

AGENDA



CITY OF HOPEWELL
Hopewell, Virginia 23860

CITY COUNCIL

Jasmine E. Gore, Mayor, Ward #4
Patience Bennett, Vice Mayor, Ward #7
Debbie Randolph, Councilor, Ward #1
Arlene Holloway, Councilor, Ward #2
Johnny Partin, Councilor, Ward #3
Janice Denton, Councilor, Ward #5
Brenda S. Pelham, Councilor, Ward #6

AGENDA

PHONE: 541-2249
FAX: 541-2248

e-mail: info@hopewellva.gov
www.hopewellva.gov
rarrington@hopewellva.gov

John M. Altman, Jr., City Manager
Stefan M. Calos, City Attorney
Ronnie L. Arrington, City Clerk

Date: March 5, 2019

MUNICIPAL BUILDING

Closed Meeting: 5:30 p.m.
Regular Meeting: 7:30 p.m.

OPEN MEETING

5:30 p.m. Call to order, roll call, and welcome to visitors

SUGGESTED MOTION: To go into closed meeting for discussion and consideration of specific appointees of city council (boards, commissions, authorities); (2) discussion of specific appointees or employees of city council (city manager, city clerk, city attorney); and (3) consultation with legal counsel employed or retained by city council related thereto and regarding specific legal matters, (Praxair, TJ Video) requiring the provision of legal advice by such counsel in accordance with Virginia Code § 2.2-3711 (A) (1) [two items], and (8), 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

SUGGESTED MOTION: To amend/adopt agenda

Roll Call

REGULAR MEETING

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

Prayer by Rev. Pamela Cooper of John Randolph Pastoral Care, followed by the Pledge of Allegiance to the Flag of the United States of America led by Councilor Pelham.

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:** Feb. 12, 2019 and Feb. 26, 2019
- C-2** **Pending List:**
- C-3** **Routine Approval of Work Sessions:** review of Budget Calendar
- C-4** **Personnel Change Report & Financial Report:**
- C-5** **Ordinances on Second & Final Reading:**
- C-6** **Routine Grant Approval:**
- C-7** **Public Hearing Announcement:** March 26, 2019 - Conditional Use Request and Zoning Ordinance Amendments
- C-8** **Information for Council Review: Minutes:**
- C-9** **Resolutions/Proclamations/Presentations:** Presentation by Hopewell Downtown Partnership by Executive Director Evan Kaufman; presentation on Riverwalk project by Aaron Reidmiller, Director of Parks & Recreation and Austin Anderson, Construction Manager; Cities of Opportunity Grant by Jasmine E. Gore, Mayor
- C-10** **Additional Announcements:**

Public Hearings

CITY CLERK: *All persons addressing Council shall approach the microphone, give name and, if they reside in Hopewell, their ward number, and limit comments to **five minutes**. No person shall be permitted to address Council a second time until all others have been heard and no one may speak more than twice on any subject in any one meeting may. All remarks shall be addressed to Council as a body, any questions must be asked through the mayor only, and there shall be no discussion without permission of the mayor. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in Council Chambers may be barred by the mayor from further audience before Council, and removed, subject to appeal to a majority of Council. (See Rules 405 and 406)*

NONE

Communications from Citizens

CITY CLERK: *A Communications from Citizens period, limited in total time to 30 minutes, is part of the Order of Business at each regular Council meeting. All persons addressing Council shall approach the microphone, give name and, if they reside in Hopewell, their ward number, and limit comments to **three minutes**. No one is permitted to speak on any item scheduled for consideration on the regular agenda of the meeting. All remarks shall be addressed to Council as a body, any questions must be asked through the mayor only, and there shall be no discussion without permission of the mayor. Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in Council Chambers, may be barred by the mayor from further audience before Council, and removed, subject to appeal to a majority of Council. (See Rules 405 and 406.)*

Regular Business

Reports of City Manager:

R-1 Francisco Landing Project

ISSUE: Staff is requesting a 90-day extension of the closing date for the agreement with Francisco Landing Holdings LLC.

MOTION: _____

ROLL CALL

R-2 Appropriation of funds for Hummel Ross Road project

ISSUE: The **Hummel Ross Road Project** is a VDOT Revenue Sharing project to widen and provide drainage improvements to the existing road. As part of the agreement between the City of Hopewell and VDOT, the City is responsible for paying the 50% local match of the total project cost. The Hopewell Water Renewal Commission has agreed to provide that funding.

MOTION: _____

ROLL CALL

R-3 Approval of refund to Praxair 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.

MOTION: _____

Roll Call

Reports of the City Attorney: Council rules

Reports of the City Clerk: Boards, Committees, Commissions Vacancies

| Board, Commission, Committee | Current members | Vacancies |
|---|-----------------|--------------|
| Ashford Civic Plaza | 2 | 5 |
| Board of Building Code and Fire Prevention Code Appeals | 2 | 3 |
| Board of Zoning Appeal | 4 | 1 |
| Central Virginia Waste Management Authority | 1 | 1 |
| Community Policy and Management Team | 9 | 1 |
| Dock Commission | 0 | 5 |
| Economic Development Authority | 3 | 4 |
| Historic Preservation Committee | 5 | 2 (citizens) |
| Friends of the Appomattox River | 1 | 1 |

| | | |
|------------------------------------|----|---|
| Keep Hopewell Beautiful | 4 | 6 |
| Planning Commission/Wetlands Board | 4 | 1 |
| Recreation Commission | 4 | 3 |
| Social Services Advisory Board | 2 | 5 |
| Transportation Safety Board | 4 | 1 |
| Youth Services Commission | 11 | 4 |
| Virginia Gateway Region | 1 | 1 |

Reports of City Council:

Committees

Establish and appoint members to the City Council Retreat Committee

Individual Councilors

| | | |
|------|----------|--|
| IR-1 | Gore | Gun violence (return item) |
| IR-2 | Gore | Shooting Task Force (return item) |
| IR-3 | Gore | Letterhead- There is an unofficial policy pertaining to the use of City Council letterhead. Request, that City Council approve a policy and incorporate it in its Rules and Procedures. (return item) |
| IR-4 | Gore | There is an official policy pertaining to the request and approval of City proclamation, resolutions and certificates. Request that City Council approve the current policy and incorporate it into its Rules and Procedures. (return item) |
| IR-5 | Denton | Proclamations and condolence certificates (return item) |
| IR-6 | Gore | Tyler (TIMS) training – Asking Council to set date(s) for Tyler (TIMS) training for itself and for the City Clerk. (return item) |
| IR-7 | Gore | ClearGov – ClearGov is a budget app that assists cities with transparency and budgeting. I am asking Council to use a portion of its marketing budget to purchase this tool (return item) |
| IR-8 | Gore | Polco – this site offers municipalities a way to get verified and civil input on demand. It is a way for the City to solicit and receive direct input from its citizens. I am asking Council to use a portion of its marketing budget to purchase this software. (return item) |
| IR-9 | Randolph | Limiting agenda IR and CCR’s for each council meeting. In order to keep the regular agenda from continually going into the early hours of the next day and having constituents leaving or turning council off, I would like to propose that we limit per councilor and per meeting the number of IRs and CCRs. While suggesting a total for both IR and CCR per meeting at a total of 8 or per councilor a total per meeting of 2, I am also looking for suggestions from the other councilors as to what we all feel is reasonable. |

- IR-10 Denton Public Declaration of Personal and Economic Interests-- The City of Colonial Heights has a section on their agendas where city councilors publically declare any personal or economic interests they may have on agenda items. We would like council to add this to all agendas and place it after adopting the consent agenda and before the public hearings. We believe this will improve the professionalism of council meetings and increase transparency.
- IR-11 Partin 5 Year Plan to Raise the City's Rainy Day Fund to 15%-- The City of Hopewell currently has a rainy day fund that is approximately 10% of the budget. The idea is to increase the "rainy day fund" by 1% for the next consecutive five years, so that by the fiscal year 2025 the city will have a rainy day fund that is 15% of the budget. I am asking council to allow the city manager to research this idea and to bring back a proposal for city council to consider.

Citizen/Councilor Requests

Other Council Communications

Adjournment

REGULAR MEETING

CONSENT AGENDA

MINUTES

MINUTES OF THE FEBRUARY 12, 2019 CITY COUNCIL MEETING

A meeting of the Hopewell City Council was held Tuesday, January 22, 2019, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jasmine E. Gore, Mayor
Patience Bennett, Vice Mayor
Debbie Randolph, Councilor
Johnny Partin, Councilor
Arlene Holloway, Council
Janice B. Denton, Councilor

Tevya Griffin, Director of Development
Sean M. Hutson of Sands Anderson PC, City Attorney
Ronnieye L. Arrington, City Clerk

ABSENT: Brenda S. Pelham, Councilor
John M. Altman, Jr., City Manager
Charles Dane, Assistant City Manager

ROLL CALL

Mayor Gore opened the meeting at 5:31 p.m. Roll call was taken as follows:

| | | |
|--------------------|---|---------|
| Mayor Gore | - | present |
| Vice Mayor Bennett | - | present |
| Councilor Randolph | - | present |
| Councilor Partin | - | present |
| Councilor Holloway | - | present |
| Councilor Denton | - | present |
| Councilor Pelham | - | absent |

CLOSED MEETING

Councilor Partin moved to go into closed meeting for To go into closed meeting for (1) discussion, consideration and interview of specific appointees of city council (boards, commissions, authorities); (2) discussion of specific appointees or employees of city council (city manager, city clerk, city attorney); (3) consultation with legal counsel employed or retained by city council related thereto and regarding specific legal matters (letterhead policy), requiring the provision of legal advice by such counsel in accordance with Virginia Code § 2.2-3711 (A) (1) [two items] and (8), respectively. Councilor Denton seconded the motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

DRAFT
February 12, 2019
Regular Meeting

RECONVENE OPEN MEETING

Council returned to the dais and announced that they would not be coming out of closed meeting.

AMEND/ADOPT AGENDA

Councilor Denton moved to amend the agenda to remove item R-2 and IR-8, and to add the Cities of Opportunity Grant as IR-9 and discussion of the City Attorney hiring process as IR-10. Councilor Randolph seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

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

Mayor Gore called the meeting to order, and thanked all for attending. The prayer was led by Rev. Judy Bailey of the John Randolph Pastoral Care, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Mayor Gore. Mayor Gore then requested a moment of silence on behalf Jessica Morse-Coley, a member of the Youth Services Committee, who passed away February 8, 2019.

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:** January 2, January 8, and January 22, 2019
- C-2** **Pending List:**
- C-3** **Routine Approval of Work Sessions:** Feb. 26, 2019 – One conditional use permit and two zoning ordinance amendments
- C-4** **Personnel Change Report & Financial Report:** Personnel Report attached
- C-5** **Ordinances on Second & Final Reading:**
- C-6** **Routine Grant Approval:**
- C-7** **Public Hearing Announcement:** March 26, 2019 - Conditional Use Request and Zoning Ordinance Amendments
- C-8** **Information for Council Review: Minutes:** Economic Development Authority – November and December 2018; Downtown Design Review Committee – December 2018 and January 2019
- C-9** **Resolutions/Proclamations/Presentations:** Website Presentation by Dr. Concetta Manker;
- C-10** **Additional Announcements:** John Randolph Foundation grant announcement; Richmond Sports Backers award announcement

DRAFT
February 12, 2019
Regular Meeting

Councilor Partin moved to approve the Consent Agenda with the exception of C-1. He then noted errors in the minutes and requested that amended minutes be brought back to Council. Councilor Randolph seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

PUBLIC HEARINGS

There were no public hearings.

COMMUNICATIONS FROM CITIZENS

Hal Hamner, formerly of Ward 3, currently with Atlantic Constructors, came forward. He spoke about wanting a program that would provide opportunities for Hopewell's youth to learn a trade (special mechanics, contractor, industrial, mechanical, etc.) if they do not choose to attend college.

Shamika Lewis, Ward 7 came forward and asked to discuss item CCR-7. Pursuant to Council Rules, Councilor Partin moved to waive the rules. Vice Mayor Bennett seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

Councilor Partin then moved to allow Shamika Lewis to speak about item CCR-7. Councilor Denton seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

Shamika Lewis then spoke to Council about her concerns regarding item CCR-7.

DRAFT
February 12, 2019
Regular Meeting

Lam Scarce of Ward 3 spoke to Council regarding police response procedures. He noted that police cruisers are often “flying” up and down Mesa Road.

Dennis McDermott of ITAC came forward. He said he was a member of the Hopewell Prince George Board. He said it was difficult for people in their industry to locate youth to replace people who are retiring. He said he was very interested in working with Hopewell to establish a training program for youth for career paths that are very promising, fulfilling and financially rewarding. ITAC sponsors a camp every summer, letting the kids see what else is out there. He invited Council to attend. He noted that Hopewell High School was involved.

Paul Harris, of Chesterfield County, also spoke about the program. He said, as a landlord renting property, he sees that our children do not know what opportunities are out there if they are unable to go to college. He said that the children could still make a very good living, even without college, and said that he and the previous speakers are willing to work with Hopewell on a program.

Jim Moeller of Quality Plus Services in Petersburg, Virginia also came forward to speak in support of the program. He noted that there are resources available and there are many benefits to construction work. He advised that he and the other speaker were willing to partner with Hopewell on a program.

Mayor Gore thanked all of the men for speaking and asked them to leave their contact information with the Assistant Clerk so they could be contacted.

CONSENT AGENDA

Mayor Gore realized that items C-9 and C-10 of the Consent Agenda had been overlooked. She asked Dr. Concetta Manker, Director of the IT Department to come forward. Dr. Manker presented on the updates to the website, including the launch of a new Hopewell app for android phones. Aaron Reidmiller, Director of Parks & Recreation then came forward and announced that Parks & Recreation had received a \$25,000 grant from the John Randolph Foundation, which would be used to significantly expand the summer program. Mr. Reidmiller also announced that Richmond Sports Backers had given Parks & Recreation an award, which is the first one they had ever awarded to Hopewell. Mr. Reidmiller noted that Parks & Recreation offered Fitness Warrior classes through Sports Backers, which are free. The Hopewell Community Center received the outstanding host site award from Sports Backers out of 50 sites.

REGULAR BUSINESS

Reports of City Manager:

R-1 Approval of Hopewell Police Department Next Generation (NG911) Migration Grant – Ms. Tevya Griffin, Director of Development, who was sitting in on behalf of the City Manager, introduced Ms. Kim Parson, the Administration Services Manager of the Hopewell Police Department. Ms. Parson presented information to Council regarding the NG911 Migration Grant. Mayor Gore requested that Dr. Manker, the IT Director, be included in this project. Councilor Denton moved to approve the Hopewell Police Department to apply for the Next Generation (NG911) Mitigation Grant. Vice Mayor Bennett seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |

DRAFT
February 12, 2019
Regular Meeting

| | | |
|--------------------|---|-----|
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

R-2 Removed per Council motion

Reports of the City Attorney: Council rules – Sean M. Hutson of Sands Anderson PC, City Attorney presented Council with several revised rules. By consensus of Council, each Rule was voted on individually:

Rule 201 – Councilor Randolph moved to revert back to the original wording of “immediate past mayor” wording simply based upon some new evidence that has been brought forward—not to take away from anybody and the honor they have had in the past for being mayor, but just to clean it up and keep it consistent going forward. Mayor Gore asked Councilor Randolph if she would amend her motion to remove the word “original”. Councilor Randolph agreed and changed “original” to “previous”. Councilor Denton seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | no |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | no |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | no |
| Councilor Partin | - | yes |

Motion failed 3-3

Mayor Gore asked that this item be put on the next agenda for clarification. She asked that both options be presented to Council—the one in the current packet, and the version as amended by Councilor Randolph.

Rule 403 - Councilor Denton moved to approve the revised Rule 403 as submitted, which motion Councilor Partin seconded. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

Councilor Partin moved to move the establish and appoint members to the city council retreat committee to the end of the agenda when we come back out of closed session. Councilor Holloway seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |

DRAFT
February 12, 2019
Regular Meeting

Councilor Holloway - yes
Councilor Partin - yes

Motion passed 6-0

Reports of the City Clerk: Boards, Committees, Commissions Vacancies

| Board, Commission, Committee | Current members | Vacancies |
|--|-----------------|---------------|
| Ashford Civic Plaza | 1 | 6 |
| Board of Building Cod and Fire Prevention Code Appeals | 2 | 3 |
| Board of Equalization | 1 | 3 |
| Board of Zoning Appeal | 4 | 1 |
| Central Virginia Waste Management Authority | 1 | 1 |
| Community Policy and Management Team | 9 | 1 |
| Dock Commission | 0 | 5 |
| Economic Development Authority | 4 | 3 |
| Historic Preservation Committee | 5 | 2 (citizens)* |
| Friends of the Appomattox River | 1 | 1 |
| Keep Hopewell Beautiful | 4 | 6 |
| Planning Commission/Wetlands Board | 4 | 1 |
| Recreation Commission | 4 | 3 |
| Social Services Advisory Board | 2 | 5 |
| Transportation Safety Board | 4 | 1 |
| Youth Services Commission | 7 | 8 |
| Virginia Gateway Region | 1 | 1 |

Reports of City Council:

Committees

Establish and appoint members to the City Council Retreat Committee

Individual Councilors

IR-1 Gore Mayor Memo to City Council – Address issues and workflow of City Council, City staff and Council appointees. Request that City Council provide direction on all items listed in the memo via consensus or vote. Request that all items be included in City Council’s Rules of Procedure as an addendum.

Communication - Councilor Denton requested that this item be tabled.

Coordination with Staff. The second item was also tabled.

Constituent Complaint Policy – Request that Council set a date to start testing the new system. Councilor Randolph wanted to be sure that complaints that come in via social media or Facebook would be covered. Council requested that a report be generated from TIMS and given to them in their packets every month, and that the Clerk work with Debbie Pershing on this.

DRAFT
February 12, 2019
Regular Meeting

Weekly Outreach – Other than regular business items, items for Council attention are to be sent to the Clerk. The Clerk directed to send to information to Council twice a week by email on Wednesday and Friday before 5:00 p.m.

Pending List – Request that Pending List be returned and go into Council packet every month. Consensus is sufficient to put an item on the Pending List. Pending List is to be given to Clerk for packet by City Manager.

Council Polling/Reporting from Mayor – This item was tabled. Councilor Randolph requested that the City Attorney weigh in on this item when it is brought back to Council.

Conduct of Members – Request that Council employees be reprimanded in closed session instead of publicly; that the Ethics Committee (Bennett and Denton) establish such a policy and a policy for grievances against council employees; that the City Attorney review any such policy. Ethics Committee will meet offline and set a date to address policy, which they will put on next agenda.

Decorum – tabled

Confidential Information – Breaches of confidentiality and breaches of FOIA – implement policy to do sanctions for those who violate –request that City Attorney look into what could be done as sanctions and what other municipalities are doing – tabled.

Ordinance updates – Ordinances are to be done by the City Attorney. The Clerk is directed to send ordinances to Sands Anderson.

Legal Services invoice – Councilor Randolph moved to approve that the Mayor sign and approve the December Sands Anderson December 2018 invoice for \$16,222.50, and that she will be the future monthly invoice amount for her to sign until we have a new city attorney. Councilor Denton seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

DRAFT
February 12, 2019
Regular Meeting

IR-1
Cont'd

Gore

Ownership of Agenda – tabled.

Agenda packet deadlines – Current agenda deadlines still stand. Anything postponed from previous meeting appears at the top of the next agenda. Clerk's office closed when packets are due (Thursday before the Council meeting. Clerk is also allowed to close her office the morning after a meeting (until noon) to assist with completion of minutes. Council agreed to try this twice to see how it worked.

Transition - Council agreed that those who want paper packets would notify the Clerk, otherwise council would try to transition to electronic. To this end, IT will be asked to look into monitors being put on the dais (check at end of year).

Council will keep TBR binder and the Clerk will provide updates to the binders. Look into finding ways to encrypt confidential items so they can be sent electronically.

Public Hearings – Move land/zoning public hearings to the 2nd meeting of the month, work sessions on the 1st of the month. Council agreed to “pilot” this for two months.

Meeting Video Recordings – City Clerk can communicate directly with IT re video, livestreaming, IT issues in Chambers etc., copy City Manager. City Attorney directed to work with City Clerk to draft contract between the City and TJ Video by next meeting; Clerk directed to ensure that there is also audio recording in place to record council meetings. Council requests that City Attorney look into emergency waiver for this service.

Additional discussion – Request City Manager have auditors present to Council. Groundbreaking/City events – request that City Manager and Asst City Manager schedule city events in the afternoon so more councilors can attend.

Business packet – Asst City Manager working on information packet to be provided to Council for economic development deals. Information will be provided to Council in advance of the meeting where the item will appear.

It being close to 10:30 p.m., Vice Mayor Bennett moved to continue the meeting beyond 10:30 p.m., which motion was seconded by Councilor Holloway. Upon the roll call the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | no |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | no |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 4-2

DRAFT
February 12, 2019
Regular Meeting

IR-2 Gore Rental Inspection Program- Request that City Council hold a Work Session to revise the City Rental Inspection Program. Rental units are evaluated every four years. The entire City is not included in the rental inspection area, and Council will need to confirm breaking down the City into quadrants/staffing. *Councilor Randolph moved to support a change in the Rental Inspection Program and set up a work session to be determined by Ms. Griffin and our City Manager for a future date. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

IR-3 Gore Real Estate Delinquency- Under the City's current code contractors/vendors that fail to pay real estate taxes are still allowed to do business with the City. Some business owners, who are delinquent in paying their real estate taxes, request and receive City land use permits, certifications, etc. for their rental properties and new developments. City Code prohibits obtaining a business license if personal property taxes are delinquent. Request that City Council consider ways to address the real estate tax loophole. *Councilor Randolph moved that City Council show support for the Mayor requesting additional work with the city attorney, and for the city attorney to work with the city manager to consider ways to address real estate loopholes, and put it back on the agenda with responses from the city attorney and city manager by the second meeting in March. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

IR-4 Gore Letterhead- There is an unofficial policy pertaining to the use of City Council letterhead. Request, that City Council approve a policy and incorporate it in its Rules and Procedures. City Clerk to create individual letterhead and Council letterhead, but none is to be used until the policy is discussed and approved. Clerk to send draft to each councilor for approval prior to creation of letterhead. *Vice Mayor Bennett moved that the Clerk can purchase the individual letterheads and the group letterhead, but Council will not use the letterhead until Council discusses the policy at the next regular meeting on February 26, 2019. Mayor Gore seconded her motion. Upon roll call, the vote resulted:*

DRAFT
February 12, 2019
Regular Meeting

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

IR-5 Gore There is an official policy pertaining to the request and approval of City proclamation, resolutions and certificates. Request that City Council approve the current policy and incorporate it into its Rules and Procedures. *Tabled until next meeting. Clerk instructed to use old policy until new one in place.*

IR-6 Denton Proclamations and condolence certificates – *see above*

IR-7 Gore Community Policing and Shooting Taskforce- Request for City Council to consider creating a citizen board with key stakeholders to address gun violence within the community, and solicit state and federal resources. Consider using key persons to create a sub-committee to address community complaints. *Let the City Manager and Police Chief work on this item and report back to Council.*

IR-8 Pelham 2017-8-19 Budget Resolution- In previous years City Council regulated the transfer of funds between accounts and appropriations. Request City Council reinstate the practice that the City Manager and Finance Director shall come before City Council to transfer funds between funds, accounts and departments \$25,000 in the budget Resolution. – *Removed per Council motion to amend agenda.*

IR-9 Gore Cities of Opportunity – *State of the City address set for Feb. 19, needs to be moved because Council not prepared. Tracy Sampson of NLC shared that Council should have Town Halls and then do State of the Cities. State of Cities address is March. Move advance. Request to have Tracy Sampson handle the Advance in May. Councilor Partin moved to push back the state of the city address until after council advance, to move the council advance to the week of May 6 – May 10, and to work with Tracy Sampson from National League of Cities as our consultation. Mayor Gore seconded his motion. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-------------------|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | --- (not on dais) |
| Councilor Partin | - | yes |

Motion passed 6-0 (per Council rules)

DRAFT
February 12, 2019
Regular Meeting

IR-10 Bennett City Attorney process – *Councilor Denton moved for Council to ask Administration to solicit outside firms to capture all current city attorney applications, and to screen them and to provide council with a list of applicants for interviews. Councilor Holloway seconded her motion. Mayor Gore requested that Council be willing and prepared to hold a special meeting within the next two weeks, if necessary, to review contract. Councilor Partin asked that his comments be read into the record: “I’m personally not going to vote in favor of it because we did commit to a process early on. And I originally stated that I don’t think it’s a good use of city tax dollars to use an outside agency when we can use our HR firm, but it is what it is, and I just want my remarks known.” Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | no |
| Councilor Holloway | - | yes |
| Councilor Partin | - | no |

Motion passed 4-2

Citizen/Councilor Requests

CCR-1 Partin Endorsement of the Chesapeake Bay Foundation’s Clean Water Blueprint In 2018 the overall health of the Chesapeake Bay went from a C- to a D+. Three of the biggest factors leading to this health downgrade came from nitrogen, phosphorous, and sediment pollution. The CBF is looking for more local governments and other organizations to endorse their Clean Water Blueprint and implement enhanced environmental policies that will improve the Bay’s health to at least the grade of C by 2025. I am asking for staff and the City Manager to research this idea and bring back a recommendation on whether we should endorse the CBF’s Clean Water Blueprint. *Councilor Partin moved to allow the City Manager to look into the Chesapeake Bay Foundation’s Clean Water Blueprint, and to bring back to Council as soon as he receives responses from the state, or at Council’s next meeting, if this is something that the City can endorse and find ways that we can implement this policy if it passes in order to improve the environmental health of the Chesapeake Bay. Vice Mayor Bennett seconded his motion. Mayor Gore requested a friendly amendment to add that the City Manager would also contact the state Chesapeake Bay Board. Councilor Partin and Vice Mayor Bennett agreed. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |

DRAFT
February 12, 2019
Regular Meeting

| | | |
|--------------------|---|-----|
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

