



**Colonial Heights
City Council Special Meeting
November 14, 2023
5:30pm**



**Colonial Heights
City Council Regular Meeting
November 14, 2023
7:00pm**

Colonial Heights City Council Meeting

November 14, 2023



- 1. Call to Order**
- 2. Roll Call**
- 3. Devotion – The Honorable Kenneth B. Frenier**
- 4. Pledge of Allegiance**
- 5. Adoption of Agenda**
- 6. Declarations of Personal Interest**

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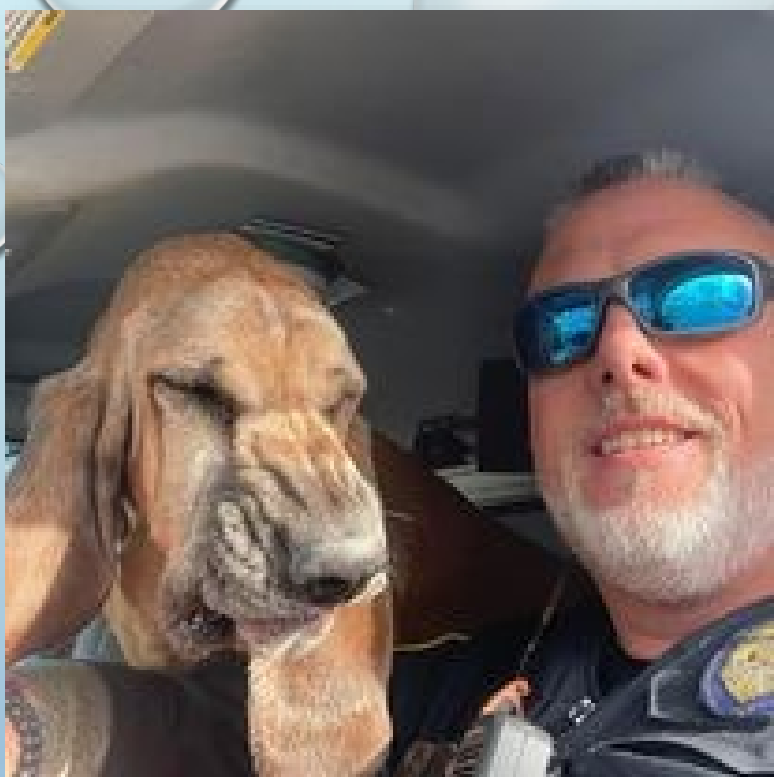
7. Commendations And Presentations:

A. Recognition Of Sergeant Christopher Wulff And K-9 Lieutenant Rose Of The Colonial Heights Police Department.

Recognizing Sergeant Christopher Wulff and K-9 Lieutenant Rose upon their retirement and commending them for their years of dedicated service to the City of Colonial Heights Police Department and the citizens of the community.

SERGEANT CHRISTOPHER WULFF
& K-9 LIEUTENANT ROSE







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7. Commendations And Presentations:

B. Recognizing Carson Dean Armstrong Upon His Attaining The Rank of Eagle Scout.

EAGLE SCOUT SKATE RAMP







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7. Commendations And Presentations:

***C. Presentation Of The City's 2023 Annual Donation To
The Chesterfield/Colonial Heights Christmas Mother,
Kathy Fox***

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7. Commendations And Presentations:

***D. Recognizing Finance Department Staff And
Commissioner Of The Revenue Staff For Their Dedicated
Service***

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8. Reading of Manner 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 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.

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9. Written Petitions and Communications By Members of the Public and Council Members

None

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10. Advertised Public Hearings

None

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11. Hearing of Citizens Generally on Non-Agenda Items

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12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda

A. AN ORDINANCE NO 23-20

(Second Reading) Amending §§ 286-320.08, 286-320.10, 286-320.14, and 286-320.16 of Chapter 286, Zoning, of the Colonial Heights City Code, to comply with regulations issued by the Federal Emergency Management Agency's National Flood Insurance Program.

