



# City of Petersburg Virginia

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## September 21, 2021 - Regular City Council Meeting

September 21, 2021  
Virtual Zoom Meeting  
5:00 PM

### City Council

Samuel Parham, Mayor – Ward 3  
Annette Smith-Lee, Vice-Mayor – Ward 6  
Treska Wilson-Smith, Councilor – Ward 1  
Darrin Hill, Councilor – Ward 2  
Charlie Cuthbert, Councilor – Ward 4  
W. Howard Myers, Councilor – Ward 5  
John A. Hart, Sr., Councilor – Ward 7

### City Manager

Stuart Turille

- 
1. **Roll Call**
  2. **Prayer**
  3. **Pledge of Allegiance**
  4. **Determination of the Presence of a Quorum**
  5. **Proclamations/Recognitions/Presentation of Ceremonial Proclamations**
  6. **Responses to Previous Public Information Posted**
  7. **Approval of Consent Agenda (to include minutes of previous meetings):**
    - a. Minutes:  
September 7, 2021, Closed Session  
September 7, 2021 Work Session
    - b. A public hearing for the consideration of suspension of noise ordinance for the Downtown Zoning District pending Planning Commission recommendation.
  8. **Official Public Hearings**
    - a. A presentation on consideration of ARPA Funds.
    - b. Official Public Hearing for the consideration of an appropriation for the Virginia Resources Authority (VRA) funded FY 2021-2022 Capital Budget projects for Water and Wastewater projects per the FY 2021-2022 Capital Budget section of the FY2022 budget document approved by Council on May 25, 2021.
    - c. To conduct an official public hearing on the consideration to request FY 2021 carryover funding and appropriate additional FY 2022 funding for the Petersburg Station Park and Ride project.
    - d. A public hearing to receive citizen comments on the consideration to appropriate the FY 2021 carryover of the Urban Highway Set-Aside Funds in the amount of \$1,953,758.40 from the Virginia Department of Transportation (VDOT).

- e. A public hearing to consider vacation of City Right of Way between two parcels that are located between Brown Street and Farmer Street.
- f. A public hearing, second reading, and consideration of adoption of an ordinance to adopt section 74-213 of the city code prohibiting the possession, carrying, or transportation of any firearms, ammunition, or components thereof in specified public places.

Motion to remove agenda item - The proposed ordinance to adopt Section 74-213 regarding the prohibition of firearms on city property from the table for the purposes of further discussion and consideration.

## **9. Public Information Period**

**A public information period, limited in time to 30 minutes, shall be part of an Order of Business at each regular council meeting. Each speaker shall be a resident or business owner of the City and shall be limited to three minutes. No speaker will be permitted to speak on any item scheduled for consideration on the regular docket of the meeting at which the speaker is to speak. The order of speakers, limited by the 30-minute time period, shall be determined as follows:**

- a. **First, in chronological order of the notice, persons who have notified the Clerk no later than 12:00 noon of the day of the meeting,**
- b. **Second, in chronological order of their sign up, persons who have signed a sign-up sheet placed by the Clerk in the rear of the meeting room prior to the meeting removed from consent agenda**

## **10. Business or reports from the Mayor or other Members of City Council**

## **11. Items removed from Consent Agenda**

## **12. Finance and Budget Report**

- a. Discussion of the Breakdown of Water Debt

## **13. Unfinished Business**

## **14. New Business**

- a. Consideration of an ordinance for the Department of Fire, Rescue and Emergency Services from the Virginia Department of Fire Programs. This FY2021 allotment is \$123,553, unused funds are not forfeited but must remain available for use by the agency- 2nd Reading.
- b. Consideration of an ordinance for Virginia Office of EMS-Rescue Squad Assistance Fund (RSAF)- 2nd Reading.
- c. Consideration of FY2019 Carryover (\$4,070.22) for the Edward Byrne Memorial Grant (JAG). - 2nd Reading
- d. Consideration of FY2020 Carryover (\$26,589.00) for the Edward Byrne Memorial Grant (JAG). - 2nd Reading
- e. Consideration to appropriate an additional \$231,458 to the Street Operations Special Revenue Fund due to a FY 2021-2022 increase by the Virginia Department of Transportation (VDOT) - 2nd Reading

- f. Consideration of an ordinance for Petersburg's Juvenile Community Crime Control Act and Bureau of Police, from the Department of Criminal Justice Services for \$25,000 to conduct a Youth and Gang Violence Community Assessment. -2nd Reading
- g. Consideration and appropriation of the FY 2020-2021 Southside Depot project carryover balance in the amount of \$92,753.38 for the Southside Depot project to FY 2021-2022 - 2nd Reading
- h. Consideration of an appropriation for the FY 2021-2022 Capital Budget South Crater Road Traffic Signal Improvement Project that was approved in the amount of \$271,634.00 per the budget document approved by Council on May 25, 2021 - 2nd Reading
- i. Consideration of an appropriation ordinance in the amount of \$430,940 for the FY 2021-2022 Capital Budget Sycamore Street Bridge Culvert Rehabilitation project per the FY 2021-2022 Capital Project section of the budget document that was approved by Council on May 25, 2021 - 2nd Reading

**15. City Manager's Report**

- a. Presentation and Discussion of the COVID Vaccination Policy for City Staff.
- b. Discussion on City Council Retreat

**16. Business or reports from the Clerk**

**17. Business or reports from the City Attorney**

**18. Adjournment**



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:**

**FROM:** Nykesha Jackson

**RE: Minutes:**  
**September 7, 2021, Closed Session**  
**September 7, 2021 Work Session**

**PURPOSE:**

**REASON:**

**RECOMMENDATION:**

**BACKGROUND:**

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** 9/21/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. September 7, 2021 Closed Session Meeting Minutes
2. September 7, 2021 Work Session City Council Meeting Minutes

The Special Called Closed Session Meeting of the Petersburg City Council was held on Tuesday, September 7, 2021, on live stream. Mayor Parham called the Special Called Closed Session Meeting to order at 3:36 a.m.

**1. ROLL CALL:**

Present:

Council Member Charles H. Cuthbert, Jr.  
Council Member Treska Wilson-Smith  
Vice Mayor Annette Smith-Lee  
Mayor Samuel Parham

Absent:

Council Member W. Howard Myers (arrived after roll call)  
Council Member John A. Hart, Sr  
Council Member Darrin Hill

Present from City Administration:

City Manager Stuart Turille  
City Attorney Anthony Williams  
Clerk of Council Nykesha D. Jackson

**2. CLOSED SESSION:**

- a. The purpose of this meeting is to convene in the closed session pursuant to §2.2-3711(A)(7) and (8) of the Code of Virginia for the purpose of receiving legal advice and status update from the City Attorney and legal consultation regarding the subject of specific legal matters requiring the provision of legal advice by the City Attorney and matters of actual or probable litigation, *specifically including but not limited to Petersburg Circuit Court Case No.: CL21-000495-00; Petersburg General District Court Case No.: GV21001206-00; potential litigation regarding a disputed water and sewer fee; legal issues associated with a proposal concerning employee health records and medical requirements; and other legal matters requiring the legal advice of the City Attorney; and under §2.2-3711(A)(1) of the Code of Virginia for the purpose of discussion pertaining to performance, assignment, and appointment of specific public employees of the City of Petersburg specifically including but limited to discussion of appointments to Council-appointed Boards and Commissions including the CDBG Advisory Board.*

Council Member Wilson-Smith made a motion that the City Council go into closed session for the purposes noted. The motion was seconded by Vice Mayor Smith-Lee. There was no discussion on the motion, which was approved on roll call vote.

On roll call vote, voting yes: Cuthbert, Wilson-Smith, Smith-Lee and Parham; Absent: Myers, Hart and Hill

City Council entered closed session at 3:37 p.m.

**CERTIFICATION:**

Mr. Williams stated, "The Mayor would entertain a motion to conclude the closed session called this evening to certify in accordance with §2.2-3712 that the Code of Virginia that to the best of each members knowledge that only public business matter lawfully exempted from the opening meeting requirements were discussed and that only such public business matters were identified in the motion by which the closed

\*Audio available upon request.

meeting was convened, heard, discussed, or considered. If any member believes that there was a departure from the foregoing requirements should so state prior to the vote indicating the substance for departure that in his or her judgment has taken place. This requires a roll call vote Mr. Mayor.”

Council Member Myers made a motion to return City Council into open session and certify the purposes of the closed session. The motion was seconded by Council Member Wilson-Smith. There was no discussion on the motion.

The motion was approved on roll call vote.

On roll call vote, voting yes: Cuthbert, Wilson-Smith, Myers, Smith-Lee and Parham; Absent: Hill and Hart

**21-R-81 A RESOLUTION CERTIFYING, AS REQUIRED BY THE CODE OF VIRGINIA, SECTION 2.2-3712, THAT TO THE BEST OF EACH MEMBER’S KNOWLEDGE, ONLY PUBLIC BUSINESS MATTERS LAWFULLY EXEMPTED FROM OPEN MEETING REQUIREMENTS OF VIRGINIA LAW WERE DISCUSSED IN THE CLOSED SESSION, AND ONLY SUCH PUBLIC BUSINESS MATTERS AS WERE IDENTIFIED IN THE MOTION CONVENING THE CLOSED SESSION WERE HEARD, DISCUSSED, OR CONSIDERED.**

City Council returned to opened session at 5:20 p.m.

Vice Mayor Smith-Lee made a motion to authorize the City Manager and the City Attorney to offer a settlement of the dispute water and sewer connection fees for the property of SLP Project identified in the March 25, 2021, letter from William Mullens in the amount identified by the City Manager in closed session this afternoon. The motion was seconded by Council Member Wilson-Smith. There was no discussion on the motion. The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Smith-Lee and Parham; Abstain: Myers; Absent: Hill and Hart

**3. ADJOURNMENT:**

City Council adjourned at 5:24 p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

\*Audio available upon request.

The Work Session meeting of the Petersburg City Council was held on Tuesday, September 7, 2021, live streamed. Mayor Parham called the meeting to order at 5:24 p.m.

Mayor Parham stated, "I would like to state for the record that on March 14, 2020, the City Manager in her capacity as the Emergency Manager made a local declaration of emergency with regard to the COVID-19 Pandemic. This declaration of local emergency was ratified by City Council on March 31, 2020, and remains in effect. It was the hope of council that the new meeting location would be completed by this meeting which will facilitate proper safety measures like social distancing for all participants and attendees. Unfortunately, due to unforeseen delays the project has not been completed. Accordingly, this meeting is being held electronically in accordance with 2.2-3708.2 of the Code of Virginia."

**1. ROLL CALL:**

Present:

Council Member Charles H. Cuthbert, Jr.  
Council Member Treska Wilson-Smith  
Council Member W. Howard Myers  
Vice Mayor Annette Smith-Lee  
Mayor Samuel Parham

Absent: Council Member Darrin Hill (arrived at 7:29pm)  
Council Member John A. Hart, Sr.

Present from City Council Administration:  
City Manager Stuart Turille  
City Attorney Anthony C. Williams  
Clerk of City Council Nykesha D. Jackson

**2. PRAYER:**

Mayor Parham stated, "At this time, Vice Mayor Smith-Lee do you mind leading us in our opening prayer."

Vice Mayor Smith-Lee led the council meeting in prayer.

**3. PLEDGE OF ALLEGIANCE:**

Mayor Parham led council and the citizens in the pledge of allegiance.

**4. DETERMINATION OF THE PRESENCE OF A QUORUM:**

A quorum is present. Council Members Hart and Hill were absent.

**5. APPROVAL OF CONSENT AGENDA (TI INCLUDE MINUTES OF PREVIOUS MEETING/S):**

a. Minutes:

July 20, 2021, Closed Session  
July 20, 2021, Regular City Council Meeting  
July 27, 2021, Closed Session

b. Consideration of an ordinance for the Department of Fire, Rescue and Emergency Services from the Virginia Department of Fire Programs. This FY2021 allotment is \$123,553, unused funds are not forfeited but must remain available for use by the agency – 1<sup>st</sup> Reading

\*Audio available upon request.

- c. Consideration of an ordinance for Virginia Office of EMS- rescue Squad Assistance Fund (RSAF) – 1<sup>st</sup> Reading
- d. Consideration of FY2019 Carryover (\$4,070.22) for the Edward Byrne Memorial Grant (JAG).
- e. Consideration of FY2020 Carryover (\$26,589.00) for the Edward Byrne Memorial Grant (JAG).
- f. Consideration of an ordinance for Petersburg’s Juvenile Community Crime Control Act and Bureau of Police, from the Department of Criminal Justice Services for \$25,000 to conduct a Youth and Gang Violence Community Assessment.
- g. Consideration of an appropriation for the Virginia Resources Authority (VRA) funded FY2021-2022 Capital Budget projects for Water and Wastewater projects per the FY2021-2022 Capital Budget section of the FY2022 budget document approved by Council on May 25, 2021.
- h. Consideration to appropriate an additional \$231,458 to the Street Operations Special Revenue Fund due to a FY2021-2022 increase by the Virginia Department of Transportation (VDOT).
- i. Consideration to appropriate the FY2021 carryover of the Urban Highway Set-Aside Funds in the amount of \$1,953,758.40 from the Virginia Department of Transportation (VDOT).
- j. Consideration to request FY2021 carryover funding and appropriate additional FY2022 funding for the Petersburg Station Park and Ride Project.
- k. Consideration and appropriation for the FY2020-2021 Southside Depot project carryover balance in the amount of \$92,753.38 for the Southside Depot project to FY2021-2022.
- l. Consideration of an appropriation for the FY2021-2022 Capital Budget South Crater Road Traffic Signal Improvement Project that was approved in the amount of \$271,634 per the budget document approved by Council on May 25, 2021.
- m. Consideration of an appropriation ordinance in the amount of \$430,940 for the FY2021-2022 Capital Budget Sycamore Street Bridge Culvert Rehabilitation project per the FY2021-2022 Capital Project section of the budget document that was approved by Council on May 25, 2021.
- n. Request to schedule a public hearing to be held on September 21, 2021, regarding the ordinance previously presented to Council prohibiting firearms on certain city property.

Council Member Myers made a motion to approve the consent agenda. The motion was seconded by Council Member Wilson-Smith. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Myers, Smith-Lee, and Parham; Absent: Hill and Hart

## 6. SPECIAL REPORTS:

- a. Report from the Healthy Options Partnership (PHOPs) regarding activities in Petersburg.

Fancie Terrell, Assistant Manager for The Petersburg Healthy Options Partnership (PHOPs) and the Coordinator for Healthy Community Action Team, gave a PowerPoint presentation.

### Key points:

- PHOPs is a High Obesity Program grant funded through the CDC. It began in 2018 and will run through September 2023.
- They address healthy food access, healthy nutrition standards in community sites and connectivity to everyday destinations.
- The Petersburg Public Library is the physical grant agent for the Healthy Community Action Team.
- POP! Market is a mobile market that began July 2020. It is a collab of PHOPs and River Street Market. It is open all year around.
- For the POP! Market they accept SNAP for purchasing.
- They have been working hard to build trust relationships throughout the community.
- They also have a PHOPs Healthy Food Retail Program. It focuses on small food retail stores in Petersburg. The program includes Virginia Cooperative Extension’s Shop Smart Eat Smart

\*Audio available upon request.

Program which uses behavioral economics to drive demand for healthy foods.

- \$50,000 awarded to the River Street Education.
- Virginia Food Access Investment Fund is a statewide program that focuses on equity and justice in food systems.
- In 2021, a walk audit training module was developed and is now being piloted. In 2022, PHOPs will open walk audit opportunities to the community.
- They are still looking for a warehouse in City to rent for their aggregation, packaging and distribution efforts that are in support of the local food system.

There was discussion among City Council and staff.

Council Member Wilson-Smith and Vice Mayor Smith-Lee stated that Ms. Terrell did a great job with her presentation.

Mayor Parham stated, "Thank you for the presentation. Next, I will need to do a little bit of shuffling around of the agenda. I noticed that I had on the agenda we had an action item '5o' on the consent agenda. Which is the request to schedule a public hearing to consider vacation of city right-of-way between two parcels that are located between Brown Street and Farmer Street. I need to add that to the consent agenda because it was not on the agenda, but I saw it in our packet."

Council Member Myers made a motion to add item "5o" to the consent agenda to schedule a public hearing. The motion was seconded by Vice Mayor Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Myers, Smith-Lee, and Parham; Absent: Hill and Hart

**7. MONTHLY REPORTS:**

\*There are no items for this portion of the agenda.

**8. FINANCE AND BUDGET REPORT:**

\*There are no items for this portion of the agenda.

**9. CAPITAL PROJECTS UPDATE:**

a. Public Works and Utilities – Capital Projects Update

Andrew Barnes, City Engineer and General Manager of Utilities, gave a brief update.

Key points:

- LED Replacement Project by Dominion Energy – Ward 1 & 4 have been completed. Ward 6 is currently in progress and then Ward 5 will be next. Project is expected to be completed Spring 2022.
- Park-N-Ride – Construction start 8/2/21 on rough grading and site preparation. Completion is expected late Spring 2022.
- Pump Station Flow Meters – Finish Meter Installation. The System Integration is next. The expected completion is September 2021.
- South Crater Road Signal Improvements – ROW Easement/Acquisition. The expected completion is Summer 2023.
- Sycamore Street Culvert (Bridge) Replacement – Currently they are resolving access issues. The expected completion is late Winter 2023.

\*Audio available upon request.

- St. Andrew Street Bridge Replacement – Currently they are working on the bridge deck slabs. There have been numerous change orders. Expected completion is November 2021 but there may be an extension on that date.
- The City's annual bridge inspections have been completed for 2021.
- Locks Watermain Replacement – Currently resubmitting wetlands permit application to Army Corps of Engineers, and the Bid Phase is next. Construction starts early Summer 2022. The expected completion is Spring/Summer 2023.
- Prince George Water System Interconnection – Currently Bid Document Preparation, Bid Phase is next, and construction start in Spring 2022. The expected completion is Fall 2022.

## 10. UTILITIES:

### a. Utility Billing Updates & Delinquent Termination

Randall Williams, Assistant Director of Public Works and Utilities, gave a PowerPoint presentation.

Key points:

- In Utility Billing they have hired 4 employees that worked for the city, previously that are familiar with the processes and co-workers.
- There has been a positive change in which they have changed the telephone to make sure that they receive utility bill calls.
- Updated the website to make sure that it is more user friendly. They also decreased the backlog of emails and voicemails that they have had since May 1, 2020.
- Currently working to resolve past issues with various accounts.
- Any utility billing questions, or issues will now go through utility billing ([utilitybilling@petersburg-va.org](mailto:utilitybilling@petersburg-va.org))
- Governor Northam ended Virginia's COVID-19 State of Emergency on June 30, 2021.
- The residential utility (included water) disconnection moratorium ended August 29, 2021.
- State lawmakers approved \$120 million in American Rescue Plan relief for residential utility customers in newly passed budget plan. Accounts over 60 days past due as of August 30, 2021, are eligible for relief.
- Currently, the balances owed to the city is \$7,812,822. Some of the utility accounts are still being reviewed for lingering issues and bankruptcies will affect the amount collected.
- They are recommending that disconnections begin on delinquent accounts on October 1, 2021.
- Payment plans are available.

There was discussion among City Council and staff.

Mr. Williams stated that he will bring back information on the 90-day number accounts.

## 11. STREETS:

- ### a. Traffic Feasibility Studies for Washington street & Wythe Street Conversion to Two-Way Traffic Flow & Traffic Signalization – I95/Crater Road Exit at Graham Road.

Reginald Lantz (General Manager of Department of Public Works and Utilities), **Robert Delack** (VDOT) and Crystal Smith (VDOT) gave a presentation and information on the traffic feasibility study.

Key points:

- The topic was raised with the VDOT Residency Administrator for the Petersburg Residency on

\*Audio available upon request.

August 3, 2021. The residency administrator provided a list of things that the city needed to address before VDOT could consider the installation of the traffic signal.

- The city would need to do a preliminary engineering review, identify the concerns for the location, signal analysis, have alternated options reviewed, and have the Federal Highway Administration involved.
- If funding is identified, then the city can move on to Phase 1.

There was discussion among City Council and staff.

Council Member Cuthbert asked Mr. Turille if he can think about a game plan for moving forward and present it at council's next meeting. He stated that they all recognize the hazardous road conditions.

Mr. Turille stated that he will get with Mrs. Innis regarding this.

## 12. **FACILITIES:**

\*There are no items for this portion of the agenda.

## 13. **ECONOMIC DEVELOPMENT:**

\*There are no items for this portion of the agenda.