CCR-2 Partin New City Borrowing/Bonding Policy- With the financial reporting problems that our city has faced for the past several years, I believe we need to strengthen our fiscal policy in order to improve our bond ratings, once we get the ratings back. For every \$10 needed for a major project that needs borrowing or bonding, then the city must put up \$1 and borrow/bond the remaining \$9. I am asking for staff and the City Manager to research this idea, that I believe will bring a slice of “home economics” to city hall, and bring back a proposal and recommendation for city council to consider. *Councilor Partin moved to allow the City Manager to talk with our Finance Director, allow the City Manager to talk with Davenport, for the City Manager to research this matter and bring it back to City Council by the second week in April for consideration, including as to if a work session is needed. Councilor Denton seconded his motion. Mayor Gore requested a friendly amendment to add the Treasurer, to which Councilor Partin agreed. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

CCR-3 Partin New Hopewell Small Business Procurement Policy - The city has done a lot of outreach and soliciting of businesses to come to Hopewell in order to diversify and expand the city’s tax base. This policy is aimed at retaining small businesses in the city and keeping the tax dollars local. For construction projects, we should require a certain percentage of the total project cost to be sub-contracted or completed by Hopewell contractors and subcontractors. I am asking for staff and the City Manager to research this idea and bring back a proposal and recommendation for city council to consider. Research what business the City has done with minorities, women and veterans. *Councilor Partin moved to allow the city manager and staff to research this idea and bring a report and recommendation back to Council by the second meeting in April for its consideration, and to research business the City has done with minorities, women and veterans, and bring that report back to Council, as well. Councilor Denton seconded the motion. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |

DRAFT
February 12, 2019
Regular Meeting

Councilor Partin - yes

Motion passed 6-0

CCR-4 Gore Veteran Support- Request City Council to conduct a Work Session to review city resources to benefit Veterans. Resources include City discounts, setting up monthly satellite office hours for Veteran Benefits with the Virginia Department of Veteran Services, partnership with John Randolph Medical Center and the courts for a Veteran Court. *Mayor Gore noted that the Freedom Support in Petersburg works with Hopewell veterans, but is not supported by the City of Hopewell. Mayor Gore disclosed that she works for Department of Veterans Services. She said that the Department of Veterans Services has a department named SAA, which helps to create the program for municipalities, to help veterans earn a livable wage. Councilor Partin moved to allow the city manager to look into some options and come back to Council with ways we can be more veteran friendly, in particular, with OJT apprenticeships, discounts, and programs and a satellite office to help with GI benefits, and any other ideas that come from staff by the second meeting in April. Councilor Randolph seconded his motion. Upon the roll call, the vote resulted:*

Mayor Gore - yes
Councilor Denton - yes
Vice Mayor Bennett - yes
Councilor Randolph - yes
Councilor Holloway - yes
Councilor Partin - yes

Motion passed 6-0

CCR-5 Gore Vendor List and Procurement Policy- Approximately 2 years ago, I solicited City Council’s support for the “Start Up in A Day Challenge” with the Small Business Administration. The overall goal was to cut the red tape for new business creation and to support small/local businesses. I requested a review of the City’s purchasing records to identify how many local, small, minority, Veterans or women vendors/contractors were used. That request was never fulfilled. Request Council review procurement policy and vendor reports to identify wasteful spending due to not ordering in bulk or cost comparisons. Review data to determine what percentage of City contracts/vendors are local, small, minority, Veterans or women. *Councilor Partin moved to allow the city manager to come back to Council with the vendor list so we can determine if there is a way to be more efficient by the second meeting in March. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:*

Mayor Gore - yes
Councilor Denton - yes
Vice Mayor Bennett - yes
Councilor Randolph - yes
Councilor Holloway - yes
Councilor Partin - yes

DRAFT
February 12, 2019
Regular Meeting

Motion passed 6-0

- CCR-6 Gore Request for monthly report from the City Treasurer – *The Treasurer submitted her first report (which the Clerk is directed to forward to Council). Council agreed that this report would continue monthly by email.*
- CCR-7 Partin Increased Police Patrolling in Neighborhoods and Loud Noise Code Enforcement. The City of Hopewell has had an increase in crime, and many residents are getting worried. In addition to the increase in crime, residents are getting very annoyed and tired of vehicles speeding and playing loud music in their respective neighborhoods. Many of our elderly and military service member residents have metal plates in their body, due to medical procedures. The vibrations from the loud music and bass makes the metal plates in their body vibrant, resulting in terrible pain and discomfort. The speeding in neighborhoods cause safety risks for all residents, especially children, disabled residents, and the elderly. I am asking for the City Manager and the Chief of Police to come up with a plan to increase neighbor patrolling, community outreach, and the enforcement of loud noise ordinances and neighborhood speed limits. I would like the Chief of Police to present his plan within the next 60-75 days. *Councilor Partin moved for the city manager and the police chief to develop a plan regarding loud noises, and educating people on the ordinance, and to present a progress report to Council at its first meeting in May, and for the City Attorney to look into revising the ordinance to give it more teeth. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:*

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

CLOSED SESSION

Council left the dais and returned to Closed session.

RECONVENE OPEN MEETING

Council convened into open meeting at 12:08 a.m., and responded to the question pursuant to Virginia Code § 2.2-3712 (D): were only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion discussed in closed meeting? Upon the roll call, the vote resulted:

DRAFT
February 12, 2019
Regular Meeting

| | | |
|--------------------|---|-----|
| Councilor Partin | - | Yes |
| Mayor Gore | - | Yes |
| Councilor Denton | - | Yes |
| Vice Mayor Bennett | - | Yes |
| Councilor Randolph | - | Yes |
| Councilor Holloway | - | Yes |

Councilor Partin moved to move appointment of members to the City Council Retreat Committee to the next agenda, and move items numbered one, two and three from the closed meeting motion to the next agenda. Interview Youth Services Commission and Planning Commission at the next meeting. Mayor Gore seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Mayor Gore | - | yes |
| Councilor Denton | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |

Motion passed 6-0

APPOINTMENTS

Councilor Denton moved to appoint David Harless, Rogers Henry, Clarentene Jones and Minerva Jackson to the Board of Equalization, and Larry Mason, Samari Hernandez, Debbie Wallace, and Kevin Johnson to the Youth Services Commission. Councilor Partin seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Partin | - | Yes |
| Mayor Gore | - | Yes |
| Councilor Denton | - | Yes |
| Vice Mayor Bennett | - | Yes |
| Councilor Randolph | - | Yes |
| Councilor Holloway | - | Yes |

Motion passed 6-0

ADJOURN

At 12:20 a.m., motion was made by Councilor Partin and seconded by Mayor Gore to adjourn. All council responded “aye” to the question.

/s/ Jasmine E. Gore
Jasmine E. Gore, Mayor

/s/ Ronnie L. Arrington
Ronnie L. Arrington, City Clerk

MINUTES OF THE FEBRUARY 26, 2019 CITY COUNCIL MEETING

A meeting of the Hopewell City Council was held Tuesday, February 26, 2019, at 5:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jasmine E. Gore, Mayor, Ward 4
Patience Bennett, Vice Mayor, Ward 7
Deborah Randolph, Councilor, Ward 1
Arlene Holloway, Councilor, Ward 2
John B. Partin, Jr., Councilor, Ward 3
Janice B. Denton, Councilor, Ward 5

John M. Altman, Jr., City Manager
Charles Dane, Assistant City Manager
Stefan M. Calos of Sands Anderson PC, City Attorney
Ronnieye L. Arrington, City Clerk
Michelle Hicks, Interim Assistant City Clerk

ROLL CALL

Mayor Gore opened the meeting at 5:34 p.m. Roll call was taken as follows:

| | | |
|--------------------|---|---------|
| Mayor Gore | - | present |
| Vice Mayor Bennett | - | present |
| Councilor Randolph | - | present |
| Councilor Partin | - | present |
| Councilor Holloway | - | present |
| Councilor Denton | - | present |
| Councilor Pelham | - | present |

CLOSED MEETING

Councilor Pelham moved to go into closed meeting go into closed meeting for (1) discussion, consideration and interview of specific appointees of city council (boards, commissions, authorities); (2) discussion of specific appointees or employees of city council (city manager, city clerk, city attorney); (3) discussion of the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of city council (Bank Street garages); and (4) consultation with legal counsel employed or retained by city council related thereto and regarding specific legal matters (letterhead policy), requiring the provision of legal advice by such counsel in accordance with Virginia Code § 2.2-3711 (A) (1) [two items], 3, and (8), respectively. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

DRAFT
February 26, 2019
Regular Meeting

RECONVENE OPEN MEETING

Council returned to the dais at 6:47 p.m. and announced that they would not be coming out of closed meeting.

AMEND/ADOPT AGENDA

Councilor Partin moved to adopt the agenda without change. Mayor Gore said she was going to suggest the same thing. Mayor Gore seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

WORK SESSION

March Altman, City Manager, introduced Tevya Griffin, the Director of Development who presented the work session. Mrs. Griffin explained to Council that, per its request, she was presenting a work session of the items that would be brought before Council in a public hearing at the March 26, 2019 meeting. The first item was a conditional use permit request brought by Barber Construction on behalf of Mr. Page. Ms. Griffin explained the nature of the request, and advised that both Staff and the Planning Commission had voted to deny the request. Eliot Eliades, Chairman of the Planning Commission came forward and explained to Council why the Planning Commission denied the request.

The second item discussed at the work session, as a Zoning Ordinance Amendment. The requested amendment would require that all non-conforming lots come before the Planning Commission and City Council.

CLOSED MEETING

Council went back into closed session briefly at 7:15 p.m. At 7:32 p.m., they returned to the dais and announced that they would still not be coming out of closed meeting.

REGULAR MEETING

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

Mayor Gore called the meeting to order, and thanked all for attending. The prayer was led by Rev. Pamela Cooper of the John Randolph Pastoral Care, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Denton.

DRAFT
February 26, 2019
Regular Meeting

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: Amended minutes for Jan., 2, 2019; Jan. 8, 2019 and Jan. 22, 2019
- C-2** Pending List:
- C-3** Routine Approval of Work Sessions:
- C-4** Personnel Change Report & Financial Report: Financial report
- C-5** Ordinances on Second & Final Reading:
- C-6** Routine Grant Approval:
- C-7** Public Hearing Announcement: March 26, 2019 - Conditional Use Request and Zoning Ordinance Amendments
- C-8** Information for Council Review: Minutes: ARLS Feb 2019 Abbreviated Board Report; CPMT Jan 22, 2019 minutes
- C-9** Resolutions/Proclamations/Presentations: Recreation Commission Annual Report by Aaron Reidmiller, Director of Recreation & Parks
- C-10** Additional Announcements: Recreation & Parks: public meeting for renovation of King's Court playground; possible Dog Park

Mayor Gore read to the audience the items that were on the Consent Agenda. Councilor Partin moved to approve the Consent Agenda. He then noted that even though the minutes of February 12, 2019 were not listed on the agenda, he wanted to fully disclose that the Clerk had requested they not be considered at this meeting. Mayor Gore said she was going to recommend the same thing. Mayor Gore renewed her request for the auditors to come meet with Council to go over the 2016 CAFR. Mr. Altman shared that the 2017 CAFR could be completed soon and be submitted to the APA. Patrick Plourde, a member of the Recreation Commission spoke about the great things being done by Parks & Recreation. Mr. Reidmiller then gave his annual report in the form of a presentation. Mr. Reidmiller also announced that there would be a public meeting on February 27, 2019 to discuss a potential dog park in Hopewell, and another public meeting March 6, 2019 to discuss renovations of the King's Court playground. Councilor Randolph seconded Councilor Partin's motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-------------------|
| Councilor Denton | - | yes |
| Councilor Pelham | - | --- (not on dais) |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 6-0 (per Mayor Gore, Councilor Pelham's absence excused)

PUBLIC HEARINGS

There were no public hearings.

DRAFT
February 26, 2019
Regular Meeting

COMMUNICATIONS FROM CITIZENS

Steve Romano, Ward 3 came forward and asked to discuss the Retreat, since it was on the agenda. Pursuant to Council Rules, Councilor Partin moved to waive the rules and allow Mr. Romano to discuss an item on the agenda. Councilor Denton seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

Mr. Romano then expressed his concern about the Retreat.

David Phillips, Ward 3, came forward to speak about his concern regarding Native Americans. He noted that Chief Steve Silverheels (grandson of Jay Silverheels who played Tonto on the Lone Ranger) would be here in Hopewell June 2, 2019 at 11:00 A.M. at Woodlawn Presbyterian Church. He said he would like Hopewell to have other activities or Native Americans. Mayor Gore said that both she and Councilor Denton had an interest in Native Americans and the proposed project, and requested that Mr. Phillips leave his information with the Assistant Clerk so he could be contacted for more information.

Reports of the City Attorney: Council rules – Stefan Calos of Sands Anderson PC, City Attorney presented Council with several revised rules. By consensus of Council, each Rule was voted on individually:

Rule 201 – This item brought back per Council request. Councilor Pelham moved to approve proposed Rule 201, which reads as follows:

Seating – Councilors are seated at the council chamber dais as follows. Mayor: center; vice mayor: immediate left of mayor; most recent past mayor, if any: immediate right of mayor; remainder of members: in increasing numerical order by ward, starting at the far left of the mayor and the immediate right of the city manager. If the vice mayor is the most-recent past mayor, then the next-most-recent past mayor sits to the right of the mayor. The remaining seats are occupied, from the far left, by the city attorney, the city manager, the city clerk, and the assistant city clerk, respectively.

| | | | | | | | | | |
|------------|------------------|------------------|------------------------|-------|------------|------------------|------------------|--------------|---------------|
| City Clerk | Councilor Ward 5 | Councilor Ward 3 | Most-Recent Past Mayor | Mayor | Vice Mayor | Councilor Ward 2 | Councilor Ward 1 | City Manager | City Attorney |
|------------|------------------|------------------|------------------------|-------|------------|------------------|------------------|--------------|---------------|

Vice Mayor Bennett seconded the motion. Mayor Gore requested the following statement be read into the record: I, myself, am not partaking of this conversation because one member of Council wanted to change their seat. I am talking about this because, in my opinion, the rule was not clear which is why I asked the City Attorney to provide interpretation. He did rule on it, however, just for the record, I am not partaking of this conversation just for someone's special interest. Upon the roll call, the vote resulted:

DRAFT
February 26, 2019
Regular Meeting

| | | |
|--------------------|---|-----|
| Councilor Denton | - | no |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | no |
| Councilor Holloway | - | yes |
| Councilor Partin | - | no |
| Mayor Gore | - | yes |

Motion passed 4-3

Rule 301 - Councilor Pelham moved to approve the revised Rule 301 as submitted, which motion Councilor Randolph seconded. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | no |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 6-1

Rule 302 - Councilor Denton moved to approve the revised Rule 302 as submitted, which motion Mayor Gore seconded. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

Rules 405 and 406 – Councilor Pelham requested to amend the language in the Rules to advise citizens that they have the ability to ask Council to waive the rules so that they can speak about an item on the agenda. She said she liked to hear from the citizens. Councilor Randolph noted that this item was not on the agenda and was concerned if it could be addressed at this meeting. Mr. Calos said he could look into it and provide options, but required a consensus of Council to do so. Councilor Partin said that it would be helpful to include language that references the waiver directly on the agenda because the majority of people do not know you can ask permission. Mayor Gore noted that this item could not be discussed without amending the agenda to add it. After additional discussion, Councilor Pelham withdrew her request and said she would consider putting it on the agenda for next time. Mr. Calos sought clarification that there would be no change to the agenda, but that he could come back with options regarding the revisions to the Rules, which Mayor Gore confirmed. Councilor Denton asked that the Mayor include this discussion in the minutes for future reference. Mayor Gore said no because she said she could not see a purpose for noting an item in the minutes where no action was taken. Councilor Partin moved to amend the agenda so that he could make a motion to include discussion for the

DRAFT
February 26, 2019
Regular Meeting

minutes to talk about what we just discussed in terms of Communications from Citizens and asking for a waiver. Councilor Denton seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | no |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | no |

Motion passed 5-2

Councilor Partin then moved to include in the minutes of this meeting that we discussed changes-- potential changes to the Communications from Citizens, including options from the city attorney about coming back to us and including a potential waiver of the item within the Communications from Citizens that states citizens cannot talk about items on the agenda. Councilor Denton seconded his motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | no |

Motion passed 6-1

Reports of the City Clerk: Boards, Committees, Commissions Vacancies

| Board, Commission, Committee | Current members | Vacancies |
|--|-----------------|---------------|
| Ashford Civic Plaza | 1 | 6 |
| Board of Building Cod and Fire Prevention Code Appeals | 2 | 3 |
| Board of Equalization | 1 | 3 |
| Board of Zoning Appeal | 4 | 1 |
| Central Virginia Waste Management Authority | 1 | 1 |
| Community Policy and Management Team | 9 | 1 |
| Dock Commission | 0 | 5 |
| Economic Development Authority | 4 | 3 |
| Historic Preservation Committee | 5 | 2 (citizens)* |
| Friends of the Appomattox River | 1 | 1 |
| Keep Hopewell Beautiful | 4 | 6 |
| Planning Commission/Wetlands Board | 4 | 1 |
| Recreation Commission | 4 | 3 |
| Social Services Advisory Board | 2 | 5 |
| Transportation Safety Board | 4 | 1 |
| Youth Services Commission | 7 | 8 |
| Virginia Gateway Region | 1 | 1 |

DRAFT
February 26, 2019
Regular Meeting

Reports of City Council:

Committees

Councilor Randolph noted that, earlier in the meeting, Mayor Gore had spoken about burial plots and that since she (Councilor Randolph) and Councilor Denton were on the Historical Preservation Committee and asked if they could be included in that.

Establish and appoint members to the City Council Retreat Committee

Councilor Randolph moved to postpone the “establish and appoint members to the City Council Retreat Committee until the March 5, 2019 meeting. Mayor Gore seconded her motion. Upon the roll call, the vote resulted:

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

Individual Councilors

IR-1 Gore Letterhead- There is an unofficial policy pertaining to the use of City Council letterhead. Request, that City Council approve a policy and incorporate it in its Rules and Procedures. (return item). ***Council discussed this item, by consensus agreed that the business cards were released from this portion of the discussion and that the Clerk could go ahead, and order cards. They further agreed to continue discussion of the letterhead to the March 5, 2019 agenda.***

IR-2 Gore Mayor Memo to City Council – Address issues and workflow of City Council, City staff and Council appointees. Request that City Council provide direction on all items listed in the memo via consensus or vote. Request that all items be included in City Council’s Rules of Procedure as an addendum (return item). ***Councilor Randolph moved to postpone this item until the March 5, 2019 meeting. Councilor Denton seconded her motion. Upon the roll call the vote resulted:***

| | | |
|--------------------|---|-----|
| Councilor Denton | - | yes |
| Councilor Pelham | - | yes |
| Vice Mayor Bennett | - | yes |
| Councilor Randolph | - | yes |
| Councilor Holloway | - | yes |
| Councilor Partin | - | yes |
| Mayor Gore | - | yes |

Motion passed 7-0

DRAFT
February 26, 2019
Regular Meeting

Council discussed a motion to postpone all items remaining on the agenda, including items not completed in the Closed Session. Mr. Calos advised that it was not necessary to do a motion because anything not discussed would automatically carry forward to the next agenda, including the closed session items.

ADJOURN

At 10:30 p.m., motion was made by Councilor Denton and seconded by Councilor Partin to adjourn. All council responded “aye” to the question. Except Councilor Pelham and Mayor Gore, both of whom responded “nay.”

/s/ Jasmine E. Gore
Jasmine E. Gore, Mayor

/s/ Ronnieye L. Arrington
Ronnieye L. Arrington, City Clerk

**PERSONNEL
CHANGE
REPORT**

DATE: February 26, 2019
TO: The Honorable City Council
FROM: Michelle Ingram, Human Resources Specialist
SUBJECT: Personnel Change Report – February 2019

ADDITIONS (Regular FT and PT positions only)

| NAME | DEPARTMENT | POSITION | DATE |
|--------------------|-----------------|-------------------|------------|
| BLAKES, WILLIAM | RECREATION | P/T GYM ATTENDANT | 02/06/2019 |
| COLOMBO, JO | HUMAN RESOURCES | HR ADMINISTRATOR | 02/27/2019 |
| HAYES, MATTHEW | POLICE | POLICE OFFICER | 02/13/2019 |
| HICKS, SHELBY | FIRE | ALS/FIREFIGHTER | 02/06/2019 |
| KERN, JUSTIN | COMM ATTY | ASST COMM ATTY I | 02/04/2019 |
| KOWALKSI, MITCHELL | WATER RENEWAL | WW MAIN MECH II | 02/20/2019 |
| MAYES, ALEXANDER | FIRE | ALS/FIREFIGHTER | 02/06/2019 |
| PAYNE, SHARON | FIRE | ALS/FIREFIGHTER | 02/06/2019 |
| TRAMMELL, MADELINE | FIRE | ALS/FIREFIGHTER | 02/06/2019 |
| YOUNG, BENJAMIN | WATER RENEWAL | WWT OPERATOR SR | 02/06/2019 |

PROMOTIONS

| NAME | DEPARTMENT | POSITION | DATE |
|----------------------|-------------|----------------|------------|
| PEREZ DIGGS, MELISSA | DEVELOPMENT | EXECUTIVE ASST | 02/13/2019 |

SEPARATIONS

| NAME | DEPARTMENT | POSITION | DATE |
|--------------------------|------------|-----------------|------------|
| HAMPTON, FRAZELLE | CITY CLERK | ASST CITY CLERK | 02/11/2019 |
| ROCKEFELLER, CHRISTOPHER | FIRE | FIREFIGHTER/ALS | 02/12/2019 |

March Altman, City Manager
Charles Dane, Assistant City Manager
Jennifer Sears, HR Director
Dave Harless, Risk & Safety Coordinator
Debbie Pershing, Administrative Services Manager
Michael Terry, Finance Director
Dipo Muritala, Assistant Finance Director

Concetta Manker, IT Director
Jay Rezin, IT
Carol Scarbrough, Parks & Rec
Kim Hunter, Payroll

PUBLIC HEARING ANNOUNCEMENTS

**March 26, 2019 Conditional Use Request and
Zoning Ordinance Amendments**

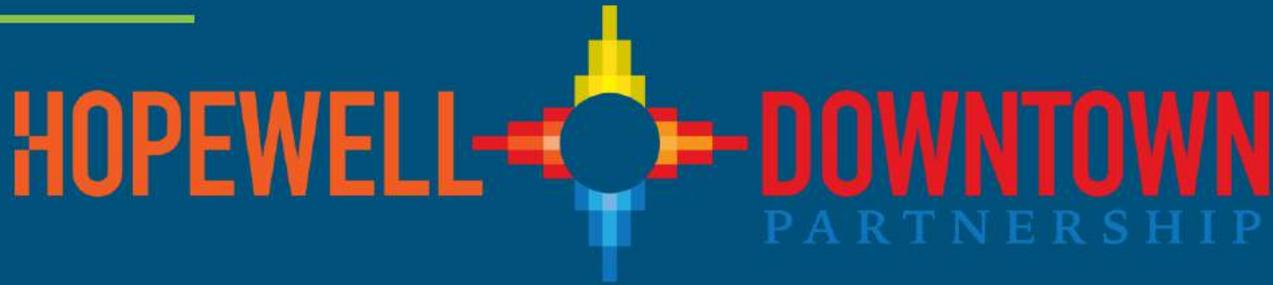
PROCLAMATIONS

§

RESOLUTIONS

§

PRESENTATIONS



The Hopewell Downtown Partnership (HDP) partners with local government, existing community and business organizations, as well as our richly diverse community at large, to develop and implement a program for a healthy, vibrant, and prosperous central downtown district.

HDP ROI

Program Funding for Main Street

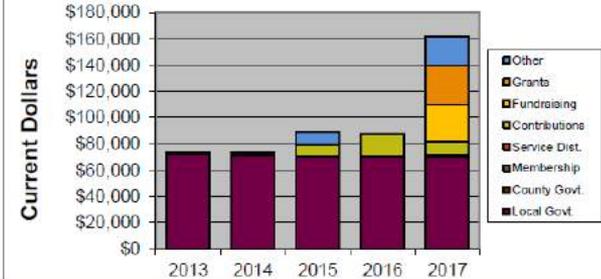
Five Year Leveraging ¹

| | |
|--|---------|
| Ratio of budget to all investment: | \$19.75 |
| Ratio of budget to private investment: | \$11.12 |
| Ratio of budget to public investment: | \$8.63 |

Value of Volunteers

| | |
|---|-----------|
| Estimated market value of time ² : | \$130,486 |
| Hours contributed since 2012: | 4,840 |

Budget Summary



- City has spent \$420,000 on HDP over six years
- HDP return on that investment is \$12,282,400 (Public and Private Investment)
- HDP return, only private investment, is \$6,500,000 = **1,400% ROI OR \$1:\$14**
- HDP Grants awarded for the City benefit - \$1,282,400

Main **Quality of Life** Indicators:







National Trust for
Historic Preservation

Main Street

The Main Street Four-Point Approach[®]

for Comprehensive Downtown Revitalization

Organization

- Bring the community together to reach consensus, lead revitalization, and add partnerships and resources

Design

- Enhance downtown's physical appearance and preserve its historic character through best design & preservation practices

Econ/Restructuring

- Strengthen existing and potential economic base through business retention, recruitment, entrepreneurship development, and best use of space

Promotion

- Market the District's unique characteristics, foster positive image & position it as a center of activity

New Transformation Strategy: Small-Scale Manufacturing

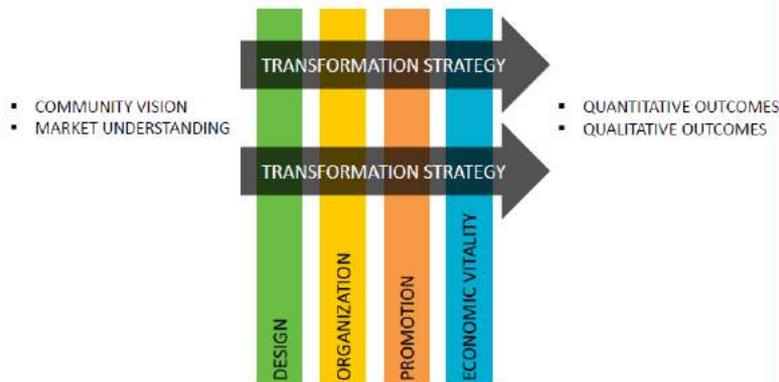
Market Data Inputs

- Key Components for Review
 - Existing Business Mix
 - Community Assets and Anchors
 - Trade Area Analysis
 - Sales Leakage
 - Psychographics
 - Demographics

Transformation Strategies

- Small Scale Production - Manufacturing
- Arts
- Residential

THE MAIN STREET APPROACH

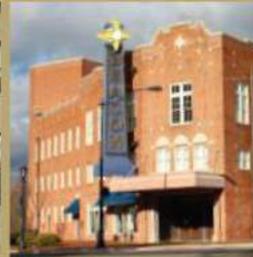


Design Technical Assistance



HOPEWELL DOWNTOWN FACADE ASSESSMENT AND RECOMMENDATIONS

HOPEWELL, VIRGINIA



FEBRUARY 2012



322 - 1



320 - 0



316-318 - 2



310 - 2



308 - 1/2



ALLEY - 1



300-302 - 2

300 BLOCK EAST BROADWAY - SOUTH SIDE



264 - 2



VACANT - 3



256 - 3



VACANT - 3



248 - 2



244 - 2



VACANT - 2



238 - 1/3



236 - 1



230 - 3



226 - 3



222 - 1

200 BLOCK EAST BROADWAY - SOUTH SIDE



218-220 - 1



216 - 1



212 - 1



206 - 2



200 - 0

200 BLOCK EAST BROADWAY - SOUTH SIDE (CON'T)



100 - 0

100 BLOCK EAST BROADWAY - SOUTH SIDE



SIDE ELEVATION 224 N. MAIN - 1

200 BLOCK WEST BROADWAY - SOUTH SIDE

KEY TO RECOMMENDED
FACADE IMPROVEMENTS

- STREET NUMBER

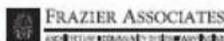
0 - NO IMPROVEMENTS NEEDED

1 - MINOR IMPROVEMENTS

2 - MODERATE IMPROVEMENTS

3 - MAJOR IMPROVEMENTS

SEE MAP 1



FRAZIER ASSOCIATES

ARCHITECTS PLANNERS ENGINEERS

BROADWAY-SOUTH SIDE

HOPEWELL VIRGINIA



VIRGINIA MAIN STREET: The community is a designated Virginia Main Street Community and as such these devices are provided at no charge to the property owner. The Virginia Main Street program is sponsored through the Virginia Department of Housing and Community Development.