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12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda

B. AN ORDINANCE NO 23-FIN-15

(Second Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$289,188, consisting of: 1) \$47,500 in grant funds to Communications for an emergency communications staffing recognition grant program from the state; 2) \$1,688 to the Police Department in state asset forfeiture funds; and 3) \$240,000 in unassigned fund balance for economic development grant payments.

To amend the Economic Development Authority Budget by appropriating \$240,000 in transfer from the general fund for economic development grant payments.



12. Consideration of Uncontested Minutes, Ordinances, Resolutions, and Motions in Accordance with the Consent Agenda

C. April 11, 2023 Regular Meeting Minutes

D. May 9, 2023 Regular Meeting Minutes

E. May 23, 2023 Special Meeting Minutes

F. June 13, 2023 Regular Meeting Minutes

G. July 11, 2023 Regular Meeting Minutes

H. September 12, 2023 Special Meeting Minutes

I. September 12, 2023 Regular Meeting Minutes

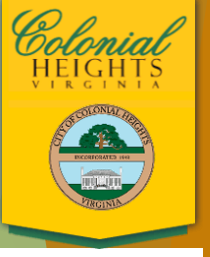
J. September 19, 2023 Special Meeting Minutes

K. October 10, 2023 Regular Meeting Minutes

L. October 17, 2023 Special Meeting Minutes

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13. Introduction And Consideration Of Ordinances And Resolutions:

A. AN ORDINANCE NO 23-22

(First Reading) Awarding a \$2,500 bonus to full-time 911 dispatcher/telecommunicator positions, PSAP managers, supervisors, and administrative employees who are certified and actively work on the 911 operations floor; and a \$1,250 bonus to part-time 911 dispatcher/telecommunicator positions.



13. Introduction And Consideration Of Ordinances And Resolutions:

B. AN ORDINANCE NO 23-FIN-16

(First Reading) To amend the General Fund Budget for the fiscal year beginning July 1, 2023, and ending June 30, 2024, by appropriating a total of \$31,669 consisting of: 1) \$1,400 in grant funds from the Virginia Department of Emergency Management for an upgrade of the City's Emergency Operations Center; 2) \$1,225 from the Asset Forfeiture Reserve Account for law enforcement investigation technology; 3) \$7,854 from the E-Citation Reserve Account for Police Mobile Data Computers and associated equipment; 4) \$600 donation from Kiwanis and \$200 donation from Optimist Club for Office On Youth shoe vouchers; 5) \$4,240 from K9 Donations Reserve Account for Police Vehicle K9 transport system; 6) \$12,000 donation from the Fort Clifton Arts and Crafts Festival Committee to Cultural and Recreation for roof and exterior repairs and improvements to the Fort Clifton Park restrooms; and 7) \$4,150 from Virginia Risk Sharing Association for Police Department electronic hearing protection for training.

To amend the Capital Improvements Project Fund Budget by appropriating \$375,000 from unallocated bond funds to the City Facilities Security Upgrades project.

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13. Introduction And Consideration Of Ordinances And Resolutions:

C. AN ORDINANCE NO 23-21

(First Reading) Amending the Colonial Heights City Code in the following ways: 1) amending § 258-52 of Chapter 258, Taxation, by including a short-term rental dwelling as a hotel for purposes of the transient lodging tax and defining a “Transient” as a person who obtains lodging at a hotel for fewer than 30 consecutive days; 2) adding to § 286-202.10 of Chapter 286, Zoning, definitions for “Operator”, “Short-Term Rental”, and “Short-Term Rental Dwelling”; 3) adding “Short-term rentals, hosted and non-hosted” to § 286-300.04 of Chapter 286 as a permitted commercial use type in the RL Low Density Residential District; 4) adding to Chapter 286 a new § 286-410.70, regulating short-term rentals; and 5) adding to § 286-518.18 of Chapter 286 an off-street parking requirement for short-term rental dwellings.