## 14. **CITY MANAGER'S AGENDA:**

- a. Discussion of COVID status and staff memo (Crater Health District, Dr. Alton Hart)

Key points:

- The city is following the current CDC and Crater District Health Guidelines regarding the spacing, use of mask, and managing public gatherings and using remote access when possible.
- There are 3,000 new cases in the tri-city area since last few weeks of August.
- The Governor mandated that state employees get vaccinated or get a weekly test.
- The Delta variant is more dangerous in children. The Governor mentioned that 99% of all new cases are in the unvaccinated and only 1% are in the vaccinated.

Mr. Turille stated that he has invited Dr. Alton Hart and Ms. Saphrey (Epidemiologist) to speak regarding COVID status.

Key points:

- All eight of the cities and counties within the district are currently at high community transmission. According to CDC guidelines everyone should be masking inside regardless of vaccination status.
- The City of Petersburg is currently at 44 people per 100,000 in a population. That is about an average of 14 new cases per day.
- The adult fully vaccination rate is 51.3% and in total including the 12 and older population that is eligible for the vaccine in the City of Petersburg is currently at 41.3%. Partially vaccinated that have received one dose is at 49.3%. The Crater District total is currently at 44.9% for fully vaccinated.
- In terms of fully vaccinated cases and have tested positive for COVID-19, as of August 28, 2021, for the State of Virginia, 4,832,258 (fully vaccinated) and 4% have tested positive for COVID-19. And 0.016% have been hospitalized.
- Unvaccinated people are 9.2 times more likely to contract the virus than fully vaccinated people.

\*Audio available upon request.

- There is an increase in outbreaks.

There was discussion among City Council and Dr. Hart and Ms. Saphrey and city staff.

Council Member Wilson-Smith asked how she could help.

Dr. Hart stated that she can help with the miscommunication that is going on about the vaccination.

Mr. Turille stated that he would like to schedule a mobile vaccination for City staff.

Mayor Parham stated, "At this time, I just received notification from Ms. Boone at Economic Development. She had Mr. Keith Boswell. Can you unmute Ms. Boone at this time, and we will circle back around to the City Manager?"

Keith Boswell, Virginia Gateway Region, gave a PowerPoint presentation in reference to the Regional Industrial Facilities Authority.

Key points:

- Regional Industrial Facilities Authority (RIFA) provides a mechanism for member localities to cooperate in developing, owning, and operating one or more facilities needed or desired in a region through combined action.
- This allows localities to combine resources and assets for the purpose of economic development. It is also a mechanism for sharing revenue.
- The creation process is that the localities hold public hearings, adopt ordinances and then an agreement creating RIFA and by-laws. The members are appointed by council and can come from anywhere in the service area.
- VGRIFA shall be governed by the Board of Directors. Each member locality appoints one/two members.
- Each member locality may consider participation in individual facilities or projects. There is no requirement to participate in each project and no penalties or adverse consequences to a member locality who does not participate.
- The member localities may agree to a revenue and economic growth sharing arrangement with respect to tax revenues and other income and revenues generated by any facility owned by authority.

There was discussion among City Council, staff and Mr. Boswell.

Mayor Parham stated, "Mr. Turille we will go back to your city manager's agenda of item 'B', the noise ordinance."

Mr. Turille stated, "I do have another speaker on hold. If I may can, I move up 'C' Crater Workforce Development Board. Is that okay?"

Mayor Parham stated, "That is fine."

- b. Crater Workforce Development Board (originally item C on agenda)

Mr. Turille started the discussion with updates and information on the Crater Regional Development Board.

Key points:

\*Audio available upon request.

- The issue on the surface is should the City pay the disallowed cost of \$8,600 for Crater Regional Workforce Development Board (CRWDB).
- CRWDB request the City's share of the disallowed costs of \$8,600 in order to move forward with its program.
- Already determined that Petersburg is no longer the grant recipient, but the city will continue to participate.
- The city discussed not paying the disallowed costs, due to the ineffectiveness of the board to tackle and improve the poverty and unemployment rates within the city and to get the citizens good paying jobs.
- There is now a worker shortage and CRWDB should be moving people into good jobs. But there is no evidence of any programs, visions, or efforts to improve the situation.
- The State brought in a consultant to assess and improve the board. Mr. Simpson is the consultant, and he will be letting everyone know his findings.
- The city manager recommendation is that the cost is not significant and would be worth it to see if the organization can reform and perform. The city can pay it and request certain performance measures be in place such as number of jobs provided to Petersburg residents, improve poverty rate, number of training programs offered to the residents, etc.

J.R. Simpson, Crater Workforce Development Board, gave a brief update on Crater Workforce Development Board.

Key points:

- Identified that it is critical that they hire a new executive director. Mayor Parham has been involved in some of the discussions. They interviewed and made an offer to someone that he believes is a very strong advocate and leader for the Crater Workforce Board. She starts work on September 20<sup>th</sup>.

Mayor Parham stated, "We hired a new executive director, and this may be the fourth or fifth one that we have had in my time in six and a half years being on council. So, she interviewed well. She has some expertise in the Richmond region. So, we will see. I know that we have a tremendous amount of needs here in the Crater Region. And it going to be a tough dive, but we will see how quick she can get on board and get some results.

Additional key points from Mr. Simpson:

- In addition to the new executive director, they have hired a new fiscal director on a contract basis who brings a lot of experience as well to the system.
- There is \$1.3 million dollars in federal grant that come into the entity annually. The economic impact is much greater.
- An effective board can help and support the high unemployment rates.
- Mr. Simpson is under contract until December to help support the organization. The State has been very supportive of the efforts, and they are very willing to help. There is a staffing shortage.
- There are some good people in place at the board and that Mr. Simpson believes that there has been a lack of effective leadership.

There was discussion among City Council and Mr. Simpson.

c. Noise Ordinance

Mr. Turille gave a presentation on the noise ordinance.

\*Audio available upon request.

Mr. Turille stated, "The first thing that I want to clarify is the current status of the noise ordinance. Ms. Jackson are you there?"

Ms. Jackson stated, "Yes. I am here."

Mr. Turille stated, "I have written down an email that you sent me. I can read it, or you can state the current status of the noise ordinance. Do you want me to do it or yourself?"

Ms. Jackson stated, "I can do it. The current status of the noise ordinance is that the noise ordinance is still in place. At the council meeting it was stated that a motion was made to have the city manager to create an ordinance that would suspend the noise ordinance. At that time, she had not brought an ordinance back to city council in order for them to suspend the noise ordinance. So, the noise ordinance was never suspended. It has always been in place."

Mr. Turille stated, "Okay. Thank you for that clarification."

Ms. Jackson stated, "Your welcome."

Key points from Mr. Turille:

- Receives numerous complaints of late-night noise.
- The issue is that the current ordinance prohibits noise that can be heard within a residence, after 10PM.
- Any noise that is heard after 10pm is technically a violation.
- Current zoning does not allow special use permits for nightclubs to stay open, have music and crowds after 10pm. Some of the downtown establishments may or may not have special nightclub permits.
- There is no noise exemption allowed for night clubs, even with a special use permit to operate as a nightclub.
- The growth in residential development near the commercial downtown district results in a conflict of interests, due to the different demographic groups. There are young people that want to come downtown, stay out late, hear music, dance and congregate.
- Now there are folks with families and other residents that want a quieter, more sit down, restaurant oriented downtown area without the late-night music, crowds and events.
- The noise ordinance is set for the latter group; however, Petersburg is now in resurgence, inviting to young folks, who will exceed the ordinance levels as it is written, on occasion, by staying out late, playing loud music, crowds, etc.
- Recommends beginning with the vision for the downtown area. What do you want the downtown area to become or known as? 1) a place for exciting nightlife, attracting college students, young professions, the military seeking entertainments off-base, with bands, dancing etc., 2) a place for casual dining, light dinner, music/conversation, with occasional festive events, encouraging to the current and future residents without the late crowd, or 3) both groups.
- If Option 1 is recommended then you must amend the current ordinance to allow noise at a certain decibel level after 10pm, by special permit as a nightclub.
- If Option 2 is recommended then it restricts noise to 10pm and force music inside, enforce noise violations above the current allowable DB level. This will include disbursing of outdoor crowds by police.
- A compromise would be to allow the music play at a certain decibel level until 11pm or midnight, only.

\*Audio available upon request.

Mayor Parham stated, "Mr. Turille is this something that we can refer over to planning. Because I know that we have the planning commission that has been looking at this as well to get their recommendations on this. And then bring it back to us for us to look at."

Mr. Turille stated, "Yes sir. Absolutely."

There was discussion among City Council Members and staff.

It was stated to add to the information to go to the planning commission on the study of the noise ordinance on whether or not it is a restaurant or nightclub.

Council Member Cuthbert suggest that City Council gives a report back by date so that the report does not get lost. He would also like to encourage the planning commission to work with the city attorney and city manager because it is a big issue.

d. ARPA funds applications and ranking

Key points:

- All applications are in, and the city has received 106 business/government/NPO requests totaling \$50,154,615. And 11 household requests totaling \$42,196.
- The city has \$20,961,839 that they are authorized to receive with \$10.4 million in the bank and the other half due next June 2022.
- Department head staff are organized to review the applications, score, and rank them based on federal guidelines.
- The City goal is to distribute the funds as widely and broadly as possible across all sectors, using the federal guidelines.

There was discussion among City Council and staff

Council Member Wilson-Smith made a motion to add item 5p to the consent agenda to schedule a public hearing on ARPA funds. The motion was seconded by Vice Mayor Smith-Lee. The motion was approved on roll call. On roll call vote, voting yes: Cuthbert, Wilson-Smith, Hill, Smith-Lee, and Parham; Abstain: Myers; Absent: Hart

e. Building Code Enforcement

Jeremy Tennant, Director of Neighborhood Services, gave a presentation of building code enforcement.

Key points:

- Mission for the Department of Neighborhood Services is to ensure that health, safety, and welfare of the city residents are protected with integrity while increasing the overall quality of life.
- There will be map and track gradient changes.
- Conducting surveys via site visits, ranking each according to predetermined values found on the distressed property value chart.
- Identify and score all the properties, foundations, walls and roof. Violations identified can receive a score from 5-20 points each.
- Determining whether or not the properties have utilities and/or vacant.
- Roughly 80% of the city has been surveyed. Completion date is expected by end of October.
- In the case where the property is owner occupied, assistance will be offered through CDBG grant funded repairs.

\*Audio available upon request.

- Initial presentation was made to City Council on July 2, 2019.
- Promotes stabilization in lieu of demolition on qualifying structures.
- By concept, the property owner or the city could apply for abatement.
- Staff is considering bringing an ordinance and policy for city council's consideration.
- The focus is to have an objective means of looking at the properties (houses).

There was discussion among City Council and staff.

f. Retreat Options

Mr. Turille gave a briefing on options for the retreat.

Key points:

- Option #1 – 1.5 Day Retreat (2.5-3 hours would be required for members of the executive administration and guest speakers to present on Day #2.) this option would require a minimum of one additional 90-minute session to finalize the implementation plan for your 2022 strategic plan.
- Option #2 - 2-hour sessions or 3-hour sessions, but while 2-hour sessions are more palatable for most people I'm concerned that it would be more complicated to find dates that work for everyone involved. I would therefore recommend a series of four (4) 3-hour workshops with two (2) breaks during each session.
- Dates suggested are October 10, 11, 17 and 18, 2021. (October 17 & 18 works better)

There was discussion among City Council Members.

Council Member Cuthbert stated that he sees no desire for a retreat at this time.

**15. BUSINESS OR REPORTS FROM THE CLERK:**

\*No items for this portion of the agenda.

**16. BUSINESS OR REPORTS FROM THE CITY ATTORNEY:**

\*No items for this portion of the agenda.

**17. PUBLIC COMMENTS:**

Linwood Christian, 410 Mistletoe Street, stated, "I would just like to say that this was kind of ridiculous. You all just seem that there is a never-ending way to try to discourage us from being a part of the process. Here it is after 9pm and you all were in a closed session 25 minutes after City Council was supposed to start. But I would like to comment on this. I would hope that City Council would understand that in addition to making ordinances and all you all have a serious responsibility to us as your constituents to blame the health department for things. You all have a responsibility as well to work with members of this community addressing the COVID issue. It is not fair to blame it and say what the health department is not doing when members of city council with the exception of one. You are not doing your job. Also, when I look at the biggest problem that we have had, Ramada Inn, when is that eyesore coming down. Enough is enough. You all have wasted enough of our time and enough of everything else. You went out your way to do the mural in the park for whatever when that wasn't done right. Yet, when the Ramada Inn is still standing. We were supposed to have a cigar bar. When questions were asked when it is going to be done and is it going to be another project that you said that we are going to do that just sits there. Look at that building. The same thing. We keep on hearing that when you all joke on us as members of the public saying that we do not want to see progress in this city.

\*Audio available upon request.

We want to see progress in this city more than anything. That is why we hope that pretty soon there will be a change in everything. But then you all sit up there like that man who owned the Ramada. You all gave him down the country after you figured you laid us out because we questioned him about it. Now what is it. That place is still standing there. And it still is a health issue. Because if and when you start tearing it down, how are you going to protect the environment. The members of the community want to work with council, but council does not seem to want to work with us. As one of your members said, 'we are city council'. Yes, you are city council. And you are answerable to us, the community. And yet again we are seeing agencies fighting against each other and city council and the health department. We are tired of that. Work with Dr. Hart. Work with the neighborhood association. You all are city council. You need to start working with us, the citizens, as you want us to work with you. Thank you."

Cory Harris, 2316, Anderson Street, stated, "I actually agree with Councilman Cuthbert. We are not doing enough when it comes to COVID-19. I have to say this. The former city manager wanted to try a different approach in the fight against COVID-19. But somehow that did not happen. If Dr. Hart is listening to me, I am going to say this. You are stressing yourself out. There are a lot of tactics that can be used to reach the citizens of Petersburg. And you do not have to leave your office while doing it. You can reach tens of thousands of citizens within this city from just sitting. And you do not have to leave your desk. Now, I have been following the numbers of COVID-19. And I am quite concerned. I think that this should be the number one priority within the City of Petersburg. I think that Dr. Hart has reached his threshold when it comes to reaching the citizens within the city. He is a medical doctor. You cannot expect him to go any further than what he already does. And I want to say this as well. And it is about the Ramada Inn. Why was that building taken away from the previous owner? I have a lot of owners from the previous owner of that building. And they are interesting. For instance, \$10.2 million was awarded to him to remodel that building. But somehow nothing happened. Why? This gentleman seemed like he was very eager to remodel that building but somehow it did not go through. And if this gentleman went to a federal judge and was awarded millions of dollars to remodel that building and somehow, he was denied the building. The citizens should know why. Thank you for your time."

Barbara Rudolph, 1675 Mt. Vernon Street, "Back in June, economic development department reported on city sold properties. A very good report. But one item in particular and there are many of them of interest. But let's talk about the cigar lounge in which I think Mr. Christian also mentioned. As of the 31<sup>st</sup> of August, which was real recently that particular property had reached the threshold of claw back provision being available to the City. And that was described as if the property is sold not developed in accordance with the development agreement ownership reverts back to the city per the reverter clause or claw back provision in the purchase agreement. The city retains the purchase payment and the property with nay improvements. So, I am asking if you would please come back at a subsequent meeting and tell us about is that agreement being adhere to and what is the progress. Because it looks like the city built a contract where we have an out on a project that seems to be going nowhere and that is the opinion of a whole lot of people that are watching it. I wanted to thank the presenters for actually being honest about the number of delinquent payments of revenue that has not been realized for utility payments. Because we seem to dance around that so much. And that is good to know the full amount and it is alarming at \$7.8 million dollars. On the collection side I wanted to mention that Ms. Jordan said that the collection rate was recently 94%. But it sounds like that 94% is derived from both the current collections and the collections of all those delinquent accounts that are more than 30 days past due. So, I am suggesting to please keep those two items separate, the new versus the old collections. Do not distort your collection rate by including delinquent collections in with revenue in the current billing period. Because if you collect a lot of overdue bills, it makes the performance look better than it actually is. We really want to get a true picture of how much we are collecting on current billings versus the catching up on all of these millions of dollars that have not been collected in the past. Thank you."

Patrick Ingram, 836 Gillfield Drive, stated, "First of I want to thank the presenters for providing resourceful information. It is great that we are back at a time that is convenient for individuals who work 9-5. I

\*Audio available upon request.

am grateful for that because I no longer have to prioritize being an active participant within municipal government versus completing the duties and task that I have in my own role during the workday. So, I wanted to bring three properties to the attention of neighborhood services as well to my council member in ward 6, 641 Leefield Drive, 1504 Lincoln Street, and 1510 Lincoln Street. They are three properties that are either distressed or blighted that I have used the reporting app to report. Lincoln Street properties I have not seen anyone come out and site them. And 641 Leefield Drive I seen someone continuously come out but to the point that now the plastic on that roof is now falling over to the front of that property. What that does is makes that area, my neighborhood that we cleanup every morning, look less attractive. And individuals come through our neighborhood and litter. So, that really impacts the overall image of the neighborhood. So, I greatly appreciate if those three properties can have some attention to them. I noticed in the presentation by neighborhood services that I did not see Ward 6 on that report. I do not think I say any number of houses that were addressed and listed as distressed and blighted. It may have been in the pie chart but not in that data that was broken down. So, I just wanted to mention that piece. And in regard to COVID-19, I just wanted to stress what Dr. Hart stated. Which he said that this is a combined effort, and we hear a lot of talking from council about personal narratives of COVID19 experiences. But not backing it up to support community. When was the last time a member of council tried to get access to Virginia State Mobile Vaccination Unit or just utilize grant funding to acquire the city's own? Outside of handing out mask and hand sanitizer more than a year ago what has council done lately to address COVID-19. I hope that we can utilize some of that additional grant funding to hopefully see A.P. Hill and Harding Street Community Center reopened. And I really want to thank Mr. Turille and Councilwoman Wilson-Smith for showing up and participating in the Petersburg Association and Neighborhood meetings that we have been having. I really appreciate that participation. I want to finally say that you need a Retreat. You need to be in a position to reevaluate the needs of the community and re-strategize and refocus and retool. And finally, we really need a space where we can have meetings. I noticed that the train station has had events. So, if it is good enough to rent out why are we not using it and why aren't funds raised for those particular events not being used to repair the structure. Thank you."

JaVonnie Brustow, 119 Crater Woods Ct, stated, "I wanted to mention that I met with the new city manager to express concerns and want to say that I was impressed. I was a little surprised. I have my concerns, but I am cautiously optimistic. I showed up with a red pin quite ready for fight mode, but I think that he did pretty well. The new city spokesperson I met with as well who I was also surprised with her knowledge of the city. I had figures that she mentioned off the top of her head that I was surprised about that someone who studies the city myself was not expecting. But I will say that as a city with quite a reputation and one that is going to be taking a lot of work in trying to be proactive in changing as well as bringing the issues to the community as far as how we are going to address them. It is not something that I would say to expect not one person to be able to do. It is a lot of work. Just listening to what she had to do, there is no way that one person can do this. And just looking at how if we are not mentioning what the city is doing that leads a speculation. And speculation turns into conspiracy theories. And then you cannot blame people for felling that nothing is being done when we are not necessarily told anything. So, as I have said with that being said I would hope that would be something to be thought about. I told her that she just should not be in her office by herself working. And I will piggy-back on something that someone else said regarding a Retreat. In the beginning I said that this is quite intense. I heard that we will be having council meetings shared soon. So, you all do not have to hear that from me again. I said I hope that this will be on live stream so I can go over it because it sounded intense and there was a lot that was going on. So, I would agree that the meeting was productive, but I do not think that given the state of the city that I probably wouldn't use the words to say that we do not need to have a Retreat. But I think the public would drive around and say that you need as much time as possible to address what is going on. It's kind of does not show lack of urgency for what is happening. So, I would reconsider that as well. If it is just a day to decide to just brainstorm and work on things I would encourage doing so. That is all I have for now. Thank you."

Mr. Turille stated, "Wait a second Mayor, have we voted on the tap fees?"

\*Audio available upon request.

Mayor Parham stated, "We did that coming out the closed session."

Mr. Turille stated, "The vote was taken? I am sorry I did not hear it."

Mayor Parham stated, "Yes."

Mr. Turille, "Okay. Thank you."

**18. ADJOURNMENT:**

City Council adjourned at 9:22 p.m.

