much discussion regarding parking and what the building was going to be used for, Staff attempted to again summarize by advising the Board that they could approve the Special Exception with the condition that the parking is shored up before occupancy, which would eliminate having another meeting for the applicant and Board. The Board could table it until the parking issue was resolved and then meet again to vote on it or the Board could make a motion now and vote for or against it.

Chairman Wilde opened the public hearing up for anyone in attendance wanting to speak on the matter. Reverend Charles Palmer of 206 N Main Street spoke in favor of the applicant and her request. Kenneth Blandford, 333 E Poythress Street, also spoke in favor of the applicant's request. Mr. Blandford is a Scout Leader for Boy Scout Troop 965 and needs a safe place to meet and the Bennett's will allow them to use their building. Ashley Epps and Tara Ellison both spoke in favor of the Special Exception.

Staff reiterated to the Board the concerns the applicant had was whether the only issue at hand was the additional parking needed. Mr. Wade inquired if the applicant asked for a deferment to get the parking resolved, is there any other issues the BZA would press later on that need to be addressed, because it would be a waste of the BZA and the applicant's time. He added that the question for the BZA is whether the only issue to be addressed is parking?

After further discussion about the approval with the parking condition Mrs. Terretta made a motion that a Special Exception be allowed at 230 S 15th Avenue provided (and I emphasize) that all parking requirements be met.

Mr. Wade asked for a second, hearing none Chairman Wilde looked for direction from Staff. Mr. Wade advised that the matter is not dead, without a second, it can be brought back in the future. Mr. Thompson explained to the applicant that the lack of a second leaves the case in limbo, and if it is brought back in the future, there would not be another public hearing, just discussion from Board members and a potentially a new motion.

- 2. The City of Hopewell has received a request from Hometown Drug Inc. for Special Exceptions at 2508 Gray Street [081-0660] The applicant seeks to allow a freestanding sign to have height greater than the width of the base of the sign [Article XVIII, Section F(10)] at 2508 Gray The applicant is requesting a Special Exception in accordance with Article XIX, Provisions for Appeal, Section B. Powers of the Board of Zoning Appeals of the Hopewell Zoning Ordinance. The applicant must receive approved special exceptions from the Board of Zoning Appeals to have the requested signage. The provisions of the Zoning Ordinance that are germane to this appeal are the following: Article XVIII, Development Standards, F. Signage, 10. Freestanding Signage. "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."**

Mr. Wade provided a brief overview of the request for a Special Exception to erect a sign which the sign height is greater than the width of the base of the sign located at 2508 Gray Street, operating as Hometown Drug.

The City of Hopewell Zoning Ordinance states that freestanding signs shall be monument-type and that the height of such monument-type signage shall be less than the width of the base. The applicant is requesting a special exception to have a sign that will have their height greater than the width of the base of the sign.

Mrs. Terretta asked for clarification on the application whereas Mr. Wade explained that the ordinance required that any signs height could not exceed the bases width (ex. 6 feet wide base cannot have a 7 feet tall sign).

After brief discussion between Board members and Staff, Mrs. Terretta made the motion to approve the Special Exception for the variation of the sign. Mrs. Dostie seconded the motion and it was approved with a vote of 3 to 0.

- 3. The City of Hopewell has received a request from Hometown Drug Inc. for a Special Exception at 2510 Oaklawn Boulevard [081-0645]. The applicant seeks to to have an offsite sign in addition to the onsite sign located at 2510 Oaklawn Boulevard [Article XVIII, Section F(8)(e)(1) & Section F(13)(d). The applicant is requesting a Special Exception in Accordance with Article XIX, Provisions for Appeal, Section B. Powers of the Board of Zoning Appeals of the Hopewell Zoning Ordinance. The applicant must receive approved special exceptions from the Board of Zoning Appeals to have the requested signage. The provisions of the Zoning Ordinance that are germane to this appeal are the following: Article XVIII, Development Standards, F. Signage, Signs Permitted in the B-3 and B-4 Districts(e)(1). “Freestanding signs shall not exceed the aggregate forty (40) square feet, and shall not extend higher than ten (10) feet. One (1) freestanding sign is allowed per parcel.” Article XVIII, Development Standards, F. Signage, 13.Signs Prohibited in all Districts, d. “Any sign which advertises an activity, business, product or service that is not conducted or sold on the premises upon which the sign is located.”**