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14. Unfinished Business, Contested Ordinances And Resolutions, And Items Removed From The Consent Agenda

None

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

1. Police Department Grant Update

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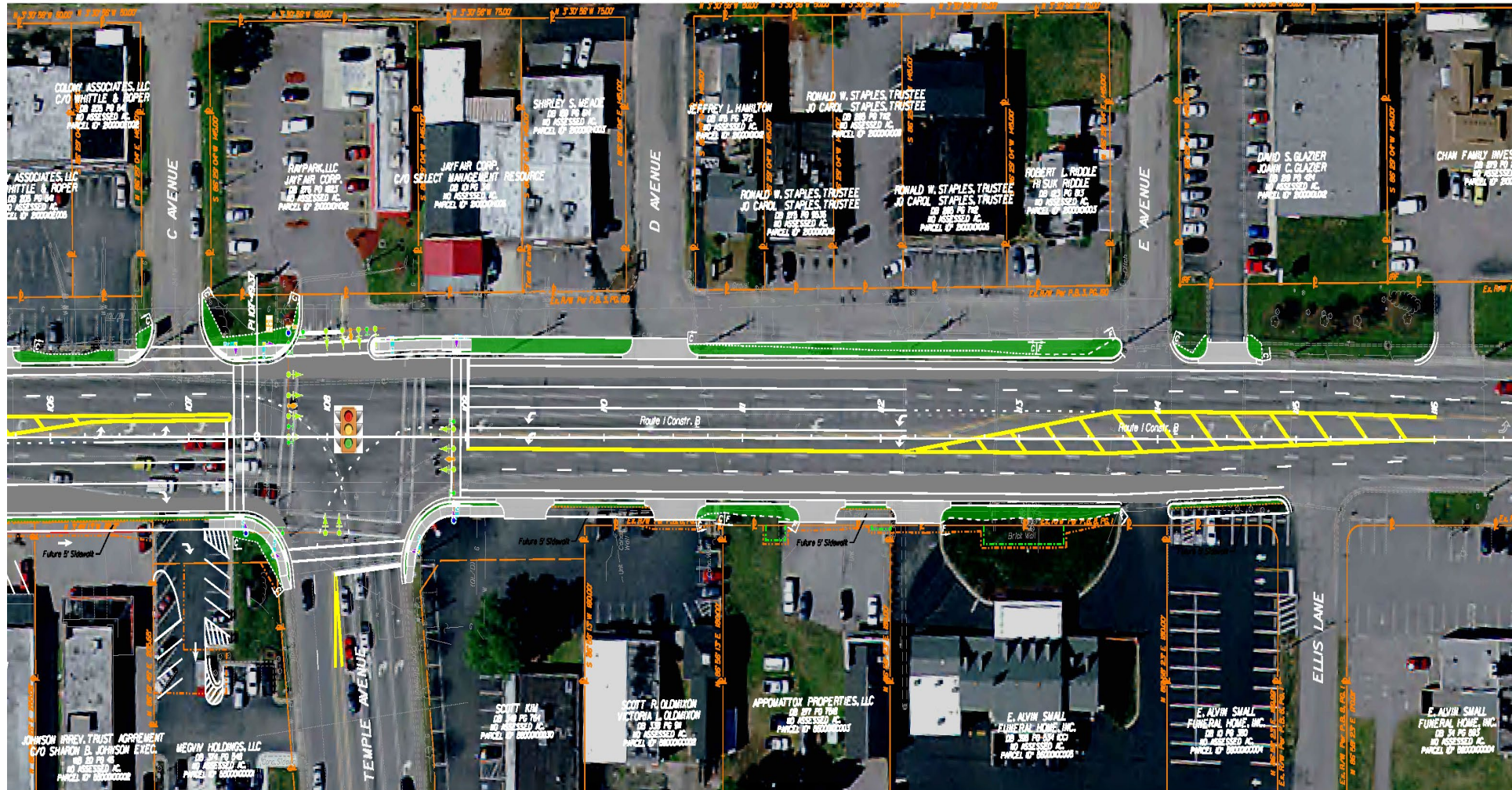


