

**October 10, 2017
Regular Meeting**

MINUTES OF THE CITY COUNCIL MEETING

A Meeting and Work Session of the City Council of the City of Hopewell, Virginia, was held Tuesday, October 10, 2017, at 6:00 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jasmine E. Gore, Vice Mayor
Christina J. Luman-Bailey, Councilor (arrived at 6:30pm)
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor
Janice B. Denton, Councilor
Brenda S. Pelham, Councilor (arrived at 6:03 pm)

Charles Dane, Interim City Manager
Stefan M. Calos, City Attorney
Ronnieye L. Arrington, City Clerk

ROLL CALL

Mayor Shornak opened the meeting at 6:02 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	absent (arrived at 6:30pm)
Councilor Holloway	-	present
Councilor Zevgolis	-	absent
Councilor Denton	-	present
Councilor Pelham	-	absent (arrived at 6:03pm)

AMEND/ADOPT AGENDA

Councilor Zevgolis made a motion to adopt the agenda, which motion was seconded by Councilor Luman-Bailey. Upon the roll call, the vote resulted.

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

WORK SESSION

Mayor Shornak started the work session with Charles Dane, interim city manager, and Lance Wolff, interim finance director, regarding the FY 2018 budget. Dane mentioned that \$300,000 was left off of the previous budget for the animal shelter, but said they would reduce the amount if necessary. Council was provided with a new FY2018 Budget Resolution as well as new printouts showing new budget line items. Vice Mayor Gore asked was money removed from departmental budgets to which Dane replied in the negative. Gore asked specifically about the \$85,000 removed from Council's budget to which Dane replied that it was an oversight which would be corrected. Gore asked if the Clerk had access to Council's funds and Dane replied that she did. Gore then cited other changes in the line item

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reports (e.g., sheriff and courthouse decreased \$700,000, on-departmental went down \$1,000,000 etc.) and questioned Dane again regarding department budgets. Dane stated that Council had been previously advised that the budget figures were wrong and would need adjusting. He said that with finance having to go from the training platform to upload the budget into Munis, and with the work on the CAFR, the numbers were off. Also, Dane remarked that the some of the numbers uploaded into Munis were departmental original requests and not the figures approved by Council. He said that the departments were aware of the changes. Gore asked about the deputy clerk position. Councilor Denton responded that it would be best to wait until the city attorney was hired. There was discussion as to if the position would report to the clerk or administration. The Clerk recalled that historically the position of deputy clerk reported to both the city attorney and the city clerk. Mayor Shornak said she wasn't sure that was the case. Gore suggested we change the charter to allow the deputy clerk to report to the clerk. Councilor Zevgolis agreed that the deputy clerk worked with both the city attorney and the city clerk.

Dane said he had no problem working with the council and the clerk on the deputy clerk position, and further advised that the position could be paid from savings left over from when the clerk used to work in the city manager's office. Dane said that even if position hired through City Manager's office, would report to the clerk.

Gore asked why the budget was \$2 million low. Lance replied that it was due to them taking back the \$2.5 million not approved by Council.

Mayor Shornak and Councilor Pelham both filed Transactional Disclosure Statements for the work session.

Councilor Zevgolis moved to amend the agenda to change the closed session time from 7:00pm to 6:37pm. Councilor Luman Bailey seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

CLOSED MEETING

At 6:38 p.m. council went into closed meeting for (1) discussion and consideration of prospective candidates for employment (city manager, city attorney); (2) discussion of appointment of specific appointees of city council (CPMT, Oversight Committee, NLC); (3) discussion or consideration of the investment of public funds where competition or bargaining is involved, where, if made public initially, the financial interest of the governmental unit would be adversely affected (Riverwalk, public safety building); (4) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation, where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of the public body (grievance appeal, EEOC decision); 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], (6), (7), and (8), respectively, which motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

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Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

RECONVENE OPEN MEETING

Council convened into Open Session at 7:31 p.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:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

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

Mayor Shornak called the meeting to order, and thanked all for attending. Due to the absence of Chaplain Eva Brown of John Randolph Medical Center Pastoral Care, prayer was led by Herbert Bragg, Director of Intergovernmental and Public Affairs, followed by the Pledge of Allegiance to the Flag of the United States of America, led by Councilor Denton.