SCHEMATIC DESIGN: The drawing is conceptual and is not a working drawing for construction. The notes are intended as guidelines for rehabilitation. Any changes to the conceptual design should be reviewed and approved by the Main Street Designer and the local Program Manager. Some aspects of the design may require further drawing prior to construction. Field check any dimensions shown on this drawing. It is the responsibility of the owner and contractor to secure additional technical professional assistance as needed before or during construction.

ADA GUIDELINES: Ensure that all entrances meet the ADA guidelines. It is the owner's responsibility to ensure that the entire building meets the ADA Guidelines. While changes of use will not activate ADA, alterations to the space will. In addition, barriers must be removed when readily achievable.

SIGNS: Verify compliance of signage, mounting, and location with municipality sign ordinance prior to manufacturer and/or purchase. All efforts were made to comply with all information provided by owner and owner representative at the time of this drawing.

PAINT AND FINISHES: If new paint colors and finishes are shown for the building, they will be specified on a separate Colors and Materials Chart. Paint colors can be matched to paint brand of the former shade as long as the color is the same and a high quality paint is chosen. If an exact color match is not possible, please contact the Virginia Main Street Designer for assistance in choosing new colors. See the back of the Colors and Materials Chart for paint specifications.

REHABILITATION GUIDELINES: For information on materials and methods used for rehabilitating historic buildings, see the Design Manual located at the office of the local Main Street Program Manager. Questions regarding rehabilitation methods should be addressed to the Virginia Main Street Architect.

STATE AND FEDERAL HISTORIC TAX CREDIT PROVISIONS: If a project will be submitted for rehabilitation tax credits, submit all required forms and secure approval from state and federal agencies for proposed work prior to beginning any construction. Contact the Virginia Department of Historic Resources (VDHR) for more information.



1 EXISTING FACADE
NOT TO SCALE

COLOR & MATERIALS CHART
Acquire paint chip or material sample for more accurate color or material representation.

BENJAMIN MOORE PAINT - or equivalent

FINCH HAT Breckline Beige



POLYSCO Georgian Brick




1 FACADE RECOMMENDATIONS - TRANSOM OPTION A
NOT TO SCALE

KEYNOTES:

1. Remove all existing wood cladding from facade. Assess condition and configuration of materials beneath. Contact VHS architect if the following recommendations need to be amended based on existing condition of revealed materials.
2. Make an necessary repairs to existing masonry as needed, matching existing color, texture and tooling. Refer to Preservation Brief 02: Repairing Masonry Joints in Historic Buildings. Plaster existing patterned yellow brick on upper facade. Contact VHS architect if joints between cladding is damaged or does not match upper brick.
3. Repair transom areas above storefront in either of the following options:
 - A. Repair or replace transom framing and glass with matching materials, or with new metal framing and glass panels. New glass may be floated or spoked.
 - B. Install new wood or wood composite panels and framing. Paint new wood panels as indicated.
4. Plaster existing storefront. Clean aluminum.
5. Provide new signage in either of the following options- exact letter style and wording to be determined:
 - A. Painted exterior grade wood sign panel, or aluminum sign panel, mounted above storefront(s). Aluminum to have at least the strength and durability properties of alloy 6063-T52, square cut edges and bonded enamel finish.
 - B. New painted or applied vinyl lettering to windows and doors as needed.



FRAZLER ASSOCIATES
ARCHITECTS

1000 W. MAIN STREET, SUITE 100
HOPEWELL, VA 22961
TEL: 540-961-1111
WWW.FRAZLERASSOCIATES.COM



HOPEWELL
HISTORIC DISTRICT
MAIN STREET



210 E. Broadway Ave.
Hopewell, Virginia

05/11/2012
06002KK.06

A1
SHEET 1 OF 2

SAMPLE LEVEL 2 FACADE IMPROVEMENTS

HOPEWELL, VIRGINIA





Bobby's Antiques Before and After



Bobby's Antiques Before and After





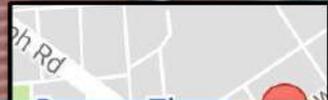
Google, Inc.

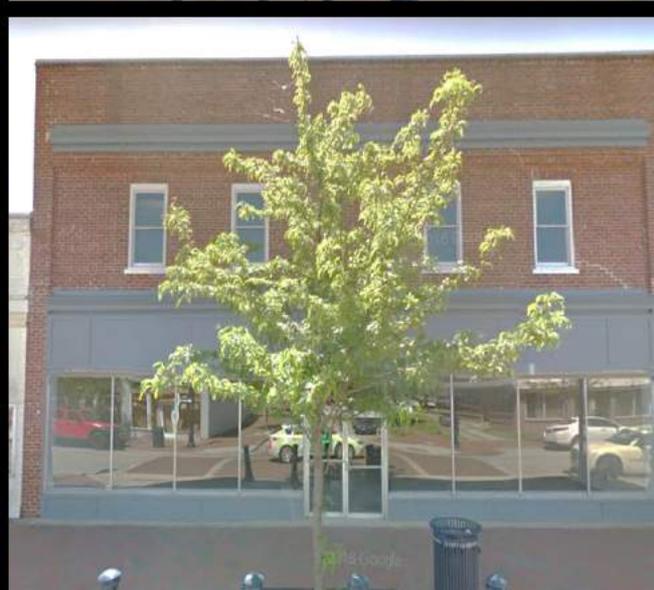


Street View - Sep 2016

18 Google

ANTIQUE







① EXISTING FACADE
NOT TO SCALE

KEYNOTES:

This building, with its existing upper floor metal cladding, is listed as a contributing structure in the Downtown Historic District. Therefore, design options for the building are to maintain the existing facade with clean up and repairs, or to restore the facade to period appearance based on an historic photograph or physical evidence, if considering application for Historic Tax Credits, consult with the Virginia Department of Historic Resources on these options before proceeding with any work.

Option 1:

1. Maintain existing corrugated metal cladding on upper facade. Remove existing sign lettering and make necessary repairs to metal. Clean rust from metal if possible, and/or paint metal matching silver color using appropriate metal primer and paint.
2. Maintain existing red metal panels on facade, both at storefront level and around metal cladding on upper level.
3. Maintain existing storefront configuration and framing. Clean metal as needed.
4. Provide signs in any of the following options:
 - A. Individually-attached, metal sign letters mounted above storefront(s).

Option 2: Based on obtaining historic photograph(s) of building, and/or physical evidence.

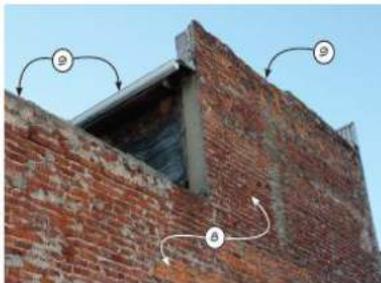
5. Remove existing corrugated metal siding on upper level and existing red metal panels on upper level and at storefront. Make necessary repairs to existing masonry, matching color, texture and tooling of original mortar. Refer to Preservation Brief #12: Repairing Mortar Joints in Historic Buildings.
6. Rebuild storefront area and upper cornice per historic photograph, or uncovered physical evidence, or in a new compatible contemporary style.
7. Repair or replace windows in original openings on upper level to match existing physical evidence or to replicate historic photograph. Note: Number of windows unknown at time of drawing.

General Recommendations:

8. Remove any unnecessary conduit and wires, as well as vegetation on brick. Make necessary repairs to existing masonry on all sides of building, matching color, texture and tooling of original mortar. Refer to Preservation Brief #12: Repairing Mortar Joints in Historic Buildings. Maintain existing painted signs on rear elevation of building.
9. Make any necessary repairs to roof, gutters and



② REAR AND SIDE ELEVATION
NOT TO SCALE



③ UPPER SIDE ELEVATION
NOT TO SCALE



FRAZER ASSOCIATES

ARCHITECTS • INTERIORS • LANDSCAPE ARCHITECTS
1000 W. BROADWAY, SUITE 1000, VIRGINIA BEACH, VA 23462
757.433.8800



238 E. Broadway
Hopewell, Virginia

02/09/2012
86002.KK.04

A1

Governor McDonnell Announces More than \$2 Million in Industrial Revitalization Fund Grants

– Grants will help to revitalize derelict commercial and industrial structures in communities –

RICHMOND - Governor Bob McDonnell today announced more than \$2 million in Industrial Revitalization Fund (IRF) grants for five projects in Virginia. The IRF program provides gap financing for construction projects aligned with local and regional economic development strategies, primarily in distressed communities.

"This program focuses on bringing derelict structures back to life," said Governor McDonnell. "By revitalizing vacant structures, we are encouraging economic growth in communities that want new investments and creating new vitality for vacant buildings."

Projects were reviewed and evaluated competitively, with an emphasis on those with a high level of blight, identification of impediments to economic development efforts, alignment with regional or local strategies, availability of matching resources, level of community distress where the property is located and an identified and feasible end use.

The maximum award was \$600,000 per project. Seventeen applications totaling nearly \$7.4 million in requests were received by the Department of Housing and Community Development (DHCD). The funds are intended to leverage local and private resources to achieve market-driven redevelopment of these derelict structures, creating catalysts for long-term employment opportunities and on-going physical and economic revitalization.

2014 IRF Grant Awards:

| Applicant | Proposal Name | Award Offer |
|--|--|-------------|
| City of Martinsville | Henry Hotel Redevelopment Project | \$600,000 |
| City of Hopewell | 238 E. Broadway Rehabilitation Project | \$387,900 |
| Wise County Industrial Development Authority | Wise Inn Redevelopment Project | \$200,000 |
| St. Paul Industrial Development Authority | Willis Building Rehabilitation Project | \$600,000 |
| Town of Clifton Forge | Masonic Theater Rehabilitation and Expansion Project | \$250,000 |

###

Guncotton Coffee Before and After



Guncotton Coffee Before and After



Guncotton Coffee Before and After





Old Victoria's Attic Before and After



VIRGINIA MAIN STREET: The community is a designated Virginia Main Street Community and as such these drawings are provided at no charge to the property owner. The Virginia Main Street program is sponsored through the Virginia Department of Housing and Community Development.

SCHEMATIC DESIGN: This drawing is conceptual and is not a working drawing for construction. The notes are intended as guidance for rehabilitation. Any changes to the conceptual design should be reviewed and approved by the Main Street Designer and the Local Program Manager. Some aspects of the design may require further drawings prior to construction. Field check any dimensions shown on this drawing. It is the responsibility of the owner and contractor to acquire additional technical or professional assistance as needed before or during construction.

REHABILITATION GUIDELINES: Questions regarding rehabilitation methods should be addressed to the Virginia Main Street Architect and can be found on the Virginia Main Street Design Checklist if included.

COLOR & MATERIALS CHART

Acquire paint chip or material sample for more accurate color or material representation.

PAINT:

Benjamin Williams Paint or equivalent

P1: 2025 Herring Fog



P2: T008 Extra White or standard white finish



P3: 6257 Gibraltar



P4: 2836 Black Emerald or standard black



FINISHING FABRIC:

Benjamin Williams Fabric or equivalent

F1: T003 Alloy Steel



EXISTING FACADE

Dimensions provided by other. Verify all dimensions in field.

SIGN INFORMATION, SQ. FEET (SF):
Maximum allowable sign area = 50 SF

- New projecting sign: (3) 3.75 SF = 11.25 SF
- New window sign: (3) 4.75 SF max. = 14.25 SF
- 6" high letters max.
- Less than 20% of existing window area (primary window = 4.75 SF max. area, which may be a 28" x 18" - based sign)
- TOTAL SIGN AREA: 25.5 SF**



- 1. Repair, or remove siding on new solid plywood panel masonry opening and install masonry. Prime and paint.
- 2. Repair or replace existing storefront at 235, 237 & 239, and install new brick-faced bulkhead storefront at 235. New storefront to be installed with new 34" x 68" fiberglass entry door and 18" x 36" display window. Provide ADA code and accessibility requirements. Frame with standard white paint. Door pull shown is Aesa wood 1150 pul bar, optional. Install door stop to protect display glass.
- 3. Repair and prime existing storefront at 235, 237 & 239. Replace if beyond repair. Deeper metal framework will be required for insulated glass. Paint or finish to match new storefronts. See optional door pull information above.
- 4. Condition of existing trim and flashing above storefronts unknown at time of drawing. If in good condition or repairable, prime and paint. Or, metal new metal, wood or polyurethane storefront cornice with metal flashing into existing brick mortar joint as shown.
- 5. Inspect wall cap flashing. Paint, optional. Replace if needed. Coordinating dark grey finish shown.
- 6. Inspect masonry and mortar joints. Repair and patch as needed. Scrape, prime and paint. See attached for repair information.
- 7. Scrape, prime and paint side and rear walls.
- 8. Provide new open-sided, fabric awnings. 60" projection & 58" drop to top of valance, with loose 8" valance and 41" high address numerals.
- 9. Provide new projecting sign brackets and sign lighting. Tenant to provide metal sign panels with at least two strength and durability properties of poly-BOCS-118, secure cut edges and baked enamel finish.
- 10. Tenant to provide window film sign.



VIEW FROM WEST-BOUND TRAFFIC

FRAZIER ASSOCIATE
ARCHITECTURE • INTERIORS DESIGN • ARTWORK
275 NORTH AVENUE SUITE 2000, CHARLOTTE, NC 28206
PHONE: 704.333.4444 FAX: 704.333.4444
WWW.FRAZIERASSOCIATE.COM

VIRGINIA MAIN Street
DESIGNATED DISTRICT OF HOPEWELL AND DOWNTOWN
HOPEWELL • DOWNTOWN
PARTNERSHIP

235-239 E. Broadway Avenue
Hopewell, Virginia

01/31/2017
86002.KK.31

A1
SHEET 1 OF 2

Old Victoria's Attic Before and After





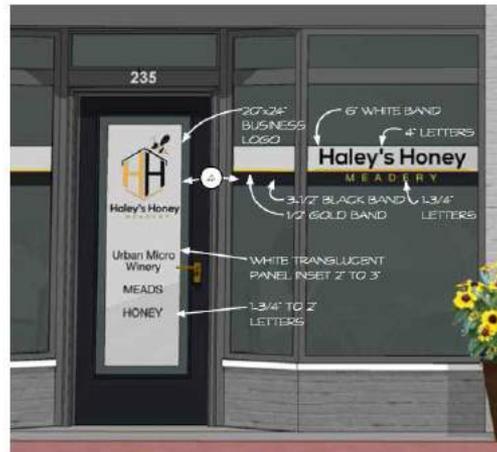
TENANT STOREFRONTS

KEYNOTES:

1. Prepare new masonry opening for side entry as per shop drawings and install new metal storefront entry with wood double doors and transom window. Storefront framing in drawings shown in gray for drawing clarity. Finish of storefront and doors to match existing on front facade.
2. Provide new projecting sign bracket with matte black finish and integrated sign lighting; see Sign Bracket (Stone) for examples of Paladoc Lighted Wall Mount Sign Bracket. Coordinate sign panel with bracket and install as per manufacturer's instructions.
3. Provide new 36" x 24" projecting sign panel in either of the following options:
 - a. Painted ext.-grade wood panel;
 - b. Aluminum panel with at least the strength and durability properties of alloy 5005-H16, square cut edges and baked enamel finish.
4. Provide new window sign and decorative window film. White window film to have 80% translucency, all other film to be opaque. Coordinate color with projecting sign panel.
5. Consider integrating interior design elements—painted wood planking—on moveable planters, 48" x 22" x 6" shown here. Use high-grade, locking industrial casters for exterior. Add chain or cables and exterior grade emblems. Coordinate finishes with outdoor furniture and planters.
6. Proposed outdoor patio space to be coordinated with sidewalk dining.



ENTRY DOOR SIGN & WINDOW SIGN



FRAZIER ASSOCIATES

ARCHITECTURE • CONCEPT DESIGN • INTERIORS
 215 NORTH ALEXANDRA STREET, SUITE 100, VA 22601
 PHONE 540.663.4420 FAX 540.663.4429
 WWW.FRAZIERASSOCIATES.COM

VIRGINIA

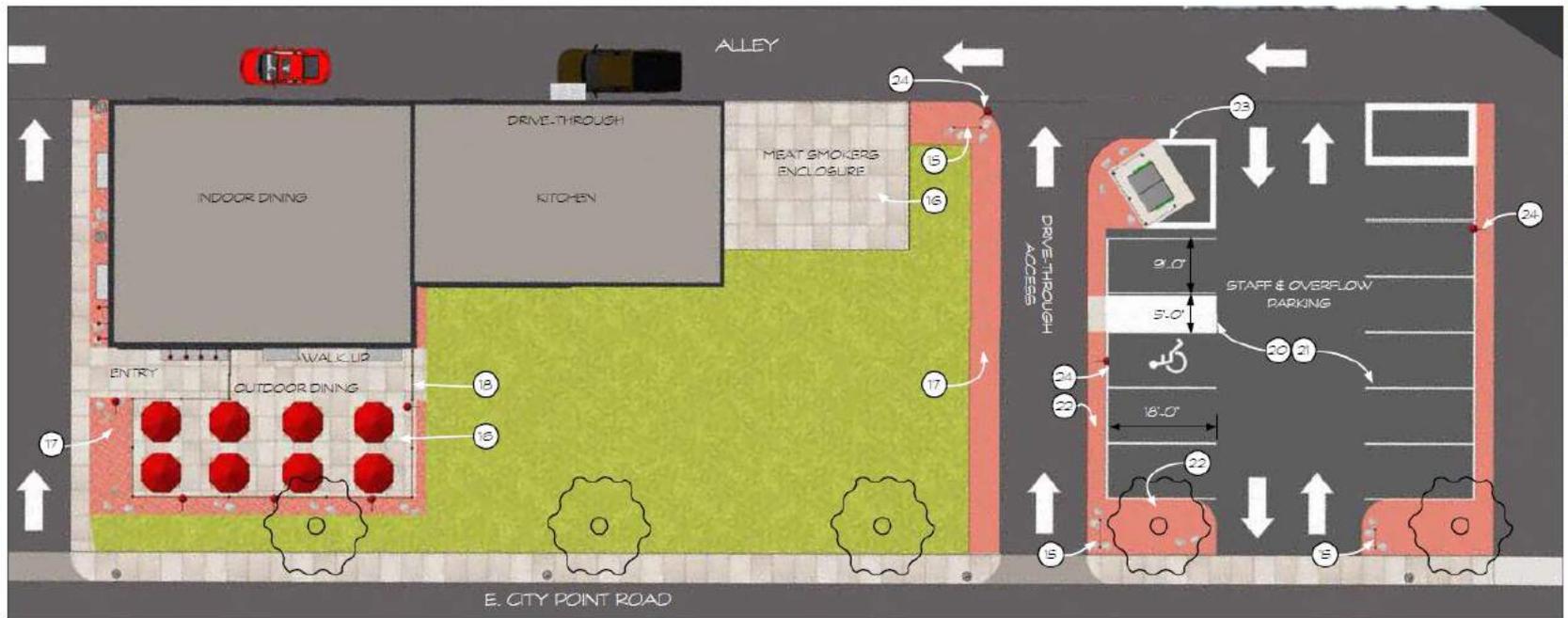
MAIN
 Street
 BUILDING DESIGN • INTERIORS • EXTERIORS • CONSTRUCTION

HOPEWELL DOWNTOWN
 PARTNERSHIP

235-237 E. Broadway Avenue
 Hopewell, Virginia

Revised 10/02/2018
 86002.KK.31

A2
 SHEET 2 OF 2



SITE PLAN - OPTION A



SEE SHEET A.2 FOR COMPLETE KEYNOTES.



OVERHEAD VIEW OF SOUTH & WEST FACADES WITH OUTDOOR DINING & LANDSCAPING - OPT. A



Before

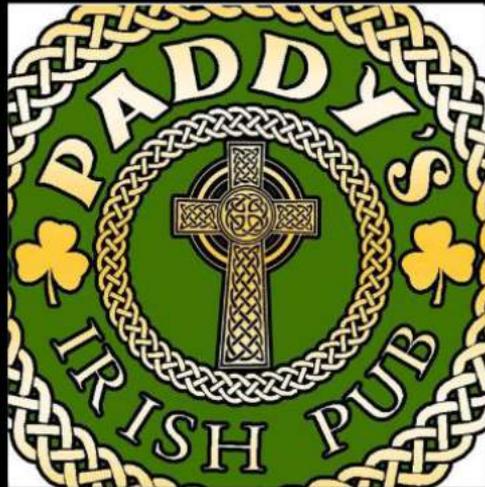
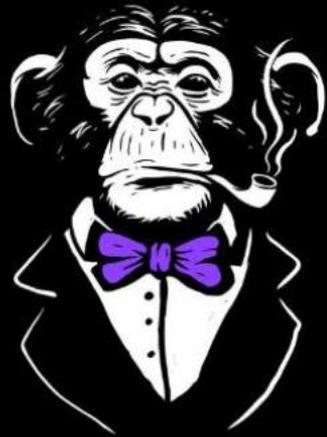
SAUCY'S BBQ
207 E CITY POINT ROAD



After

SAUCY'S BBQ
207 E CITY POINT ROAD





**LAMB
ARTS**



\$45,000 VBAF Grant

News Releases

News Releases from Headquarters > Office of the Administrator (AO) > Office of Policy (OP)

Trump Administration Announces Assistance to Support Community Revitalization through Local Food Enterprises

05/23/2018

Hopewell sets sights on kitchen incubator



alzheimer's association
Tabernacle Baptist Church
Community Life Center [Learn More](#)

By Kate Gibson
Staff Writer



Posted Jun 15, 2018 at 9:13 PM
Updated Jun 15, 2018 at 9:13 PM



'Local Foods' grant to connect city with food enterprise experts

HOPEWELL — In recent years, the local food movement has gathered momentum around the country, and Hopewell has gotten a taste of this trend too.



E*TRADE Platforms
E*TRADE Securities LLC

Virginia

In support of its goal to become a more healthy, walkable, and bikeable community, the Hopewell Downtown Partnership in Hopewell, Virginia will explore creating a new kitchen incubator in a downtown building that could help develop new food entrepreneurs and catalyze new businesses to locate in vacant storefronts. A possible community garden on an adjacent lot will help educate residents and contribute to the area's revitalization.

MOST POPULAR

1. Prince George County's 'Incredible'



WELCOME TO HOPEWELL

The Hopewell Downtown Partnership is dedicated to building a healthy, vibrant, and prosperous central downtown district for the Hopewell Community. [Learn More](#)



Community See All

👤 Daniel Jones and 84 other friends like this or have checked in



[Invite Friends](#)

👍 5,785 people like this

👤 5,776 people follow this

About See All



Promote your business locally to lead people directly to 205 1/2 E Broadway Ave.



Haley's Honey Mead and Paint Night
December 21 @ 6:30 pm - 7:30 pm



Christmas Trivia

Christmas Trivia at Haley's Honey Meadery
December 22 @ 4:00 pm - 5:00 pm
Bring your Christmas knowledge to compete in Christmas Trivia!



