

**MINUTES OF THE MAY 14, 2019 CITY COUNCIL MEETING**

A meeting of the Hopewell City Council was held Tuesday, May 14, 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 (left at 6:41 p.m.)  
Brenda Pelham, Councilor, Ward 6

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 5:31 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 (left at 6:41 p.m.)
Councilor Pelham	-	present

**CLOSED MEETING**

At 5:32 p.m., Vice Mayor Bennett moved to go into closed meeting for **(1) discussion and consideration of specific appointees of city council (boards, commissions, authorities); and (2) discussion, consideration or interviews of specific appointees or employees of city council (city manager, city clerk, city attorney), in accordance with Virginia Code § 2.2-3711 (A) (1) [two items], and (8), respectively.**

Councilor Partin seconded the motion. Upon the roll call, the vote resulted:

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

**Motion passed 7-0**

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**RECONVENE OPEN MEETING**

At 6:41 p.m. Council returned to the dais 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 responses resulted:

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

At 6:41 p.m. Councilor Denton became ill and had to leave the meeting. John M. Altman, Jr., City Manager, left the meeting to take Councilor Denton home, and then returned.

**AMEND/ADOPT AGENDA**

Councilor Partin moved to adopt the agenda. His motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

Mayor Gore requested a roll call, which resulted as follows:

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

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**WORK SESSIONS**

**WS-1 Land use work session to provide an overview of a request for a Conditional Use Permit at 219 N. 15<sup>th</sup> Avenue** – Tevya Griffin, Director of Development, presented information to Council regarding the request for the CUP. She stated that most of the homes in the area had been built before 1950, except two. She also noted that the average square footage for homes in the area was 1,411 or 1,800 if the home had a basement. Mr. Barber, the requestor, was seeking to build a 1,400 square-foot home in the Craftsman style, which would have three bedrooms, two bathrooms and a porch. Councilor Partin requested that the foundation of the house be brick. Ms. Griffin said that the required public hearing for this item would appear on the May 28, 2019 agenda.

**WS-2 Land use work session to provide an overview of a request for a Rezoning of property located at 5, 7, 9, and 11 Curtis Harris Street** – Ms. Griffin also presented on this item. She said that the requested rezoning would be from B-2 to M-2. She also noted that the requestor (Bennie Jones) had already had an established business in Hopewell (Battle Boats), and wanted to keep his business in Hopewell. She noted that the requested rezoning was in keeping with the Comprehensive Plan. Ms. Griffin stated that the public hearing for this item would be on the June 11, 2019 agenda.

**REGULAR MEETING**

**ROLL CALL**

At 7:32 p.m. Mayor Gore requested a roll call, as follows:

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

**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. Michael Wyche of John Randolph Pastoral Care, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Partin.

**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:** March 26, April 10, April 16, April 18, April 23, April 30, 2019

**C-2 Pending List:**

**C-3 Routine Approval of Work Sessions:** May 21, 2019 (budget work session); May 28, 2019 (spot blight, amendment of Enterprise Zone ordinance)

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

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

**C-6 Routine Grant Approval:**

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- C-7    Public Hearing Announcement:** May 28, 2019 - FY20 Budget
- C-8    Information for Council Review:** CDBG Draft minutes – 4-30-19
- C-9    Resolutions/Proclamations/Presentations:** Police Week and Peace Officers Memorial Day proclamation; Suicide Awareness proclamation
- C-10   Additional Announcements:** Woodlawn Park Grand opening

Mayor Gore verbally reviewed the Consent Agenda. During the presentation of the Proclamation for Police Week and Peace Officers Memorial Day, Councilors Gore, Pelham and Partin thanked the Hopewell Police Department and the Hopewell Sheriff’s Office for their hard work, dedication and service.

After the announcement of the Woodlawn Park Grand Opening, Vice Mayor Bennett thanked Aaron Reidmiller, Director of Parks and Recreation for his hard work, and noted that he hand-made the sign for the park.

Councilor Pelham moved to approve the Consent Agenda with the change of moving the budget work session from May 21 to the May 20, 2019 special meeting. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

**PUBLIC HEARINGS**

**PH-1   FY 2019-2020 City Operating Budget**

**ISSUE:** Public hearing to receive citizen input on the proposed FY2019-2020 City Operating Budget  
Mayor Gore opened the public hearing at 8:30 p.m. The City of Refuge signed up to speak and came forward to present to Council. With permission from Mayor Gore, the City of Refuge handed out a list of people currently being assisted by their program, and noted those from Hopewell. They asked that Council consider them for monetary assistance during this budget cycle. Mayor Gore closed the public hearing at 8:42 p.m. No action was required of Council at this public hearing.