\_\_\_\_\_  
Clerk of City Council

APPROVED:

\_\_\_\_\_  
Mayor

DRAFT

\*Audio available upon request.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:**

**FROM:**

**RE:** **A public hearing for the consideration of suspension of noise ordinance for the Downtown Zoning District pending Planning Commission recommendation.**

**PURPOSE:**

**REASON:**

**RECOMMENDATION:**

**BACKGROUND:**

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:** None



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021  
**TO:** The Honorable Mayor and Members of City Council  
**THROUGH:**  
**FROM:** Stuart Turille  
**RE:** **A presentation on consideration of ARPA Funds.**

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**PURPOSE:**

**REASON:**

**RECOMMENDATION:**

**BACKGROUND:**

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:** None



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **Official Public Hearing for the consideration of an appropriation for the Virginia Resources Authority (VRA) funded FY 2021-2022 Capital Budget projects for Water and Wastewater projects per the FY 2021-2022 Capital Budget section of the FY2022 budget document approved by Council on May 25, 2021.**

**PURPOSE:**

To Conduct an Official Public Hearing to appropriate the VRA funded FY 2021-2022 Capital Budget Water and Wastewater projects per the Capital Budget section of the FY 2021-2022 budget document approved by Council on May 25, 2021.

**REASON:**

This appropriation is needed to fund critical Water & Wastewater infrastructure projects contained in the FY 2022 Department of Public Works & Utilities Capital Budget. Many of these projects address serious environmental issues resulting from longstanding problems with the city’s utility infrastructure.

**RECOMMENDATION:**

The City Council approves the attached appropriation for \$5,294,611 for fiscal year 2022 Utilities Capital Budget. The proposed funding sources for the projects are as follows:

VRA Revenue Bonds (this appropriation)	<b><u>\$5,294,611</u></b>
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Below for informational purposes only to tie to FY 2021-2022 Capital Budget:

Water Operating Funds (already appropriated)	\$1,354,389
Wastewater Operating Funds (already appropriated)	\$1,265,000
Private Contribution (Pharmeceutical Comapany)-will appropriate when received)	\$1,507,500

<b>Total FY 2021-2022 Capital Budget</b>	<b><u>\$9,421,500</u></b>
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**BACKGROUND:**

The Utility Department has identified the most serious issues facing the Petersburg Utility System. Most of these are projects that council has approved in previous years and are familiar with. A plan has been created to resolve them.

**COST TO CITY:** N/A

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Virginia Resources Authority

**AFFECTED AGENCIES:** Utilities, Finance, & Budget & Procurement

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1. FY 2021-2022 Capital Budget
2. FY22 Capital Budget Ordinance 8-21-21 Revised

# FY 2021-22 CAPITAL BUDGET

The FY 2021-22 Approved Capital Budget is part of a five-year plan that identifies the acquisition, design, construction, renovation or extension of the useful life of a capital asset. Capital assets include:

- Land
- Buildings
- Water & Wastewater Infrastructure
- Technology Systems
- Streets
- Parks
- Schools
- Buses
- Fire Apparatus
- Stormwater Infrastructure

The Capital Budget criteria for the Capital Expenditures to meet includes:

- Architecture design, engineering, planning, programming and contract management services.
- Major maintenance projects costing more than \$25,000 with a useful life of at least 10 years.
- Major vehicles such as buses and fire apparatus with a useful life of at least 10 years.
- New construction, renovation, expansion or replacement projects costing in excess of \$50,000.
- Land acquisition for public purposes.
- Major equipment, such as radio systems and information technology systems.

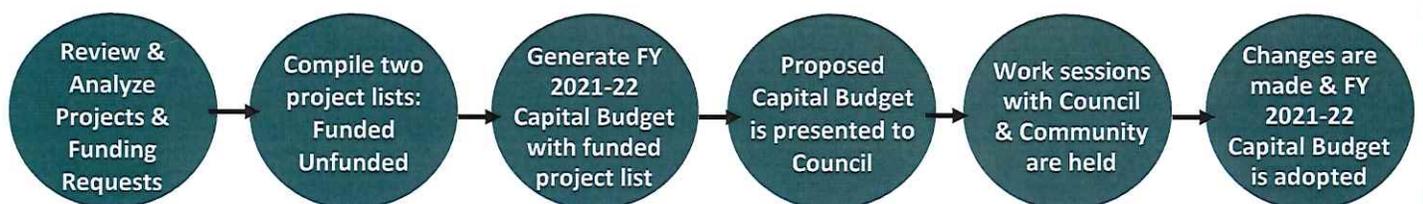
Although the nature and scope of the capital improvement projects vary, each project can be classified into one of the following Strategic Priority categories.

1. Economic Development— retaining existing and attracting new businesses that strengthen the City’s tax base to ensure there are resources to support services required for residents.
2. Neighborhood Vitality— ensuring that communities are able to thrive by addressing issues of blight, failing infrastructure, parks and open spaces, and public safety.
3. Good Governance— attracting, retaining, developing, and rewarding high quality employees that are committed to providing exceptional customer service while demonstrating the highest level of integrity.
4. Celebrate Petersburg’s History & Culture— creating vibrant and authentic places that reflect and celebrate the history, culture and character of our community.

The objectives of the Capital Budget are to:

- Prepare the Capital Budget component of the City Manager’s Recommended Budget. It serves as one of the planning tools of the budget process and synchronizes capital and operating budgets.
- Identify, prioritize and optimize the financing of the capital projects.
- Link strategic and comprehensive plans with fiscal capacity.
- Inform residents about the City’s infrastructure investments.
- Increase the City’s current bond rating by ensuring that reasonable financial parameters are utilized when scheduling and implementing projects.

## CAPITAL BUDGET PROCESS



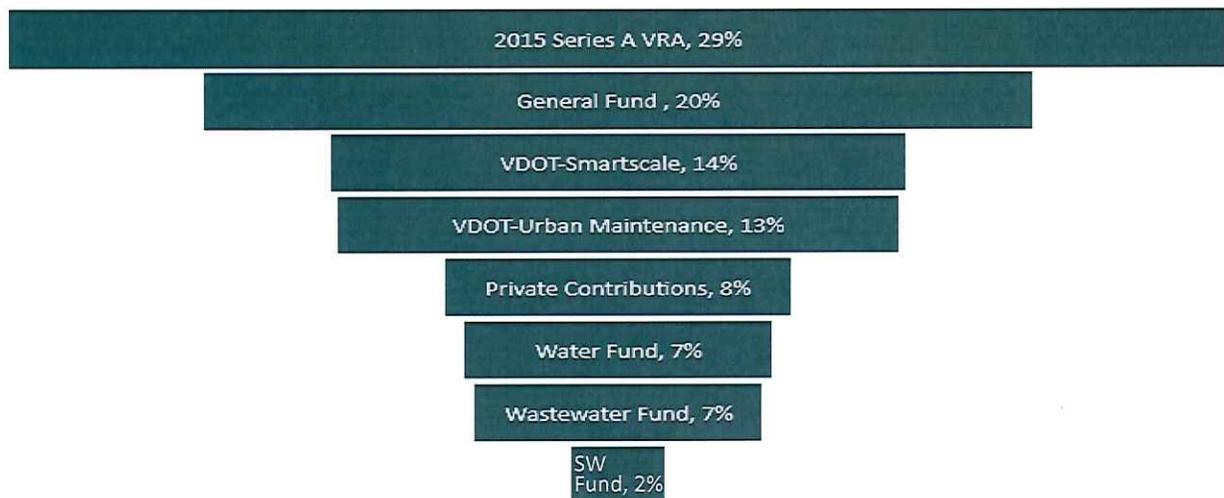
# FY 2022 CAPITAL BUDGET REVENUE

The FY 2021-22 Adopted Capital Budget is made up of \$18,400,594 that is funded by 4 major sources of revenue:

1. **Federal and State Government Funding**– this is comprised mostly of the special revenue collected from the VDOT Urban Maintenance Program that provides funding to Street Operations for highway maintenance and street repairs. VDOT Congestion Mitigation & Air Quality Improvement (CMAQ) and the Department of Rails & Public Transportation are other big sources of revenue for this source.
2. **General Obligation Bond Proceeds**– this is the most common and widely accepted method for municipalities to finance large capital projects. There are two types of bond funded projects in this budget:
  - General Obligation
  - VRA Infrastructure & State Moral Obligation Revenue Bonds
3. **Dedicated Funding Sources**– this method of funding is created by the fund balances or incoming revenues of the following funds: Stormwater and Utilities.
4. **Contributions from the General Fund**– the financial policies approved by Council dictate that the City budget \$500,000 towards the replenishment of the Capital Improvement Fund provided that the Unassigned Fund Balance meets the 30-day reserve requirement. (page 201)

<u>REVENUE SOURCES</u>	<u>AMOUNT</u>
General Fund Operating Revenues	396,280
General Fund Balance Transfer (District Court)	750,000
General Fund Balance Transfer (Capital)	500,000
General Fund Operating Revenues (SGR)	271,634
General Fund Operating Revenues (CMAQ)	430,940
Federal & State Grants-Transit	870,720
<b>SUBTOTAL– GENERAL FUND REVENUES</b>	<b>\$3,219,574</b>
VDOT Urban Maintenance Funding	2,445,419
VDOT Smartscale Funding (Park N Ride Project)	2,503,851
2015 Series A VRA Revenue Bonds	5,294,611
Water Fund	1,354,389
Wastewater Fund	1,265,000
Stormwater Fund	418,250
Other Funding Sources (Private Contributions)	1,507,500
<b>SUBTOTAL– OTHER REVENUES</b>	<b>\$14,789,020</b>
<b>GRAND TOTAL CAPITAL REVENUES</b>	<b>\$18,008,594</b>

## FY 2021-22 CAPITAL BUDGET REVENUE SOURCES



# CAPITAL PROJECTS

<b><u>Project Title/Descriptions:</u></b>	<b><u>Amount</u></b>
<b>Fiscal Services Building HVAC</b>	
The HVAC unit in the back, recessed courtyard of the Fiscal Management building is past it's useful life & is no longer operational. The unit, venting and inside air handlers must be replaced in order to provide adequate AC and heat to the Billing and Collections Division service area.	\$50,000
<b>Replace Roofs Fiscal Services Building</b>	
Replace the roofs on the Office of Fiscal Management building that contains Financial Services, Billing & Collections and Budget & Procurement. The roofs above the three structures of Financial Services Office, Billing & Collections and Budget & Procurement need to be replaced.	\$70,000
<b>City Hall Exterior Renovations</b>	
Complete exterior renovations to City Hall. This includes replacing the entry way doors, repair of masonry as required, repair and replacement of rotted sections of the wooden window frames as well as reglazing, caulking, sealing and painting the window frames.	\$90,000
<b>Market Street Fire Station (#2) Driveway Apron</b>	
Replace the driveway apron at Fire Station 2 located on Market Street.	\$50,000
<b>District Court Building</b>	
Funding set aside for the design and construction of a District Court building that will contain the General District Court and the Juvenile & Domestic Relations Court in future years.	\$750,000
	<b>FACILITIES CAPITAL PROJECTS TOTAL \$1,010,000</b>
<b>Fort Cross Water &amp; Sewer Connection</b>	
Connect water and sewer to the Fort Cross site. Currently the fire training center houses Fire administration and is not connected to City water/sewer and the septic tank is damaged and needs to be repaired/replaced. There are no fire hydrants for fire related hose line placement training and/or other fire hydrant related drills.	\$50,000
<b>Johnson Road Fire Station</b>	
Connect the Johnson Road Fire Station #5 to City sanitary sewer lines. The station currently operates off a septic system. The age of the system and recurring problems necessitate connection to existing City sewer main on Johnson Road.	\$50,000
	<b>FIRE CAPITAL PROJECTS TOTAL \$100,000</b>
<b>Wilcox Lake Design &amp; Construction</b>	
Install HydroTurf to protect against erosive damage to the Dam during an overtopping event. This will bring the Wilcox Lake Dam back into compliance with the Virginia Impounding Structure Regulations (VISR). VIRS compliance is required by the Virginia Department of Conservation and Recreation (DCR).	\$110,000
<b>Fleets Branch Stream Restoration</b>	
Restore the stream system that existed prior to the disturbance due to erosion and natural forces.	\$208,250
<b>MS4 Permit Compliance Tasks</b>	
Ensure a comprehensive stormwater management strategy for the city.	\$100,000
	<b>STORMWATER CAPITAL PROJECTS TOTAL \$418,250</b>

## CAPITAL PROJECTS CONTINUED

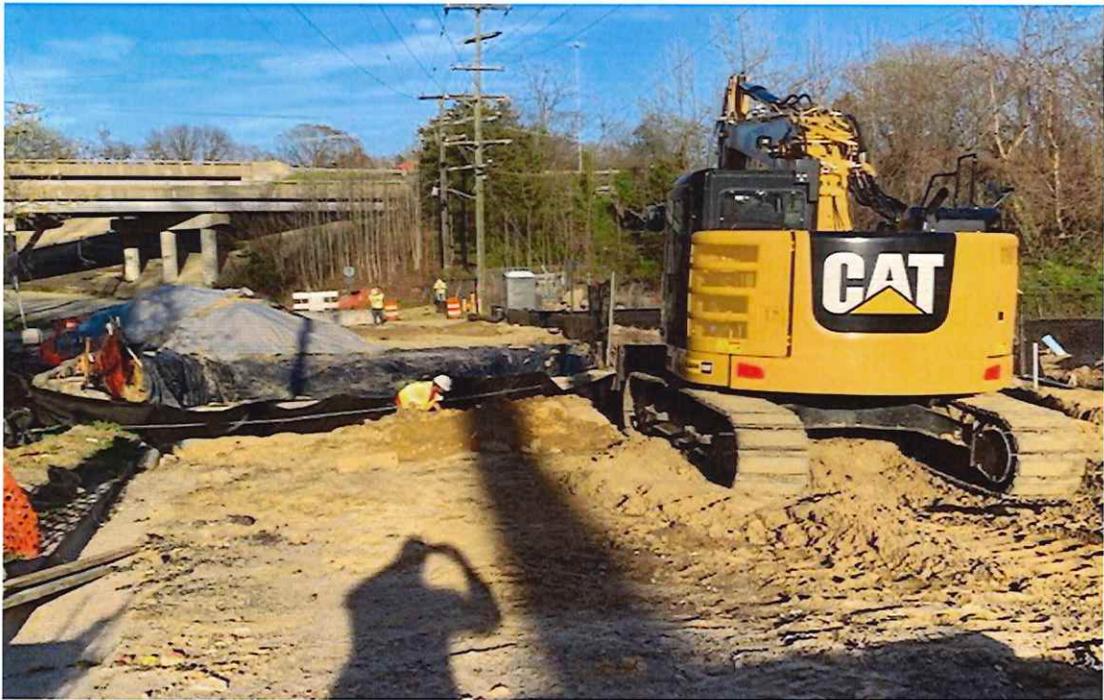
<b><u>Project Title/Descriptions:</u></b>	<b><u>Amount</u></b>
<b>St. Andrews Street Bridge Replacement</b>	
This project completely replaces the current structurally deficient bridge that was closed to traffic in 2007 over the Lieutenant Run stream. Once completed there will be new traffic access from Blandford across I-95 to Poplar Lawn. The new bridge will be about four and a half feet wider to meet current VDOT standards. It will be made of concrete which will make it durable and reduce maintenance and inspection costs. Also there will be aesthetically pleasing metal railings that will accommodate future sidewalk improvements in the area. It is due to be completed in FY 2022.	\$941,838
<b>LED City Street Light Replacement</b>	
This project is to replace current hydrogen filled lights contained in street lights throughout the City with more energy efficient LED lights to increase lighting, ensure safety, enhance landmarks and reduce the City's energy costs.	\$503,581
<b>Street Paving</b>	
Pave streets throughout the City that have been chosen after being assessed by Street Operations.	\$1,000,000
<b>STREET OPERATIONS CAPITAL PROJECTS TOTAL</b>	<b>\$2,445,419</b>
<b>South Crater Road Traffic Signal Improvements</b>	
Traffic signal improvements incorporated into the design include rebuilding existing span wire signals, modernizing existing traffic signals, installing pedestrian accommodations, and replacing existing communications equipment at six intersections on S Crater Road.	\$271,634
<b>South Sycamore Street Bridge Culvert Rehabilitation</b>	
Concrete repairs to address spalls and de-laminations of the reinforced concrete box culvert and replace downstream headwalls. Improvements are required at both ends of the culvert and along the downstream embankments.	\$430,940
<b>PUBLIC WORKS CAPITAL PROJECTS TOTAL</b>	<b>\$2,445,419</b>
<b>Water Utility Master Plan Improvements</b>	
The project provides for major construction and upgrades to the water utility system. The City's Pharmaceutical Hub and potential Southeast development, a new pressure zone will be designed and implemented. FY 2022 includes the design of the N. Normandy Water Tank, N. Normandy Booster Pump Station, and Pressure Relief Valves.	\$1,507,500
<b>Water Transmission Main Repair and Replacement</b>	
Currently, the City is planning to replace 7,000 linear feet of 20" water transmission main that spans from the Locks Booster Pump Station to the area around Commerce Street and S. Dunlop St. This is the City's main supply line and there have been multiple breaks in recent years. Construction is planned to take place in FY 2022.	\$2,000,000
<b>Water Distribution Main Repair and Replacement</b>	
This project provides for the planned and systematic replacement of water distribution mains which have reached the end of their useful life or are undersized by current standards. Major repair and replacement of water mains will be prioritized based on known issues, increased frequency of breaks, age, material, and localized City projects. FY 2022 includes design costs for undersized water line replacement and distribution main replacement.	\$200,000
<b>Water Storage Rehabilitation</b>	
The Program involves the cyclical repair and rehabilitation of the City's water storage tanks. The typical schedule for painting tanks is 10-15 years depending on service conditions. Failure to properly inspect, maintain, and repair protective coatings to these tanks will result in leaks and ultimately failure of the steel structure. FY 2022 includes design costs for the Mount Vernon Water Storage Tank.	\$50,000

## CAPITAL PROJECTS CONTINUED

<u>Project Title/Descriptions:</u>	<u>Amount</u>
<b>Water Pump Station Rehabilitation and Upgrades</b>	
The City's water pumping stations requires routine and continuous maintenance and rehabilitation to prevent deterioration and equipment failures. Additionally, the City's water pump stations supply water to the City's second pressure zone. Increased demands will require increased capacity and resiliency. FY 2022 includes design costs for the Mount Vernon Station rehabilitation and upgrades.	\$100,000
<b>Water Equipment</b>	
This project provides for the replacement of major equipment necessary for the inspection and construction activities that Public Utilities performs. In FY 2022 the City plans to purchase a Mini Excavator.	\$60,000
<b>Water &amp; Sewer Master Plan, Engineering and Modeling</b>	
The project involves systematic replacement of water distribution mains which have reached the end of their useful life. In conjunction with recommendations of city staff, review of water main break history and as recommended in the Master plan, water distribution mains will be replaced around the city.	\$300,000
<b>Water Utility Equity Funding</b>	
Additional equity from the Utility fund	\$325,000
<b>Sewer Master Plan Projects</b>	
The City's sewer conveyance system requires routine and continuous maintenance and rehabilitation to prevent deterioration, excessive inflow and infiltration (I&I), and structural failures. Structural failures or blockages may result in backups (damage to private property), unsanitary conditions; I&I results in increased, unbilled flow to the treatment plant, resulting in increased cost to the City. Wherever possible, sewer lines may be structurally relined, which will inhibit the need for costly open trench construction. The largest sewer lines — trunk lines and interceptors — will undergo condition assessments and be prioritized for rehabilitation. The Main Station forcemain has previously failed (and been repaired). The forcemain should be considered for replacement to coincide with the SCWWA access road realignment.	\$2,964,000
<b>Conveyance System Rehabilitation</b>	
The City's sewer conveyance system requires routine and continuous maintenance and rehabilitation to prevent deterioration, excessive inflow and infiltration (I&I), and structural failures. Wherever possible, sewer lines may be structurally relined, which will inhibit the need for costly open trench construction. The largest sewer lines -- trunk lines and interceptors -- will undergo condition assessments and be prioritized for rehabilitation. FY 2022 includes the Condition Assessment/Evaluation and design phases of the Sewer Trunkline and the design phase of the Main Station Force Main.	\$315,000
<b>Sewer Pump Station Rehabilitation</b>	
The City's sewer pumping stations requires routine and continuous maintenance and rehabilitation to prevent deterioration and equipment failures. The City routinely experiences equipment failures related to pumps and motors; system redundancy allows these failures to be repaired on an emergency basis. FY 2022 includes the design and construction of the Community Lift Station Rehabilitation.	\$75,000
<b>Sewer Equipment</b>	
This project provides for the replacement of major equipment necessary for the inspection and construction activities that Public Utilities performs. In FY 2022 the City plans to purchase a Jet/Vacuum Truck.	\$450,000
<b>Flow Metering</b>	
The project involves the program for sewer pipe flow monitoring to measure the extent of infiltration and inflow into the sanitary sewer system. This will be instrumental in determining the scope of future infiltration and inflow programming.	\$350,000
<b>Large Water &amp; Sewer Replacement</b>	
The project involves annual water meter removal, calibration and installation for customers with large diameter meters. Also included in this project are meter lids to replace current meter lids.	\$400,000

# CAPITAL PROJECTS CONTINUED

<b><u>Project Title/Descriptions:</u></b>	<b><u>Amount</u></b>
<b>Wastewater Equity</b>	
Additional equity from the Utility fund	\$325,000
<b>UTILITIES CAPITAL PROJECTS TOTAL</b>	<b>\$9,421,500</b>
<b>ARBOC Vehicles</b>	
This project involves purchasing 6 ARBOC's and 2 Para-Transit vehicles to provide transportation to the residents of Petersburg.	\$807,000
<b>Renovation of Administrative Building</b>	
This project includes renovations to the Petersburg Area Transit's Administration Building.	\$100,000
<b>TRANSIT CAPITAL PROJECTS TOTAL</b>	<b>\$907,000</b>
<b>Park and Ride</b>	
This project consists of building a 76,500 sq. ft. Park & Ride Parking Structure that includes 215 parking spaces with access to Petersburg Area Transit.	\$2,503,851
<b>PARK AND RIDE CAPITAL PROJECT TOTAL</b>	<b>\$2,503,851</b>
<b>Unallocated Project</b>	
Project to be decided by council	\$500,000
<b>UNALLOCATED PROJECT TOTAL</b>	<b>\$500,000</b>
<b>GRAND TOTAL PROJECT EXPENDITURES</b>	<b>\$18,008,594</b>



**AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATION  
FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2021 AND ENDING JUNE 30,  
2022 IN CAPITAL FUND**

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, and ending June 30, 2022, are made from the following resources and revenues anticipated for the fiscal year

**REVENUE:**

Water Transmission Main Rehabilitation	\$1,455,611
Water & Sewer Master Plan, Engineering & Modeling	150,000
Large Water & Sewer Meter Replacement	400,000
Sewer Master Plan Projects	\$2,664,000
Sewer Equipment	275,000
Flow Metering	<u>350,000</u>
<b>Total</b>	<b><u>\$5,294,611</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2020 and ending June 30, 2021 the following sums for the purpose mentioned.