Third Thursday Open Air Marketplace

- New event series in 2017-18!
- 1,500+ attendees at events May-August
- Increased revenue for downtown retailers
- Featured 30+ local vendors at each event



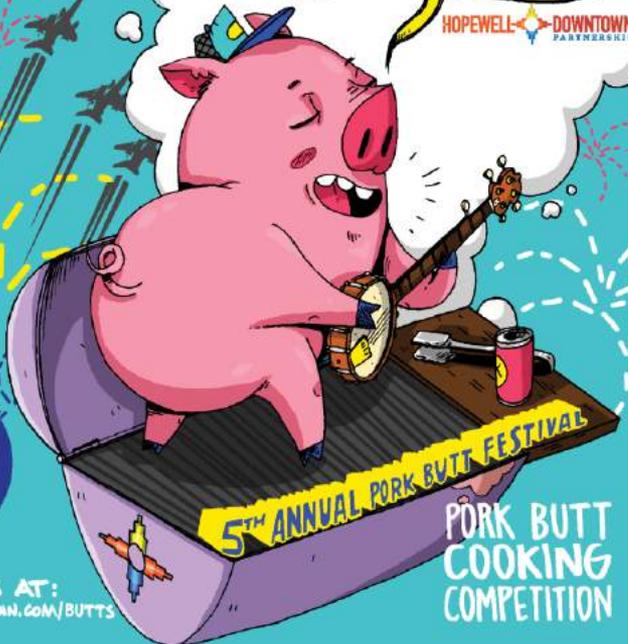
Fifth Annual Butts to Broadway



Event Sponsorships & Partnerships

- 2018 brought in over \$28,000 in sponsorships for the HDP
 - CSX Corporation: \$5,000
 - Ashland Specialty Ingredients: \$2,000
 - AdvanSix: \$5,000
 - The Boathouse: \$1,000
 - Columbia Gas: \$3,000
 - Parr & Abernathy: \$1,000
 - John Randolph Medical Center: \$3,000
 - Other sponsorships: State Farm, JES Foundation, Ellis Family Dentistry, ISI Inc, John Randolph Medical Center, Virginia Community Capital, Sona Bank, Ticketstobuy
 - Trapezium Brewing Company: \$3,000
 - Caremore Anthem: \$3,000

Get your butts to Broadway.



TICKETS: \$15

MORE DETAILS AT: WWW.HOPEWELLDOWNTOWN.COM/BUTTS

PORK BUTT COOKING COMPETITION

SATURDAY, JUNE 30th, 5-9 PM

FREE ADMISSION. TASTING TICKETS \$15 INCLUDES SAMPLING OF ALL BBQ AND A VOTE. 205 E. BROADWAY, DOWNTOWN HOPEWELL, VA

FIREWORKS AT 9:30 PM VIEWING LOCATIONS AT JHW RANDOLPH HOSPITAL AND HOPEWELL CITY MARINA. FREE U.S. AIR FORCE BAND CONCERT FRIDAY 7 PM, HOPEWELL HIGH SCHOOL



HOPEWELL DOWNTOWN PARTNERSHIP PRESENTS:

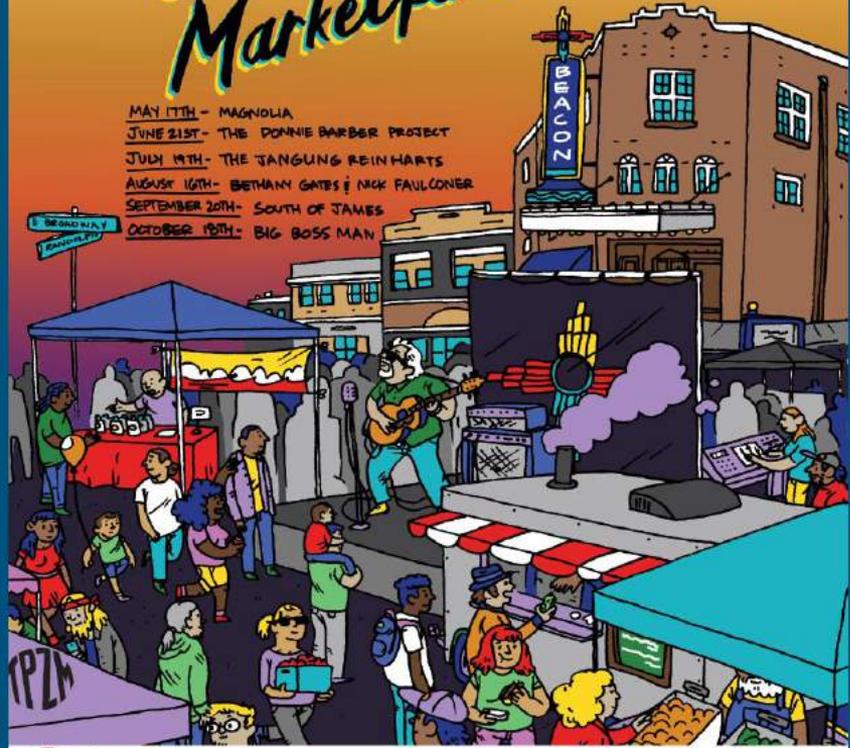
Third Thursday's Open Air Marketplace

THIRD THURSDAYS 5:30-8:30 PM

WWW.HOPEWELLDOWNTOWN.COM/MARKETPLACE

DOWNTOWN HOPEWELL - E BROADWAY & RANDOLPH RD. LIVE MUSIC | CRAFT BEER | KIDS ACTIVITIES | FOOD TRUCKS | MANY VENDORS

- MAY 11TH - MAGNOLIA
JUNE 21ST - THE DONNIE BARBER PROJECT
JULY 19TH - THE JANGUNG REINHARTS
AUGUST 16TH - BETHANN GATES & NICK FAULCONER
SEPTEMBER 20TH - SOUTH OF JAMES
OCTOBER 18TH - BIG BOSS MAN



Light Up the Night

Hopewell's Annual Parade & Tree Lighting **CELEBRATION**

December 4th, 2016

3:30pm - 5:30pm

Parade
Cavalier Square to
Ashford Plaza



5:30pm - 6pm

Tree Lighting
Ashford Civic Plaza

6pm - 8pm

Visits with Santa at the Beacon Theatre
Downtown Activities - including a
Horse & Carriage, Mini Train,
Petting Zoo, and More!
Beacon Concerts - and a Special
Screening of the new
Hopewell Movie



www.hopewelldowntown.com/holidays



THE **100** 2016
HOPEWELL
VIRGINIA

THE BEACON
THEATRE
ESTABLISHED 1922

HOPEWELL  DOWNTOWN
PARTNERSHIP

Wonder City Wonderland

BRUNCH WITH SANTA



Experience a Wondercity Wonderland with a Motion Graphic Lighting Display, Two Musical Ensembles, One Dance Troop, an Exceptional Brunch Buffet, and of course Santa Claus! Nothing else comes close to the Wondercity Wonderland Experience!

SATURDAY, DECEMBER 8TH AT 10AM
GUNCOTTON COFFEE AND GALLERY

SATURDAY, DECEMBER 8TH AT 10AM
GUNCOTTON COFFEE AND GALLERY



Photo: Kathy Ash

HDP's Contribution to Downtown

- Over a dozen grants totaling ~\$1,282,400
- Private Investment totaling ~\$6,500,000
- Public Investment totaling ~\$4,500,000
- **Total Investment ~\$12,282,400**



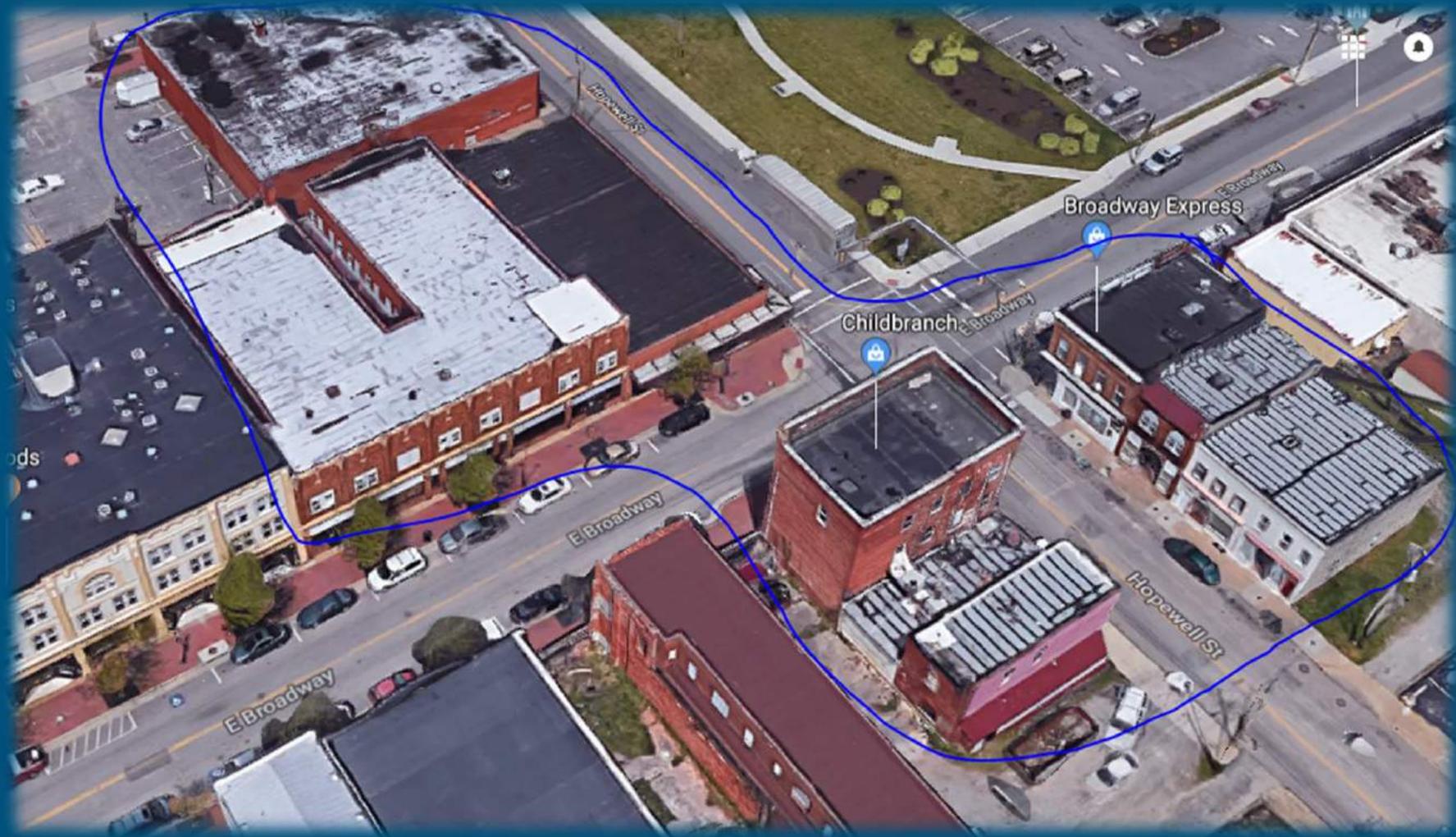
HDP's Contribution to Downtown

- **24** New Businesses Open
- **8** Interior Rehabs
- **13** Façade Rehabs
- **11** Full Building Rehabs
- **14** Properties Sold



- Conventional wisdom used to be that creating a strong economy came first, and that increase population and a higher quality of life would follow. Now the converse is true: creating a higher quality of life is the first step to attracting new residents and jobs.





City Initiatives

- Façade Grant Fund
- Wayfinding
- Two-hour Parking
- Alley Improvements
- Adoption of Brownfields plan
- Moving to a form based code
- Complete Streets



PUBLIC HEARINGS

**COMMUNICATIONS
FROM CITIZENS**

**REGULAR
BUSINESS
REPORTS OF
THE CITY
MANAGER**

R-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- Civic Engagement
- Culture & Recreation
- X 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: To extend the closing date for Francisco Landing by 90 days

ISSUE: Due to the merger of the bank that the developer (Francisco Landing Holdings Inc.) was using for the Francisco Landing Project, as well as the need for City staff to subdivide the property prior to closing, the Developer has requested a 90-day extension in the closing date of the property.

RECOMMENDATION: Staff recommends a 90-day extension for the closing date of the Francisco Landing Project, to City Council.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

STAFF: Charles Dane, Asst. City Manager
John M. Altman, City Manager
Tevya Griffin, Development Director
Stefan Calos, City Attorney

SUMMARY:

- | | | |
|--------------------------|--------------------------|------------------------------------|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Debbie Randolph, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Johnny, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jasmine Gore, Ward #4 |

- | | | |
|--------------------------|--------------------------|--------------------------------------|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Janice Denton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice-Mayor Patience Bennett, Ward #7 |



FIRST AMENDMENT TO DEVELOPMENT AGREEMENT

This First Amendment to Development Agreement is effective February _____, 2019, by and between THE CITY OF HOPEWELL, a Virginia municipal corporation (“Hopewell”), and FRANCISCO LANDING HOLDINGS LLC, a Virginia limited liability company (the “Developer”) (collectively, the “Parties” and individually a “Party”), and recites and provides as follows.

RECITALS

Hopewell and Developer are party to that certain Development Agreement dated and effective November 27, 2018, and signed by the Parties on December 6, 2018 (the “Development Agreement”).

The Developer wishes to delay the Closing Date (as this and other terms herein are defined in the Development Agreement) by 90 days to facilitate additional pre-development activities.

AGREEMENT

Now therefore in consideration of the Property, the mutual benefits to the Parties, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Paragraph 2 of the Development Agreement shall be replaced in its entirety by:

2. “Closing. Closing on the Copeland Property shall occur on or before June 7, 2019 (the “Closing Date”).”

IN WITNESS WHEREOF, this First Amendment to Development Agreement is effective on the date first written above.

THE CITY OF HOPEWELL

By: _____
John M. Altman, Jr.
City Manager
Date of execution: _____

FRANCISCO LANDING HOLDINGS LLC

By: _____
Charles R. Bowman
Member
Date of execution: _____

FIRST AMENDMENT TO AGREEMENT OF SALE AND PURCHASE

This First Amendment to Agreement of Sale and Purchase is effective February _____, 2019, by and between THE CITY OF HOPEWELL, a Virginia municipal corporation (“Seller”), and FRANCISCO LANDING HOLDINGS LLC, a Virginia limited liability company (the “Purchaser”) (collectively, the “Parties” and individually a “Party”), and recites and provides as follows.

RECITALS

Hopewell and Developer are party to that certain Agreement of Sale and Purchase made and effective November 27, 2018 (the “Purchase Agreement”).

The Developer wishes to delay the Closing Date (as this and other terms herein are defined in the Purchase Agreement) by 90 days to facilitate additional predevelopment activities.

AGREEMENT

Now therefore in consideration of the Property, the mutual benefits to the Parties, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

Paragraph 3 of the Purchase Agreement shall be replaced in its entirety by:

3. “Closing. Closing shall take place on June 7, 2019 (“**Closing**” or the “**Closing Date**”), or sooner if mutually agreed to by the parties. Closing shall be made at a mutually acceptable time at the offices of Purchaser’s attorney (or such other place as may be agreed upon by the parties, or if possible by means of wire, courier and other agreeable means of communication).”

IN WITNESS WHEREOF, this First Amendment to Agreement of Sale and Purchase is effective on the date first written above.

THE CITY OF HOPEWELL

By: _____
John M. Altman, Jr.
City Manager
Date of execution: _____

FRANCISCO LANDING HOLDINGS LLC

By: _____
Charles R. Bowman
Member
Date of execution: _____

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 Funds for Hummel Ross Rd Project

ISSUE: The **Hummel Ross Road Project** is a VDOT Revenue Sharing project to widen and provide drainage improvements to the existing road. As part of this programmatic agreement between the City of Hopewell and VDOT, the City is responsible for providing the 50% local match of the total project cost.

On January 15, 2019 the Hopewell Water Renewal Commission voted to endorse the Hummel Ross Road Improvements Project and provide the local funding match necessary to complete the Preliminary Engineering (PE) and Right-of-Way (RW) phases of the project. The total budget for these two phases is \$292,000 with a required local match of \$146,000.

A copy of the January 15, 2019 presentation to the Hopewell Water Renewal Commission and VDOT Project Financing Document (Appendix A) is included in the agenda packet.

RECOMMENDATION: Staff recommends to appropriate \$146,000 from Hopewell Water Renewal FY 19 unassigned revenue to provide the required local match for the Hummel Ross Road Improvements Project PE and RW phases.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

STAFF: Johnnie Butler, City Engineer
Jerry Byerly, Hopewell Water Renewal Director

SUMMARY:

- | Y | N | | Y | N | |
|--------------------------|--------------------------|------------------------------------|--------------------------|--------------------------|--------------------------------------|
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Debbie Randolph, 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 Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Johnny Partin, Ward #3 | <input type="checkbox"/> | <input type="checkbox"/> | Vice-Mayor Patience Bennett, Ward #7 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jasmine Gore, Ward #4 | | | |



Water Renewal
Department
Jerry Byerly, Director

To: March Altman
From: Jerry Byerly
Date: 27 February, 2019
Re: Use of outside revenues for Road Maintenance Project

In the Hopewell Water Renewal Commission meeting on January 15, 2019 the following was discussed:

- Johnny Butler and Austin Anderson presented to the Commission a request for the Commission to provide the \$ 626,000.00, which is the City share to essentially rebuild Hummell Ross Road
- \$146,000 from current leachate revenues are needed this year
- The remaining \$480,000.00 will be included in FY 20 Capital budget
- Outside Revenues from leachate were billed in the amount of \$ 2,675,818.00 million for the 1st half of FY19
- The commission unanimously approved the request

Please see the attached Council Action Request for your review.

Appendix A - Rev 1

Date: 7/7/2017

Project Number: 9999-116-R90 UPC: 108709 CFDA # Locality: City of Hopewell

Project Location ZIP + 4: 23860 + 2721 Locality DUNS# 010060101

Locality Address (incl ZIP+4):
300 North Street
Hopewell, VA 23860-2721

Project Narrative

Scope: Hummel Ross Rd. Reconstruction: Install C & G, Aprons, Full Width Pavement, Drainage

From: Route 10, Randolph Road

To: End/Bridge

Locality Project Manager Contact info: Johnnie Butler 804-541-2319

Department Project Coordinator Contact Info: Jimmy Shepherd 804-524-6398

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$177,600 | \$97,500 | \$888,000 | \$1,163,100 |
| Estimated VDOT Project Expenses | \$14,400 | \$2,500 | \$72,000 | \$88,900 |
| Estimated Total Project Costs | \$192,000 | \$100,000 | \$960,000 | \$1,252,000 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type <i>(Choose from drop down box)</i> | Local % Participation for Funds Type | Local Share Amount | Maximum Reimbursement (Estimated Cost - Local Share) | Estimated Reimbursement to Locality (Max. Reimbursement - Est. VDOT Expenses) |
|-----------------------------|-------------------------|--|---|--------------------|---|--|
| Preliminary Engineering | \$192,000 | Revenue Sharing | 50% | \$96,000 | \$96,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$192,000 | | | \$96,000 | \$96,000 | \$81,600 |
| Right of Way & Utilities | \$100,000 | Revenue Sharing | 50% | \$50,000 | \$50,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$100,000 | | | \$50,000 | \$50,000 | \$47,500 |
| Construction | \$960,000 | Revenue Sharing | 50% | \$480,000 | \$480,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$960,000 | | | \$480,000 | \$480,000 | \$408,000 |
| Total Estimated Cost | \$1,252,000 | | | \$626,000 | \$626,000 | \$537,100 |

| | |
|---|-----------|
| Total Maximum Reimbursement by VDOT to Locality (Less Local Share) | \$626,000 |
| Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses) | \$537,100 |

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | | | | Aggregate Allocations |
|--------------------------------|--------------------------------|--|--|--|--------------------------|
| \$626,000 | \$626,000 | | | | \$1,252,000 |

- Program and Project Specific Funding Requirements**
- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Urban Manual.
 - The locality will continue to operate and maintain the facility as constructed. Should the design features of the project be altered by the locality subsequent to project completion without approval of the Department, the locality inherently agrees, by execution of this agreement to make restitution, either physically or monetarily as required by the Department.
 - In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality shall complete project scoping on or before 06/01/2017.
 - This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$626,000 (if applicable)
 - All local funds included on this appendix have been formally committed by the local government's council resolution.
 - This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
 - Revenue Sharing funds above consist of the following fiscal year(s):
 - FY17 - \$770,240 (\$385,120 state match and \$385,120 local match)
 - FY18 - \$481,760 (\$240,880 state match and \$240,880 local match)
 - This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing Projects. Any revision to this Appendix A will also require a revision to the Appendix B that is part of the agreement.

Johnnie E. Butler 03/16/18
Authorized Locality Official and Date

JOHNNIE E. BUTLER
Typed or printed name of person signing

James F. Shepherd
Authorized VDOT Official and Date 3/16/18

James F. Shepherd
Typed or printed name of person signing

HUMMEL ROSS ROAD IMPROVEMENTS PROJECT

HOPEWELL WATER RENEWAL
COMMISSION PRESENTATION

BY:

JOHNNIE BUTLER, CITY ENGINEER
AUSTIN ANDERSON, CONSTRUCTION MANAGER

HUMMEL ROSS ROAD IMPROVEMENTS PROJECT

- ▶ **SCOPE - PROVIDE ROADWAY AND DRAINAGE IMPROVEMENTS TO ~2300 LF OF HUMMEL ROSS ROAD NORTH OF ROUTE 10**
 - **INCREASE ROAD SECTION WIDTH TO 36' CURB TO CURB**
 - **REMOVE EXISTING ASPHALT ROAD SECTION AND REPLACE WITH HEAVY DUTY CONCRETE PAVEMENT**
 - **PROVIDE INBOUND TRUCK STORAGE LANE IN ADDITION TO LOCAL INBOUND/OUTBOUND LANES**
 - **STORMWATER MANAGEMENT IMPROVEMENTS WITHIN CORRIDOR**

HUMMEL ROSS ROAD – FUNDING PARTICIPATION

▶ **VDOT REVENUE SHARING PROGRAM**

- 50% LOCAL FUNDS MATCHED WITH STATE FUNDS FOR QUALIFIED PROJECTS
- PROJECT ADMINISTRATION PERFORMED BY CITY OF HOPEWELL
 - CONTRACT ADMINISTRATION
 - SITE INSPECTION, QUALITY CONTROL
 - MATERIALS NOTEBOOK AND INVOICE REIMBURSEMENT

HUMMEL ROSS ROAD – FUNDING PARTICIPATION

- ▶ **VDOT REVENUE SHARING PROGRAM**
 - INITIALLY APPROVED 09/13/16 FOR PARTIAL FUNDING
 - FULL 50% REIMBURSEMENT APPROVED 03/18/18
 - SEE ATTACHED VDOT FORM APPENDIX A PROJECT FINANCING AGREEMENT

HUMMEL ROSS ROAD – SCHEDULE

- ▶ **3 PHASE PROJECT DELIVERY SCHEDULE**
 - **PRELIMINARY ENGINEERING PHASE**
 - *SCOPE PROJECT: 04/18/18 (30% PLANS)*
 - *COMPLETE BY JANUARY 2020*
 - **RIGHT-OF-WAY/UTILITIES PHASE**
 - *START: 05/14/19*
 - *COMPLETE BY JANUARY 2020*
 - **CONSTRUCTION PHASE**
 - *ADVERTISE PROJECT: 04/13/20*
 - *COMPLETE PROJECT BY FALL 2021*

HUMMEL ROSS ROAD – SUMMARY

- ▶ **\$1,252,000 TOTAL PROJECT COST**
 - **REVENUE SHARING LOCAL MATCH: \$626,000**
 - **REVENUE SHARING STATE MATCH: \$626,000**

- ▶ **REQUEST COMMISSION TO ALLOCATE UNASSIGNED REVENUE TO SPONSOR THE LOCAL CONTRIBUTION TO THE PROJECT**

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 of \$425,431.86-Praxair Inc.**

ISSUE: Praxair, Inc. amended its tax returns.

RECOMMENDATION: Resolve to approve refund of \$425,431.86 for amended tax returns. This amount includes prorated amounts and interest (10%).

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER**STAFF:**

Joan E. Gosier, City Treasurer
 La Tonya M. Felton, Deputy City Treasurer
 Debra K. Reason, Commissioner of the Revenue

SUMMARY:

Y N

- Councilor Debbie Randolph, Ward #1
- Councilor Arlene Holloway, Ward #2
- Councilor Johnny, Ward #3
- Mayor Jasmine Gore, Ward #4

Y N

- Councilor Janice Denton, Ward #5
- Councilor Brenda Pelham, Ward #6
- Vice-Mayor Patience Bennett, Ward #7





Joan E. Gosier, MBA
City Treasurer

jgosier@hopewellva.gov
p: (804) 541-2260
f: (804) 541-2444

300 North Main Street
Suite 109
Hopewell, VA 23860

www.hopewellva.gov

TO: The Honorable Members of City Council

FROM: Joan E. Gosier, Treasurer
Debra K. Reason, Commissioner of the Revenue

DATE: February 26, 2019

SUBJECT: Refund over \$2,500/\$425,431.86 due to Praxair, Inc.

In accordance with State Code sections 58.1-3981 and 58.1-3990. Therefore, we request approval a **\$425,431.86** refund to Praxair, Inc. This refund includes prorated amount due, including interest.

Thank you for your consideration.

Joan E. Gosier

§ 58.1-3981. Correction by commissioner or other official performing his duties.

A. If the commissioner of the revenue, or other official performing the duties imposed on commissioners of the revenue under this title, is satisfied that he has erroneously assessed such applicant with any such tax, he shall correct such assessment. If the assessment exceeds the proper amount, he shall exonerate the applicant from the payment of so much as is erroneously charged if not paid into the treasury of the county or city. If the assessment has been paid, the governing body of the county or city shall, upon the certificate of the commissioner with the consent of the town, city or county attorney, or if none, the attorney for the Commonwealth, that such assessment was erroneous, direct the treasurer of the county, city or town to refund the excess to the taxpayer, with interest if authorized pursuant to § 58.1-3918 or in the ordinance authorized by § 58.1-3916, or as otherwise authorized in that section. However, the governing body of the county, city or town may authorize the treasurer to approve and issue any refund up to \$2,500 as a result of an erroneous assessment.

B. If the assessment is less than the proper amount, the commissioner shall assess such applicant with the proper amount. If any assessment is erroneous because of a mere clerical error or calculation, the same may be corrected as herein provided and with or without petition from the taxpayer. If such error or calculation was made in work performed by others in connection with conducting general assessments, such mistake may be corrected by the commissioner of the revenue.

C. If the commissioner of the revenue, or other official performing the duties imposed on commissioners of the revenue under this title, is satisfied that any assessment is erroneous because of a factual error made in work performed by others in connection with conducting general reassessments, he shall correct such assessment as herein provided and with or without petition from the taxpayer.

