



City of Petersburg Virginia

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City Council Meeting

June 18, 2024
Petersburg Library
201 W. Washington Street
Petersburg, VA 23803
5:00 PM

City Council

Samuel Parham, Mayor – Ward 3
Darrin Hill, Vice Mayor – Ward 2
Marlow Jones, Councilor – Ward 1
Charles Cuthbert, Jr., Councilor – Ward 4
W. Howard Myers, Councilor – Ward 5
Annette Smith-Lee, Councilor - Ward 6
Arnold Westbrook, Jr., Councilor – Ward 7

City Administration

John "March" Altman, Jr. - City Manager
Anthony Williams - City Attorney
Tangi R. Hill - City Clerk

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1. **Roll Call**
 2. **Prayer**
 3. **Pledge of Allegiance**
 4. **Determination of the Presence of a Quorum**
 5. **Proclamations/Recognitions/Presentation of Ceremonial Proclamations**
 - a. 2024 "Happy 71st Birthday to the Chevrolet Corvette" Day - Pages 4 - 5
 6. **Responses to Previous Public Information Posted**
 7. **Approval of Consent Agenda (to include minutes of previous meetings):**
 - a. Minutes: Pages - 6 - 30
 - June 4, 2024 City Council Closed Session Minutes
 - June 4, 2024 City Council Work Session Minutes
 - b.
 - Approval of Resolution to Authorize the Grant Application for the Virginia Juvenile Community Crime Control Act Funds - Pages 31-33
 - c. A Request to Schedule a Public Hearing on the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and ending on June 30, 2025, for Gant 521288-FY25-School Resource Officer Grants - SRO - Pages 34 - 38
 8. **Official Public Hearings**
 - a. A Public Hearing for the Consideration of the City of Petersburg's FY2024-25 Proposed Revised Operating Budget - Pages 39 - 169
 - b. A Public Hearing for the Consconsideration of an Ordinance to Approve Community Development Block Grant (CDBG) Funding for Project Year 2024/Fiscal Year 2025 - Pages 170 - 190
 - c. A Public Hearing for the Consideration of an Ordinance to Approve the Rezoning of Property Located at 303, 309, 315, 323, 419, and 431 West Washington Street from R-3, Two-Family Residence District and B-2, General Commercial District to RB, Office-Apartment District - Pages 191 - 210

- d. A Public Hearing for the Consideration of an Ordinance to Approve Amending and Readopting Article 25 Supplementary Height, Area and Bulk Regulations, as Set Forth in the Zoning Ordinance of the City of Petersburg, to Introduce Design Standards for New Construction - Pages 211 - 236
- e. A Public Hearing for the Consideration of Approving the Director of Public Works to Prohibit or Regulate the Stopping, Standing or Parking of Vehicles Upon Any Street or Alley, Not Expressly Regulated by an Ordinance of the City Council, by Causing Official Signs to be Erected Indicating the Restriction - Pages 237 - 239
- f. A Public Hearing for the Consideration of Approving the Director of Public Works, In Lieu of Not Having a City Traffic Engineer, is Hereby Authorized to Temporarily Designate Parking Areas in Hazardous or Congested Places and to Temporarily Remove Parking in Any Emergency Situation. Permanent Removal of Parking Shall be Subject to the City Manager's Approval - Pages 240 - 242
- g. A Public Hearing for the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and Ending on June 30, 2025, for the Grant ID-NG911-080-B (NG 911 Funding) - Pages 243 - 247
- h. A Public Hearing for the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and Ending on June 30, 2025, for the Grant Number CR-C01/06-23 (Emergency Medical Dispatch) - Pages 248 - 252
- i. A Public Hearing for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and Nuwave Development Towards the Sale of City-Owned Property at 4 Ross Court (Parcel 031-040035), 6 Ross Court (Parcel 031-040036), 9 Ross Court (Parcel 031-040045) and 12 Ross Court (Parcel 031-040039) - Pages 253 - 317
- j. A Public Hearing on June 18, 2024, for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and J.C. Bynum Construction LLC Towards the Sale of City-Owned Property at 741 Blick Street, Parcel ID 031-240016 - Pages 318 - 337

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

13. Unfinished Business

14. New Business

- a. Approval of Change Orders for the Southside Depot Project, in the Amount of \$294,940.78, as a Result of Change Orders for the Project Exceeding 25% of the \$2,281,441 Original Contract Price - Pages 338 - 436
- b. Resolution to Amend the Procurement Guidelines in Accordance with the Use of Construction Management Contracts Per 2.2-4382 of the Code of Virginia with Respect to Design-Build or Construction Management Contracts - Pages 437 - 447

15. City Manager's Report and Special Reports

- a. STARS Study Presentation - Pages 448 - 470

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: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Brian Moore

RE: 2024 "Happy 71st Birthday to the Chevrolet Corvette" Day - Pages 4 - 5

PURPOSE: To proclaim June 30, 2024 as the National Birthday of the Chevrolet Corvette.

REASON: The Corvette is more than a sports car; it's an American icon with a significant economic and cultural impact. Celebrating its birthday offers an opportunity to recognize the Corvette's contributions to various facets of the economy through national manufacturing and job creation, tourism and events, along with economic diversification and resilience.

RECOMMENDATION: To proclaim June 30, 2024, the National "71st Birthday" of the Chevrolet Corvette, the "America's Sports Car".

BACKGROUND: The Chevrolet Corvette, an iconic American sports car, has a rich history dating back to the early 1950s. Here's a concise overview of its development over the decades.

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

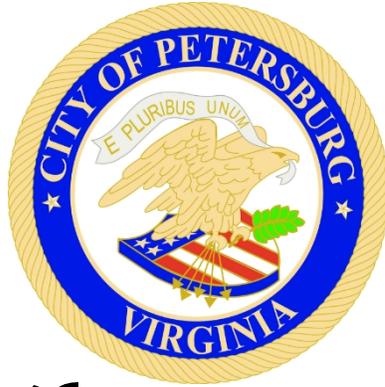
REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. Corvette Club

Office of the Mayor

Petersburg



Virginia

Proclamation

WHEREAS, in 1953, General Motors accepted a suggestion to name the company’s new sports car after the corvette, a small, maneuverable warship; and

WHEREAS, on June 30, 1953, the first production line Corvette was manufactured in Flint, Michigan; and

WHEREAS, the Corvette has gone through **eight generations** (C1 to C8), each marked by distinctive styling, performance enhancements, and innovations; and

WHEREAS, the Corvette is “America’s Sports Car” and has become synonymous with freedom and adventure; and

WHEREAS, the Corvette remains the only mass-produced two-seater continuously produced by a U.S. auto manufacturer; and

NOW, THEREFORE, I, Samuel Parham, by virtue of the authority vested in me as Mayor of the City of Petersburg, do hereby proclaim

June 30, 2024

as

“Happy 71st Birthday to the Chevrolet Corvette”

In the City of Petersburg, and we hope everyone will join the Tri-City Corvette club and all Corvette enthusiasts to join us at Trapezium Harbor Park on June 30th, 2024, from noon until 5pm

Dated: June 18, 2024

Mayor

ATTEST:

Clerk of Council



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH:

FROM:

RE: Minutes: Pages - 6 - 30
 - June 4, 2024 City Council Closed Session Minutes
 - June 4, 2024 City Council Work Session Minutes

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. 06042024 Closed Session Minutes
2. June 4 2024 - Work Session Meeting Minutes

The Closed Session Meeting of the Petersburg City Council was held on Tuesday, June 4, 2024, at the Petersburg Public Library. Mayor Parham called the Closed Session Meeting to order at 3:07 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/306999>.

1. ROLL CALL

Present:

Council Member Charles H. Cuthbert, Jr.
Council Member W. Howard Myers
Council Member Arnold Westbrook, Jr.
Vice Mayor Darrin Hill

Absent:

Mayor Samuel Parham
Council Member Marlow Jones (Late)
Council Member Annette Smith-Lee (Late)

Present from City Administration:

City Manager John March Altman, Jr.
City Attorney Anthony Williams
City Clerk Tangi R. Hill

2. CLOSED SESSION

The purpose of this meeting is to convene in the closed session pursuant to §2.2-3711(A)(3) of the Code of Virginia for the purpose of discussion or consideration of the acquisition of real property for a public purpose and the disposition of publicly held real property where discussion in an open meeting would adversely affect the bargaining position or negotiating strategy of the public body, specifically including but not limited to the acquisition and disposition of real property; and §2.2-3711(A)(29) of the Code of Virginia for the purpose of discussion of the award of a public contract involving the expenditure of public funds including interviews of bidders or offerors, and discussion of the terms or scope of such contract, where discussion in an open session would adversely affect the bargaining position or negotiating strategy of the City; and §2.2-3711.(A)(1) of the Code of Virginia for the purpose of discussion pertaining to performance, assignment, salaries, and appointment of specific public employees of the City of Petersburg, specifically including, but not limited to discussion of the performance, assignment, salaries, and 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 Westbrook seconded the motion.

Council Member Cuthbert said, "Mr. Vice Mayor."

Vice Mayor Hill replied, "Yes."

Council Member Cuthbert said, "At my request, Mr. Williams is working on an additional item to be added to the agenda for the closed session. Can we hold on just a minute?"

Vice Mayor Hill replied, "Yeah, you know what it is?"

City Attorney Williams responded, "Yes. Vice Mayor. Councilman Cuthbert has asked if council would consider an amendment to the closed session to add discussion of the legal process for subsequent amendment to its previously adopted tax rate. And that would be pursuant to §2.2-3711(A)(7) of the Code of Virginia.

Council Member Cuthbert made a subsequent motion to amend the Closed Session agenda to add the discussion of the legal process for subsequent amendment to its previously adopted tax rate pursuant to §2.2-3711(A)(7). Council Member Westbrook seconded the motion.

On roll call vote, voting yes: Cuthbert, Westbrook, and Hill; no: Myers; Abstain: N/A.

City Attorney Williams called for a point of order. He stated that the roll call vote amended the agenda. He asked if Council could take another vote to go into closed session?"

Vice Mayor Hill said, "Thank you. Let us take a roll call on the initial motion all together. The items that were read and the items that were subsequently put in by our City Attorney."

On a roll call vote, voting yes: Cuthbert, Myers, Westbrook, and Hill; no: N/A; Abstain: N/A.

Council entered into Closed Session at 3:13 p.m.

Council Member Jones arrived at 3:24 p.m.

Council Member Smith-Lee arrived at 3:30 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 Cuthbert 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, Myers, Westbrook, Smith-Lee, and Hill; No: N/A; Abstain: N/A

24-RES-27 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 5:00 p.m.

3. ADJOURNMENT:

City Council adjourned at 5:01 p.m.

DRAFT

The work session meeting of the Petersburg City Council was held on Tuesday, June 4, 2024, at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:01 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/306940>.

1. ROLL CALL:

Present:

Council Member Charles H. Cuthbert, Jr.
Council Member Marlow Jones
Council Member W. Howard Myers
Council Member Annette Smith-Lee
Council Member Arnold Westbrook, Jr.
Vice Mayor Darrin Hill

Absent:

Mayor Samuel Parham

Present from City Council Administration:

City Manager John March Altman, Jr.
City Attorney Anthony C. Williams
City Clerk Tangi R. Hill

2. PRAYER:

Vice Mayor Hill led the Council meeting in prayer.

“Thank you. Let us pray. To God our fathers once again we come before you praising your holding your righteous name. We thank you for this day. We thank you for the blessings that the day. Now Lord, we ask that Your Holy Spirit will move on this council and do these chambers and what our citizens Heavenly Father as we deliberate, the business owner today Heavenly Father, we ask that blessings upon our administration we accept blessings upon our citizens Heavenly Father, we ask that blessings upon this council and especially Heavenly Father, give us wisdom of Solomon Heavenly Father to deliberate and do Your will. Lord we act that blessings upon our citizens in a special way that you can keep all of us from our hurt harm in danger, that I see no accidents caused no accidents and being no accident as this is our prayer and your darling son, Jesus Christ name we pray, Amen.”

3. PLEDGE OF ALLEGIANCE:

Vice Mayor Hill led the Council and the citizens in the pledge of allegiance.

4. DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum was present.

5. PUBLIC COMMENTS:

Barb Rudolph, 1675 Mount Vernon Street, said, “Good evening. Council and Vice Mayor Hill. What I wanted to ask you tonight has to do with the agenda, if you would defer acting upon the item on the consent agenda, which is the meeting minutes from May 21. And I’m asking that specifically because I believe that those minutes are lacking in certain detail that was important to what happened in that meeting. I look at the minutes as an official record of what happens at council meetings, I realized we

have the video archives we can look at but when I look back for stuff, the first place I go is the minutes and go through and when I see what happened. Well, I'm just going to give you a few examples from the last meeting. When we were talking about the ACFR for fiscal year 23. Vice Mayor Hill asked a question of the auditor about what was the what in his opinion was the main the biggest issue we should be looking at? I'm paraphrasing. But it was a good question. There's nothing about that question in the minutes nor the response. So that whole conversation has been omitted. Then later in the meeting during public hearings, on the topic of the gap financing for the Hotel Petersburg, Counselor Jones asked some questions I believe the substance of which was if we didn't get the gap financing, how would that impact the project and when the hotel could be completed and opened? Kind of an important conversation? All of that was omitted. The question wasn't in there and none of the commentary from the consultant. So that concern me and then as I'm reading through this, I got to a public comment period and read the summary of my comment which said Barb Rudolph spoke regarding the RFP process for the casino. That's all it said. And I did speak for three minutes in council communicates, which is usually not that informative. It said more. It said Ms. Rudolph expressed her concern over the cancellation of the RFP for the casino, reverting to old information and the lack of transparency in the selection of a casino operator, which does summarize some of my points. It certainly says a whole lot more than what's in the minutes. I looked back over previous minutes and there actually was more of an attempt to transcribe what I and other people said. So, I hope that you will take this to heart and perhaps allow this set of minutes to be approved at the next meeting after it's been revised. Thank you."

Hearing no one else, Vice Mayor Hill closed the public comment period.

6. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETING/S):

- a. Minutes of Previous Meetings:
May 21, 2024 – City Council Special Meeting Closed Session
May 21, 2024 – City Council Regular Meeting
May 28, 2024 – City Council Special Meeting
- b. An Ordinance to Approve the Rezoning Request of Property Located at 303, 309, 315, 323, 419, and 431 West Washington Street from R-3, Two-Family Residence District and B-2, General Commercial District to RB, Office-Apartment District
- c. An Ordinance to Approve Amending and Readopting Article 25 Supplementary Height, Area and Bulk Regulations, as Set Fort in the Zoning Ordinance of the City of Petersburg, to Introduce Design Standards for New Construction
- d. An Ordinance to Approve the Director of Public Works to Prohibit or Regulate the Stopping, Standing or Parking of Vehicles Upon Any street or Alley, Not Expressly Regulated by an Ordinance of the City Council, by Causing Official Signs to be Erected Indicating the Restriction
- e. An Ordinance to Approve the Director of Public Works, in Lieu of Not Having a City Traffic Engineer, is Hereby Authorized to Temporarily Designate Parking Areas in Hazardous or Congested Places and to Temporarily Remove Parking in Any Emergency Situation, Permanent Removal of Parking Shall be Subject to the City Manager's Approval
- f. An Ordinance to Approve Community Development Block Grant (CDGB) Funding for Project Year 2024/Fiscal Year 2025
- g. To Conduct a Public Hearing on June 18, 2024, for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg

and Nuwave Development Towards the Sale of city-Owned Property at 4 Ross Court (Parcel 031-040035), 6 Ross Court (Parcel 031-040036), 9 Ross Court (Parcel 031-040045) and 12 Ross Court (Parcel 031-040039)

- h. Request to Hold a Public Hearing for the Consideration of the City of Petersburg's FY2024-25 Proposed Revised Operating Budget

Council Member Cuthbert stated a point of order that items A B, C, D, E and F should all be identified as first reading and scheduled public hearing. He added that just the wording of the agenda appears that you would be adopting those but I think each of those should be first reading and scheduled public hearing for B C, D, E and F.

Council Member Myers made a motion to approve the consent agenda, with respect to items B, C, D, E, and F noted as first reading and to set a Public Hearing for June 18, 2024. Council Member Westbrook seconded the motion. The motion was approved on roll call vote, Yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, and Hill; No: None; Abstain: None.

Council Member Jones asked the Director of Technology Gerrit VanVoorhees if he could please turn his mic up a little bit. Council Member Jones asked if the mic can be controlled individually, all or nothing. He said, "I should not have to check to put my lips on the mic. We have a lot of money here for this to be happening."

Vice Mayor Hill asked Council Member Jones if he wanted to go sit in his chair.

Council Member Cuthbert asked City Attorney Williams if there is some way, we should modify the consent agenda in the future to indicate that what we're doing is scheduling a public hearing rather than adopting an ordinance.

City Attorney Williams responded that preceding each of those items on the agenda, it should just read first reading slash scheduled public hearing. He added that would take care of it.

7. **SPECIAL REPORTS:**

- a. Sycamore Street – Tree Recommendations and Concept Design for Petersburg

Naomi Siodmok, Director of Planning and Community Development, presented the Sycamore Street - Tree Recommendations and Concept Design for Petersburg. She stated that previously she come before Council all because some trees had been removed on Sycamore Street. It was requested that staff take a look at opportunities to replant trees on Sycamore Street and what it could look like in terms of stormwater management, or tree design, taking into consideration that those trees were removed because of their impacts on the sidewalk, the pruning that was done on them, as well as the impacts to the visibility of businesses. She reported that staff worked with the Green Infrastructure Center to come up with an initial concept to share with Council. She reported that she will also provide Council some next steps that we have as well.

Ms. Siodmok informed Council that the Green Infrastructure Center are partners that are working with Staff through the Department of Forestry grant that the City received. The purpose of the grant was to take a look at creating a tree ordinance, a tree master plan and a tree maintenance plan. In addition, they agreed to help with this additional concept as well. She reported that they came out to the site and took a look at Sycamore Street, between Washington and Wythe and took a look at the existing conditions. There were initial conflicts between trees and lighting. She noted that they had pedestrian access complex, due to a tree right in the middle of one of the crosswalks. There was also limited soil volumes and debris in the drainage. This was taken into consideration when making

concepts about how there can be a less significant impact on the sidewalk, integrating traffic calming, and how to integrate stormwater management.

Ms. Siodmok provided Council with the existing conditions as following: there's no green infrastructure; there's impacts such as urban heat island effect, meaning the temperatures higher because of the pavement and the lack of shading; and there's limited visual interest for pedestrians, no bike lanes, damage sidewalks.

She reiterated that the proposed design is just conceptual. She added that there's still work that would need to be done if we were to move forward with implementation. She said, "Taking into consideration how to address those concerns, such as pushing the trees out into the street to create traffic calming, as well as to increase the visible already have businesses potentially having bioswales as well to manage more stormwater, and have less impact on our existing infrastructure, increasing walkability. Having that shade infrastructure as well, traffic calming and looking at bike lanes. She showed a conceptual design plan of this as well, identifying potential trees where these bump outs could go. Having these located near intersections, so they kind of narrow the crossing area for pedestrians and so forth. Here you can see the discussion about these tree bump outs. She showed an example of one in place in Lancaster, Virginia. It's really an opportunity to provide more landscaping, greenery, and water management, as well."

Ms. Siodmok presented a conversation regarding specifically bioswales. She noted that this would increase the stormwater retention that we could have on the street, decreased flooding, filter pollutants. She said, "A black gum tree is great for bioswales because it can handle a lot of water and flooding. It is a great fall color. The honey locust is another option, because it doesn't have an awkward teenage phase, it would grow in a way that's going to have the least amount of impact on the visibility of businesses on the corridor. Its leaves are spaced out enough that will allow visibility. Another option is the Eastern Redbud because this is an understory tree, it's flowering, it's attractive, but it would still add benefits to the landscape as well."

Ms. Siodmok provided next steps. She reiterated again, that this is a concept. She said, "Staff had the conversation, looking at the option. To move forward, a formal design is needed, with community engagement to make sure people are on board and interested. Staff will have to look at where the utilities are located. Staff will also look at opportunities for grants that could help with this project. There's so many tree grants out there. However, once you get to the point where you're doing infrastructure, you have to look at different grant opportunities for stormwater management. The City has worked with the Chesapeake Bay Small Watershed Grant, as well as a Stormwater Local Assistance Fund. She stated that the Chesapeake Bay Small Watershed Grant just closed in April. However, there is an opportunity to look at it in early 2025, if Council wants to wait that long. There's no match required, but one is encouraged. Another grant is the Stormwater Local Assistance Fund. That will open back up August 1. It will require a 50% match."

Ms. Siodmok introduced Assistant Public Works Director Randall Williams. She said, "If Council have any other questions of Public Works. We have been working together on this project."

Vice Mayor Hill recognized Councilman Jones, followed by Councilman Cuthbert.

Council Member Jones thanked Mr. VanVoorhees for the mic.

Council Member Jones stated that he had a couple of questions. Council Member Jones said, "Trees, I love trees. I talk to trees. I touch them and communicate with trees. I do everything but climb them. Trees. I'm looking at what you presented. One of the things you presented was having trees in the street and from that picture look like it's going to be the same mess that we got in front

of the fiscal management building. An accident waiting to happen. We got people now they can hardly drive in the city. And that thing is going to cause an accident and this will too. I am not against the planting of trees. Let me make that clear. But how in the world are we focusing on trees just on Sycamore Street when dog on East Washington Street been damaged and ignored for years! Coming from Fort Lee there is not a single tree in that median! And we have flooding there. That's a problem. Put some trees in the median. I'm going to say no to this unless you include East Washington Street coming from Fort Lee or Camp Gregg- Adams Fort Gregg- Adams coming into the city because it looks messy down there. There is not a single tree down there or anything. I'm going to say no to that. I'm going to say no. Also, you got blindsides. You got trees on the corner. You blocking people's vision with that? Um, one of my questions was who's paying for it? Well, you already shared that with us. So, that's cool. Um, why are we focusing on trees instead of focusing on the trees that can benefit everybody, like fruit trees, and in parks and places like that, that will help the homeless and help feed the people. People can food all kinds of stuff. I mean, we are not talking about trees that people can eat off we're talking about trees that people can see. You know, if you don't eat the right fruit and vegetable, you're aint going to be able to see anyway. So why are we not talking about planting trees we're we can eat off of. Down the line, you know, we're need trees that we can eat off of. We need trees that's going to benefit everything. Not just for some light. You know. Sycamore Street aint the only street in this city. We got a lot of people coming from Fort Lee through Petersburg, and they hit the gas hard. It's nothing there to say slow down and look at this beauty. You know what I'm saying now, Naomi?"

Ms. Siodmok responded, "Sure. And I have a few responses to your comments really quick."

Council Member Jones replied, "I hope one of them is that we're going to put some trees on East Washington Street."

Ms. Siodmok replied, "I will address that."

Council Member Jones said, "Because I got a group of business owners that is out here, right now, that is plotting, not plotting, but planning to plant trees and beautify East Washington Street on their own and they shouldn't have to do that. They shouldn't have to do that. You know, we're going to talk about planting trees on Sycamore Street and then shortening the streets because it's already small anyway, so we want to shorten the width of the streets. We got fire trucks we got to get down the street we got police. If they are on a chase, you putting them in danger too. I don't think um, this should be just for Sycamore Street is what I'm saying to you. This needs to carry on. I'm tired of East Washington Street being ignored everybody in here! I'm tired of East Washington Street being ignored! It's been looking like that since Kmart left them down there! Put a tree or five of them down do something or we got as a faded welcome to Petersburg sign coming from Fort Gregg- Adams. That's pitiful! It's pitiful! It's the worst looking place in the city because we ignoring it! I'm tired of being ignored! That's all I got."

Ms. Siodmok explained that the focus on Sycamore was because the trees were taken out of Sycamore. Staff wanted to bring attention to how we can create the next model segment of how trees could look in the City of Petersburg. She reported that Staff is taking a look at Washington Street and Wythe Street right now in terms of funding through grants to make modifications, having it to go two ways, each way in coordination with I-95. She added that since there is anticipated construction, it could be of concern to plant trees and then six years later have to remove those trees because of those improvements.

Council Member Jones responded, "So we're going to wait six years before even doing the thing. I keep hearing we anticipate this, we're anticipating that. This was before I even got on council that I've been looking at East Washington Street look like that. And I'm tired of it. Everybody had got to

be tired of riding down the street looking like that man. You know. What you got?"

City Manager Altman addressed Council Member Jones. He replied that the part of what Ms. Siodmok and the Green Infrastructure Group is looking at is overall trees in the City. He noted that the section that she mentioned is the piece that's been focused on by the STAR Study, which is the section from the city limits, at the Battlefield Park, essentially to where Kmart used to be, through all the way to about where the railroad track is and splits open into, how many ever lanes. He added that Staff should be able to look at it because it is the gateway into the community for the soldiers and the rest of the community coming into Old Town. He also added that there is a wide median that serves as a stormwater piece with black gums, because the stormwater gets redirected to the center median. City Manager Altman stated that the City may want to work with the business owners along the corridor on how to place the trees and create a nice entrance into the community.

Council Member Jones replied, "And with all due respect, Mr. City Manager, I want everybody to understand that down East Washington Street there's a clear space and place where trees can grow and then be beneficial. But what we're talking about is planting trees on concrete and asphalt, that's going to be maintaining and fixing, like you said, yourself and concrete is already tore up. And we're going to put trees there in, the roots going to grow. You got businesses there and nobody's thinking about your roots going under, they're attacking, the trees go to water. It goes to water. So, you're going to have concrete problems down the line. And I'm not saying not to do it on Sycamore Street. I'm just saying, there's a clear space for a tree to say, "put me right here". Y'all going to take them trees up off of Sycamore Street and put them on East Washington Street! You know, what you do with them. Throw them away probably. What did we do with those trees?"