AMEND/ADOPT AGENDA

It was noted that, although Council had a roll call to go into Closed Meeting, there was no actual motion or second. Mayor Shornak and Stefan Calos revised the motion to adopt the agenda so that it incorporated Council having gone into closed meeting, as well. Councilor Denton made the motion to adopt the agenda and for Council to have gone into closed meeting. The motion was seconded by Councilor Pelham. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

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CONSENT AGENDA

Councilor Pelham moved to approve the Consent Agenda, which motion was seconded by Councilor Luman-Bailey. The Consent Agenda included approval of Council’s minutes for the September 12 and September 26, 2017 meetings, as well as the January through June 2017 EDA minutes, and Board of Equalization minutes for August and September. There was a proclamation from James House against domestic violence. Charles Dane announced that Aaron Reidmiller, Director of Parks and Recreation, was elected President of the Virginia Recreation and Park Society. Aaron Reidmiller presented upcoming event for the City. Tevya Griffin announced Clean Up Week. Mayor Shornak asked that Ms. Griffin send all of Council flyers for Clean Up week, which she agreed to do. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

Public Hearings

PH-1 KMRRT LLC request to vacate a portion of Poplar Street – Tevya Griffin, Director of the Department of Development reminded Council that this matter had been presented to the previously, and that the owner of the property was here to answer questions. Mayor Shornak asked if KMRRT LLC was a Virginia LLC. The owner of KMRRT confirmed that his company was out of Missouri, but that they were licensed to operate in Virginia. Councilor Pelham asked about the porous materials to be used for the parking lot. The Owner stated that he intended to leave the land as it was, without asphalt if that was Council’s wish. Councilor Pelham moved to approve the vacation of the undeveloped portion of Poplar Street so that MRRT LLC could use it for additional parking, provided that KMRRT LLC met the requirements of Council regarding utilizing porous material as approved by the Director of Development. Councilor Luman-Bailey seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

PH-2 Zoning Ordinance Amendment regarding certain fees; approve fees associated with wetland permits; and approve a revised fee structure for building, mechanical, electrical and plumbing permits. – Tevya Griffin presented requests for an increase of fees per the below table.

**Zoning Verification for Business
License – Home Occupation**

\$10.00

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<u>Zoning Verification for Business License – Business Location</u>	\$25.00
<u>Zoning Confirmation/Verification Letter – Residential</u>	\$50.00
<u>Zoning Confirmation/Verification Letter- Commercial, Industrial</u>	\$100.00

Councilor Zevgolis expressed concern that some of the requested fee changes might impact the sidewalk ordinance, which falls under the City Manager. Griffin explained that none of the requested fee changes did not include sidewalks. Councilor Pelham asked Ms. Griffin why we would want to charge more for the residential verification letter. Griffin explained that this letter was usually requested by other than the homeowner, usually a bank, and the requestor would charge the homeowner a set fee which was considerably higher than that charged by Hopewell. She further explained that most banks enjoyed the fact that Hopewell charged such low fees compared to other localities, because they were able to keep the difference between what Hopewell charges and what the bank charged its customer. Councilor Pelham asked why the public hearing notice was not included on our website. Ms. Griffin said she would make sure that future notices were put on our website.

Mayor Shornak questioned why our fees would be increased to mirror Chesterfield when they were so much larger. Griffin said that our fees would not mirror Chesterfield, and she further explained that Chesterfield was simply listed on the comparison along with other neighboring cities and counties. Mayor Shornak said the requested fee increases seemed high to her. Griffin explained that the work related to the various verifications and letters were labor and time intensive. She said there was quite a bit of research that was involved. Mayor Shornak said she believed residential costs should stay the same.

Councilor Luman-Bailey stated that she understood how other businesses were making money because of our low rates, and that she supported the rate increase.

Councilor Zevgolis said that residents should go through their banks or other institutions to get the verifications and letters, and that when our resident get the permit themselves, then they are exposing themselves to liability. He agreed with Ms. Griffin to raise the rates.