**EXPENDITURES:**

**Water:**

Water Transmission Main Rehabilitation	\$1,455,611
Water Master Plan, Engineering & Modeling	75,000
Large Water & Sewer Meter Replacement	<u>400,000</u>
<b>Water Total</b>	<b><u>\$1,930,611</u></b>

**Wastewater:**

Sewer Master Plan Projects	\$2,664,000
Sewer Equipment	275,000
Sewer Master Plan, Engineering & Modeling	75,000
Flow Metering	<u>350,000</u>
<b>Wastewater Total</b>	<b><u>\$3,364,000</u></b>

<b>Total Water &amp; Wastewater</b>	<b><u>\$5,294,611</u></b>
-------------------------------------	---------------------------

III. That all legal purchase orders outstanding at June 30, 2021, are hereby carried forward and re-appropriated as of July 1, 2021.

IV. That all unencumbered balances for the annual appropriation of each of the departments standing on the books of Finance as of June 30, 2021, shall be canceled.

V. That this ordinance shall be in force from and after July 1, 2021, and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **To conduct an official public hearing on the consideration to request FY 2021 carryover funding and appropriate additional FY 2022 funding for the Petersburg Station Park and Ride project.**

**PURPOSE:** To carryover the remaining FY 2021 balance and appropriate FY 2021 funding for the Petersburg Station Park and Ride project.

**REASON:**

To ensure that the project remains on schedule to be completed. The project will enhance the current lot and expand the parking capacity to include 76,500 square ft., three and a half stories, & 215 spaces.

**RECOMMENDATION:**

Staff recommends the City Council approves the ordinance in the total amount of \$4,591,376.66 which consist of the FY 2021 carryover amount of \$2,087,525.66 and the FY 2022 appropriation of \$2,503,851. It should be noted that the \$8,000,00 project is a Smartscale project and costs are 100% reimbursable up to the \$8,000,000 amount by the Department of Rail and Public Transportation (DRPT).

**BACKGROUND:**

In the March 5, 2019 City Council meeting, City Council adopted resolution 15-R-64, which supported the submittal by the City of Petersburg of an application for grant funding to construct a Park and Ride Parking Structure adjacent to the City's Transit Center located at 100 Washington Street. The total amount of the project was \$8,000,000 with funding amounts spread across the following fiscal

Petersburg Station Park & Ride Facility	
<i>Year</i>	<i>Funding</i>
Fiscal Year 2019	\$1,270,296
Fiscal Year 2021	\$1,499,291
Fiscal Year 2022	\$2,503,851
Fiscal Year 2023	\$2,726,562

years:

**COST TO CITY:** \$4,591,376.66

**BUDGETED ITEM:** Yes (multiple years)

**REVENUE TO CITY:** \$4,591,376.66

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** Budget & Procurement, Department of Public Works, & Department of Rail and Public Transportation (DRPT).

**AFFECTED AGENCIES:** Transit, Budget & Procurement, & Finance

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** NA

**REQUIRED CHANGES TO WORK PROGRAMS:** NA

**ATTACHMENTS:**

1. Park & Ride Ordinance 9-7-21

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE CAPITAL PROJECTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Community Development Block Grant Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b>	
<b>FY 2021 Revenue Carry Over balance (3-380-024040-0616)</b>	<b>\$2,087,525.66</b>
<b>FY 2022 Smart Scale Funding (3-380-024040-0616)</b>	<b><u>\$2,503,851.00</u></b>
<b>Total Revenues</b>	<b><u>\$4,591,376.66</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b>	
<b>FY 2021 Carry Over balance (4-380-040000-3190-0-102-813)</b>	<b>\$2,087,525.66</b>
<b>FY 2022 Smart Scale Funding (4-380-040000-3190-0-102-813)</b>	<b><u>\$2,503,851.00</u></b>
<b>Total Expenses</b>	<b><u>\$4,591,376.66</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **A public hearing to receive citizen comments on the consideration to appropriate the FY 2021 carryover of the Urban Highway Set-Aside Funds in the amount of \$1,953,758.40 from the Virginia Department of Transportation (VDOT).**

**PURPOSE:** To appropriate FY 2020-2021 carryover set-aside funds in the amount of \$1,953,758.40 from VDOT to Street Operations.

**REASON:** These are FY 2020-2021 carryover set aside funds which were identified as funding the St. Andrews Street Bridge & the Dominion LED light replacement projects.

**RECOMMENDATION:**

Recommend City Council approve the attached appropriation ordinance in the amount of \$1,953,758.40 to be added to Street Operations for fiscal year 2021.-2022.

**BACKGROUND:** In fiscal year 2018 the City’s Urban Maintenance funds were set-aside and managed by VDOT due to the City’s financial crisis. In order to ensure compliance, the City met and worked with VDOT representatives for approximately two fiscal years. Activity codes were changed to align with the VDOT Urban Construction and Maintenance Program Manual, Street Operations and Grounds personnel were trained on the changes, and delinquent outstanding Weldon Cooper Highway Survey Reports were completed to bring the City back into compliance. In fiscal year 2020 the set-aside program ended and the set aside funds were sent back to the City where it was deposited into a new bank account.

**COST TO CITY:**\$1,953,758.40

**BUDGETED ITEM:** No

**REVENUE TO CITY:**\$1,953,758.40

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Street Operations

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**ATTACHMENTS:**

1. Street Operations Urban Highway Carryover Ordinance 8-24-21

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE STREET OPERATIONS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the General Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$ 6,218,843.00</b>
ADD:	
FY 2020-2021 carryover	
Urban Maintenance Highway (3-204-041050-0001)	<u>\$ 1,953,758.40</u>
Draw from Fund Balance	
<b>Total Revenues</b>	<b><u>\$ 8,172,601.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$ 6,218,843.00</b>
ADD:	
Urban Maintenance Highway (4-204-041200-3190)	<u>\$ 1,953,758.40</u>
<b>Total Expenses</b>	<b><u>\$ 8,172,601.40</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Reginald Tabor

**RE:** **A public hearing to consider vacation of City Right of Way between two parcels that are located between Brown Street and Farmer Street.**

**PURPOSE:** A Public Hearing and consideration of an Ordinance approving the vacation of Right of Way between the properties that are located between Brown Street and Farmer Street, addressed as 214 Brown Street, Parcel ID 022200001 and 209 Perry Street, Parcel ID 023340001, at and adjacent to Gillfield Baptist Church.

**REASON:** To consider approval of a request to vacate right of way in accordance with applicable laws and procedures.

**RECOMMENDATION:** It is recommended that the City Council adopts an ordinance approving the vacation of right of way.

**BACKGROUND:** The City of Petersburg received a request to vacate the right-of-way between the properties that are located between Brown Street and Farmer Street, addressed as 214 Brown Street, Parcel ID 022200001 and 209 Perry Street, Parcel ID 023340001. The parcels on each side of the right of way are owned by the same owner, Gillfield Baptist Church. The current use of the two parcels is parking and the request is made to consolidate the two parcels.

The City has no planned use for the subject right-of-way, and State Code requires that before action by the local governing body on an application for the vacation of a public right of way, notice of intent to vacate the public right of way must be published twice in a newspaper having general circulation in the locality. State Code specifies that the cost of publishing the notice shall be taxed to the applicant.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** N/A

**CITY COUNCIL HEARING DATE:** 9/21/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** City Departments of Public Works, Planning and Community Development, and the City Assessor

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1. 0901\_2021RightOfWayVacationBrownStPerryStGillfieldChurch
2. 0906\_2021AerialPhotoRightofWay2
3. 0906\_2021ApplicationRightofWayVacation
4. 0906\_2021PropertyRecord209PerrySt
5. 0906\_2021PropertyRecord214BrownSt

**AN ORDINANCE VACATING THE RIGHT-OF-WAY BETWEEN TWO PARCELS THAT ARE LOCATED BETWEEN BROWN STREET AND FARMER STREET**

Whereas, the City of Petersburg has received a request to vacate the right-of-way between the properties that are located between Brown Street and Farmer Street, addressed as 214 Brown Street, Parcel ID 022200001 and 209 Perry Street, Parcel ID 023340001; and

WHEREAS, the parcels are owned by the same owner, Gillfield Baptist Church; and

WHEREAS, the current use of the two parcels is parking; and

WHEREAS, this request is made to consolidate the two parcels; and

WHEREAS, the City has no planned use for the subject right-of-way; and

WHEREAS, State Code requires that before action by the local governing body on an application for the vacation of a public right of way, notice of intent to vacate the public right of way must be published twice in a newspaper having general circulation in the locality; and

WHEREAS, State Code specifies that the cost of publishing the notice shall be taxed to the applicant; and

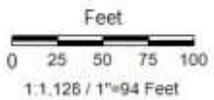
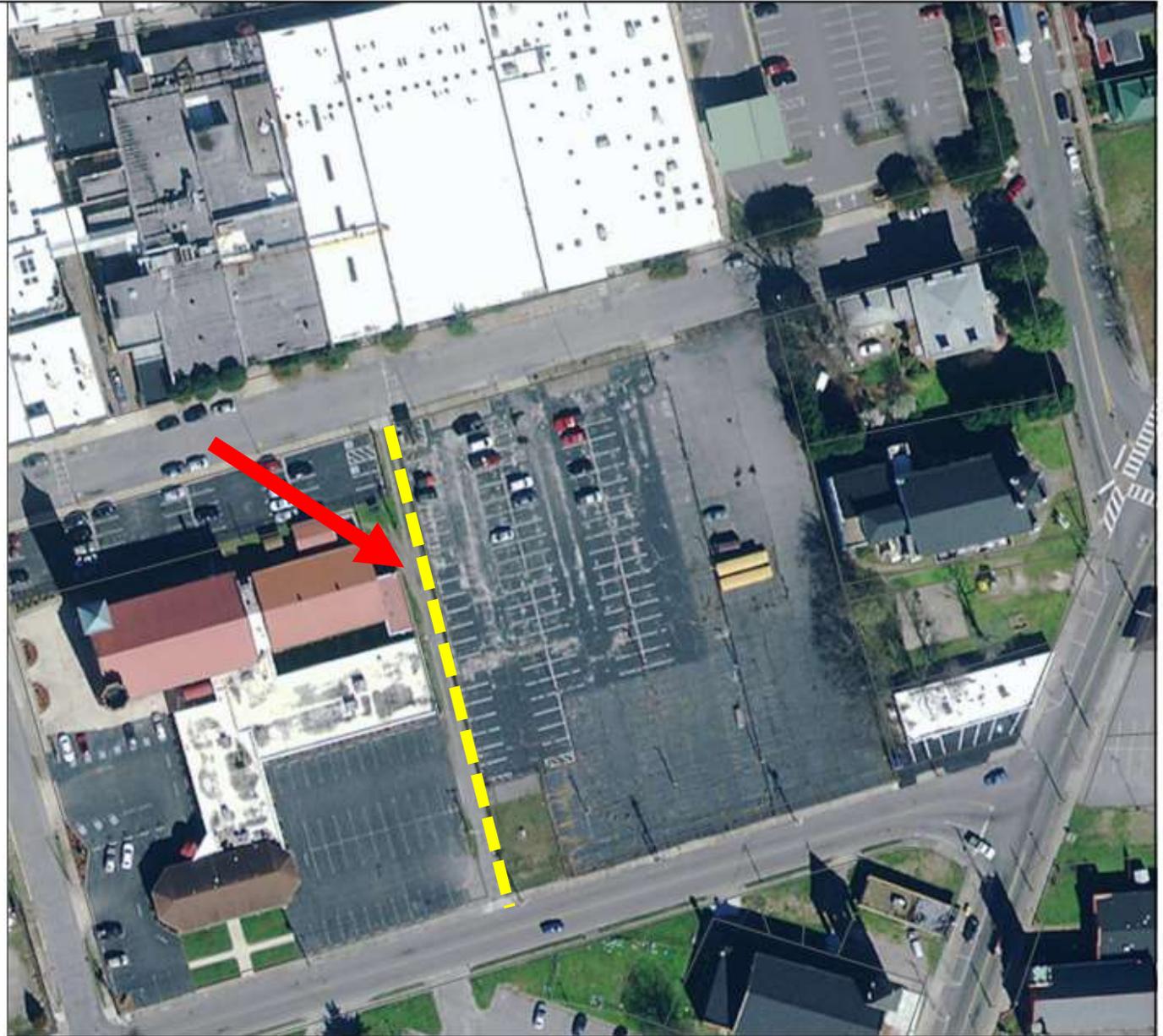
WHEREAS, the public hearing was duly advertised in the local newspaper, and the City of Petersburg City Council held a public hearing on September 21, 2021, pursuant to notice thereof as required by law.

NOW, THEREFORE, BE IT ORDAINED, by the City Council of the City of Petersburg, that it hereby approves the vacation of the right of way located between the properties located at 214 Brown Street, Parcel ID 022200001 and 209 Perry Street, Parcel ID 023340001.

# Petersburg, Virginia

## Legend

- County Boundaries
- Parcels



**Title: Right of Way Vacation**

**Date: 8/30/2021**

*DISCLAIMER: This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and City of Petersburg is not responsible for its accuracy or how current it may be.*



**CITY OF PETERSBURG**  
**DEPARTMENT OF PUBLIC WORKS – ENGINEERING DIVISION**  
 103 W. TABB STREET, PETERSBURG, VIRGINIA 23803  
 PHONE (804) 733-2355 FAX (804) 732-2030

**APPLICATION TO VACATE A STREET, ALLEY,  
 EASEMENT, PUBLIC WAY, PLAT OR PORTION THEREOF**

The following information must be typed or printed and completed in full. Attach additional information pages where necessary. **No application will be considered unless all necessary documents and fees are received by the Engineering Division Office.**

**1. IDENTIFICATION OF REQUEST** *(check all that apply)*

Vacation of: ( ) Street  Alley ( ) Easement ( ) Other \_\_\_\_\_

**2. APPLICANT AND AGENT**

- a) Name of applicant: Gillfield Baptist Church  
(If a corporation or private person, represented by an attorney, lines D through F below must be completed.)
- b) Mailing Address: 209 Perry Street, Petersburg VA 23803
- c) Telephone numbers: Home: 804-721-6988 office: 804-732-3565
- d) Agent's name: Adrian T. DANCE Sr, Head Trustee
- e) Agent's mailing address: 1617 Drury Road, Petersburg, 23805
- f) Agent's telephone number: 804-721-6988

**3. LOCATION OF PROPERTY**

This information must be completed and is available from the Office of the City's Assessor. Attach additional pages where necessary.

- a) Ward District: 5
- b) Tax Parcel Number: 022200001
- c) Subdivision name: Old Towne Section: \_\_\_\_\_
- Block: \_\_\_\_\_ Lot: \_\_\_\_\_

- d) Subdivision plat by: Walter M. Altman, III
- e) Subdivision plat dated: 9/29/1986
- f) Plat book: Deed Book 445 Page: 459
- g) Street Address: 214 Brown Street (Colliers Alley)
- h) Type of easement (where applicable): N/A
- i) Existing land use(s): 731 Parking Lot
- j) Existing structure: N/A
- k) Existing zoning: M-1

4. Fully explain the reasons for the request: We want to Againe  
the Alley because we own the propenties  
between the Alley.

5. Fully state the proposed use of the land to be vacated:  
We plan to use the Alley for church  
purposes only.

7. Attach signed vacated notification letter or certified letter and return receipt: ( ) yes ( ) no

8. Attach all utility companies letters: ( ) yes ( ) no

9. Six copies of the plat must be submitted with this application.

10. A certified check or money order in the amount of \$600.00 (application fee and the estimated cost of advertising), payable to the Treasurer, City of Petersburg, Virginia must be submitted with this application.

11. When the completed application is received, the applicant will be notified of the date and time at which the City Council will consider the request.

12. Upon approval of this request by the City Council, the City Attorney will revise the agreement or ordinance by incorporating therein any conditions or restrictions requested by the City. The revised document will be returned to the Public Works Engineering Division who shall at the applicants expense, record it in the Clerk's Office of the City Petersburg Circuit Court and notify the applicant of the date of recordation. *(two copies required for recordation)*

**Incomplete applications will delay the scheduling and hearing of requests.**

I/We hereby certify that all of the above statements and the statements contained in all required documents submitted herewith are true:

Date: 3-15-2021.

Signature of applicant(s): \_\_\_\_\_  
*Adrian T. Dance Sr.*

Signature of Agent: *Adrian T. Dance Sr.*

Submit this application, fees, and the required documents to:

**Public Works Engineering Division  
103. W. Tabb Street, Petersburg, Virginia 23803  
Phone (804) 733-2355  
Fax (804) 732-2030**

**From:** michael.allen@dominionenergy.com,  
**To:** gbc209@aol.com,  
**Subject:** Dominion Facilities in Alley  
**Date:** Tue, May 18, 2021 11:19 am

---

Dr. Lyons,

We understand Gillfield Baptist Church has a desire to take ownership of the alley beside the church. The alley connects Farmer Street and Brown Street and contains Dominion Energy facilities. Dominion has no objection to the church acquiring this alley. We only require the church to grant Dominion Energy an easement at the transfer of ownership. Once the city agrees to the transfer, contact me and I will provide you with the necessary documents we will need the church to execute. Dominion will be responsible for recording the documents once they are signed. Please let me know if there are any additional questions or concerns regarding this process.

Respectfully,

Michael Allen, Jr.

Right of Way Agent, III

804-771-6246 (office)

804-240-9743 (cell)

**CONFIDENTIALITY NOTICE:** This electronic message contains information which may be legally confidential and or privileged and does not in any case represent a firm ENERGY COMMODITY bid or offer relating thereto which binds the sender without an additional express written confirmation to that effect. The information is intended solely for the individual or entity named above and access by anyone else is unauthorized. If you are not the intended recipient, any disclosure, copying, distribution, or use of the contents of this information is prohibited and may be unlawful. If you have received this electronic transmission in error, please reply immediately to the sender that you have received the message in error, and delete it. Thank you.