City Manager Altman replied, "The trees were cut down."

Council Member Jones replied, "See." He said "thank you."

Ms. Siodmok thanked the City Manager Altman for clarification. She informed Council that Staff is going to be doing a tree master plan, which will help identify locations throughout the whole city. She remarked that it's great to hear the feedback from Council. Staff is working with Green Infrastructure on the tree master plan.

Council Member Jones asked, "Will I be off Council before y'all put a tree down there".

Vice Mayor Hill replied, "You will be on Council."

Council Member Jones asked, "Will it be my last year before they put a tree down there. Somebody to tell me."

City Manager Altman replied, "I don't think so. I don't think it'd be last year."

Council Member Cuthbert said, "It is my sense that this is the beginning of the conversation. I am delighted that the conversation has begun and staff has made a good start. I agree that East Washington Street could use some TLC and that trees would be a great way to do it. I looked at the four different species that were suggested, of street trees. I like the brilliant red color of the Black Gum. For the greatest visual impact, it might be wise to make the line of trees consistent and not have any meenie miney moe, down the street, but all one species so that it would really pop. That's an architectural term that I learned "pop". Thank you, Ms. Siodmok for your presentation."

Ms. Siodmok stated that there's concerns with the community forester that if we don't have species diversity, that might impact the whole street should disease or something come through. She

added that there could be more of a concentration that has that visual impact.

Mr. Williams stated that the same group that looked at Sycamore Street, also looked at East Washington Street. However, this is the first presentation that was completed. He noted that there are some gas lines and infrastructure. He reassured Council that area is not being ignored. He added that there are other things to layer with respect to Washington Street and some of the other streets. Mr. Williams added that the decision was made to cut the trees down because some were tearing up the sidewalks. He commented that he would not mind taking down trees if sidewalks are wanted.

Vice Mayor Hill asked Mr. Williams if there was any way to uproot the trees as opposed to cutting them down. He stated that Staff will look at other ways of doing it, but in the meantime, the trees are being cut as far down as possible.

Vice Mayor Hill said to the Public Works Director Jerry Byerly to start cutting grass in the mediums, like today. He added that he has made this request for over a month for Crater Road. He commented that it is like the fifth time he has said this and he is tired of hearing himself. He told them to cut and spray and not spray a whole bunch of weeds.

Mr. Williams replied that he spoke with the contractor that maintains the medium is suppose to provide him with a schedule this week. He added that the city is also looking at a new piece of machinery, a street sweeper with tools that will cut and sweep.

Vice Mayor Hill reiterated that Staff needs to get that done now. He addressed Mr. Byerly. He added that the trash is starting to build up too. He emphasized that it needs to be done like tomorrow. He added that the City has contractors and employees, so we just need to get on it like asap.

Vice Mayor Hill questioned the existence of volunteers, like the beautification committee, that use to assist in beautifying areas like Sycamore in front of the arrow. He said that he wanted to put the areas like that, the area behind the old library, and the roundabout on Staff's radar. He and the Mayor have discussed this.

Vice Mayor Hill noted that the Mayor Parham was not present due to his daughter's graduation.

Mr. Williams stated that the beautification contract expired for approximately 38 locations throughout the City. The plan is to have the contractors that are under contract do grass cutting for those private lots maintain those areas while we put out another contract for beautification.

b. Update on McKenney Building as an African American History and Cultural Center and Archive

Petersburg Public Library Director Wayne Crocker presented an update to council on whether McKenney Foundation is with the repurposing of the former McKenney library as an African American History, Cultural Center, and Archive. The McKenney Foundation has done a lot since they last came before Council and moving toward this end goal. He noted that periodically they would like to come before Council with updates. He thanked Council for their support to the McKenney Foundation. The old library, the McKenney builder, has a new roof. He introduced the board members of the McKenney Foundation and asked those present to stand.

Mr. Crocker introduced Mr. Gil Entzminger, the principal of Enteros Design. He stated that Interiors Design was the architectural firm that designed the new library. He announced that there will be a community meeting on next Tuesday, June 11, at 6 PM, in the Wellness Center on the second floor.

Mr. Crocker thanked the Council once again, especially Councilman Myers, who has been a real champion for this effort.

Mr. Entzminger noted that this is just a preliminary study. He added that there is a lot of further development will have to happen before the project becomes a reality or before the designs are finalized. He provided an understanding of some of the historic significance of the building that make it important to the history of the City. The building was constructed in 1859 by John Dodson, who was the first elected mayor for the City of Petersburg. It was once the primary residence for Billy Mahone, the famous general and Virginia Senator. In 1923, it was bequeathed to the City of Petersburg by Clara McKenney. And then in 1924, it opened as the city library. In 2024, Petersburg Library will be celebrating its 100th anniversary. The library was expanded in 1958, with a major addition that expanded the library, shelving and stacks areas. And in 1960, it was a major focal point for civil rights in the City, and it was desegregated on November 7, 1960. And the facility served as the main library for the City of Petersburg from 2020 until 2014, when the new library was constructed.

Mr. Entzminger stated that they're trying to preserve as much of the existing and minimize modifications. He provided renderings showing the building with minimal alterations to the exterior just preserving and restoring the exterior components of the building and a final rendering. He provided a professional cost estimate for the project, with a detailed estimate in the report provided to Council. Mr. Entzminger stated that the basic construction cost, including a 10% contingency and 6.38% of escalation, would be roughly \$5,986,248. He is suggesting some important components to it that would be required to make it suitable for the archives and exhibit conflict functions. The key component of that is the foundation waterproofing in the building that's about \$279,944. The structural reinforcing for the archives that would be needed to accommodate the archive shelving, another \$109,171. He stated that the construction cost is roughly \$6,375,003 63. He noted that there are other costs that would be associated with the three options for the different types of shelving that could go in the archive space, all would have varied capacity. The least expensive being \$192,000. In addition, there will be costs associated with furniture, technology, audio visual systems, exhibits, design fees, and other miscellaneous soft costs. These that would be associated with the project totaling about \$1.2 million, bringing the total cost to about \$7,833,919. He noted as the project moves forward, additional designs, budgets and estimates will be provided. He stated that the McKenney Foundation is currently developing funding strategies for the project. The purpose of this presentation was to provide Council with an initial overview and current status of the project.

Council Member Jones asked what kind of archives, records, what is going to be in here. He asked is it going to be where we can research things, history stuff, archives on everything about Petersburg and the people in Petersburg.

Mr. Crocker stated that it could potentially hold the artifacts of the City of Petersburg that are in attics and basements of those waiting for the right place, with the right conditions to store them. He added that there are many artifacts that the City does not currently own, especially as it pertains to African Americans in the City, that could be housed in this facility.

Council Member Jones stated "this is real big". He reiterated "this is real big". He thanked everybody. He said "we're moving forward as a City if you don't see it. This is proof. Because back in 1784 to 1789, Mr. Dawson was the first mayor of the City. And when Mr. Billy Maholm was living in this place, won't nothing black coming around that place, unless you were the topic of discussion on a poster board or a flyer that they were looking for you or they were going to sale you. And here we are. I am sure he's turning over in his grave because he fought for the institution of slavery. He fought for it. And we done took his house and made it something where we can

learn, all of us black and white, can learn about all history, especially ours. My hat's off to us for doing this. This is a movement forward for everybody, especially Petersburg. all of us. Tell the story and tell it right, everybody, black history, white history, everything. Tell it all. Thank you."

Vice Mayor Hill thanked Mr. Crocker. He told Mr. Crocker that he always does a great job. Vice Mayor recognized Mr. Walker and others of the Foundation in attendance. He stated that a gentleman, who is a historian, who received an honorary doctorate at Virginia State University. Vice Mayor said that he was at the commencement and they gave him an honorary doctorate. He commented "so that's walking history right there".

c. CDBG Advisory Board Presentation of Recommended FY24-25 Subrecipients and Updates

CDBG Advisory Board Chairman Kofi Adih presented the recommended FY24-25 subrecipients and updates. He explained the purpose of the Community Development Block Grant CDBG program and its funding use. He also shared the composition and purpose of the Advisory Board. He recognized members of the advisory board present. He recognized Jennifer Murphy James, the CDBG administrator since November. Mr. Adih challenged Councilman Jones and Councilman Westbrook to make appointments from their wards to the advisory board.

Mr. Adih informed Council that this year, there was a total of 21 subrecipients, with a total requested amount of \$4,336,326. The largest amount requested was \$1,500,000. The Petersburg CDBG allocation was \$582,410. He CDBG Advisory Board recommend funding to the following organizations for a total of \$494,482:

Alamo Addiction Recovery Center, Inc. for rehabilitation of residential and non-residential structures in the amount of \$31,500.

Petersburg Area Art League for rehabilitation of residential and non-residential structures in the amount of \$18,500.

City of Petersburg Parks, Recreation, Special Events, and Volunteerism for public facilities improvements in the amount of \$212,069.

City of Petersburg Department of Public Works for emergency repair to Farmer Street Pool House roof in the amount of \$2,000.

CDBG for administration in the amount of \$116,482.

Project Homes Citywide Critical Repair for rehabilitation of residential and non-residential structures in the amount of \$113,931.

Public Services recommendations totaling \$87,360 are as follows:

Downtown Churches United for public service in the amount of \$14,560.

River Street Market for public service in the amount of \$14,560.

Lending Helping Hands for public service in the amount of \$14,560.

Healthy Start Loving Steps for public service in the amount of \$14,560.

YMCA for public service in the amount of \$14,560.

Pretty Purpose for public service in the amount of \$14,560.

Mr. Adih stated that this year the application process was fully online through Microsoft 365 Suite. The advisory board added 3 board members and hired a full time CDBG Administrator. He added that there was an allocation of over \$200,000 to the City of Petersburg Parks, Recreation, Special Events, and Volunteerism for park renewal. The advisory board also networked within the community.

Councilman Jones reassured Mr. Adih that he was going to take care of his ward appointment. He commented projects, program services, that improves the lives of residents. He noted that he felt it was so fair and admirable what the Board did this year, which is public service. He added that everybody who applied received the same amount. Council Member Jones said, "you're not picking and choosing, saying this one is getting 10,000 More than that one, and that one is getting 5000 Less, this is so fair. And we appreciate that.". Council Member Jones asked Mr. Adih to explain for the people and public, "how did they advertise about this grant? Who can apply? And when can they apply?"

Mr. Adih explained that they advertised via the city's social media feeds and in the newspaper. He added that a public hearing of need was held that was advertised weeks in advance. There are also other meetings as well. They also get out and engage within the community.

Council Member Jones said, "You also mentioned code enforcement and demolition, which is some things that we talk about a lot. The City is in need help with getting a lot of these structures knocked down that's been sitting like this for 20 years, dilapidated and all along Harrison Street and some of it is in some in every ward. How can we get help with this fund to help us with code enforcement and demolition of dilapidated properties? Because imagery is everything. We got our kids leaving their homes riding on school buses to school seeing a whole lot of hell along the streets."

City Attorney Williams stated that he knows the City has used CDBG funds in the past to address demolitions. He added that in previous years they did about 13 demolitions using CDBG funds.

Mr. Adih added that demolition has been done in the past, they need to apply. Applications open up in January, and close in March.

City Manager Altman added that there's funding allocated towards Neighborhood Services, to assist with building demolition in the current year's budget and previous year's budgets that we've got. He added that the City must spend that because if you don't spend it all in one year, you have a time period, you have to spend and as long as meet our timeliness requirement for overall expenditures during the year. He added that there is funding available, I believe in the proposed recommendation to assist with that also.

Council Member Jones asked if the CDBG Admin was \$100,000. He asked is that for the salary for the new administrator or is that spread out. He said that it looks like we're applying for our own grant to pay for stuff. He asked how does CDBG administration apply for CDBG Grant.

City Manager Altman explained that the funding formula allows each community to utilize a certain portion of the percentage of the funds to support the administration of the program. He added that it can go toward salaries, office supplies, advertising. He noted that the city can utilize CDBG dollars as opposed to using general fund dollars to accomplish these efforts.

Council Member Jones asked for confirmation that only one church applied.

Mr. Adhi responded, "yes".

Council Member Cuthbert asked City Manager Altman a follow up to his comment that there is an unspent prior allocation for code enforcement and demolition.

City Manager Altman replied by saying "not necessarily for code enforcement. However, in the past, the City provided funding, if we haven't spent it all we can continue to spend it within a certain period of time before we have to reallocate funds. The effort is we have funding in the current year CDBG budget towards funding available from CDBG for demolitions, and we have in your proposal \$95,000 for demo work and the proposed CDBG budget. I think in the past we've allocated \$100,000. I don't think it's been consistently the same amount, but I do remember \$100,000 was allocated I think two years ago."

Council Member Cuthbert questioned that we're now at June 4, 224, is there an unspent allocation for demolition?

City Manager Altman replied that he was not sure if there was an unspent allocation nor what that amount is. He added that if there is an unspent allocation, it does not have to be spent by June 30 because the key for HUD is a timeless requirement that in May you have to hit for a certain percentage of the funding expended. He added that if you hit that, then you use some projects carryover. He provided an example of a support project of houses and the rehab goes past a budget year. The timeliness piece comes in with HUD. So, you don't have the funds disappear on June 30, like the general fund. They can be spent through the next fiscal year.

Council Member Cuthbert responded "yes, but the city can't apply for additional funds for demolition through CDBG. If we haven't spent our allocation totally within the current fiscal years, I think".

City Manager Altman responded "you can apply it".

Mr. Adhi commented that there is a drawdown schedule. He added that the City Manager is correct, that you have to draw down a certain amount of the allocation so that you won't be penalized by HUD. He added that as long as you have that certain drawdown percentage, you can carry over to subsequent program years.

Council Member Cuthbert responded that we're short on staff in code enforcement. He added that we have been short on staff in code enforcement for the past eight years, and this is a source of money. He asked if any of the money for the upcoming CDBG budget proposed for code enforcement.

Mr. Adhi replied, "negative". He added that in the past years, code enforcement was funded. He stated "to be honest, we're under the recommendation that for those type of operations, we propose that to come out of the general fund and out of the general budget. We have funded code enforcement for two years in a row, and as you stated, is still under staff." Mr. Adhi added that the board felt that it was time to go in a different direction, instead of funding code enforcement year after year after year and still seeing the same systemic problems.

Council Member Cuthbert responded, that he feels kind of like a blind man in a cave trying to figure this thing out. He stated that all he knows is the City has been short staff in code enforcement for eight years and he sees no movement toward changing that. He said that maybe it is not due to CDBG money, because we got a surplus, apparently, but we still don't have the staff. He asked Mr. Altman how do we address it. He asked Mr. Altman how do we solve it. He commented that he

thinks its time to solve this problem, rather than talk about it.

City Manager Altman replied by saying, "So the question, I think, really the vacancies that are in code enforcement, and filling those, and then the discussion of adding additional positions. The class in comp study will address salary disparities within the market to help raise that up; then two the additional positions. Yes, a funding source for additional positions could be CDBG funding. But it sounds as the committee is determined that they're not sure that's the right source of funding; or they don't get a bigger pot bang for the buck on a project there. So, then we would need to look at if we want to add additional positions, how many would we want to add and work that into the general fund budget for the upcoming years. I think most importantly, we've got to work on filling the existing vacancies we have now and getting an established steady workforce, and then begin to add positions over time."

Council Member Cuthbert commented, that while he agrees that there is no sense in funding additional positions, if we've got the money to pay for positions that are remaining unfilled. He added that we just got to increase the RPM on this code enforcement.

City Manager Altman replied, that he heard what Council Member Cuthbert was saying. He added that we can adjust salaries, we can reduce costs on health insurance, but we can't make people apply for the jobs. He commented that we've got a recruitment effort that we would need to look at on how to recruit people into doing and having done code enforcement. He said, "You are kind of like the bad guy. I mean, you're the guy out there telling everybody what they can and can't do. And that's not everyone's cup of tea. So, it's getting people to apply. We can't control that piece of it, but we can address salaries and address the insurance to make the positions more attractive to people. But also creating an environment where there's support for those individuals that are doing those jobs. So, they can go out and have the confidence to go out and do it, enforce it, and then make those improvements whether it be through rehab or demolition and improve the community. So, we're working on those items. Council approved the reduction of the health insurance to make that more affordable. The class and comp study is going to help with the compensation piece from a regional competitive perspective. Now, we just need to be able to recruit people to come in.

Vice Mayor Hill said, "Okay, hold on, before we go any further. Do we have any other questions for the CDBG?"

Council Member Cuthbert replied, "Well, before we leave that I'm going to finish this off."

Vice Mayor Hill replied, "I'm not going to leave that right there. But I just wanted any more question towards him?"

Council Member Cuthbert replied, "I beg your pardon. You don't want to talk about this anymore?"

Vice Mayor Hill responded, "No, I said I don't want him just standing up there. We're talking about what we can do. So, any more question towards him? Thank you, Mr. Kofi. I appreciate you. I appreciate you. And then now we can go ahead because you're addressing to him. Go ahead. You can go."

Council Member Cuthbert said, "Yeah, thank you, Mr. Altman, we got to have a plan, because all I've heard is talk. And it's, it's really, we got to fill these positions with people who do the job and do the job well. How many code inspectors do we have now? Just one?"

City Manager Altman replied, "No, we've had some we added some positions recently, I don't know the total number of vacancies we have off the top of my head. But we have added some additional

positions. Recently, I saw some PDFs come through. But again, at the end of the day, I can't make people apply for the job, right. So, I get I understand what you're hearing. I don't disagree with you. We need to have more people. We've got some pieces to put in place that I think will help us attract individuals. But again, we can create the environment, we just have to have people willing to apply for the position.

Council Member Cuthbert asked, "If we, you have exhausted efforts to lure people away from let's say, nearby municipalities."

City Manager Altman answered, "The salary piece is going to help us. We are a little bit behind the curve. That's where that's going to help us. I can I can say that. Well, that's something when we're talking about luring, that's where the adjustment in the class and comp of the salaries will help us potentially in that manner.

Council Member Cuthbert stated, "That is something you got control over. I for one will be very grateful if we have a full staff in code enforcement that enjoys doing the work and does the work well. I certainly don't want non performers in there. But I think the carrot that's going to attract the talent is going to be that that paycheck. Greed. Thank you. Thank you, Mr. Vice Mayor."

Vice Mayor Hill said, "Thank you, Councilman Cuthbert. And until that point, we have had, I know that Public Works and all the agencies have had job fairs, and everything. And we tried to be more enticing as a City overall, and we're going to be doing something upcoming in our budget, that should reflect that. And we're working on the health piece, the insurance piece. So prayerfully will be even more enticing than what we are now. And you know, one of our main concerns is also keeping individuals here, who's here now, but also attracting new talent. And it was well so we have some things coming up in the budget that should address those things throughout the whole city. Thank you, members, thanks to the CDBG fund and we will address that again."

8. MONTHLY REPORTS:

There were no items for this portion of the agenda.

9. FINANCE AND BUDGET REPORT:

FY2023-2024 City of Petersburg Budget vs. Actuals

Garry Cozier, Budget Manager, presented the FY2023-2024 City of Petersburg Budget vs. Actuals as of May 31, 2024. A copy was provided to Council.

Mr. Cozier reported that right now the City is at 74% of total projected revenues. He noted that is important to note that we're still expecting revenues to come in after the fiscal year close that will be accrued back to this fiscal year. So, in July and up to August, we still claim money for FY 24, even though FY 25 has already begun. And that's just simply due to the time in certain programs and timing to where we receive money from the federal government and the Commonwealth.

Council Member Myers left the dais at 6:27 p.m.

He reported that the General Fund expenditures, are right now at a total 88% of all the expected funds. There is a spending freeze currently underway. So only necessary purchases and purchases related to public safety are being approved right now. There's still a remaining balance as of May the 31st of \$10 million unspent dollars. All the other funds revenue category, most of the major funds are on track. Mass Transit is waiting for federal funds. Expenditures for the other funds are pretty much tracking

pretty good. Street's revenue well exceeds expenses. Public utilities revenue well exceeds expenses. Stormwater, we don't have many expenditures. The Dogwood revenues exceed expenditures also. Mass Transit is overall 62%, which is on track for the year. 92% of the Year is gone with us being in the last month of our fiscal year. He said, "So, these numbers are really good."

Council did not have any questions of Mr. Cozier regarding this report.

10. CAPITAL PROJECTS UPDATE:

There were no items for this portion of the agenda.

11. UTILITIES:

Public Works Monthly Report

Jerry Byerly, Public Works & Utilities Director, presented the Public Works monthly report. He reported that water utilities completed 7 work order, wastewater completed 18, water meter work orders completed 176, and utility billing completed 289. He added that there were 75 water terminations. 168 new services, and 46 read and locked. Mr. Byerly added that water utilities were out tonight on a water leak tonight. He added that they prepared a leak today, did a new tap today, and now they've got a 16 inch main they're working on tonight. He commented that "those guys are busy."

He reported that East Washington Street and West Washington Street are in a state of good repair. The funding repaved both ways and included new roadway markings. Mr. Byerly provided the initial paving list for next budget year funding proposed total is \$2,045,720. The list includes East Fillmore Street - \$325,000, South Crater Road to Rives Road to City Limits - \$291,674, Madison Street to East Washington Street to Bollingbrook Street - \$315,328, Birdsong Road to Flank Road to Johnson Road - \$205,177, Cox Road to Spring Street to Seaboard Street - \$9,422, Ferndale Avenue to Spring Street to Seaboard Street - \$18,367, South street to Farmer Street to Lee Avenue - \$247,909, Rives Road to South Crater to Corporate Road - \$362,286, South Sycamore to South Boulevard to South Crater Road (VDOT Funding Shortage \$58,897). He noted that the final paving list will be adjusted to match approved funding level for FY25.

Mr. Byerly reported that the Streets Division has 14 vacant positions, so we're operating at about 55% operational capacity. He stated, "So to your point, Vice Mayor about picking up trash. We'll move the inmates out of the graveyard tomorrow at Blandford and get trash picked up along Crater. We will lose a day mowing at Blandford. That's a pretty hot topic in summertime."

Mr. Byerly reported that Facilities and Grounds did an electrical service receptacle install at Pleasant Lake Picnic Pavilion. They removed a historic original cast iron fence from the Comstock Castle at the Old Hospital site and placed it in storage. Dead trees were removed from Poplar Lawn/Central Park. He reported that they're working on a plan to get trees removed and replaced with a species that is not so prone to disease like the ash trees. The high grass hotline is staffed for this grass season. The mowers and equipment had been reworked or worked, blade sharpened, and fluids changed. He reported that mowing season is now in full swing. Mr. Byerly reported that the Petersburg Legend Park Tennis Courts nets and poles have been reinforced and new screening has been installed around courts. The modernization of the Fiscal Services building has begun (painting, carpet, new lighting, and new flooring). The new roof is being installed at the Health Department.

Mr. Byerly said, "The Stormwater Division has begun its Citywide Drainage Study. The data collection inventory phase is winding down and they're about to start the modeling phase. The Construction bid phase is about to begin on multiple projects, including North Whitehill Drainage Improvements – Phase

I, Fleets Branch Stream Restoration Project, and Wilcox Dam maintenance has been rolled over into the dam improvement construction project.” An engineer submitted an application for approval for the path forward for a successful floodplain management review to reestablish the sinkhole/culvert replacement on West Bank Street. They submitted on 5/16. He reported that we had a 30 day window to review and approve or deny. External consultants were retained to satisfy the DCR requirements. He stated that round four application is being considered by DCR for award. The City has multiple projects that are running. The EPA dispute has been resolved in our favor and consent decree was assigned by all parties. He added that they have successfully submitted the City's Bay Act Local Improvement report to the DEQ by March 15. He reported that 95% of all stormwater reviews and inspections were completed within a timeframe established by the State, 41 stormwater site reviews were completed, and 17 stormwater/soil erosion building permits were reviewed and completed.

Vice Mayor Hill asked Mr. Byerly for the total number of employees and vacancies

Mr. Byerly replied that he was not sure, but can email that number to the Council or Manager to distribute to Council.

Vice Mayor Hill asked about the work being done by the inmates at the cemetery.

Mr. Byerly replied that the bulk of the morning work is done by the inmates at the cemetery. He said, “Streets are at half capacity. We have people picking up trash on the streets every day. If there are areas that we need to concentrate on, we will have to put the inmates out on streets. They're not fixing potholes, patching streets, fixing curb and gutters, and type thing. So, we can bring them out of the cemetery. But we'll lose a day of mowing if we do that.”

Council Member Jones said, “Thank you, Mr. Vice Mayor. Mr. Byerly, how you doing?”

Mr. Byerly replied, “I'm good, sir. You?”

Council Member Jones replied, “All right. Can you go back to the first slide? About the work orders? While he is going back to that slide, I want to piggyback on the question Vice Mayor asked you. He asked you how many employees you had working for you? How long have you been here?”

Mr. Byerly replied, “11 months.”

Council Member Jones said, “11 months. And before that you were here before? Right?”

Mr. Byerly replied, “Yes, sir.”

Council Member Jones said, “You've been here 11 months. And you can't tell us and this is not beating you down. I want to make sure I let you know that. But you can't tell us how many employees working for you.”

Mr. Byerly replied, “No, sir.”

Council Member Jones asked, “Why is that?”

Mr. Byerly replied, “we had at least one released today. I believe paper said and one on Friday. So, I can't give you an exact number. I don't know exactly.”

Council Member Jones asked, “Aren't you the Department Head?”

Mr. Byerly responded, "Yes, sir. I am."

Council Member Jones asked, "So, why can't you tell me how many people are working for you?"

Mr. Byerly replied, "Because I don't know."

Council Member Jones asked, "Why don't you know?"

Mr. Byerly replied, "I answered 100 emails this morning sir. I spent my day out on a water leak. We've got problems with two tanks. We're working on it several meetings and I did not do a head count on how many people I have."

Council Member Jones asked, "Do you have meetings with your people?"