Councilor Pelham was adamantly opposed to raising the rates and, in fact, believed that the rates should be further lowered. Mayor Shornak agreed. Councilor Pelham made the motion to approve the Zoning Ordinance amendment adding all of the fees except those for the Residential Zoning Confirmation Letter, which fee shall be reduced to \$25, the Commercial Zoning Confirmation Letter, which fee shall be \$50, the residential building permit fee shall go from \$40 to \$25, and the commercial building permit fee shall go from \$100 to \$50. Councilor Luman-Bailey seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

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COMMUNICATIONS FROM CITIZENS:

Coach Jared Jenkins, a resident of Ward 4, said that he was at the meeting at the behest of Councilor Pelham. He said he is creating a book about Hopewell football memories and he would like people to share their memories about Hopewell football. He distributed a flyer to Council. He said it is a year-long project, but would love people to get the word out. Councilor Pelham requested that the flyer be placed on the City's website.

REGULAR BUSINESS

Reports of City Manager:

R-1 Corrected FY2018 Budget Resolution – Council was provided with a corrected FY2018 Budget Resolution in their packets. They were also provided with a redlined version to show all of the corrections. Vice Mayor Gore remarked on some items that still appeared to be errors. She noted that page 5 listed \$37,440 under PTO for the Office on Youth, and that there was \$7 million listed in the Police Budget. She also noted that she did not see the \$10,250 promised to Council for communications cost. Mr. Dane said that the funds were put under Marketing as there was no Communications line item in Council's budget.

Councilor Zevgolis stated that he wanted to go over items with the City Attorney, to which Vice Mayor Gore agreed. Councilor Luman-Bailey said it was okay to discuss, but let's go ahead and approve the projected figures, then make amendments later. The Vice Mayor stated that, given the extent of the changes, Council may need some time to review the revised Resolution. Councilor Pelham asked about the total for the 2015 CAFR preparation. Dane said he did not have that information at hand, but would send it to her. Councilor Pelham also requested an itemized listing of Cherry Bakeart's costs. Dane agreed to provide the information, and stated that he wanted to move forward with the approved budget.

Councilor Denton said that she went to VML and talked with Rachel Reamy of the APA. She said that Ms. Reamy told her that their (the APA) concern is for us to get our finances in order. Councilor Denton said we should concentration on getting that straight, She said that we need to pass this budget resolution and move forward, and that she was all for passing it tonight. There was additional discussion. Mayor Shornak called for the vote. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	No
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	No
Councilor Zevgolis	-	No
Vice Mayor Gore	-	No

There was additional discussion among Council. Councilor Pelham made a substitute motion to postpone discussion about the budget resolution until the Retreat, scheduled for October 20, or add it to the October 24 meeting agenda. This motion was seconded by Vice Mayor Gore. Upon discussion of Council, there was no vote taken on this motion.

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Instead, Councilor Luman-Bailey made another substitute motion to approve the budget resolution as to the corrected figures in Section 1 as presented. Section 2 and all subsequent sections to be postponed to the Retreat, and will appear on the October 24 agenda. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	No
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	No
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

Mayor Shornak requested that the Clerk read the motion for clarity due to the number of changes made to it. The Clerk read the motion as “motion to approve the corrected figures in Section 1 of the budget resolution. Discussion and voting on Section 2, beginning on page 68, and all subsequent sections to be postponed to the Council Retreat on October 20, and to be placed on the October 24 agenda.” Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	No
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

Mayor Shornak and Councilor Pelham submitted Transactional Disclosure Statements for this item.

R-2 Resolution appointing Interim City Manager to Boards and Commissions (City) and Resolution Appoint ICM to Riverside Community Criminal Justice Board. Council reviewed the resolutions included in the agenda packets. Dane explained that some boards and commissions were automatic appointments for whomever was the City Manager, but some required a resolution. He asked the Clerk to elucidate. She advised that the resolution include the list that required appointment, and noted that the City Attorney had added language to include any and all boards and committees. Councilor Denton moved to approve the resolutions appointing the interim city manager to any and all boards, commissions and committee normally held by the City Manager. Councilor Zevgolis seconded the motion. There was no further discussion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

R-3 Resolution providing support to the Hopewell Emergency Crew – Council reviewed the resolution included in the agenda packet. Dane advised that Councilor Luman-Bailey, Vice Mayor Gore, and Fire Chief Donnie Hunter had all worked very hard on establishing the resolution. He also noted that the Hopewell Emergency Crew was represented by their board and crew members. He noted that the