# Petersburg, Virginia



Parcel:

022200001

## Summary

Owner Name	GILLFIELD BAPTIST CHURCH - TRUSTEES	National Historic District:	Halifax Triangle and Downtown Commercial
Owner Mailing Address	209 PERRY ST PETERSBURG, VA 23803	Enterprise Zone:	Yes
Property Use	731	Opportunity Zone:	
State Class:	7	VA Senate District:	16
Zoning:	M-1	Va House District:	63
Property Address	214 BROWN ST PETERSBURG, VA	Congressional District:	4
Legal Acreage:	1.784	City Ward:	5
Legal Description:	259 X 300 AVG 1.7703 AC PARCEL B	Polling Place:	Tabernacle Baptist Church
Subdivision:	Olde Town	Primary Service Area:	
Assessment Neighborhood Name:	Olde Town	Census Tract:	8104
Local Historic District:	South Market Street	Elementary School:	Pleasants Lane
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

## Improvements

Finished (Above Grade):		Shed:	
Basement:		Total Rooms:	0
Attached Garage:	0	Bedrooms:	0
Detached Garage:		Full Baths:	0
Enclosed Porch:		Half Baths:	0
Open Porch:		Foundation:	
Deck/Patio:		Central A/C:	

## Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	8/23/2018	\$190,000	2018-2138

## Assessments

Valuation as of	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	January 1, 2020
Effective for Billing:	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	July 1, 2020
Reason	Land Book				
Land Value	\$16,100	\$98,400	\$98,400	\$98,400	\$98,400
Improvement Value	\$98,400	\$16,100	\$16,100	\$16,100	\$16,100
Total Value	\$114,500	\$114,500	\$114,500	\$114,500	\$114,500

## Property Tax (Coming Soon)

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# Petersburg, Virginia

Parcel: 023340001

## Summary

<b>Owner Name</b>	GILLFIELD BAPTIST CHURCH TRUST	<b>National Historic District:</b>	Halifax Triangle and Downtown Commercial
<b>Owner Mailing Address</b>	209 PERRY ST PETERSBURG , VA 23803	<b>Enterprise Zone:</b>	Yes
<b>Property Use</b>	731	<b>Opportunity Zone:</b>	
<b>State Class:</b>	7	<b>VA Senate District:</b>	16
<b>Zoning:</b>	M-1	<b>Va House District:</b>	63
<b>Property Address</b>	209 PERRY ST PETERSBURG , VA	<b>Congressional District:</b>	4
<b>Legal Acreage:</b>	1.61	<b>City Ward:</b>	5
<b>Legal Description:</b>	255 X 275	<b>Polling Place:</b>	Tabernacle Baptist Church
<b>Subdivision:</b>	Olde Town	<b>Primary Service Area:</b>	
<b>Assessment Neighborhood Name:</b>	Olde Town	<b>Census Tract:</b>	8104
<b>Local Historic District:</b>		<b>Elementary School:</b>	Pleasants Lane
		<b>Middle School:</b>	Vernon Johns Middle School
		<b>High School:</b>	Petersburg High School

## Improvements

<b>Finished (Above Grade):</b>	25,274	<b>Shed:</b>	
<b>Basement:</b>		<b>Total Rooms:</b>	0
<b>Attached Garage:</b>	0	<b>Bedrooms:</b>	0
<b>Detached Garage:</b>		<b>Full Baths:</b>	0
<b>Enclosed Porch:</b>		<b>Half Baths:</b>	0
<b>Open Porch:</b>		<b>Foundation:</b>	
<b>Deck/Patio:</b>		<b>Central A/C:</b>	

## Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	4/9/1963	\$1,600	255-374

## Assessments

Valuation as of	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	January 1, 2020
<b>Effective for Billing:</b>	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	July 1, 2020
<b>Reason</b>	Land Book				
<b>Land Value</b>	\$105,800	\$105,800	\$105,800	\$105,800	\$105,800
<b>Improvement Value</b>	\$1,040,100	\$1,040,100	\$1,040,100	\$1,040,100	\$1,040,100
<b>Total Value</b>	\$1,145,900	\$1,145,900	\$1,145,900	\$1,145,900	\$1,145,900

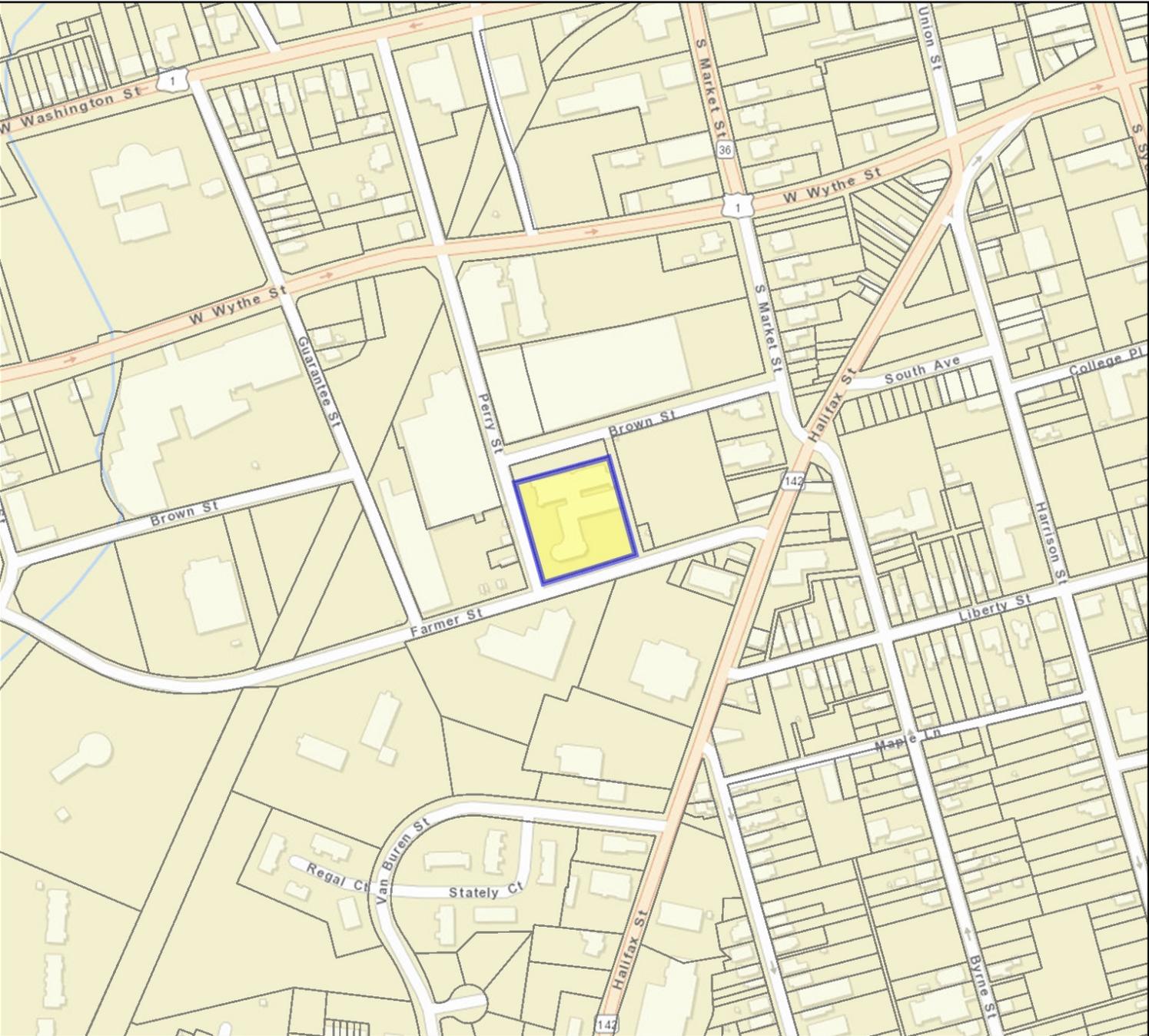
## Property Tax (Coming Soon)

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# Petersburg, Virginia

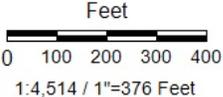
## Legend

- County Boundaries
- Parcels



**Parcel #: 023340001**

**Date: 8/30/2021**



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# Petersburg, Virginia

Parcel: 022200001

## Summary

<b>Owner Name</b>	GILLFIELD BAPTIST CHURCH - TRUSTEES	<b>National Historic District:</b>	Halifax Triangle and Downtown Commercial
<b>Owner Mailing Address</b>	209 PERRY ST PETERSBURG , VA 23803	<b>Enterprise Zone:</b>	Yes
<b>Property Use</b>	731	<b>Opportunity Zone:</b>	
<b>State Class:</b>	7	<b>VA Senate District:</b>	16
<b>Zoning:</b>	M-1	<b>Va House District:</b>	63
<b>Property Address</b>	214 BROWN ST PETERSBURG , VA	<b>Congressional District:</b>	4
<b>Legal Acreage:</b>	1.784	<b>City Ward:</b>	5
<b>Legal Description:</b>	259 X 300 AVG 1.7703 AC PARCEL B	<b>Polling Place:</b>	Tabernacle Baptist Church
<b>Subdivision:</b>	Olde Town	<b>Primary Service Area:</b>	
<b>Assessment Neighborhood Name:</b>	Olde Town	<b>Census Tract:</b>	8104
<b>Local Historic District:</b>	South Market Street	<b>Elementary School:</b>	Pleasants Lane
		<b>Middle School:</b>	Vernon Johns Middle School
		<b>High School:</b>	Petersburg High School

## Improvements

<b>Finished (Above Grade):</b>		<b>Shed:</b>	
<b>Basement:</b>		<b>Total Rooms:</b>	0
<b>Attached Garage:</b>	0	<b>Bedrooms:</b>	0
<b>Detached Garage:</b>		<b>Full Baths:</b>	0
<b>Enclosed Porch:</b>		<b>Half Baths:</b>	0
<b>Open Porch:</b>		<b>Foundation:</b>	
<b>Deck/Patio:</b>		<b>Central A/C:</b>	

## Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	8/23/2018	\$190,000	2018-2138

## Assessments

Valuation as of	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	January 1, 2020
<b>Effective for Billing:</b>	July 1, 2016	July 1, 2017	July 1, 2018	July 1, 2019	July 1, 2020
<b>Reason</b>	Land Book				
<b>Land Value</b>	\$16,100	\$98,400	\$98,400	\$98,400	\$98,400
<b>Improvement Value</b>	\$98,400	\$16,100	\$16,100	\$16,100	\$16,100
<b>Total Value</b>	\$114,500	\$114,500	\$114,500	\$114,500	\$114,500

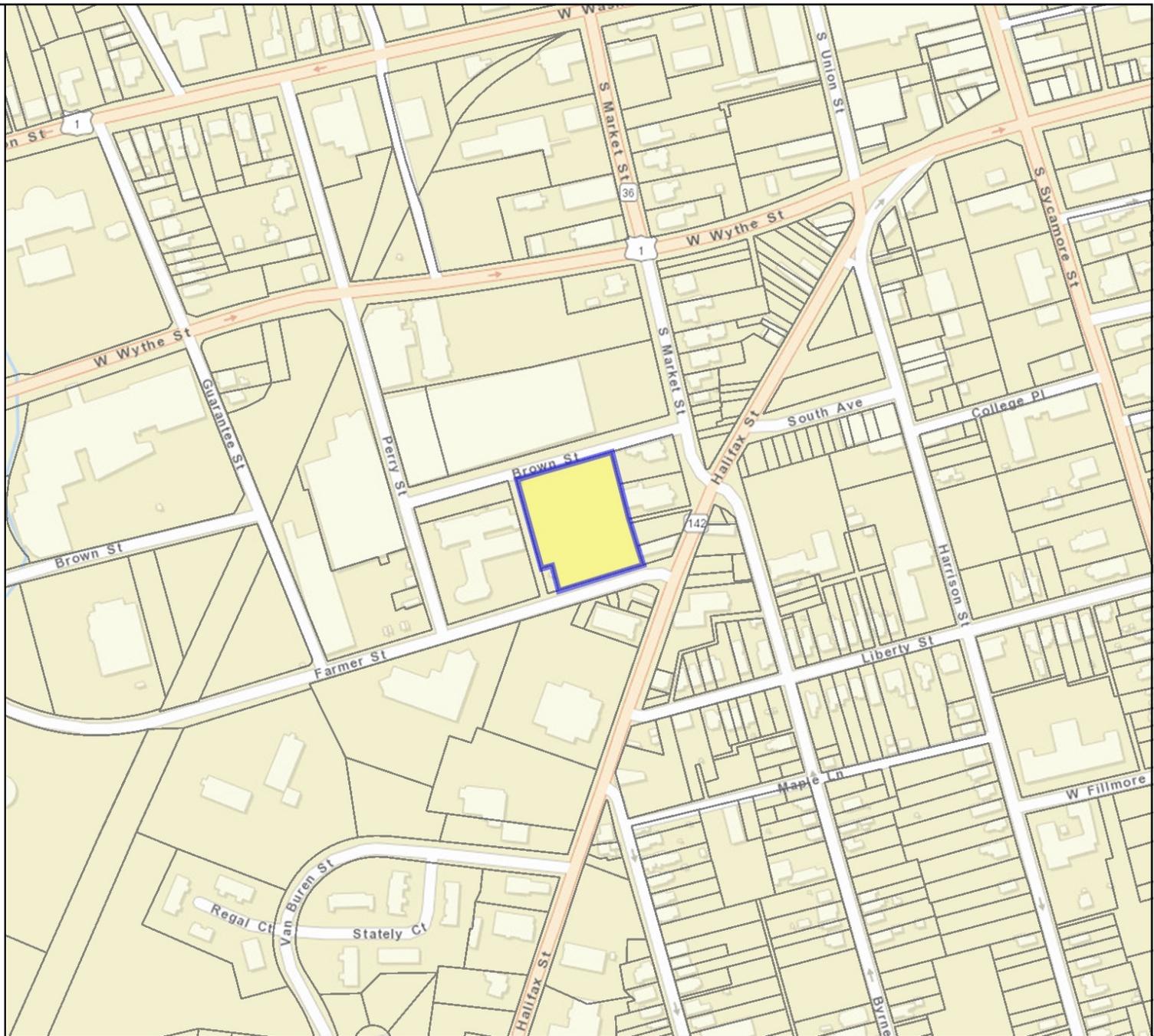
## Property Tax (Coming Soon)

DISCLAIMER: This data is provided without warranty of any kind, either expressed or implied, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Any person, firm or corporation which uses this map or any of the enclosed information assumes all risk for the inaccuracy thereof, as County of Petersburg expressly disclaims any liability for loss or damage arising from the use of said information by any third party.

# Petersburg, Virginia

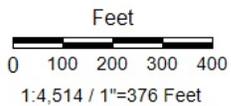
## Legend

- County Boundaries
- Parcels



**Parcel #: 022200001**

**Date: 8/30/2021**



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# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Councilman Charles Cuthbert

**RE:** **A public hearing, second reading, and consideration of adoption of an ordinance to adopt section 74-213 of the city code prohibiting the possession, carrying, or transportation of any firearms, ammunition, or components thereof in specified public places.**

**PURPOSE:** To consider adoption of an Ordinance (Section 74-213 of the Petersburg City Code) prohibiting the possession, carrying, or transportation of any firearms, ammunition, or components thereof in specified public places pursuant to Section 15.2-915 of the Code of Virginia which was amended effective July 1, 2020 to authorize localities to enact regulations in these areas.

**REASON:** In furtherance of public safety interests.

**RECOMMENDATION:** Adopt Ordinance.

**BACKGROUND:** Effective July 1, 2020, the Code of Virginia Section 15.2-915 was amended to authorize localities to regulate the carrying of firearms and ammunition in specified public places. This Ordinance is being proposed to implement such regulations in the City of Petersburg.

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:** Police

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. firearms

**AN ORDINANCE TO ADOPT SECTION 74-213 OF THE CITY CODE PROHIBITING THE POSSESSION, CARRYING, OR TRANSPORTATION OF ANY FIREARMS, AMMUNITION, OR COMPONENTS THEREOF IN SPECIFIED PUBLIC PLACES**

WHEREAS, prior to July 1, 2020, localities were prohibited from adopting Ordinances restricting the possession, carrying or transportation of any firearms, ammunition, or components in excess of the specified restrictions imposed under State Code; and

WHEREAS, effective July 1, 2020, §15.2-915 of the Code of Virginia was amended to authorize localities to impose regulations restricting the possession, carrying or transportation of any firearms, ammunition, or components in certain public places owned and/or controlled by the locality; and

WHEREAS, it is the belief of City Council that the imposition of such regulations as reflected in the proposed addition of Section 74-213 to the City’s Code of Ordinances is in the best interests of the citizens of the City of Petersburg.

NOW therefore be it ORDAINED that Section 74-213 is hereby adopted and incorporated into the City’s Code of Ordinances and Council hereby directs that the City Clerk provide the City Attorney and City Manager with certified copies of said Ordinance and that such Ordinance be published forthwith in the City’s published Code of Ordinances to wit:

**Sec. 74-213 – POSSESSION, CARRYING, OR TRANSPORTATION OF ANY FIREARMS, AMMUNITION, OR COMPONENTS THEREOF IN SPECIFIED PUBLIC PLACES**

(A) With the exception of law enforcement officers acting in the course of their sworn duties; armed security personnel retained under written contract with the City; and as otherwise expressly stated in this ordinance, it shall be unlawful for anyone to possess, carry, or transport any firearm, ammunition or components thereof in any of the following public places:

- (i) In any building, or part thereof, owned or used by the City, or by any authority or local governmental entity created or controlled by the City, for governmental purposes;
- (ii) In any public park owned or operated by the City, or by any authority or local governmental entity created or controlled by the City;
- (iii) In any recreation or community center facility operated by the City, or by any authority or local governmental entity created or controlled by the City; or
- (iv) In any public street, road, alley, or sidewalk or public right-of-way or any other place of whatever nature that is open to the public and is being used by or is adjacent to a permitted event or an event that would otherwise require a permit.

(B) In buildings that are not owned by the City, or by any authority or local governmental entity created or controlled by the City, this ordinance shall apply only to the part of the building that is being used for a governmental purpose and when such building, or part thereof, is being used for a governmental purpose.

(C) The City, its employees, agents, and assigns are hereby authorized to utilize security measures that are designed to reasonably prevent the unauthorized access of such buildings, parks, recreation or community center facilities, or public streets, roads, alleys, or sidewalks or public rights-of-way or any other place of whatever nature that is open to the public and is being used by or is adjacent to a permitted event or an event that would otherwise require a permit by a person with any firearms, ammunition, or components or combination thereof, such as the use of metal detectors and increased use of security personnel.

(D) The provisions of this subsection shall not apply to the activities of

- (i) a Senior Reserve Officers' Training Corps program operated at a public or private institution of higher education in accordance with the provisions of 10 U.S.C. § 2101 et seq. or
- (ii) any intercollegiate athletics program operated by a public or private institution of higher education and governed by the National Collegiate Athletic Association or any club sports team recognized by a public or private institution of higher education where the sport engaged in by such program or team involves the use of a firearm. Such activities shall follow strict guidelines developed by such institutions for these activities and shall be conducted under the supervision of staff officials of such institutions.

(E) Notice of this Ordinance shall be posted:

- (i) at all entrances of any building, or part thereof, owned or used by the City, or by any authority or local governmental entity created or controlled by the City, for governmental purposes;
- (ii) at all entrances of any public park owned or operated by the City, or by any authority or local governmental entity created or controlled by the City;
- (iii) at all entrances of any recreation or community center facilities operated by the City, or by any authority or local governmental entity created or controlled by the City; and
- (iv) at all entrances or other appropriate places of ingress and egress to any public street, road, alley, or sidewalk or public right-of-way or any other place of whatever nature that is open to the public and is being used by or is adjacent to a permitted event or an event that would otherwise require a permit.

(F) Any violation of any provision of this Ordinance shall be punishable as a Class 1 Misdemeanor.