Mr. Byerly responded, "Yes, on a regular basis"

Council Member Jones said, "I find it hard to believe I did his whole city we can only do seven work orders in one month."

Mr. Byerly responded, "That's all that's all. They did more than seven they did."

Council Member Jones said, "I would believe it even better if you knew how many worked for you."

Mr. Byerly responded, "They did more work than seven work orders. There are other things to be done as well."

Council Member Jones said, "Why am I looking at a number seven right here."

Mr. Byerly responded, "There were seven work orders assigned to them, and they completed those. But they did more work than those seven work orders. Not everything done is based on the work order."

Council Member Jones said, "I think you need to grow a relationship with your people. And no disrespect to you. There's a lot of people that work hard for you."

Mr. Byerly responded, "I understand that. I talk to them."

Council Member Jones said, "But you don't know who they are. It's like having a big church congregation and you don't know the members."

Mr. Byerly responded, "Pardon me. I didn't say I didn't know who they are. I don't know the exact number of people and I don't know the exact number of vacancies".

Council Member Jones asked him to give him a guesstimate of how many.

Mr. Byerly replied that there was, the last time he looked, about 90 slots in the department. He commented, "Roughly." He stated that there are 14 missing from streets, probably 8 from utilities. He added "we're about a third down from that."

Council Member Jones said, "I'm going to get off that horse. I want to go to the next thing. Paving. I know, we talked about paving a long time ago. Right? And I'm seeing streets. Go to that page with the paving on there. And that looks good. Appreciate that, looks real good. Thank you. But go to the list,

please. Yeah, some of those streets have been paved two and three times. And you got Berkeley Minor, which is an area who pay high taxes like everybody else. But this is a high taxpaying area. And we haven't had the streets paved yet since I've been I've been out there. I've been out there for 20 years. And I haven't seen one street in Berkeley Manor paved, maybe Normandy. But that's it. And I got a problem with that. And we need we talked about getting it added to this list. And you said you were looking into it. And it's not added to that list. And you don't have to answer that right now. Just want to bring it to your attention. Berkeley Manor needs to be paved. It hadn't been paved since he'd been built."

Mr. Byerly replied, "And the month after you asked me that question, I came back with a cost to do the areas that council asked for that night. And those were higher than the total for that was more than the whole budget for this year. So, none of the streets like the one you just saw Washington would have been paved this year.

Council Member Jones stated, "so that brings us back to prioritizing. What gives these streets more priority over others? I don't understand. I asked for this thing a long time ago."

City Manager Altman replied, "Part of it is these streets have been in the queue for a long time. So, what you run into is if we insert all the streets in Berkeley Manor would pretty much take the budget, all the budget and all the streets off. So, these folks have been waiting in line to get their streets paved. If we go in and insert streets and kind of cut in line, if you will that creates some problems. So, we're trying to work through a process. There are some ways, we've got a city engineer on board now. We've been working to fill that position for quite a while. And there's some programs that he's knowledgeable of that may allow us to increase the funding that we can get to do more paving, and each year. And we've also had a conversation about instead of just always just doing complete repays doing some slurry seal, which will stretch our dollars and get more surface done in the in this community. So, there are some things that we're looking at, to stretch our current dollar, but also some programs to leverage our dollars to get more dollars. We certainly can have that conversation with counsel about priorities. But staff doesn't want to kind of cut people off that have been waiting in line for a while."

Council Member Jones said, "At one time we used to have, in the city, a paving schedule. And you will see paving done on a regular basis in all areas. And now we got a lot of streets, not just Berkely Manor, but in all the wards, have been neglected. You know, and it's sad because it looked like to me, we're just throwing some streets out there to just to say we put some pavement down. Now, I'm going to get off of that horse. My next thing is the fiscal management building. That building is a disgrace for our safety. It's missing ceiling tiles, you got mold growing in it. I don't know if the sprinkler system work. Snakes are in there. All kinds of stuff. So, what kind of modernization we do unto another didn't turn it down. Mr. Byerly? What you going to do, put a doorbell on it. What we doing to it?"

Mr. Byerly replied, "Let me get back to the slides so that I can answer your question. They are doing painting, carpet, new lighting, and new flooring.

Council Member Jones replied, "Okay. Thank you."

Mr. Byerly added, "And the sprinkler system I believe was inspected in April."

Council Member Jones asked, "Can you provide us with a copy of that report, the sprinkler report, with the deficiencies?"

Council Member Jones said, "Not today, but when you can."

Mr. Byerly responded, "Pardon me, but I'm old. If I don't make a note, I'll forget it."

Council Member Jones said, "Next thing, real quick, Wilcox Dam. I don't know if y'all rode past this thing. But the trees are growing almost off to the s-curve."

City Manager Altman replied, "So the that that particular issue, we have a grant. We've engaged the Timmons group to develop a plan to do the dam restoration. We just can't go out there and start cutting trees, because that'll affect the dam itself. So, we're working through the plan. We have the grant through DCR, to develop the plan, to stabilize and fix the dam. And then we'll come back and apply for the funding to actually implement the plan. So, we're working towards stabilizing the dam at Wilcox Lake to make sure that it's in good condition and then fix it permanently. And at that time, we'll take the trees down as part of that process."

Council Member Westbrook said, "Thank you, Mr. Byerly. Just to pick up where he left off and City Manager, Mr. Altman. Being on the Wilcox Lake Conservancy, we've been talking about, in the last a week, the Governor has made a concerted effort about dam restoration, or safety in Virginia. So, please talk to Mr. Kenneth Lewis. I think there is some extra money or attention can come from Governor Youngkin's office about dam improvement. And I think that would be really good for Wilcox Lake area. I'll make sure that I get you that at the end of the meeting. I'm going to speak with Mr. Williams next week. But one of my main concerns, I'm not going to go down a litany of things, but when you're getting off of Squirrel Level Road, and you make a left onto Defense Road, right by the lay yard, I have an issue with first of all the trees on the right hand side. So, if you're traveling back toward the city, towards Ramblewood, the height sign of the underpass is covered up because of the trees. And even where it's placed. I would say I'm not a good estimate. But I would give it about 100 yards, that you've already made the left. And then you see the sign for the height of the of the underpass. And what usually happens is usually like at least once a month, tractor trailer will make that left, and then they see the sign and they try to turn around in the open area right before the underpass and get stuck. Can we do something about moving that sign back closer to the actual intersection, so that the trucks don't make a left turn? But until that, can we cut back that growth? Because it is covered when you make that left off of Squirrel Level on to Defense Road."

Mr. Byerly replied, that he will get the streets in the morning to get the trees in front of side cut back. He commented that is a quick thing we can do that. Then after they do that, they will do an assessment to see if the sign needs to be moved. He added that they can obviously move it up.

Council Member Westbrook asked, "Council Member Smith-Lee, if you don't mind, can I put you on the spot?"

Council Member Smith-Lee replied, "No."

Council Member Westbrook said, "Well, I am. There is an issue at Pleasants Lane about a drainage sinkhole that Council Member Smith-Lee alerted me to. So, I'm bringing that up Pleasants Lane. I will get with Mr. Williams next week. We're going to have a meeting."

Council Member Smith-Lee replied that it was behind the school.

Council Member Westbrook said, "It is behind the school. I will actually show Mr. Williams and everything. So, while we're in an open forum, I'm just bringing it to your attention. Thank you, Mrs. Smith-Lee."

Mr. Byerly asked, "Is that on school property?"

City Manager Altman asked, "Is that in the courtyard?"

Council Member Smith-Lee responded "Not the one in the courtyard. I think they want to do a garden."

City Manager Altman replied, "I think we sent some pictures inside the courtyard, there was an issue."

Vice Mayor Hill asked City Manager Altman to get back to him about the sinkhole on Bank Street, where the old DMV use to be.

City Manager Altman responded, "Unfortunately, as our friend in the front row knows, that one is on private property. Currently, the owner is working to get that resolved. They are working with their engineer to get that resolved and fixed, but it's on private property. We keep pushing the owner to get it resolved as much as we can. The state DCR has gotten involved. I think we have a meeting coming up here shortly to talk about it again with everybody."

Mr. Byerly added, "I believe their initial plan was submitted us on the 16th for our review."

Vice Mayor Hill said, "For safety measures, we need to be trying to work with them to help push them along. We've done other projects where we have worked with other developers and things of that nature. So, we need to be trying to work to get that done."

City Manager Altman responded, "Absolutely. The initial plan they submitted DCR rejected the design. So, they had to go back and reengage their engineer to come back with a better design."

12. STREETS:

This report was provided under the Public Works & Utilities Monthly Report.

13. FACILITIES:

This report was provided under the Public Works & Utilities Monthly Report.

14. ECONOMIC DEVELOPMENT:

There were no items for this portion of the agenda.

15. CITY MANAGER'S AGENDA

There were no items for this portion of the agenda.

16. BUSINESS OR REPORTS FROM THE CLERK:

City Clerk Hill said, "One thing that was brought to my attention tonight and something that's actually on my to do list, is to advertise for vacancies for boards and commissions. So, if counsel please, I will be advertising for vacancies for boards and commissions so that we can go ahead and get some applicants to fill those positions."

17. BUSINESS OR REPORTS FROM THE CITY ATTORNEY:

There were no items for this portion of the agenda.

Council Member Cuthbert announced that he will be holding a ward meeting at the Pocahontas Historic Chapel on June 20th at 5:30 pm. He will be getting a notice out about that. He asked the Clerk of Council to do it. He said, "But since our next council meeting is only two days before June 20. I thought

it would be prudent to say something about that tonight. So, if you're interested, I hope you will be come to the meeting on June 20. We're going to talk about the Jarratt House. We're going to talk about the heavy truck traffic that is now going down Roth Street. And how to divert that to a path that does not impose on the Pocahontas community. The historic Pocahontas Chapel on Witten Street."

Council Member Jones announced that he will be holding a meeting for Ward 1 on, Thursday, June 20, 2024, at 6pm to 8pm. The meeting will be held at the Finger Taste Restaurant, located at 1600. East Washington Street. He said, "Some of the things we're going to talk about is what can we do as citizens that we can do on our own without waiting for the city to do for us. So, a lot of things, a lot of responsibility we have as citizens that we can go ahead and do. I know I stay hard on the city and us about doing things. But there's a lot we can do on our own. So, I invite you guys to come. And you're going to be in a restaurant you've never been in before. And you're going to see his Washington Street now and you're going to see it in the future on what we plan to do with it. So, I just want to welcome you guys to that. And also want to say congratulations to the Class of 2024 of Petersburg High School. My daughter's graduating this Saturday with the rest of the team. And so, we just want to wish them luck and y'all see these guys give them some words of advice and words of encouragement. That's how I got here. But people didn't give me no money. But they talked to me. They gave me words of encouragement. This is why I am who I am today. So, I want to say thank you. And we want to thank those young folks and see them all well. Thank you.

Vice Mayor Hill said, "We have a report. We had a giant of a person who passed in our community, Dr. Colonel Porcher Taylor. I'm going give the floor to our Annette Smith Lee who was the godchild to the Colonel Taylor. She's going to give some information on dates."

Council Member Smith-Lee said, "Colonel Porcher L. Taylor, Jr.'s wake will be on June the 28th at 6pm at Good Shepherd Baptist Church. He will be funeralized on June the 29th, which is Saturday at noon at Good Shepherd Baptist Church.

Council Member Westbrook said, "I would think it would be remised if we didn't announce, please come out and support. Ms. Pat Heinz and the Halifax Triangle Jazz Festival going on this weekend, Friday, Saturday and Sunday. Hopefully, the weather will be very permittable so that everybody can come out and enjoy themselves. Bring your chairs. Just come out for a good community event. I'm glad did Ms. Hines pulled it off again, with the help of everybody involved. I don't want to miss anybody. So, I'll just call her out. And one last thing. Ward 7 is tentatively planning a meeting as well on June 20. More information to come.

Vice Mayor Hill said, "Okay, June 20. You're going to have staff?"

Council Member Westbrook replied, "Tentatively."

Vice Mayor Hill said, "But he has his on June 20. So, you guys. Okay. So, everybody's going to be all over. Okay. All right."

Council Member Smith-Lee said, "Juneteenth is going to be on June the 15th at the Petersburg Sports Complex."

Vice Mayor Hill said, "Yes, thank you. Juneteenth, we celebrate that on the 15th at the Petersburg Sports Complex. Thank you. I just remind our clerk it's been a we just, I know you're recording and you're doing a lot of writing right now. Just record the spirit of our conversations that we have in our meetings. I think that will suffice that which Ms. Rudolph was talking about when we record things of that nature. But also, I want to say that we enjoy having you here. We thank you for being here. And I know it's a learning curve that we all going through. So, we appreciate everything that you're doing thus

far. We appreciate you. With that being said, Can I entertain a motion to adjourn?"

18. ADJOURNMENT:

Council Member Westbrook made a motion to adjourn. Council Member Smith-Lee seconded the motion. On roll call vote, Yes: Cuthbert, Jones, Westbrook, Smith-Lee, and Hill; No: None; Abstain: None.

The City Council adjourned at 6:52 p.m.

DRAFT



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Margo Hardy

RE:

- **Approval of Resolution to Authorize the Grant Application for the Virginia Juvenile Community Crime Control Act Funds - Pages 31-33**

PURPOSE:

REASON: In 1995, the General Assembly enacted the Virginia Juvenile Community Crime Control Act (VJCCCA) that restructured funding for local juvenile justice programming. Block grant funding was discontinued for all programs except secure detention. Established block grant funds formed the basis for VJCCCA. The General Assembly appropriated additional funding so that all localities could implement programs and services to meet the needs of juveniles involved in the juvenile justice system.

RECOMMENDATION: Approval of resolution authorizing the grant application for the Virginia Juvenile Community Crime Control Act Funds

BACKGROUND: The Petersburg Juvenile Community Crime Control Program strives to provide the youth and families in the City of Petersburg a safe, nurturing community that will provide for their needs, recognize their strengths and support their success. Its mission is to increase public safety by reducing juvenile delinquency through effective prevention, intervention, and treatment services that strengthen families and changes the lives of at-risk youth.

COST TO CITY:

BUDGETED ITEM:

REVENUE TO CITY:

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. Virginia Juvenile Community Crime Control Act Resolution

**A RESOLUTION TO AUTHORIZE THE GRANT
APPLICATION FOR THE VIRGINIA JUVENILE
COMMUNITY CRIME CONTROL ACT FUNDS**

WHEREAS, the City of Petersburg shall participate in the Virginia Juvenile Community Crime Control Act; and

WHEREAS, the Act is administered throughout the Department of Juvenile Justice and replaces the block grant system for all community-based programs and services, except detention homes; and

WHEREAS, the purpose of the Act is to establish balanced, community-based systems of sanctions, programs, and services for juvenile offenders.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Petersburg, that it hereby authorizes the grant application for Virginia Juvenile Community Crime Control Act.

BE IT FURTHER RESOLVED, the City shall participate until the City Manager notifies the Department of Juvenile Justice in writing that the City no longer wishes to participate.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Larry Mann

RE: **A Request to Schedule a Public Hearing on the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and ending on June 30, 2025, for Gant 521288-FY25-School Resource Officer Grants - SRO - Pages 34 - 38**

PURPOSE: To request an Official Public Hearing Requesting approval from City Council to appropriate the funds for the School Resource Officer Grant.

REASON: Petersburg Bureau of Police was awarded \$186,154.00 for **Grant 521288-FY25 - School Resource Officer Grants - SRO** in schools, along with uniforms and equipment.

RECOMMENDATION: Recommended that the council accept the funds for the School Resource Officer Grant to be spent in the fiscal year.

BACKGROUND: The Petersburg Bureau of Police applied for and was awarded the School Resource Officer Grant, it will allow the addition of two School Resource Officers.

COST TO CITY:

BUDGETED ITEM:

REVENUE TO CITY:

CITY COUNCIL HEARING DATE: 7/16/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES:

AFFECTED AGENCIES:

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:

REQUIRED CHANGES TO WORK PROGRAMS:

ATTACHMENTS:

1. 2024 SOGA signed

2. SRO 24-25 Grant Ordinance



COMMONWEALTH of VIRGINIA

Department of Criminal Justice Services

The Honorable Jackson H. Miller
Director

Tracy Louise Winn Banks, Esq.
Chief Deputy Director

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

May 30, 2024

John Altman
City Manager
135 North Union Street
Petersburg, Virginia 23803

RE: 521288-FY25 - School Resource Officer Grants - SRO

Dear John Altman:

Congratulations on being a recipient of the above referenced grant program! Your DCJS grant award number is **25-238-C** and was approved for a total award of **\$234,900**, funded through Award Number **2025-FREE-GRANT**. The project period is **7/1/2024** through **6/30/2025**.

Included with this letter is your Statement of Grant Award/Acceptance (SOGA), Special Conditions, Reporting Requirements, and Projected Due Dates. In addition, there may be "Action Item" Special Conditions related to your grant award called *Encumbrances* that require your immediate attention. If there are any, please submit those documents via the On-line Grants Management System (OGMS) at <https://ogms.dcjs.virginia.gov/>. Additionally, if you cannot access your grant in OGMS, your application may be under negotiation. Please check your email and/or spam for OGMS correspondence and follow up with your DCJS Grant Monitor.

If you have not previously done so, you must register 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. If you have questions, contact your DCJS Grant Monitor **Michelle Miles** at **804-225-1846** or via email at Michelle.Miles@dcjs.virginia.gov.

Sincerely,

Jackson Miller

STATEMENT OF GRANT AWARD (SOGA)

Virginia Department of Criminal Justice Services
1100 Bank Street, 12th Floor
Richmond, Virginia 23219

521288-FY25 - School Resource Officer Grants - SRO

Subgrantee: Petersburg
 DCJS Grant Number: 25-238-C
 Grant Start Date: 7/1/2024
 Grant End Date: 6/30/2025

Indirect Cost Rate: _____% *If applicable

Federal Funds:
 State Special Funds: **\$186,154**
 Local Match: **\$48,746**

Total Budget: **\$234,900**

Project Director	Project Administrator	Finance Officer
Larry Mann Captain 37 East Tabb Street Petersburg, Virginia 23803 804-896-6206 Lmann@petersburg-va.org	John Altman City Manager 135 North Union Street Petersburg, Virginia 23803 804-733-2301 maltman@petersburg-va.org	Leon Glaster Chief Financial Officer 144 North Sycamore Street Petersburg, Virginia 23803 804-733-2337 lglaster@petersburg-va.org

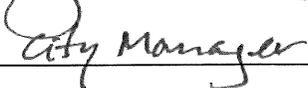
***Please indicate your ICR in the space provided, if applicable. As the duly authorized representative, the undersigned, having received the Statement of Grant Awards (SOGA) and reviewing the Special Conditions, hereby accepts this grant and agree to the conditions and provisions of all other Federal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

Signature:



 Authorized Official (Project Administrator)

Title:



Date:

6.7.2024

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE
MAKING APPROPRIATIONS FOR THE FISCAL YEAR
COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025
FOR “School Resource Officers”**

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

I. That appropriations for the fiscal year commencing July 1, 2024, in the “Project Type” for the following resources and revenues of the city for the fiscal year ending June 30, 2025.

Previously adopted Revenue: \$0.00

ADD: RE: 521288-FY25 - School Resource Officer Grants - SRO Total Revenues \$186,154.00

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2024 and ending June 30, 2025, the following sums for the purposes mentioned:

Previously adopted Expenditures: \$0.00

ADD: Grant ID- 521288-FY25 - School Resource Officer Grants \$186,154.00



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Leon Glaster - CFO

RE: **A Public Hearing for the Consideration of the City of Petersburg's FY2024-25 Proposed Revised Operating Budget - Pages 39 - 169**

PURPOSE: A public hearing for consideration of the City of Petersburg’s FY2024-25 Proposed Revised Operating Budget.

REASON: A new public hearing is requested to be held in accordance with Section 15.2-2506 of the Code of Virginia, on the proposed budget of the various funds, known as ‘All Funds’ in the amount of \$138,950,179. The All Funds Budget for the fiscal year commencing July 1, 2024 and ending June 30, 2025 requires approval, adoption & appropriation by City Council.

RECOMMENDATION: Staff recommends that City Council approve and adopt the City of Petersburg’s FY2024-25 Proposed Operating Budget & Appropriation Ordinance following the public hearing.

BACKGROUND: The City Manager has proposed a revised operating budget across all funds of \$138,950,179. The Finance Department will conduct a public hearing on June 18, 2024. The final step is for City Council to adopt the FY2024-25 Proposed Operating Budget and approve the appropriation ordinance.

COST TO CITY: \$138,950,179

BUDGETED ITEM: N/A

REVENUE TO CITY: \$138,950,179

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. FY24-25 Proposed Budget Presentation Revised
2. FY24-25 Proposed Operating Budget REVISED
3. FY25 Budget Ordinance - Revised

FY24-FY25 Proposed Operating Budget



All Funds Summary

REVENUES		
FUND	2023-2024 AMENDED	2024-2025 PROPOSED
General Fund	88,083,817	94,384,922
Grants Fund	1,829,951	10,746,733
Streets Fund	6,756,606	7,973,243
CDBG Fund	583,253	582,410
Utilities Fund	15,000,000	15,134,073
Stormwater Fund	1,322,156	1,452,283
Golf Fund	1,104,550	1,197,550
Transit Fund	6,472,267	7,478,965
TOTAL	121,152,600	138,950,179

EXPENDITURES		
FUND	2023-2024 AMENDED	2024-2025 PROPOSED
General Fund	88,083,817	94,384,922
Grants Fund	1,829,951	10,746,733
Streets Fund	6,756,606	7,973,243
CDBG Fund	583,253	582,410
Utilities Fund	15,000,000	15,134,073
Stormwater Fund	1,322,156	1,452,283
Golf Fund	1,104,550	1,197,550
Transit Fund	6,472,267	7,478,965
TOTAL	121,152,600	138,950,179

The City of Petersburg's Total Operating Budget has increased by 14%



Highlights

- **Turf Division**
 - Upkeep & beautification of Petersburg Sports Complex
 - Promote increased tourism & revenue for the city from enhanced amenities & tournaments
 - Also maintain Albert Jones Field, Cameron Field, Legend's Park, Blandford Church, & Centre Hill Museum
- **Public Safety Pay Increases**
- **Cost of Living Adjustment for all employees (COLA)**
- **Health care premium reductions to employees**



Impact of not having FY23 Annual Comprehensive Financial Report

- There was no impact on current FY25 revenue projections.
 - Tax collection rates & associated collection amounts were based on internal data from the City Assessor, Billing & Collections, & Treasurer.
 - Revenue projections were made using up to date figures & currently available information.
- Fund balance amount from FY23:

Fund Balance Category	Beginning Fund Balance July 1, 2022	Ending Fund Balance June 30, 2023	Increase (Decrease) In Fund Balance
Inventory and Land for Resale	4,046,092	3,963,243	(82,849)
Loans and Prepays	1,388,771	1,051,518	(337,253)
Restricted Debt Service	992,504	-	(992,504)
Unassigned	39,016,279	42,500,798	3,484,519
TOTALS	45,443,646	47,515,559	2,071,913

Personnel Summary

DEPARTMENT	FT	VACANCIES
CITY COUNCIL	1	0
CITY MANAGER	4	1
CITY ATTORNEY	3	1
CITY ASSESSOR	6	0
COLLECTIONS	8	1
FINANCE	11	4
PROCUREMENT	3	1
HUMAN RESOURCES	7	1
INFORMATION TECHNOLOGY	4	0
COMMISSIONER OF THE REVENUE	6	2
CITY TREASURER	4	2
CIRCUIT COURT	1	0
COMMONWEALTH ATTORNEY	15	2
CLERK OF CIRCUIT COURT	12	1
SHERIFF	25	3
REGISTRAR	3	0
SOCIAL SERVICES	112	43
CHILDRENS SERVICES ACT	1	0
POLICE	100	9
EMERGENCY COMMUNICATIONS	16	6
FIRE	77	18
CODE ENFORCEMENT	14	2
ANIMAL CONTROL	5	2
VJCCA	2	1
ENGINEERING	5	1
GROUNDS	13	1
FACILITY MANAGEMENT	18	4
PARKS & RECREATION	5	0
LIBRARY	9	1
PLANNING	9	3
ECONOMIC DEVELOPMENT	4	2
GOVERNMENT RELATIONS	3	0
TOTAL	506	112

The General Fund has 506 positions with 112 positions vacant.

Highlighted vacancies (78) cannot be used as a source of extra funding or to balance the budget.

- Constitutional Officer vacancies (8) are funded by the comp board.
- Social Services vacancies (43) are off limits due to state requirements.
- Police & Fire vacancies (27) are off limits due to ongoing recruitment efforts & training academies.

Other vacancies include new positions that have been created for FY25.