15. Reports of Officers and Documents Related Thereto:

A. City Manager

2. Temple And Boulevard Intersection Improvements Funding Update

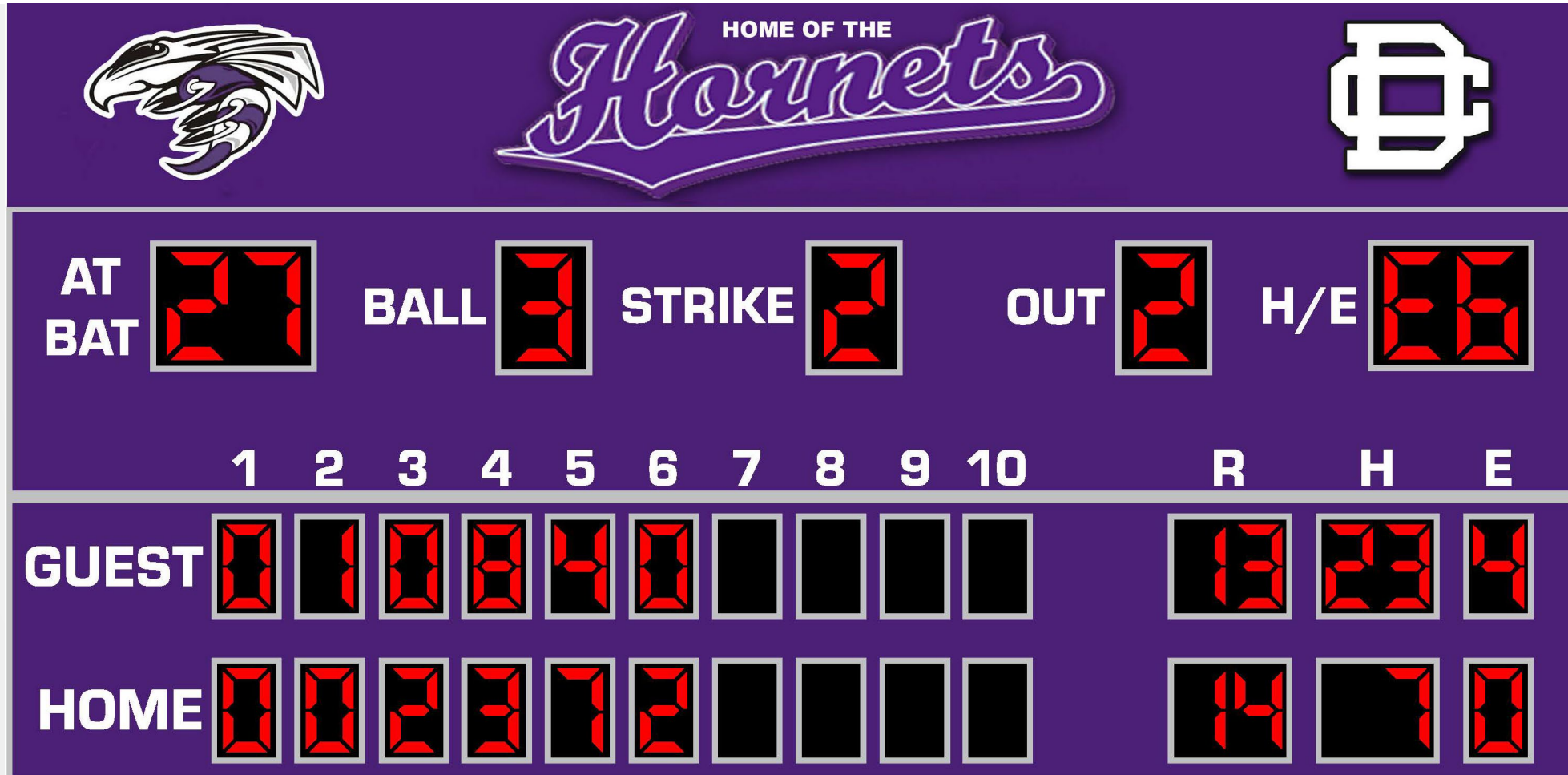
Route 1 & Temple Avenue Intersection Improvements



