

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

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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

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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.

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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

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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

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Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
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 Code 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

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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.

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

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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

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Motion passed 4-2

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*

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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:

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. <i>Tabled until next meeting. Clerk instructed to use old policy until new one in place.</i> |
| IR-6 | Denton | Proclamations and condolence certificates – <i>see above</i> |
| 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. <i>Let the City Manager and Police Chief work on this item and report back to Council.</i> |
| 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. – <i>Removed per Council motion to amend agenda.</i> |
| IR-9 | Gore | Cities of Opportunity – <i>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:</i> |

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

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Motion passed 6-0 (per Council rules)

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

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Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
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

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Councilor Randolph	-	yes
Councilor Holloway	-	yes
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

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Councilor Holloway	-	yes
Councilor Partin	-	yes

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

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requirements and (II) identified in the closed-meeting motion discussed in closed meeting? 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

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