Mr. Wade provided a brief overview of the Special Exception request to allow an off-site sign for a business one property over from the major thoroughfare located at 2508 Gray Street. The business owner at 2508 Gray Street identified a solution to a potential problem and sought to benefit by providing more visibility to Hometown Drug Inc. while improving the aesthetics of the neighborhood. The applicant proposes to design signage for two businesses: Jolly Rogers (onsite) and Hometown Drug (off-site). The proposed sign will replace a sign that is in state of severe disrepair. The current sign at the location may stay in its current state unless the owner makes improvements to the site. Currently, there are no incentives the City of Hopewell can offer the property owner to update the signage or improve the site. Most incentives in this area of the City would come in the form of private investment. In this particular case, the owner of 2510 Oaklawn Boulevard has been addressed with a proposal to update the signage, but also allow the business owner adjacent to the site to display an off-site sign on the sign as well.

Although the applicant seeks to benefit from off-site signage to provide identification of a new pharmacy location, the applicant also upgrades the aesthetics of the property and the surrounding neighborhood.

Several Board members talked about the sign being revitalized on the Jolly Roger Restaurant property. The applicant's representative, Tara Ellison, informed the Board that Hometown Drug would be fixing up a run down rusted sign and will make it look much better by helping both Jolly Roger Restaurant and Hometown Drug.

Mrs. Terretta was concerned about what would happen if the property was sold. She felt a stipulation should be placed on this Special Exception to assure if the business was sold that the sign would only display the new business name and Hometown Drug.

After further discussion regarding several aspects concerning the placement of the sign, Mrs. Terretta was satisfied that the new improvements to the sign would definitely be a plus.

Mrs. Terretta also mentioned several issues on the surrounding properties including the old flashing portable sign on Jolly Roger and the Planet Aide clothes collection box. The portable sign was nonconforming so it could remain there and the collection box was also allowed.

After a brief discussion about the location of the reading board section of the sign, Mrs. Terretta made a motion to approve the request of Hometown Drug to allow an offsite sign to be located at 2510 Oaklawn Boulevard and it will be similar to the pole mounted two-sided sign submitted. Mrs. Dostie seconded the motion and the motion was approved by a vote of 3-0.

REPORTS

1. No report from the City Planner
2. Report from Members of the BZA

Chairman Wilde talked about an inventory of the members of the BZA. Chairman Wilde would love to get it updated soon.

ADJOURN

The meeting was adjourned at 7:44 p.m.

Submitted by,

S:/Henry A. Wilde

Henry "Hank" A. Wilde, Chairman

S:/ Horace H. Wade III

Horace H. Wade III, City Planner

**MINUTES OF THE NOVEMBER 16, 2016 MEETING
OF THE BOARD OF ZONING APPEALS
CITY OF HOPEWELL, VA**

A meeting of the Board of Zoning Appeals for the City of Hopewell was held on Wednesday, November 16, 2016, at 6:00 p.m. in City Council Chambers, located at 300 North Main Street, Hopewell, Virginia.

Board of Zoning Appeals Members present:

Henry A. Wilde, Chairman
Patricia Dostie
Christine Duclos

Staff Members present:

Horace H. Wade III, City Planner

Chairman Wilde called the meeting to order at 6:03 p.m. by Chairman Wilde, followed by a welcome to members and visitors.

Mr. Wade conducted the roll call. A quorum was established.

MINUTES

1. Minutes of the July 20, 2016 meeting.

Minutes of the July 20, 2016 meeting will be presented at the next Board of Zoning Appeals meeting (December 14, 2016).

