



COLONIAL HEIGHTS CITY COUNCIL AGENDA

COLONIAL HEIGHTS HIGH SCHOOL

3400 CONDUIT ROAD, COLONIAL HEIGHTS, VA

SPECIAL MEETING

Council Members

Kenneth B.
Frenier
Elizabeth G. Luck
John E.
Piotrowski
Dr. Laura F. Poe
John T. Wood
Robert W. Wade,
Vice-Mayor
T. Gregory
Kochuba, Mayor

May 23, 2023

4:00 PM

1. Call To Order
2. Roll Call
3. Joint Meeting With Colonial Heights School Board And Planning Commission For The Following Purpose:
 - A. Walk-Through Tour Of The Colonial Heights High School Fine Arts Wing Expansion Construction Project, 3400 Conduit Road.
4. Council Recess For Dinner
5. Reconvene At 6:00 P.M, City Hall, 201 James Avenue
6. Roll Call
7. Declarations Of Personal Interest
8. Reading Of Manner Of Addressing Council.

ANY MEMBER OF THE PUBLIC addressing the Council shall approach the lectern, give his name and address in an audible tone of voice for the record, AND ADDRESS THE COUNCIL AS A BODY RATHER THAN SPEAK TO ANY MEMBER. Unless further time is granted by the Council, ANY MEMBER OF THE PUBLIC shall address the Council one time for a maximum of five (5) minutes, regardless of the number of issues he desires to discuss. PROVIDED however, that the main proponent of any application, petition, or plan that is the subject of a public hearing shall be allowed to address the Council initially for a maximum of ten (10) minutes and later in rebuttal for a maximum of three (3) minutes.
9. Advertised Public Hearings:
 - A. AN ORDINANCE NO 23-10
(*First Reading*) Providing for a percentage of personal property tax relief on qualifying vehicles for 2023 and 2024; and providing for tax levies on personal property for the 2024 tax year, for general municipal purposes.

Documents:

[AN ORD NO. 23-10.PDF](#)

B. AN ORDINANCE NO 23-11

(First Reading) Providing for a levy on all real estate located in the City not exempt from taxation to be fixed at \$1.20 for the tax year commencing January 1, 2024, and ending December 31, 2024 for general municipal purposes.

Documents:

[AN ORD NO. 23-11.PDF](#)

C. AN ORDINANCE NO 23-FIN-10

(First Reading) Adopting the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, and appropriating the estimated revenues for the year for the objects and purposes stated herein.

Documents:

[AN ORD 23-FIN-10.PDF](#)

D. AN ORDINANCE NO 23-FIN-11

(First Reading) Adopting the budgets for various funds for the fiscal year beginning July 1, 2023, and ending June 30, 2024, and appropriating the estimated revenues for the year for the principal purposes stated.

Documents:

[AN ORD 23-FIN-11.PDF](#)

E. Public Hearing On The Proposed FY2023-2024 City Of Colonial Heights Annual Operating Budget

Documents:

[EX SUM FY23-24 PROPOSED BUDGET.PDF](#)
[PROPOSED BUDGET BOOK FY23-24 - FINAL - MAY 23, 2023.PDF](#)
[PROPOSED BUDGET PRESENTATION FY23-24-MAY 9, 2023 RM.PDF](#)
[BUDGET WORKSESSION PRESENTATION -MAY 16, 2023.PDF](#)
[NOTICE OF PUBLIC HEARING- PROPOSED 2023-24 ANNUAL OPERATING BUDGET \(002\).PDF](#)

10. Council Action On The Following Items:

A. FUND BALANCE ASSIGNMENTS

Consider a motion to approve the City Manager's recommended assignment of fund balance following the Fiscal Year 2022 audit.

Documents:

[EX SUMMARY - FUND BALANCE ASSIGNMENT.PDF](#)
[FUND BALANCE OVERVIEW - MAY 16 BUDGET WS.PDF](#)
[RECOMMENDED FUND BALANCE ASSIGNMENTS.PDF](#)

B. AN ORDINANCE NO 23-12

(First Reading) To amend and reordain § 277-9 of Chapter 277, Water, of the Colonial

Heights City Code to increase charges for water usage.

Documents:

[EX SUM ORD 23-12.PDF](#)
[AN ORDINANCE NO 23-12.PDF](#)

C. AN ORDINANCE NO 23-13

(First Reading) To amend and reordain § 238-8 of Chapter 238, Sewers and Sewage Disposal, of the Colonial Heights City Code to increase charges for sewer service.

Documents:

[EX SUM ORD 23-13.PDF](#)
[AN ORDINANCE NO 23-13.PDF](#)

D. AN ORDINANCE NO 23-14

(First Reading) Amending § 244-13 of Chapter 244, Solid Waste, of the Colonial Heights City Code by increasing the monthly charges for solid waste collection and disposal and for the collection and recycling of recyclable material.

Documents:

[EX SUM ORD 23-14.PDF](#)
[AN ORDINANCE NO 23-14.PDF](#)

E. AN ORDINANCE NO 23-15

(First Reading) Increasing the tax on purchased meals to 6.5%.

Documents:

[EX SUMMARY ORD 23-15.PDF](#)
[AN ORDINANCE NO 23-15.PDF](#)

F. AN ORDINANCE NO 23-16

(First Reading) To adopt a revised General Pay Plan Class and Salary Range that increases the minimum and maximum of each grade's salary range by a minimum of 2%; adds in the existing positions of Victim Witness Program Assistant/Court Advocate and Victim Witness Program Director to the Pay Plan and adopts the corresponding job descriptions and class specifications; changes the salary grade, job description, and class specifications of the Senior Paralegal/Deputy City Clerk; revises the salary grade and starting salaries of numerous Public Works employees; and increases the pay range for certain part-time positions.

To adopt a revised Public Safety Pay Plan that provides 2% increases between steps for the majority of steps; increases by 6% or more the pay grade of non-supervisory employees; increases by 5-6% the pay grade of supervisory employees; changes all Officers, Sergeants, and Lieutenants in the Police Department to an 80-hour pay rate; consolidates all Emergency Medical Technician (EMT) pay grades to create a new Firefighter-EMT pay grade; and increases the pay for the Firefighter-Intermediate pay grade by 2% higher than the Firefighter-EMT pay grade.

Documents:

[EX SUMMARY-ORD 23-16.PDF](#)
[VICTIM WITNESS PROGRAM ASSIST-COURT ADVOCATE.PDF](#)
[VICTIM WITNESS PROGRAM DIRECTOR.PDF](#)
[SENIOR PARALEGAL-DEPUTY CITY CLERK \(REVISED 7-1-23\).PDF](#)
[GENERAL PAY PLAN CLASS AND SALARY RANGE.PDF](#)
[PROPOSED FY 24 PUBLIC SAFETY PAY PLAN.PDF](#)
[AN ORDINANCE NO 23-16.PDF](#)

G. A RESOLUTION NO 23-16

Revising the Operating Budget Policies and Investment Provisions contained in the City's Financial Management Policies.

Documents:

[EX SUMMARY RES 23-16.PDF](#)
[FINANCIAL POLICIES - REVISION.PDF](#)
[A RESOLUTION NO 23-16.PDF](#)

H. A RESOLUTION NO 23-17

Extending the due date for the payment of personal property taxes.

Documents:

[A RESOLUTION NO 23-17.PDF](#)

11. Adjournment