



CITY OF HOPEWELL
Hopewell, Virginia 23860

AGENDA

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CITY COUNCIL

Jackie M. Shornak, Mayor, Ward #7
Jasmine E. Gore, Vice Mayor, Ward #4
Christina J. Luman-Bailey, Ward #1
Arlene Holloway, Councilor, Ward #2
Anthony J. Zevgolis, Councilor, Ward #3
Janice B. Denton, Councilor, Ward #5
Brenda S. Pelham, Councilor, Ward #6

Mark A. Haley, City Manager
Stefan M. Calos, City Attorney
Ross A. Kearney, III, City Clerk

Date: February 14, 2017

MUNICIPAL BUILDING

TIME: Work Session 6:00 p.m.
Closed Meeting 6:30 p.m.
Regular Meeting 7:30 p.m.

OPEN MEETING

6:00 p.m. Call to order, roll call, and welcome to visitors

MOTION: To amend/adopt agenda.

WORK SESSION

WS-1. Preparation/Discussion for three upcoming public hearings to amend sections of the Zoning Ordinance.

MOTION: To go into closed meeting for (I) discussion of performance or appointment of specific appointees of City Council (City Clerk, Board of Zoning Appeals, Hopewell Water Renewal Commission); (II) discussion or consideration of the acquisition of real property for a public purpose (eminent domain), where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body; and (III) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1) (3) and (7), respectively.

Roll Call

6:30 p.m.

CLOSED MEETING

RECONVENE OPEN MEETING

CERTIFICATION 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?

REGULAR MEETING

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

Prayer by Pastor Marcus Campbell of Abundant Life Church of Hopewell, followed by the Pledge of Allegiance to the Flag of the United States of America.

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: October 25, 2016 and January 24, 2017.
- C-2 Pending List: Will be emailed to Council & Available at the February 21, 2017 Work Session.
- C-3 Routine Approval of Work Sessions: City Council Work Session on February 21, 2017, EDA Joint Work Session; February 23, 2017, Joint Work Session with Hopewell School Board @ Hopewell High School Library 6:30 PM.
- C-4 Personnel Change Report & Financial Report: Personnel Report
- C-5 Ordinances on Second & Final Reading: None
- C-6 Routine Grant Approval: None
- C-7 Public Hearing Announcement: February 28, 2017 – Request to vacate a portion of right-of-way.
- C-8 Information for Council Review: None
- C-9 Resolutions/Proclamations/Presentations: None

COMMUNICATIONS FROM CITIZENS

Communications from Citizens – A Communications from Citizens period, limited in total time to 30 minutes, shall be part of the Order of Business at each regular Council meeting. Each speaker will be limited to three (3) minutes. No citizen will be permitted to speak on any item scheduled for consideration on the regular agenda of the meeting (see Council Rule 405).

REGULAR BUSINESS

Reports of City Manager:

- R-1. City Event Announcements
- R-2. City Councilor to serve on the Urban Development Area (UDA) Committee per Grant Requirements.

Reports of the City Attorney

Reports of the City Clerk:

Accepting Talent Bank Resumes (TBR) for the Youth Commission, Architectural Review Board (ARB) **(1) Vacancy**, Crater District Area Agency on Aging **(1) Vacancy**, District 19 Community Service Board **(2) Vacancies**, Dock Commission **(3) Vacancies**, Downtown Design Review Committee (DDRC) **(2) Vacancies**, Recreation Commission **(1) Hopewell H.S. Senior Class Representative**, Social Services Advisory Board **(2) Vacancies**. Applications can be found at www.hopewellva.gov.

Reports of City Council:

Committees

Individual Requests

Any Other Councilor

CITIZEN/COUNCILOR REQUESTS

OTHER COUNCIL COMMUNICATIONS

ADJOURNMENT

Work Session



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- Civic Engagement
- Culture & Recreation
- Economic Development
- Education
- Housing
- Safe & Healthy Environment
- None (Does not apply)

Order of Business:

- Consent Agenda
- Public Hearing
- Presentation-Boards/Commissions
- Unfinished Business
- Citizen/Councilor Request
- Regular Business
- Reports of Council Committees
- X Work Session

Action:

- Approve and File
- Take Appropriate Action
- Receive & File (no motion required)
- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: Work Session to discuss three (3) upcoming public hearings

ISSUE: The City of Hopewell has initiated three (3) amendments to the Zoning Ordinance. It is important that City Council is informed of the details of the request prior to holding public hearing.

RECOMMENDATION: City Administration recommends City Council hold the work session and considers citizen comments at their meeting on March 7, 2017.

TIMING: The City cannot apply for Certified Local Government status until the Zoning Ordinance amendments are approved by City Council.

BACKGROUND: The City Council requested Development Staff and members of the Architectural Review Board and Downtown Design Review Committee apply to become a Certified Local Government (CLG). We have been working hard at this effort and will provide an overview of our progress. Most importantly, staff will explain two (2) amendments that must be made to the Zoning Ordinance, per the VA Department of Historic Resources, in order to be eligible for CLG status.

The City is initiating a zoning ordinance amendment to allow accessory structures that cannot be seen from the public right-of-way in the B-3 Zoning District with a Conditional Use Permit approved by City Council. Staff will provide an overview of this request.