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proposed resolution included HEC's asks of council. Councilor Luman-Bailey moved to approve the resolution providing support to the agreement between Hopewell Fire and Rescue and the Hopewell Emergency Crew. Vice Mayor Gore seconded the motion. There was no further discussion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

R4 – Discussion of 2017 Capital Improvement Projects – Dane presented Council with a spreadsheet showing the Capital Improvement Projects that had been started but not completed, which projects could be stopped, and how much of the \$2.5 million had been spent. Councilor Denton moved to approve the disposition of pending projects as set forth by Council, which Councilor Luman-Bailey seconded for discussion purposes only. The discussion began with Dane having Mr. Reidmiller distribute revised pages to Council. Councilor Pelham asked if staff could be allowed to leave as the discussion could run long. Dane stated that staff may need to be present in case Council had any questions. Dane asked Council to look at the new pages because the one in the packet included other projects that were not to be included. The items on the page were for \$2.5 million to be funded from a loan. Dane stated that of the \$2.5 million, \$995,674 was spent. Dane said that the Riverwalk Project had been discussed with Council in closed session, and would come back before then at another time. Dane also advised that the VDOT project matches were for all of the paving work that Mr. Butler has been doing. He said that Butler expended \$511,000 and there was \$750,000 remaining. He has projects remaining that if they stop those projects, it will stop some of the paving.

Dane also explained that there were projects that have been on the books for 1-2 years, which allocations have not been fully expensed. They total \$578,000 that Dane said he believed could be closed. One project that is an exception is the GIS mapping project. Dane suggested different ways to handle the \$995,674 shortfall. He said Council could freeze the projects until the 2016 CAFR was done. Dane also noted that Mr. Sanderson mentioned that the City may be due a consolidation bonding, as well. Dane stated that the City could either cancel projects or borrow money, or wait until completion of the 2016 CAFR to see if surplus funds would cover the shortfall, which last option Dane recommended. Johnnie Butler, the City Engineer, came forward and said he had some reimbursements from VDOT he could use to work on additional projects. He said he was concerned that if we delay the projects, then VDOT may elect to withdraw their financial support.

Dane said the amount of the shortfall, once the \$578,000 was deducted, was \$420,000, which could be easily absorbed until we figure this out over the next couple of months, which would not delay Mr. Butler from doing his Fall/Spring program.

Councilor Pelham asked Dane to clarify his suggestion again. Dane repeated that staff was asking that we close the \$578,000 projects that were not fully expensed, and freeze the remaining items pending the result of the 2016 CAFR.

Vice Mayor Gore confirmed with Mr. Dane that the pages handed out to Council at the meeting included two pages not given to Council in their packet. Gore asked Dane where did that \$1.5 million come from that was being frozen? Dane said they were not asking Council to freeze the money, but rather to freeze the projects since Council did not borrow the money. Gore then asked where did the \$995,674 that was

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already spent come from, to which Dane replied that it came out of the General Fund. She then asked if the \$995,574 would be reflected in the unassigned funds. Dane said no because they were going to close the funds. Dane said that it would only be \$420,000 because of the closed projects. Dane said that the \$578,000 would be moved from assigned to unassigned. Gore asked when she would get response to the balance of the Rainy Day Fund. Dane said that the Rainy Day Fund had not been touched. Dane said that the Assigned and Unassigned Fund balances change daily based on what comes in and what has been spent. Gore asked Lance Wolff, the interim Finance Director if the reason they could not provide her with a balance for the Unassigned and Assigned Funds was due to the \$995,674. Lance said the calculations would be provided later in the Fall, Once the 2016 CAFR work was done. Councilor Pelham asked Wolff if the cash reconciliations were currently up-to-date. Wolff said he was not sure how many months remained undone, but the Treasurer is very close to being done. Dane said that 2016 was completely done and that 2017 is done the first half, and she is working on the second half. She is working on the last couple of months of 2017. Dane said that it is always at least two months behind. Pelham asked if you wait two months to balance your checking account. Dane said no, but that is how it is done for accounting like this—this is not like balancing your home checkbook. Pelham said that the Treasurer did tell her that. Shornak asked why Pelham asked the question. Pelham said she was asking because this was October 2017. Dane said he believed she was done through June or July. Pelham requested that Dane email Council with that information. Wolff confirmed that the Treasurer was done through the month of June. Pelham thanked him and asked him to also thank the Treasurer for her efforts. There was no further discussion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	No
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	--- (absent from the dais)