ADMINISTRATIVE MATTERS

1. Requests for withdrawal/ deferral or amendments to the agenda

There were no requests for withdrawal/ deferral or amendments to the agenda.

2. Citizen Comments

There were no citizen comments.

PUBLIC HEARINGS

1. A request submitted by Gerald & Ann Bosch for a Special Exception at 320 East Broadway Avenue [Subparcel – 080-0660] in the Downtown Central Business District (B-1) in accordance with the City of Hopewell Zoning Ordinance, Article XIX. The applicant is requesting an exception to Article IX, Section J. Signage. (g): to allow a freestanding sign.

Chairman Wilde presented the summary of the request submitted by Gerald & Ann Bosch.

The applicant, Gerald Bosch, addressed the board. Mr. Bosch stated that he and his wife purchased the building in June [2016]. They are upgrading the building and are looking for a tenant like a community college or technical college to attract to downtown. Frazier Associates Architectural Firm has provided an architectural rendering for the building and their design is in the BZA packet. The upgrades feature some ADA (Americans with Disabilities Act) improvements to the exterior and are shown in the design. Mr. Bosch stated that the rendering shows what the property looks like when they purchased the property and the second rendering shows what the property will look like once the project is complete. The purpose of this application is the request for a freestanding sign so that tenant's sign can be seen by pedestrian or vehicular traffic coming by the building. Mr. Bosch requests the freestanding sign for a 9 sq ft.

Mr. Wilde asked staff if they would like to comment on the request. Mr. Wade stated that staff supports the request of the freestanding sign and can recommend approval for the freestanding sign to be 9 sq ft. Mr. Wade stated that the freestanding sign serves as a projecting sign, which the Zoning Ordinance allows. In this case the applicant could, by-right, place a 50 sq ft sign on the building, but it would still not be seen. This request for a freestanding sign serves in the same capacity that a projecting sign serves.

The Board discussed the case and agreed that the sign serves in the same capacity as that of a projecting sign and is aesthetically pleasing and contributes to the betterment of the community.

Mrs. Dostie moved to approve the request submitted by Gerald & Ann Bosch for a Special Exception for a nine (9) sq ft freestanding sign at 320 East Broadway Avenue, further identified as Sub-Parcel #080-0660 in accordance with Article XIX, Section B of the Hopewell Zoning Ordinance. The Motion was seconded by Mrs. Duclos. The motion was approved with a vote of 3-0.

REPORTS

1. Report of the Director of Development

Mr. Wade added that there are several other projects coming up that will require the action of the Board of Zoning Appeals. Due to the holiday season, staff is proposing that the meeting take place on December 14th instead of the normal date (December 21st) to hear two Special Exception cases that involve signage.

Mr. Wade stated that the Comprehensive Plan is still underway and he is anticipating that the Zoning Ordinance will be revised after its completion. Mrs. Dostie asked when will the sign ordinance be changed. Mr. Wade indicated that the Comprehensive Plan should be completed before a complete revision of the Zoning Ordinance occurs

2. Report from Members of the BZA

Mr. Wilde commended the welcome to Hopewell sign on Route 36 and indicated there needs to be a light for the sign.

ADJOURN

A motion to adjourn the meeting at 6:23 p.m. was made by Mrs. Dostie. Mrs. Duclos seconded the motion. The motion passed with a vote of 3 to 0.