D. An error in the valuation of property subject to the rollback tax imposed under § 58.1-3237 for those years to which such tax is applicable may be corrected within three years of the assessment of the rollback tax.

E. A copy of any correction made under this section shall be certified by the commissioner or such other official to the treasurer of his county, city or town. When an unpaid erroneous assessment of real estate is corrected under this section and such real estate has been sold at a delinquent land sale, the commissioner or such other official making such correction shall certify a copy of such correction to the clerk of the circuit court of his county or city; and such clerk shall note such correction in the delinquent land book opposite the entry of the tract or lot for the year or years for which such correction is made.

F. In any action on application for correction under § 58.1-3980, if so requested by the applicant, the commissioner or other such official shall state in writing the facts and law supporting the action on such application and mail a copy of such writing to the applicant at his last known address.

(Code 1950, § 58-1142; 1956, c. 598; 1958, c. 585; 1960, c. 547; 1974, c. 362; 1975, c. 257; 1977, c. 99; 1980, c. 657; 1982, c. 332; 1984, c. 675; 1995, c. 108; 1998, c. 529; 1999, cc. 624, 631, 677.)

§ 58.1-3990. Refunds of local taxes erroneously paid.

The governing body of any city or county may provide by ordinance for the refund of any local taxes or classes of taxes erroneously paid. If such ordinance be passed, and the commissioner of the revenue is satisfied that he has erroneously assessed any applicant with any local taxes, he shall certify to the tax-collecting officer the amount erroneously assessed. If the taxes have not been paid, the applicant shall be exonerated from payment of so much thereof as is erroneous, and if such taxes have been paid, the tax-collecting officer or his successor in office shall refund to the applicant the amount erroneously paid, together with any penalties and interest paid thereon.

When the commissioner of the revenue who made the erroneous assessment has been succeeded by another person, such person shall have the same authority as the commissioner making the original erroneous assessment provided he makes diligent investigation to determine that the original assessment was erroneously made and certifies thereto to the local tax-collecting officer and to his local governing body.

No refund shall be made in any case when application therefor was made more than three years after the last day of the tax year for which such taxes were assessed; that however, if any tax is declared to be unconstitutional by a court of competent jurisdiction, the governing body may grant a refund of such tax hereunder to all taxpayers, for those years to which the court proceeding was applicable.

(Code 1950, § 58-1152.1; 1958, c. 71; 1960, c. 547; 1974, c. 362; 1976, c. 690; 1977, c. 99; 1978, c. 789; 1979, c. 517; 1984, c. 675.)

**REPORTS
OF THE
CITY
ATTORNEY**

Ronnieye Arrington

From: Calos, Stefan M. <scalos@sandsanderson.com>
Sent: Thursday, February 28, 2019 1:00 PM
To: Ronnieye Arrington
Cc: John M. Altman; Debbie Pershing; Charles E. Dane
Subject: Council rules
Attachments: Rules of Procedure, City Council, clean, approved through 2.26.19 (to be adopted after all rules approved), by smc as of 2.28.19.pdf; Rules of Procedure, City Council, Rule 405, current and proposed, clean and blacklined, by smc 2.28.19.pdf

Ronnieye, thanks. Per below, and in follow up to the February 26, 2019 city council meeting, I attach an updated draft of all rules approved through that date. It is now four numbered pages. Please keep them together, as one document. The document now includes:

- The updated version of Rule 201 (*Seating*) that was approved February 26, changing "immediate" to "most-recent" past mayor, among other things (the prior version was approved in 2018, and reconsidered on January 22 and February 12, before approval of the proposed changes on February 26);
- Rule 301 (*Regular Meetings*), which was approved as proposed; and
- Rule 302 (*Special Meetings*), which was also approved as proposed.

I also attach proposed Rule 405 (*Communications from Citizens and Others*). As directed at the February 26 meeting, I have provided three options, which include (1) no communications on agenda items, (2) communications even on agenda items, and (3) communications on agenda items upon waiver of rule.

Stefan M. Calos
Attorney
Sands Anderson PC

HOPEWELL CITY COUNCIL RULES OF PROCEDURE

These rules are authorized by the Hopewell Charter, Chapter IV, Section 4

CONDUCT OF MEETINGS— ROLES OF PRESIDING OFFICER, CITY CLERK, AND CITY ATTORNEY

- 101. Robert’s Rules of Order; Parliamentarian; Presiding Officer** – Where these rules are silent, *Robert’s Rules of Order* prevails (Charter IV.4). The city attorney is parliamentarian, whose ruling, when requested by or through the presiding officer, is final and binding, subject only to appeal to and a two-thirds vote of all council members. The presiding officer is the council president (mayor) or, in the mayor's absence, the vice-president (vice mayor) (Charter IV.5). If the mayor and vice mayor are absent, the temporary chair (see Rule 103) is the presiding officer.

[Approved 6.26.18 (this and other rules are to be adopted once all rules are approved); for consistency and gender-neutrality, "chairman" subsequently changed to "chair"]

- 102. Roll Call; Quorum** – The presiding officer takes the chair at the appointed meeting hour, and immediately calls council to order. The city clerk then calls the roll, and enters in the meeting minutes the names of the councilors as present or absent. In the absence of a quorum, the city clerk attempts to procure the attendance of absent councilors. A quorum exists when a majority of all councilors is present (Charter IV.4).

- 103. Temporary Chair** – In the absence of the mayor and vice mayor, the city clerk calls council to order, and calls the roll. If a quorum exists, council elects by majority vote of those present one of its members to be temporary chair until the mayor or vice mayor appears.

- 104. Appeals** – See Rule 101.

[Rules 102 - 104 approved 9.11.18; addition of "city" before "clerk" per 1.22.19 council meeting; for consistency and gender-neutrality, "chairman" subsequently changed to "chair"]

- 105. Voting Methods** – Votes upon a motion to adopt an ordinance or resolution are by roll call. All other votes are recorded by “ayes” and “nays” (Charter IV.8), unless the presiding officer requests a roll call. No councilor is excused from voting except on items that consider the councilor's official conduct, or involve the councilor's financial or personal interests (Charter IV.8). Although one cannot be compelled to vote (*Robert's Rules*), a councilor (a) who is present but fails to vote without having been excused under this rule, or (b) who, in violation of Rule 209, excused himself or herself from the meeting to avoid voting, may be disciplined (Charter IV.4; Va. Code § 2.2-3711).

[Approved 10.9.18]

- 106. Presiding Officer's Designee** – The presiding officer may designate another councilor to preside for a single issue. If the mayor is the presiding officer, the vice mayor is

designated. If the vice mayor is unavailable, the presiding officer may designate any other councilor.

[Approved 9.11.18]

**CONDUCT OF MEETINGS—
MEMBERS OF COUNCIL**

- 201. Seating** – Councilors are seated at the council chamber dais as follows. Mayor: center; vice mayor: immediate left of mayor; most-recent past mayor, if any: immediate right of mayor; remainder of members: in increasing numerical order by ward, starting at the far left of the mayor and the immediate right of the city manager. If the vice mayor is the most-recent past mayor, then the next-most-recent past mayor sits to the right of the mayor. The remaining seats are occupied, from the far left, by the city attorney, the city manager, the city clerk, and the assistant city clerk, respectively.

Sample Seating Chart

| | | | | | | | | | | |
|------------------------|---------------|---------------------|---------------------|-------------------------------|-------|---------------|---------------------|---------------------|-----------------|------------------|
| Asst. City Clerk | City Clerk | Councilor Ward 5 | Councilor Ward 3 | Most- Recent Past Mayor | Mayor | Vice Mayor | Councilor Ward 2 | Councilor Ward 1 | City Manager | City Attorney |
|------------------------|---------------|---------------------|---------------------|-------------------------------|-------|---------------|---------------------|---------------------|-----------------|------------------|

[podium]

[Approved 2.26.19]

- 202. Addressing Council** – Councilors and others are addressed or referred to as Mr., Mrs., Miss, Ms., Madam, and/or by title. For example, "Madam Mayor," "Vice Mayor Jones," "Councilor Smith," "Mr. Williams," or "the City Manager."

[Approved 10.9.18]

- 203. Discussion Limitation** – No member speaks for longer than ten minutes on any item or more than twice on any item (*Robert's Rules*), and not until every other councilor has had an opportunity to speak.

[Approved 1.22.19]

- 204. Voting Order** – Roll call for voting is by ward number. At the first meeting in January, the roll call starts with the Ward 1 councilor, and proceeds numerically, through the Ward 7 councilor. At each meeting thereafter, the roll call is rotated by beginning with the Ward 2 councilor at the second meeting, and so on until each councilor has voted first. Once all councilors have voted first, the process repeats.

[Approved 9.11.18]

- 205. Motions** – All motions, except those to adopt ordinances making appropriations, authorizing the contracting of indebtedness, or relating to the issuance of bonds or other evidences of debt, are confined to one subject (Charter IV.8).

[Approved 1.22.19]

206. RESERVED

[Approved 1.22.19, with this notation: No changes proposed at this time. Council would continue to reserve this number for a future rule. The familiar numbering of current rules would remain.]

207. Dissent or Protest – During debate, a councilor has the right to express dissent from or protest against the adoption of any ordinance or resolution.

208. Attendance – Councilors notify the city clerk of absence from a scheduled meeting, at least 12 hours in advance if possible. The city clerk promptly notifies all councilors of the absence, if a quorum might not be present.

[Rules 207 and 208 approved 1.22.19]

209. Excuse During Meeting – Any councilor may excuse himself or herself during a meeting, except to avoid voting.

[Approved 10.9.18]

REGULAR AND SPECIAL MEETINGS; AGENDA

301. Regular Meetings – Regular meetings are held in the council chamber, third floor of the Municipal Building, beginning at 7:30 p.m., at least once each month (Charter IV.6), on such days and at other times or places established at council's annual meeting (Va. Code § 15.2-1416).

302. Special Meetings – Special meetings are called by the city manager, the mayor, or any other councilor (Charter IV.6), upon notice that is reasonable under the circumstance (Va. Code § 2.2-3708.2) but no less than 12 hours. The city clerk immediately notifies, in addition to the public, the city manager, the city attorney, and each councilor by electronic mail or other writing if previously requested by the councilor, of the meeting time and place, and the specific items of business. No other items are considered unless all councilors are present and unanimously consent. Notice is waived if all councilors attend the meeting or sign a waiver (Va. Code § 15.2-1418).

[Rules 301 and 302 approved 2.26.19]

403. Minutes; Recordings – Meetings are electronically recorded. In accordance with *Robert's Rules of Order*, minutes contain a record of what was done at the meeting. A councilor may, however, direct through the mayor that the draft minutes of the meeting include a brief summary of the councilor's remarks regarding an agenda item. Such direction must be given at the same meeting in which the remarks were made and prior to the next agenda item.

[Approved 2.12.19]

- 406. Decorum** – Any person who makes personal, impertinent, abusive, or slanderous statements, or incites disorderly conduct in the council chamber may be reprimanded by the presiding officer, and removed from the meeting upon a majority vote of councilors present, excluding any councilor who is the subject of the motion.

[Approved 10.9.18]

405. Addressing Council (See Minute Book 26, Page 211, dated March 27, 2001.) – Each person addressing the Council shall step to the microphone, give name and indicate if they are a resident of Hopewell, and which voting ward they live in, and limit comments to five (5) minutes or less. No person shall be permitted to address Council a second time unless granted permission by the presiding officer 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.

A. Presentations – Presentations will be limited to **10 minutes**. The Mayor may extend this time limitation when deemed appropriate.

B. Communications from Citizens – A Communications from Citizens period, limited in time to 30 minutes, shall be part of the Order of Business at each regular Council meeting. Each speaker will be limited to **three minutes**. No citizen will be permitted to speak on any item scheduled for consideration on the regular agenda of the meeting. The Mayor may extend this time limitation when deemed appropriate. The order of speakers, limited by the 30-minute time period, shall be determined as follows:

1. First, in chronological order of their signing up, persons who have signed a sign-up sheet placed by the Clerk in the rear of the meeting room prior to the meeting (they may telephone the City Clerk and request that their name be added to the sign-up sheet); and
2. Second, in chronological order, persons who have met the requirements of (a) above, and who spoke at the immediately previous public information period; and
3. Finally, any other person desiring to make a comment who is recognized by the chair. (See Minute Book 26, Page 33, dated March 26, 2002.)

The Chair shall have the authority to determine that any matter addressed by a Citizen is not an appropriate matter to be heard at the Council meeting. If the Chair makes such

a determination, any member of Council may make a motion to allow the citizen to speak on the matter. No second shall be required and a majority vote of Council will make the final determination on the issue.

Proposed (blacklined) . . .

~~Addressing Council~~ (See Minute Book 26, Page 211, dated March 27, 2001.) ~~Communications from Citizens and Others~~ – The communications from citizens portion of the regular-meeting agenda is limited to three minutes per speaker and 30 minutes total, and to items not on the agenda. Speakers may contact the clerk in advance of, or sign up in person at, the meeting. They are called in the order they signed up, before others in the audience speak. Each person addressing the Council shall step to the microphone, give council approaches the podium, and gives name and indicate, if they are a resident of Hopewell, and which voting resident, ward they live in, and limit comments to five (5) minutes or less. ~~number.~~ No person shall be permitted to one may address Council a second time council more than once per meeting, unless granted permission by the presiding officer and no one shall speak more than twice on any subject in any one meeting. All remarks shall be addressed to Council. Speakers address 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, not individual councilors. Questions are asked a Council member (including Administration) except of councilors and staff through the presiding officer.

A. ~~**Presentations**~~ Presentations will be limited to **10 minutes**. The Mayor may extend this time limitation when deemed appropriate.

B. ~~**Communications from Citizens**~~ A Communications from Citizens period, limited in time to 30 minutes, shall be part of the Order of Business at each regular Council meeting. Each speaker will be limited to **three minutes**. No citizen will be permitted to speak on any item scheduled for consideration on the regular agenda of the meeting. The Mayor may extend this time limitation when deemed appropriate. The order of speakers, limited by the 30 minute time period, shall be The presiding officer, subject to free-speech considerations as determined as follows:

4. ~~First, in chronological order of their signing up, persons who have signed a sign up sheet placed by the Clerk in the rear of the meeting room prior to the meeting (they may telephone the City Clerk and request that their name be added to the sign up sheet); and~~
5. ~~Second, in chronological order, persons who have met the requirements of (a) above, and who spoke at the immediately previous public information period; and~~
6. ~~Finally, any other person desiring to make a comment who is recognized by the chair.~~ (See Minute Book 26, Page 33, dated March 26, 2002.)

~~The Chair shall have~~ by the city attorney, has the authority to determine that any matter addressed by a Citizen is not an appropriate matter to be heard at the Council meeting. If the Chair makes such a determination, any member of Council may make a motion to deem a matter inappropriate. Upon motion of any councilor, a majority of councilors present may allow the citizen to speak on the matter. No second shall be required and a majority vote of Council will make the final determination on the issue speaker to continue.

Proposed (clean, followed by two more options, blacklined) . . .

Communications from Citizens and Others – The communications from citizens portion of the regular-meeting agenda is limited to three minutes per speaker and 30 minutes total, and to items not on the agenda. Speakers may contact the clerk in advance of, or sign up in person at, the meeting. They are called in the order they signed up, before others in the audience speak. Each person addressing council approaches the podium, and gives name and, if a Hopewell resident, ward number. No one may address council more than once per meeting, unless granted permission by the presiding officer. Speakers address council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. The presiding officer, subject to free-speech considerations as determined by the city attorney, has the authority to deem a matter inappropriate. Upon motion of any councilor, a majority of councilors present may allow the speaker to continue.

OR

Communications from Citizens and Others – The communications from citizens portion of the regular-meeting agenda is limited to three minutes per speaker and 30 minutes total, ~~and to items not on the agenda.~~ Speakers may contact the clerk in advance of, or sign up in person at, the meeting. They are called in the order they signed up, before others in the audience speak. Each person addressing council approaches the podium, and gives name and, if a Hopewell resident, ward number. No one may address council more than once per meeting, unless granted permission by the presiding officer. Speakers address council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. The presiding officer, subject to free-

speech considerations as determined by the city attorney, has the authority to deem a matter inappropriate. Upon motion of any councilor, a majority of councilors present may allow the speaker to continue.

OR

Communications from Citizens and Others – The communications from citizens portion of the regular-meeting agenda is limited to three minutes per speaker and 30 minutes total, and to items not on the agenda, unless this rule is waived by a two-thirds vote of councilors present. Speakers may contact the clerk in advance of, or sign up in person at, the meeting. They are called in the order they signed up, before others in the audience speak. Each person addressing council approaches the podium, and gives name and, if a Hopewell resident, ward number. No one may address council more than once per meeting, unless granted permission by the presiding officer. Speakers address council as a body, not individual councilors. Questions are asked of councilors and staff through the presiding officer. The presiding officer, subject to free-speech considerations as determined by the city attorney, has the authority to deem a matter inappropriate. Upon motion of any councilor, a majority of councilors present may allow the speaker to continue.

**REPORTS
OF THE
CITY CLERK**

| Board, Commission, Committee | Current members | Vacancies |
|---|------------------------|------------------|
| Ashford Civic Plaza | 2 | 5 |
| Board of Building Code and Fire Prevention Code Appeals | 2 | 3 |
| Board of Zoning Appeal | 4 | 1 |
| Central Virginia Waste Management Authority | 1 | 1 |
| Community Policy and Management Team | 9 | 1 |
| Dock Commission | 0 | 5 |
| Economic Development Authority | 3 | 4 |
| Historic Preservation Committee | 5 | 2 (citizens) |
| Friends of the Appomattox River | 1 | 1 |
| Keep Hopewell Beautiful | 4 | 6 |
| Planning Commission/Wetlands Board | 4 | 1 |
| Recreation Commission | 4 | 3 |
| Social Services Advisory Board | 2 | 5 |
| Transportation Safety Board | 4 | 1 |
| Youth Services Commission | 11 | 4 |
| Virginia Gateway Region | 1 | 1 |

REPORTS OF THE CITY COUNCIL

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

IR-1

----- Forwarded message -----

From: **City Councilor Jasmine Gore** <goreje@mymail.vcu.edu>

Date: Mon, Sep 10, 2018 at 1:27 PM

Subject: Fwd: Hopewell Police Activity Report

To: Ronnieye Arrington <rarrington@hopewellva.gov>, March Altman <maltman@hopewellva.gov>, Charles E. Dane <cdane@hopewellva.gov>

Cc: Greg Taylor <gtaylor@hopewellva.gov>, Jessica Krack <jkrack@hopewellva.gov>

Good morning everyone,

Ever since the presentation from ShotSpotter, I have been reviewing the police reports in more detail to track shootings within the City. I have noticed that the Crime Summary listed below does not cover the crimes that typically have a lot of shooting associated with them according to how the Police Activity Reports shootings. I would like to have some additional information and clarity on how shootings are tracked and reported within the city. Please see my remarks, observations and questions below.

BACKGROUND:

I have reviewed the Police Activity Reports submitted from 1/1/18 until now and noticed that shootings were often reported under:

- WEAPON LAW OFFENSES
- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY
- HOMICIDE-MURDER/NON-NEGLIGENT
- ASSAULT-AGGRAVATED
- DRUG/NARCOTIC VIOLATION
- ROBBERY/INDIVIDUAL

However, the chart listed below does not include data for:

- WEAPON LAW OFFENSES
- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY
- DRUG/NARCOTIC VIOLATION
- ROBBERY/INDIVIDUAL

Granted when I did a talley of these reports, I noticed that the bulk of the offenses fall under:

- WEAPON LAW OFFENSES
- ASSAULT-AGGRAVATED

QUESTIONS:

1. Why wasn't the event on 1/23 documented as a homicide per the notes submitted?
2. Murder stats has 4; I guess due to number of victims not per reports listed? If so, why is it not listed twice if there are two victims? This number will now go up to 5 correct?
3. Where are the manslaughter deaths listed? For example the neglect case for the child, etc.
4. Who decides how these incidents are coded?
5. Why are they coded the way they are and how exactly are shootings documented/tracked?

REQUESTS:

I am going to go back from July 1st to review the reports again to add to the attached Excel Sheet. I would like to receive from the PD/Admin the following information:

1) Year to Date stats for:

- - WEAPON LAW OFFENSES
 - VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY
 - HOMICIDE-MURDER/NON-NEGLIGENT
 - ASSAULT-AGGRAVATED
 - DRUG/NARCOTIC VIOLATION (and any other drug violation)
 - ROBBERY/INDIVIDUAL

2) Calls ran due to shootings being called in/shoots fired

3) Year to Date stats that include shooting in the reports; duplicate what I have created in the attached Excel Sheet from 7/1-until now.

Please let me know what the turnaround time would be for this request. Please be advised that I will request tomorrow during our meeting during Councilor Communications. Will not go into detail or share any of these questions. I will just note for the record that I have requested this information because I would like to follow up on constituents concerns and complaints.

In addition, I am looking at a CDC grant for the city to apply for that address gun violence within the community. A peer of mine receive funding and technical support from the CDC due to members of the community expericine PTSD from repeated gun violence.

Sincerely,
Vice Mayor Gore

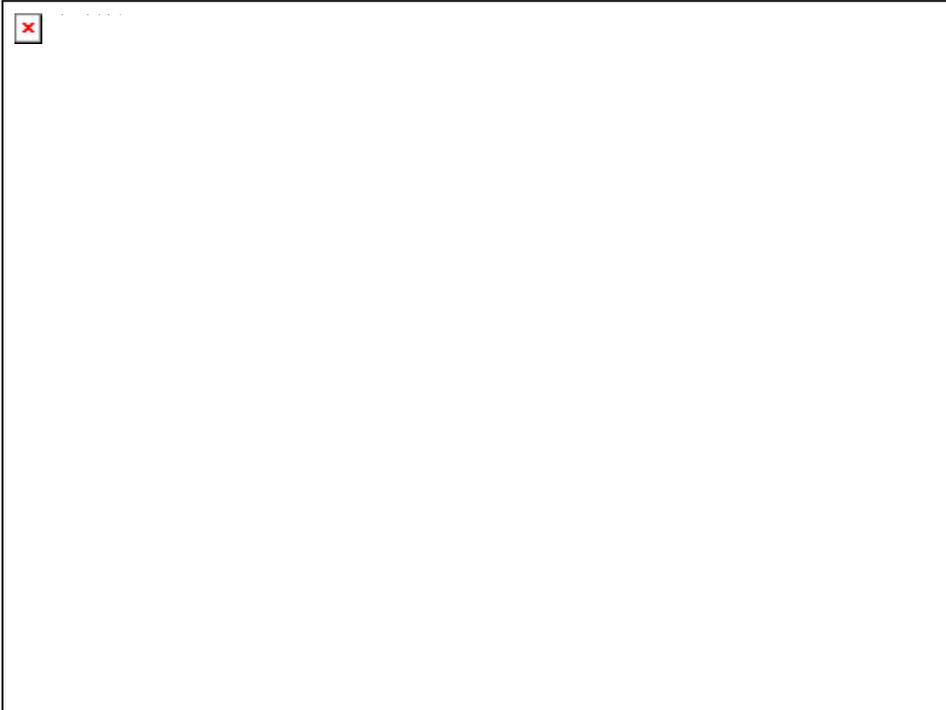
----- Forwarded message -----

From: **Debbie Pershing** <dpershing@hopewellva.gov>
Date: Thu, Sep 6, 2018 at 2:19 PM
Subject: Hopewell Police Activity Report

To: City Council <CityCouncil@hopewellva.gov>

Cc: "John M. Altman" <maltman@hopewellva.gov>, "Charles E. Dane" <cdane@hopewellva.gov>, Herbert Bragg <hbragg@hopewellva.gov>, Stefan Calos <scalos@sandsanderson.com>, Ronnieye Arrington <rarrington@hopewellva.gov>, Frazelle Hampton <fhampton@hopewellva.gov>

Here is the Police Activity Report for August 27 thru September 2, 2018:



Debra W. Pershing, Administrative Services Manager

Office of the City Manager

City of Hopewell

300 N. Main Street, Suite 216

Hopewell, VA 23860

 804.541.2243

 804.541.2248

 dpershing@hopewellva.gov

Visit us on the web at www.hopewellva.gov



Our Customer Service Philosophy – *“We are all public service professionals committed to providing a culture of excellence in customer service by addressing needs with a caring attitude on a consistent basis.”*

Our Promise – *We will treat everyone just as we wish to be treated by providing*

- ❖ *a warm and friendly greeting;*
- ❖ *our full attention and a sense of importance;*
- ❖ *competence, thorough handling, and follow-up; and*
- ❖ *a sincere “thank you.”*



Hopewell Police Department
Police Activity Report
8/27/2018 to 9/2/2018

2018002785

BURGLARY/BREAKING AND ENTERING/OUTBUILDING/GARAGE

8/31/2018 12:00:00AM

400 BLOCK BROWN AVE

ON 08/31/2018, POLICE RESPONDED TO THE 400 BLK OF BROWN AVE FOR A REPORTED LARCENY. UNKNOWN OFFENDER ENTERED GARAGE BY CUTTING LOCK AND STOLE GENERATOR, LADDERS AND SAFE CONTAINING GUN, JEWELRY AND PAPERS.

2018002736

BURGLARY/BREAKING AND ENTERING/RESIDENTIAL

8/27/2018 10:39:49AM

200 BLOCK E BROADWAY

ON 08/27/2018, POLICE RESPONDED TO THE 200 BLK OF E BROADWAY FOR A REPORTED BURGLARY. UNKNOWN OFFENDER ATTEMPTED TO ENTER RESIDENCE BY BREAKING WINDOW AND FLED WHEN OBSERVED BY RESIDENT.

2018002802

DRUG EQUIPMENT VIOLATIONS

9/2/2018 6:11:57PM

200 BLOCK S 15TH AVE

ON 09/02/2018, POLICE CONDUCTED A TRAFFIC STOP IN THE 200 BLK OF S 15TH AVE. DRIVER WAS FOUND TO BE IN POSSESSION OF NARCOTICS AND WAS ARRESTED.