State Code Reference – Code of Virginia §15.2-915



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:**

**FROM:**

**RE:** **Motion to remove agenda item - The proposed ordinance to adopt Section 74-213 regarding the prohibition of firearms on city property from the table for the purposes of further discussion and consideration.**

**PURPOSE:**

**REASON:**

**RECOMMENDATION:**

**BACKGROUND:**

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:** None



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Stacey Jordan

**RE:** Discussion of the Breakdown of Water Debt

**PURPOSE:**

**REASON:**

**RECOMMENDATION:**

**BACKGROUND:**

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. Finance Presentation 09.15.21



# City of Petersburg

## Department of Finance & Collections

# Collection Plan – Initial Proposed on April 8th



As we all know improved collection rates have significant bottom line impact for organizations. Even just the reduction of one-half of a percentage in bad debt generates significant financial return and can help to improve our reputation within the community and with council. Here are a few things that we can implement immediately to improve the City's overall collection rate:

1. Collecting on bad debt will drive revenue and increase the accuracy of forecasting for accounts receivable. Currently, forecasting for accounts receivable is based on views of 30, 60 and 90-day records. To improve collections we need to look at other factors such as month over month consumption, meter issues, consumption issues and COLLECT, COLLECT, COLLECT. With the pandemic collection efforts have been pushed to the wayside, moving forward a collection process needs to be implemented and strictly adhered to.
2. Make it easier to pay: send timely, accurate bills, with actual meter reads, consumption history and present bill information in a clear layout. Offer customers the option of budget billing, government assistance programs, kiosk and create a partnership with Walmart or check cashing place that will except utility payments.
3. Improving public relations proactively rather than reactively working with customers to prevent past due accounts which can prevent disconnection, this would provide cost savings and positive public relations.
4. We need to identify customers by requiring a social security number and have the ability to perform soft credit checks, so that we are able to review past payment behavior (if available). By positively identifying repeat offenders, we can verify any outstanding balances on other accounts associated with the customer, and require payment in full, prior to establishing new service.

# Collection Efforts Implemented within last 4 Mths



- All inactive utility accounts were sent to the Collection Agency on 07.07.21
  - Roughly- \$520K
- \$44K of 90 day past due industrial accounts were sent to Collections on 09.13.2021
- Commercial accounts are currently being reviewed by the Utility Department prior to initiating collection efforts (Apartment Complexes, Housing Authorities, etc). The following shows the amount 90 days past due that is currently in review or requires further review.
  - Commercial - \$930K
  - Residential - \$1.3 million
- Working with BAI on more detailed reporting to access data and provide metrics.
- We are currently looking for an additional Utility Collection agency (2 currently)
- Utility write-off amount is currently being reviewed to be presented to the Deputy City Manager for review and approval.

# Collection Rates



## EXHIBIT 1: COLLECTION RATE

### Utility Water/Sewer Collection Rate 3 Mth Average

Account Designation	Billed	Collected	Percentage
Commercial	\$ 2,270,311.10	\$ 2,167,011.72	95%
Industrial	\$ 87,632.43	\$ 93,848.94	107%
Residential	<u>\$ 2,722,417.70</u>	<u>\$ 2,220,158.78</u>	82%
<b>Totals</b>	<b>\$ 5,080,361.23</b>	<b>\$ 4,481,019.44</b>	<b>88%</b>

This rate is not without flaws. Due to identification of previous errors from various billing cycles, adjustments have been executed. However, these adjustments were executed in a different billing cycle versus the error.

\*\*The collection rate is approximate but not absolute it is based on the data available to it.\*\*

# Outstanding Collections



The Department of Finance & Utility Billing continues to work tremendously hard to ensure that bills are: processed accurately and timely, that accounts are clean and all issues are being addressed in a timely fashion.

## Utilities as of 08.31.2021

Type	Over 30	Over 60	Over 90	Total
Residential	\$ 471,658	\$ 402,774	\$ 4,202,571	\$ 5,077,003
Industrial	\$ 8,377	\$ 5,348	\$ 43,679	\$ 57,404
Commercial	<u>\$ 305,985</u>	<u>\$ 323,238</u>	<u>\$ 2,049,192</u>	<u>\$ 2,678,415</u>
<b>Totals</b>	<b>\$ 786,020</b>	<b>\$ 731,360</b>	<b>\$ 6,295,442</b>	<b>\$ 7,812,822</b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** John Michalek

**RE:** **Consideration of an ordinance for the Department of Fire, Rescue and Emergency Services from the Virginia Department of Fire Programs. This FY2021 allotment is \$123,553, unused funds are not forfeited but must remain available for use by the agency-2nd Reading.**

**PURPOSE:** The Commonwealth of Virginia established a fund for fire departments under to Code of Virginia, Section 38.2-401.

**REASON:** To provide fire training and firefighting equipment for local jurisdictions.

**RECOMMENDATION:** Recommend that Council accept and appropriate the Virginia Department of Fire Programs- Aid to Localities (ATL) amount of \$123,553 for fiscal year 2021 to the Department of Fire, Rescue and Emergency Services.

**BACKGROUND:** The City of Petersburg receives the Fire Programs Fund- Aid to Localities grant annually to assist with training and firefighting equipment. These funds are currently programmed for purchasing new Vehicle Extrication Equipment, Personal Protective Equipment, tools and other related equipment.

**COST TO CITY:** No Cost to City

**BUDGETED ITEM:** N/A (Grant)

**REVENUE TO CITY:** \$123,553.00

**CITY COUNCIL HEARING DATE:** 9/7/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Department of Fire, Rescue and Emergency Services

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:**

1. Fire Programs
2. Fire Programs (\$125,553)- Ordinance



## Submission Form for Items Requiring City Manager's Signature

**Item:** Virginia Department of Fire Programs Aid to Localities Funding appropriation for fiscal year 2021.

**Summary:** Annually, the Department of Fire, Rescue and Emergency Services receive funding from the Virginia Department of Fire Programs with stipulations. The FY 2021 allotment is \$123,553.00. Unused funds are not forfeited but must remain available for use by the agency. This is in accordance with 38.2-401 as amended in Code of Virginia.

**Department Head**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
J. Kevin Michalek – Division Chief June 28, 2021

**Date item needs to be returned:** 6/28/21

**Reviewed by:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**City Manager:**  6/28/21

**Note:** Please place tab on page(s) to be signed.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** June 28, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Kenneth A. Miller, Interim City Manager

**FROM:** Scott Liebold – Interim Fire Chief  
J. Kevin Michalek – Division Chief

**RE:** City Ordinance to accept Fire Programs Fund - Aid to Localities for FY 2021

---

**PURPOSE:** The Commonwealth of Virginia established a fund for fire departments under the Code of Virginia, Section §38.2-401.

**REASON:** To provide fire training and firefighting equipment for local jurisdictions.

**RECOMMENDATION:** Recommend that Council accept and appropriate the Virginia Department of Fire Programs – Aid to Localities (ATL) amount of \$123,553.00 for fiscal year 2021 to the Department of Fire, Rescue and Emergency Services.

**BACKGROUND:** The City of Petersburg receives the Fire Programs Fund - Aid to Localities grant annually to assist with training and firefighting equipment. These funds are currently programed for purchasing new Vehicle Extrication Equipment, Personal Protective Equipment, tools and other related equipment.

**COST TO CITY:** No Cost to City

**BUDGETED ITEM:** N/A (Grant)

**REVENUE TO CITY:** \$123,553.00

**CITY COUNCIL HEARING DATE:** September 2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Department of Fire, Rescue and Emergency Services.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None.

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:** Code of Virginia Title §38.2-401, Fire Programs Fund. “Virginia Department of Fire Programs’ - Aid to Locality FY 2021 Allocation Sheet.

**STAFF:** N/A

## § 38.2-401. Fire Programs Fund.

A. 1. There is hereby established in the state treasury a special nonreverting fund to be known as the Fire Programs Fund, hereinafter referred to as "the Fund." The Fund shall be administered by the Department of Fire Programs under policies and definitions established by the Virginia Fire Services Board. All moneys collected pursuant to the assessment made by the Commission pursuant to subdivision 2 of this subsection shall be paid into the state treasury and credited to the Fund. The Fund shall also consist of any moneys appropriated thereto by the General Assembly and any grants or other moneys received by the Virginia Fire Services Board or Department of Fire Programs for the purposes set forth in this section. Any moneys deposited to or remaining in such Fund during or at the end of each fiscal year or biennium, including interest thereon, shall not revert to the general fund but shall remain in the Fund. Interest earned on all moneys in the Fund and interest earned on moneys held by the Commission pursuant to subdivision 2 of this subsection prior to the deposit of such moneys into the Fund, including interest earned on such moneys during any period when the Commission is reconciling payments from insurers, shall remain in or be deposited into the Fund, as the case may be, and be credited to it. Such interest shall be set aside for fire service purposes in accordance with policies developed by the Virginia Fire Services Board. Notwithstanding any other provision of law to the contrary, policies established by the Virginia Fire Services Board for the administration of the Fund, and any grants provided from the Fund, that are not inconsistent with the purposes set out in this section shall be binding upon any locality that accepts such funds or related grants. The Commission shall be reimbursed from the Fund for all expenses necessary for the administration of this section. The balance of moneys in the Fund shall be allocated periodically as provided in this section. Expenditures and disbursements from the Fund shall be made by the State Treasurer on warrants issued by the Comptroller upon written request signed by the Executive Director of the Department of Fire Programs (Director) or his designee.

2. The Commission shall annually assess against all licensed insurance companies doing business in the Commonwealth by writing any type of insurance as defined in §§ 38.2-110, 38.2-111, 38.2-126, 38.2-130 and 38.2-131 and those combination policies as defined in § 38.2-1921 that contain insurance as defined in §§ 38.2-110, 38.2-111 and 38.2-126, an assessment in the amount of one percent of the total direct gross premium income for such insurance. Such assessment shall be apportioned, assessed and paid as prescribed by § 38.2-403. In any year in which a company has no direct gross premium income or in which its direct gross premium income is insufficient to produce at the rate of assessment prescribed by law an amount equal to or in excess of \$100, there shall be so apportioned and assessed against such company a contribution of \$100.

B. After reserving funds for the Fire Services Grant Program and Dry Fire Hydrant Grant Program pursuant to subsection D, 75 percent of the remaining moneys available for allocation from the Fund shall be allocated to the several counties, cities, and towns of the Commonwealth providing fire service operations to be used for the improvement of volunteer and career fire services in each of the receiving localities. Funds allocated to the counties, cities, and towns pursuant to this subsection shall not be used directly or indirectly to supplant or replace any other funds appropriated by the counties, cities, and towns for fire service operations. Such funds shall be used solely for the purposes of (i) training volunteer or career firefighting personnel in each of

the receiving localities; (ii) funding fire prevention and public safety education programs; (iii) constructing, improving, and expanding regional or local fire service training facilities; (iv) purchasing emergency medical care and equipment for fire personnel; (v) payment of personnel costs related to fire and medical training for fire personnel; (vi) purchasing personal protective equipment, vehicles, equipment, and supplies for use in the receiving locality specifically for fire service purposes; or (vii) providing training and education and purchasing products, including personal protective equipment, diesel exhaust removal systems, decontamination equipment, and commercial extractors, that are designed to reduce the incidence of cancer among firefighters. Notwithstanding any other provision of the Code, when localities use such funds to construct, improve, or expand fire service training facilities, fire-related training provided at such training facilities shall be by instructors certified or approved according to policies developed by the Virginia Fire Services Board. Distribution of this 75 percent of the Fund shall be made on the basis of population as provided for in §§ 4.1-116 and 4.1-117; however, no county or city eligible for such funds shall receive less than \$10,000, nor eligible town less than \$4,000. The Virginia Fire Services Board shall be authorized to exceed allocations of \$10,000 for eligible counties and cities and \$4,000 for eligible towns, respectively. Allocations to counties, cities, and towns receiving such allocations shall be fair and equitable as set forth in Board policy. Any increases or decreases in such allocations shall be uniform for all localities. In order to remain eligible for such funds, each receiving locality shall report annually to the Department on the use of the funds allocated to it for the previous year and shall provide a completed Fire Programs Fund Disbursement Agreement form. Each receiving locality shall be responsible for certifying the proper use of the funds. If, at the end of any annual reporting period, a satisfactory report and a completed agreement form have not been submitted by a receiving locality, any funds due to that locality for the next year shall not be retained. Such funds shall be added to the 75 percent of the Fund allocated to the counties, cities, and towns of the Commonwealth for improvement of fire services in localities.

C. The remainder of the moneys available for allocation from the Fund shall be used for (i) the purposes of carrying out the powers and duties assigned to the Department of Fire Programs under Chapter 2 (§ 9.1-200) of Title 9.1, which shall include providing funded training and administrative support services for nonfunded training to localities and (ii) the payment of the compensation and costs of expenses of the members of the Fire Services Board in performing their official duties; however, the Fund shall not be used for salaries or operating expenses associated with the Office of the State Fire Marshal.

D. The Fire Services Grant Program is hereby established and will be used as grants to provide regional fire services training facilities, to finance the Virginia Fire Incident Reporting System and to build or repair live fire training structures as determined by the Virginia Fire Services Board. Beginning January 1, 1996, \$1 million from the assessments made pursuant to this section shall be distributed each year for the Fire Services Grant Program to be used as herein provided, and \$100,000 shall be distributed annually for continuing the statewide Dry Fire Hydrant Grant Program. Moneys allocated pursuant to this subsection shall be used for the purposes stated in this subsection, and for no other purpose. All grants provided from these programs shall be administered by the Department according to the policies established by the Virginia Fire Services Board.

E. Moneys in the Fund shall not be diverted or expended for any purpose not authorized by this section.

F. The Director shall establish written standards for determining the extent to which clients outside the Commonwealth shall be financially responsible for the cost of fire and emergency services training provided by the Department of Fire Programs. Revenues generated by such training shall be retained in the Fire Programs Fund and may be used solely for providing additional funded direct training to members of Virginia's fire and emergency services.

1985, c. 545, § 38.1-44.1; 1986, cc. 60, 562; 1988, c. 336; 1995, cc. 615, 637; 1997, c. 791; 1998, cc. 166, 877; 2000, c. 820; 2001, cc. 397, 413; 2002, c. 389; 2004, c. 164; 2006, cc. 58, 322; 2007, cc. 647, 741; 2018, c. 649; 2019, c. 509.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.

Virginia Total		323	8,001,024	\$ 32,318,537		0
Description	FIN	FIPS Code	Population <sup>2</sup>	FY 2021 Allocation (2020)	PAYMENT (100%)	Transfer (Quarter)
Newport News	0000050480	700	180,719	\$ 688,723	\$ -	
Norfolk	0000050446	710	242,803	\$ 925,326	\$ -	
Norton	0000050225	720	3,958	\$ 30,000	\$ -	
Petersburg	0000046251	730	32,420	\$ 123,553	\$ -	
Poquoson	0000050231	735	12,150	\$ 46,304	\$ -	
Portsmouth	0000050162	740	95,535	\$ 364,085	\$ -	
Radford	0000054639	750	16,408	\$ 62,531	\$ -	
Richmond	0000058592	760	204,214	\$ 778,262	\$ -	
Roanoke	0000052033	770	97,032	\$ 369,790	\$ -	
Salem	0000054643	775	24,802	\$ 94,521	\$ -	
Staunton	0000052026	790	23,746	\$ 90,496	\$ -	
Suffolk	0000053296	800	84,585	\$ 322,355	\$ -	
Virginia Beach	0000050813	810	437,994	\$ 1,669,201	\$ -	
Waynesboro	0000052017	820	21,006	\$ 80,054	\$ -	
Williamsburg	0000053210	830	14,068	\$ 53,613	\$ -	
Winchester	0000051009	840	26,203	\$ 99,860	\$ -	
<b>Total Cities</b>		<b>38</b>	<b>2,452,405</b>	<b>\$ 9,386,742</b>	<b>\$ -</b>	<b>0</b>

(a)

Note<sup>2</sup> FY2021 Allocations estimates calculated with new 2010 US Census data

Summary	Localities	Population <sup>2</sup>	FY 2021 Allocation (2020)	INITIAL PAYMENT (100%)	Transfer Count
Counties	95	5,040,906	\$ 19,274,739	\$ -	0
Towns	190	507,713	\$ 3,657,056	\$ -	0
Cities	38	2,452,405	\$ 9,386,742	\$ -	0
Virginia	323	8,001,024	\$ 32,318,537	\$ -	0

Scheduled disbursements dates for FY-2021			
Properly completed forms received by will have funds released for electronic transfer by:			
Friday, August 21, 2020	Friday, September 25, 2020		
Friday, November 20, 2020	Friday, December 25, 2020		
Friday, February 19, 2021	Friday, March 19, 2021		
Friday, May 21, 2021	Friday, June 25, 2021		

ATL disbursements are made via an electronic funds transfer (EFT) to the account-of-record of each jurisdiction.

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE GRANTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Grants Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Fire Programs – Aid to Localities (ATL) (3-200-024040-0615-0-207)	<b><u>\$123,553.00</u></b>
<b>Total Revenues</b>	<b><u>\$123,553.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Fire Programs – Aid to Localities (ATL) (4-200-032101-3190-0-207)	<b><u>\$123,553.00</u></b>
<b>Total Expenses</b>	<b><u>\$123,553.00</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** John Michalek

**RE:** **Consideration of an ordinance for Virginia Office of EMS-Rescue Squad Assistance Fund (RSAF)- 2nd Reading.**

**PURPOSE:** The Commonwealth of Virginia, Office of Emergency Medical Services established a fund for licensed emergency medical services agencies under the Code of Virginia 12VAC5-31-2850 and 44-146.16.

**REASON:** To provide funding assistance with medical training, medical equipment, and other special projects for local ems agencies that are beyond normal budgetary means.

**RECOMMENDATION:** Recommend that Council accept and appropriate the Virginia Office of Emergency Medical Services- Rescue Squad Assistance Fund (RSAF) grant in the amount of \$54,615.55 for the fiscal year 2022 for the Department of Fire, Rescue and Emergency Services.

**BACKGROUND:** The City of Petersburg, Department of Fire, Rescue and Emergency Services may apply for financial assistance through the Virginia Office of EMS for grants to support special projects and initiatives as they determine applicable. The current grant is a 100% funded reimbursement grant for the acquisition of information technology hardware for use in patient care reporting as required by regulations in the Code of Virginia, 12VAC5-31-560.

**COST TO CITY:** No cost to the City.

**BUDGETED ITEM:** N/A Grant

**REVENUE TO CITY:** \$54,615.55

**CITY COUNCIL HEARING DATE:** 9/7/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Department of Fire, Rescue and Emergency Services

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:**

1. RSAF (\$54,615.55)- Ordinance
2. RSAF Grant

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE GRANTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Grants Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Virginia Office of EMS – Rescue Squad Assistance Fund (RSAF) (3-200-024040-0615-0-210)	<b><u>\$54,615.55</u></b>
<b>Total Revenues</b>	<b><u>\$54,615.55</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Virginia Office of EMS – Rescue Squad Assistance Fund (RSAF) (4-200-032104-3190-0-210)	<b><u>\$54,615.55</u></b>
<b>Total Expenses</b>	<b><u>\$54,615.55</u></b>



## Submission Form for Items Requiring City Manager's Signature

**Item:** Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund appropriation for the fiscal year 2022.

**Summary:** The Virginia Office of Emergency Medical Services has awarded the Department of Fire, Rescue, and Emergency Services grant funding in the amount of \$54,615.55 with stipulations. The funds are for the purchase of computer hardware in the transition to ESO Software for patient care reporting as required under state regulation.

**Department Head**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
J. Kevin Michalek – Division Chief (6/25/21)

**Date item needs to be returned:** July 28, 2021

**Reviewed by**  
**City Manager:** \_\_\_\_\_ **Date:** 6/29/2021

**Note:** Please place tab on page(s) to be signed.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** June 25, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Kenneth A. Miller, Interim City Manager

**FROM:** Scott Liebold – Interim Fire Chief  
J. Kevin Michalek – Division Chief

**RE:** **City Ordinance to accept the Virginia Office of EMS – Rescue Squad Assistance Fund (RSAF)**

---

**PURPOSE:** The Commonwealth of Virginia, Office of Emergency Medical Services established a fund for licensed emergency medical services agencies under the Code of Virginia 12VAC5-31-2850 and §44-146.16.

**REASON:** To provide funding assistance with medical training, medical equipment, and other special projects for local ems agencies that are beyond normal budgetary means.

**RECOMMENDATION:** Recommend that Council accept and appropriate the Virginia Office of Emergency Medical Services – Rescue Squad Assistance Fund (RSAF) grant in the amount of \$54,615.55 for the fiscal year 2022 for the Department of Fire, Rescue, and Emergency Services.

**BACKGROUND:** The City of Petersburg, Department of Fire, Rescue and Emergency Services may apply for financial assistance through the Virginia Office of EMS for grants to support special projects and initiatives as they determine applicable. The current grant is a 100% funded, reimbursement grant for the acquisition of information technology hardware for use in patient care reporting as required by regulations in the Code of Virginia, 12VAC5-31-560.

**COST TO CITY:** No Cost to City

**BUDGETED ITEM:** N/A (Grant)

**REVENUE TO CITY:** \$54,615.55

**CITY COUNCIL HEARING DATE:** September 2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** None

**AFFECTED AGENCIES:** Department of Fire, Rescue and Emergency Services.

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** None.