Submitted by,

S:/ Henry Wilde

Henry Wilde, Chairman

S:/ Horace H. Wade III

Horace H. Wade III, City Planner

PUBLIC HEARINGS

There are no public hearings 5-23-17

**COMMUNICATIONS
FROM CITIZENS**

REGULAR BUSINESS

R-1

**CITY OF HOPEWELL
FY 2018 BUDGET OPTIONS**

FY 2018 Budget Options 4/27/17		
ITEM	0 Cents Real Estate + Meals Tax Increase	Proposed City Council Budget
General Fund Expenses before Changes	51,233,275.00	51,233,275.00
LESS REDUCTIONS		
*** Retiree Health Care Modifications	(100,000.00)	(100,000.00)
Commonwealth Attorney Salary Adjustments	(136,659.00)	(136,659.00)
Clerk of Circuit Court Salary Adjustments	(31,933.00)	(31,933.00)
CM's Reductions to Dept Capital	(761,000.00)	(761,000.00)
CM's Reductions To Department Budgets	(110,000.00)	(110,000.00)
Adjusted Starting Budget		
	50,093,683.00	50,093,683.00
Plus Additions		
City Council Budget Adjustment	122,503.04	122,503.04
Schools Additional Funding Request	515,179.00	515,179.00
Class and Compensation Study Phase 1	174,000.00	174,000.00
Health Care Expenses	148,700.00	148,700.00
Public Safety retirement Multiplier	150,000.00	150,000.00
Employee COLA	192,900.00	192,900.00
Office On Youth Programs	90,000.00	90,000.00
*** Voter Registration New Voting Machines	75,000.00	75,000.00
Finance 1 Position	90,000.00	90,000.00
Human Resources Admin Support (Part Time)	25,000.00	25,000.00
Real Estate Assessor 2 Positions	68,515.00	68,515.00
Fire Department 6-EMT/Firefighters	25,000.00	25,000.00
Fire Department Assistant Chief	88,000.00	88,000.00
DPW Concrete Foreman	-	-
DPW Bldg Maint Tech	35,000.00	35,000.00
Police Department 2_Downtown Officers	110,000.00	110,000.00
CM/OOY Admin Support	-	-
Development Rental Inspector	47,000.00	47,000.00
CM Grant Writer	-	-
DPW Engineering Analyst	-	-
Borrow of \$10,500,000	-	-

**CITY OF HOPEWELL
FY 2018 BUDGET OPTIONS**

FY 2018 Budget Options 4/27/17		
ITEM	0 Cents Real Estate + Meals Tax Increase	Proposed City Council Budget
Beacon Theater	250,000.00	250,000.00
Adjustment to The City Attorney Budget	45,000.00	45,000.00
Unclaimed Human Remains Fund	15,000.00	15,000.00
City Park Entrance Improvement Phase III and IV	-	-
Constitutional Officer Supplement For Staff	75,000.00	75,000.00
Mallonee Renovation ***	-	-
Contract For Grant Funding Pursuit	30,000.00	30,000.00
Tax Liability Transfer	40,000.00	40,000.00
Riverwalk Completion	100,000.00	100,000.00
Hopewell Downtown Partnership Funding	75,000.00	75,000.00
Add Healthy Families Match	15,000.00	15,000.00
Add \$50,000 Back To Recreation and Parks For Park Improvements (Results in \$150,000 in Park Renovation Funds)	50,000.00	50,000.00
Hopewell Food Pantry	7,500.00	7,500.00
Sub-total	2,659,297.04	2,659,297.04
Total Projected General Fund Expenses	52,752,980.04	52,752,980.04
General Fund Revenues	52,567,277.00	52,567,277.00
Unfunded Balance before Proposed Tax Rate	(185,703.04)	(185,703.04)
Proposed Tax Revenue	200,000.00	200,000.00
Unfunded Balance - Excess (Deficit)	14,296.96	14,296.96

NOTE: Fund City Park Entrance Improvements Phases III and IV (\$550,000) from EDA returned funds (\$695,000) from Route 36 project. This is one time money used for a one time expense. It will also benefit the Un-restricted reserve account by adding approximately \$145,000 to reserves.

R-2



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 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Appropriation of Capital Funds

ISSUE: The department of Recreation and Parks requests the appropriation of existing capital funds in the amount of \$40,000 for the purchase of a synthetic ice skating rink.