2018002754

DRUG/NARCOTIC VIOLATION

8/29/2018 12:40:01AM

600 BLOCK WINSTON CHURCHILL DR/S 6TH AVE

ON 08/29/2018, POLICE CONDUCTED A TRAFFIC STOP IN THE 600 BLK OF WINSTON CHURCHILL RD. DRIVER AND PASSENGER WERE FOUND TO BE IN POSSESSION OF NARCOTICS AND WERE ARRESTED.

2018002766

DRUG/NARCOTIC VIOLATION

8/29/2018 10:18:00PM

400 BLOCK W RANDOLPH RD

ON 08/29/2018, POLICE RESPONDED TO THE 400 BLK W RANDOLPH RD FOR A REPORTED DRUG OFFENSE. NARCOTICS WERE RECOVERED AND SEIZED.

2018002790

DRUG/NARCOTIC VIOLATION

8/31/2018 7:12:09PM

5200 BLOCK PLAZA DR

ON 08/31/2018, POLICE RESPONDED TO THE 5200 BLK OF PLAZA DR FOR A REPORTED SUSPICIOUS PERSON. KNOWN OFFENDER WAS FOUND TO BE IN POSSESSION OF NARCOTICS AND WAS ARRESTED.

2018002732

LARCENY-ALL OTHER LARCENY

8/27/2018 2:00:00AM

3400 BLOCK JACKSON FARM RD

ON 08/27/2018, POLICE RESPONDED TO THE 3400 BLK OF JACKSON FARM RD FOR A REPORTED LARCENY. UNKNOWN OFFENDER ENTERED TRAILER BY FORCING DOOR AND STOLE TOOLS.

2018002784

LARCENY-ALL OTHER LARCENY

8/31/2018 2:00:00AM

2700 BLOCK OAKLAWN BLVD

***The information enclosed is preliminary in nature and is subject to change after investigation.**

***The date and time of the occurrence may differ from the date and time of the report due to victim reporting and/or detection of the crime.**

***The incidents within this report are 'significant' in nature, however, this may not be inclusive of all 'significant' incidents for the stated time period.**

ON 08/31/2018, POLICE RESPONDED TO HEADQUARTERS FOR A REPORTED LARCENY IN THE 2700 BLK OF OAKLAWN BLVD. UNKNOWN OFFENDER STOLE FIREARM FROM VICTIM.

2018002795 **LARCENY-SHOPLIFTING**

9/1/2018 8:37:00PM **100 BLOCK CAVALIER SQ**

ON 09/01/2018, POLICE RESPONDED TO THE 100 BLK OF CAVALIER SQ FOR A REPORTED LARCENY. UNKNOWN OFFENDER STOLE CLOTHING FROM BUSINESS.

2018002775 **LARCENY-THEFT FROM BUILDING**

8/30/2018 2:00:31PM **4100 BLOCK OLD IRON CT**

ON 08/30/2018, POLICE RESPONDED TO THE 4100 BLK OF OLD IRON CT FOR A REPORTED LARCENY. OFFENDER STOLE MEDICATION FROM RESIDENCE.

2018002769 **LARCENY-THEFT FROM MOTOR VEHICLE**

8/29/2018 10:00:00PM **2900 BLOCK CLARK ST**

ON 08/30/2018, POLICE RESPONDED TO THE 2900 BLK OF CLARK ST FOR A REPORTED LARCENY. UNKNOWN OFFENDER ENTERED UNSECURED VEHICLE AND STOLE CHANGE.

2018002797 **ROBBERY/RESIDENCE**

9/2/2018 3:41:08AM **700 BLOCK N 21ST AVE**

ON 09/02/2018, POLICE RESPONDED TO THE 700 BLK OF N 21ST AVE FOR A REPORTED ROBBERY. UNKNOWN MASKED OFFENDERS KNOCKED ON RESIDENTIAL DOOR, ENTERED WHEN IT WAS OPENED, DISPLAYED FIREARMS, DRAGGED RESIDENT AROUND LOOKING FOR CASH AND DRUGS AND FLED. CASH WAS STOLEN.

2018002734 **VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY**

8/26/2018 8:00:31PM **100 BLOCK N 12TH AVE/W POYTHRESS ST**

ON 08/27/2018, POLICE RESPONDED TO THE 100 BLK OF N 12TH AVE FOR A REPORTED VANDALISM. UNKNOWN OFFENDER DAMAGED SHED DOOR. NOTHING STOLEN.

2018002799 **VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY**

8/26/2018 12:00:00PM **2600 BLOCK NORFOLK ST**

ON 09/02/2018, POLICE RESPONDED TO THE 2600 BLK OF NORFOLK ST FOR A REPORTED VANDALISM. UNKNOWN OFFENDER ENTERED RESIDENCE BY BREAKING REAR DOOR GLASS AND DAMAGED WALLS, DOOR AND COUNTER.

2018002753 **WEAPON LAW OFFENSES**

8/28/2018 10:10:26PM **1400 BLOCK HIGH AVE**

ON 08/28/2018, POLICE RESPONDED TO THE 1400 BLK OF HIGH AVE FOR A REPORTED WEAPONS OFFENSE. KNOWN OFFENDER BRANDISHED FIREARM AT SEVERAL VICTIMS. WARRANTS OBTAINED.

ARRESTS

IBR # NAME CHARGE

2018002724 JOHN BURLEY (47) of HOPEWELL

VIOLATE PROTECTIVE ORDERS,M

***The information enclosed is preliminary in nature and is subject to change after investigation.**

***The date and time of the occurrence may differ from the date and time of the report due to victim reporting and/or detection of the crime.**

***The incidents within this report are 'significant' in nature, however, this may not be inclusive of all 'significant' incidents for the stated time period.**

| | Jan | Feb | Mar | April | May | Jun | July | Aug |
|--|-----|-----|-----|-------|-----|-----|------|-----|
| 1/2- WEAPON LAW OFFENSES | | | | | | | | |
| 1/8- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | 8 | 10 | 9 | 7 | 5 | 0 | 3 | 4 |
| 1/9- HOMICIDE-MURDER/NON-NEGLIGENT | | | | | | | | |
| 1/10- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |
| 1/19- WEAPON LAW OFFENSES | | | | | | | | |
| 1/20- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |
| 1/20- WEAPON LAW OFFENSES | | | | | | | | |
| 1/23- ASSAULT-AGGRAVATED | | | | | | | | |
| 2/3- WEAPON LAW OFFENSES | | | | | | | | |
| 2/12- WEAPON LAW OFFENSES | | | | | | | | |
| 2/12- WEAPON LAW OFFENSES | | | | | | | | |
| 2/15- ASSAULT-AGGRAVATED | | | | | | | | |
| 2/15- WEAPON LAW OFFENSES | | | | | | | | |
| 2/18- WEAPON LAW OFFENSES | | | | | | | | |
| 2/18- DRUG/NARCOTIC VIOLATION | | | | | | | | |
| 2/18- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |
| 2/21- ASSAULT-AGGRAVATED | | | | | | | | |
| 2/22- WEAPON LAW OFFENSES | | | | | | | | |
| 3/1- WEAPON LAW OFFENSES | | | | | | | | |
| 3/5- WEAPON LAW OFFENSES | | | | | | | | |
| 3/7- ASSAULT-AGGRAVATED | | | | | | | | |
| 3/7- WEAPON LAW OFFENSES | | | | | | | | |
| 3/14- WEAPON LAW OFFENSES | | | | | | | | |
| 3/21- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |
| 3/28- ASSAULT-AGGRAVATED | | | | | | | | |
| 3/28- WEAPON LAW OFFENSES | | | | | | | | |
| 3/29- ASSAULT-AGGRAVATED | | | | | | | | |
| 4/2- ASSAULT-AGGRAVATED | | | | | | | | |
| 4/5- ASSAULT-AGGRAVATED | | | | | | | | |
| 4/7- ASSAULT-AGGRAVATED | | | | | | | | |
| 4/8- WEAPON LAW OFFENSES | | | | | | | | |
| 4/15- WEAPON LAW OFFENSES | | | | | | | | |
| 4/25- DRUG/NARCOTIC VIOLATION | | | | | | | | |
| 4/30- ASSAULT-AGGRAVATED | | | | | | | | |
| 5/7- ASSAULT-AGGRAVATED | | | | | | | | |
| 5/12- ASSAULT-AGGRAVATED/DOMESTIC | | | | | | | | |
| 5/13- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |
| 5/27- ASSAULT-AGGRAVATED | | | | | | | | |
| 5/30- ASSAULT-AGGRAVATED | | | | | | | | |
| 7/7- ASSAULT-AGGRAVATED | | | | | | | | |
| 7/25- ASSAULT-AGGRAVATED | | | | | | | | |
| 7/25- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | | | | | | | | |

| | |
|--|----|
| WEAPON LAW OFFENSES | 17 |
| VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY | 9 |
| HOMICIDE-MURDER/NON-NEGLIGENT | 2 |
| ASSAULT-AGGRAVATED | 17 |
| DRUG/NARCOTIC VIOLATION | 2 |
| ROBBERY/INDIVIDUAL | 1 |
| | 48 |