**REQUIRED CHANGES TO WORK PROGRAMS:** None

**ATTACHMENTS:** Code of Virginia, 12VAC5-31-2850 and Title §44-146-16, Rescue Squad Assistance Fund.

**STAFF:** N/A

**Virginia Administrative Code**  
**Title 12. Health**  
**Agency 5. Department Of Health**  
**Chapter 31. Virginia Emergency Medical Services Regulations**

Part VIII. Financial Assistance for Emergency Medical Services

Article 9. Accreditation of EMS Programs

12VAC5-31-2850. Emergency awards.

A. The commissioner empowers the Office of EMS the ability to implement Emergency Grant Awards. The Office of EMS will advise the EMS Advisory Board and FARC of emergency grants awarded and the purpose(s) of disbursement of these funds.

B. Applications shall be made to the Office of EMS on an approved application form at any time.

C. The Emergency Grant Award will be made or rejected by the Office of EMS within 10 business days after receiving an application on an approved form.

D. Award of funds shall be based upon the demonstrated needs arising from a natural or manmade disaster as defined in § 44-146.16 of the Code of Virginia.

E. Award of funds shall be based upon incidents or circumstances involving the loss or potential loss of critical equipment or services.

Statutory Authority §§ 32.1-12, 32.1-111.4, and 32.1-111.11 of the Code of Virginia.

Historical Notes Derived from Virginia Register Volume 24, Issue 6, eff. January 1, 2008.

## **Code of Virginia**

### **Title 44. Military and Emergency Laws**

#### **Chapter 3.2. Emergency Services and Disaster Law**

##### **§ 44-146.21. Declaration of local emergency**

§ 44-146.21. Declaration of local emergency.

A. A local emergency may be declared by the local director of emergency management with the consent of the governing body of the political subdivision. In the event the governing body cannot convene due to the disaster or other exigent circumstances, the director, or in his absence, the deputy director, or in the absence of both the director and deputy director, any member of the governing body may declare the existence of a local emergency, subject to confirmation by the governing body at its next regularly scheduled meeting or at a special meeting within 45 days of the declaration, whichever occurs first. The governing body, when in its judgment all emergency actions have been taken, shall take appropriate action to end the declared emergency.

B. A declaration of a local emergency as defined in § 44-146.16 shall activate the local Emergency Operations Plan and authorize the furnishing of aid and assistance thereunder.

C. Whenever a local emergency has been declared, the director of emergency management of each political subdivision or any member of the governing body in the absence of the director, if so authorized by the governing body, may control, restrict, allocate or regulate the use, sale, production and distribution of food, fuel, clothing and other commodities, materials, goods, services and resource systems which fall only within the boundaries of that jurisdiction and which do not impact systems affecting adjoining or other political subdivisions, enter into contracts and incur obligations necessary to combat such threatened or actual disaster, protect the health and safety of persons and property and provide emergency assistance to the victims of such disaster, and proceed without regard to time-consuming procedures and formalities prescribed by law (except mandatory constitutional requirements) pertaining to the performance of public work, entering into contracts, incurring of obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, and other expenditures of public funds, provided such funds in excess of appropriations in the current approved budget, unobligated, are available. Whenever the Governor has declared a state of emergency, each political subdivision affected may, under the supervision and control of the Governor or his designated representative, enter into contracts and incur obligations necessary to combat such threatened or actual disaster beyond the capabilities of local government, protect the health and safety of persons and property and provide emergency assistance to the victims of such disaster. In exercising the powers vested under this section, under the supervision and control of the Governor, the political subdivision may proceed without regard to time-consuming procedures and formalities prescribed by law pertaining to public work, entering into contracts, incurring of obligations, employment of temporary workers, rental of equipment, purchase of supplies and materials, levying of taxes, and appropriation and expenditure of public funds.

D. No interjurisdictional agency or official thereof may declare a local emergency. However, an interjurisdictional agency of emergency management shall provide aid and services to the affected political subdivision authorizing such assistance in accordance with the agreement as a result of a local or state declaration.

E. None of the provisions of this chapter shall apply to the Emergency Disaster Relief provided by the American Red Cross or other relief agency solely concerned with the provision of service at no cost to the citizens of the Commonwealth.

1973, c. 260; 1974, c. 4; 1975, c. 11; 1976, c. 594; 1986, c. 24; 1990, c. 945; 1994, c. 75; 2000, c. 309; 2016, c. 555.

The chapters of the acts of assembly referenced in the historical citation at the end of this section may not constitute a comprehensive list of such chapters and may exclude chapters whose provisions have expired.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Gregory Geist

**RE:** **Consideration of FY2019 Carryover (\$4,070.22) for the Edward Byrne Memorial Grant (JAG). -2nd Reading**

**PURPOSE:** Requesting approval from City Council to accept and appropriate the remaining FY2019 Edward Byrne Grant funds in the amount of \$4,070.22 awarded to the Petersburg Bureau of Police from the Department of Justice.

**REASON:** Petersburg Bureau of Police has applied for, and been awarded, grant funding from the Department of Justice. In order to appropriate the leftover funds Council needs to accept the carryover balance per City policy.

**RECOMMENDATION:** Recommend that Council accept and appropriate the remaining funds to be spent in FY2021-22.

**BACKGROUND:** The Edward Byrne JAG Grant is an annual grant awarded to Local Police agencies for various enforcement projects. Petersburg applied and accepted this grant last FY and has \$4,070.22 remaining. There is no local match to these funds.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** \$4,070.22

**CITY COUNCIL HEARING DATE:** 9/7/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Bureau of Police

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**ATTACHMENTS:**

1. FY19 JAG

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE GRANTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Grants Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> 2019 Edward Byrne Mem. Grant (JAG) (3-200-24040-615-0-211)	<b><u>\$4,070.22</u></b>
<b>Total Revenues</b>	<b><u>\$4,070.22</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Other Operating Supplies (JAG) (4-200-31102-6014-0-303)	<b><u>\$4,070.22</u></b>
<b>Total Expenses</b>	<b><u>\$4,070.22</u></b>

FFR-533035

FY19 JAG

Solicitation Title: **BJA FY 19 Edward Byrne Memorial Justice Asslt**  
 Project Title: **Equipment & Technology Upgrade** Federal Award Amount \$30,830.00  
 Project Period: **10/1/18 - 9/30/22** Unpaid Balance: **---**  
 Managing Office: **OJP** Program Office: **BJA**  
 DOJ Grant Manager: **Kathryn Manning** DUNS: **066004375**  
 Grant Award Administrator: **PATRICE ELLIOTT** TIN: **546001502**  
 FAW Case ID: **FAW-25531**

Revenue: 3-200-24040-615-0-211

expense: 4-200-31102-6014-0-303

\$4,070.22

1. Federal Agency and Organizational Element to Which Report is Submitted: U.S. Department of Justice  
 Federal Agency and Organizational Element to Which Report is Submitted

2. Federal Grant Or Other Identifying number: 2019-DJ-BX-0773  
 This is the grant number assigned to the award for this program.

3. Recipient Organization (Name and complete address including Zip code)  
 This is the organization name and complete address of the recipient organization.

Recipient Organization Name: PETERSBURG, CITY OF  
 Street 1: 135 N UNION ST  
 Street 2:   
 City: PETERSBURG County:   
 State: VA Province:   
 Country: USA ZIP / Postal Code: 23803

4a. DUNS Number 066004375  
 This is the Data Universal Numbering System Number (DUNS) assigned to the recipient organization.

4b. EIN 546001502  
 This is the Employer Identification Number (EIN) of the recipient organization.

5. Recipient Account Number   
 Enter the account number or any other identifying number assigned by the recipient to the award. This number is for the recipient's use only and is not required.

6. Report Type Quarterly  
 A final report shall be submitted within 90 days after the grant period end date.

7. Basis Of Accounting Cash  
 Specify whether a cash or accrual basis was used for recording transactions related to the award and for preparing this report. Accrual basis of accounting refers to the accounting method in which expenses are recorded when incurred. For cash basis accounting, expenses are recorded when they are paid.

8. Project/Grant Period From To  
 Enter the project/grant period (start and end date). This should encompass the beginning date of the original award and the latest ending date under the award number  
 10/01/2018 09/30/2022

9. Reporting Period From To  
 Enter the start and end date of the reporting period. Federal Financial Reports will be submitted on a quarterly basis. A final FFR shall be submitted at the completion of the award agreement. The following reporting periods shall be used for quarterly reports: October 1 - December 31 (due by January 30) • January 1 - March 31 (due by April 30) • April 1 - June 30 (due by July 30) • July 1 - September 30 (due by October 30) Quarterly reports shall be submitted no later than 30 days after the end of each reporting

period. Final reports shall be submitted no later than 90 days after the project or grant period end date.

**3. Transactions:**

Cummulative

**Federal Cash:**

- ✓ 10a. Cash Receipts  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —
- ✓ 10b. Cash Disbursements  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —
- ✓ 10c. Cash on Hand (line a minus b)  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —

**Federal Expenditures and Unobligated Balance:**

- ✓ 10d. Total Federal funds authorized  
The total Federal funds authorized as of the reporting period end date. \$30,630.00
- ✓ 10e. Federal share of expenditures  
Enter the cumulative amount of federal fund expenditures. \$26,559.78
- ✓ 10f. Federal Share of Unliquidated Obligations  
Enter the cumulative amount for the federal share of unliquidated obligations. On a cash basis, unliquidated obligations are obligations incurred, but not yet paid. They include direct and indirect expenses incurred but not yet paid or charged to the award, including amounts due to subrecipients or contractors. On an accrual basis, the obligations are incurred, but the expenditures have not yet been recorded. On the final report, for either cash or accrual basis, this line should be zero (0). Do not include any amount in Line 10f that have been reported in Line 10E. Include the unliquidated obligations that will be expended by the end of the next quarter. Do not include any amount in Line 10f a future commitment of funds (such as a long-term contract) for which an obligation or expense will not be incurred by the end of the next quarter. —
- ✓ 10g. Total Federal share (sum of lines e and f)  
The sum of Lines 10e and 10f. \$26,559.78
- ✓ 10h. Unobligated balance of Federal Funds (line d minus g)  
The amount of Line 10d minus Line 10g. \$4,070.22

**Recipient Share:**

- ✓ 10i. Total recipient share required  
Enter the total required recipient share for grant period specified in Line 8. The required recipient share should include all matching and cost sharing provided by recipients and third-party providers to meet the level required by the program. This amount should not include cost sharing and match amounts in excess of the amount required by the program (for example, cost overruns for which the recipient incurs additional expenses and, therefore, contributes a greater level of cost sharing or match than the level required by the program). —
- ✓ 10j. Recipient share of expenditures  
Enter the recipient share of actual cash disbursements or outlays (less any rebates, refunds, or other credits) including payments to subrecipients and contractors. This amount may include the value of allowable third party in-kind contributions and recipient share of program income used to finance the non-Federal share of the project or program. Note: On the final report this line should be equal to or greater than the amount of Line 10i. \$0.00
- ✓ 10k. Remaining recipient share to be provided (line i minus j)  
The amount of Line 10i minus 10j. \$0.00

**Program Income:**

- ✓ 10l. Total Federal program income earned  
Enter the amount of federal program income earned. Do not report any program income here that is being allocated as part of the recipient's cost sharing amount included in Line 10j. If this is a final report, this field is required and may not be left blank, but a zero (0) may be entered. —
- ✓ 10m. Program income expended in accordance with the deduction alternative  
Enter the cumulative amount of program income that was used to reduce the Federal share of the total project costs. —
- ✓ 10n. Program income expended in accordance with the addition alternative  
Enter the cumulative amount of program income that was added to funds committed to the total project costs and expended to further eligible project or program activities. —
- ✓ 10o. Unexpended program income (line l minus line m and line n) \$0.00

The amount of Line 10l from 10m and 10n.

**11. Indirect Expense:**

- a. Select either Not Applicable or the appropriate Indirect cost rate(s).
- 11b. Enter the indirect cost rate(s) in effect during the reporting period
- 11c. Enter the beginning and ending effective dates for the rate(s).
- 11d. Enter the amount of the base against which the rate(s) was applied
- 11e. The amount of indirect costs charged during the time period specified. (11b x 11d)
- 11f. Enter the Federal share of the amount in 11e, using a dollar amount, not a percentage.

11a. Type of Rate(s)	11b. Rate	11c. Period From	11c. Period To	11d. Base	11e. Amount Charged	11f. Federal Share
----------------------	-----------	------------------	----------------	-----------	---------------------	--------------------

No Items

11g. Total Base Total	Amount Charged Total	Federal Share Total
\$0.00	\$0.00	\$0.00

**12. Additional Information**

Enter any remarks, explanations or additional information required. Supporting documents may be added by clicking the "Upload Supporting Documents" button.

Remarks

Uploaded Documents

File Name

No Items

**13. Certification**

Submitting this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise, (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Prefix: \_\_\_\_\_

First Name: Shakira

Middle Name:

Last Name: Wynn

Suffix:

Title: \_\_\_\_\_

Full Name: Shakira Wynn

Email Address: swynn@petersburg-va.org

Telephone: 804-733-2331

Date: 19-Jul-2021



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Gregory Geist

**RE:** **Consideration of FY2020 Carryover (\$26,589.00) for the Edward Byrne Memorial Grant (JAG). -2nd Reading**

**PURPOSE:** Requesting approval from City Council to accept and appropriate the remaining FY2020 Edward Byrne Grant funds in the amount of \$26,589 awarded to the Petersburg Bureau of Police from the Department of Justice.

**REASON:** Petersburg Bureau of Police has applied for, and been awarded, grant funding from the Department of Justice. In order to appropriate the leftover funds Council needs to accept the carryover balance per city policy.

**RECOMMENDATION:** Recommend that Council accept and appropriate the remaining funds to be spent in FY2021-22.

**BACKGROUND:** The Edward Byrne JAG Grant is an annual grant awarded to Local Police agencies for various enforcement projects. Petersburg applied and accepted this grant last FY and has the full balance remaining. There is no local match to these funds.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** \$26,589

**CITY COUNCIL HEARING DATE:** 9/7/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Bureau of Police

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1.    **Fy20 JAG**

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE GRANTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Grants Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> 2020 Edward Byrne Mem Grant (JAG) (3-200-24040-615-0-213)	<b><u>\$26,589.00</u></b>
<b>Total Revenues</b>	<b><u>\$26,589.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Other Operating Supplies (JAG20) (4-200-31104-6014-0-304)	<b><u>\$26,589.00</u></b>
<b>Total Expenses</b>	<b><u>\$26,589.00</u></b>

FFR-535559

Solicitation Title: BJA FY 20 Edward Byrne Memorial Justice Assst  
 Project Title: Officer Safety Equipment and Technology Upgrade Federal Award Amount \$26,589.00  
 Project Period: 10/1/19 - 09/30/23 Unpaid Balance: —  
 Managing Office: OJP Program Office: BJA  
 DOJ Grant Manager: Monte Evans DUNS: 086004375  
 Grant Award Administrator: — TIN: 546001502  
 FAW Case ID FAW-34917

JAG FY20  
\$26,589.00

3-200-24040-615-0-213  
4-200-31104-6014-0-304

1. Federal Agency and Organizational Element to Which Report is Submitted: U.S. Department of Justice  
 Federal Agency and Organizational Element to Which Report is Submitted

2. Federal Grant Or Other Identifying number: 2020-DJ-BX-0412  
 This is the grant number assigned to the award for this program.

3. Recipient Organization (Name and complete address including Zip code)  
 This is the organization name and complete address of the recipient organization.

Recipient Organization Name: PETERSBURG, CITY OF  
 Street 1: 135 N UNION ST  
 Street 2: —  
 City: PETERSBURG County: —  
 State: VA Province: —  
 Country: USA ZIP / Postal Code: 23803

4a. DUNS Number 086004375  
 This is the Data Universal Numbering System Number (DUNS) assigned to the recipient organization.

4b. EIN 546001502  
 This is the Employer Identification Number (EIN) of the recipient organization.

5. Recipient Account Number —  
 Enter the account number or any other identifying number assigned by the recipient to the award. This number is for the recipient's use only and is not required.

6. Report Type Quarterly  
 A final report shall be submitted within 90 days after the grant period end date.

7. Basis Of Accounting Cash  
 Specify whether a cash or accrual basis was used for recording transactions related to the award and for preparing this report. Accrual basis of accounting refers to the accounting method in which expenses are recorded when incurred. For cash basis accounting, expenses are recorded when they are paid.

8. Project/Grant Period From To  
 Enter the project/grant period (start and end date). This should encompass the beginning date of the original award and the latest ending date under the award number  
 10/01/2019 09/30/2023

9. Reporting Period From To  
 Enter the start and end date of the reporting period. Federal Financial Reports will be submitted on a quarterly basis. A final FFR shall be submitted at the completion of the award agreement. The following reporting periods shall be used for quarterly reports:  
 October 1 – December 31 (due by January 30) • January 1 – March 31 (due by April 30) • April 1 – June 30 (due by July 30) • July 1 – September 30 (due by October 30) Quarterly reports shall be  
 04/01/2021 08/30/2021

submitted no later than 30 days after the end of each reporting period, Final reports shall be submitted no later than 90 days after the project or grant period end date.

**9. Transactions:**

Cummulative

**Federal Cash:**

- ✓ 10a. Cash Receipts  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —
- ✓ 10b. Cash Disbursements  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —
- ✓ 10c. Cash on Hand (line a minus b)  
Do not enter any information in this field. COPS, OJP, and OVW do not require a Grantee to report this information. —

**Federal Expenditures and Unobligated Balances:**

- ✓ 10d. Total Federal funds authorized  
The total Federal funds authorized as of the reporting period end date. \$26,589.00
- ✓ 10e. Federal share of expenditures  
Enter the cumulative amount of federal fund expenditures. \$0.00
- ✓ 10f. Federal Share of Unliquidated Obligations  
Enter the cumulative amount for the federal share of unliquidated obligations. On a cash basis, unliquidated obligations are obligations incurred, but not yet paid. They include direct and indirect expenses incurred but not yet paid or charged to the award, including amounts due to subrecipients or contractors. On an accrual basis, the obligations are incurred, but the expenditures have not yet been recorded. On the final report, for either cash or accrual basis, this line should be zero (0). Do not include any amount in Line 10f that have been reported in Line 10E. Include the unliquidated obligations that will be expensed by the end of the next quarter. Do not include any amount in Line 10f for a future commitment of funds (such as a long-term contract) for which an obligation or expense will not be incurred by the end of the next quarter. —
- ✓ 10g. Total Federal share (sum of lines e and f)  
The sum of Lines 10e and 10f. \$0.00
- ✓ 10h. Unobligated balance of Federal Funds (line d minus g)  
The amount of Line 10d minus Line 10g. \$26,589.00

**Recipient Share:**

- ✓ 10i. Total recipient share required  
Enter the total required recipient share for grant period specified in Line 8. The required recipient share should include all matching and cost sharing provided by recipients and third-party providers to meet the level required by the program. This amount should not include cost sharing and match amounts in excess of the amount required by the program (for example, cost overruns for which the recipient incurs additional expenses and, therefore, contributes a greater level of cost sharing or match than the level required by the program). —
- ✓ 10j. Recipient share of expenditures  
Enter the recipient share of actual cash disbursements or outlays (less any rebates, refunds, or other credits) including payments to subrecipients and contractors. This amount may include the value of allowable third party in-kind contributions and recipient share of program income used to finance the non-Federal share of the project or program. Note: On the final report this line should be equal to or greater than the amount of Line 10j. \$0.00
- ✓ 10k. Remaining recipient share to be provided (line i minus j)  
The amount of Line 10i minus 10j. \$0.00

**Program Income:**

- ✓ 10l. Total Federal program income earned  
Enter the amount of federal program income earned. Do not report any program income here that is being allocated as part of the recipient's cost sharing amount (included in Line 10j). If this is a final report, this field is required and may not be left blank, but a zero (0) may be entered. —
- ✓ 10m. Program income expended in accordance with the deduction alternative  
Enter the cumulative amount of program income that was used to reduce the Federal share of the total project costs. —
- ✓ 10n. Program income expended in accordance with the addition alternative  
Enter the cumulative amount of program income that was added to funds committed to the total project costs and expended to further eligible project or program activities. —

10. Unexpended program income (line 1 minus line m and line n) \$0.00  
The amount of Line 10i from 10m and 10n.

**11. Indirect Expense:**

- 11a. Select either Not Applicable or the appropriate indirect cost rate(s).
- 11b. Enter the indirect cost rate(s) in effect during the reporting period
- 11c. Enter the beginning and ending effective dates for the rate(s).
- 11d. Enter the amount of the base against which the rate(s) was applied
- 11e. The amount of indirect costs charged during the time period specified, (11b x 11d)
- 11f. Enter the Federal share of the amount in 11e, using a dollar amount, not a percentage.