FISCAL IMPACT: None at this time

ENCLOSED DOCUMENTS: Background information (staff reports, proposed amendments, and presentation)

STAFF: Tevya W. Griffin, Director, Department of Development
Horace H. Wade, III, City Planner

SUMMARY:

Y	N		Y	N	
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Christina J. Luman-Bailey, Ward #1	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Janie Denton, Ward #5
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Arlene Holloway, Ward #2	<input type="checkbox"/>	<input type="checkbox"/>	Councilor Brenda Pelham, Ward #6
<input type="checkbox"/>	<input type="checkbox"/>	Councilor Anthony J. Zevgolis, Ward #3	<input type="checkbox"/>	<input type="checkbox"/>	Mayor Jackie M. Shornak, Ward #7
<input type="checkbox"/>	<input type="checkbox"/>	Vice Mayor Jasmine E. Gore, Ward #4			

**CLOSED
MEETING**

REGULAR BUSINESS

CONSENT AGENDA

MINUTES

DRAFT

MINUTES OF THE CITY COUNCIL MEETING HELD OCTOBER 25, 2016

A regular meeting of the City Council of Hopewell, Virginia, was held Tuesday, October 25, 2016, at 6:30 p.m. in Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Brenda S. Pelham, Mayor
Christina Luman-Bailey, Vice Mayor
Arlene Holloway, Councilor
Anthony Zevgolis, Councilor
Jasmine Gore, Councilor
Jackie Shornak, Councilor

Mark Haley, City Manager
Stefan Calos, City Attorney
Ronnieye Arrington, Acting City Clerk

ABSENT: Wayne Walton, Councilor

ROLL CALL

Mayor Pelham opened the meeting at 6:33 p.m. Roll call was taken as follows:

Mayor Brenda S. Pelham	-	present
Vice-Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Walton	-	absent
Councilor Shornak	-	present

Motion was made by Councilor Gore to amend the agenda by revising the order of issues to be heard in closed meeting. City Attorney Stefan Calos advised that no such motion was necessary as the order of the closed meeting items on the agenda was not necessarily the order in which they would be discussed.

Motion was made by Councilor Shornak and seconded by Councilor Zevgolis to adopt the agenda. Upon the roll call, the vote resulted:

Mayor Pelham	-	yes
Vice-Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Shornak	-	yes

DRAFT

CLOSED MEETING

Motion was made by Councilor Shornak and seconded by Councilor Gore to go into closed meeting for (I) discussion of specific appointees of City Council (Hopewell Redevelopment & Housing Authority, Economic Development Authority, District 19 Community Services Board, City Clerk); (II) discussion concerning the acquisition of real property for a public purpose, where discussion in an open meeting would adversely affect the bargaining position and negotiating strategy of City Council; (III) consultation with legal counsel and briefings by staff members or consultants pertaining to actual or probable litigation (Vireol/Green Plains), where such consultation or briefing in open meeting would adversely affect the negotiation or litigation posture of City Council; and (IV) consultation related thereto and other specific legal matters (including code enforcement) requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A)(1) (3) and (7), respectively. Upon the roll call, the vote resulted:

Mayor Pelham	-	yes
Vice-Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Shornak	-	yes

OPEN MEETING

The councilors came out of closed meeting at 7:45 p.m. and indicated that they intended to return to the Closed Meeting at the conclusion of the Open Meeting. Mayor Pelham opened the regular meeting at 7:51 p.m. Roll call was taken as follows:

Mayor Pelham	-	present
Vice Mayor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Gore	-	present
Councilor Shornak	-	present

REGULAR MEETING

Prayer by Rev. April Weaver of First Baptist Church, followed by the Pledge of Allegiance to the Flag of the United States of America.

DRAFT

CONSENT AGENDA

Motion was made by Councilor Holloway and seconded by Vice-Mayor Luman-Bailey to approve the Consent Agenda — Information for Council Review: Minutes of the 9-1-16 meeting of the School Board of the City of Hopewell; Governor McAuliffe Kicks off Commonwealth of Virginia Workplace Giving Campaign; minutes of the Water Renewal Commission 7-18-16 and 8-22-16 meetings; Resolutions: Move the 11-8-16 regular meeting from Election Day (11-8-16) to 11-9-16; Proclamation/Presentation: Condolence Proclamation for Herndon Smith; Proclamation for Domestic Violence Awareness Month; Proclamation for Rev. Dunbar at his retirement. Upon the roll call, the vote resulted:

Mayor Pelham	-	yes
Vice-Mayor Luman-Bailey	-	yes
Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Shornak	-	yes

PUBLIC HEARINGS - NONE

COMMUNICATIONS FROM CITIZENS – Thomas Gough spoke on the condition of sidewalks in downtown Hopewell. There were no other citizen communications.

UNFINISHED BUSINESS - NONE

REGULAR BUSINESS

R-1 PRESENTATION FROM FINANCE DIRECTOR REGARDING COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR)

Presentation was made by Jerry L. Whitaker, Finance Director, regarding the status of the CAFR, next steps to continue toward finalization, and response to questions from Council.

R-2 RECREATION AND PARKS APPROPRIATION OF AUCTION FUNDS

Presentation was led by Aaron Reidmiller, Director of Recreation and Parks, with comments by Mark Haley, City Manager, and Charles Dane, Assistant City Manager, regarding the proposed appropriation of surplus property auction revenue.

Motion was made by Councilor Holloway and seconded by Vice Mayor Luman-Bailey to approve appropriation of \$8,875 in auction proceeds to the Recreation and Parks Department to be used towards operating expense related to maintenance and recreational programming. Upon the roll call, the vote resulted:

Mayor Pelham	-	yes
Vice-Mayor Luman-Bailey	-	yes

DRAFT

Councilor Holloway	-	yes
Councilor Zevgolis	-	yes
Councilor Gore	-	yes
Councilor Shornak	-	yes

R-3 CODE ENFORCEMENT PRESENTATION

Presentation was led by Tevya Griffin, Director of Development and Lynn Underwood, Building Official, with comments by the City Manager regarding the Department of Development, current operations, future plans, status of addressing previous complaints, notice of the potential need for new staff, which will be addressed at a future meeting.

This presentation was for informational purposes only and required no action from Council. Councilors asked a variety of questions and requested that the questions be addressed before this matter came back before them.