| |
|--|
| 8/5- WEAPON LAW OFFENSES |
| 8/19- ASSAULT-AGGRAVATED |
| 8/21- HOMICIDE-MURDER/NON-NEGLIGENT |
| 8/21- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY |
| 8/22- ROBBERY/INDIVIDUAL |
| 8/24- VANDALISM/DAMAGE/DESTRUCTION OF PROPERTY |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|--------------------|------------|----------------------------------|-------------------|---------------------------|
| 1/1/2013 10:34:15 | 2013000007 | WEAPON LAW OFFENSES | Inactive | 2000 DELLROSE DR |
| 1/5/2013 12:19:17 | 2013000056 | WEAPON LAW OFFENSES | Inactive | 3000 CLARK ST |
| 1/9/2013 15:28:31 | 2013000116 | ASSAULT-AGGRAVATED | Arrest | 800 TEXAS ST/S 8TH AVE |
| 1/20/2013 19:18:38 | 2013000214 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 2700 OAKLAWN BLVD |
| 1/30/2013 5:09:00 | 2013000330 | WEAPON LAW OFFENSES | Arrest | 100 S 9TH AVE |
| 2/18/2013 9:26:12 | 2013000556 | WEAPON LAW OFFENSES | Arrest | 3200 COURTHOUSE RD |
| 2/24/2013 2:25:51 | 2013000632 | ASSAULT-AGGRAVATED | Inactive | 600 DAVISVILLE CT |
| 2/28/2013 19:28:25 | 2013000686 | SHOTS FIRED/ILLEGAL HUNTING CALL | Suspended | 2200 WAVERLY ST |
| 3/1/2013 6:12:00 | 2013000689 | WEAPON LAW OFFENSES | Arrest | 1000 EDWARD BLAND CT |
| 4/18/2013 1:13:03 | 2013001414 | WEAPON LAW OFFENSES | Arrest | 100 N 5TH AVE |
| 4/26/2013 5:48:29 | 2013001542 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 900 BUREN ST |
| 4/27/2013 23:12:55 | 2013001583 | WEAPON LAW OFFENSES | Except Clear | 400 E POYTHRESS ST |
| 5/3/2013 19:24:58 | 2013001662 | WEAPON LAW OFFENSES | Inactive | 500 S 17TH AVE/S 15TH AVE |
| 5/8/2013 19:46:00 | 2013001723 | WEAPON LAW OFFENSES | Arrest | 1500 PETERSON MILL RD |
| 5/11/2013 1:37:12 | 2013001766 | WEAPON LAW OFFENSES | Arrest | 200 S 17TH AVE |
| 5/17/2013 7:02:06 | 2013001883 | WEAPON LAW OFFENSES | Inactive | 1900 ARLINGTON RD |
| 5/22/2013 6:15:15 | 2013001936 | WEAPON LAW OFFENSES | Arrest | 3000 DAVISON AVE |
| 5/26/2013 4:24:12 | 2013001998 | WEAPON LAW OFFENSES | Inactive | 1100 SMITHFIELD AVE |
| 5/26/2013 4:58:00 | 2013001999 | WEAPON LAW OFFENSES | Inactive | 300 APPOMATTOX ST |
| 5/30/2013 17:14:08 | 2013002073 | WEAPON LAW OFFENSES | Arrest | 2300 FRONT ST |
| 6/5/2013 16:42:28 | 2013002190 | WEAPON LAW OFFENSES | Inactive | 2400 DANVILLE ST |
| 6/7/2013 16:36:31 | 2013002218 | WEAPON LAW OFFENSES | Transferred to OA | 2100 LYNCHBURG ST |
| 6/8/2013 2:06:08 | 2013002229 | ASSAULT-AGGRAVATED | Arrest | 200 S 15TH AVE |
| 6/8/2013 7:49:50 | 2013002232 | WEAPON LAW OFFENSES | Suspended | 200 W POYTHRESS ST |
| 6/12/2013 22:37:42 | 2013002298 | WEAPON LAW OFFENSES | Inactive | 1500 HUNTINGTON CT |
| 6/19/2013 21:59:22 | 2013002405 | ASSAULT-AGGRAVATED | Arrest | 2100 CLOVERDALE AVE |
| 6/24/2013 21:25:12 | 2013002493 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 100 S 8TH AVE |
| 7/2/2013 17:00:00 | 2013002633 | WEAPON LAW OFFENSES | Arrest | 1300 LIBERTY AVE |
| 7/3/2013 12:10:14 | 2013002643 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 100 S 8TH AVE/BUREN ST |
| 7/7/2013 23:51:48 | 2013002705 | ASSAULT-AGGRAVATED | Inactive | 1400 PINE AVE |
| 7/8/2013 7:58:24 | 2013002708 | HOMICIDE-MURDER/NON-NEGLIGENT | Arrest | 2900 OAKLAWN BLVD |
| 7/8/2013 23:25:05 | 2013002720 | SHOTS FIRED/ILLEGAL HUNTING CALL | Suspended | 100 S 12TH AVE |
| 7/9/2013 4:01:24 | 2013002723 | WEAPON LAW OFFENSES | Inactive | 200 W POYTHRESS ST |
| 7/9/2013 6:31:03 | 2013002724 | WEAPON LAW OFFENSES | Inactive | 3900 GROVEWOOD RD |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|----------------------------------|--------------|-----------------------------|
| 7/11/2013 0:38:49 | 2013002778 | WEAPON LAW OFFENSES | Arrest | 500 LANCASTER CT |
| 7/13/2013 4:38:42 | 2013002814 | ASSAULT-AGGRAVATED | Arrest | 1800 FREEMAN ST |
| 7/20/2013 21:48:08 | 2013002989 | WEAPON LAW OFFENSES | Arrest | 1800 FREEMAN ST |
| 7/21/2013 17:04:02 | 2013003001 | WEAPON LAW OFFENSES | Inactive | 2300 ARCADIA AVE |
| 7/21/2013 22:22:27 | 2013003004 | WEAPON LAW OFFENSES | Inactive | 300 APPOMATTOX ST |
| 7/26/2013 22:54:18 | 2013003116 | WEAPON LAW OFFENSES | Arrest | 1700 BEXLEY DR |
| 8/9/2013 22:40:44 | 2013003394 | WEAPON LAW OFFENSES | Arrest | 2600 BERRY ST |
| 8/10/2013 1:29:39 | 2013003399 | ASSAULT-AGGRAVATED | Inactive | 100 S 8TH AVE/CITY POINT RD |
| 8/11/2013 0:31:25 | 2013003414 | WEAPON LAW OFFENSES | Inactive | 700 CRESTLINE BLVD |
| 8/17/2013 20:41:23 | 2013003547 | ASSAULT-AGGRAVATED | Arrest | 2800 GORDON ST |
| 9/13/2013 14:07:06 | 2013004006 | WEAPON LAW OFFENSES | Arrest | 200 S 6TH AVE |
| 9/17/2013 17:09:27 | 2013004082 | WEAPON LAW OFFENSES | Inactive | 2500 BERRY ST |
| 9/22/2013 15:24:55 | 2013004157 | WEAPON LAW OFFENSES | Arrest | 100 N 14TH AVE |
| 10/17/2013 22:31:04 | 2013004518 | WEAPON LAW OFFENSES | Inactive | 1200 WALL AVE |
| 10/20/2013 2:27:00 | 2013004537 | WEAPON LAW OFFENSES | Except Clear | 200 S 15TH AVE |
| 10/31/2013 15:05:42 | 2013004739 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 1000 WINSTON CHURCHILL DR |
| 12/14/2013 0:51:07 | 2013005296 | WEAPON LAW OFFENSES | Inactive | 2700 OAKLAWN BLVD |
| 12/24/2013 1:58:09 | 2013005407 | WEAPON LAW OFFENSES | Inactive | 1200 S 1ST AVE |
| 12/28/2013 1:37:44 | 2013005436 | WEAPON LAW OFFENSES | Arrest | 2700 OAKLAWN BLVD |
| 1/1/2014 0:23:38 | 2014000003 | WEAPON LAW OFFENSES | Inactive | 1500 EDWARD BLAND CT |
| 1/1/2014 23:53:39 | 2014000012 | WEAPON LAW OFFENSES | Arrest | 300 MEMORIAL AVE |
| 1/11/2014 22:16:59 | 2014000116 | SHOTS FIRED/ILLEGAL HUNTING CALL | Pending | 700 DOLIN ST/MEMORIAL AVE |
| 3/2/2014 19:08:47 | 2014000757 | WEAPON LAW OFFENSES | Except Clear | 200 WINSTON CHURCHILL DR |
| 3/15/2014 19:21:32 | 2014000924 | ASSAULT-AGGRAVATED | Arrest | 700 S 6TH AVE |
| 3/16/2014 14:24:35 | 2014000934 | ASSAULT-AGGRAVATED | Arrest | 3900 OAKLAWN BLVD |
| 4/10/2014 21:23:29 | 2014001370 | ASSAULT-AGGRAVATED | Inactive | 00 S 8TH AVE |
| 4/11/2014 12:59:35 | 2014001378 | WEAPON LAW OFFENSES | Inactive | 600 WINSTON CHURCHILL DR |
| 4/16/2014 16:34:53 | 2014001441 | ASSAULT-AGGRAVATED | Inactive | 3900 OAKLAWN BLVD |
| 4/16/2014 17:35:34 | 2014001443 | SHOTS FIRED/ILLEGAL HUNTING CALL | Active | 2900 VIRGINIA ST |
| 4/19/2014 21:58:51 | 2014001494 | WEAPON LAW OFFENSES | Suspended | 2200 TRENTON ST |
| 4/20/2014 1:17:39 | 2014001496 | WEAPON LAW OFFENSES | Inactive | 700 E POYTHRESS ST |
| 4/24/2014 23:27:39 | 2014001588 | WEAPON LAW OFFENSES | Arrest | 1500 PIPER SQUARE DR |
| 4/26/2014 11:23:00 | 2014001630 | WEAPON LAW OFFENSES | Arrest | 100 S 12TH AVE |
| 5/27/2014 1:51:00 | 2014002106 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 3000 BOSTON ST |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|----------------------------------|-----------|---------------------------|
| 6/9/2014 10:18:10 | 2014002351 | WEAPON LAW OFFENSES | Arrest | 00 S 8TH AVE |
| 6/10/2014 18:20:51 | 2014002385 | WEAPON LAW OFFENSES | Inactive | 1500 ROANOKE AVE |
| 6/28/2014 23:19:41 | 2014002729 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 4100 OAKLAWN BLVD |
| 7/1/2014 18:36:35 | 2014002826 | WEAPON LAW OFFENSES | Arrest | 400 E BROADWAY |
| 7/2/2014 21:42:35 | 2014002843 | ASSAULT-AGGRAVATED | Arrest | 400 S 21ST AVE |
| 7/5/2014 1:56:42 | 2014002876 | WEAPON LAW OFFENSES | Arrest | 1500 PIPER SQUARE DR |
| 7/11/2014 18:12:35 | 2014002983 | HOMICIDE-MURDER/NON-NEGLIGENT | Arrest | 2900 AVONDALE AVE |
| 7/20/2014 19:11:21 | 2014003098 | WEAPON LAW OFFENSES | Arrest | 1600 LIBERTY AVE |
| 7/21/2014 0:38:29 | 2014003100 | WEAPON LAW OFFENSES | Arrest | 3400 NORTON ST |
| 7/31/2014 2:30:19 | 2014003259 | WEAPON LAW OFFENSES | Inactive | 3000 BOSTON ST |
| 7/31/2014 23:58:46 | 2014003291 | WEAPON LAW OFFENSES | Arrest | 2600 MAPLE ST |
| 8/1/2014 22:22:00 | 2014003307 | WEAPON LAW OFFENSES | Suspended | 3300 BOSTON ST |
| 8/2/2014 3:03:37 | 2014003312 | WEAPON LAW OFFENSES | Inactive | 1100 SUNNYSIDE AVE |
| 8/2/2014 11:33:39 | 2014003316 | WEAPON LAW OFFENSES | Suspended | 600 E BROADWAY |
| 8/9/2014 21:53:30 | 2014003429 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 500 NOTTINGHAM CT |
| 8/23/2014 22:18:37 | 2014003644 | WEAPON LAW OFFENSES | Arrest | 500 BROWN AVE |
| 8/27/2014 22:33:26 | 2014003713 | WEAPON LAW OFFENSES | Inactive | 600 EPPES ST/N 7TH AVE |
| 9/6/2014 1:58:51 | 2014003846 | WEAPON LAW OFFENSES | Arrest | 1500 HIGH AVE |
| 9/17/2014 19:04:11 | 2014004008 | WEAPON LAW OFFENSES | Arrest | 700 N 8TH AVE |
| 9/17/2014 18:57:50 | 2014004009 | WEAPON LAW OFFENSES | Arrest | 100 S 15TH AVE |
| 9/18/2014 4:11:29 | 2014004013 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 2300 OAKLAWN BLVD |
| 10/6/2014 13:36:47 | 2014004241 | WEAPON LAW OFFENSES | Inactive | 100 S 8TH AVE |
| 10/14/2014 22:04:57 | 2014004370 | WEAPON LAW OFFENSES | Arrest | 100 S 9TH AVE |
| 10/15/2014 20:43:10 | 2014004377 | WEAPON LAW OFFENSES | Inactive | 1300 LIBERTY AVE |
| 10/18/2014 17:38:44 | 2014004449 | WEAPON LAW OFFENSES | Arrest | 300 LIBBY AVE |
| 10/19/2014 2:20:32 | 2014004454 | WEAPON LAW OFFENSES | Arrest | 700 N 8TH AVE |
| 10/24/2014 23:58:32 | 2014004571 | WEAPON LAW OFFENSES | Inactive | 400 S 9TH AVE |
| 11/9/2014 19:37:02 | 2014004835 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 100 S 9TH AVE/BUREN ST |
| 11/20/2014 20:55:46 | 2014005018 | WEAPON LAW OFFENSES | Arrest | 2900 NORFOLK ST/MILES AVE |
| 11/30/2014 0:06:05 | 2014005178 | ASSAULT-AGGRAVATED | Inactive | 2000 WARREN AVE |
| 12/13/2014 19:33:51 | 2014005425 | WEAPON LAW OFFENSES | Arrest | 400 S 9TH AVE |
| 12/14/2014 0:15:00 | 2014005429 | HOMICIDE-MURDER/NON-NEGLIGENT | Arrest | 1600 STEWART AVE |
| 12/18/2014 21:10:22 | 2014005539 | WEAPON LAW OFFENSES | Inactive | 1800 FREEMAN ST |
| 12/25/2014 18:22:25 | 2014005655 | ASSAULT-AGGRAVATED | Inactive | 600 SIDNEY ST |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|----------------------------------|-----------|-------------------------------|
| 12/27/2014 21:36:35 | 2014005677 | ASSAULT-AGGRAVATED | Inactive | 600 DAVISVILLE CT |
| 12/28/2014 2:34:33 | 2014005679 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 400 S 21ST AVE |
| 12/28/2014 16:06:16 | 2014005689 | ASSAULT-AGGRAVATED | Inactive | 100 S 8TH AVE/BUREN ST |
| 12/31/2014 0:59:09 | 2014005726 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 500 TERRACE AVE/PORTSMOUTH ST |
| 1/21/2015 20:18:45 | 2015000329 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 900 DAVISVILLE CT |
| 1/23/2015 23:22:36 | 2015000351 | WEAPON LAW OFFENSES | Inactive | 100 S 12TH AVE |
| 3/4/2015 22:14:50 | 2015000917 | WEAPON LAW OFFENSES | Suspended | 1600 OLD IRON RD |
| 3/6/2015 2:39:02 | 2015000935 | WEAPON LAW OFFENSES | Inactive | 3900 CABIN CREEK DR |
| 3/8/2015 15:08:39 | 2015000954 | WEAPON LAW OFFENSES | Arrest | 5200 OAKLAWN BLVD |
| 3/8/2015 19:39:45 | 2015000956 | WEAPON LAW OFFENSES | Inactive | 200 S 8TH AVE/TEXAS ST |
| 3/19/2015 2:29:58 | 2015001090 | WEAPON LAW OFFENSES | Arrest | 200 S 8TH AVE |
| 3/19/2015 3:34:38 | 2015001092 | WEAPON LAW OFFENSES | Suspended | 5100 PLAZA DR |
| 3/23/2015 14:40:55 | 2015001164 | WEAPON LAW OFFENSES | Inactive | 1500 PIPER SQUARE DR |
| 4/5/2015 7:58:02 | 2015001330 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 500 STATION ST |
| 4/12/2015 9:19:43 | 2015001450 | WEAPON LAW OFFENSES | Inactive | 2300 MACLIN CIR |
| 4/12/2015 19:23:46 | 2015001460 | WEAPON LAW OFFENSES | Arrest | 1300 EDWARD BLAND CT |
| 4/26/2015 0:23:43 | 2015001719 | ASSAULT-AGGRAVATED | Inactive | 100 RUTH HARRIS ST |
| 4/27/2015 12:01:31 | 2015001738 | WEAPON LAW OFFENSES | Arrest | 3500 WESTERN ST |
| 5/2/2015 22:05:38 | 2015001825 | WEAPON LAW OFFENSES | Suspended | 1800 STEWART AVE |
| 5/31/2015 22:50:15 | 2015002248 | WEAPON LAW OFFENSES | Inactive | 300 S 17TH AVE/DANVILLE ST |
| 6/12/2015 22:39:17 | 2015002433 | SHOTS FIRED/ILLEGAL HUNTING CALL | Suspended | 100 S 9TH AVE |
| 6/18/2015 23:11:55 | 2015002505 | WEAPON LAW OFFENSES | Suspended | 00 S 8TH |
| 6/19/2015 0:06:07 | 2015002506 | WEAPON LAW OFFENSES | Inactive | 2400 BOSTON ST |
| 6/22/2015 0:58:39 | 2015002540 | ASSAULT-AGGRAVATED | Inactive | 500 DAVISVILLE CT |
| 6/22/2015 23:31:14 | 2015002562 | ASSAULT-AGGRAVATED | Inactive | 3300 GRANBY ST |
| 6/24/2015 23:46:01 | 2015002586 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 1200 SUNNYSIDE AVE/GRANBY ST |
| 7/1/2015 23:42:23 | 2015002678 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 1500 PIPER SQUARE DR |
| 7/9/2015 1:16:06 | 2015002772 | WEAPON LAW OFFENSES | Inactive | 600 S CABIN CREEK DR |
| 7/9/2015 2:04:10 | 2015002773 | ASSAULT-AGGRAVATED | Inactive | 5100 PLAZA DR |
| 7/11/2015 22:53:39 | 2015002808 | ASSAULT-AGGRAVATED | Inactive | 600 WINSTON CHURCHILL DR |
| 7/13/2015 0:14:26 | 2015002818 | WEAPON LAW OFFENSES | Inactive | 1300 LIBERTY AVE |
| 7/18/2015 1:53:09 | 2015002885 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 2300 DUBLIN ST |
| 7/25/2015 0:33:45 | 2015002970 | ASSAULT-AGGRAVATED | Arrest | 500 N 7TH AVE |
| 8/9/2015 23:44:14 | 2015003180 | WEAPON LAW OFFENSES | Arrest | 100 S 15TH AVE |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|----------------------------------|-----------|----------------------------|
| 8/14/2015 15:39:04 | 2015003242 | WEAPON LAW OFFENSES | Arrest | 2300 DANVILLE ST |
| 8/16/2015 1:43:42 | 2015003262 | WEAPON LAW OFFENSES | Inactive | 2300 MACLIN CIR |
| 8/27/2015 3:32:32 | 2015003393 | WEAPON LAW OFFENSES | Active | 4100 OLD IRON CT |
| 8/30/2015 22:33:01 | 2015003430 | WEAPON LAW OFFENSES | Inactive | 1100 W BROADWAY |
| 9/27/2015 2:15:23 | 2015003801 | SHOTS FIRED/ILLEGAL HUNTING CALL | Active | 2300 BOSTON ST |
| 10/10/2015 20:23:21 | 2015003976 | WEAPON LAW OFFENSES | Arrest | 700 S 6TH AVE |
| 10/23/2015 23:30:00 | 2015004147 | WEAPON LAW OFFENSES | Arrest | 1600 LIBERTY AVE |
| 10/25/2015 4:04:29 | 2015004166 | WEAPON LAW OFFENSES | Inactive | 5100 PLAZA DR |
| 10/28/2015 0:46:40 | 2015004214 | WEAPON LAW OFFENSES | Arrest | 2300 MACLIN CIR |
| 10/29/2015 0:27:00 | 2015004228 | WEAPON LAW OFFENSES | Inactive | 2700 OAKLAWN BLVD |
| 11/11/2015 23:41:00 | 2015004412 | SHOTS FIRED/ILLEGAL HUNTING CALL | Suspended | 2700 OAKLAWN BLVD |
| 11/13/2015 17:23:54 | 2015004443 | WEAPON LAW OFFENSES | Inactive | 800 S 15TH AVE |
| 12/2/2015 21:28:11 | 2015004651 | ASSAULT-AGGRAVATED | Inactive | 100 S 8TH AVE/BUREN ST |
| 12/13/2015 5:48:08 | 2015004764 | WEAPON LAW OFFENSES | Suspended | 600 S CABIN CREEK DR |
| 12/17/2015 17:58:42 | 2015004813 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 400 BUREN ST |
| 12/19/2015 22:14:30 | 2015004837 | WEAPON LAW OFFENSES | Inactive | 1200 TABB AVE |
| 12/25/2015 17:48:28 | 2015004907 | WEAPON LAW OFFENSES | Inactive | 2200 JACKSON ST |
| 12/26/2015 13:07:00 | 2015004911 | HOMICIDE-MURDER/NON-NEGLIGENT | Inactive | 500 DAVISVILLE CT |
| 12/26/2015 15:45:32 | 2015004913 | WEAPON LAW OFFENSES | Inactive | 1900 WARREN AVE |
| 12/27/2015 21:23:04 | 2015004923 | WEAPON LAW OFFENSES | Arrest | 2600 BERRY ST |
| 12/29/2015 11:49:52 | 2015004934 | WEAPON LAW OFFENSES | Inactive | 00 TEXAS ST |
| 12/29/2015 18:27:36 | 2015004937 | WEAPON LAW OFFENSES | Suspended | 500 DAVISVILLE CT |
| 1/2/2016 0:23:59 | 2016000014 | WEAPON LAW OFFENSES | Inactive | 1900 SUNNYSIDE AVE |
| 1/13/2016 0:37:32 | 2016000143 | ASSAULT-AGGRAVATED | Inactive | 900 ELM ST |
| 1/14/2016 18:56:01 | 2016000181 | WEAPON LAW OFFENSES | Inactive | 1700 LYNCHBURG ST |
| 1/28/2016 0:15:35 | 2016000340 | WEAPON LAW OFFENSES | Inactive | 100 S 8TH AVE |
| 1/28/2016 21:26:04 | 2016000350 | WEAPON LAW OFFENSES | Inactive | 2700 FREEMAN ST |
| 1/30/2016 4:29:43 | 2016000366 | ASSAULT-AGGRAVATED | Inactive | 4000 AMERY CT |
| 2/1/2016 22:02:15 | 2016000398 | WEAPON LAW OFFENSES | Arrest | 1100 HIGH AVE |
| 2/11/2016 6:15:55 | 2016000490 | WEAPON LAW OFFENSES | Inactive | 200 S 9TH AVE |
| 2/12/2016 6:41:13 | 2016000500 | WEAPON LAW OFFENSES | Arrest | 3300 GRANBY ST |
| 2/20/2016 3:18:22 | 2016000578 | WEAPON LAW OFFENSES | Inactive | 100 S 8TH AVE |
| 2/21/2016 1:35:00 | 2016000593 | WEAPON LAW OFFENSES | Arrest | 00 S 6TH AVE |
| 2/21/2016 14:58:07 | 2016000600 | ASSAULT-AGGRAVATED | Inactive | 400 N 12TH AVE/DIVISION ST |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|--------------------|------------|-------------------------------|----------|--------------------------------|
| 2/25/2016 22:33:23 | 2016000650 | WEAPON LAW OFFENSES | Inactive | 2100 LEE ST |
| 2/28/2016 14:58:00 | 2016000669 | WEAPON LAW OFFENSES | Inactive | 100 S 9TH AVE/BUREN ST |
| 2/28/2016 18:33:26 | 2016000675 | ASSAULT-AGGRAVATED | Inactive | 100 N 11TH AVE/W POYTHRESS ST |
| 3/6/2016 3:15:09 | 2016000786 | ASSAULT-AGGRAVATED | Inactive | 1500 LUTHER BLVD |
| 3/14/2016 21:01:07 | 2016000923 | ASSAULT-AGGRAVATED | Arrest | 3900 OAKLAWN BLVD |
| 4/2/2016 1:07:36 | 2016001192 | ASSAULT-AGGRAVATED | Inactive | 500 MANCHESTER CT |
| 4/2/2016 22:07:50 | 2016001202 | WEAPON LAW OFFENSES | Inactive | 1200 ROANOKE AVE/GRANBY ST |
| 4/16/2016 2:45:00 | 2016001426 | WEAPON LAW OFFENSES | Arrest | 2400 W HUNDRED RD |
| 4/17/2016 21:32:49 | 2016001459 | WEAPON LAW OFFENSES | Inactive | 4000 AMERY CT |
| 4/20/2016 1:13:34 | 2016001489 | WEAPON LAW OFFENSES | Inactive | 1400 LUTHER BLVD |
| 4/26/2016 21:23:13 | 2016001630 | WEAPON LAW OFFENSES | Inactive | 1900 WARREN AVE |
| 5/11/2016 5:18:01 | 2016001896 | WEAPON LAW OFFENSES | Inactive | 2300 LYNCHBURG ST |
| 5/30/2016 12:47:02 | 2016002184 | WEAPON LAW OFFENSES | Inactive | 1300 LIBERTY AVE |
| 6/6/2016 14:41:12 | 2016002311 | ASSAULT-AGGRAVATED | Inactive | 200 HIGHLAND AVE/MAPLE ST |
| 6/9/2016 2:14:25 | 2016002354 | WEAPON LAW OFFENSES | Arrest | 4100 OLD IRON CT |
| 6/9/2016 22:06:57 | 2016002368 | WEAPON LAW OFFENSES | Inactive | 1500 PIPER SQUARE DR |
| 6/10/2016 11:32:00 | 2016002379 | WEAPON LAW OFFENSES | Inactive | 2300 ATLANTIC ST/STONEWALL AVE |
| 6/14/2016 19:36:08 | 2016002438 | WEAPON LAW OFFENSES | Inactive | 2500 BOSTON ST/PINE AVE |
| 6/18/2016 18:04:17 | 2016002519 | WEAPON LAW OFFENSES | Inactive | 1100 ARLINGTON RD |
| 6/19/2016 17:33:05 | 2016002534 | WEAPON LAW OFFENSES | Inactive | 2200 DELLROSE DR |
| 6/23/2016 23:39:11 | 2016002644 | WEAPON LAW OFFENSES | Inactive | 200 S 14TH AVE |
| 6/26/2016 22:50:54 | 2016002684 | WEAPON LAW OFFENSES | Inactive | 100 N 14TH AVE |
| 6/29/2016 0:12:23 | 2016002713 | WEAPON LAW OFFENSES | Inactive | 1000 ROANOKE AVE |
| 7/4/2016 0:48:55 | 2016002819 | WEAPON LAW OFFENSES | Inactive | 600 EPPES ST |
| 7/11/2016 20:19:41 | 2016002930 | WEAPON LAW OFFENSES | Arrest | 1000 PERRYMONT RD |
| 7/13/2016 16:10:11 | 2016002969 | WEAPON LAW OFFENSES | Inactive | 200 S 14TH AVE |
| 7/14/2016 1:58:04 | 2016002977 | WEAPON LAW OFFENSES | Inactive | 1600 OLD IRON RD |
| 7/20/2016 0:48:37 | 2016003075 | ASSAULT-AGGRAVATED | Inactive | 2000 WARREN AVE |
| 7/31/2016 0:05:57 | 2016003222 | WEAPON LAW OFFENSES | Inactive | 1200 LIBERTY AVE |
| 8/9/2016 12:13:15 | 2016003398 | WEAPON LAW OFFENSES | Arrest | 1500 ATLANTIC ST |
| 8/11/2016 16:46:12 | 2016003434 | ASSAULT-AGGRAVATED | Inactive | 2100 PICKETT ST |
| 8/12/2016 6:01:55 | 2016003441 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 700 ELM ST/WESTOVER AVE |
| 8/24/2016 20:47:21 | 2016003639 | WEAPON LAW OFFENSES | Inactive | 2100 W BROADWAY |
| 8/29/2016 0:07:30 | 2016003711 | WEAPON LAW OFFENSES | Inactive | 3800 RIVER RD |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|-------------------------------|--------------|-------------------------------------|
| 8/29/2016 13:51:18 | 2016003719 | WEAPON LAW OFFENSES | Inactive | 500 N 9TH AVE |
| 8/30/2016 14:19:39 | 2016003733 | WEAPON LAW OFFENSES | Inactive | 2000 WARREN AVE |
| 9/4/2016 20:43:16 | 2016003809 | ASSAULT-AGGRAVATED | Arrest | 500 N 9TH AVE |
| 9/4/2016 20:43:00 | 2016003974 | WEAPON LAW OFFENSES | Arrest | 500 N 9TH AVE |
| 9/16/2016 3:56:24 | 2016003983 | WEAPON LAW OFFENSES | Inactive | 2100 LEE ST |
| 9/19/2016 23:05:00 | 2016004019 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 200 BYRD ST |
| 9/20/2016 6:54:41 | 2016004022 | WEAPON LAW OFFENSES | Inactive | 100 S 9TH AVE |
| 9/26/2016 17:34:18 | 2016004154 | WEAPON LAW OFFENSES | Except Clear | 3000-BLK DUBLIN ST |
| 9/28/2016 20:35:03 | 2016004182 | WEAPON LAW OFFENSES | Active | 1500 OLD IRON RD |
| 10/1/2016 14:33:56 | 2016004222 | WEAPON LAW OFFENSES | Arrest | 100 N 21ST AVE |
| 10/7/2016 22:10:03 | 2016004292 | WEAPON LAW OFFENSES | Inactive | 200 S 8TH AVE |
| 10/16/2016 12:59:19 | 2016004430 | ASSAULT-AGGRAVATED | Inactive | 100 REV C W HARRIS ST/DAVISVILLE CT |
| 10/16/2016 15:22:28 | 2016004437 | WEAPON LAW OFFENSES | Inactive | 100 S 8TH AVE/BUREN ST |
| 10/16/2016 20:45:00 | 2016004442 | WEAPON LAW OFFENSES | Inactive | 100 S 9TH AVE |
| 10/17/2016 15:13:56 | 2016004447 | WEAPON LAW OFFENSES | Inactive | 700 CITY POINT RD |
| 10/18/2016 23:40:06 | 2016004472 | WEAPON LAW OFFENSES | Suspended | 3300 COURTHOUSE RD |
| 10/20/2016 20:10:06 | 2016004529 | WEAPON LAW OFFENSES | Except Clear | 200 N 7TH AVE |
| 11/4/2016 16:57:38 | 2016004746 | WEAPON LAW OFFENSES | Inactive | 200 S 12TH AVE |
| 11/9/2016 19:07:36 | 2016004829 | WEAPON LAW OFFENSES | Suspended | 300 S 12TH AVE |
| 11/13/2016 16:51:40 | 2016004876 | WEAPON LAW OFFENSES | Inactive | 1500 OLD IRON RD |
| 11/15/2016 19:45:04 | 2016004908 | WEAPON LAW OFFENSES | Inactive | 2300 TRENTON ST |
| 11/19/2016 2:48:21 | 2016004962 | ASSAULT-AGGRAVATED | Inactive | 100 BOOKER ST |
| 11/23/2016 0:58:13 | 2016005000 | WEAPON LAW OFFENSES | Arrest | 4000 OAKLAWN BLVD |
| 11/26/2016 0:28:00 | 2016005026 | ASSAULT-AGGRAVATED | Inactive | 2100 CLOVERDALE AVE |
| 11/27/2016 3:00:59 | 2016005041 | ASSAULT-AGGRAVATED | Arrest | 1000 LIBERTY AVE |
| 12/3/2016 2:09:04 | 2016005099 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 2700 OAKLAWN BLVD |
| 12/20/2016 17:37:55 | 2016005325 | WEAPON LAW OFFENSES | Inactive | 100 LA PRADE AVE/S MAIN ST |
| 1/1/2017 14:07:21 | 2017000012 | WEAPON LAW OFFENSES | Inactive | 2100 RICHMOND ST |
| 1/9/2017 0:24:58 | 2017000104 | WEAPON LAW OFFENSES | Arrest | 3300 VIRGINIA ST |
| 1/25/2017 22:02:22 | 2017000321 | WEAPON LAW OFFENSES | Inactive | 200 S 12TH AVE |
| 1/30/2017 13:26:03 | 2017000378 | WEAPON LAW OFFENSES | Inactive | 2400 RALEIGH ST/LINCOLN PLC |
| 2/4/2017 3:31:40 | 2017000443 | ASSAULT-AGGRAVATED | Inactive | 2100 RICHMOND ST |
| 2/5/2017 0:53:52 | 2017000455 | WEAPON LAW OFFENSES | Arrest | 1400 STEWART AVE |
| 2/5/2017 7:25:27 | 2017000457 | WEAPON LAW OFFENSES | Non-Criminal | 2500 WISE ST |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|--------------------|------------|----------------------------------|--------------|------------------------------|
| 2/10/2017 22:54:01 | 2017000524 | WEAPON LAW OFFENSES | Inactive | 2400 ATLANTIC ST |
| 2/13/2017 18:31:05 | 2017000556 | WEAPON LAW OFFENSES | Inactive | 1500 PIPER SQUARE DR |
| 2/13/2017 22:02:02 | 2017000558 | WEAPON LAW OFFENSES | Inactive | 3300 WOODLAWN ST |
| 2/25/2017 16:37:18 | 2017000671 | WEAPON LAW OFFENSES | Arrest | 2200 BOSTON ST |
| 2/27/2017 14:59:45 | 2017000689 | WEAPON LAW OFFENSES | Arrest | 3800 KIPPAX DR |
| 3/6/2017 16:40:00 | 2017000753 | WEAPON LAW OFFENSES | Inactive | 900 CITY POINT RD |
| 3/15/2017 5:59:00 | 2017000846 | WEAPON LAW OFFENSES | Arrest | 2300 NORFOLK ST |
| 3/23/2017 3:36:00 | 2017000940 | WEAPON LAW OFFENSES | Arrest | 500 MANCHESTER CT |
| 3/26/2017 20:49:45 | 2017000980 | WEAPON LAW OFFENSES | Inactive | 500 MANCHESTER CT |
| 3/28/2017 23:52:37 | 2017001003 | WEAPON LAW OFFENSES | Inactive | 100 S 25TH AVE/JACKSON ST |
| 3/30/2017 19:04:34 | 2017001020 | WEAPON LAW OFFENSES | Suspended | 100 E CITY POINT RD |
| 3/31/2017 23:49:03 | 2017001038 | WEAPON LAW OFFENSES | Inactive | 200 CRESCENT AVE |
| 4/10/2017 1:31:28 | 2017001147 | WEAPON LAW OFFENSES | Inactive | 2700 PICKETT ST |
| 4/15/2017 2:13:46 | 2017001205 | WEAPON LAW OFFENSES | Inactive | 600 EPPES ST |
| 4/21/2017 1:17:26 | 2017001285 | WEAPON LAW OFFENSES | Inactive | 3600 WOODSIDE CT |
| 4/23/2017 5:29:17 | 2017001307 | WEAPON LAW OFFENSES | Arrest | 1400 NEW YORK AVE |
| 4/25/2017 21:47:40 | 2017001329 | WEAPON LAW OFFENSES | Inactive | 2500 BERRY ST |
| 4/27/2017 21:28:24 | 2017001360 | WEAPON LAW OFFENSES | Inactive | 100 N 12TH AVE |
| 4/30/2017 4:12:58 | 2017001386 | WEAPON LAW OFFENSES | Inactive | 2900 POPLAR ST |
| 5/10/2017 20:01:48 | 2017001520 | WEAPON LAW OFFENSES | Arrest | 2200 DELLROSE DR |
| 5/13/2017 23:35:55 | 2017001558 | WEAPON LAW OFFENSES | Inactive | 2300 GORDON ST/S 25TH AVE |
| 5/20/2017 0:21:42 | 2017001628 | ASSAULT-AGGRAVATED/DOMESTIC | Arrest | 2300 MACLIN CIR |
| 5/21/2017 8:05:25 | 2017001645 | SHOTS FIRED/ILLEGAL HUNTING CALL | Inactive | 500 S CABIN CREEK DR |
| 5/24/2017 22:49:39 | 2017001702 | ASSAULT-AGGRAVATED | Inactive | 1500 LINCOLN PLC |
| 5/30/2017 0:39:49 | 2017001753 | WEAPON LAW OFFENSES | Arrest | 100 S 16TH AVE |
| 5/31/2017 19:15:28 | 2017001781 | WEAPON LAW OFFENSES | Except Clear | 2100 FREEMAN ST |
| 6/10/2017 20:59:23 | 2017001922 | WEAPON LAW OFFENSES | Inactive | 1600 GLENDALE ST/GARLAND AVE |
| 6/20/2017 0:54:01 | 2017002028 | ASSAULT-AGGRAVATED | Inactive | 500 S 21ST AVE |
| 6/21/2017 22:35:50 | 2017002052 | WEAPON LAW OFFENSES | Inactive | 3500 SUSSEX DR |
| 6/22/2017 21:46:27 | 2017002063 | ASSAULT-AGGRAVATED | Inactive | 1400 CAROLINA AVE |
| 6/28/2017 21:51:42 | 2017002140 | WEAPON LAW OFFENSES | Inactive | 200-BLK THOMAS ROLFE COURT |
| 7/7/2017 18:47:44 | 2017002240 | WEAPON LAW OFFENSES | Inactive | 100 N 15TH AVE/CITY POINT RD |
| 7/14/2017 13:57:49 | 2017002342 | WEAPON LAW OFFENSES | Inactive | 1500 PIPER SQUARE DR |
| 7/25/2017 16:03:17 | 2017002486 | ASSAULT-AGGRAVATED | Arrest | 3900 OAKLAWN BLVD |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|---------------------|----------|------------------------------|
| 8/5/2017 5:10:39 | 2017002593 | WEAPON LAW OFFENSES | Inactive | 400 W RANDOLPH RD |
| 8/16/2017 12:51:00 | 2017002710 | WEAPON LAW OFFENSES | Active | 500 CEDAR LEVEL RD |
| 8/17/2017 12:26:58 | 2017002719 | WEAPON LAW OFFENSES | Inactive | 2300 DUBLIN ST |
| 8/26/2017 3:09:10 | 2017002860 | WEAPON LAW OFFENSES | Arrest | 4200 CAMERON RD |
| 8/26/2017 19:30:52 | 2017002863 | WEAPON LAW OFFENSES | Active | 500 BLK OF DAVISVILLE CT |
| 8/31/2017 7:10:29 | 2017002930 | WEAPON LAW OFFENSES | Inactive | 3500 OAKLAWN BLVD |
| 8/31/2017 14:15:00 | 2017002939 | WEAPON LAW OFFENSES | Active | 1000 S CRATER RD |
| 9/4/2017 9:54:21 | 2017002975 | WEAPON LAW OFFENSES | Inactive | 3200 COURTHOUSE RD |
| 9/4/2017 22:08:29 | 2017002983 | ASSAULT-AGGRAVATED | Inactive | 1100 BUREN ST |
| 9/7/2017 23:27:25 | 2017003017 | WEAPON LAW OFFENSES | Inactive | 2700 FREEMAN ST |
| 9/10/2017 0:20:57 | 2017003031 | WEAPON LAW OFFENSES | Active | 2300 DELLROSE DR |
| 9/15/2017 11:06:03 | 2017003096 | WEAPON LAW OFFENSES | Inactive | 3500 WESTERN ST |
| 9/17/2017 10:40:19 | 2017003118 | WEAPON LAW OFFENSES | Inactive | 900 DAVISVILLE CT |
| 9/20/2017 4:02:48 | 2017003145 | WEAPON LAW OFFENSES | Inactive | 1300 HIGH AVE |
| 9/23/2017 15:26:03 | 2017003194 | ASSAULT-AGGRAVATED | Inactive | 500 BOLLING CT |
| 9/23/2017 21:54:06 | 2017003197 | WEAPON LAW OFFENSES | Active | 200 S 8TH AVE |
| 9/26/2017 4:11:15 | 2017003220 | WEAPON LAW OFFENSES | Inactive | 2900 COURTHOUSE RD |
| 9/26/2017 20:12:49 | 2017003228 | WEAPON LAW OFFENSES | Inactive | 1200 TERRACE AVE |
| 10/1/2017 16:34:58 | 2017003309 | WEAPON LAW OFFENSES | Arrest | 400 N 10TH AVE/DIVISION ST |
| 10/6/2017 22:43:44 | 2017003390 | ASSAULT-AGGRAVATED | Active | 1600 BUREN ST |
| 10/7/2017 2:41:00 | 2017003393 | WEAPON LAW OFFENSES | Inactive | 2700 OAKLAWN BLVD |
| 10/8/2017 22:27:29 | 2017003412 | WEAPON LAW OFFENSES | Inactive | 200 S 6TH AVE/S 7TH AVE |
| 10/11/2017 22:19:33 | 2017003459 | WEAPON LAW OFFENSES | Arrest | 1700 SIBYL ST |
| 10/19/2017 12:21:18 | 2017003549 | WEAPON LAW OFFENSES | Active | 00 S 8TH AVE |
| 10/25/2017 22:26:12 | 2017003619 | WEAPON LAW OFFENSES | Arrest | 2200 BOSTON ST/MARYVILLE AVE |
| 10/28/2017 0:32:59 | 2017003638 | WEAPON LAW OFFENSES | Inactive | 1400 OLD IRON RD |
| 10/28/2017 22:12:00 | 2017003649 | WEAPON LAW OFFENSES | Inactive | 200 N 3RD AVE |
| 10/29/2017 3:26:34 | 2017003650 | WEAPON LAW OFFENSES | Inactive | 100 S 15TH AVE/BUREN ST |
| 10/30/2017 22:07:03 | 2017003668 | WEAPON LAW OFFENSES | Inactive | 2000 LEE ST |
| 11/2/2017 19:28:11 | 2017003696 | WEAPON LAW OFFENSES | Inactive | 300 S 12TH AVE/LYNCHBURG ST |
| 11/4/2017 13:54:33 | 2017003714 | ASSAULT-AGGRAVATED | Arrest | 1100 S 2ND AVE |
| 11/4/2017 16:20:02 | 2017003716 | ASSAULT-AGGRAVATED | Inactive | 00 S 8TH AVE |
| 11/4/2017 21:52:21 | 2017003718 | ASSAULT-AGGRAVATED | Inactive | 1400 EDWARD BLAND CT |
| 11/5/2017 3:38:00 | 2017003721 | ASSAULT-AGGRAVATED | Arrest | 1000 ATLANTIC ST |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|-------------------------------|----------|------------------------------|
| 11/13/2017 22:37:21 | 2017003812 | WEAPON LAW OFFENSES | Inactive | 900 ELM ST |
| 11/15/2017 1:25:29 | 2017003826 | WEAPON LAW OFFENSES | Inactive | 2700 OAKLAWN BLVD |
| 11/16/2017 17:27:33 | 2017003852 | WEAPON LAW OFFENSES | Arrest | 2000 LEE ST |
| 11/17/2017 19:05:00 | 2017003864 | ASSAULT-AGGRAVATED | Arrest | 1900 WAVERLY ST/NEW YORK AVE |
| 11/18/2017 22:27:09 | 2017003878 | WEAPON LAW OFFENSES | Arrest | 2500 OAKLAWN BLVD/HIGH AVE |
| 11/29/2017 13:32:39 | 2017003987 | WEAPON LAW OFFENSES | Arrest | 2400 WAKEFIELD ST |
| 12/8/2017 14:36:29 | 2017004093 | WEAPON LAW OFFENSES | Inactive | 300 S 17TH AVE/DANVILLE ST |
| 12/26/2017 21:42:56 | 2017004256 | WEAPON LAW OFFENSES | Inactive | 2200 WAVERLY ST |
| 12/31/2017 0:00:00 | 2017004299 | HOMICIDE-JUSTIFIABLE | Arrest | 2400 WAKEFIELD ST |
| 1/2/2018 18:20:27 | 2018000028 | WEAPON LAW OFFENSES | Inactive | 100 N 7TH AVE/DOLIN ST |
| 1/8/2018 16:01:21 | 2018000063 | WEAPON LAW OFFENSES | Inactive | 200 S 7TH AVE |
| 1/9/2018 11:10:44 | 2018000067 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 1900 WARREN AVE |
| 1/10/2018 22:03:16 | 2018000081 | WEAPON LAW OFFENSES | Inactive | 100 S COLONIAL DR |
| 1/12/2018 2:44:03 | 2018000092 | WEAPON LAW OFFENSES | Inactive | 3500 NORTON ST |
| 1/19/2018 2:21:17 | 2018000150 | WEAPON LAW OFFENSES | Inactive | 3100 WESTERN ST |
| 1/19/2018 3:10:21 | 2018000151 | WEAPON LAW OFFENSES | Active | 3300 BOSTON ST |
| 1/20/2018 1:27:42 | 2018000165 | WEAPON LAW OFFENSES | Inactive | 3300 BOSTON ST |
| 1/21/2018 14:38:17 | 2018000184 | WEAPON LAW OFFENSES | Inactive | 3500 WESTERN ST |
| 1/23/2018 14:47:16 | 2018000201 | HOMICIDE-MURDER/NON-NEGLIGENT | Arrest | 1000 EDWARD BLAND CT |
| 2/3/2018 1:03:24 | 2018000299 | WEAPON LAW OFFENSES | Active | 500 S 21ST AVE |
| 2/8/2018 9:43:10 | 2018000356 | WEAPON LAW OFFENSES | Inactive | 2400 ATLANTIC ST |
| 2/11/2018 4:18:52 | 2018000384 | WEAPON LAW OFFENSES | Inactive | 4900 OAKLAWN BLVD |
| 2/11/2018 19:03:26 | 2018000391 | WEAPON LAW OFFENSES | Active | 700 N 8TH AVE |
| 2/12/2018 1:30:54 | 2018000394 | WEAPON LAW OFFENSES | Active | 200 N 7TH AVE |
| 2/15/2018 14:51:01 | 2018000457 | ASSAULT-AGGRAVATED | Arrest | 00 S 8TH |
| 2/15/2018 19:35:49 | 2018000461 | WEAPON LAW OFFENSES | Inactive | 500 N 12TH AVE |
| 2/18/2018 10:59:56 | 2018000495 | WEAPON LAW OFFENSES | Arrest | 700 ROANOKE AVE/MAPLE ST |
| 2/18/2018 16:46:00 | 2018000500 | WEAPON LAW OFFENSES | Arrest | 300 PINOAK DR |
| 2/22/2018 23:19:15 | 2018000557 | WEAPON LAW OFFENSES | Inactive | 200 S 7TH AVE |
| 3/1/2018 20:10:41 | 2018000626 | WEAPON LAW OFFENSES | Arrest | 4100 OLD IRON CT |
| 3/5/2018 17:54:30 | 2018000666 | WEAPON LAW OFFENSES | Arrest | 2100 HAZELWOOD AVE |
| 3/7/2018 10:51:10 | 2018000685 | WEAPON LAW OFFENSES | Active | 200 BULL RUN DR |
| 3/7/2018 21:33:03 | 2018000695 | ASSAULT-AGGRAVATED | Arrest | 2100 HAZELWOOD AVE |
| 3/14/2018 1:35:00 | 2018000759 | WEAPON LAW OFFENSES | Arrest | 2700 OAKLAWN BLVD |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|--------------------|------------|-------------------------------|----------|--|
| 3/21/2018 19:23:40 | 2018000826 | WEAPON LAW OFFENSES | Inactive | 1300 OLD IRON RD |
| 3/28/2018 12:25:47 | 2018000900 | WEAPON LAW OFFENSES | Active | 2300 COURTHOUSE RD |
| 3/29/2018 12:14:16 | 2018000908 | ASSAULT-AGGRAVATED | Active | 1500 PIPER SQUARE DR |
| 4/2/2018 20:34:29 | 2018000967 | ASSAULT-AGGRAVATED | Active | 00 REV C W HARRIS ST/WINSTON CHURCHILI |
| 4/2/2018 22:54:34 | 2018000969 | WEAPON LAW OFFENSES | Arrest | 400 RAMSEY AVE |
| 4/5/2018 12:25:32 | 2018000988 | ASSAULT-AGGRAVATED | Inactive | 1100 CENTRAL AVE/BOSTON ST |
| 4/7/2018 22:54:32 | 2018001014 | ASSAULT-AGGRAVATED | Arrest | 400 S 17TH AVE |
| 4/8/2018 15:33:42 | 2018001022 | WEAPON LAW OFFENSES | Arrest | 300 APPOMATTOX ST |
| 4/15/2018 22:37:19 | 2018001095 | WEAPON LAW OFFENSES | Active | 600 CITY POINT RD |
| 4/22/2018 8:49:03 | 2018001176 | WEAPON LAW OFFENSES | Inactive | 3600 OAKLAWN BLVD |
| 4/25/2018 0:14:03 | 2018001213 | WEAPON LAW OFFENSES | Arrest | 1000 LANGSTON PARK DR |
| 4/30/2018 0:00:00 | 2018001291 | ASSAULT-AGGRAVATED | Active | 600 E CAWSON ST |
| 5/7/2018 4:43:09 | 2018001367 | ASSAULT-AGGRAVATED/DOMESTIC | Inactive | 1100 PALM ST |
| 5/12/2018 3:21:43 | 2018001452 | WEAPON LAW OFFENSES | Arrest | 2200 FRONT ST |
| 5/13/2018 11:32:25 | 2018001468 | WEAPON LAW OFFENSES | Active | 400 S 15TH AVE |
| 5/27/2018 2:13:20 | 2018001646 | WEAPON LAW OFFENSES | Active | 400 W RANDOLPH RD |
| 5/30/2018 21:17:15 | 2018001697 | WEAPON LAW OFFENSES | Arrest | 1200 W BROADWAY |
| 7/7/2018 3:25:49 | 2018002157 | ASSAULT-AGGRAVATED | Active | 700 ASHLAND ST/WOODLAWN ST |
| 7/25/2018 2:35:24 | 2018002329 | WEAPON LAW OFFENSES | Active | 1800 DUBLIN ST |
| 8/5/2018 20:30:11 | 2018002491 | WEAPON LAW OFFENSES | Arrest | 1200 ROANOKE AVE |
| 8/17/2018 17:54:01 | 2018002627 | WEAPON LAW OFFENSES | Active | 700 CABIN CREEK DR |
| 8/19/2018 20:42:34 | 2018002653 | WEAPON LAW OFFENSES | Active | 1000 LANGSTON PARK DR |
| 8/21/2018 14:56:02 | 2018002675 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 100 RUTH HARRIS ST |
| 8/21/2018 17:26:04 | 2018002679 | WEAPON LAW OFFENSES | Inactive | 200 S 8TH AVE |
| 8/22/2018 11:47:10 | 2018002685 | WEAPON LAW OFFENSES | Arrest | 500 E BROADWAY |
| 8/24/2018 9:28:07 | 2018002706 | WEAPON LAW OFFENSES | Active | 2100 TRENTON ST |
| 8/25/2018 17:38:11 | 2018002718 | WEAPON LAW OFFENSES | Active | 400 N 12TH AVE/DIVISION ST |
| 9/3/2018 18:43:58 | 2018002807 | WEAPON LAW OFFENSES | Arrest | 1500 PIPER SQUARE DR |
| 9/5/2018 20:42:49 | 2018002831 | ASSAULT-AGGRAVATED/DOMESTIC | Arrest | 3600 CREEKWOOD DR |
| 9/8/2018 1:00:25 | 2018002855 | HOMICIDE-MURDER/NON-NEGLIGENT | Active | 200 E BROADWAY |
| 9/26/2018 23:47:51 | 2018003045 | WEAPON LAW OFFENSES | Active | 2000 STEWART AVE |
| 9/27/2018 20:32:23 | 2018003056 | WEAPON LAW OFFENSES | Arrest | 500 S CABIN CREEK DR |
| 9/30/2018 16:22:16 | 2018003094 | WEAPON LAW OFFENSES | Arrest | 1500 PIPER SQUARE DR |
| 9/30/2018 17:23:52 | 2018003095 | WEAPON LAW OFFENSES | Active | 1200 SUNNYSIDE AVE |