11a. Type of Rate(s)	11b. Rate	11c. Period From	11c. Period To	11d. Base	11e. Amount Charged	11f. Federal Share
No Data						
				11g. Totals Base Total	Amount Charged Total	Federal Share Total
				\$0.00	\$0.00	\$0.00

**12. Additional Information**

Enter any remarks, explanations or additional information required. Supporting documents may be added by clicking the "Upload Supporting Documents" button.

Remarks

Uploaded Documents

File Name

No Data

**13. Certification**

By submitting this report, I certify to the best of my knowledge and belief that the report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in the terms and conditions of the Federal award. I am aware that any false, fictitious, or fraudulent information, or the omission of any material fact, may subject me to criminal, civil, or administrative penalties for fraud, false statements, false claims or otherwise. (U.S. Code Title 18, Section 1001 and Title 31, Sections 3729-3730 and 3801-3812).

Prefix: \_\_\_\_\_

First Name: Shekira

Middle Name:

Last Name: Wynn

Suffix:

Title: \_\_\_\_\_

Full Name: Shekira Wynn

Email Address: [swynn@petersburg-va.org](mailto:swynn@petersburg-va.org)

Telephone: 804-733-2331

Date: 19-Jul-2021



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **Consideration to appropriate an additional \$231,458 to the Street Operations Special Revenue Fund due to a FY 2021-2022 increase by the Virginia Department of Transportation (VDOT) - 2nd Reading**

**PURPOSE:** To appropriate an additional \$231,458 to the Street Operations Special Revenue Fund due to a FY 2021-2022 increase by VDOT.

**REASON:** This additional funding represents an increase of the FY 2021-2022 amount budgeted and approved by City Council on May 25, 2021. Annually the rates and eligible lane miles are completed and sent to the City by VDOT after the city's budget process has been completed. This appropriation will ensure that the amounts match.

### RECOMMENDATION:

Recommend City Council approve the attached appropriation ordinance in the amount of \$231,458 to be added to Street Operations for fiscal year 2022.

**BACKGROUND:** The annual budget for the Street Operations Fund is completed prior to the city obtaining the upcoming fiscal year rates for eligible lane miles received from VDOT. In the interim the budget department budgets the previous fiscal year's budgeted amount. As a result every year there will be an appropriation to ensure that the City total agrees with the total Street Payment amounts VDOT sends the city.

**COST TO CITY:**\$231,458

**BUDGETED ITEM:** No

**REVENUE TO CITY:**\$231,458

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Street Operations

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1. Street Operations Urban Highway Ordinance 8-24-21
2. FY22 Urban Maint \$'s Documentation

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE STREET OPERATIONS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the General Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

**Previously adopted** **\$ 5,987,385.00**

ADD:

FY 2021-2022 increase by the Commonwealth Transportation Board (CTB)  
Urban Maintenance Highway (3-204-024040-0615) 231,458.00

**Total Revenues** **\$ 6,218,843.00**

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

**Previously adopted** **\$ 5,987,385.00**

ADD:

Urban Maintenance Highway (4-204-041200-3190) 231,458.00

**Total Expenses** **\$ 6,218,843.00**



## COMMONWEALTH of VIRGINIA

### *Commonwealth Transportation Board*

Shannon Valentine  
Chairperson

1401 East Broad Street  
Richmond, Virginia 23219

(804) 786-2701  
Fax: (804) 786-2940

## MEETING OF THE COMMONWEALTH TRANSPORTATION BOARD AGENDA

VDOT Central Office Auditorium

1221 East Broad Street

Richmond, Virginia 23219

June 23, 2021

9:00 a.m. or upon adjournment of the June 22, 2021 Workshop Meeting if the Workshop carries over to June 23, 2021.

\*Meeting will be conducted using Electronic Communication means

### **Public Comments:**

### **Approval of Minutes:**

**May 19, 2021**

### **LOCATION AND DESIGN DIVISION:**

**Presenting: Susan Keen**  
**Division Administrator**

1. Action on Location Approval for the Bailey Bridge Connector  
Chesterfield County Located in the Richmond District.

\* This meeting will be conducted using electronic communications in accord with Section 2.2-3708.2(D) of the Code of Virginia, with the primary location being at the address listed on the agenda. Public access will not be provided at remote locations; however, members of the public may attend the meeting at the location on the agenda or may witness the meeting live stream by clicking the "View video" button at the following

link: [http://www.ctb.virginia.gov/public\\_meetings/live\\_stream/default.asp](http://www.ctb.virginia.gov/public_meetings/live_stream/default.asp).

In the event there is an interruption in the broadcast of the meeting, please call (804) 729-6495.

Should you wish to offer comment regarding how meetings using electronic communications technology compare to traditional meetings when the CTB is physically present, you may complete the FOIA Council's Electronic Meetings Public Comment form appearing at the end of this agenda and submit it to the FOIA Council as described on the Form.

**INFRASTRUCTURE INVESTMENT DIVISION:**

**Presenting: Kimberly Pryor**  
**Division Director**

2. Action on FY21-26 Six-Year Improvement Program Transfers for April 20, 2021 through May 21, 2021.
3. Action on SMART SCALE Project Budget Increase Route 311 and Route 419 Intersection Improvements UPC 108904, Located in the Salem District.
4. Action on SMART SCALE Project Cancellation Route 29 and Route 6 R-Cut Improvement UPC 115490, Located in the Lynchburg District.

**ANNUAL BUDGETS:**

**Presenting: Laura Farmer**  
**Chief Financial Officer**  
**VDOT**

**Presenting: Jaime Motley**  
**Chief Financial Officer**  
**DRPT**

5. Action on Action on Fiscal Year 2022 Annual Budgets Commonwealth Transportation Fund, Department of Rail and Public Transportation and the Virginia Department of Transportation.

**SIX YEAR IMPROVEMENT PROGRAM:**

**Presenting: Kimberly Pryor**  
**Division Director**  
**VDOT Infrastructure Investment Division**

**Presenting: Jaime Motley**  
**Chief Financial Officer**  
**DRPT**

6. Action on Six Year Improvement Program.

**LOCAL ASSISTANCE DIVISION:**

**Presenting: Russ Dudley**  
**Division Administrator**

7. Action on Payments to Cities, Certain Towns, and Warren County for Maintenance to Certain Roads and Streets - FY 2022.
8. Action on FY2022 Arlington & Henrico Maintenance Payment.

Attachment B - FY22

Municipality	DISTRICT	CENTERLINE MILEAGE	LANE MILEAGE	RATE PER L/M	QUARTERLY PAYMENT	ANNUAL PAYMENT	
Petersburg	Principal Arterials	17.00	59.56	\$ 22,524.22	\$335,385.67	\$1,341,542.67	
	Minor Arterials	20.49	45.51	\$ 22,524.22	\$256,269.34	\$1,025,077.35	
	Collectors	22.45	44.91	\$ 13,224.70	\$148,480.33	\$593,921.30	
	Locals	124.80	246.38	\$ 13,224.70	\$814,575.43	\$3,258,301.73	
	Totals:	184.74	396.36		\$1,554,710.76	\$6,218,843.05	
	Comb PA/MA	37.49	105.07	\$ 22,524.22	\$591,655.00	\$2,366,620.02	
	Comb COL/LOC	147.25	291.29	\$ 13,224.70	\$963,055.76	\$3,852,223.04	
	Totals:	184.74	396.36		\$1,554,710.76	\$6,218,843.05	
	Richmond	Principal Arterials	57.53	243.76	\$ 22,524.22	\$1,372,626.09	\$5,490,504.38
		Minor Arterials	89.08	271.37	\$ 22,524.22	\$1,528,099.54	\$6,112,398.15
		Collectors	81.23	169.91	\$ 13,224.70	\$561,752.22	\$2,247,008.88
		Locals	592.83	1145.53	\$ 13,224.70	\$3,787,322.82	\$15,149,291.28
		Totals:	820.67	1830.57		\$7,249,800.67	\$28,999,202.69
		Comb PA/MA	146.61	515.13	\$ 22,524.22	\$2,900,725.63	\$11,602,902.53
Comb COL/LOC		674.06	1315.44	\$ 13,224.70	\$4,349,075.04	\$17,396,300.16	
Totals:		820.67	1830.57		\$7,249,800.67	\$28,999,202.69	



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Gregory Geist

**RE:** **Consideration of an ordinance for Petersburg's Juvenile Community Crime Control Act and Bureau of Police, from the Department of Criminal Justice Services for \$25,000 to conduct a Youth and Gang Violence Community Assessment. -2nd Reading**

**PURPOSE:** Requesting approval from City Council to accept and appropriate the Youth & Gang Violence Community Assessment Grant in the amount of \$25,000 awarded to the Petersburg Bureau of Police from the Department of Criminal Justice Services.

**REASON:** The Petersburg Bureau of Police has applied for, and been awarded, grant funding from the Department of Justice. In order to appropriate the awarded funds City Council needs to accept the referenced grant per City policy.

**RECOMMENDATION:** Recommend that Council accept and appropriate the remaining funds to be spent in FY2021-22.

**BACKGROUND:** The Department of Criminal Justice Services has awarded the City of Petersburg with this grant to complete a Youth and Gang Violence Community Assessment. This assessment will allow the City to develop a plan of action for the identification, prevention, and intervention of youth and gang violence in the City.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY:** \$25,000

**CITY COUNCIL HEARING DATE:** 9/7/2021

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Bureau of Police  
Virginia Juvenile Community Crime Control Act

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A**

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**ATTACHMENTS:**

1. Youth and Gang Violence Grant



# COMMONWEALTH of VIRGINIA

## Department of Criminal Justice Services

Shannon Dion  
Director

Megan Peterson  
Chief Deputy Director

Washington Building  
1100 Bank Street  
Richmond, Virginia 23219  
(804) 786-4000  
[www.dcjs.virginia.gov](http://www.dcjs.virginia.gov)

July 14, 2021

Chief Travis Christian  
Police Chief, Petersburg Bureau of Police  
City of Petersburg  
37 E. Tabb Street  
Petersburg, VA 23803

RE: Youth and Gang Violence Community Assessment

Dear Chief Christian:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **22-A8648YG20** and was approved for a total award of **\$25,000**. The project period is **7/1/2021** through **12/31/2021**.

Included with this letter is a Statement of Grant Award/Acceptance (SOGA). Please note hard copies of the General Special Conditions, as well as the Reporting Requirements and Projected Due Dates, are no longer included as part of the Grant Award Package. Instead, these documents have been combined and are now referred to as **Conditions and Requirements** and are posted online at <https://www.dcjs.virginia.gov/grants/grant-requirements>.

In addition to the general Special Conditions, there may be grant specific Special Conditions related to your Grant Award called Encumbrances. If there are any, you are required to adhere to these conditions via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. If you have not previously done so, you must register in order to use this web-based system. The instructions on *Registering for a New Account* and *Submitting Action Item Encumbrances* are posted here <https://www.dcjs.virginia.gov/grants/ogms-training-resources> along with other resources and training videos. All registrants will be approved within 3 – 5 business days.

We will be happy to assist you in any way we can to assure your project's success. To indicate your acceptance of the award and conditions, please sign the included SOGA and return it electronically within the next 60 days to [grantsmgmt@dcjs.virginia.gov](mailto:grantsmgmt@dcjs.virginia.gov). If you have questions, contact Gregory Hopkins at (804) 692-0977 or via email at [gregory.hopkins@dcjs.virginia.gov](mailto:gregory.hopkins@dcjs.virginia.gov).

Sincerely,

A handwritten signature in black ink that reads "Shannon Dion".  
Shannon Dion

## STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services  
1100 Bank Street, 12<sup>th</sup> Floor  
Richmond, Virginia

### Youth and Gang Violence Community Assessment

Subgrantee: Petersburg  
DCJS Grant Number: 22-A8648YG20  
Grant Start Date: 7/1/2021  
Grant End Date: 12/31/2021

Indirect Cost Rate: \_\_\_\_\_%      \*If applicable

Federal Funds:	\$
State General Funds:	\$25,000
State Special Funds:	\$
Local Match:	\$ _____
 Total Budget:	 \$25,000

Project Director	Project Administrator	Finance Officer
Ms. Margo Hardy Program Manager City of Petersburg/PJCCCP 200 N. Sycamore St., Suite 100 Petersburg, VA 23803-3288 (804) 431-3253 mhardy@petersburg-va.org	Chief Travis Christian Police Chief, Petersburg Bureau of Police City of Petersburg 37 E. Tabb Street Petersburg, VA 23803 (804) 732-4222 tchristian@petersburg-va.org	Ms. Stacey Jordan Director of Finance City of Petersburg 144 N. Sycamore Street Petersburg, VA 23803 (804) 733-2432 Sjordan@Petersburg-VA.org

**\*Please indicate your ICR in the space provided, if applicable.** As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal and State laws and rules and regulations that apply to this award.

Signature: \_\_\_\_\_

*Travis Christian*  
Authorized Official (Project Administrator)

Title: \_\_\_\_\_

*Chief of Police*

Date: \_\_\_\_\_

*7/15/21*

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE GRANTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the Grants Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Youth & Gang Violence Grant (3-200-24040-615-0-214)	<b><u>\$25,000.00</u></b>
<b>Total Revenues</b>	<b><u>\$25,000.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$0.00</b>
<b>ADD:</b> Other Operating Supplies (Youth & Gang Violence Grant) (4-200-31105-6014-0-305)	<b><u>\$25,000.00</u></b>
<b>Total Expenses</b>	<b><u>\$25,000.00</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **Consideration and appropriation of the FY 2020-2021 Southside Depot project carryover balance in the amount of \$92,753.38 for the Southside Depot project to FY 2021-2022 - 2nd Reading**

### **PURPOSE:**

To appropriate the FY 2020 balance of \$92,753.38 for the Southside Depot project to FY 2021-2022.

### **REASON:**

To ensure this funding is available and can be utilized to ensure that work on the project continues.

### **RECOMMENDATION:**

Recommend City Council approve the attached carryover appropriation ordinance in the amount of \$92,753.38 to FY 2021-2022.

**BACKGROUND:** The City of Petersburg was awarded funding for the purpose of renovating the center section of the historic Southside Depot. The City, in partnership with the National Park Service, intended to use this section to create a visitor contact station. Additionally, the City applied for a Transportation Alternative grant to fund the completion of the Southside Depot Restoration Project. Due to financial constraints the project has not been completed.

**COST TO CITY:** \$92,753.38

**BUDGETED ITEM:** No

**REVENUE TO CITY:** \$95,753.38

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Department of Utilities and Capital Projects

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A**

**REQUIRED CHANGES TO WORK PROGRAMS: N/A**

**ATTACHMENTS:**

1. Southside Depot Ordinance Carryover 8-24-21

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
 MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
 COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
 IN THE CAPITAL PROJECTS FUND**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022 for the Southside Depot Project.

<b>Previously adopted</b>	<b>\$ 0</b>
ADD: Southside Depot Project	<u>92,753.38</u>
(3-380-41050-001) – Draw from Fund Balance	
<b>Total Revenue</b>	<b><u>\$ 92,753.38</u></b>

II. That appropriations for the fiscal year commencing July 1, 2021, are made for the following resources and expenditures of the city, for the fiscal year ending June 30, 2022 for the Southside Depot Project.

<b>Previously adopted</b>	<b>\$ 0</b>
ADD: Southside Depot Project	<u>92,753.38</u>
(4-380-43200-3190-0-102-825)	
<b>Total Expenses</b>	<b><u>\$ 93,753.38</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **Consideration of an appropriation for the FY 2021-2022 Capital Budget South Crater Road Traffic Signal Improvement Project that was approved in the amount of \$271,634.00 per the budget document approved by Council on May 25, 2021 - 2nd Reading**

### **PURPOSE:**

To appropriate funds for right-of-way acquisition services that were not definable at the time of the original preliminary engineering work being completed by Kimberly-Horn and other other phases of the project.

**REASON:** Improve traffic on South Crater Road.

### **RECOMMENDATION:**

Recommend City Council approve the attached appropriation ordinance in the amount of \$271,634.00. It should be noted that this project is being funded by VDOT Congestion Mitigation & Air Quality (CMAQ) funds that will reimburse the City expenditures at a rate of 100%.

### **BACKGROUND:**

Kimley-Horn is working with the City of Petersburg to develop traffic signal design plans for six (6) intersections along South Crater Road (US Route 301) between Rives Road and Flank Road. Kimley-Horn submitted 90% Right-of-Way Plans for the six (6) project intersections to the City and the Virginia Department of Transportation (VDOT). The design requires right-of-way acquisition services that were not definable at the time of the original task order.

**COST TO CITY:** \$84,105.00

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** \$ 84,105.00

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Department of Public Works

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1. South Crater Road Traffic Improvements Ordinance 8-25-21

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE CAPITAL PROJECTS FUND.**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, in the General Fund are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022.

<b>Previously adopted</b>	<b>\$ 0.00</b>
ADD:	
3-380-024040-0617 South Crater Road Traffic Improvements (CMAQ)	<b><u>\$271,634.00</u></b>
<b>Total Revenues</b>	<b><u>\$271,634.00</u></b>

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2021 and ending June 30, 2022, the following sums for the purposes mentioned:

<b>Previously adopted</b>	<b>\$ 0.00</b>
ADD:	
4-380-040000-3190-0-814 Other Contractual Services	<b><u>\$271,634.00</u></b>
<b>Total Expenses</b>	<b><u>\$271,634.00</u></b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** September 21, 2021

**TO:** The Honorable Mayor and Members of City Council

**THROUGH:** Stuart Turille, City Manager

**FROM:** Tangela Innis

**RE:** **Consideration of an appropriation ordinance in the amount of \$430,940 for the FY 2021-2022 Capital Budget Sycamore Street Bridge Culvert Rehabilitation project per the FY 2021-2022 Capital Project section of the budget document that was approved by Council on May 25, 2021 - 2nd Reading**

### **PURPOSE:**

To appropriate \$430,940 for the FY 2021-2022 Capital Budget Sycamore Street Bridge Culvert Rehabilitation project per the FY 2021-2022 Capital Project section of the budget document that was approved by Council on May 25, 2021.

### **REASON:**

To ensure this funding is available and can be utilized as work on the project continues.

### **RECOMMENDATION:**

Recommend City Council approve the appropriation ordinance in the amount of \$430,940 to continue the project. This project is a 100% reimbursable project that is funded by State of Good Repair funds.

### **BACKGROUND:**

The City of Petersburg submitted a State of Good Repair application to VDOT to repair the concrete box culvert and headwalls. The culvert box is in need of concrete repairs to address broken sections of concrete and concrete sections that have split into layers. The downstream headwalls of the culvert are also in need of replacement. Improvements are required at both ends of the culvert and along the downstream embankments. This carryover only addresses the PE phase of the project. The Right-of-Way and Construction phases remain.

**COST TO CITY:** \$430,940.00

**BUDGETED ITEM:** Yes

**REVENUE TO CITY:** \$430,940.00

**CITY COUNCIL HEARING DATE:**

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:** N/A

**AFFECTED AGENCIES:** Department of Public Works & Utilities

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** N/A

**REQUIRED CHANGES TO WORK PROGRAMS:** N/A

**ATTACHMENTS:**

1. Sycamore St Bridge Culvert Rehab Ordinance 8-25-21

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE  
MAKING APPROPRIATIONS FOR THE FISCAL YEAR  
COMMENCING JULY 1, 2021, AND ENDING JUNE 30, 2022  
FOR THE SYCAMORE STREET BRIDGE CULVERT  
REHABILITATION PROJECT IN THE CAPITAL PROJECT FUND**

---

BE IT ORDAINED by the City Council of the City of Petersburg, Virginia:

I. That appropriations for the fiscal year commencing July 1, 2021, are made for the following resources and revenues of the city, for the fiscal year ending June 30, 2022 for the Sycamore Street Bridge Culvert Rehabilitation Project.

<b>Previously adopted</b>	<b>\$ 0</b>
ADD: Sycamore St Bridge Culvert Rehabilitation (3-380-024040-0618)	<u><b>430,940.00</b></u>
<b>Total Revenue</b>	<b><u>\$ 430,940.00</u></b>

II. That appropriations for the fiscal year commencing July 1, 2021, are made for the following resources and expenditures of the city, for the fiscal year ending June 30, 2022 for the Sycamore Street Bridge Culvert Rehabilitation project

<b>Previously adopted</b>	<b>\$ 0</b>
ADD: Sycamore St Bridge Culvert Rehabilitation (4-380-040000-3190-0-102-815)	<u><b>430,940.00</b></u>
<b>Total Expenses</b>	<b><u>\$ 430,940.00</u></b>