**PH-2   Fiscal Year 2020 School Board Operating Budget**

**ISSUE:** Council is requested to approve and adopt the amended Fiscal Year 2020 School Board Budget. Mayor Gore opened the public hearing at 8:48 p.m. No one signed up to speak at this public hearing, and no one came forward to speak. After discussion, Councilor Randolph moved to table this item.

Upon further discussion, Councilor Randolph amended her motion and moved to re-open PH-1 to continue it until the May 28, 2019 meeting, and to also table PH-2 to the May 28, 2019 meeting. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

Councilor Pelham submitted a transactional disclosure statement for items PH-1 and PH-2, noticing that she is a school board employee, but stated she is able to participate fairly, objectively, and in the public interest.

**COMMUNICATIONS FROM CITIZENS** - *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.)*

No one signed up to speak.

**REGULAR BUSINESS**

**Reports of City Manager:**

**R-1 Adjustment to the Employee Only City Share for the TLC (The Local Choice) Key Advantage Expanded Plan for the 2019-2020 plan year**

**ISSUE:** Request that Council approve a slight adjustment to the 2019-2020 Employee Only City Share for the TLC Key Advantage Expanded Plan as requested by TLC.

Councilor Partin moved to approve the slight adjustment to the 2019-2020 Employee Only City Share for the TLC Key Advantage Expanded Plan for the 2019-2020 plan year. Vice Mayor Bennett seconded the motion. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

**R-2 Twinning Association – Trip to England**

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**ISSUE:** Councillor Mrs. Jenny Webb, Mayor-Elect of Ashford in England has extended an invitation to our Mayor to join Ashford in celebrating the 20th anniversary of the official twinning of Ashford and Hopewell. This celebration will be held in England. Dr. Jane McCullen came forward and spoke to Council regarding the Twinning Association and its long-time involvement with its English counterpart. She also noted that it was time-honored that Mayor's attend these celebrations, and named several other Mayors who had done so. Mayor Gore stated that she had a conflict and was unable to attend, but noted that if other members of Council were able to go, they were welcome to do so.

Councilor Pelham moved to authorize the Mayor and a member of Staff to attend the Twinning 20<sup>th</sup> Anniversary celebration in England, and if the Mayor was unable to attend, then the Vice Mayor or some other member of Council attend. Her motion was seconded by Vice Mayor Bennett. Upon the roll call, the vote resulted:

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

**Motion passed 5-0**

Mayor Gore submitted a transactional disclosure statement for this item stating that, since she would be the recipient of Council's vote, she did not feel comfortable voting on this item and so abstained.

Since this is an official item which may require use of the Council Letterhead, per Council rules, Councilor Pelham moved to allow Mayor Gore to create a letter accepting the invitation and thanking the Mayor of Ashford, England for the invitation on Council Letterhead. Her motion was seconded by Vice Mayor Bennett. Upon the roll call, the vote resulted:

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

**Motion passed 6-0**

**Report of City Attorney – Council Rules**

Stefan Calos of Sands Anderson PC, City Attorney, presented his revisions to Council Rule 203, which he revised again, per request of Council. Councilor Pelham moved to approve the clean version of Rule 203 as presented. Her motion was seconded by Councilor Partin. Upon the roll call, the vote resulted:

Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	----

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Councilor Pelham	-	yes
Vice Mayor Bennett	-	yes
Councilor Randolph	-	yes
Councilor Holloway	-	yes

**Motion passed 6-0**

Item No.	Councilor	Item Description																					
IR-1	Gore	<p><b>30-day Report Out</b> – ClearGov (return item) – <i>Councilor Pelham moved to authorize and move forward with the purchase of Open Finance during next fiscal year after completion of the CAFR. Her motion was seconded by Mayor Gore. Upon the roll call, the vote resulted:</i></p> <table style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <tr> <td style="width: 60%;">Councilor Partin</td> <td style="width: 10%; text-align: center;">-</td> <td style="width: 30%;">yes</td> </tr> <tr> <td>Mayor Gore</td> <td style="text-align: center;">-</td> <td>yes</td> </tr> <tr> <td>Councilor Denton</td> <td style="text-align: center;">-</td> <td>----</td> </tr> <tr> <td>Councilor Pelham</td> <td style="text-align: center;">-</td> <td>yes</td> </tr> <tr> <td>Vice Mayor Bennett</td> <td style="text-align: center;">-</td> <td>yes</td> </tr> <tr> <td>Councilor Randolph</td> <td style="text-align: center;">-</td> <td>yes</td> </tr> <tr> <td>Councilor Holloway</td> <td style="text-align: center;">-</td> <td>--- (absent from dais)</td> </tr> </table>	Councilor Partin	-	yes	Mayor Gore	-	yes	Councilor Denton	-	----	Councilor Pelham	-	yes	Vice Mayor Bennett	-	yes	Councilor Randolph	-	yes	Councilor Holloway	-	--- (absent from dais)
Councilor Partin	-	yes																					
Mayor Gore	-	yes																					
Councilor Denton	-	----																					
Councilor Pelham	-	yes																					
Vice Mayor Bennett	-	yes																					
Councilor Randolph	-	yes																					
Councilor Holloway	-	--- (absent from dais)																					