| Report Date & Time | Report # | Incident Type | Status | 100 Block Address |
|---------------------|------------|---------------------|----------|-------------------------|
| 10/3/2018 10:12:51 | 2018003119 | WEAPON LAW OFFENSES | Active | 100 ATWATER RD/RIVER RD |
| 10/7/2018 10:17:15 | 2018003162 | WEAPON LAW OFFENSES | Active | 3900 BOLLING DR |
| 10/12/2018 23:43:40 | 2018003218 | WEAPON LAW OFFENSES | Inactive | 3500 COURTHOUSE RD |

HOPEWELL POLICE DEPARTMENT
 CRIME SUMMARY
 Reporting Date: February 14, 2019

| Year-to-Date Comparison | |
|-----------------------------|----------------------------|
| | Thru February 10th 2019 |
| MURDER | 0 |
| FORCIBLE RAPE | 0 |
| ROBBERY | 4 |
| AGGRAVATED ASSAULT | 8 |
| Violent Crime Total | 12 |
| ARSON | 1 |
| BURGLARY | 5 |
| LARCENY | 46 |
| MOTOR VEHICLE THEFT | 13 |
| Property Crime Total | 65 |
| Total Major Crime | 77 |

Murder, Rape, Assault by # of Victims, All others by # of Incidents

IR-3

City Council Letterhead Policy- Draft Language

The Governing Body shall have a group letterhead that includes the names of all members of City Council and their title. The official point of contact listed will be the City Clerk and the address shall be City Hall, City Council's Office Suite.

A majority of the Governing Body must approve the use of the group letterhead on behalf of City Council and the addition of the City Seal. The Mayor shall be the signee on any correspondence using group letterhead unless authorized by a majority of City Council

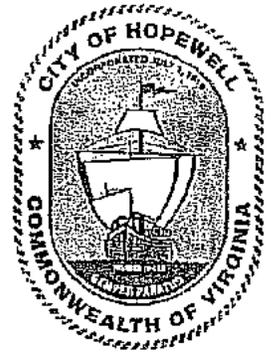
Members of the Governing Body shall be entitled to individual letterhead to conduct official business in their capacity as elected officials on behalf of their constituents. The use of individual letterhead is reserved to each individual City Councilor. Correspondence must not state or imply that the letter is on behalf of City Council or the City of Hopewell. Such correspondence must not include the City Seal without consent of City Council.

IR-4

CITY OF HOPEWELL PROCLAMATION GUIDELINES

Proclamations are ceremonial documents signed by the Mayor and issued for:

- Public awareness
- Charitable fundraising campaigns
- Arts and cultural celebrations
- Special honors (on recommendation of the Mayor)



Proclamations will not be issued for:

- Matters of political controversy, ideological or religious beliefs, or individual conviction
- Events or organizations with no direct relationship to the City of Hopewell
- Campaigns or events contrary to City politics

Other:

- The Mayor's Office reserves the right to modify or deny any proclamation request
- An organization may request only one proclamation annually
- More than one cause can be proclaimed simultaneously
- An organization does not have exclusive rights to the day, week or month of their proclamation
- A Certificate of Recognition or Congratulatory letter is an alternative where proclamation criteria are not met

Who can make a proclamation request?

- Request must be made by a City of Hopewell resident
- Proclamations must affect a broad group of people. We will not issue proclamations for individuals. For individuals, depending on the occasion or event, either a Certificate of Recognition or Congratulatory letter will be provided.

How should a proclamation request be made?

- All requests must be made in writing, completing the "Application To Request City Proclamation" form. Request can be mailed, faxed, emailed or hand-delivered. If mailed or faxed, please call to verify receipt by our office.
- Requests should be made at least 10 working days in advance of the date the document is needed. The exception to this rule is condolence requests. These requests should be made as soon as possible after the person's passing.

What must the request include?

- The completed "Application to Request City Proclamation" and a draft copy of a one-page proclamation, with 4 to 6 "whereas" clauses.

All questions may be directed to the City Clerk at (804) 541-2249. Direct requests may be directed via email to

Office of the City Clerk
300 N Main Street
Hopewell, VA 23860



CITY OF HOPEWELL
300 N MAIN STREET
HOPEWELL, VA 23860

APPLICATION TO REQUEST CITY PROCLAMATION

Requests for City Proclamations must be submitted two weeks prior to the requested Council Meeting date. The City Council meets the 2nd Tuesday of each month.

Topic and purpose of proclamation: _____

Individual, Agency, or Organization Sponsoring the proclamation: _____

Local resident attending council meeting to receive proclamation:

Name

Phone

Council Meeting date requested: _____

Requested by:

Name

Address

Phone

Attach a draft copy of your one-page proclamation to this application and return to Hopewell City Council Clerk, 300 N Main Street Hopewell, VA 23860

For office use only

| | | | |
|----------------|--------------------|--------------------------|-----------------------|
| _____ Approved | _____ Not approved | _____ Applicant Notified | _____ Date Proclaimed |
|----------------|--------------------|--------------------------|-----------------------|



CITY OF HOPEWELL
300 N MAIN STREET
HOPEWELL, VA 23860

APPLICATION TO REQUEST CITY PROCLAMATION

Requests for City Proclamations must be submitted two weeks prior to the requested Council Meeting date. The City Council meets the 2nd Tuesday of each month.

Topic and purpose of proclamation: _____

Individual, Agency, or Organization Sponsoring the proclamation: _____

Local resident attending council meeting to receive proclamation:

Name

Phone

Council Meeting date requested: _____

Requested by:

Name

Address

Phone

Attach a draft copy of your one-page proclamation to this application and return to Hopewell City Council Clerk, 300 N Main Street Hopewell, VA 23860

For office use only

| | | | | | | | |
|-------|----------|-------|--------------|-------|--------------------|-------|-----------------|
| _____ | Approved | _____ | Not approved | _____ | Applicant Notified | _____ | Date Proclaimed |
|-------|----------|-------|--------------|-------|--------------------|-------|-----------------|

City Proclamation Guidelines

Proclamations are ceremonial documents signed by the Mayor and issued for:

- Public awareness
- Charitable fundraising campaigns
- Arts and cultural celebrations
- Special honors (on the recommendation of the Mayor)

Proclamations will not be issued for:

- Matters of political controversy, ideological or religious beliefs, or individual conviction
- Events or organizations with no direct relationship to the City of Cleveland *Hopewell*
- Campaigns or events contrary to City policies

Others:

- The Mayor's Office reserves the right to modify or deny any proclamation request.
- An organization may request only one proclamation annually.
- More than one cause can be proclaimed simultaneously.
- An organization does not have exclusive rights to the day, week or month of their proclamation.
- A Certificate of Recognition or Congratulatory letter is an alternative where proclamation criteria are not met.

Who can make a proclamation request?

- Request must be made by a City of Cleveland resident. *Hopewell*
- Proclamations must affect a broad group of people. We will not issue proclamations for individuals. For individuals, depending on the occasion or event, either a Certificate of Recognition or Congratulatory letter will be provided.

How should a proclamation request be made?

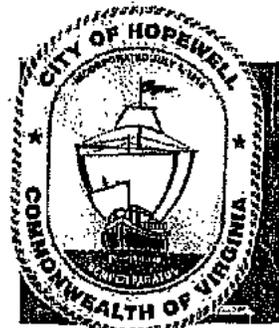
- All requests must be made in writing. Request can be mailed, faxed or hand-delivered or email. If mailed or faxed, please call to verify receipt by our office.
- Requests should be made at least 10 business days in advance of the date the document is needed. The exception to this rule is condolence requests—these should be made as soon as possible after a person's passing.

What must the request include?

- Contact person's first and last name, address, and telephone number.
- A brief summary and/or background of the event or organization.
- The name and date (s) of the day, week, month or event to be proclaimed.
- Draft text for the proclamation, including 4-6 "whereas" clauses.
- An indication of whether the proclamation should be mailed or will be picked up and the date.
- A date when the proclamation is needed.

All questions may be directed to the *City Clerk* (804) 541-2249. Direct requests may be directed via email to *communications@city.cleveland.oh.us* via facsimile to 216-694-9999 or in writing to:

City Clerk (804) 541-2249
City of Hopewell
 Mayor's Office of Communications
 City Hall, Room 227
 501 Lakeside Avenue
 Cleveland, OH 44114
300 N. Main St
Hopewell, VA 23860



Cleveland City Hall
 501 Lakeside Ave.
 Cleveland, Ohio 44114
 Weekdays 8am-5pm

Hopewell Info

T: 216.664.3990
 Relay Service: 711
 Send Email

City's Mission Statement

Hopewell's Info
 We are committed to improving the quality of life in the City of Cleveland by strengthening our neighborhoods, delivering superior services, embracing the diversity of our citizens, and making Cleveland a desirable, safe city in which to live, work, raise a family, shop, study, play and grow old.

Hopewell
 - City of Cleveland

IR-5

IR-6

IR-7

"We have received nothing but positive feedback from the public on our new ClearGov profile. It has helped us communicate our financials in a user-friendly and interactive way... It will be great to see how this will help save time and resources with public information requests moving forward."



John Frye
Financial Services Director

PRIMARY OBJECTIVE:

Easily communicate financial trend data and adhere to the North Carolina municipal transparency laws

Challenge:

The Village of Pinehurst, NC has been looking for a way to provide their financial information to the public in an easy to understand format.

"Before ClearGov, our financial data was published once a year," said John Frye, Financial Services Director in Pinehurst. "It was also not interactive and no live peer comparisons could be made, making it difficult for users to see trends since only one year could be viewed at a time."

Having this data easily accessible would help reduce the number of public information requests, which can take a great deal of time and incur significant costs.

Additionally, North Carolina passed a law in 2015 that required all municipalities to create transparency websites. "Although the state has not yet enforced this requirement, we wanted to be proactive and have a site in place when they did," said Frye.



Solution:

"We uploaded all of our line item revenue and expenditure data since 2011 into the ClearGov system. Having seven years of data provides users with a clear picture of where we have come financially over that time, particularly how we have recovered from the Great Recession of 2008," said Frye.

Pinehurst took their transparency a step further and created a custom peer group that compares their finances to cities in the state that provide similar services.

"ClearGov having the baseline data for the non-subscribing cities and the US Census data is what really makes the system great. This allows for comparisons with peers at a department level cost," said Frye.

Over time, the dashboard will reduce the number of public information requests and increase public trust in their financial operations.

“ClearGov having the baseline data for the non-subscribing cities and the US Census data is what really makes the system great. This allows for comparisons with peers at a department level cost.”

John Frye
Village of Pinehurst, Financial Services Director

CLEARGOV PAGE: VILLAGE OF PINEHURST

VILLAGE OF PINEHURST WEBSITE



CLICK TO VISIT
ClearGov Transparency Page

CLICK TO VISIT
Village of Pinehurst Website

ClearGov has become an invaluable tool to help the Village of Pinehurst educate and engage with everyone in the community.

IR-8

Ronnieye Arrington

From: Pat Cannon <pcannon@polco.us>
Sent: Wednesday, February 20, 2019 9:03 AM
To: Ronnieye Arrington
Subject: Polco

Ms. Arrington:

My name is Patrick Cannon and I am with Polco. I see that you requested access to Polco. I hope you have had a chance to view the platform and see how it works. I am a retired City Administrator and I fully understand the need to obtain feedback as well as the time constraints in do that.

I also wanted to let you know that I have previously discussed Polco with Mayor Gore.

Polco's platform makes it both easy and safe for someone to respond to any question that you post. Each person is required to register by giving their name, email address and zip code. We use this data to verify if they are a resident of Hopewell through the current voter registration list. We can also further breakdown the results by age, gender and location within Hopewell. We have also become a Business Partner with Esri and we can begin to use their data to also assist in the overall analysis.

Polco is also an Enterprise Partner with the National League of Cities. Because of this relationship, we are offering a 25% discount to all members of NLC with join Polco. It is my understanding that your State League has enrolled all communities in Virginia as NLC members.

If you have any question or would like for a demonstration on how Polco works, please let me know

Thanks

Pat

608 286 0369



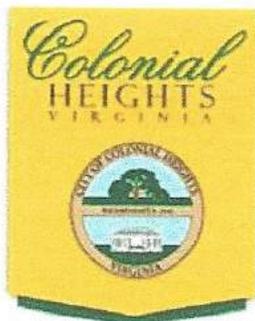
Patrick Cannon

Vice President - Community Outreach | [POLCO](#)

[Schedule a Meeting](#)

IR-9

IR-10



**COLONIAL HEIGHTS
CITY COUNCIL
AGENDA
REGULAR MEETING
CITY HALL**

Council Members

Michael A. Cherry
Kenneth B. Frenier
W. Joe Green, Jr.
John E. Piotrowski
John T. Wood
Elizabeth G. Luck, Vice-Mayor
T. Gregory Kochuba, Mayor

DATE: February 12, 2019

TIME: 7:00 PM

1. Call To Order
2. Roll Call
3. Devotion - The Honorable John E. Piotrowski
4. Pledge Of Allegiance
5. Adoption Of Agenda
6. Declarations Of Personal Interest
7. Commendations And Presentations
 - A. A PROCLAMATION
Recognizing Barrett Porter Smith Upon His Attaining Rank of Eagle Scout
Documents:
[PROC.EAGLESCOUT.BARRETTSMITH.PDF](#)
 - B. American Legion Post 284 Recognition
Documents:
[EX SUM AMERICAN LEGION 284.PDF](#)
 - C. Presentation Of The City's Annual Donation For The Colonial Heights High School After Prom Celebration
 - D. New Employee Introduction
Introduction Of New City Employee Hired By The Police Department.
Documents:
[EX SUMMARY NEW EMP INTRODUCTION.PDF](#)
8. Reading Of Manner Of Addressing Council.
ANY MEMBER OF THE PUBLIC addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER. Unless further time is granted by the Council, ANY MEMBER OF THE PUBLIC shall address the Council for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. PROVIDED however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3) minutes.
9. Written Petitions And Communications

- A. Milton E. Freeland, Jr., Hanover Avenue - Update On Phase IV Of The Appomattox River Walk Trail
 - B. Presentation By Warren Hammond Of The Colonial Heights Food Pantry
- 10. Advertised Public Hearings
 - 11. Hearing Of Citizens Generally On Non-Agenda Items
 - 12. Consideration Of Uncontested Minutes, Ordinances, Resolutions, And Motions In Accordance With The Consent Agenda
 - A. AN ORDINANCE NO 19-FIN-1
(*Second Reading*) To amend the General Fund Budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in the aggregate amount of \$9,642 to appropriate 1) \$5,872 of assigned fund balance for the Office on Youth programs; 2) \$2,470 in donations to the Sheriff's Department; and 3) \$1,300 in prior year donations reserved for the police K9 program for K9 expenditures.

Documents:

[EX SUMMARY ORD 19-FIN-1.PDF](#)
[BUDGET AMENDMENT JAN FY19.PDF](#)
[SHERIFF DONATIONS.PDF](#)
[AN ORDINANCE NO 19-FIN-1.PDF](#)

13. Introduction And Consideration Of Ordinances And Resolutions

A. AN ORDINANCE NO 19-FIN-2

(*First Reading*) To amend the General Fund Budget for the fiscal year beginning July 1, 2018 and ending June 30, 2019, in the aggregate amount of \$39,050 to appropriate 1) \$1,500 in sanctions relinquished to the Police Department and City Attorney; 2) \$2,000 in donations from the Southside Virginia Association of Realtors to the Police and Fire & EMS Departments; and 3) \$35,550 in Rescue Squad Assistance Grant Funds to the Fire & EMS Department.

To amend the Capital Projects Fund Budget by \$1,000,000 to appropriate State of Good Repair Funding from the Virginia Department of Transportation for the resurfacing of Temple Avenue.

Documents:

[EX SUMMARY ORD 19-FIN-2.PDF](#)
[SANCTIONS MEMO.PDF](#)
[RSAF GRANT AWARD.PDF](#)
[TEMPLE AVE PROJECT WORKSHEET.PDF](#)
[AN ORDINANCE NO19-FIN-2.PDF](#)

14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda

A. AN ORDINANCE NO 19-2

(*Second Reading*) Amending §98-1 of Chapter 98, Animals, of the Colonial Heights City Code to specify which birds shall be considered a "Companion Animal".

Documents:

[EX SUMMARY ORD 19-2.PDF](#)
[AN ORDINANCE NO 19-2.PDF](#)

B. Update On Matters Relating To Cal's

15. Reports Of Officers And Documents Related Thereto

A. City Manager

1. General Activity Report

Documents:

EX SUM CM ACTIVITY REPORT.PDF
DATES OF INTEREST - FEBRUARY 2019.PDF

2. City Attorney

3. Director Of Planning And Community Development

16. Adjournment

IR-11

ADJOURN