R-4 PRESENTATION ON CITIZEN COMPLAINT PROCESS

Presentation was made by the City Manager regarding the current process for handling complaints from citizens; e.g., how such complaints are received, forwarded and tracked. This presentation was for informational purposes only and required no action from Council.

REPORTS OF THE CITY ATTORNEY: NONE

REPORTS OF THE CITY CLERK: NONE

REPORTS OF CITY COUNCIL: NONE

CITIZEN/COUNCILOR REQUESTS:

CCR-1 Vice-Mayor Luman-Bailey said she wanted to move this item to the 11-9-16 agenda.

CCR-2 thru
CCR-5 Councilor Shornak requested to move these to the 11-9-16 agenda.

CCR-6 Councilor Gore requested that Director Griffin provide a recommendation about creating a pilot program that would employ the homeless, re-entry youth and work release inmates to assist with beautification of the City. Ms. Griffin is to research request and advise Council at later meeting, including as to creation of task force.

DRAFT

CCR-7 Councilor Gore requested revisions to the Rules of City Council, specifically Rules 302, 303 and 304. The City Attorney requested that suggested revisions be sent to Stefan Calos as he is in the process of revising the rules. Councilor Gore also requested that a motion be added at the end of CCRs so that council could vote on these items. Discussion ensued regarding if the rules allowed a motion. Assistant Manager Dane suggested adding an action request at the end of the CCR. Councilor Gore agreed that was a good compromise. Mayor Pelham, Councilor Zevgolis, Councilor Luman-Bailey and Councilor Gore agreed that this item should be placed on the next agenda so that it could be voted on. Stefan Calos remarked that, per the Rules, there was no need for further voting as Council was allowed to add an action line to the CCRs. Mayor Pelham requested that this format be used going forward, and that the rules be revised to show this change.

CCR-8 Councilor Gore requested that City Council appoint or identify two members to serve on an ad-hoc committee with two recently selected School Board members to finalize MOU and shared use recommendations for the Mallonee Gym renovation. Selected members shall be communicated to Dr. Hackney and School Board to immediately begin scheduling meetings. Council decided to move this item into the Closed Meeting for the 11-9-16 agenda.

City Manager noted that there was an Oleum leak at Honeywell, resulting in Route 10 being closed down. Mayor Pelham asked and the City Manager advised that were this a more serious emergency, citizens would be advised by Code Red, which is free to all citizens.

At 10:50 p.m. Council went back into Closed Meeting.

Council came out of Closed Meeting at 11:33 p.m. Councilors were asked if they complied with Virginia Code § 2.2-3712(D), namely, that only public business matters (I) lawfully exempted from open-meeting requirements and (II) identified in the closed-meeting motion were discussed in closed meeting, to which they all responded yes.

ADJOURN

At 11:33 p.m., Councilor Holloway made a **motion** to adjourn the meeting, which was seconded by Vice-Mayor Luman-Bailey, and unanimously passed.

Brenda S. Pelham, Mayor

Ronnieye Arrington, Acting City Clerk

**January 24, 2017
Regular Meeting
-DRAFT-**

MINUTES OF THE REGULAR MEETING OF CITY COUNCIL .HELD JANUARY 24, 2017

A Regular Meeting of the City Council of the City of Hopewell, Virginia, was held Tuesday, January 24, 2017, at 6:30 p.m. in the City Council Chambers, Municipal Building, 300 North Main Street, Hopewell, Virginia.

PRESENT: Jackie M. Shornak, Mayor
Jasmine E. Gore, Vice Mayor
Christina J. Luman-Bailey, Councilor
Arlene Holloway, Councilor
Anthony J. Zevgolis, Councilor
Janice B. Denton, Councilor
Brenda S. Pelham, Councilor

Mark A. Haley, City Manager
Stefan M. Calos, City Attorney
Ross A. Kearney III, City Clerk

*(Councilor Brenda S. Pelham arrived at 6:40 PM)

ROLL CALL

Mayor Shornak opened the meeting at 6:30 p.m. Roll call was taken as follows:

Mayor Shornak	-	present
Vice Mayor Gore	-	present
Councilor Luman-Bailey	-	present
Councilor Holloway	-	present
Councilor Zevgolis	-	present
Councilor Denton	-	present
Councilor Shornak	-	absent (Arrived @ 6:40 p.m.)

MOTION TO AMEND AGENDA

A motion was made by Councilor Zevgolis, and seconded by Councilor Denton to amend the agenda to the following: Consent Agenda C-1 – Minutes, Councilor Denton will not vote on the approval of the 2016 minutes, C-7 – Public Hearing Announcements be removed, C-9 – Presentations – Hopewell/Prince George Chamber of Commerce presentation is moved to February 28, 2017, and was unanimously passed 6-0 on an Aye vote.

Vote Result: 6-0 Agenda Amended and Adopted

CLOSED MEETING

At 6:35 p.m. a motion was made by Vice Mayor Gore, and seconded by Councilor Luman-Bailey, to resolve to convene into closed meeting for (I) discussion of performance or appointment of specific appointees of City Council (City Manager, City Clerk, Economic Development Authority, Board of Zoning Appeals, Hopewell Redevelopment & Housing Authority, Recreation Commission - Student Appointee,

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John Tyler Community College Board); (II) discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; (III) consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation (Beacon v. JRF), where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of City Council; and (IV) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1), (5), and (7) (two items), respectively. Upon the roll call, the vote resulted:

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

Vote Result: 6-0 Yes

REGULAR MEETING

Mayor Shornak opened the regular meeting at 7:30 p.m. Roll call was take as follows:

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

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

Prayer by Pastor Joyce Harville of First Christian Church of Hopewell, followed by the Pledge of Allegiance to the Flag of the United States of America.