R-5 Assessor’s Report and Request to Hire FY2018 approved real estate assessor position prior to completion of the 2016 CAFR – Dane said that Council requested that the city assessor provide them with an updated report, which has been included in Council’s packet. He also advised that Council approved a position for the assessor, but said she could not hire that person until after the 2016 CAFR was done, but the assessor is seeking to hire someone sooner so that she can keep up with the statutory demands of the office. Ms. Patrizia Waggoner, the Real Estate Assessor came forward to report to Council. She went over the spreadsheet given to Council regarding the final totals for the real estate assessor appeals, including those that went through the Board of Equalization. Councilor Pelham requested a spreadsheet showing Board of Equalization revisions (increase or decrease) for residential and commercial properties, which Waggoner said she would provide to Council. Waggoner then described how prior assessors have asked for additional personnel. She explained that she has three appraisers using one car to go out and make assessments. She said that she had budgeted money for another car, but that money had been removed from her budget. Gore reiterated the situation and confirmed with Waggoner that she only had the one car. Gore requested that Council add this item to the things to be discussed at the Retreat. Gore then asked Dane if the reduction in revenues noted on the Assessor’s report was included in Dane’s projections. Dane said that the numbers don’t include new projects and buildings, approximately \$30 million worth, which will offset the reduction. Gore requested to discuss this further with Dane offline.

Councilor Pelham noted that this is a revenue-producing staff member who, if she is unable to do her job, could potentially result in loss of revenue to the City. Pelham said since Council allowed the Fire

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Department to hire someone, the same should be done for the Real Estate Assessor. Councilor Luman-Bailey moved to accept the Real Estate Assessor's report and to allow the assessor's office to hire a staff member prior to completion of the 2016 CAFR. Councilor Pelham seconded the motion. There was no further discussion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

As it was almost 10:30, Mayor Shornak asked if there was a motion to continue past 10:30 p.m. Councilor Pelham made the motion, which was seconded by Councilor Zevgolis. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

R-6 Appointment of Building Official – effective Date October 16, 2017 – Dane advised Council that since Mr. Underwood had left the City's employ, there was a need to hire a new Building Official, which was done. Robert Todd Hawkes is the new Building Official, which Council is requested to appoint. Tevya Griffin, Director of Department of Planning came forward to answer Council's questions. Councilor Pelham asked from where Mr. Hawkes hailed. Griffin said he came from King and Queen County. Shornak said she thought it was odd that Council had to appoint the Building Inspector. Pelham responded that it was the Building Official and that it was a state mandate. Both Griffin and Dane agreed that was the case. Gore requested of Griffin that Council be advised when there is a departure such as Mr. Underwood's. Griffin advised that she put that information in her weekly report. Gore mentioned that they wanted the news briefs to be revamped, and asked that Griffin notify the Clerk of these type of changes. Dane said it would be the responsibility of the City Manager to advise Council and he will be sure to do so. Shornak asked if Council had to be advised when anyone else left. Dane said, no, only because Building Official is a position appointed by Council. Shornak said she just wanted to make sure because she didn't care if someone left in the other departments. Councilor Zevgolis requested to see Mr. Hawkes' resume. Ms. Griffin said she would provide it to Council. Luman-Bailey wanted validation on the Architectural Review Board and Downtown Design Review Committee was included in this decision. Griffin said she did not speak to the ARB or the DDRRC, but rather it was asked of the building official applicants if they were willing and able to work with the ARB and DDRRC. Luman-Bailey said she was glad they were considered. Councilor Luman-Bailey then moved to appoint the building official effective October 16, 2017. Vice Mayor Gore seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	--- (not present on dais)
Mayor Shornak	-	Yes

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Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	--- (not present on dais)
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