**Motion passed 6-0**

IR-2	Gore	<p><b>Hopewell B-Corp creation</b> - In 2018, I started the “Pillars” initiative in response to the Cities of Opportunity Grant award. Pillars calls on all “pillars of the community” to share what they provide as free or low cost resources to the City and its residents. The goal is to create a local database of services and resources to begin to fill in the gaps within the community. Request City Council to approve using a \$10,000 budget decrease from City Council’s budget to create a community incentive for business to become a “local” variation of B-Corps and to demonstrate that they are “Pillars of the Community”. Money to be provided in the form of a grant to any local organization that provides free services, supports community events, provides goods, manpower, leave for employees to support community initiatives/Big Brother’s Big Sisters, etc. Request that Mayor work with City Manager to develop a policy and guidelines for submission in anticipation of the FY20 budget adoption. I will be investing a portion of the Ward 4 Improvement to create “Pillar” decals to provide to businesses that are members. The goal is honor and display the “Pillars in the Community” during the “I ♥ Hopewell” festival by conducting a Community Awards program. Invite City Council participation to join efforts to co-host Community Call to Action and Awards Program. (return item). <i>Mayor Gore requested to table this item until she could speak with Mr. Altman and get more information.</i></p>
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IR-3	Gore	<p><b>Beacon Theater Sunday use</b> - Last year, City Council supported adding an additional \$100,000 to the Beacon Theaters budget for community programs. Requesting Beacon Theater financial report to show expenditures from that amount and current plans for remaining community funding. Request City</p>
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Council to approve FREE access to theater on Sundays after the Beacon Church service for community events. Request City Council develop an Ad-Hoc Committee to review submissions and recommended approval of programs to be offered at theater for the public. Request that the City Manager serve as the Chair of the Ad-Hoc since his role serves as the Chair of the Beacon Theater LLC. (return item). *Councilor Partin moved that an ad hoc committee consisting of Mayor Gore and Councilor Randolph be created to look at courses of action with the Beacon Theater and to meet with the Beacon Theater LLC Manager. His motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:*

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

**Motion passed 6-0**

Councilor Pelham submitted a transactional disclosure statement noticing that her father, C. Ray Edmonds, is a member of the Beacon Theater LLC, but stated she is able to participate fairly, objectively, and in the public interest.

- |      |                  |   |
|------|------------------|---|
| IR-4 | Gore             | <b>Pending List</b> - Request City Manager and City Clerk meet to create list for the re-established pending list. City Council approved including the list in the City Council Agenda Packet. Since Feb, City Council has requested several Work Sessions and IR items. We need a list to visualize order of requests, action deadline and next steps. Request City Council approve list to be included in the next City Council Agenda Packet for initial approval and then to be updated by the City manager’s Office and submitted to Clerk per agenda rules for inclusion in City Council’s Agenda Packet. (return item) <i>This item was tabled until the May 20, 2019 meeting.</i> |
| IR-5 | Denton           | <b>Council requested figures from the City Manager for the entire renovation budget for all departments (return item).</b> <i>The City Manager stated that he had the requested figures and he would email them to Council.</i>   |
| IR-6 | Randolph         | Set work sessions to discuss Limiting agenda IR and CCR’s for each council meeting. <i>Councilor Randolph asked the City Manager was Council going to set a work session for this immediately, or was the City Manager to advise Council as to when a work session for this could be set? Mayor Gore requested that this item be placed on the Pending List. Councilor Randolph asked the Mayor to provide the City Manager with guidance as to how items on the Pending List to be addressed.</i>  |
| IR-7 | Partin<br>Pelham | <b>New Neighborhood Road Repaving Program</b> - For many years the city has had to cut funding from repaving roads and fixing our neighborhood  |

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infrastructure. These cuts have had a detrimental effect on the safety, appearance, and housing stock in our neighborhoods. I would like to request City Council to allow the City Manager and his staff to research the idea of establishing and implementing a road repaving program that will ensure every neighborhood road is paved at least once every 10-15 years and to bring back a proposal to City Council within the next 90 days that includes the capital costs and the staff/manpower cost to fund and implement the program. *Councilor Partin requested that the City Manager and Staff research the idea of establishing and implementing a road repaving program neighborhood program within part of the strategic plan to address paving or repaving roads and fixing infrastructure for every neighborhood road in Hopewell every 12 years. His request was agreed to by Council by consensus.*

**ADJOURN**

The meeting ended at 10:30 p.m.

/s/ Jasmine E. Gore

Jasmine E. Gore, Mayor

/s/ Ronnieye L. Arrington

Ronnieye L. Arrington, City Clerk