AMEND AGENDA

A motion was made by Councilor Zevgolis to add under Regular Business, R-3 – Set Joint meeting with the Hopewell School Board; R-4 –Virginia Municipal League City Council Vote on Filling two Board Vacancies and from the Consent Agenda remove C-5 – Ordinances on Second and Final Reading and move it to Regular Business R-5, and seconded by Councilor Pelham. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes

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Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 7-0 Yes – Agenda Amended and Adopted

CONSENT AGENDA

A motion was made by Councilor Pelham, and seconded by Councilor Luman-Bailey to adopt the amended consent agenda: Minutes: November 22, 2016 through January 10, 2017; Pending List: None Routine Approval of Work Sessions: Neighborhood Assistance and Planning Work Session regarding Certified Local Government; Personnel Change Report & Financial Report: Financial Report; Routine Grant Approval: None; Public Hearing Announcement: February 14, 2017 – Disposition of real property Information for Council Review: None; Resolutions/Proclamations/Presentations: None. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 Amended Consent Agenda Adopted

PUBLIC HEARINGS

PH-1 - Request by HF Quail, LLC on behalf of Papi Naidu L.L.C. to amend Zoning Ordinance map to permit Planned Unit Development and to permit a Planned Unit Development on Lots 8, 9, 19, and 20 in Crossing North Subdivision, Section 3, Block C.

This was the night advertised for a public hearing to consider to amend Zoning Ordinance map to permit Planned Unit Development and to permit a Planned Unit Development on Lots 8, 9, 19, and 20 in Crossing North Subdivision, Section 3, Block C..

Tevya Griffin, Director of Planning addressed Council. The Planning Commission recommended that the Zoning Ordinance map to permit Planned Unit Development and to permit a Planned Unit Development on Lots 8, 9, 19, and 20 in Crossing North Subdivision, Section 3, Block C be denied.

The public hearing was opened at 7:40 p.m. and the following speakers signed up to speak:

Johnny Partin: Was not in favor of this project and requested Council to deny.
Debbie Randolph: Was not in favor of this project and requested Council to deny.
John Royster of Ft. Lee: Ft. Lee was not in favor of this project and requested Council to deny.
Jim Lupori: Was not in favor of this project and requested Council to deny.
Eric Jones: Was not in favor of this project and requested Council to deny.

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Mayor Shornak closed the public hearing at 8:140 p.m. and entertained motions to permit a planned unit development on Lots 8,9,19 and 20 in Crossing in North Subdivision. And there being no motions the said request died.

A motion was made by Councilor Denton, and seconded by Councilor Holloway to permit a planned unit development on Lots 8 and 9 in the Crossing North Subdivision, Section 3, Block C. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 No/Denied

A motion was made by Councilor Gore, and seconded by Councilor Denton to permit a planned unit development on Lots 19 and 20 in the Crossing North Subdivision, Section 3, Block C. Upon the roll call, the vote resulted

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

Vote Result: 7-0 No/Denied

REGULAR BUSINESS

R-1. Regular Business – FY 2014-15 CAFR Update by Lance Wolff, Interim Finance Director

Mr. Lance Wolff, Interim Finance Director addressed Council and informed them that all items relating to the 2015 CAFR will be addressed this week with the Auditing Firm, the cash on hand is in very good shape, payroll is also in good shape, revenues due to the City are in good shape, the long term debt is in good shape, the accounts payable are in good shape and the Inter Funds and Transfers are in good shape. The Fund Balance has numerous transactions that have no accountability or documentation therefore, he is working with the Clerk and other City Departments to rectify. The Pension Accounts are on hold for now and he and the City Manager hope to have the 2015 CAFR ready to present to Council on February 28, 2017.

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Councilor Pelham asked if the supporting documents falls on the City Directors? Mr. Wolff said no.

Councilor Zevgolits asked what you are doing to find any missing records. Mr. Wolff said he is locating them through the City Clerk and the City Departments.

Vice Mayor Gore asked on who made the reports on the MUNIS Financial System? Mr. Wolff said the previous Finance Director. Vice Mayor Gore asked if the cash on hand for 2016 is completed and Mr. Wolff said yes and said that City Staff is undergoing more MUNIS Training.

Councilor Luman-Bailey asked if he or anyone else in the City Administration felt that a Forensic Audit was needed. Mr. Wolff said no.

Mayor Shornak asked if the reconciliation is completed for each month, Mr. Wolff said no. The Mayor and the City Manager then requested that all members of staff and the City Council to please not disturb the Finance Department until they have completed the 2015 CAFR. Also, the Mayor and Council stated that there would be no Budget Meetings until the CAFR is complete.

R-2. – Regular Business - City Council Retreat Dates

City Manager Mark Haley presented to Council that he had setup the dates for the Council Retreat and that it would be held at the Beacon. The dates of the retreat are March 17th and 18th and Ms. Tyler Sinclair would be here on March 8th to interview each Councilor before the retreat. Council agreed to the date and to the location

R-3. – Regular Business – Joint Meeting with the School Board

The Mayor instructed Council to provide the City Manager and City Clerk with available dates of when they could meet with the School Board and for the City Manager and City Clerk to provide the said dates to the School Board so they could schedule a joint meeting that accommodated everyone's schedule.

