

MINUTES OF THE APRIL 9, 2019 CITY COUNCIL MEETING

A meeting of the Hopewell City Council was held Tuesday, April 9, 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
Deborah Randolph, Councilor, Ward 1
Arlene Holloway, Councilor, Ward 2
John B. Partin, Jr., Councilor, Ward 3
Janice B. Denton, Councilor, Ward 5
Brenda Pelham, Councilor, Ward 6 (arrived at 5:33 p.m.)

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

ABSENT: Patience Bennett, Vice Mayor, Ward 7

ROLL CALL

Mayor Gore opened the meeting at 5:30 p.m. Roll call was taken as follows:

Mayor Gore	-	present
Vice Mayor Bennett	-	absent
Councilor Randolph	-	present
Councilor Partin	-	present
Councilor Holloway	-	present
Councilor Denton	-	present
Councilor Pelham	-	present (arrived at 5:33 p.m.)

CLOSED MEETING

At 5:31 p.m., Councilor Partin moved to go into closed meeting for (1) discussion and consideration of specific appointees of city council (boards, commissions, authorities); (2) discussion, consideration and interviews of specific appointees or employees of city council (city manager, city clerk, city attorney); (3) discussion concerning a prospective business or industry where no previous announcement has been made of the business's interest in locating its facilities in the community (Project Laguna); (4) consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body (registrar, VEC appeal); and (5) consultation with legal counsel employed or retained by city council related thereto and regarding specific legal matters, requiring the provision of legal advice by such counsel in accordance with Virginia Code § 2.2-3711 (A) (1) [two items], (5), (7), and (8), respectively. Councilor Denton seconded the motion. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes

DRAFT
April 9, 2019
Regular Meeting

Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	---- (arrived at 5:33 p.m.)

Motion passed 5-0

RECONVENE OPEN MEETING

At 7:37 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 Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

AMEND/ADOPT AGENDA

Councilor Partin moved to amend the agenda: under Consent Agenda, the School Board budget public hearing was changed from FY20 to FY19; also, move item IR-2 so that it follows item IR-6; move item IR-3 to the end and make it item IR-12; move items IR-4 and IR-5 up, so that the correct order of IR items is: IR-1, IR-4, IR-5, IR-6, IR-2, IR-7, IR-8, IR-9, IR-10, IR-11, and IR-3); and add a council meeting on May 18, 2019 at 5:30 p.m. for attorney interviews, and to approve the agenda after those amendments. His motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

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

Motion passed 6-0

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

Councilor Randolph	-	present
Councilor Holloway	-	present
Councilor Partin	-	present

DRAFT
April 9, 2019
Regular Meeting

Mayor Gore	-	present
Councilor Denton	-	present
Councilor Pelham	-	present
Vice Mayor Bennett	-	absent

REGULAR MEETING

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

At 7:44 p.m., Mayor Gore called the meeting to order, and thanked all for attending. She then requested a roll call for the regular meeting, which resulted as follows:

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

The prayer was led by Rev. J. Jefferson Butler of Woodlawn Presbyterian Church, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Randolph.

CONSENT AGENDA

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

- C-1 Minutes:**
- C-2 Pending List:**
- C-3 Routine Approval of Work Sessions: Joint Work Session with School Board – 4-10-19; FY20 Budget Calendar**
- C-4 Personnel Change Report & Financial Report: attached**
- C-5 Ordinances on Second & Final Reading:**
- C-6 Routine Grant Approval:**
- C-7 Public Hearing Announcement: Project Laguna and Amendment of FY20 School Board Budget – April 23, 2019; FY20 tax rates – May 7, 2019 (Special Meeting called by City Manager)**
- C-8 Information for Council Review**
- C-9 Resolutions/Proclamations/Presentations: Child Abuse Awareness; Month of the Military Child**
- C-10 Additional Announcements:**

Mayor Gore read the items that were on the Consent Agenda. She asked Mr. Altman, the City Manager, for an update on the City’s CAFRs. Mr. Altman said that 2016 CAFR completed in October of last year. We are currently working to finalize the 2017 CAFR, and hope to have it done by the end

DRAFT
April 9, 2019
Regular Meeting

of this week, the following week at the latest. The objective is to have 2018 CAFR done by the end of the fiscal year so that all that remains is the current CAFR, which we hope to have done in October.

The proclamation for Child Abuse was then read proclaiming April as Child Abuse Prevention month. The proclamation for the Month of the Military Child was also read. Aaron Reidmiller, Director of Parks and Recreation announced that in recognition of the month, he would allow all military children to use the Community Center free for the month of April.

PUBLIC HEARINGS

There were none

COMMUNICATIONS FROM CITIZENS

No one signed up to speak, and no one came forward when Mayor Gore asked if anyone wanted to speak.

REGULAR BUSINESS

Reports of City Manager:

R-1 Spring Clean Up Week – Tevya Griffin, Director of Development came forward and presented information to Council regarding this item. Councilor Partin moved to approve and designate the week of Saturday, April 13, 2019 to Saturday, April 20, 2019 as Spring Clean-Up week. Councilor Randolph seconded the motion. Upon the roll call, the vote resulted:

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

Motion passed 6-0

R-2 DCJS Spring 2019-2020 School Resource Officer (SRO) Grant – Police Chief Kamran Afzal presented information to Council regarding this request to pursue grants to continue the SRO position at Hopewell High School. Councilor Pelham moved to support the Hopewell Police Department request for approval to apply for a grant which would allow them to continue the School Resource Officer position at Hopewell High School. Councilor Partin seconded the motion. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes

DRAFT
April 9, 2019
Regular Meeting

Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

Motion passed 6-0

R-3 Recreation and Parks appropriation of 14,563 from auction – Aaron Reidmiller presented information to Council regarding his request for surplus property auction revenue. Councilor Pelham moved that the request for appropriation of \$14,563 revenue from the surplus property auction be approved. Councilor Partin seconded her motion. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	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 422 for review. There was discussion. The rule as presented was amended to say that proclamations are “approved and signed” by the Mayor. Councilor Pelham moved that the revised Rule 422 be approved. Mayor Gore seconded her motion. Upon the roll call, the vote resulted:

Councilor Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes

Motion passed 5-1

Mayor Gore stated that Councilor Pelham wanted to discuss Rule 203. Councilor Pelham provided her suggestions to amend the Rule. Councilor Pelham moved to postpone this discussion until the next meeting, and that Mr. Calos could go back and make additional revisions based on the discussion and come back with suggested changes. Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

Councilor Randolph	-	no
Councilor Holloway	-	yes
Councilor Partin	-	no

DRAFT
April 9, 2019
Regular Meeting

Mayor Gore	-	yes
Councilor Denton	-	no
Councilor Pelham	-	yes

Motion fails 3-3

Rule 203 stands as approved. Mayor Gore requested that this item be put on the next agenda for options.

Mayor Gore reminded Council that each of them needed to put forth or recommend someone from their ward to join the Ashford Civic Plaza.

Census Committee

After discussion regarding this item, Councilor Partin moved to allow Mayor Gore, Councilor Denton and the City Manager to discuss the makeup of the Census Committee and to bring information back to the next Council meeting. Councilor Pelham seconded the motion. Upon the roll call, the vote resulted:

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

Motion passed 6-0

Item No.	Councilor	Item Description
IR-1	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 over \$25,000 in the budget Resolution. (return item) <i>Councilor Pelham said she did not want to make any changes for this year, but that Council would review this again for the next budget year. Upon further discussion, it was agreed that the Finance Committee would meet with Mr. Altman and bring it back before the next budget meetings.</i>
IR-4	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

DRAFT
April 9, 2019
Regular Meeting

other councilors as to what we all feel is reasonable. *Council agreed by consensus to have a work session and to add this item to the pending list.*

- IR-5 Denton **Public Declaration of Personal and Economic Interests--** The City of Colonial Heights has a section on their agendas where city councilors publicly 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. *By consensus, Council agreed to ask Mr. Calos to research this and look into declarations of persona interest, and to bring this back in a month.*
- IR-6 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. *Council agreed to add this item to items being discussed during Council budget work sessions.*
- IR-7 Denton **Mayor's Office** – *Council requested figures for the renovation budget for all departments.*
- IR-8 Partin **Reducing our Debt to Budget Ratio**
Currently I believe our city has a long-standing debt to budget ratio of 10% and has used this as a standard practice in order to ensure the city does not take on more debt than it can handle. By reducing this ratio and continuing to strengthen our fiscal policy, we can potentially improve our bond rating, and demonstrate to outside developers, business owners, and potential new residents that Hopewell is a sound place to invest and reside. I am requesting that the City Manager and his staff research and bring back an analysis and proposal to determine if council should reduce this ratio to 8% and adopt this as our new standard practice. *Council agreed to add this item to items being discussed during Council budget work sessions.*
- IR-2 Gore **Request changes to Council Rules 406 and 203.** ~~Change Rule 406 to limit Council's ability to make personal, impertinent, abusive or slanderous statements, or incite disorderly conduct.~~ Change 203 to limit discussion to ensure that the Council meetings are more efficient. *Council agreed to add this item to the next Council meeting.*
- IR-3 Gore **ClearGov follow up** – thirty-day report out (return item)

DRAFT
April 9, 2019
Regular Meeting

- IR-9 Partin **Semi-Annual/Quarterly "Employee Day to Serve"**
Prince George County does an Annual "Employee Day to Serve", where a group of county employees go out into different areas of the county to pick up trash in order to tackle the litter problem they are facing. For years, Hopewell has talked about this multi-decade long problem. This initiative will continue to show that the City of Hopewell is very serious about cleaning up the community. I am requesting that council allow the City Manager to look into having Semi-Annual or Quarterly Employee Days to Serve in order to further tackle the growing litter problem that our city faces. *Council agreed to move this item to the next meeting.*
- IR-10 Randolph **Town Hall Meetings** – *Councilor Randolph requested to be part of the Cities of Opportunity Grant work*
- IR-11 Gore **Access to Munis/Budget Reporting**

Councilor Pelham that IR-4, IR-5 and the reconsideration for Rule 203 be added to a work session. Mayor Gore seconded that motion. Upon the roll call, the vote resulted:

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

Motion passed 6-0

Closed Meetings

At 10:15 p.m., Councilor Pelham moved to go into closed meeting for discussion and consideration of specific boards of City Council (Retreat Committee), in accordance with Virginia Code § 2.2-3711 (A) (1). Councilor Partin seconded the motion. Upon the roll call, the vote resulted:

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

Motion passed 6-0

DRAFT
April 9, 2019
Regular Meeting

Reconvene Open Meeting

Council 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 Randolph	-	yes
Councilor Holloway	-	yes
Councilor Partin	-	yes
Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

Councilor Partin moved to appoint Mayor Gore and Councilor Randolph to the ad hoc Retreat Committee for the Retreat currently scheduled for May 3 and May 4. Councilor Denton seconded the motion. Upon the roll call, the vote resulted:

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

Motion passed 6-0

ADJOURN

Councilor Partin moved to adjourn the meeting. Councilor Denton seconded the motion. All councilors present responded “aye” to the question, and the meeting was adjourned.

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

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