

---

The Closed Session Meeting of the Petersburg City Council was held on Monday, February 12, 2024, at the Petersburg Public Library. Mayor Parham called the Closed Session Meeting to order at 5:01 p.m.

**1. ROLL CALL:**

Present:

Council Member Charles H. Cuthbert, Jr.  
Council Member Marlow Jones  
Council Member W. Howard Myers  
Council Member Annettee Smith-Lee  
Council Member Arnold Westbrook, Jr  
Mayor Samuel Parham

Absent: Vice Mayor Darrin Hill

Present from City Administration:

City Manager John March Altman, Jr.  
City Attorney Anthony Williams

**2. CLOSED SESSION:**

Mayor Parham stated, "Before the closed session I will need to entertain a motion to amend the closed session motion tonight to add discussion of an unsolicited PPEA proposal and a personnel matter."

Council Member Smith-Lee made a motion to amend the closed session motion tonight and to add discussion of an unsolicited PPEA proposal and personnel matters. Council Member Westbrook seconded the motion. On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Myers, Westbrook, Hill, and Parham

- a. The purpose of this meeting is to convene in the closed session pursuant to §2.2-3711(A)(1) of the Code of Virginia for the purpose of discussion regarding the subject matter of a public contract involving the expenditure of funds and terms or scope of such contracts where discussion in an open session would adversely affect the bargaining or negotiating strategy of the public contract; under Subsection (A)(28) for the purpose of discussion or consideration of information subject to the exclusion in Subdivision 11 of 2.2-3705.6 by responsible public entity on effective locality of public entity as those terms are defined in 33.2-1800 or any independent review panel appointed to review information and advise the responsible entity concerning such records; and under Subsection (A)(1) for the purpose of discussion pertaining to the performance, assignment, appointment of specific public employees of the City of Petersburg, specifically including but not limited to discussion of performance, assignment, appointment of a specific public officer of the City of Petersburg.

Council Member Myers made a motion that the City Council go into closed session for the purposes noted. Council Member Smith-Lee seconded the motion.

On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Myers, Westbrook, Hill, and Parham

The City Council entered closed session at 5:04 p.m.

**CERTIFICATION:**

Mr. Williams stated, "The Mayor would entertain a motion to conclude the closed session called today 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 meeting was

convened, heard, discussed, or considered. If any member believes that there was a departure from the foregoing requirements should state prior to the vote indicating the substance for departure in which he believes has occurred. This requires a roll call vote Mr. Mayor.”

Council Member Smith-Lee made a motion to return the City Council to open session and certify the purposes of the closed session. Council Member Westbrook seconded the motion. There was no discussion on the motion.

The motion was approved on roll call vote.

On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Westbrook, Hill, and Parham; Abstain: Myers

**24-R-10 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 open session at 6:57pm

Mayor Parham stated, “I will entertain a motion to add to the agenda a motion accept the unsolicited proposal from Gilbane Building Company and Commonwealth Architects for the purpose of publication and conceptual phase consideration and direct the city manager to proceed with the issuance of notice soliciting competing proposals and corresponding review and recommendations.”

Council Member Myers made a motion to add to the agenda tonight a motion accept the unsolicited proposal from Gilbane Building Company and Commonwealth Architects for the purpose of publication and conceptual phase consideration and direct the city manager to proceed with the issuance of notice soliciting competing proposals and corresponding review and recommendations. Vice Mayor Hill seconded the motion. The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Myers, Westbrook, Hill, and Parham

Mayor Parham stated, “Next, I will entertain a motion to accept the unsolicited proposal from Gilbane Building Company and Commonwealth Architects for the purpose of publication and conceptual phase consideration and direct the city manager to proceed with the issuance of notice soliciting competing proposals and corresponding review and recommendations.”

Vice Mayor Hill made a motion to accept the unsolicited proposal from Gilbane Building Company and Commonwealth Architects for the purpose of publication and conceptual phase consideration and direct the city manager to proceed with the issuance of notice soliciting competing proposals and corresponding review and recommendation. Council Member Myers seconded the motion. The motion was approved on roll call vote. On roll call vote, voting yes: Cuthbert, Jones, Smith-Lee, Myers, Westbrook, Hill, and Parham

**3. ADJOURNMENT:**

The City Council adjourned at 7:02 p.m.

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

APPROVED:

\_\_\_\_\_  
Mayor