R-4. – Regular Business - Virginia Municipal League City Council Vote on Filling two Board Vacancies

Motion was made by Councilor Pelham, and seconded by Councilor Zevgolits, to approve and vote for Pat Woodbury, Councilmember, Newport News as VML President and Anita James Price, Vice Mayor, Roanoke as Vice President. Upon the roll call, the vote resulted:

Councilor Zevgolits	-	yes
Vice Mayor Gore	-	yes
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes

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Vote Result: 7-0 Approved

R-5. – Regular Business – Ordinance on Second and Final Reading – Adopt Rezoning Parcel 023-0230 from R-2 to B-3:

A motion was made by Councilor Zevgolis, and seconded by Councilor Pelham to adopt rezoning parcel 023-0230 from R-2to B-3. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 Ordinance Adopted

CLOSED MEETING

Council returned Closed Meeting for (I) discussion of performance or appointment of specific appointees of City Council (City Manager, City Clerk, Economic Development Authority, Board of Zoning Appeals, Hopewell Redevelopment & Housing Authority, Recreation Commission - Student Appointee, John Tyler Community College Board); (II) discussion concerning a prospective business where no previous announcement has been made of the business' interest in locating its facilities in the community; (III) consultation with legal counsel and briefings by staff members or consultants pertaining to actual litigation (Beacon v. JRF), where such consultation or briefing in open meeting would adversely affect the negotiating or litigating posture of City Council; and (IV) consultation related thereto and other specific legal matters requiring the provision of legal advice by counsel retained by City Council, in accordance with Virginia Code § 2.2-3711 (A) (1), (5), and (7) (two items), respectively

OPEN SESSION

RECONVENE OPEN MEETING

CERTIFICATION 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?

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

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Vote Result: 7-0 YES

REPORTS OF THE CITY CLERK – BOARDS AND COMMISSIONS

A motion was made by Councilor Pelham, and seconded by Councilor Zevgolis, to accept the resignation of Emily DeCarlo from the John Tyler Community College Board and Edward P. Henry from the Hopewell Redevelopment and Housing Authority. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 Resignations Accepted

A motion was made by Councilor Denton, and seconded by Councilor Zevgolis, to appoint Stephen L. Pettler to the Economic Development Authority. Upon the roll call, the vote resulted:

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

A motion was made by Councilor Pelham, and seconded by Councilor Luman-Bailey, to appoint Gregory M. Cuffey, Jr., to the Recreation Committee as the Junior Hopewell High School representative and to appoint Ann Y. Williams to the John Tyler Community College Board. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 Mr. Cuffey, Jr. and Ms. Williams Appointed

MOTION TO EXTEND MEETING PASSED 10:30 PM

**January 24, 2017
Regular Meeting
-DRAFT-**

A motion was made by Councilor Pelham, and seconded by Vice Mayor Gore, to extend the meeting past 10:30 PM. Upon the roll call, the vote resulted:

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

Vote Result: 7-0 Yes Meeting Extended

MAYOR BOARDS & COMMISSIONS APPOINTMENTS

A motion was made by Councilor Pelham, and seconded by Councilor Luman-Bailey to appoint the following to the Mayors Boards and Commissions for a term of two years:

Community Development Block Grant – Councilor Pelham, Councilor Luman-Bailey, Councilor Holloway and Mayor Shornak.

Chamber of Commerce Liaison – Councilor Denton

Crater Planning District Commission – Councilor Luman-Bailey, Councilor Zevgolis and City Manager Mark Haley.

Finance Committee – Councilor Holloway, Vice Mayor Gore and Finance Director Lance Wolff.

Investment Policy Committee – Councilor Pelham, Treasurer Terri Batton, Mark Haley, Lance Wolff and Commissioner of Revenue Debra Reason.

MPO – Councilor Pelham and Johnnie Butler

Legislative Committee: Mayor Shornak, Councilor Zevgolis, Mark Haley

Riverside Community Corrections Board – Mark Haley, Chief Keohane, Mary K. Martin, Esq. and Nat Troth.

Virginia First Cities Coalition – Councilor Zevgolis and Mark Haley

Ethics Committee – Councilor Denton and Councilor Zevgolis.

City/School Board Liaisons – Mayor Shornak and Vice Mayor Gore.

Upon the roll call, the vote resulted:

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

Vote Result: 7-0 All Member appointed to a two year term.

ADJOURN

**January 24, 2017
Regular Meeting
-DRAFT-**

At 11:42 p.m., motion was made by Councilor Zevgolis, and seconded by Councilor Pelham. Upon the roll call, the vote resulted:

Councilor Zevgolis	-	yes
Vice Mayor Gore	-	--- (left meeting at 11:05 PM)
Councilor Denton	-	yes
Councilor Pelham	-	yes
Mayor Shornak	-	yes
Councilor Luman-Bailey	-	yes
Councilor Holloway	-	yes

Vote Result: 6-0 Meeting Adjourned

Jackie M. Shornak, Mayor

Ross A. Kearney III, City Clerk

**ROUTINE
APPROVAL
OF WORK
SESSIONS**

CITY OF HOPEWELL * 300 N. MAIN ST. * HOPEWELL, VA 23860

SPECIAL MEETING NOTICE



Hopewell City Council Special Meeting - Tuesday February 21, 2017 @ 6:30 PM

The Hopewell City Council will hold a special meeting, in accordance with Rule 302 (Special Meetings) of the Rules of City Council, on Tuesday, February 7, 2017, at 6:30 PM, in the City Council Chambers, 300 N. Main Street, Hopewell, Virginia, for the purpose of a city council work session.

**COUNCIL CHAMBERS
300 N MAIN STREET
HOPEWELL, VA 23860**

Ross A. Kearney, III, City Clerk

Inquiries: 541-2249

CITY OF HOPEWELL

SPECIAL MEETING NOTICE



Hopewell City Council Special Meeting Notice Thursday- February 23, 2017 6:30 PM – Joint Work Session

The Hopewell City Council will hold a special meeting, in accordance with Rule 302 (Special Meetings) of the Rules of City Council, on Thursday, February 23, 2017, at 6:30 PM, at the Hopewell High School library, 400 S. Mesa Drive, Hopewell, Virginia, for the purpose of a city budget work session with the Hopewell City School Board.