Personnel Summary

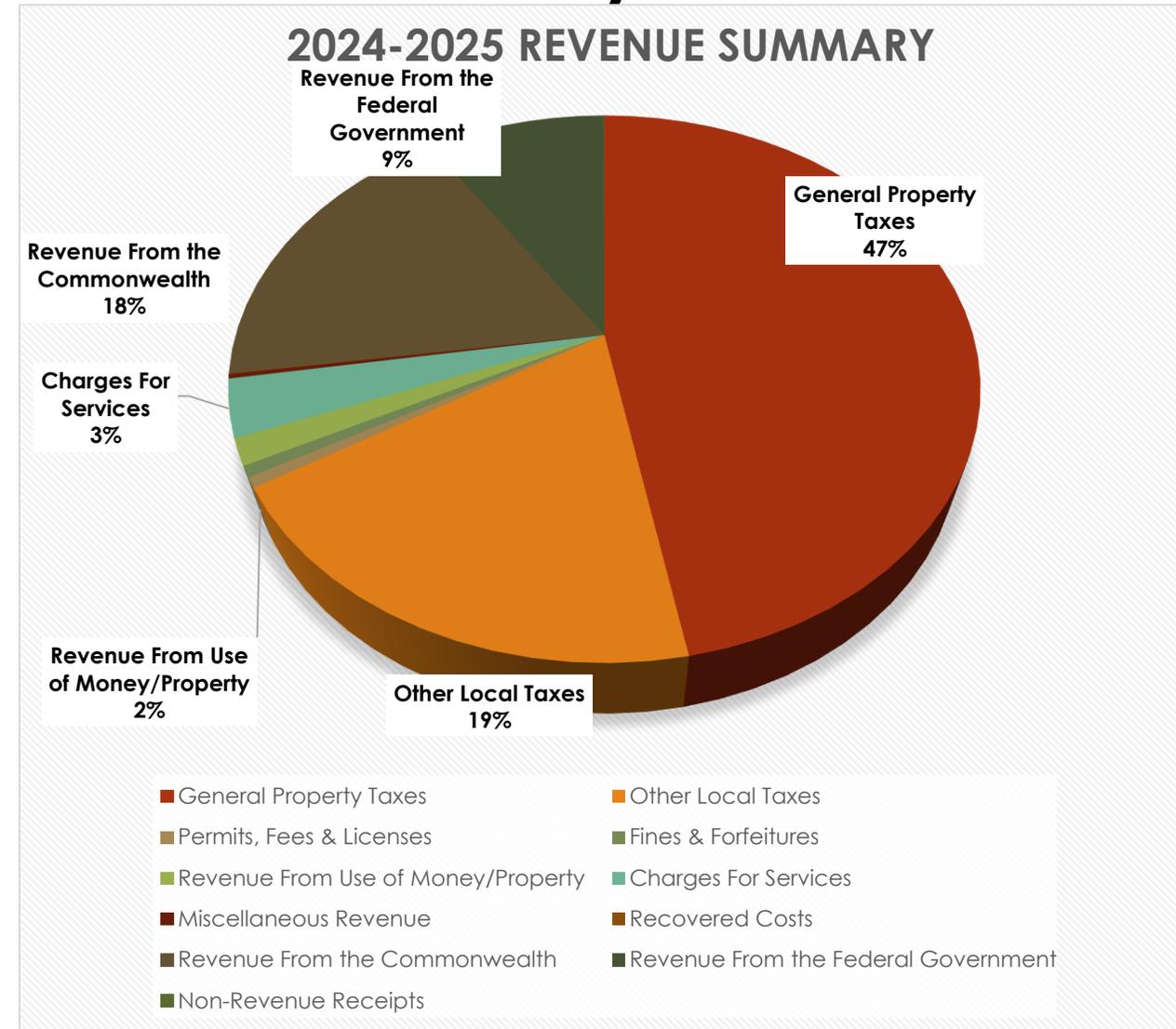
DEPARTMENT	FT	VACANCIES
STORMWATER	4	1
STREET OPERATIONS	38	10
CDBG	1	0
COMMUNITY CORRECTIONS	7	0
VICTIM WITNESS	4	1
UTILITIES	43	12
DOGWOOD GOLF COURSE	7	0
MASS TRANSIT	54	7
ALL FUNDS TOTAL	664	143

**Increase of 5 positions
from FY23-24**



General Fund Revenue Summary

General Fund Revenues	2023-2024 Amended	2024-2025 Proposed
General Property Taxes	40,440,253	44,402,071
Other Local Taxes	16,661,901	18,152,000
Permits, Fees & Licenses	369,490	559,820
Fines & Forfeitures	522,500	607,500
Revenue From Use of Money/Property	81,000	1,464,827
Charges For Services	3,112,450	3,183,880
Miscellaneous Revenue	1,455,500	250,500
Recovered Costs	36,500	38,500
Revenue From the Commonwealth	16,820,807	16,985,824
Revenue From the Federal Government	8,203,416	8,700,000
Non-Revenue Receipts	380,000	40,000
TOTAL	88,083,817	94,384,922



Proposed Expenditure Summary

	2023-2024 AMENDED	2024-2025 PROPOSED
GENERAL GOVERNMENT		
City Council	329,992	355,765
City Manager	823,115	930,165
City Attorney	460,916	483,217
Human Resources	909,878	783,774
Assessor	588,365	604,870
Finance	679,629	1,136,311
Billing & Collections	500,754	872,196
Procurement	339,231	355,680
Information Technology	1,168,326	1,232,838
TOTAL GENERAL GOVERNMENT	5,800,204	6,754,816

+16%

Return Accounting & Reconciliation Services
to City control

Realignment of HR department

Proposed Expenditure Summary

CONSTITUTIONAL OFFICERS	2023-2024 AMENDED	2024-2025 PROPOSED
Commissioner of Revenue	454,199	485,966
Treasurer	248,515	326,823
Registrar	550,739	604,892
Clerk of Circuit Court	841,893	995,167
Commonwealth Attorney	1,607,090	1,788,485
Sheriff	1,915,326	2,447,120
TOTAL CONSTITUTIONAL OFFICERS	5,617,762	6,648,453

+18%

Compensation Board increase

Return of comp board funded positions

Proposed Expenditure Summary

PUBLIC SAFETY	2023-2024 AMENDED	2024-2025 PROPOSED
Police	9,430,902	10,313,674
911 Emergency Communications	1,558,018	2,117,415
Animal Control	325,338	333,215
Fire/EMS	8,059,807	9,009,509
VJCCCA Services	218,383	216,725
City Funds- Community Corrections	-	44,802
Victim Witness	26,286	26,286
Community Policing Outreach Center	127,131	129,510
TOTAL PUBLIC SAFETY	19,745,865	22,191,136

+12%

10% pay increase for Police & Fire

Increase in Communications services
(Restore previous level)

Proposed Expenditure Summary

	2023-2024 AMENDED	2024-2025 PROPOSED
COURTS & OTHER PUBLIC SAFETY		
Circuit Court Judges & Admin.	91,510	93,991
General District Court	52,500	53,300
Magistrate	25,000	30,600
11th District Court Services Unit	104,583	112,237
Juvenile Domestic Relations Court	8,750	8,750
TOTAL COURTS & OTHER PUBLIC SAFETY	282,343	298,878

+6%

Inflation

Rent Increase

Proposed Expenditure Summary

	2023-2024 AMENDED	2024-2025 PROPOSED
GENERAL SERVICES		
Public Works (Engineering)	463,309	482,503
Facilities Management	2,865,291	3,258,851
Grounds	1,362,749	1,440,625
Refuse Collection	1,700,000	2,000,000
TOTAL GENERAL SERVICES	6,391,349	7,181,979

+12%

Refuse Increase

Proposed Expenditure Summary

	2023-2024 AMENDED	2024-2025 PROPOSED
SOCIAL SERVICES		
Social Services	10,555,957	11,235,878
Children's Services Act	4,303,460	4,306,600
TOTAL SOCIAL SERVICES	14,859,417	15,542,478

+5%

	2023-2024 AMENDED	2024-2025 PROPOSED
LEISURE & CULTURAL AFFAIRS		
Recreation & Community Engagement	854,053	806,878
Library	1,532,014	1,474,049
Cemeteries Administration	48,047	85,040
Turf Division	-	420,508
TOTAL LEISURE & CULTURAL AFFAIRS	2,434,114	2,786,475

+14%:
Addition of Turf Division

Proposed Expenditure Summary

DEVELOPMENT SERVICES	2023-2024 AMENDED	2024-2025 PROPOSED
Planning	880,125	868,363
Economic Development	504,271	520,454
Government Relations	895,462	1,017,300
Code Enforcement	977,695	1,410,511
TOTAL DEVELOPMENT SERVICES	3,257,553	3,816,628

+17%

Return of 4 positions from
CDBG back into General Fund

Proposed Expenditure Summary

Non-Departmental	FY24 Amended	FY25 Proposed
Accounting & Auditing Services	700,000	275,000
American Red Cross	5,000	5,000
Appomattox River Soil & Water	2,500	3,000
Brightpoint Community College	4,675	4,750
Central Virginia Health Services	610,000	600,000
CivicPlus	D&M	11,076
Cooperative Extension	40,000	40,000
Crater Criminal Justice	D&M	110,124
Crater Distr. Area Agency On Aging	12,000	12,000
Crater Juvenile Detention Services (Crater Youth Care Commission)	403,591	403,000
Crater Planning District Commission	D&M	31,748
District 19 Mental Health Services	228,349	228,349
Environmental Systems Research Institute	D&M	39,700
Public Safety & Officers	-	1,300,000
General Liability Insurance	920,000	920,000
GovernmentJobs.com	D&M	50,000
Health Insurance Increase	-	429,050
Hopewell-Petersburg Healthy Start Loving Steps	25,000	25,000
Line of Duty Insurance	158,000	158,000
Longwood University	D&M	9,500
McKenney Foundation	200,000	100,000
Metropolitan Business League	65,000	65,000

D&M: Figures formerly housed under Dues & Memberships

Proposed Expenditure Summary

NON-DEPARTMENTAL	2023-2024 AMENDED	2024-2025 PROPOSED
Accounting & Auditing Services	700,000	275,000
American Red Cross	5,000	5,000
Appomattox River Soil & Water	2,500	3,000
Brightpoint Community College	4,675	4,750
Central Virginia Health Services	610,000	600,000
CivicPlus	D&M	11,076
Cooperative Extension	40,000	50,000
Crater Criminal Justice	D&M	110,124
Crater Distr. Area Agency On Aging	12,000	12,000
Crater Juvenile Detention Services (Crater Youth Care Commission)	403,591	403,000
Crater Planning District Commission	D&M	31,748
District 19 Mental Health Services	228,349	228,349
DocuSign	D&M	25,000
Dues & Associations Memberships	789,281	-
Environmental Systems Research Institute	D&M	39,700
ERP/Software	-	97,746
General Liability Insurance	920,000	920,000
GovernmentJobs.com	D&M	50,000
Insurance Increase	-	429,050
Hopewell-Petersburg Healthy Start Loving Steps	25,000	25,000
Line of Duty Insurance	-	158,000
Longwood University	D&M	9,500
McKenney Foundation	200,000	100,000
Med-Flight Chesterfield County Fire & EMS	3,800	-
Metropolitan Business League	65,000	65,000
National League of Cities	3,550	3,772
Petersburg Arts Council	-	50,000

D&M: Figures formerly housed under Dues & Memberships

Proposed Expenditure Summary

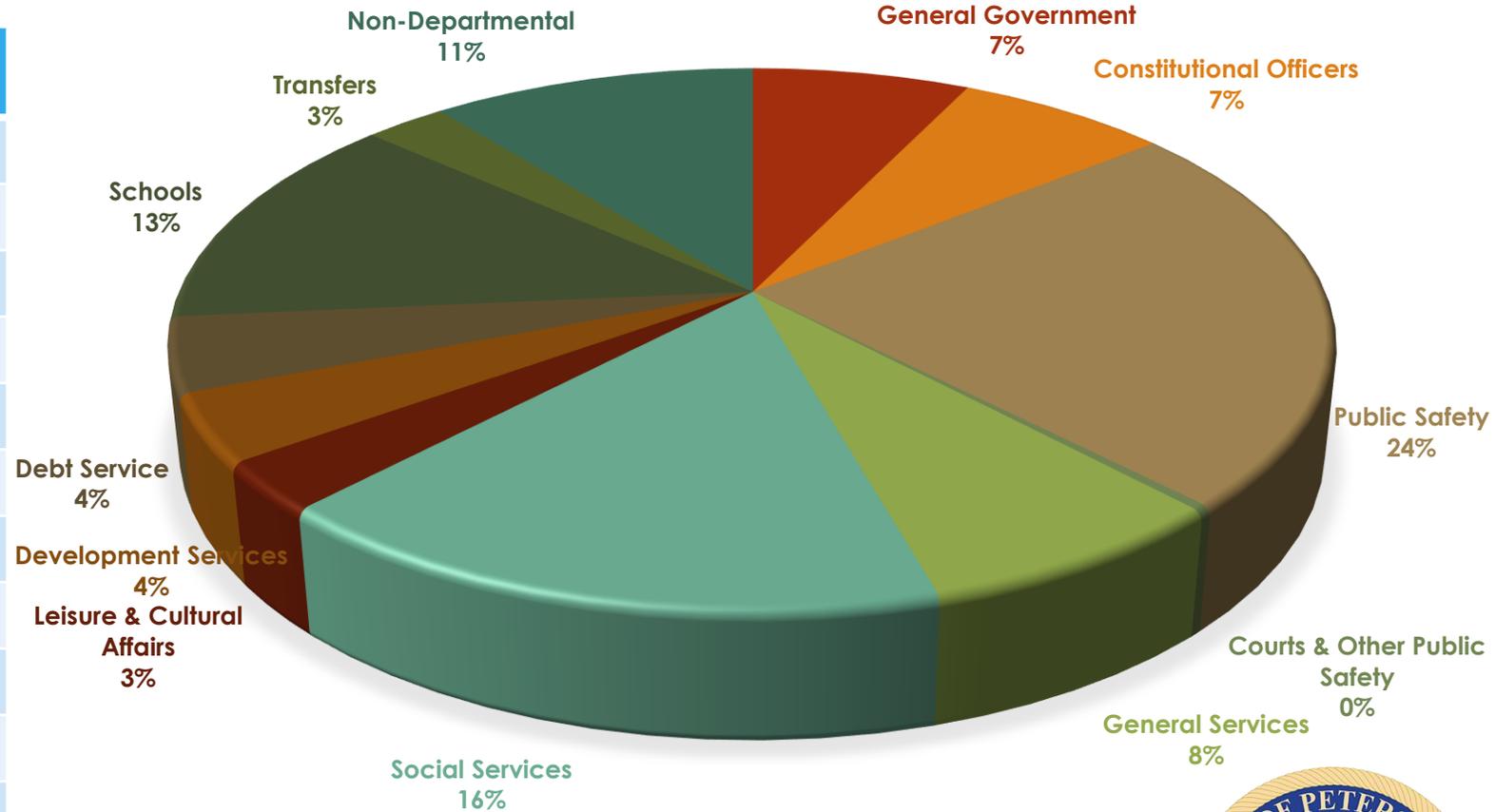
NON-DEPARTMENTAL	2023-2024 AMENDED	2024-2025 PROPOSED
Petersburg Area Regional Tourism (PART)	D&M	100,000
Petersburg HS Stadium Enhancement	500,000	-
Petersburg Mainstreet Exe. Director	40,000	-
Petersburg Symphony & Art League	4,500	4,500
Pictometry International Corporation	D&M	16,472
PPL Development Co	349,445	-
Richard Bland College	1,500	1,500
Riverside Regional Jail Authority	3,000,000	3,300,000
Southside VA Emergency Crew	650,000	650,000
SOVA Regional Chamber of Commerce	D&M	7,000
Special Projects	440,450	140,800
TimeClock Plus	D&M	29,292
Unemployment Insurance	20,000	20,000
US Conference of Mayors	-	4,000
Vehicle Leasing	-	374,194
Virginia Crossroads (VA Retreat)	D&M	4,500
Virginia First Cities Coalition	D&M	15,624
Virginia Gateway Region Economic Development	D&M	86,823
Virginia Municipal League	12,773	15,092
Worker's Compensation	1,030,145	1,030,145
YMCA Power Scholars Academy	200,508	273,519
Operational Resources	616,453	300,000
Fund Reserve	511,859	-
TOTAL NON-DEPARTMENTAL	11,390,379	10,080,276

**D&M: Figures formerly
housed under Dues &
Memberships**
2023-2024: \$789,281
2024-2025: \$515,631

General Fund Expenditure Summary

2024-2025 GENERAL FUND EXPENDITURES

EXPENDITURES	2023-2024 AMENDED	2024-2025 PROPOSED
General Government	5,800,204	6,754,816
Constitutional Officers	5,617,762	6,648,453
Public Safety	19,745,865	22,191,136
Courts & Other Public Safety	282,343	298,878
General Services	6,391,348	7,181,979
Social Services	14,859,417	15,542,478
Leisure & Cultural Affairs	2,434,114	2,786,475
Development Services	3,257,553	3,816,628
Debt Service	3,402,126	4,181,099
Schools	12,361,478	12,361,478
Transfers	2,541,226	2,541,226
Non-Departmental	11,390,379	10,080,276
TOTAL EXPENDITURES	88,083,817	94,384,922



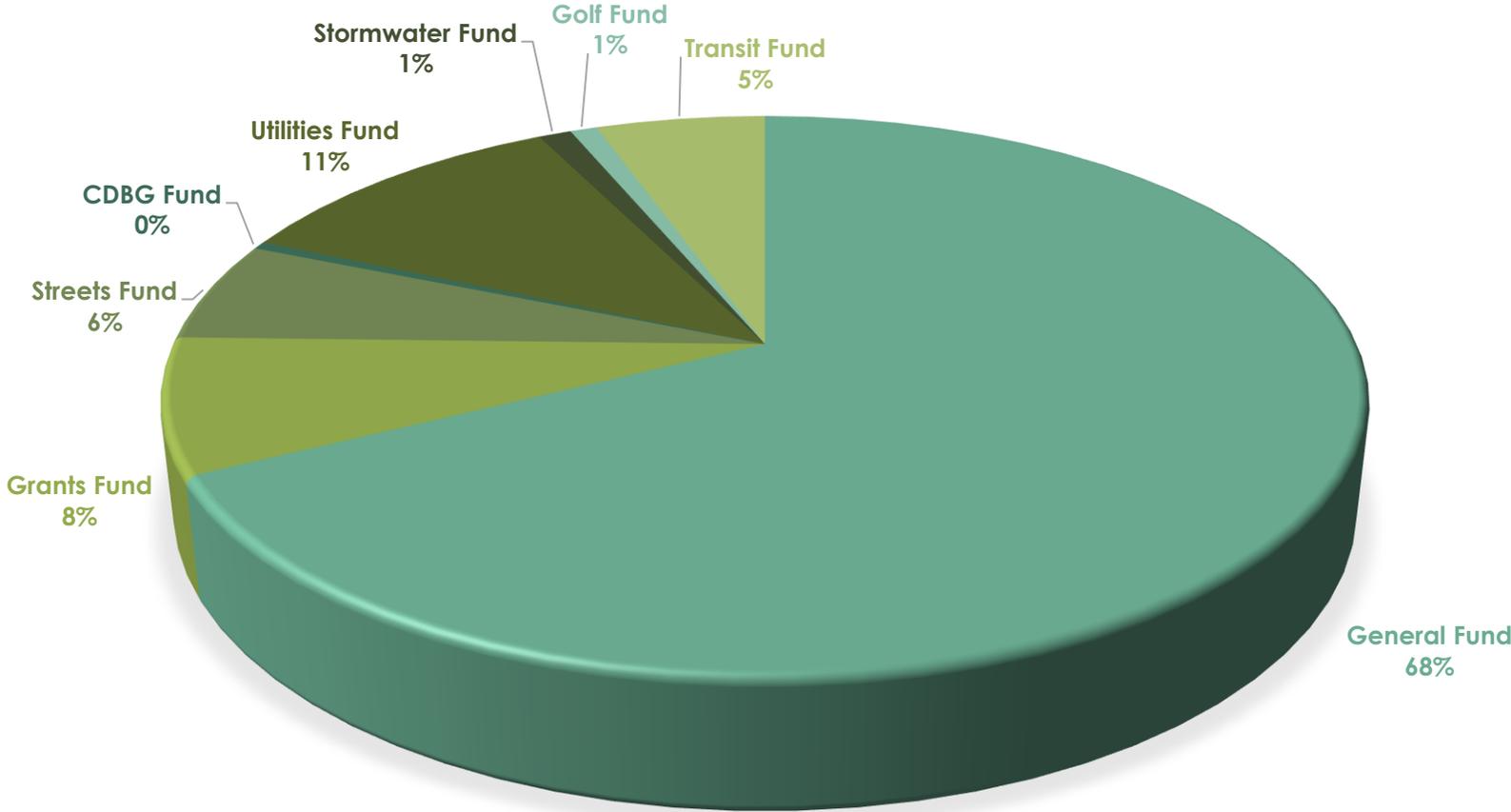
General Fund Expenditure Summary

	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
GENERAL FUND SUMMARY			
ALL GEN FUND DEPARTMENTS	59,938,753	58,388,608	65,220,843
DEBT SERVICE	3,002,126	3,402,126	4,181,099
SCHOOLS	12,361,478	12,361,478	12,361,478
TRANSFERS	2,541,226	2,541,226	2,541,226
NON-DEPARTMENTAL	6,358,886	11,390,379	10,080,276
TOTAL GENERAL FUND	84,202,469	88,083,817	94,384,922



All Funds Summary

2024-2025 PROPOSED OPERATING BUDGET



Special Revenue Funds

Grants Fund

- Created to centralize most state, federal and other grant programs.

Streets Fund

- This is a dedicated fund created to centralize the Virginia Department of Transportation Urban Allocation Funds.

CDBG Fund

- Community Development Block Grant Fund is a Federal Development Program that provides annual grants on a formula basis to entitled cities and counties to develop viable urban communities.

Stormwater Fund

- The Stormwater Utility fund houses the City's stormwater management program.

REVENUES	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
GRANTS FUND	2,171,796	1,829,951	1,829,951	10,746,733
CDBG FUND	846,971	583,253	583,253	582,410
STORMWATER FUND	1,386,174	1,322,156	1,322,156	1,452,283
STREETS FUND	7,179,748	6,756,606	6,756,606	7,973,243
TOTAL REVENUES	11,584,690	10,491,967	10,491,967	20,754,669
EXPENDITURES	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
GRANTS FUND	3,218,446	1,829,951	1,829,951	10,746,733
CDBG FUND	1,007,935	583,253	583,253	582,410
STORMWATER FUND	388,084	1,322,156	1,322,156	1,452,283
STREETS FUND	5,315,603	6,756,606	6,756,606	7,973,243
TOTAL EXPENDITURES	9,930,068	10,491,967	10,491,967	20,754,669



Enterprise Funds

Golf Fund

- Accounts for all funding associated with the City's golf course.

Mass Transit Fund

- Accounts for all funding associated with the Petersburg Area Transit.

Utilities Fund

- Accounts for all funding associated with the Water & Wastewater Services for the City.

	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
REVENUES				
GOLF FUND	1,319,043	1,104,550	1,104,550	1,197,550
MASS TRANSIT FUND	4,929,052	6,472,267	6,472,267	7,478,965
UTILITIES FUND	16,531,266	15,000,000	15,000,000	15,134,073
TOTAL REVENUES	22,779,361	22,576,817	22,576,817	23,810,588
EXPENDITURES				
GOLF FUND	1,116,282	1,104,550	1,104,550	1,197,550
MASS TRANSIT FUND	5,789,279	6,472,267	6,472,267	7,478,965
UTILITIES FUND	11,674,476	15,000,000	15,000,000	15,134,073
TOTAL EXPENDITURES	18,580,036	22,576,817	22,576,817	23,810,588



Next Steps

- Once the budget is approved and adopted, the adopted budget book will be finalized.
- The adopted budget book will include
 - A detailed personnel summary
 - A detailed operating summary
 - The Capital Improvement Plan (CIP)
- It will be posted to the city website, available in the clerk's office, and available by email request.



THANK YOU!

Thanks to City Council & City Manager
John M. Altman for their support

Thanks to all who participated in the
development of the FY2024-2025 budget



FY 2024-25 PROPOSED OPERATING BUDGET



City of Petersburg
VIRGINIA

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ALL FUNDS BUDGET SUMMARY

The City's Budget is organized into separate funds, each of which are accounted for with a separate set of self-balancing accounts that comprise its revenues and expenditures where appropriate. The following section details the revenue and expenditures for the General Fund, Special Revenue Funds, and Enterprise Funds.