RECOMMENDATION: The City administration recommends the appropriation of \$40,000 of existing capital funding for the purchase of a synthetic ice skating rink.

TIMING: Action is requested at the Tuesday, May 23 City Council meeting.

BACKGROUND: James City County Parks and Recreation has listed its synthetic ice skating rink for sale due to a conflict with Colonial Williamsburg’s operation. The skating rink has been used for four seasons and was originally purchased for \$103,000. The skating rink comes with all accessories needed for full operation.

FISCAL IMPACT: The ice skating rink will be purchased with capital funding already allocated to the Recreation and Parks department. No new funding is requested for this purchase.

ENCLOSED DOCUMENTS: None.

STAFF: Aaron Reidmiller, Director, Recreation and Parks

SUMMARY:**Y N**

- Mayor, Brenda S. Pelham, Ward #6
- Vice Mayor Christina J.Luman-Bauley, Ward #1
- Councilor Arlene Holloway, Ward #2

Y N

- Councilor Anthony Zevgolis, Ward #3
- Councilor Jasmine E. Gore, Ward #4
- Councilor Wayne Walton, Ward #5
- Councilor Jackie Shornak, Ward #7



R-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 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: **Refund for \$10,241.00 - Lawn Beautician Inc.**

RECOMMENDATION: Authorize Treasurer to refund \$10,241.00 to Lawn Beautician Inc. as per State and City code.

TIMING: City Council action is requested on May 23, 2017.

BACKGROUND: Lawn Beautician Inc. submitted amended returns to the Commissioner of Revenue for 2014, 2015, and 2016 for business furniture and fixtures taxes. These amended returns resulted in adjustments/abatements to the original tax amounts and generated a refund. The net tax refund remaining after applying these overpayments to the adjusted 2016 tax is \$10,241.00. Per Virginia Code Sections 58.1-3981 and 58.1-3990 and City Ordinance 2007-10, refunds greater than \$2,500.00 require Council approval. It is therefore requested that the \$10,241.00 refund be approved, plus any applicable interest.

FISCAL IMPACT: Minimal, but negative, impact due to loss of revenue (less than 1% loss of business furniture & fixtures revenue).

STAFF: Teresa L. Batton, City Treasurer
 Debra Kloske Reason, Master Commissioner of Revenue

Council Action Form 2017

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 Janice Denton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda S. Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Tony Zevgolis, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jackie M. Shornak, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Jasmine Gore, Ward #4 | | | |

**Insert
Date of
Meeting**

R-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 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Downtown Electric Vehicle Charging Stations

RECOMMENDATION: Staff is asking City Council to approve the installation of two Electric Vehicle Charging Stations downtown near the intersection of Appomattox Street and Library Street.

TIMING: The charging stations could be installed during summer 2017

BACKGROUND: Electric Vehicles/Charging Stations

- To date, 540,000 Electric Vehicles have been sold in the United States
 - 37% increase in sales from 2015 to 2016
- Using data provided by the Department of Motor Vehicles and the United States Department of Transportation, the following conclusions can be made:
 - California possesses half of the electric vehicles on the nations roadways
 - Thus leaving the rest of the country with 270,000 electric vehicles OR 0.0017% of the nation's total vehicles
 - According to VDOT traffic counts, 33,000 vehicles travel on Interstate 295 between Route 10 and Route 36
 - Therefore, it is safe to conclude that approximately 54 electric vehicles per day travel on the same stretch of Interstate 295
- According to Virginia Clean Cities Electric Vehicle Charging Station Locator, the only chargers near Interstate 295 and Hopewell are located at:
 - The Hyatt Place in Chester
 - Strosnider Chevrolet on Route 36

FISCAL IMPACT: The cost of installation (estimated \$7,500) will be reimbursed by Tesla

ENCLOSED DOCUMENTS: Location map of proposed charging station location

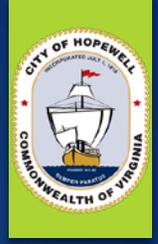
STAFF: Charles E. Dane, Assistant City Manager & Jake Elder, Economic Development Specialist