**Hopewell High School
400 S. MESA DRIVE
HOPEWELL, VA 23860**

Ross A. Kearney, III, City Clerk

Inquiries: 541-2249

**PERSONNEL
CHANGE
REPORT**

DATE: February 7, 2017
TO: The Honorable City Council
FROM: Michelle Ingram, HR Specialist
SUBJECT: Personnel Change Report – January 2017

ADDITIONS (Regular FT and PT positions only)

NAME	DEPARTMENT	POSITION	DATE
BRIDGMAN, CHAD	WATER RENEWAL	W/W OPERATOR	01/18/2017
CLARK, ALEXIS	DSS	BEN PROG SPEC I/II	01/04/2017
DEE, KEVIN	SHERIFF	P/T SHERIFF DEPUTY	01/04/2017
DEGUENTZ, LEON	FIRE	FIREFIGHTER	01/04/2017
DENTON, JANICE	COUNCIL	COUNCILOR	01/01/2017
LEE, CORTLAND	FIRE	FIREFIGHTER	01/06/2017
QUICK, NATHAN	DSS	BEN PRG SPEC II	01/04/2017
RICHARDSON, KAREN	POLICE	POL DISP	01/04/2017
ROJAS, INEZ	POLICE	P/T POL DISP	01/04/2017
TALBOTT, THURMAN	FIRE	FIREFIGHTER	01/05/2017
TRAYLOR, WILLIAM	WATER RENEWAL	W/W OPERATOR	01/04/2017

PROMOTIONS

NAME	DEPARTMENT	POSITION	DATE
CROCKER, BRYAN	FIRE	FIRE CAPTAIN	01/18/2017
KENNEDY, BARRY	FIRE	FIRE BATTALION CHIEF	01/04/2017

SEPARATIONS

NAME	DEPARTMENT	POSITION	DATE
GILL, EDWARD	FIRE	FIREFIGHTER	01/03/2017
JAMES-CRENSHAW, ITEISHA	DSS	FAM SERV SPEC IV	01/24/2017
MAY, SANDRA	CODE	P/T ADM ASST	01/26/2017
WYCHE, NACOLE O	DSS	FAM SERV SPEC I	01/23/2017

CC: Mark Haley, City Manager
Charles Dane, Assistant City Manager
Renia Coles, Human Resources Director
Debbie Pershing, Senior Executive Assistant
Lance Wolff, Interim Finance Director
Dipo Muritala, Accounting Manager
Kim Hunter, Payroll
Jay Rezin, IT
Dave Harless, Risk/Safety Coordinator
Carol Scarbrough, Parks & Recreation
Terry Burd, IT Manager

**PUBLIC HEARING
ANNOUNCEMENTS**

PUBLIC NOTICE

Hopewell City Council will conduct a public hearing at a meeting on Tuesday, February 28, 2017, at 7:30 p.m. in City Council Chambers in the Municipal Building, 300 North Main Street, Hopewell, Virginia 23860, for the purpose of receiving comments regarding the following requests to vacate a portion of right-of-way in accordance with Section 15.2-2006 of the Code of Virginia.

1. A request submitted by Beverly and Ernest Terretta and William Dodson to vacate the undeveloped portion of "Wise Street" adjacent to parcels: 081-0722, 081-0730, 081-0595, 081-0600, 081-0605, and 043-0390.

Information regarding the above referenced matters may be examined at the Department of Development, Room 321, Municipal Building, Hopewell, Virginia during normal business hours from 8:30 a.m. to 5:00 p.m., Monday through Friday. Additionally, information can be obtained by telephone at (804) 541-2220.

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION EMPLOYER

REGULAR BUSINESS

R-1



CITY OF HOPEWELL CITY COUNCIL ACTION FORM

Strategic Operating Plan Vision Theme:

- Civic Engagement
- Culture & Recreation
- Economic Development
- Education
- Housing
- Safe & Healthy Environment
- None (Does not apply)

Order of Business:

- Consent Agenda
- Public Hearing
- Presentation-Boards/Commissions
- Unfinished Business
- Citizen/Councilor Request
- Regular Business
- Reports of Council Committees

Action:

- Approve and File
- Take Appropriate Action
- Receive & File (no motion required)
- Approve Ordinance 1st Reading
- Approve Ordinance 2nd Reading
- Set a Public Hearing
- Approve on Emergency Measure

COUNCIL AGENDA ITEM TITLE: 2017 Special Events Report

ISSUE: City Manager Mark Haley will present information regarding special events planned throughout the remainder of the year.

RECOMMENDATION: N/A

TIMING: The report will be given at the February 14, 2017 meeting of City Council.

BACKGROUND: N/A

FISCAL IMPACT: None

ENCLOSED DOCUMENTS: Special Events Calendar.

STAFF: Mark Haley, City Manager
Charles Dane, Assistant City Manager
Aaron Reidmiller, Director of Recreation and Parks

SUMMARY:

- | | | |
|--------------------------|--------------------------|----------------------------------------------|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Brenda S. Pelham, Ward #6 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Christina J. Luman-Bailey, Ward #1 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Arlene Holloway, Ward #2 |

- | | | |
|--------------------------|--------------------------|-------------------------------------|
| Y | N | |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Anthony Zevgolis, Ward #3 |
| <input type="checkbox"/> | <input type="checkbox"/> | Vice Mayor Jasmine E. Gore, Ward #4 |
| <input type="checkbox"/> | <input type="checkbox"/> | Councilor Janice Denton, Ward #5 |
| <input type="checkbox"/> | <input type="checkbox"/> | Mayor Jackie Shornak, Ward #7 |