ALL FUNDS REVENUES

FUND	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
General Fund	88,643,098	97,517,309	84,202,469	88,083,817	94,384,922
Grants Fund	(9,341,739)	2,171,796	1,829,951	1,829,951	10,746,733
Streets Fund	6,262,816	7,179,748	6,756,606	6,756,606	7,973,243
CDBG Fund	801,995	846,971	583,253	583,253	582,410
Utilities Fund	12,347,358	16,531,266	15,000,000	15,000,000	15,134,073
Stormwater Fund	1,511,484	1,386,174	1,322,156	1,322,156	1,452,283
Golf Fund	1,112,170	1,319,043	1,104,550	1,104,550	1,197,550
Transit Fund	5,108,188	4,929,052	6,472,267	6,472,267	7,478,965
TOTAL	106,445,370	131,881,359	117,271,252	121,152,600	138,950,179

ALL FUNDS EXPENDITURES

FUND	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
General Fund	69,120,534	76,298,967	84,202,469	88,083,817	94,384,922
Grants Fund	974,611	3,209,446	1,829,951	1,829,951	10,746,733
Streets Fund	5,846,490	5,315,603	6,756,606	6,756,606	7,973,243
CDBG Fund	393,055	1,007,935	583,253	583,253	582,410
Utilities Fund	9,828,383	11,674,476	15,000,000	15,000,000	15,134,073
Stormwater Fund	579,529	388,084	1,322,156	1,322,156	1,452,283
Golf Fund	846,602	1,116,282	1,104,550	1,104,550	1,197,550
Transit Fund	5,330,299	5,789,279	6,472,267	6,472,267	7,478,965
TOTAL	92,919,504	104,800,071	117,271,252	121,152,600	138,950,179

GENERAL FUND REVENUE SUMMARY

GENERAL FUND REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
General Property Taxes	43,609,745	41,139,947	38,602,120	40,440,253	44,402,071
Other Local Taxes	17,672,509	18,507,921	16,661,901	16,661,901	18,152,000
Permits, Fees & Licenses	707,371	559,790	369,490	369,490	559,820
Fines & Forfeitures	355,679	621,822	522,500	522,500	607,500
Revenue From Use of Money/Property	69,194	64,827	81,000	81,000	1,464,827
Charges For Services	3,970,054	3,215,043	3,112,450	3,112,450	3,183,880
Miscellaneous Revenue	340,286	328,368	955,500	1,455,500	250,500
Recovered Costs	73,004	81,640	36,500	36,500	38,500
Revenue From the Commonwealth	15,303,690	23,122,516	15,277,592	16,820,807	16,985,824
Revenue From the Federal Government	6,593,188	9,418,987	8,203,416	8,203,416	8,700,000
Non-Revenue Receipts	(51,622)	456,449	380,000	380,000	40,000
TOTAL REVENUE	88,643,098	97,517,309	84,202,469	88,083,817	94,384,922

GENERAL FUND EXPENDITURE SUMMARY

EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
General Government	6,565,738	7,030,070	7,350,350	5,800,204	6,754,816
Constitutional Officers	4,367,319	5,008,344	5,617,762	5,617,762	6,648,453
Public Safety	17,347,625	17,077,208	19,745,865	19,745,865	22,191,136
Courts & Other Public Safety	207,845	222,215	282,343	282,343	298,878
General Services	4,873,322	5,582,723	6,391,348	6,391,348	7,181,979
Social Services	11,164,955	12,052,952	14,859,417	14,859,417	15,542,478
Leisure & Cultural Affairs	1,677,024	1,855,242	2,434,114	2,434,114	2,786,475
Development Services	1,243,887	5,117,079	3,257,553	3,257,553	3,816,628
Debt Service	3,257,952	3,572,792	3,002,126	3,402,126	4,181,099
Schools	10,000,000	10,000,000	12,361,478	12,361,478	12,361,478
Transfers	2,470,630	3,312,329	2,541,226	2,541,226	2,541,226
Non-Departmental	5,944,235	5,468,014	6,358,886	11,390,379	10,080,276
TOTAL EXPENDITURES	69,120,534	76,298,967	84,202,469	88,083,817	94,384,922

GENERAL FUND REVENUE

GENERAL PROPERTY TAXES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Real Property Taxes					
Real Estate Taxes - Current	12,873,590	24,668,493	23,340,511	24,978,644	28,882,796
Real Property - Lockbox	(14,727)	(1,536)	-	-	-
Real Estate Taxes Prior Year	15,259,562	2,976,372	1,800,000	2,000,000	2,000,000
Total Real Property Taxes	28,118,425	27,643,329	25,140,511	26,978,644	30,882,796
Public Service Corporation Taxes					
PSC RE Current	3,152,741	2,613,619	2,700,000	2,700,000	2,600,000
Total Public Service Corporation Taxes	3,152,741	2,613,619	2,700,000	2,700,000	2,600,000
Personal Property Taxes - Vehicles					
Personal Property Taxes - Current	6,222,575	6,899,759	7,000,000	7,000,000	7,000,000
Personal Property - Lockbox	(26)	(94)	-	-	-
Personal Property Taxes Prior Year	1,582,662	658,551	700,000	700,000	700,000
Total Personal Property Taxes - Vehicles	7,805,210	7,558,216	7,700,000	7,700,000	7,700,000
Mobile Home Taxes					
Mobile Home Taxes - Current	25,000	19,885	17,366	17,366	18,500
Mobile Home Taxes Prior Year	3,613	1,354	500	500	775
Total Mobile Home Taxes	28,613	21,239	17,866	17,866	19,275
Machinery & Tools Taxes					
Machinery & Tools Taxes - Current	2,196,279	1,594,753	1,348,254	1,348,254	1,484,511
Machinery & Tools Taxes Prior Year	290,887	(40,247)	15,489	15,489	15,489
Total Machinery & Tools Taxes	2,487,166	1,554,507	1,363,743	1,363,743	1,500,000
Penalties & Interest					
Penalties All Property Taxes	857,731	761,912	800,000	800,000	800,000
Interest All Property Taxes	1,159,859	987,125	880,000	880,000	900,000
Total Penalties & Interest	2,017,589	1,749,036	1,680,000	1,680,000	1,700,000
Total General Property Taxes	43,609,745	41,139,947	38,602,120	40,440,253	44,402,071

GENERAL FUND REVENUE

OTHER LOCAL TAXES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Local Sales & Use Taxes					
Local Sales & Use Taxes	5,670,901	7,040,887	5,000,000	5,000,000	6,500,000
Total Local Sales & Use Taxes	5,670,901	7,040,887	5,000,000	5,000,000	6,500,000
Consumer Utility Taxes					
Consumer Utility Taxes	2,265,440	776,918	2,100,000	2,100,000	1,450,000
PEG Fee	4,361	7,653	8,000	8,000	8,000
Total Consumer Utility Taxes	2,269,800	784,571	2,108,000	2,108,000	1,458,000
Business License Taxes					
Business License - Current	2,718,837	4,372,495	3,000,000	3,000,000	3,500,000
Business License - Prior Year	264,903	21,576	80,000	80,000	-
Total Business License Taxes	2,983,740	4,394,071	3,080,000	3,080,000	3,500,000
Motor Vehicle Licenses					
Motor Vehicle Licenses - Current	465,177	562,526	750,000	750,000	550,000
Motor Vehicle Licenses - Prior Year	369,205	158,803	100,000	100,000	150,000
Total Motor Vehicle Licenses	834,382	721,329	850,000	850,000	700,000
Bank Stock Taxes					
Bank Stock Taxes	207,780	198,562	200,000	200,000	200,000
Total Bank Stock Taxes	207,780	198,562	200,000	200,000	200,000
Taxes on Recordation & Wills					
Recordation Taxes Tax On Deeds	613,014	259,778	495,000	495,000	299,000
Tax on Wills	13,755	5,419	5,000	5,000	5,000
Total Taxes on Recordation & Wills	626,768	265,197	500,000	500,000	304,000
Cigarette Taxes					
Cigarette Taxes - Current	765,635	664,476	750,000	750,000	700,000
Cigarette Taxes - Prior Year	13,079	(610)	15,000	15,000	-
Total Cigarette Taxes	778,714	663,865	765,000	765,000	700,000
Admissions & Amusement Taxes					
Admission & Amusement Taxes	15,945	39,421	16,000	16,000	40,000
Total Admissions & Amusement Taxes	15,945	39,421	16,000	16,000	40,000
Lodging Taxes					
Lodging Taxes	753,088	781,889	700,000	700,000	750,000
Total Lodging Taxes	753,088	781,889	700,000	700,000	750,000
Meals Taxes					
Meals Taxes	3,526,757	3,618,060	3,442,901	3,442,901	4,000,000
Meals Tax Rebates and Refunds	4,633	67	-	-	-
Total Meals Taxes	3,531,390	3,618,128	3,442,901	3,442,901	4,000,000
Total Other Local Taxes	17,672,509	18,507,921	16,661,901	16,661,901	18,152,000

GENERAL FUND REVENUE

PERMITS, FEES & LICENSES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Animal Licenses					
Animal Licenses	1,760	1,170	1,740	1,740	1,200
Total Animal Licenses	1,760	1,170	1,740	1,740	1,200
Permits & Other Licenses					
False Alarm Fees	275	100	300	300	100
Land Use Application Fees	2,250	4,525	6,000	6,000	4,525
Transfer Fees	800	1,000	-	-	1,000
Zoning Advertising Fees	3,000	-	-	-	-
Zoning and Subdivision Permits	75	945	950	950	945
Building Permits	315,264	171,262	110,000	110,000	171,262
Building Inspection Fees	35	-	-	-	-
Electrical Permits	70,781	47,109	30,000	30,000	47,109
Electrical Re-Inspection Fee	-	-	-	-	-
Plumbing Permits	29,046	19,498	15,000	15,000	19,498
Mechanical Permits	41,662	38,374	30,000	30,000	38,374
Fire Permits	21,133	13,739	12,000	12,000	13,739
Special Use Permits	9,100	14,000	8,000	8,000	14,000
Sign Permits and Inspection Fees	2,550	6,695	3,500	3,500	6,745
Pub Veh Oper. Lic. Fees	319	-	200	200	-
Reinspection Fees	50	50	-	-	-
Demolition Fees	83	-	-	-	-
Occupancy Permits	400	2,151	1,000	1,000	2,151
Erosion and Sediment Control	2,900	650	2,000	2,000	650
Solicitor Permits	1,446	1,307	1,500	1,500	1,307
Securing Building	2,000	2,950	-	-	2,950
Right of Way Permits	100,725	63,796	50,000	50,000	63,796
Home Occupation Fees	7,700	2,720	3,000	3,000	2,720
Business License Zoning Fees	12,695	13,220	13,000	13,000	13,220
Rezoning Fees	1,500	-	-	-	-
Site Plan Fees	3,693	-	2,000	2,000	-
Approved Plan Amendment Fee	50	-	-	-	-
Boundary Line Adjustment Fee	25	-	-	-	-
Vacant Property Registration Fee	3,900	7,600	8,500	8,500	7,600
Property Easement Fees	600	-	800	800	-
Historic Guidelines Fees	50	25	-	-	25
Rental Housing Inspection Fees	10	-	-	-	-
Grass/Vegetation NOVS	71,494	146,860	70,000	70,000	146,860
Amusement Device Permit Fees	-	45	-	-	45
Total Permits & Other Licenses	705,611	558,620	367,750	367,750	558,620
Total Permits, Fees & Licenses	707,371	559,790	369,490	369,490	559,820

GENERAL FUND REVENUE

FINES & FORFEITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Fines & Forfeitures					
Court Fines and Forfeitures	186,009	217,013	215,000	215,000	216,500
Parking Fines	12,339	11,383	10,000	10,000	10,500
Interest on Fines and Forfeitures	14,701	18,233	20,000	20,000	18,000
Decal Violation Fines	5,303	2,722	2,500	2,500	2,500
Administrative Fees Treasurer Off	37,829	26,905	30,000	30,000	30,000
DMV Stop Fee (fine related)	35,731	30,412	45,000	45,000	50,000
Red Light Fines Police	63,767	315,154	200,000	200,000	280,000
Total Fines & Forfeitures	355,679	621,822	522,500	522,500	607,500
Total Fines & Forfeitures	355,679	621,822	522,500	522,500	607,500
REVENUE FROM USE OF MONEY/ PROPERTY	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Revenue From Use of Money					
Interest Earned		-	-	-	1,400,000
Total Revenue From Use of Money	-	-	-	-	1,400,000
Revenue From Use of Property					
Rental of General Property	70,334	63,547	80,000	80,000	63,547
Rental of Recreational Property	(1,140)	1,280	1,000	1,000	1,280
Total Revenue From Use of Property	69,194	64,827	81,000	81,000	64,827
Total Revenue From Use of Money/ Property	69,194	64,827	81,000	81,000	1,464,827

GENERAL FUND REVENUE

CHARGES FOR SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Charges for Court Costs					
Fees of Clerk of Circuit Court	1,395	1,554	1,500	1,500	1,500
Sheriff's Fees	(150)		-	-	-
Law Library Fees	12,369	15,247	12,000	12,000	14,000
Court Appointed Attorney	7,850	9,134	8,000	8,000	8,500
Courthouse Maintenance Fees	49,704	74,970	58,000	58,000	68,000
Courthouse Security Fees	63,286	60,724	70,000	70,000	62,005
Real Estate Transfer Fees	1,385	1,355	1,000	1,000	1,250
Misc. Local Court Cost (All Courts)	23,017	28,744	23,000	23,000	26,000
Total Charges for Court Costs	158,855	191,728	173,500	173,500	181,255
Charges for Commonwealth Attorney					
Commonwealth Atty Service Fees	3,090	4,047	3,000	3,000	3,500
Total Charges for Commonwealth Attorney	3,090	4,047	3,000	3,000	3,500
Charges for Law Enforcement/Traffic Control					
Accident Report Fees	8,711	7,467	5,000	5,000	7,000
Fingerprint Fees	1,314	1,253	1,000	1,000	1,000
Recovery of DNA Sample Cost	785	864	950	950	750
Security Services	52,740	63,321	50,000	50,000	55,000
Total Charges for LE/Traffic Control	63,550	72,906	56,950	56,950	63,750
Charges for Fire/Rescue					
Fire Protection Services	45	-	-	-	-
EMS Transportation Fees	34,593	6,552	11,000	11,000	7,500
Total Charges for Fire/Rescue	34,638	6,552	11,000	11,000	7,500
Charges for Correction & Detention					
Home Incarceration Program	5,996	36,083	11,000	11,000	50,000
Total Charges for Correction & Detention	5,996	36,083	11,000	11,000	50,000
Charges for Sanitation & Waste Removal					
Waste Disposal Charges	3,068,723	2,327,577	2,500,000	2,500,000	2,500,000
Bulk Waste Payment	17,445	27,082	20,000	20,000	20,000
Landfill Host Fees	266,044	282,172	60,000	60,000	60,000
Landfill Liaison Reimbursement	114,246	37,969	20,000	20,000	20,000
Total Charges for Sanitation & Waste Removal	3,466,458	2,674,801	2,600,000	2,600,000	2,600,000

GENERAL FUND REVENUE

CHARGES FOR SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Charges for Parks & Recreation					
Recreation Fees	18,582	43,728	20,000	20,000	37,500
Cemetery Admin. Fees	15,811	13,666	13,000	13,000	13,000
Recreation - Rentals	-	3,815	-	-	1,500
Total Charges for Parks & Recreation	34,393	61,209	33,000	33,000	52,000
Charges for Cultural Enrichment					
Sales Gift Shop	-	7,574	3,500	3,500	5,000
Sales-Central Store Room	45,536	18,707	50,000	50,000	30,000
Special Events Charges	-	-	-	-	-
Total Charges for Cultural Enrichment	45,536	26,281	53,500	53,500	35,000
Charges for Library					
Library Fees and Fines	3,694	5,403	3,500	3,500	4,500
Total Charges for Library	3,694	5,403	3,500	3,500	4,500
Charges for Planning & Development					
Demolition Fees	39,931	34,508	8,000	8,000	26,000
Subdivision Preliminary	-	25	-	-	-
Subdivision Final	75	-	-	-	-
Boundary Line Adjustment Fee	825	275	200	200	200
Street Name Change Fee	200	200	-	-	-
Zoning Confirmation Fee	3,600	2,600	3,000	3,000	2,800
Zoning Confirmation Letter Fee	-	-	2,800	2,800	-
Total Charges for Planning & Development	44,631	37,608	14,000	14,000	29,000
Charges for Misc. Other Services					
Credit Card Processing Fee	103,213	87,889	150,000	150,000	150,000
Copying Fee	3,800	9,049	500	500	5,000
Vending Machine Commission	5	-	-	-	-
Treasurer Collection Fees	1,792	1,267	2,000	2,000	2,000
Freedom of Info Act	404	221	500	500	375
Miscellaneous Revenue	-	-	-	-	-
Total Charges for Misc. Other Services	109,214	98,425	153,000	153,000	157,375
Total Charges For Services	3,970,054	3,215,043	3,112,450	3,112,450	3,183,880

GENERAL FUND REVENUE

MISCELLANEOUS REVENUE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Expenditure Refunds					
Rebates and Refunds	119,276	22,509	50,000	50,000	100,000
QSCB Interest Subsidy	61,299	61,319	-	-	-
Total Expenditure Refunds	180,575	83,827	50,000	50,000	100,000
Miscellaneous					
Payroll Deduction Refunds	-	601	-	-	-
Primary Fees	-	-	-	-	-
Staples/ BOA Rebates	60	1,073	-	-	-
PILOT/ Cost Allocation	2,370	24,036	867,000	867,000	-
Gifts and Donations	8,000	4,000	6,000	6,000	5,000
PHS Stadium Enhancement Donation	-	-	-	500,000	-
Sale of Salvage/Surplus	516	68,860	10,000	10,000	45,000
Sale of Cemetery Lots	3,980	18,263	10,000	10,000	15,000
Sale of Fuel	-	(3,545)	11,000	11,000	10,000
VSBFA- Bond Proceeds	140,750	943	-	-	-
Treasurer Revenue Holding Acct	-	25	-	-	-
Bad Check Fee Charges	3,197	2,953	1,500	1,500	2,500
Miscellaneous Other	838	127,331	-	-	73,000
Total Miscellaneous	159,711	244,540	905,500	1,405,500	150,500
Total Miscellaneous Revenue	340,286	328,368	955,500	1,455,500	250,500
RECOVERED COSTS					
Recovered Costs					
Restitution Recoveries	1,990	40,440	5,000	5,000	5,000
Staples/BOA Rebates	9,246	1,529	1,000	1,000	1,500
Insurance Recoveries	-	-	-	-	-
Total Recovered Costs	11,236	41,969	6,000	6,000	6,500
Other Payments From Another Co/City					
Other Pymts From Another Co/City	34,437	39,671	30,500	30,500	32,000
Amount Due from School Board	-	-	-	-	-
Total Other Payments From Another Co/City	34,437	39,671	30,500	30,500	32,000
Payment in Lieu of Taxes State					
Payment in Lieu of Taxes State	27,331	-	-	-	-
Total Payment in Lieu of Taxes State	27,331	-	-	-	-
Total Recovered Costs	73,004	81,640	36,500	36,500	38,500

GENERAL FUND REVENUE

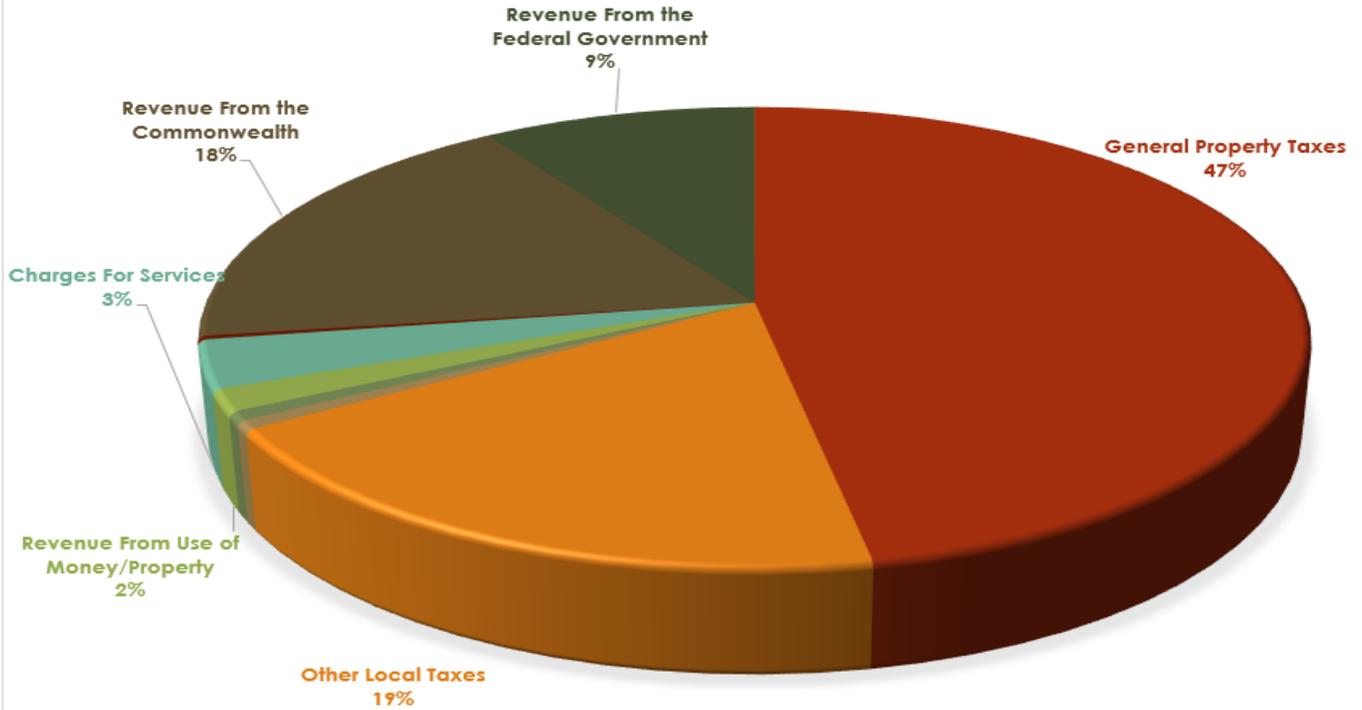
REVENUE FROM THE COMMONWEALTH	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Non-Categorical Aid					
ABC Profits	22,211	-	-	-	-
Wine Taxes	(39)	-	59	59	-
Mobile Home Titling Taxes	1,140	1,717	1,250	1,250	1,250
Grantors Tax/Tax on Deeds	144,659	128,050	80,000	80,000	110,000
Railroad Rolling Stock Taxes	148,804	228,116	80,000	80,000	150,000
Auto Rental Tax	131,223	194,834	90,000	90,000	150,000
Communications Sales & Use	1,525,188	1,688,673	800,000	1,500,000	1,500,000
PPTRA	2,726,040	7,314,702	2,726,040	2,726,040	2,726,040
Recreational Vehicle Sales Tax	355	319	150	150	250
Games of Skill	25,056	-	35,000	35,000	-
Total Non-Categorical Aid	4,724,637	9,556,411	3,812,499	4,512,499	4,637,540
State Shared Expenses					
Commonwealth Attorney	772,464	1,072,411	964,069	964,069	975,000
Sheriff	503,320	852,147	680,000	756,622	712,000
Commissioner of Revenue	149,512	193,485	182,248	182,248	182,500
Treasurer	98,291	134,411	130,306	130,306	150,000
Registrar/Electoral Boards	2,662	78,707	77,000	77,000	77,000
Clerk of the Circuit Court	351,304	600,101	458,810	458,810	500,000
Year End Settlement (YES)	-	29,028	-	-	-
Total State Shared Expenses	1,877,552	2,960,292	2,492,433	2,569,055	2,596,500
Social Welfare State Aid					
Public Assistance and Welfare	3,542,233	4,600,955	3,531,000	4,050,300	4,050,000
Children's Services	2,245,397	2,750,443	2,461,000	2,708,293	2,500,000
Total Social Welfare State Aid	5,787,630	7,351,398	5,992,000	6,758,593	6,550,000
Other Categorical Aid State					
Library State Aid	206,148	255,515	193,976	193,976	227,628
E911 State Aid	332,258	344,437	230,000	230,000	300,000
HB599 Police State Aid	2,249,211	2,472,682	2,472,684	2,472,684	2,472,682
Jury Duty State Reimbursement	27,420	-	-	-	-
VJCCCA Aid	98,834	64,308	84,000	84,000	84,000
National Opioid Settlement	-	117,474	-	-	117,474
Total Other Categorical Aid State	2,913,871	3,254,415	2,980,660	2,980,660	3,201,784
Total Revenue From	15,303,690	23,122,516	15,277,592	16,820,807	16,985,824

GENERAL FUND REVENUE

REVENUE FROM THE FEDERAL GOVERNMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Categorical Aid Federal					
Police-Joint Law Enforcement Task Force	4,559	4,676	-	-	-
Federal Public Assistance Soc. Serv.	2,663,628	5,986,214	5,029,001	5,029,001	5,100,000
Civil Penalty Fees	-	7,000	-	-	-
American Rescue Plan Act (ARPA)	3,925,001	3,421,097	3,174,415	3,174,415	3,600,000
Total Categorical Aid Federal	6,593,188	9,418,987	8,203,416	8,203,416	8,700,000
Total Revenue From the Federal Government	6,593,188	9,418,987	8,203,416	8,203,416	8,700,000
NON-REVENUE RECEIPTS					
Insurance Recoveries					
Recovery from Insurance Claims	-	33,755	30,000	30,000	40,000
Recovery from Workers Comp. Claims	-	893	-	-	-
Total Insurance Recoveries	-	34,648	30,000	30,000	40,000
Sale of Property Non-Recurring					
Sale of Land, Vehicles, Equip. or Buildings	(52,552)	409,365	350,000	350,000	-
Earnest Payment	930	-	-	-	-
Total Sale of Property Non-Recurring	(51,622)	409,365	350,000	350,000	-
Communications, Tourism & Museums					
Blandford Church	-	9,444	-	-	-
Centre Hill	-	2,992	-	-	-
Total Communications, Tourism & Museums	-	12,437	-	-	-
Total Non-Revenue Receipts	(51,622)	456,449	380,000	380,000	40,000
Total General Fund Revenues	88,643,098	97,517,309	84,202,469	88,083,817	94,384,922

GENERAL FUND REVENUE

2024-2025 REVENUE SUMMARY



47% GENERAL PROPERTY TAX

19% OTHER LOCAL TAXES

18% REVENUE FROM THE COMMONWEALTH

9% REVENUE FROM THE FEDERAL GOVERNMENT

3% CHARGES FOR SERVICES

2% REVENUE FROM USE OF MONEY/PROPERTY

2% OTHER:

- PERMITS, FEES & LICENSES
- FINES & FORFEITURES
- MISCELLANEOUS
- RECOVERED COSTS
- NON-REVENUE RECEIPTS

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SPECIAL REVENUE FUNDS

GRANTS The Grants Fund was created in FY 2017-18 to centralize the grants received from local, state, and federal sources. The City’s major grant programs are: Victim Witness and Community Corrections. For other grants, in FY 2017-18, City Council adopted a grant policy that requires departments to present grants to Council for their approval prior to acceptance. Consultation with Budget and Finance is also required to ensure any required local match is sustainable. This policy is meant to deter departments from accepting grant funds which may incur an unsustainable financial obligation. This Budget includes only the programs that are consistently funded by the Commonwealth and the Federal Government. The remaining grant programs will be taken before Council for appropriation once the award letters have been received.



STREETS The Streets Fund was created in FY 2017-18 to isolate the Virginia Department of Transportation Urban Allocation funds. VDOT allocated funds to municipalities based on a set rate for every lane mile within their jurisdictions. Funds are dispersed quarterly and can only be used for VDOT authorized activities such as street repairs and maintenance, snow and ice control, structure maintenance and specified equipment and materials for these functions.