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| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 | <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda S. Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Tony Zevgolis, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jackie M. Shornak, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Jasmine Gore, Ward #4 | | | |

May 9, 2017



Electric Vehicle Charging Stations



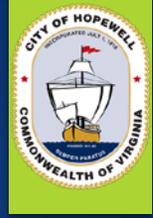
National Statistics on Electric Vehicles (EV)

- ▶ To date, 540,000 Electric Vehicles have been sold in the United States
 - ▶ 37% increase in sales from 2015 to 2016
- ▶ 0.17% of the nation's total vehicles are EV*

*Removing California who possesses half of the country's EV



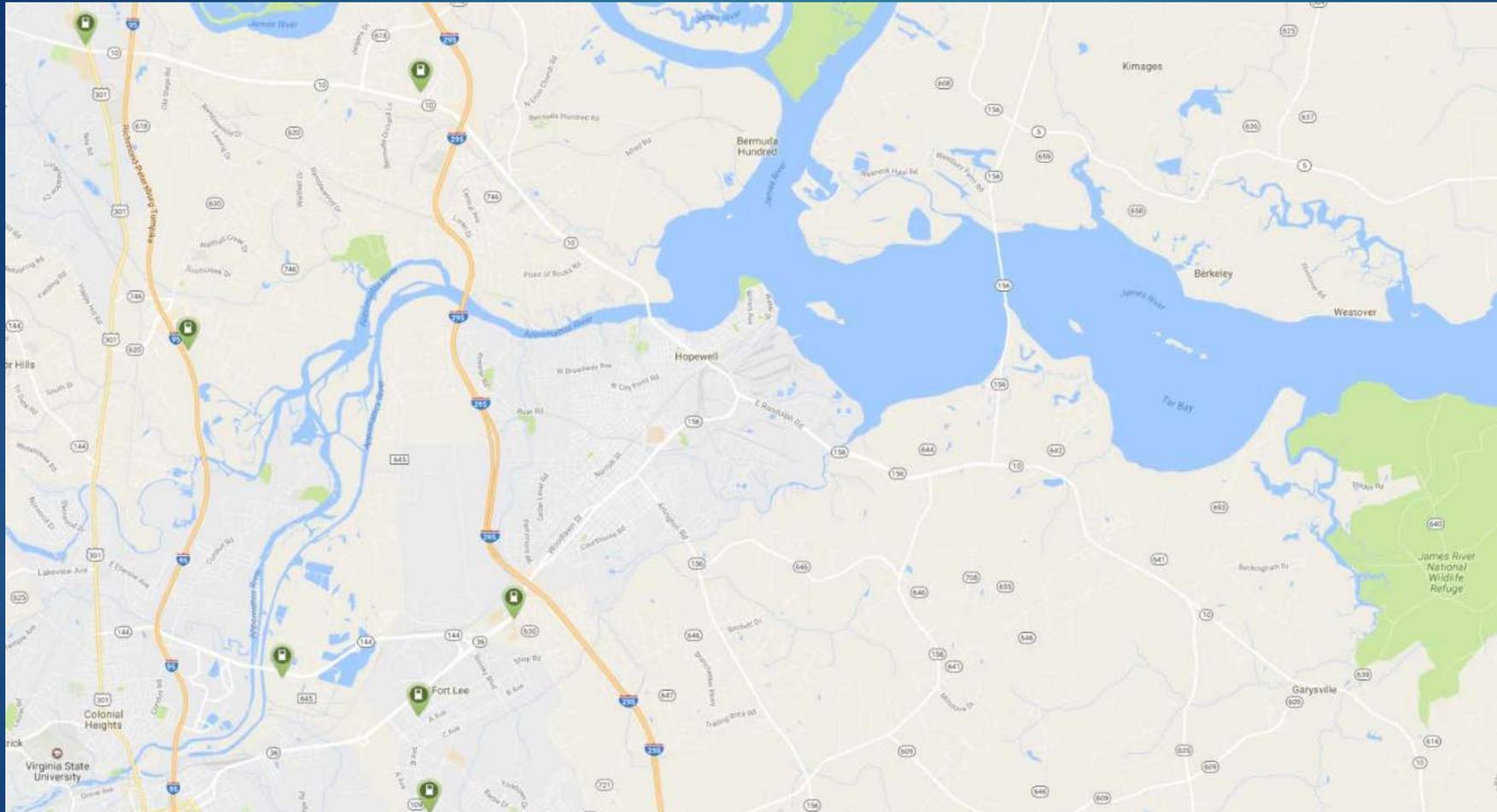
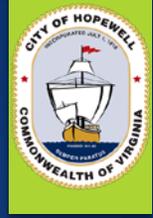
State and Local Statistics on EV