CITY OF HOPEWELL

SPECIAL EVENTS CALENDAR

Date	Event Name	Location	Organization	Contact
March				
3	Petersburg Symphony Orchestra Concert	The Beacon Theatre	City of Hopewell	Herbert Bragg
18	Leprechaun Dash & St. Patrick's Day Celebration	City Point/Downtown	The Downtown Partnership	Evan Kaufman
April				
8	Hoppin' Happenings Easter Event	Atwater Soccer Complex	Recreation and Parks	Aaron Reidmiller
May				
7	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
10	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
14	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
21	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
24	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
24	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
28	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
31	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
June				
3	Hopewell Night with the Flying Squirrels	The Diamond	City of Hopewell	Jake Elder
4	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
7	Lunch and Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
7	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
11	Sunday Concert Series	Weston Manor	Historic Hopewell Foundation	Dave Harless
14	Lunch and Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
17	Ride for the Warriors	American Legion	American Legion	Dave Harless
17	Wonder City Craft Beer Festival	Festival Park	City of Hopewell	Charlie Dane
21	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
21	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
24	Get Your Butts to Broadway	Downtown	The Downtown Partnership	Evan Kaufman
28	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
July				
1	Fourth of July Fireworks Celebration	Various	City of Hopewell	Charlie Dane
5	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
5	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
12	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
19	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
19	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
22	Reverse Raffle	Weston Manor	Historic Hopewell Foundation	Dave Harless
26	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
August				
2	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
2	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
9	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
16	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
16	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
23	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
30	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
30	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
September				
6	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
13	Lunch & Lecture Series	Library	Historic Hopewell Foundation	Dave Harless
13	Rockin' on the River Concert Series	Hopewell City Marina	Recreation and Parks	Evan Kaufman
October				
14	Hopewell Haunts Halloween Event	Crystal Lake Park	Recreation and Parks	Aaron Reidmiller
28	City Point 5k and Kids Fun Run	Community Center	Recreation and Parks	Aaron Reidmiller
November				
December				
2	Holiday Boat Parade	Hopewell City Marina	Recreation and Parks	Aaron Reidmiller
3	Light Up the Night (Parade/Tree Lighting)	Various	Recreation and Parks	Aaron Reidmiller

R-2

**CONSULTANT SUPPORT TO FACILITATE DESIGNATION OF URBAN DEVELOPMENT AREAS AND
APPROPRIATE ORDINANCES**

This Agreement is made 14th this day of December in the year two thousand and sixteen, by and between the Commonwealth of Virginia, Office of Intermodal Planning and Investment, hereinafter called the Office, and the City of Hopewell, hereinafter called the City (County/City/Town).

WHEREAS, The goal of this initiative is to provide technical assistance in the form of direct on-call consultant support to assist local governments in one or more of the following: plan for and designate at least one urban/village development area in their comprehensive plan, revise as appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) to incorporate the principles of traditional neighborhood design (see § 15.2-2223.1 of the Code of Virginia), assist with public participation processes, and other related tasks.

WHEREAS, The City (County/City/Town) has expressed a need to utilize these consultant services for technical assistance to facilitate the designation of urban/village development areas for higher density compact mixed use development and revision to applicable land use ordinances.

WHEREAS, The Office has agreed to provide funding not to exceed \$ 65,000.00 for consultant services to provide technical assistance and the City (County/City/Town) has agreed to complete the following:

1. Analyze future growth patterns
2. Create a public involvement process
3. Adopt an amendment to the Comprehensive Plan to designate (or modify and update) at least one area as an urban/village development area, in accordance with §15.2-2223.1 of the Code of Virginia, to accommodate higher density compact mixed use development.
4. Adopt amendments to the zoning ordinance as necessary to create at least one district classification and the associated subdivision ordinance that will allow development according to the principles of traditional neighborhood design.

THEREFORE:

The City (County/City/Town) has, and will continue to work cooperatively with the Office on the above effort and make available to the Office copies of all associated timelines/schedules and shall provide to the Office all applicable documents related to this effort. The Office has begun the planning process via the planning consultant to initiate the use of these funds and shall continue such process, and the Office agrees to schedule the completion of all work related to these funds by October 1, 2017.

The City (County/City/Town) will provide a progress report on the work outlined above to the Office on a bi-monthly basis, to begin after the execution of this Agreement.

The progress report shall contain the status and expenditures for each of the tasks in the Scope of Work.

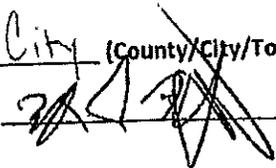
The City (County/City/Town) agrees to provide the Office a final summary of the use of these funds and an accomplishment report upon the completion of the project.

If the said urban/village development area is not adopted in the City's (County/City/Town) comprehensive plan within one year of study completion, and appropriate applicable land use ordinances (including appropriate zoning classifications and subdivision ordinances) not revised also within one year of study completion, the City (County/City/Town) agrees to repay the planning grant in full to the Office within one year of that deadline (ie. within two years of study completion).

The Chief Administrative Officer for the City (County/City/Town) has reviewed this Agreement with the Chairmen of the Governing Body and the Planning Commission and received their support to participate in this Agreement.

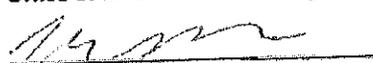
The Governing Body and the Planning Commission shall each appoint one member of their respective group to serve on a planning grant steering committee to oversee the above effort.

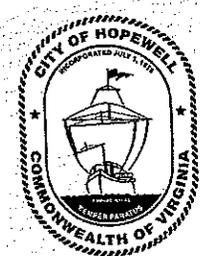
EXECUTION: The parties have caused the Agreement to be duly executed intending to be bound thereby.