CDBG The Community Development Block Grant (CDBG) Fund is a federal program that provides annual grants on a formula basis to entitled cities and counties. This grant is used to develop viable urban communities through improving housing environments and expanding economic opportunities. The CDBG fund has specific purposes for which municipalities are authorized to expend. For example, the acquisition of land, relocation and demolition, rehabilitation of residential and non-residential structures and activities related to energy conservation and renewable energy resources. In Petersburg, the specific projects are brought before the City Council for approval once the funding has been identified.



STORMWATER The Stormwater Fund is used for the management of the stormwater infrastructure. Revenue is received from each parcel containing impervious surfaces included in utility bills. Unmanaged stormwater can cause erosion, flooding and can carry excess nutrients, sediment and other contaminants into rivers and streams. Properly managed stormwater can recharge groundwater and protect land and streams from erosion, flooding and pollutants.



SPECIAL REVENUE FUNDS

GRANTS REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Recovered Cost-Petg Comm Corr	13,412	9,801			
VA Foundation for Healthy Youth	24,809	1,451			
Miscellaneous Revenue	718	457,035			
Historic African American Cemetery/ Graves Grant		2,400			
State Grant Revenue-Victim Witness	79,820	105,444			80,000
State Grant Revenue-PETRG Comm Cor- rections	454,696	475,112	88,235	88,235	484,892
Fire Program Fund Aid State	131,220	134,237	527,846	527,846	
Fire Local Emer Mgmt Perf Grant LEMP State		3,890			
Department of Emergency Management REPG		54,362			
EDA Build Back Better Grant					7,467,976
Edward Byrne Memorial Grant (JAG) State 2019		6,182			
Edward Byrne Memorial Grant (JAG) State 2020		4,448			
Edward Byrne Memorial Grant (JAG) State			10,675	10,675	
EPA Community Grant					2,432,000
Sheriff Covid-19 P&RG	26				
National Registration of Historic Places Grant	7,480				
DEQ Litter Grant	9,761	9,130			
Youth & Gang Violence Grant		24,900			
Library of Virginia Grant	3,193				
PGA Junior Equipment Grant	3,000				
VA Tourism Wanderlove Grant			268,000	268,000	
VEDP Development Opportunity Grant		128,700			
VEDP Harbor Project		50,000			
Federal Grant Revenue-Victim Witness	239,461	198,463			200,553
Edward Byrne Memorial Grant (JAG)		72,079			33,140
COVID-19 Supplemental Grant		97,361	749,900	749,900	
DMV Selective Enforcement Federal	27,341	76,256			
DCJS Promising Youth		9,844	185,295	185,295	
DCJS Gun Violence Intervention		7,750			
CSLRF Funds- City	(7,436,623)	18,422			
CSLRF Funds- County	(3,044,297)				
Operation Update Project Lifesaver	4,321	4,321			
IRF Grant- Exit 52 Project	70,500	260,986			
IRF Grant- 416 2nd St. Project	21,250				
Draw from Fund Balance		(428,951)			
Transfer from General Fund	48,172	48,172			48,172
VA Tourism - ARPA		30,000			
ARPA Group Violence Intervention		300,000			
VA Tourism Drive 2.0		10,000			
TOTAL REVENUES	(9,341,739)	2,171,796	1,829,951	1,829,951	10,746,733

SPECIAL REVENUE FUNDS

GRANTS EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Victim Witness	252,188	291,025	273,531	273,531	280,553
Comm Corrections	423,869	467,744	527,845	527,845	533,064
EDA Build Back Better Grant	-	511	-	-	7,467,976
Edward Byrne Memorial Grant (JAG) State	37,817	20,156	-	-	33,140
EPA Community Grant	-	-	-	-	2,432,000
Sheriff TRIAD	-	100	-	-	-
LVA Cares	359	149	-	-	-
DEQ Litter Grant	7,863	10,161	-	-	-
CARES Covid Relief	120,833	-	-	-	-
COVID MURP Grant	16,324	-	-	-	-
COVID-19 Supplemental Grant	10,281	21,004	-	-	-
DEQ Poor Creek	-	210,365	-	-	-
Youth & gang Violence Grant	12,450	12,450	-	-	-
Dept of Mines Minerals	46,800	-	-	-	-
State Grant 4ForLife	-	52,757	-	-	-
Fire Programs Fund	57,261	207,893	-	-	-
Fire LEMPG	8,958	-	10,675	10,675	-
DCJS PROMISING YOUTH OPP GRANT	-	12,513	-	-	-
DCJS GUN VIOLENCE INTERVENTION PROG	-	12,750	-	-	-
Comm Corr Expansion Funding	(170)	-	-	-	-
DCJS	1,945	-	749,900	749,900	-
VA CREATIVE COMM PARTNERSHIP GRANT	-	9,000	-	-	-
WIOA INTERNSHIP	-	2,610	-	-	-
Historic African American Cemetery/ Graves	1,040	-	-	-	-
OFFICE ON YOUTH	(73,164)	69,491	-	-	-
PGA JUNIOR EQUIPMENT GRANT	3,107	-	-	-	-
Juv Justice & Delinquency Prevention	-	39,000	-	-	-
VA Foundation for Healthy Youth	30,642	23,522	-	-	-
Library of VA ARPA	-	3,300	-	-	-
Library of VA	16,208	41,052	268,000	268,000	-
DCR Community Flood Preparedness Fund	-	96,462	-	-	-
DHCD Industrial Revital Fund Grant	-	600,000	-	-	-
ARPA Group Violence	-	18,776	-	-	-
ARPA Law Enforcement	-	368,111	-	-	-
Cameron Foundation Internship	-	810	-	-	-
Ramada Inn Project	-	626,738	-	-	-
TOTAL EXPENDITURES	974,611	3,218,448	1,829,951	1,829,951	10,746,733

SPECIAL REVENUE FUNDS

STREETS REVENUES		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	State Grant Revenue	6,224,206	7,189,543	6,756,606	6,756,606	7,973,243
TOTAL STREETS FUND		6,224,206	7,189,543	6,756,606	6,756,606	7,973,243
STREETS EXPENDITURES		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	STREETS EXPENDITURES	5,846,490	5,315,603	6,756,606	6,756,606	7,973,243
TOTAL STREETS FUND		5,846,490	5,315,603	6,756,606	6,756,606	7,973,243

State Grant Revenue is the revenue provided by the Virginia Department of Transportation (Urban Maintenance Program) to maintain the interstate system highways and secondary system of state highways for the City’s street maintenance. These funds are dispersed in quarterly payments and amount to about \$6 million annually.

STORMWATER REVENUES		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	Stormwater Fee Charges	1,511,484	1,386,174	1,322,156	1,322,156	1,452,283
TOTAL STORMWATER REVENUES		1,511,484	1,386,174	1,322,156	1,322,156	1,452,283
STORMWATER EXPENDITURES		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	Stormwater Operations	579,529	388,084	1,322,156	1,322,156	1,452,283
TOTAL STORMWATER EXPENDITURES		579,529	388,084	1,322,156	1,322,156	1,452,283

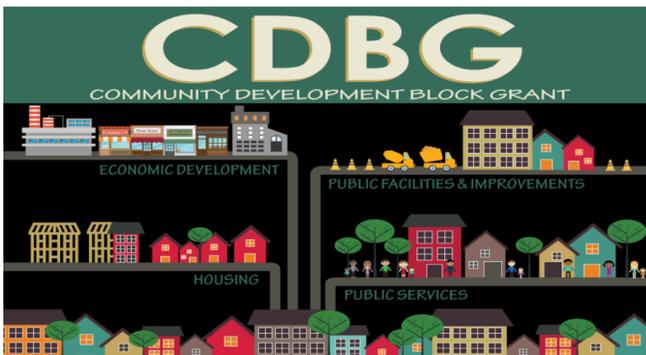
Stormwater Fee Charges are billed to residential and non-residential customers that use the City’s stormwater collection systems. The City is responsible for compliance with State and Federal regulations that are not funded. In order to install and maintain storm drains, inlets, ditches and erosion and sediment control these fees are charged. For residential customers a standard \$3.75 per month charge is added, for non-residential customers it is \$3.75 per ERU a month. ERU is the total impervious area of the property divided by 2,116 SF. These fees are added onto the utility bill

SPECIAL REVENUE FUNDS

The City of Petersburg receives funding from the United States Department of Housing and Urban Development. This funding aids in implementing projects that will most directly impact the greatest needs of the community. There are five primary project types under this funding source: comprehensive community development, business district revitalization, housing, community facility (infrastructure), and community service facility. For certain activities, subrecipients are selected to complete the projects.

CDBG REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Federal Grant Revenue	801,995	846,971	583,253	583,253	582,410
TOTAL CDBG REVENUES	801,995	846,971	583,253	583,253	582,410

CDBG EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
CDBG Expenditures	393,055	1,007,935	583,253	583,253	582,410
TOTAL CDBG EXPENDITURES	393,055	1,007,935	583,253	583,253	582,410



ENTERPRISE FUNDS

Enterprise Funds are used to account for operations that are financed in a manner similar to private business enterprises with the intent that costs of providing services to the general public be financed primarily through user charges.



UTILITIES

The Utilities Fund accounts for revenues and expenditures associated with the operating system, utility debt services and utility capital projects. Revenues to support the Utilities Fund are derived from users' fees billed to commercial, industrial, and residential customers in the City.



DOGWOOD TRACE

This enterprise fund is Peterburg's municipal golf course. All revenues and expenditures are a result of activities related to the golf course operations.



PETERSBURG AREA TRANSIT

The Petersburg Area Transit Fund is where the City's regional transit operations are located. Transit receives revenue from the Commonwealth, the Federal Transit Administration, the City of Petersburg, and revenue generated through operations. Transit provides services to the citizens of Petersburg and other localities.

ENTERPRISE FUNDS

UTILITIES REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Interest Earned	1,433	19,796	-	-	-
Recoveries & Rebates	41,764	31,572	55,000	55,000	55,000
Sewer & Water Connec-	1,111,378	326,413	200,000	200,000	200,000
Sewer and Water Con-	8,623	1,037	-	-	-
Cut Off Fees	72,915	43,492	-	-	-
Delinquent Charges	(283)	(345)	175,000	175,000	-
Sale of Water & Sewer -	4,977,112	8,380,853	9,801,226	9,801,226	8,550,000
Sale of Water & Sewer -	395,594	561,874	487,000	487,000	495,000
Sale of Water & Sewer -	6,667,459	6,114,453	4,281,774	4,281,774	5,834,073
Street Opening/Street	3,359	1,120	-	-	-
Miscellaneous Revenue		(18,000)	-	-	-
Sale of Salvage/Surplus	512	1,970	-	-	-
Miscellaneous Other	3,152	824	-	-	-
Proceeds from Indebt-	(935,659)	(935,659)	-	-	-
Transfer from General		2,001,866	-	-	-
TOTAL UTILITIES	12,347,358	16,531,266	15,000,000	15,000,000	15,134,073
UTILITIES EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Public Utilities	-	1,595,149	-	-	-
Wastewater Operations	6,891,509	6,977,236	8,245,779	8,245,779	8,257,414
Water Operations	2,936,873	3,102,090	6,754,221	6,754,221	6,876,659
TOTAL UTILITIES	9,828,382	11,674,475	15,000,000	15,000,000	15,134,073

Interest Earned is the money accrued whenever a utility bill has not been paid in full within 25 days of the due date.

Sewer & Water Connection Fees are the costs associated with setting up an account and having a technician go on-site to connect a meter.

Cut Off Fees are the costs associated with canceling or turning off an account and having a technician go on-site to disconnect a meter.

Delinquent Charges are the costs customers with delinquent accounts pay if their utility bill is not paid within 25 days of the due date. These charges are 5% of the unpaid bill or \$1.50. Due to the pandemic, penalties and interest for delinquent utility bill were not included in monthly charges. This practice resumed May 1, 2022.

Sale of Water & Sewer-Residential is the largest source of revenue in the Utilities Fund at 68%. Residential sales make up about 88% of all water and sewer services. Although the rates between customer classes do not differentiate, prices vary based on the meter size.

ENTERPRISE FUNDS

DOGWOOD TRACE REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Green Fees	603,267	653,739	593,500	593,500	602,500
Cart Rental	285,931	333,421	300,500	300,500	371,500
Pro Shop	40,072	46,998	39,400	39,400	49,400
Sales Tax Golf Course	(2,544)	(2,261)	20,000	20,000	20,000
Range Fees		-	38,850	38,850	41,850
E-Gift Card Revenue	450	-	-	-	-
Meals Tax	3,687	2,222	4,200	4,200	4,200
Food Sales	60,028	61,547	67,000	67,000	67,000
Beverage Sales	42,689	47,976	41,100	41,100	41,100
Cash Over & Short	(200)	(287)	-	-	-
Proceeds from Indebtedness	(200,689)	(200,689)	-	-	-
Transfer from General Fund	279,479	376,378	-	-	-
TOTAL DOGWOOD REVENUES	1,112,170	1,319,043	1,104,550	1,104,550	1,197,550
DOGWOOD TRACE EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Golf Course Operations	846,602	1,116,282	1,104,550	1,104,550	1,197,550
TOTAL DOGWOOD EXPENDITURES	846,602	1,116,282	1,104,550	1,104,550	1,197,550

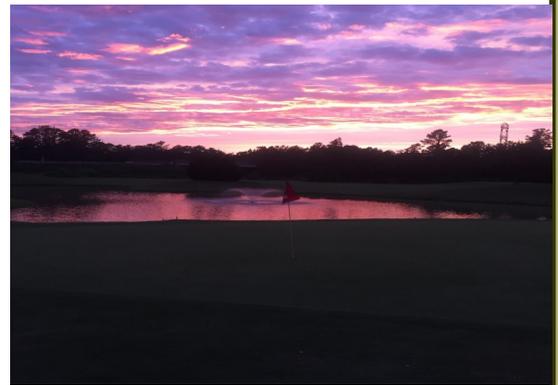
Green Fees are the daily usage charges the City implements for access to their municipal golf course. Currently the rates are \$30 on weekdays and \$37 on weekends. This is the biggest source of revenue for Dogwood Trace at 38.5%.

Cart Rentals create revenue for the Golf Course Fund by charging daily usage fees to rent a golf cart for a round of golf. The rates for these rentals are \$12 for a 9-hole round and \$20 for an 18-hole round.

Pro Shop income comes from the sales made in the Dogwood Trace retail store. These prices vary based on the type of product.

Food & Beverage Sales are earnings that are associated with the Grille restaurant. The Grille serves customers daily at the facility, but also provides catering services to businesses and non-profit entities throughout the Tri-Cities area.

Sales Tax Golf Course is the tax required by State law on all sales. This is currently set at 5.3% and is estimated to bring in around \$20,000 in revenue in FY 2023-24.



ENTERPRISE FUNDS

MASS TRANSIT REVENUES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Rental of General Property	-	(1,472)	21,600	21,600	18,624
Sale of Bus Tickets	-	2,800	-	-	-
Hopewell	218,000	220,000	220,000	220,000	220,000
Greyhound Commission Tickets	2,594	1,724	5,000	5,000	-
Greyhound Revenue	8,384	4,927	10,000	10,000	-
Riverside Revenue	11,635	-	23,280	23,280	-
Richard Bland College Revenue	-	-	-	-	23,280
Vending Machine Commission	1,925	550	600	600	600
Miscellaneous	-	29	-	-	-
Recovered Cost [Insurance Settlements]	90,255	12,532	-	-	500
Sale of Salvage/Surplus	-	327	-	-	-
Miscellaneous Other - [Advertising On Bus]	11,732	118,614	111,356	111,356	114,680
Recovered Cost	375	258	-	-	-
State Grant Revenue-Monthly Op Allot	1,252,745	1,438,238	810,685	810,685	1,224,167
New Freedom Program-Operating State	-	116,391	-	-	-
Capital State 2020 Grant [5339]	33,293	-	-	-	-
Capital State 2024 Grant [5339]	-	-	514,854	514,854	408,942
Capital State 2021 Grant [5339]	267,606	6,368	-	-	-
Capital State 2022 Grant [5339]	262,248	115,041	-	-	-
Capital State 2023 Grant [5339]	-	-	61,200	61,200	-
Bus Rodeo	-	57,242	-	-	-
Feasibility Study (Maint. Facility)	-	12,761	-	-	-
TRIP Zero Fare	-	716,959	-	-	235,276
Project [Demo/Technical Assistance] [State]	-	-	488,552	488,552	433,533
Federal Grant Revenue -Operating (5307)	-	-	1,225,448	1,225,448	1,331,382
Federal Grant Revenue -Preventive Maintenance	18,737	-	821,625	821,625	821,625
VA-90-X415 [Federal]	1,284	-	-	-	-
VA-34-0005 (Federal)	9,790	-	-	-	-
VA-2018-0006 [Federal]	1,400	-	-	-	-
Capital VA-2020 (5339) [Federal]	5,261	-	-	-	-
VA-2021 Capital Federal	107,484	-	-	-	-
VA-2022 Capital Federal	96,093	39,693	-	-	-
VA-2019-014 Capital PM	-	10,298	-	-	-
CRRSA Funding VA-2021-035 Operating	129,821	337,075	-	-	-
American Rescue Plan Act (ARPA)	-	830,918	-	-	-
CARES/ARPA	1,684,547	-	-	-	-
VA-2023 Capital Federal	-	-	25,200	25,200	-
Transfer from General Fund	892,979	887,779	-	-	-
Local Match - Operating [Fund 5307]	-	-	1,225,448	1,225,448	1,331,382
Local Match -Preventive Maintenance [Fund 5307]	-	-	205,406	205,406	205,406
Local Match - Capital [Fund 5339]	-	-	33,886	33,886	24,055
Local Match- Other Projects [State]	-	-	331,702	331,702	792,699
Local Match- State Operating	-	-	124,426	124,426	124,426
Capital Federal 2024 Grants [5339]	-	-	211,999	211,999	168,388
TOTAL MASS TRANSIT REVENUES	5,108,188	4,929,052	6,472,267	6,472,267	7,478,965

ENTERPRISE FUNDS

MASS TRANSIT EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Operating Expense	3,059,609	4,461,981	3,541,795	3,541,795	3,938,858
Greyhound Services	7,634	21,250	10,000	10,000	-
Maintenance	866,029	979,542	1,027,031	1,027,031	1,066,204
Para-Transit	193,511	234,794	226,049	226,049	246,630
Capital	1,203,515	91,712	1,667,392	1,667,392	2,227,273
TOTAL MASS TRANSIT EXPENDITURES	5,330,299	5,789,279	6,472,267	6,472,267	7,478,965

PROPOSED PROGRAM BUDGETS

FISCAL YEAR 2024-2025



GENERAL GOVERNMENT

CITY COUNCIL & CITY CLERK

	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
CITY COUNCIL					
Salaries & Wages Regular	67,577	70,217	70,346	70,346	70,346
Part Time Regular	48,627	47,500	85,000	85,000	85,000
FICA	7,773	8,225	11,884	11,884	11,884
VRS	7,782	8,597	8,631	8,631	8,631
Health Insurance	24,613	29,218	31,094	31,094	31,094
VRS Group Life	908	939	943	943	1,010
Other Professional Services	423	140	6,500	6,500	6,000
Other Contractual Services	55,351	109,970	67,000	67,000	100,000
Advertising	5,352	9,145	12,000	12,000	11,000
Postal Services	57	79	350	350	300
Telecommunications	1,497	3,082	2,244	2,244	3,500
Conference Travel & Training	-	481	25,000	25,000	20,000
Dues and Association	750	225	1,000	1,000	1,000
Special Events	-	55	-	-	-
Office Supplies	1,093	3,254	8,000	8,000	6,000
TOTAL CITY COUNCIL	221,805	291,127	329,992	329,992	355,765

CITY MANAGER

CITY MANAGER	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	459,431	421,502	469,518	469,518	475,129
Part Time Regular	45,179	9,627	-	-	-
FICA	37,301	33,770	35,918	35,918	35,918
VRS	45,455	49,491	57,610	57,610	58,298
Health Insurance	18,682	28,712	34,627	34,627	34,953
VRS Group Life	5,275	5,364	6,292	6,292	6,367
Other Contractual Services	101,269	256,284	75,000	75,000	100,000
Repairs - Vehicles	1,528	2,945	2,000	2,000	3,000
Advertising	1,075	4,596	3,000	3,000	4,000
Postal Services	150	47	600	600	500
Telecommunications	2,146	3,304	5,000	5,000	5,000
Mileage & Transportation	-	277	550	550	500
Conference Travel & Training	2,206	3,851	8,000	8,000	8,000
Meals and Lodging	1,128	2,898	2,500	2,500	3,000
Registration & Training	40	110	2,500	2,500	2,500
Dues and Association Member-	2,166	5,910	5,500	5,500	6,000
Special Events	40	1,098	3,000	3,000	25,000
Office Supplies	4,943	3,961	5,000	5,000	5,000
Food Supplies	1,130	724	2,500	2,500	2,500
Vehicle and Powered Equip-	1,727	4,118	3,000	3,000	3,500
Books and Subscriptions	200	86	-	-	-
Computer Software under	-	480	1,000	1,000	1,000
Computer Hardware under	-	2,063	-	-	-
Mayor's Youth Academy	-	2,500	100,000	100,000	150,000
TOTAL CITY MANAGER	731,069	843,717	823,115	823,115	930,165

CITY ATTORNEY

CITY ATTORNEY	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	225,500	236,353	296,787	296,787	308,627
FICA	14,901	16,261	22,704	22,704	22,704
VRS	25,916	28,945	36,416	36,416	37,868
Health Insurance	14,002	16,946	27,418	27,418	27,418
VRS Group Life	3,022	3,160	3,977	3,977	4,136
Other Contractual Services	5,649	5,838	60,000	60,000	65,000
Postal Services	94	84	350	350	400
Telecommunications	555	1,060	1,164	1,164	1,164
Meals and Lodging	300.28	-	-	-	-
Conference Travel & Training	3,618	3,808	5,000	5,000	7,500
Dues and Association Member-	745	1,039	1,600	1,600	2,400
Office Supplies	784	826	2,500	2,500	3,000
Vehicle and Powered Equip-	539.43	-	-	-	-
Computer Software under	-	2,539	3,000	3,000	3,000
TOTAL CITY ATTORNEY	295,625	316,860	460,916	460,916	483,217

HUMAN RESOURCES

HUMAN RESOURCES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	315,143	410,765	431,002	431,002	449,272
Salaries & Wages Overtime	19,414	9,704	-	-	-
Part Time Regular	34,527	11,429	-	-	-
FICA	26,495	30,280	32,972	32,972	32,972
VRS	24,952	48,639	52,884	52,884	55,126
Health Insurance	14,769	46,219	47,213	47,213	56,352
VRS Group Life	2,899	5,380	5,775	5,775	6,020
Workman's Compensation	-	32,307	280,145	-	-
Other Contractual Services	48,031	26,359	148,000	148,000	150,000
Printing and Binding		-	1,500	1,500	1,500
Advertising		1,224	9,000	9,000	9,000
Postal Services	195	786	500	500	500
Telecommunications	685	1,554	732	732	732
Insurance Premiums	1,385,710	-	-	-	-
General Liability Insurance	-	5,000	920,000	-	-
Line of Duty Insurance	-	-	158,000	158,000	-
Mileage & Transportation	36	-	1,500	1,500	1,500
Registration & Training	219	10	1,500	1,500	1,500
Conference Travel & Training	-	-	1,000	1,000	1,000
Dues and Association Member-	-	-	1,200	1,200	1,200
Special Events	-	317	8,000	8,000	8,000
Office Supplies	2,703	8,724	4,500	4,500	4,500
Furniture & Fixtures under	355	-	-	-	-
Uniforms & Wearing Apparel	-	-	300	300	300
Other Operating Supplies	-	309	1,800	1,800	1,800
Computer Hardware under		2,318	2,500	2,500	2,500
TOTAL HUMAN RESOURCES	1,876,134	641,324	2,110,023	909,878	783,774

Worker's Compensation, General Liability Insurance, & Line of Duty Insurance were all moved to Non-Departmental.