- ▶ According to VDOT traffic counts, 33,000 vehicles travel on I-295 between Route 10 and Route 36 per day
- ▶ Therefore, an estimated 56 EV are traveling the same stretch of I-295 everyday



Current Charging Station Locations



Map created by PlugShare

Proposed Station Location



Cost Estimates



- ▶ \$6,750 to install sufficient electrical service
 - ▶ \$750 for concrete pad and appropriate signage
 - ▶ \$7,500 Total
-
- ▶ Tesla has committed to reimburse the City for installation costs of \$7,500
 - ▶ Reimbursement would occur after completion of installation



R-5



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:

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- Public Hearing
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COUNCIL AGENDA ITEM TITLE: Temporary Use of Hopewell Water Renewal Cash Accounts to Bridge Cash Flow Issue for the Phase 2 Nitrogen Reduction Capital Project.

ISSUE: The Hopewell Water Renewal Nitrogen Reduction project construction is nearing completion and final payments to the contractor are scheduled through September 2017. The Department of Environmental Quality (DEQ) retained \$2,456,482.80 of grant funding until the project completes the required performance test and DEQ’s certificate to operate (CTO) is issued. This \$2.4M retainage is causing a cash flow problem.

In the City’s contract with Hopewell Nutrient Partners (HNP) (contractor for the project), substantial completion is defined as when wastewater is flowing through the tanks and requires complete payment except for punch list items. In the grant agreement with DEQ, substantial completion is defined as when the new process passes the contracted performance test. Growth of the biology in the MBBR tank is necessary before the performance test can be conducted and could take 2 to 3 months before it has enough growth to conduct the test. The performance test is contracted to last for 30 days. Therefore, there could be at least 4 to 6 months between what is considered substantial completion under the HNP contract and substantial completion under the DEQ grant agreement.

To bridge this 4 to 6 month gap, H2O Renewal has several options.

1. Use funding from “investment” accounts in the Wastewater Plant Fund. As of 1/31/17, we have a combined total of \$1,707,605.80.
2. And use Wastewater Plant cash account which currently has \$4,857,923.08.

Rather than taking out a short term loan, H2O Renewal plans to use a combination of the above funding sources to make the necessary HNP payments. Once the CTO is issued by DEQ and the grant fund retainage is received, the retainage funds will be used to replenish the reserve and cash accounts. Barring any unforeseen circumstances, the project should be completed and all payments and reimbursements made prior to completing year-end adjustments. At a meeting by the Hopewell Water Renewal Commission on May 2, 2017, the Commission approved using these funds.

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Mayor, Michael C. Bujakowski Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor Jasmine E. Gore Ward #4
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Christina J. Luman-Bailey, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Roosevelt Edwards, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Jackie Shornak, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Wayne Walton, Ward #5			

RECOMMENDATION: No action is necessary. This report is given to Council for their information.