City (County/City/Town) of Hopewell
 Date: 12/14/2016

Commonwealth of Virginia

Office of Intermodal Planning and Investment

 Date: 1/30/17



**Department of
Development**

300 North Main Street
Hopewell, VA 23860
p: (804) 541.2220
f: (804) 541.2318

November 9, 2016

The Honorable City Council
City of Hopewell
300 N. Main Street
Hopewell, VA 23860

RE: Requests for Feasibility Study at Marina Park

The Honorable City Council:

Thank you for approving the resolution submitted by the Planning Commission, entitled, "Advancement of Comprehensive Planning Initiatives", on August 23, 2016. As the resolution states, the Commission is charged by the Commonwealth of Virginia to prepare and recommend a Comprehensive Plan, and to aid in the development of a capital improvement program. While working on the Comprehensive Plan update, the Commission has recognized seven (7) Priority Planning Areas. Six of these areas were presented during your July 26, 2016 meeting.

The purpose of this letter is to specifically discuss Planning Area #6, Marina/Entrance Gateway District and to request your approval to allow us to immediately move forward with the preparation of a Small Area Plan. First, you must know that the Commission is encouraged as we see growing enthusiasm and movement in the redevelopment and investment in key areas in the City. However, we are equally concerned that the City must be strategic, futuristic and methodical when pursuing development opportunities, especially when it involves city owned prime waterfront property.

For this reason, in accordance with the resolution, we are requesting City Council approve and support funding for a small area plan in Planning Area #6. This plan would assess present and future market evaluations, gauge developer interest, and obtain detailed land use options for specific property; in this case - Marina Park. The study would also include a preliminary development cost estimate that would assist the City in assessing future real estate deal structure.

We anticipate the plan taking three to six months and would ask that no major development on city own property be authorized until the plan results are complete. The Commission would like to begin the study before the end of the current calendar year and have a recommended draft for Council review in

Spring, 2017. This could be undertaken as an extension of our current work on the Comprehensive Plan.

You may ask "why now?" We have two answers for this important question. This is one of the last parcels of city owned waterfront property; its location on the Route 10 gateway will forever make a statement about our great City. It is imperative that we get this right. Secondly, past plans have suggested high density mixed use development. Such a study has not been conducted in over two decades. We need to know now: (1) the optimal plan for a hotel/hotel conference center (or other mixed-use configuration) to be developed on the property, (2) how can we maximize the use of the property, and (3) the realistic level of City financial and in-kind participation in the development of the property.

Thank you for the opportunity to serve on the Planning Commission. It is a rewarding experience to work for the betterment of our residents and to help position the City for increased economic vitality.

Should you have any questions, please feel free to contact me or any other member of the Planning Commission to discuss our request. The Commission stands eager and ready to discuss our recommendation with City Council in the near future.

Sincerely,



Elliot T. Eliades
Vice-Chairman
Planning Commission

cc: Planning Commission Members
Mark A. Haley, City Manager
Ross Kearney III, City Clerk
Tevya W. Griffin, Jr. Director of Development
Horace H. Wade III, City Planner

**Resolution of the Planning Commission to the Hopewell City Council
Advancement of Comprehensive Planning Initiatives**



Whereas, based on the City Council's charge to the Planning Commission to prepare a Comprehensive Plan that will lead to the City's betterment and revitalization pursuant to the Code of Virginia, and

Whereas, § 15.2-2228 of the Code of Virginia establishes that the Planning Commission shall "prepare and recommend a comprehensive plan for the physical development of the territory within its jurisdiction and every governing body shall adopt a comprehensive plan for the territory under its jurisdiction," and

Whereas, § 15.2-2239 of the Code of Virginia establishes that the Planning Commission shall "prepare and submit annually capital improvement programs to governing body or official charged with preparation of budget...that is based on the Comprehensive Plan of the locality...as the basis for the capital budget of the locality," and

Whereas, The key recommendations of the draft 2016 Comprehensive Plan have identified six (6) Priority Planning areas in which the City controls properties, that if developed strategically, will allow the City to successfully pursue its Comprehensive Plan's vision for the future,

Therefore, it is resolved by the Planning Commission to respectfully seek the City Council's approval and funding support to initiate Small Area Plan studies for Priority Planning Areas 1, 3, 5, and 6 (as generally outlined on the accompanying maps) for the purpose of evaluating present and future market evaluations, developer interest, and detailed land use options for specific parcels that the Commission has identified in its comprehensive planning investigations over the past twelve months, and, further, allow the Commission a four to six month period to complete such studies; and

To seek the City Council's approval and funding support to begin work on an update to the City's zoning ordinance and subdivision ordinance for the purpose to provide for a more inviting and flexible land use regulations that reflect contemporary private sector land use trends and practices; and

To assume its proper role in succeeding years to fulfill its duties in the development of the City's capital improvement plan to ensure that the key initiatives of the Comprehensive Plan are considered and reflected in the adopted budget; and

To work with the City Council to define an optimal system of Development Review and Administration that better positions the Planning Commission in its responsibility to evaluate development projects and related land use proposals for their compatibility with the Comprehensive Plan.

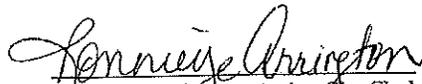
Submitted on this date of August 23, 2016 by:

The Planning Commission of the City of Hopewell, Virginia

Reverend Rudy Dunbar, Chairman
Mr. John Jones
Mr. Elliot Eliades
Mr. Todd Butterworth

The undersigned Clerk of the City Council of the City of Hopewell certifies the foregoing resolution was adopted by City Council on August 23, 2016

WITNESS my signature and the seal of the City of Hopewell, Virginia, this 23rd day of August 2016.


Ronniec Arrington, Acting City Clerk

**REPORTS
OF THE
CITY
ATTORNEY**

**REPORTS
OF THE
CITY CLERK**

REPORTS OF THE CITY COUNCIL

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

**CITIZEN/
COUNCILOR
REQUEST**

ADJOURN