CITY ASSESSOR

ASSESSOR	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	310,000	298,632	377,520	377,520	380,649
FICA	23,199	22,232	28,880	28,880	28,880
VRS	35,619	35,103	46,322	46,322	46,706
Health Insurance	26,629	36,677	44,064	44,064	54,834
VRS Group Life	4,154	3,788	5,059	5,059	5,101
Other Contractual Services	61,197	62,927	35,000	35,000	35,000
Repairs - Equipment	-	-	1,500	1,500	1,500
Repairs - Vehicles	5	298	-	-	-
Printing and Binding	-	-	1,000	1,000	1,000
Advertising	-	-	1,000	1,000	1,000
Postal Services	4,827	799	11,000	11,000	11,000
Telecommunications	243	380	500	500	500
Meals and Lodging	3,263	-	1,000	1,000	1,000
Registration & Training	2,334	(855)	2,000	2,000	2,000
Conference Travel & Training	2,909	55	10,000	10,000	10,000
Dues and Association Member-	1,070	4,312	3,500	3,500	4,000
Office Supplies	526	3,152	1,500	1,500	2,500
Vehicle and Powered Equip-	37	85	2,500	2,500	2,500
Uniforms & Wearing Apparel	-	-	1,500	1,500	2,000
Laptops	588	-	-	-	-
Books and Subscriptions	1,820	174	7,320	7,320	7,500
Computer Software under	3,509	-	7,200	7,200	7,200
TOTAL ASSESSOR	481,927	467,759	588,365	588,365	604,870



FINANCE

FINANCE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	432,882	465,072	484,222	484,222	717,265
FICA	31,061	33,989	37,043	37,043	40,027
VRS	49,830	56,572	59,414	59,414	79,215
Health Insurance	37,600	48,251	59,230	59,230	67,653
VRS Group Life	5,826	6,353	6,488	6,488	8,651
Accounting and Auditing Ser-	434,186	689,576	350,000	-	-
Other Contractual Services	2,157	5,413	10,000	10,000	200,000
Printing & Binding	1,573	-	3,000	3,000	2,000
Advertising	-	35	-	-	-
Postal Services	5,248	5,697	6,500	6,500	6,500
Telecommunications	484	669	732	732	1,000
Meals and Lodging	-	361	-	-	-
Registration & Training	30	450	500	500	500
Conference Travel & Training	506	837	1,000	1,000	1,000
Dues and Association Member-	200	2,200	3,000	3,000	3,000
Office Supplies	10,623	6,824	7,500	7,500	8,500
Computer Hardware under	-	36	1,000	1,000	1,000
TOTAL FINANCE	1,012,206	1,322,336	1,029,629	679,629	1,136,311

BILLING & COLLECTIONS

BILLING & COLLECTIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries and Wages, Regular	268,006	304,711	280,704	280,704	523,500
Salaries and Wages, Overtime	9,985	10,926	5,000	5,000	5,000
Part time Regular	18,593	-	-	-	21,000
FICA	21,972	23,282	21,856	21,856	32,457
VRS	30,733	36,737	34,442	34,442	64,234
Health Insurance	31,211	44,097	44,258	44,258	44,258
VRS Group Life	3,256	4,002	3,762	3,762	7,015
Other Contractual Services	160,895	(63,749)	50,000	50,000	55,000
Printing and Binding	8,388	4,019	8,000	8,000	8,000
Postal Services	54,702	43,586	40,000	40,000	100,000
Telecommunications	645	790	732	732	732
Registration & Training	255	-	-	-	-
Conference Travel & Training	374	-	1,000	1,000	1,000
Office Supplies	6,446	11,990	10,000	10,000	9,000
Computer Hardware under	-	-	1,000	1,000	1,000
Total Billing & Collections	615,462	420,389	500,754	500,754	830,742

***Contractual Services are made up of collection agencies, lease of printer and sealer machines, DMV stops and court.

RISK MANAGEMENT

RISK MANAGEMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	-	-	-	-	-
FICA	-	-	-	-	-
VRS	-	-	-	-	-
Health Insurance Waiver Ex-	-	-	-	-	-
VRS Group Life	-	-	-	-	-
Unemployment Insurance	-	-	-	-	-
Workman's Compensation	-	697,391	-	-	-
Other Contractual Services	-	-	-	-	-
Repairs - Equipment	-	-	-	-	-
Postal Services	-	1	-	-	-
Telecommunications	-	-	-	-	-
Property Insurance	-	123,222	-	-	-
Auto Insurance	-	276,126	-	-	-
Surety Bonds	-	-	-	-	-
Public Official Liability Insur-	-	55,908	-	-	-
General Liability Insurance	-	171,080	-	-	-
Line of Duty Insurance	-	134,834	-	-	-
Computer Hardware under	-	375	-	-	-
Registration & Training	-	-	-	-	-
Office Supplies	-	-	-	-	-
TOTAL RISK MANAGEMENT	-	1,458,937	-	-	-

RISK MANAGEMENT DEPARTMENT WAS ABSORBED BY HUMAN RESOURCES

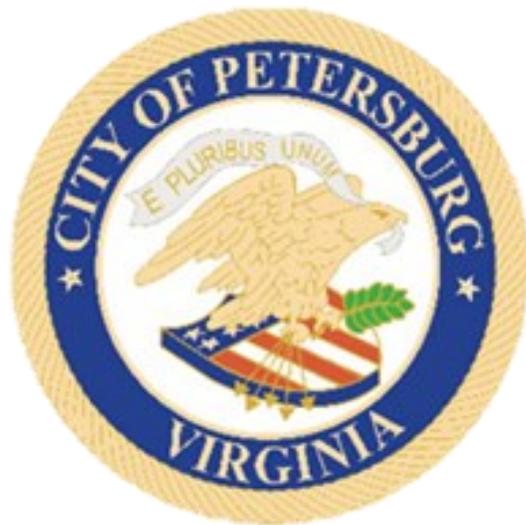
PROCUREMENT

PROCUREMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	219,834	139,375	191,749	191,749	204,622
Salaries & Wages Overtime	115	201	500	500	500
Part time Regular	19,340	18,520	20,500	20,500	21,525
FICA	17,173	12,122	16,275	16,275	16,275
VRS	23,346	16,345	23,528	23,528	25,107
Health Insurance	7,291	-	9,139	9,139	9,139
VRS Group Life	2,719	1,785	2,569	2,569	2,742
Other Contractual Services	267	35	250	250	250
Printing and Binding	-	-	-	-	-
Advertising	1,636	207	1,000	1,000	1,000
Postal Services	347	533	1,050	1,050	1,050
Telecommunications	353	278	400	400	300
Meals and Lodging	-	-	770	770	770
Mileage and Transportation	-	-	300	300	300
Registration & Training	-	-	1,000	1,000	1,500
Conference Travel & Training	1,784	2,298	1,100	1,100	1,500
Dues and Association Memberships	520	430	2,100	2,100	2,100
Office Supplies	2,511	2,025	3,500	3,500	3,500
Merchandise for Resale	64,746	11,313	62,000	62,000	62,000
Computer Hardware under \$5,000	-	494	1,500	1,500	1,500
TOTAL PROCUREMENT	361,980	205,962	339,231	339,231	355,680
Central Store Room	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Merchandise for Resale	521	-	-	-	-
TOTAL CENTRAL STORE ROOM	521	-	-	-	-

INFORMATION TECHNOLOGY

INFORMATION TECHNOLOGY	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	147,462	254,529	280,290	280,290	328,954
Salaries & Wages Overtime	27	-	-	-	-
Part time Regular	62,079	47,050	41,600	41,600	52,000
FICA	15,432	22,294	24,625	24,625	27,149
VRS	15,978	30,918	34,391	34,391	40,363
Health Insurance	12,845	21,504	31,094	31,094	31,094
VRS Group Life	1,869	3,375	3,756	3,756	4,408
Maintenance Contracts	80,185	119,047	136,500	136,500	140,000
Other Contractual Services	256,538	169,724	200,000	200,000	200,000
Repairs - Vehicles	295	-	-	-	-
Telecommunications	360,652	381,777	393,120	393,120	393,120
Mileage & Transportation	-	-	-	-	-
Conference Travel & Training	-	-	-	-	-
Office Supplies	1,798	1,710	2,000	2,000	2,000
Vehicle and Powered Equip-	45	356	750	750	750
Machinery & Equipment over	13,803	9,374	13,000	13,000	13,000
Vehicle Leasing	-	-	7,200	7,200	-
TOTAL INFORMATION	969,008	1,061,659	1,168,326	1,168,326	1,232,838

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CONSTITUTIONAL OFFICERS



Commissioner of Revenue

Brittany Flowers



Treasurer

Paul Mullin



Registrar

Dawn Wilmoth



Clerk of Circuit Court

Maytee Romero de Parham



Commonwealth Attorney

Tiffany Buckner



Sheriff

Vanessa Crawford

COMMISSIONER OF REVENUE

COMMISSIONER OF REVENUE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	254,241	263,872	292,722	292,722	322,796
FICA	18,544	19,083	22,393	22,393	22,393
VRS	29,586	33,224	35,917	35,917	39,607
Health Insurance	33,440	37,333	40,233	40,233	40,233
VRS Group Life	3,450	3,606	3,922	3,922	4,325
Other Contractual Services	13,390	11,138	13,000	13,000	15,000
Postal Services	5,078	4,403	9,000	9,000	11,000
Telecommunications	403	558	612	612	612
Mileage & Transportation	726	1,360	750	750	1,000
Meals and Lodging	1,819	3,933	500	500	1,000
Registration & Training	2,000	300	2,500	2,500	-
Conference Travel & Training	45	2,800	2,750	2,750	3,000
Dues and Association Mem-	1,530	525	1,900	1,900	2,000
Office Supplies	5,545	3,897	8,000	8,000	8,000
Cigarette Stamp Purchase	10,358	7,314	20,000	20,000	15,000
TOTAL COMMISSIONER OF	380,156	393,344	454,199	454,199	485,966



CITY TREASURER

TREASURER	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	170,578	117,980	154,649	154,649	212,000
Salaries & Wages Overtime	6	-	-	-	-
Part Time Regular	1,224	-	-	-	-
FICA	12,125	7,664	11,831	11,831	13,144
VRS	18,248	14,876	18,975	18,975	26,012
Health Insurance	13,630	27,257	34,235	34,235	43,374
VRS Group Life	2,072	1,640	2,072	2,072	2,841
Legal Services	(1,834)	-	-	-	-
Credit Card Processing Fees	7,221	6,742	7,221	7,221	7,221
Other Contractual Services	9,506	4,363	10,000	10,000	10,000
Advertising	-	-	1,500	1,500	1,500
Postal Services	814	669	1,000	1,000	1,000
Telecommunications	273	601	731	731	731
Meals and Lodging	720	1,152	-	-	-
Registration & Training	688	206	-	-	-
Conference Travel & Training	447	1,601	3,000	3,000	5,000
Dues and Association Mem- berships	300	596	800	800	1,500
Office Supplies	2,094	(7,370)	2,500	2,500	2,500
TOTAL TREASURER	238,111	177,977	248,515	248,515	326,823



REGISTRAR

REGISTRAR	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	173,714	184,642	206,025	206,025	228,560
Salaries & Wages Overtime	3,546	7,930	12,000	12,000	12,000
Part Time Regular	-	39,543	38,880	38,880	42,840
FICA	13,400	14,595	19,653	19,653	17,485
VRS	19,963	22,486	25,279	25,279	27,450
Health Insurance	14,002	16,946	18,278	18,278	18,278
VRS Group Life	2,328	2,455	2,761	2,761	2,994
Electoral Board Compensation	10,394	10,388	11,000	11,000	11,000
Other Contractual Services	44,366	28,940	8,000	8,000	20,000
Officers of Election	-	49,055	45,000	45,000	46,844
Repairs - Equipment	16,862	41,276	28,680	28,680	30,000
Printing & Binding	19,880	28,865	35,000	35,000	40,000
Advertising	1,547	1,787	2,000	2,000	3,000
Postal Services	(91)	28,335	18,000	18,000	21,800
Telecommunications	440	801	1,000	1,000	1,200
Lease/Rent of Equipment	-	-	6,200	6,200	4,500
Lease/Rent of Buildings	30,050	30,050	32,782	32,782	34,441
Conference Travel & Training	-	3,454	3,200	3,200	3,500
Dues and Association Mem-	480	810	1,000	1,000	1,000
Office Supplies	4,985	8,023	12,000	12,000	13,000
Food Supplies	2,640	7,820	6,000	6,000	7,000
Furniture & Fixtures under	577	-	12,000	12,000	12,000
Computer Software under	635	601	6,000	6,000	6,000
TOTAL REGISTRAR	359,718	528,802	550,739	550,739	604,892



CLERK OF CIRCUIT COURT

CLERK OF CIRCUIT COURT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	434,617	446,411	532,160	532,160	594,443
Salaries & Wages Overtime	3,151	3,851	-	-	-
Part Time Regular	35,063	32,101	40,998	40,998	42,000
FICA	34,800	35,857	43,847	43,847	43,847
VRS	50,130	54,092	65,296	65,296	71,957
Health Insurance	26,124	36,578	58,512	58,512	58,512
VRS Group Life	5,846	5,979	7,131	7,131	7,858
Accounting and Auditing Ser-	3,989	-	4,000	4,000	4,000
Jury Duty	42,759	80,922	45,000	45,000	125,000
Jury Cost Fees	177	1,400	-	-	-
Jury Meals	-	2,579	6,000	6,000	6,000
Other Contractual Services	43,124	23,519	8,000	8,000	10,000
Advertising	-	157			-
Postal Services	6,864	4,850	8,000	8,000	8,000
Lease/Rent of Equipment	5,653	5,959	10,500	10,500	10,500
Conference Travel & Training	836	1,317	300	300	400
Dues and Association Mem-	320	320	350	350	350
Office Supplies	7,464	5,547	6,500	6,500	7,000
Other Operating Supplies	-	50			-
Computer Software under	-	-	300	300	300
Computer Hardware under	610	5,300	5,000	5,000	5,000
TOTAL CLERK OF CIRCUIT	701,526	746,789	841,893	841,893	995,167

COMMONWEALTH ATTORNEY

COMMONWEALTH ATTORNEY	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	850,053	920,634	1,125,607	1,125,607	1,275,906
Part Time Regular	21,347	23,393	40,950	40,950	45,000
FICA	63,995	70,441	89,242	89,242	89,242
VRS	96,421	113,745	138,112	138,112	156,554
Health Insurance	49,902	48,261	67,651	67,651	76,790
VRS Group Life	11,271	12,224	15,083	15,083	17,097
Other Contractual Services	30,183	31,978	33,000	33,000	39,000
Repairs - Vehicles	-	584	1,000	1,000	1,000
Postal Services	4,000	948	4,000	4,000	2,000
Telecommunications	880	1,840	1,549	1,549	2,000
Mileage & Transportation	3,001	2,283	10,000	10,000	10,000
Meals and Lodging	8,906	5,540	12,000	12,000	12,000
Registration & Training	-	-	15,000	15,000	10,000
Conference Travel & Training	1,200	3,153	12,396	12,396	12,396
Dues and Association Mem-	10,242	9,678	12,500	12,500	12,500
Office Supplies	26,203	37,175	27,000	27,000	25,000
Vehicle and Powered Equip-	397	529	2,000	2,000	2,000
TOTAL COMMONWEALTH	1,178,000	1,282,406	1,607,090	1,607,090	1,788,485

SHERIFF'S OFFICE

SHERIFF	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	1,209,127	1,239,520	1,339,694	1,339,694	1,568,634
Salaries and Wages, Overtime	-	271	-	-	-
Part Time Regular	8,400	75,706	43,680	43,680	100,000
FICA	89,309	98,130	105,828	105,828	105,828
VRS	131,779	147,447	164,381	164,381	192,471
Health Insurance	85,346	90,365	106,976	106,976	143,532
VRS Group Life	15,419	16,139	17,952	17,952	21,020
Cleaning Services	59	46	-	-	-
Other Contractual Services	4,147	4,891	13,000	13,000	97,635
Repairs - Vehicles	(38,704)	18,319	15,000	15,000	30,000
Repairs - Equipment	247	-	1,000	1,000	3,000
Utility Service	11,108	22,973	-	-	35,000
Postal Services	1,782	3,285	4,500	4,500	5,000
Telecommunications	3,266	4,373	5,000	5,000	7,000
Lease/Rent of Equipment	3,148	4,101	5,000	5,000	6,000
Lease/Rent of Buildings	-	151	-	-	-
Meals and Lodging	-	242	-	-	-
Registration & Training	2,000	110	-	-	-
Conference Travel & Training	6,778	10,241	10,000	10,000	15,000
Dues and Association Mem- berships	330	241	2,000	2,000	3,000
Office Supplies	(34,449)	7,141	15,000	15,000	15,000
Food Supplies	740	506	-	-	-
Cleaning Materials & Supplies	16	12	-	-	1,000
Vehicle and Powered Equip- ment Fuels	4,136	12,930	11,000	11,000	15,000
Ammunition	1,947	365	5,000	5,000	5,000
Uniforms & Wearing Apparel	8,897	11,235	15,000	15,000	20,000
Other Operating Supplies	3,088	8,002	15,000	15,000	20,000
Furniture & Fixtures under \$5,000	1,680	-	-	-	-
Computer Software under \$5,000	-	178	-	-	-
Computer Hardware under \$5,000	700	278	4,000	4,000	6,000
Vehicles	(19,358)	102,179	-	-	-
Local Grant Match	-	-	1,000	1,000	5,000
Crater Criminal Justice Ser- vices	8,873	(349)	15,315	15,315	27,000
TOTAL SHERIFF	1,509,809	1,879,026	1,915,326	1,915,326	2,447,120

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PUBLIC SAFETY



POLICE

POLICE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	5,020,553	4,369,193	5,708,658	5,708,658	6,341,613
Clothing Allowance	-	6,996	11,000	11,000	11,000
Salaries & Wages Overtime	522,911	576,885	300,000	300,000	400,000
Sal & Wages - DMV Overtime	40,418	56,507	50,000	50,000	50,000
Sal & Wages - CIT Overtime	53,640	63,887	60,000	60,000	60,000
Sal & Wages - FED/JLEO Overtime	18,537	15,208	15,000	15,000	15,000
Part Time Regular	69,936	54,023	125,000	125,000	124,719
FICA	478,344	124,124	478,787	478,787	402,271
VRS	510,669	610,195	700,452	700,452	778,116
Health Insurance	757,855	732,420	780,509	780,509	780,509
VRS Group Life	59,200	66,025	76,496	76,496	76,496
Doctors & Phys Exam Fees	11,405	10,797	7,500	7,500	12,000
Other Contractual Services	177,775	293,910	175,000	175,000	250,000
VSU Parade	-	1,100	-	-	-
Repairs - Vehicles	196,203	218,955	200,000	200,000	300,000
Postal Services	1,339	1,133	1,500	1,500	1,500
Telecommunications	36,257	40,077	58,500	58,500	58,500
Lease/Rent of Equipment	-	(115,370)	-	-	-
Lease/Rent of Buildings	167	-	-	-	-
Meals and Lodging	466	277	1,500	1,500	1,500
Registration & Training	865	686	-	-	-
Conference Travel & Training	7,918	8,433	50,000	50,000	50,000
Due and Association Memberships	975	705	3,500	3,500	3,500
Office Supplies	3,635	4,661	5,000	5,000	7,500
Cleaning Materials & Supplies	45	-	-	-	-
Vehicle and Powered Equipment	321,002	262,392	144,000	144,000	144,000
Fuels	321,002	262,392	144,000	144,000	144,000
Ammunition	205	-	30,000	30,000	30,000
Uniforms & Wearing Apparel	34,555	60,415	75,000	75,000	75,000
Other Operating Supplies	60,007	53,466	65,000	65,000	65,000
Computer Software under \$5,000	-	-	5,250	5,250	-
Computer Hardware under \$5,000	-	-	750	750	-
Furniture & Fixtures over \$5,000	830	2,924	30,000	30,000	30,000
Machinery & Equipment over \$5,000	93,651	153,743	125,000	125,000	125,000
Tuition Reimbursement	-	-	-	-	20,000
Vehicles	-	-	147,500	147,500	100,000
TOTAL POLICE	8,479,362	7,673,766	9,430,902	9,430,902	10,313,674

EMERGENCY COMMUNICATIONS

911 EMERGENCY COMMUNICATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	550,005	670,235	767,876	767,876	800,971
Salaries & Wages Overtime	255,754	248,088	150,000	150,000	200,000
Part Time Regular	33,232	46,990	65,832	65,832	74,584
FICA	61,263	71,145	75,254	75,254	75,300
VRS	57,860	74,338	94,218	94,218	98,279
Health Insurance	66,961	89,669	125,048	125,048	125,048
VRS Group Life	6,764	8,184	10,290	10,290	10,733
Other Contractual Services	426,832	494,292	25,000	25,000	495,000
Repairs - Equipment	4,102	4,046	65,000	65,000	65,000
Lease / Rent of Buildings	-	17,000	30,000	30,000	30,000
Conference Travel & Training	530	350	4,000	4,000	4,000
Lease/Rent Towers	-	-	-	-	-
Dues and Association Memberships	1,278	1,360	1,500	1,500	1,500
Office Supplies	796	1,118	3,000	3,000	3,000
Uniforms & Wearing Apparel	-	-	2,500	2,500	2,500
Computer Software under \$5,000	-	-	7,000	7,000	-
Furniture & Fixtures under \$5,000	39	21	30,000	30,000	30,000
Machinery & Equipment under \$5,000	2,018	825	101,500	101,500	101,500
TOTAL 911 EMERGENCY COMMUNICATIONS	1,467,431	1,727,660	1,558,018	1,558,018	2,117,415

**Between the thin red line and the thin blue line lies the thinnest gold line.
 This gold line represents those who rarely are seen but mostly heard.
 The calm voices in the dark night; the golden glue that holds it all together.**

Dispatchers.

ANIMAL CONTROL

ANIMAL CONTROL	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	102,865	134,142	191,974	191,974	198,897
Salaries & Wages Overtime	10,814	4,662	8,500	8,500	8,500
Part Time Regular	6,223	18,312	21,600	21,600	21,600
FICA	9,175	11,749	16,989	16,989	14,500
VRS	10,261	16,681	23,555	23,555	24,405
Health Insurance	529	11,356	22,848	22,848	22,848
VRS Group Life	1,174	1,854	2,572	2,572	2,665
Other Contractual Services	10,194	10,927	19,000	19,000	19,000
Repairs - Equipment	-	145	-	-	2,500
Repairs- Vehicles	-	-	2,500	2,500	5,000
Telecommunications	-	279	650	650	650
Meals and Lodging	111	48	250	250	250
Office Supplies	-	283	1,000	1,000	1,000
Food Supplies	1,645	2,115	2,400	2,400	2,400
Cleaning Materials & Supplies	-	318	1,500	1,500	1,500
Vehicle and Powered Equipment Fuels	645	2,256	4,500	4,500	4,500
Uniforms & Wearing Apparel	-	1,800	2,000	2,000	2,000
Other Operating Supplies	-	1,125	1,000	1,000	1,000
Furniture & Fixtures under \$5,000	-	-	2,500	2,500	-
TOTAL ANIMAL CONTROL	153,636	218,051	325,338	325,338	333,215



FIRE RESCUE & EMERGENCY SERVICES

FIRE/EMS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	3,584,325	3,646,888	4,552,435	4,552,435	5,062,840
Salaries & Wages Overtime	859,926	1,241,999	450,000	450,000	500,000
FLSA	-	-	244,409	244,409	256,630
Part Time Regular	2,115	3,173	-	-	-
FICA	318,488	359,036	401,384	401,384	359,800
VRS	409,273	429,403	558,584	558,584	621,211
Health Insurance	1,016,592	493,549	694,216	694,216	694,216
VRS Group Life	47,645	46,897	61,003	61,003	67,842
Doctors & Phys Exam Fees	6,855	34,955	33,025	33,025	84,070
Other Contractual Services	369,922	346,989	24,999	24,999	81,200
Repairs - Vehicles	222,972	244,769	250,000	250,000	310,000
Repairs - Machinery & Tools	-	643	5,000	5,000	5,000
Repairs - Equipment	5,547	8,868	25,000	25,000	49,000
Repairs - Radio Equipment	-	-	5,000	5,000	5,000
Repairs - Buildings	293	-	35,000	35,000	35,000
Postal Services	60	29	500	500	750
Telecommunications	9,397	11,511	12,000	12,000	15,000
Lease/Rent of Buildings	333	-	-	-	-
Conference Travel & Training	-	9,248	17,700	17,700	20,000
Dues and Association Memberships	179	649	3,700	3,700	5,000
Office Supplies	2,728	645	6,000	6,000	7,000
Cleaning Materials & Supplies	9,979	8,567	13,000	13,000	20,000
Repair and Maintenance Supplies	4,901	5,017	15,000	15,000	17,000
Vehicle and Powered Equipment					
Fuels	121,808	88,281	50,000	50,000	68,250
Uniforms & Wearing Apparel	17,749	69,238	70,000	70,000	75,000
Books and Subscriptions	-	-	3,000	3,000	5,000
Other Operating Supplies	13,623	47,471	70,000	70,000	325,000
Replace EMS Supplies (Consumable)	-	-	15,000	15,000	-
Tires and Tubes	-	-	26,000	26,000	40,000
Training Supplies	-	-	35,000	35,000	-
Furniture & Fixtures under \$5,000	1,364	-	10,000	10,000	10,500
Machinery & Equipment under \$5,000	1,696	710	18,000	18,000	18,000
Computer Software under \$5,000	-	38	-	-	-
Computer Hardware under \$5,000	2,075	408	51,200	51,200	51,200
Vehicles/Leasing	-	10,750	150,477	150,477	200,000
Replace EMS Equipment (Non- Consumable)	-	-	7,175	7,175	-
Replacement - Fire Hose	-	-	35,000	35,000	-
Turnout Gear- Replacement	-	-	111,000	111,000	-
TOTAL FIRE/EMS	7,029,844	7,109,731	8,059,807	8,059,807	9,009,509

COMMUNITY CORRECTIONS

COMMUNITY CORRECTIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	318,327	350,523	350,750	350,750	375,750
Part Time Regular	-	-	-	-	15,000
FICA	24,535	26,209	26,832	26,832	28,444
VRS	34,411	41,745	43,037	43,037	46,227
Health Insurance	20,947	25,341	35,165	35,165	35,165
VRS Group Life	4,063	4,620	4,700	4,700	4,700
Unemployment Insurance	-	(7,182)	-	-	-
Other Contractual Services	1,909	4,502	15,000	15,000	15,000
Repairs - Equipment	2,364	3,246	4,709	4,709	4,709
Postal Services	224	142	701	701	701
Telecommunications	820	1,694	5,170	5,170	5,170
Lease/Rent of Equipment	437	-	7,800	7,800	-
Lease/Rent of Buildings	14,400	14,400	15,000	15,000	15,000
Conference Travel & Training	-	-	6,781	6,781	-
Dues & Association Memberships	-	30	200	200	-
Office Supplies	1,431	2,475	12,000	12,000	12,000
Vehicles	-	-	-	-	20,000
TOTAL COMMUNITY CORRECTIONS	423,869	467,744	527,845	527,845	577,866



VIRGINIA JUVENILE COMMUNITY CRIME CONTROL ACT

VJCCCA SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries and Wages - Regular	81,946	89,022	105,412	105,412	110,683
Part Time Regular	13,864	51,269	41,600	41,600	36,000
FICA	6,859	10,283	11,246	11,246	10,200
VRS	7,570	8,584	12,934	12,934	13,581
Health Insurance	7,001	8,473	18,278	18,278	18,278
Group Life	883	938	1,413	1,413	1,483
Doctors & Phys Exam Fees	-	-	-	-	-
Other Contractual Services	4,700	7,788	11,700	11,700	11,700
Repairs - Vehicles	20	1,055	2,500	2,500	2,500
Postal Services	-	-	-	-	-
Telecommunications	2,843	3,462	3,200	3,200	3,200
Meals and Lodging	-	1,693	1,500	1,500	1,000
Registration & Training	-	-	1,500	1,500	1,500
Conference Travel & Training	455	2,581	1,500	1,500	1,500
Office Supplies	633	1,696	1,500	1,500	1,000
Food Supplies	-	72	100	100	100
Vehicle and Powered Equip- ment Fuels	1,656	715	2,000	2,000	2,000
Furniture & Fixtures under \$5,000	-	-	1,000	1,000	1,000
Computer Hardware under \$5,000	714	-	1,000	1,000	1,000
TOTAL VJCCCA SERVICES	129,144	187,630	218,383	218,383	216,725



COMMUNITY POLICING OUTREACH CENTER

COMMUNITY POLICING OUTREACH CENTER	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	2,308	44,530	-	-	-
Part Time Regular	21,128	22,641	21,900	21,900	22,995
FICA	1,793	4,754	1,675	1,675	1,759
VRS	-	5,829	-	-	-
Health Insurance	-	9,212	-	-	-
VRS Group Life	-	603	-	-	-
Other Contractual Services	32,159	50,000	103,556	103,556	103,556
Telecommunications	-	-	-	-	1,200
TOTAL COMMUNITY POLICING OUTREACH CENTER	57,387	137,569	127,131	127,131	129,510

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COURTS & OTHER PUBLIC SAFETY



CIRCUIT COURT JUDGES & ADMINISTRATION

The office of the Circuit Court Judges provides the necessary administrative support to the three Circuit Court judges of the 11th Judicial Circuit and any designated judges who may assist in the circuit. In June 2010, the judicial assistant in Petersburg was named Court Administrator for the 11th Judicial Circuit. Together, the governing bodies in the localities of the 11th Circuit (Petersburg, Amelia, Dinwiddie, Nottoway, and Powhatan) fund the salary, benefits, and office expenses of the Court Administrator. The City of Petersburg, as host jurisdiction, pays these expenses and is partially reimbursed by the other localities, based on an agreed upon funding formula.