TIMING: N/A

STAFF: Jeanie Grandstaff, Director, Hopewell Regional Wastewater Treatment Facility

SUMMARY:

Y N

- Mayor, Michael C. Bujakowski Ward #3
- Councilor Christina J. Luman-Bailey, Ward #1
- Councilor Roosevelt Edwards, Ward #2
- Councilor Wayne Walton, Ward #5

Y N

- Vice Mayor Jasmine E. Gore Ward #4
- Councilor Brenda Pelham, Ward #6
- Councilor Jackie Shornak, Ward #7

**REPORTS
OF THE
CITY
ATTORNEY**

**REPORTS
OF THE
CITY CLERK**



**TALENT BANK RESUME
BOARDS, COMMISSIONS & AUTHORITIES**

**CITY OF HOPEWELL
300 North Main Street
Hopewell, Virginia 23860**

Board of Architectural Review (BAR)
 Board of Bldg. Code & Fire Prevention Code Appeals
 ●Board of Zoning Appeals (BZA)
 Central Virginia Film Office Board
 Central Virginia Waste Management Authority (CVWMA)
 Community Planning and Management Team (CPMT)
 Crater District Area Agency on Aging
 Crater Health Local Advisory Board
 Disability Services Board/Crater Planning District
 ✕Economic Development Authority
 District 19 Community Services Board (DCSB)
 Dock Commission
 Downtown Design Review Committee
 Friends of the Appomattox River (FOLAR)
 Historic Preservation Committee
 ✕●Housing Authority, Hopewell Redevelopment & HRHA
 John Tylor Community College Board (JTCC)
 Keep Hopewell Beautiful (Formerly Clean City Commission)

Law Library Committee
 Library Board (Appomattox Regional)
 Neighborhood WATCH Advisory Council
 ●Planning Commission/Wetlands Board
 Resource Conservation and Development (RC&D)
 Council of the South Centre Corridors
 Recreation Commission
 Hopewell Water Renewal Commission (H₂O Renewal)
 School Board
 Senior Citizen Advisory Commission
 Sesquicentennial Committee
 Social Services Advisory Board
 Technology Fund Committee
 Telecommunications Regulation Committee
 Transportation Safety Board (TSB)
 Virginia's Gateway Region
 Youth Services Commission

First Choice

Second Choice

Third Choice

Date Submitted: _____ (This resume will become void one year from this date) Occupation: _____

Name: _____

Address: _____
 This is my Home Address Business Address Mailing Address

Address: _____
 This is my Home Address Business Address Mailing Address

Home Phone: () _____ Cell Phone: () _____ Office Phone: () _____ Email: _____

What are your specific qualifications, skills and abilities as they relate to the Board(s), Commission(s) or Committee(s) on which you have requested to serve; and how will they enhance that Board, Commission or Committee? _____

Additional Comments: _____

In what ward of the City of Hopewell do you reside? 1 2 3 4 5 6 7

Do you have relatives who are employed by the City of Hopewell, serve as a member of either of the agencies to which you seek appointment, or who serve on Hopewell City Council? Yes No

If so, whom? _____ Which agency? _____

By my signature hereto, I certify that (1) the information given by me in this document is correct to the best of my knowledge, and (2) I understand and agree that the city of Hopewell may make an independent investigation of my background and qualifications, including (a) under Sec. 2-61 (Criminal background check required as a condition of service to the city) of the city code, and (b) as to my references, past and present employment, education, involvement in litigation or other proceedings, and other items.

Signature

Date

Please return completed form to: **Office of the City Clerk, Municipal Building
300 North Main Street, Hopewell VA 2860**

Requires annual filing of Financial Disclosure Statements

Requires annual filing of Real Estate Disclosure Statements

The members of the Hopewell City Council appreciate your interest in serving the Citizens of the City in this capacity

REPORTS OF THE CITY COUNCIL

- **COMMITTEES**
- **INDIVIDUAL REQUEST**
- **ANY OTHER COUNCILOR**

CCR-1

Mayor Jackie Shornak - The Opioid Epidemic