15. Reports of Officers and Documents Related Thereto:

A. City Manager

3. Civic Field Scoreboard Project



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15. Reports of Officers and Documents Related Thereto:

A. City Manager

4. Request For Support From Richard Bland College

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15. Reports of Officers and Documents Related Thereto:

A. City Manager

5. General Activity Report

Dates of Interest

December 2023	January 2023	February 2023
Dec. 5th (6:00 pm) – Planning Commission Meeting - Council Chambers	*Jan. 3rd (6:00 pm) – Planning Commission Meeting - Council Chambers (<i>Tentative</i>)	Feb. 7th (6:00 pm) – Planning Commission Meeting - Council Chambers (<i>Tentative</i>)
Dec. 12th (7:00 pm) – City Council Regular Meeting–Council Chambers	Jan. 9th (7:00 pm) – City Council Regular Meeting–Council Chambers	Feb. 14th (7:00 pm) – City Council Regular Meeting–Council Chambers
Dec. 19th (6:00 pm) - City Council Special Meeting– Council Chambers (<i>Tentative</i>)	Jan. 16th (6:00 pm) - City Council Special Meeting–Council Chambers	Feb. 21st (6:00 pm) - City Council Special Meeting– Council Chambers (<i>Tentative</i>)

CITY HOLIDAYS

- Thursday, November 23rd & Friday, November 24th, 2023 – (Government Offices Closed)
- Monday, December 25th & Tuesday, December 26th, 2023 – (Government Offices Closed)
- Monday, January 1st, 2023 – (Government Offices Closed)
- Monday, February 19th, 2023 – (Government Offices Closed)

CITY ACTIVITIES/EVENTS

- **Association of the United States Army Southern Virginia Inaugural 5k:** Saturday, November 18 at 9:00am starting at White Bank Park in Colonial Heights (400 White Bank Road). For more information or to register, visit: <https://runsignup.com/Race/VA/ColonialHeights/AUSASouthernVirginia5K>
- **Annual Turkey Trot:** Thursday, November 23, 2023 (Hosted by the Chamber of Commerce)
- **Christmas Tree Lighting Ceremony:** Saturday, December 2nd, 2023 from 6:00pm-8:00pm at the Colonial Heights Courthouse. Ceremony will start at 6:00pm with comments from City Leadership followed by festivities that will include performances by the Tussing Children's Choir & CH High School Choir, and a live band. Popcorn/hot-chocolate, a Christmas Craft Table and photo booth will also be available in the side lawn! Event is free and open to the public!
- **70th Annual Christmas Parade:** Tuesday, December 5th, 2023 at 7PM. Our theme this year is Rockin' Around the Christmas Tree! Registration is already underway and our Grand Marshal this year is the American Legion! Our City's Santa float is sponsored again by the Keystone Truck and Tractor Museum!
- **Annual Lights in the Heights Decorating Contest:** Entry is Free, and participants must register online or by phone by December 6th. Judging will be from December 8-11th, 6-8pm, and winners will be announced December 14th. The participant list will be published in the Community Spotlight section of our website at www.colonialheightsva.gov.

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15. Reports of Officers and Documents Related Thereto cont.:

B. City Attorney

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15. Reports of Officers and Documents Related Thereto cont.:

C. Director Of Planning And Community Development

1. Planning Boards And Commissions Summary

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16. Adjournment



*Happy
Thanksgiving*