R-7 Approval proposed bike lane improvement as outlined in Draft Comprehensive Plan - Dane said this was an unusual request as Council is not usually asked to approve a portion of a Plan, but there were some large grant opportunities available that may be available to help us push the Bike Plan forward faster. He also said that the Bike Plan was part of the Healthy Eating Active Lifestyle process, and is also part of our health and transportation plan. Griffin then came forward and explained further. She said that they were approached by Mr. Reidmiller and Mr. Anderson while Horace Wade was still with the City. She said that Messrs. Reidmiller, Anderson and Wade got together and found there was a grant for bike lanes that would get us money to provide more lanes. She said this was given to the Planning Commission, who has endorsed presenting it to Council. The Grant is due in November which is why they are coming forward now. Griffin said they are steadily working on the Comprehensive Plan and are on the Chesapeake Bay section now. She said they would be finished by the end of the year and would give Council the entire plan. Zevgolis asked if City Engineer and Public Works Director review this plan. Butler came forward and stated that he was on board with this idea and trying to get the grant. Councilor Luman-Bailey maybe we can ask Dr. Morris to put in a good word. Griffin said that Dr. Morris has talked to the Planning Commission and gotten them to agree regarding the health chapter, and health all throughout the Comprehensive Plan. Luman-Bailey said he also did a great job at the VML Conference. Butler explained the grant process through the VDOT portal, and what is required. Councilor Luman-Bailey moved to approve and endorse the bike lane facility improvement strategy as outlined in the draft Comprehensive Plan 2027. Councilor Pelham seconded the motion. Upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

Announcement by Dane – Office on Youth holding Parents Night Out event on November 3, 2017 from 5:00pm until 8:00 pm.

Reports of City Attorney – there was nothing to report.

Reports of City Clerk – nothing to report. Mayor Shornak noted the board openings and said we needed volunteers.

Reports of City Council – Councilor Luman-Bailey stated that she attended the Virginia Gateway meeting last Thursday morning. She said there was nothing to report. She said Go Virginia is still a hot topic as far as getting grants, which was mentioned at VML, as well. We received Platinum status in Go Green. We also received an award from HEAL.

Individual Councilors – Mayor Shornak requested that the name be put beside all of the IR requestors.

IR-1 Gore – **Resolution requesting fiscal assistance for budgets FY2016, FY2017 and FY2018** - said this was a follow up to the APA meeting. She said they wanted someone to review the budget, and the

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proper way to request it. Luman-Bailey said Bob Laudenburg was the person who said they could help if we asked for assistance. She also said it was a great idea, and that could help us know if additional requests were necessary. Shornak agreed this was a great resource, and that she personally knew Mr. Laudenburg and was happy to ask with Councilor Luman-Bailey. Gore said it was okay to add them, but still wanted to use Commonwealth of Virginia, as well. Dane asked for clarity on if Council wanted someone to review the CAFR's. Mayor Shornak confirmed that it was for the budget. Dane said that was not what the APA said. If we have someone helping with budgets, we already have budgets. What are they helping with? Gore said they were just reviewing the budgets, not actually interfering with staff. Shornak agreed that point needed clarifying. Luman-Bailey said she needed to check on the procedure first. Gore said Council should still vote on starting the process. Shornak said she didn't feel comfortable voting until the information is gathered and brought back to Council. Luman-Bailey suggested a revision. Approve moving forward with investigation. Shornak said requesting that Council request additional information on requesting additional information from Virginia First Cities and VML. Pelham suggested that we support a subcommittee of Gore and Luman-Bailey. Shornak said she wanted to be on that. Pelham said she was making the motion. Shornak requested a point of order. Calos said that they all seem to be on the same page, and only need to clarify what they are requesting. Pelham continued with her motion that Vice Mayor Gore and Councilor Luman-Bailey get together to gather information requesting additional technical assistance from the Commonwealth of Virginia by way of VML or VACO to review the FY 2016-2018 budgets, which motion was seconded by Vice Mayor Gore. Councilor Zevgolis asked about CCR's versus IR, and if we needed to waive the rules. Calos asked which rule was being waived. Zevgolis sought clarification as to if IR's were considered part of the main agenda. It was noted that the IR item procedures are often changed. Mayor Shornak stated that she didn't like that and it shouldn't change. Shornak requested clarity on what is being voted on. Councilor Pelham repeated that Vice Mayor Gore and Councilor Luman-Bailey get together to gather information requesting additional technical assistance from the Commonwealth of Virginia by way of VML or VACO to review the FY 2016-2018 budgets. Shornak said that the information needed to be brought back to Council, and Pelham agreed. Calos asked if that was part of the motion and again, Pelham agreed. The final motion is for Vice Mayor Gore and Councilor Luman-Bailey to collaborate on gathering information requesting additional technical assistance from the Commonwealth of Virginia, VML, or VACO, and to report back to Council. Vice Mayor Gore reiterated her second. There being no further discussion, upon the roll call, the vote resulted:

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes
Vice Mayor Gore	-	Yes

IR-2 Internal Audit – Requesting that Council approve obtaining quotes from entities to conduct an internal audit of the City's current financial policies and procedures. Council decided to remove this item until they receive the information back from IR-1.

IR-3 Forensic audit – requesting that Council approve obtaining quotes from entities to conduct a forensic audit of the City's finances. Councilor Pelham moved for approval of this item, which motion was seconded by Vice Mayor Gore. Discussion ensued. Pelham said she placed this on the agenda due to financial director changes, city manager changes, city council changes, the CAFR's are late, the financial department has had changes, and due to the change from one system to another system. Councilor Luman-Bailey asked if Pelham would consider holding off on that until the results of IR-1. She said she wasn't sure if Petersburg got satisfaction from their request. Pelham asked if she had spoken with

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someone in Petersburg. Luman-Bailey said that she knew some of the people involved with assisting Petersburg, and wasn't sure if it was helpful. Pelham said she would go with whatever the group decided to do. Luman-Bailey said that it was Gore's original suggestion, which Gore denied. She said she was repeating the sentence for clarity, not for making a motion. Gore expressed concerns over social services and CSA and that they needed to look over some of their items. Requested that we look at what services PB Mares offers. Luman-Bailey said they could add it to the research being done in IR-1. Denton commented that she is not for all of this. She said if we go ahead and do the 2016 and 2017 CAFR's done, it would give us a better picture. Said we don't want to put any extra burden on our finance department. Shornak said we had an independent audit and she didn't see anything in the findings to suggest that there was any type of malfeasance or problem. She said doing this is sending a message to the public that Council thinks there is fraud. After the comments, Council sought clarity from Calos regarding the need for a motion or amended motion. Calos said there should be a new motion for clarity. Vice Mayor Gore moved to add items IR-3 and IR-2 to IR-1, which motion was seconded by Councilor Pelham. There being no further discussion, upon roll call the vote resulted

Councilor Denton	-	Yes
Councilor Pelham	-	Yes
Mayor Shornak	-	Yes
Councilor Luman-Bailey	-	Yes
Councilor Holloway	-	Yes
Councilor Zevgolis	-	Yes

Citizen Councilor Requests:

Luman Bailey – noted that the Canoe Wilderness Inquiry people were at the City today. School children enjoyed it this morning, and it was free to the public this afternoon. She said they have a large, multi-person canoe. She noted that a large canoe could be great for teambuilding, education and physical activity. She further noted that Dr. Morris presented at the VML and mentioned the Boathouse herb and garden that they did in Hopewell. The Boathouse in Rockett's Landing will present the Boathouse herb and garden in Hopewell.

Gore – reporting about the traffic at schools not monitoring the crosswalks. She said she was concerned that a child could be injured. Dane said that Butler was looking into highlighted crosswalks for safety.

Shornak – requested a report from the Beacon LLC be put on the next agenda, including expenses and income for the fiscal year. She also requested a report from the Hopewell Downtown Partnership for the next agenda and the agenda process. Mayor Shornak also requested that the Council members who attended the VML conference be prepared to report at the November 21 council meeting.

Denton – requested that Council repeat “I will show respect” ten times on the way home. She said that Council is in need of that.

ADJOURN

At 12:01a.m., motion was made by Mayor Shornak and seconded by Councilor Pelham to adjourn. All Council responded aye.

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Jackie Shornak, Mayor

Ronnieye L. Arrington, City Clerk