CIRCUIT COURT JUDGES & ADMIN.	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	52,599	62,888	63,003	63,003	66,153
Part Time Regular	11,801	4,720	-	-	-
FICA	4,814	7,706	4,820	4,820	4,646
VRS	6,078	8,169	7,730	7,730	8,117
Health Insurance	6,659	841	8,813	8,813	9,139
VRS Group Life	708	-	844	844	886
Other Contractual Services	180	-	200	200	-
Repairs - Equipment	-	1,350	850	850	-
Postal Services	1,350	1,076	1,350	1,350	1,350
Telecommunications	1,267	308	2,500	2,500	2,500
Office Supplies	128	-	1,200	1,200	1,200
Cleaning Materials & Supplies	-	-	200	200	-
TOTAL CIRCUIT COURTS JUDGES & ADMIN.	85,584	87,058	91,510	91,510	93,991

GENERAL DISTRICT COURT

The General District Court (GDC) is responsible for the adjudication of traffic, criminal and civil courts, as well as mental commitments, protective orders, bond hearings, pre-trials, and preliminary hearings. The General District Court Clerk's office is responsible for the execution of all court-ordered subsequent actions such as DMV suspensions, writs, evictions, dispositions, show-causes, and bond forfeitures. The GDC provides a platform for citizens to utilize court resources to work through legal processes. The GDC upholds the integrity of the Judiciary and the Commonwealth of Virginia while providing impartial and excellent customer service. One of the biggest challenges facing the Court continues to be an increasing workload with no increase in staffing levels. Maximizing access to new technology and seeking process improvements is imperative to the success

GENERAL DISTRICT COURT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Legal Services	9,162	6,583	40,000	40,000	40,000
Other Contractual Services	798	1,055	1,200	1,200	1,200
Postal Services	2,771	2,000	4,000	4,000	5,000
Lease/Rent of Equipment	642	1,127	1,200	1,200	1,200
Mileage & Transportation	-	-	200	200	-
Dues and Association Memberships	699	674	800	800	800
Office Supplies	315	865	1,600	1,600	1,600
Uniforms & Wearing Apparel	-	-	200	200	200
Furniture & Fixtures under \$5,000	-	1,845	2,500	2,500	2,500
Machinery & Equipment under \$5,000	-	463	800	800	800
TOTAL GENERAL DISTRICT COURT	14,386	14,612	52,500	52,500	53,300

MAGISTRATE

The Magistrate's office takes citizen and criminal complaints, issues warrants or summons, holds bond hearings, sets bond, commits and releases criminals to and from jail. The office is responsible for issuing emergency custody orders and emergency protective orders for domestic abuse cases.

MAGISTRATE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Other Contractual Services	-	-	1,400	1,400	1,000
Lease/Rent of Buildings	19,800	22,800	21,600	21,600	27,600
Office Supplies	875	1,162	2,000	2,000	2,000
TOTAL MAGISTRATE	20,675	23,962	25,000	25,000	30,600

11TH DISTRICT COURT SERVICES UNIT

The 11th District Court Service Unit (CSU) provides services mandated by the state Department of Juvenile Justice, including intake, pre/post dispositional social histories, court-ordered reports, and probation and parole supervision. CSU is represented on the four Petersburg Family Assessment & Planning Treatment Teams and the Community Policy & Management Team. The CSU works collaboratively with Virginia State University for intern placement and is a collaborative partner with the state in the Juvenile Detention Alternative Initiative.

11TH DISTRICT COURT SERVICES UNIT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Other Contractual Services	4,664	4,673	5,400	5,400	9,500
Telecommunications	-	-	8,000	8,000	8,000
Lease/Rent of Buildings	79,564	88,415	90,183	90,183	91,987
Furniture & Fixtures under \$5,000	565	-	1,000	1,000	2,000
Office Supplies	-	-	-	-	750
TOTAL 11TH DISTRICT COURT SERVICES UNIT	84,793	93,088	104,583	104,583	112,237

JUVENILE & DOMESTIC RELATIONS DISTRICT COURT

The Juvenile and Domestic Relations (J&DR) District Court's mission is to provide a neutral and impartial forum for dispute resolution that provides equal access to justice, and inspires public trust, confidence, transparency and accountability in the judicial system. The J&DR District Court has jurisdiction of all juvenile matters relating to delinquency, traffic, custody, visitation, paternity, status offenses, and child welfare cases. The J&DR District Court handles adult criminal offenses involving family or household members, family abuse protective orders, and all matters related to child or spousal support. The J&DR District Court actively pursues technological enhancements and case processing initiatives which allow cases to be docketed and heard more efficiently.

JUVENILE DOMESTIC RELATIONS COURT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Cleaning Services	-	-	100	100	100
Other Contractual Services	285	45	1,000	1,000	1,000
Repairs - Buildings	-	-	200	200	200
Lease/Rent of Equipment	719	539	2,200	2,200	2,200
Mileage & Transportation	-	213	800	800	800
Meals and Lodging	-	310	1,050	1,050	1,050
Dues and Association Memberships	150	290	300	300	300
Office Supplies	510	814	1,000	1,000	1,000
Cleaning Materials & Supplies	83	112	200	200	200
Books and Subscriptions	449	449	450	450	450
Other Operating Supplies	-	178	450	450	450
Furniture & Fixtures under \$5,000	210	545	1,000	1,000	1,000
TOTAL JDR COURT	2,407	3,495	8,750	8,750	8,750

VICTIM WITNESS

The Petersburg Victim Witness Assistance Program provides a variety of services and assistance to victims and witnesses of crime committed in the City of Petersburg, Virginia. One of the functions of the program is to provide education regarding the criminal justice process and its participants. Victim Witness staff can also notify victims and witnesses of case events, is able to provide courtroom orientation, and can accompany victims to court proceeding. The program serves all persons who become victims or witnesses of crime - including their close family and loved ones. Since each person's needs are uniquely different, services are not limited to those listed. The purpose of the Victim Witness Assistance Program is to help provide systems-based advocacy and support services for victims during investigation and prosecution of a crime. The Victim Witness Assistance program provides grants to county prosecutors for activities including, but not limited to crisis intervention, emotional support, protective orders, and referrals for medical, legal, and financial assistance. For the FY2023-24 budget \$33,372 will be covered by the General Fund due to a 10% decrease in Federal funding.

VICTIM WITNESS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	178,043	199,237	193,001	193,001	199,237
FICA	13,058	14,352	14,765	14,765	14,765
VRS	20,690	24,389	23,681	23,681	24,389
Health Insurance	25,839	37,052	39,498	39,498	40,233
VRS Group Life	2,413	2,664	2,586	2,586	2,664
Other Contractual Services	55	-	-	-	-
Printing & Binding	609	1,614	-	-	4,000
Postal Services	-	-	-	-	1,300
Telecommunications	2,142	2,603	-	-	2,500
Lease/Rent of Equipment	2,646	1,118	-	-	1,800
Mileage & Transportation	424	826	-	-	1,300
Meals and Lodging	1,663	2,559	-	-	4,500
Registration & Training	548	1,800	-	-	3,000
Conference Travel & Training	-	-	-	-	-
Dues & Association Memberships	150	-	-	-	1,500
Office Supplies	3,908	2,812	-	-	5,651
Other Operating Supplies	-	-	-	-	-
TOTAL VICTIM WITNESS	252,188	291,025	273,531	273,531	306,839



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PUBLIC WORKS & UTILITIES



ENGINEERING

ENGINEERING	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	-	92,634	275,002	275,002	294,201
Salaries & Wages Overtime	1,040	-	-	-	-
FICA	72	6,574	21,038	21,038	18,240
VRS	117	11,489	33,743	33,743	36,098
Health Insurance	143	11,021	29,840	29,840	30,022
VRS Group Life	14	1,255	3,685	3,685	3,942
Other Contractual Services	-	17,393	100,000	100,000	100,000
Postal Services	-	7	-	-	-
Telecommunications	-	5,764	-	-	-
Vehicle & Powered Equipment Fuels	-	1,390	-	-	-
TOTAL ENGINEERING	1,386	147,527	463,309	463,309	482,503

REFUSE COLLECTION

REFUSE COLLECTION	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Other Contractual Services	1,527,425	1,416,631	1,700,000	1,700,000	2,000,000
TOTAL REFUSE COLLECTION	1,527,425	1,416,631	1,700,000	1,700,000	2,000,000

FACILITIES MANAGEMENT

FACILITIES MANAGEMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	679,734	774,384	824,487	824,487	879,365
Salaries & Wages Overtime	13,917	10,055	16,000	16,000	16,000
Part Time Regular	24,600	65,552	71,183	71,183	82,000
FICA	52,350	61,801	69,743	69,743	54,521
VRS	72,682	87,183	101,165	101,165	107,898
Health Insurance	71,006	106,387	143,116	143,116	143,116
VRS Group Life	8,491	9,513	11,047	11,047	11,783
Doctors & Phys Exam Fees	502	195	-	-	-
Other Contractual Services	295,985	544,765	400,000	400,000	425,000
Repairs - Vehicles	25,595	17,234	10,000	10,000	20,000
Repairs - Machinery & Tools	36	1,326	1,000	1,000	2,000
Repairs - Equipment	387	-	1,000	1,000	3,000
Repairs - Heat & Cool Equip- ment	41,932	35,077	40,000	40,000	100,000
Repairs - Buildings	92,577	128,643	109,000	109,000	150,000
Repairs- Courthouse	-	-	100,000	100,000	125,000
Pest Control	11,803	17,689	18,000	18,000	20,000
Utility Service	424,645	599,848	450,000	450,000	500,000
Water & Sewer Service	503,186	256,165	285,000	285,000	300,000
Postal Services	23	539	100	100	500
Telecommunications	6,712	8,313	14,000	14,000	14,000
Lease/Rent of Equipment	2,439	66,952	-	-	154,668
Conference Travel & Training	250	342	-	-	-
Office Supplies	8,578	3,860	1,600	1,600	3,750
Cleaning Materials & Sup- plies	18,980	13,409	13,000	13,000	15,000
Vehicle and Powered Equip- ment Fuels	3,802	11,626	5,000	5,000	15,000
Uniforms & Wearing Apparel	12,848	7,964	12,500	12,500	10,000
Other Operating Supplies	356	4,246	5,250	5,250	10,000
First Aid Supplies	-	227	100	100	-
Building Materials & Supplies	39,242	37,559	40,000	40,000	20,000
Machinery & Equipment under \$5,000	7,414	1,160	2,500	2,500	750
Computer Hardware under \$5,000	-	-	500	500	500
Vehicles	-	-	70,000	70,000	-
Heat & Cool Equipment	40,877	-	50,000	50,000	75,000
TOTAL FACILITIES	2,460,950	2,872,015	2,865,291	2,865,291	3,258,851

GROUNDS

GROUNDS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	268,789	464,236	536,697	536,697	583,779
Salaries & Wages Overtime	2,611	1,998	4,000	4,000	4,000
FICA	19,863	34,381	41,363	41,363	36,132
VRS	30,736	57,393	65,853	65,853	71,507
Health Insurance	27,997	51,206	69,442	69,442	69,442
VRS Group Life	3,565	6,239	7,192	7,192	7,809
Other Contractual Ser- vices	306,669	337,999	487,500	487,500	550,000
Repairs - Vehicles	14,199	18,788	7,500	7,500	10,000
Repairs - Machinery & Tools	4,097	8,358	4,250	4,250	20,000
Telecommunications	537	1,068	1,250	1,250	1,500
Lease/Rent of Equipment	10,274	32,132	23,752	23,752	15,956
Dues and Association Memberships	20	-	-	-	-
Office Supplies	415	1,688	100	100	1,500
Turf Division- Materials & Supplies	-	25,123	-	-	-
Cleaning Materials & Sup- plies	110	-	-	-	-
Vehicle and Powered Equipment Fuels	6,248	16,400	5,000	5,000	25,000
Turf Division- Fuel	-	8,920	-	-	-
Uniforms & Wearing Ap- parel	5,340	7,954	8,500	8,500	10,000
Other Operating Supplies	8,084	8,618	9,250	9,250	10,000
First Aid Supplies	-	23	100	100	-
Machinery & Equipment under \$5,000	23,998	3,551	4,000	4,000	3,500
Computer Hardware un- der \$5,000	-	130	2,000	2,000	500
Machinery & Equipment over \$5,000	72,792	8,183	55,000	55,000	20,000
Vehicles	-	-	30,000	30,000	-
TOTAL GROUNDS	806,344	1,094,389	1,362,749	1,362,749	1,440,625

STORMWATER OPERATIONS

EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	272,888	187,939	405,853	405,853	405,853
FICA	20,167	12,251	31,048	31,048	31,048
VRS	31,011	22,448	49,798	49,798	49,798
Health Insurance	29,839	23,874	62,716	62,716	62,716
VRS Group Life	3,615	2,501	5,438	5,438	5,438
Other Contractual Ser-	213,017	122,406	654,660	654,660	784,787
Repairs - Vehicles	188	19	6,252	6,252	6,252
Advertising	-	-	1,020	1,020	1,020
Postal Services	73	53	110	110	110
Telecommunications	567	781	1,400	1,400	1,400
Lease/Rent of Equipment	-	2,582	-	-	-
Conference Travel &	949	-	2,550	2,550	2,550
Dues & Association Mem-	1,230	106	4,080	4,080	4,080
State Permits - Licenses	3,000	3,000	12,500	12,500	12,500
Office Supplies	2,542	2,352	5,000	5,000	5,000
Food Supplies	-	-	510	510	510
Vehicle and Powered	190	460	1,020	1,020	1,020
Uniforms & Wearing Ap-	252	54	1,020	1,020	1,020
Other Operating Supplies	-	9,482	-	-	100
First Aid Supplies	-	23	100	100	-
Computer Software under	-	355	5,694	5,694	5,694
Computer Hardware un-	-	-	5,694	5,694	5,694
Computer Software over	-	-	5,693	5,693	5,693
Vehicles	-	-	60,000	60,000	60,000
Contingency	-	(2,600)	-	-	-
TOTAL STORMWATER	579,529	388,084	1,322,156	1,322,156	1,452,283

WASTEWATER OPERATIONS

WASTEWATER OPERATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	478,684	720,685	999,107	999,107	999,107
Salaries & Wages Overtime	11,911	9,667	30,000	30,000	30,000
FICA	31,095	53,825	78,727	78,727	78,727
VRS	43,788	84,386	122,590	122,590	122,590
Health Insurance	41,345	85,144	154,504	154,504	154,504
VRS Group Life	5,475	9,256	13,388	13,388	13,388
Doctors & Phys Exam Fees	32	409	500	500	500
Wastewater Treatment Services	5,325,145	5,265,512	5,694,066	5,694,066	5,779,367
Other Contractual Services	596,021	304,903	666,572	666,572	578,166
Repairs - Vehicles	22,316	33,857	32,500	32,500	33,475
Repairs - Machinery & Tools	5,192	7,561	10,500	10,500	10,815
Repairs - Equipment	2,751	1,761	5,000	5,000	5,150
Repairs - Streets & Sidewalks	38,262	58,064	40,800	40,800	42,024
Advertising		265	-	-	-
Utility Service	87,742	201,855	60,000	60,000	61,800
Telecommunications	3,779	13,951	15,500	15,500	15,965
Lease/Rent of Equipment	1,936	3,256	15,000	15,000	15,450
Conference Travel & Training	6,347	3,218	7,500	7,500	7,725
Dues & Association Memberships	90	(10,941)	600	600	618
State Permits/License	87	5	-	-	-
Office Supplies	3,058	1,426	3,825	3,825	3,940
Food Supplies		300	-	-	-
Cleaning Materials & Supplies		1,206	2,500	2,500	2,575
Repair and Maintenance Supplies	150	-	-	-	-
Vehicle and Powered Equipment Fuels	45,863	30,914	46,000	46,000	47,380
Uniforms & Wearing Apparel	7,969	10,620	12,500	12,500	12,875
First Aid Supplies	326	551	500	500	515
Water & Sewer Materials & Supplies	81,541	80,781	175,000	175,000	180,250
Machinery & Equipment under \$5,000	13,637	3,024	2,500	2,500	2,575
Computer Software under \$5,000	-	500	1,000	1,000	1,030
Computer Hardware under \$5,000	1,911	1,275	5,100	5,100	5,253
Machinery & Equipment over \$5,000	35,057	-	-	-	-
Vehicles		-	50,000	50,000	51,500
TOTAL WASTEWATER OPERATIONS	6,891,509	6,977,236	8,245,779	8,245,779	8,257,414

WATER OPERATIONS

WATER OPERATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	1,108,272	1,006,328	1,178,648	1,178,648	1,178,648
Salaries & Wages Overtime	51,120	18,521	65,000	65,000	65,000
Part Time Regular	14,854	8,024	-	-	-
FICA	89,753	79,655	95,139	95,139	95,139
VRS	127,743	120,505	144,620	144,620	144,620
Health Insurance	131,615	153,792	206,725	206,725	206,725
VRS Group Life	15,068	13,166	15,794	15,794	15,794
Unemployment Insurance		(182)			-
Doctors & Phys Exam Fees	32	204	1,320	1,320	1,360
Other Contractual Services	334,355	315,638	580,572	580,572	489,989
Repairs - Vehicles	39,058	54,705	50,000	50,000	51,500
Repairs - Machinery & Tools	15,059	4,684	12,250	12,250	12,618
Repairs - Equipment	837	4,300	2,040	2,040	2,101
Repairs - Streets & Sidewalks	66,392	49,140	40,800	40,800	42,024
Repairs - Buildings	-	216	-	-	-
Printing & Binding	7,319	3,326	36,037	36,037	37,118
Advertising	-	1,961	-	-	-
Utility Service	50,544	26,803	35,000	35,000	36,050
Natural Gas	130	-	1,000	1,000	1,030
Postal Services	54,655	70,465	71,000	71,000	73,130
Telecommunications	5,389	1,167	9,180	9,180	9,455
Lease/Rent of Equipment	-	27,747	23,321	23,321	24,021
Conference Travel & Training	9,540	15,644	25,000	25,000	25,750
Dues & Association Memberships	471	582	500	500	515
State Permits/License	70	5	-	-	-
Office Supplies	10,183	7,657	10,000	10,000	10,300
Food Supplies	874	1,028	1,000	1,000	1,030
Cleaning Materials & Supplies	-	2,364	5,100	5,100	5,253
Repair and Maintenance Supplies	53	-	-	-	-
Vehicle and Powered Equipment Fuels	19,290	52,828	30,676	30,676	31,597
Uniforms & Wearing Apparel	18,594	19,818	21,455	21,455	22,099

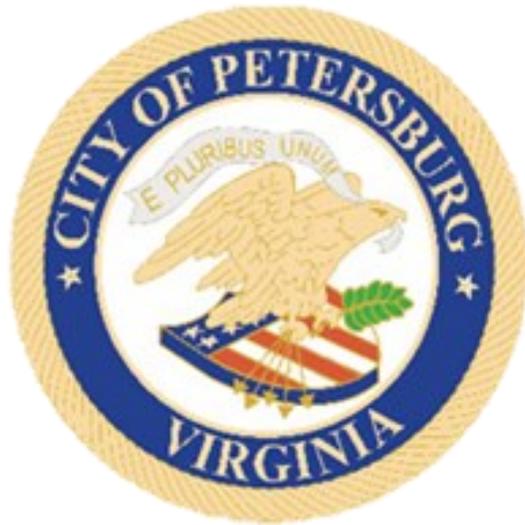
WATER OPERATIONS

WATER OPERATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Merchandise for Resale	1,322,795	1,620,032	1,818,833	1,818,833	1,995,117
Construction Materials	20,391	-	-	-	-
First Aid Supplies	296	576	500	500	515
Water & Sewer Materials	118,728	133,359	250,000	250,000	257,500
Furniture & Fixtures under	361	-	-	-	-
Machinery & Equipment	19,875	3,024	10,200	10,200	10,506
Computer Software un-	3,285	2,440	5,100	5,100	5,253
Computer Hardware	2,180	2,000	5,100	5,100	5,253
Machinery & Equipment	(23,657)	(12,166)	25,500	25,500	26,265
Computer Hardware	445	-	-	-	-
Vehicles	8,400	226	50,000	50,000	51,500
Bonded Debt/Notes In-	(24,612)	(24,612)	322,740	322,740	322,740
Bonded Debt/Notes	(800,500)	(800,500)	234,600	234,600	234,600
Capital Leases Principal	1,064	14,061	382,810	382,810	394,294
Capital Leases Interest	116,554	103,557	119,660	119,660	123,250
PILOT Payment to General Fund	-	-	867,000	867,000	867,000
TOTAL WATER	2,936,873	3,102,090	6,754,221	6,754,221	6,876,659

STREET OPERATIONS

EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	1,145,649	1,151,902	1,750,991	1,750,991	1,932,099
Salaries & Wages Overtime	40,838	20,194	41,000	41,000	43,000
Part Time Regular	46,641	62,302	47,000	47,000	44,000
Part Time Overtime	225	-	-	-	-
FICA	88,156	95,102	140,683	140,683	140,801
VRS	126,495	142,673	214,847	214,847	214,837
Health Insurance	147,086	193,224			-
VRS Group Life	14,595	15,564	23,463	23,463	23,463
Unemployment Insurance	-	15.48	-	-	-
Doctors & Phys Exam Fees	-	368	-	-	368
Engineer and Architecture Ser- vices	4,500	-	-	-	-
Other Contractual Services	2,195,487	1,792,868	2,148,697	2,148,697	2,649,750
Street Light LED Replacement	337,910	-	-	-	-
Snow Removal Services	1,859	352	75,000	75,000	75,000
Repairs - Vehicles	139,474	200,902	139,500	139,500	209,011
Repairs - Machinery & Tools	35,234	138,504	32,500	32,500	102,012
Repairs - Equipment	11,704	11,363	15,500	15,500	15,500
Repairs - Buildings	7,044	-	7,250	7,250	7,250
Advertising	390	-	1,050	1,050	1,050
Utility Service	408,181	422,714	475,000	475,000	475,000
Postal Services	105	38	1,000	1,000	1,000
Telecommunications	5,140	12,819	15,000	15,000	15,000
Lease/Rent of Equipment	5,120	-	-	-	-
Mileage & Transportation	-	-	1,550	1,550	1,550
Registration & Training	4,690	27,171	2,550	2,550	5,000
Conference Travel & Training	787	1,381	-	-	-
Office Supplies	8,953	4,324	9,000	9,000	9,000
Food Supplies	859	451	2,550	2,550	2,550
Cleaning Materials & Supplies	677	363	-	-	2,154
Repair and Maintenance Sup- plies	172,882	155,591	150,000	150,000	150,000
Vehicle and Powered Equip- ment Fuels	7,391	29,387	30,000	30,000	30,000
Uniforms & Wearing Apparel	17,181	19,111	17,250	17,250	20,516
Books and Subscriptions	-	396	325	325	432
Other Operating Supplies	15,815	24,700	16,250	16,250	16,250
First Aid Supplies		158			-
Furniture & Fixtures under \$5,000	2,415	260	7,650	7,650	7,650
Machinery & Equipment under \$5,000	26,088	10,692	16,000	16,000	16,000
Computer Hardware under \$5,000	-	475	-	-	3,000
Furniture & Fixtures over \$5,000		5,929			-
Machinery & Equipment over \$5,000	-	27,049	-	-	-
Vehicles	5	-	375,000	375,000	260,000
Contingency	-	(1,079)	-	-	-
St. Andrew Street Bridge	826,915	44,716	-	-	-
Annual Paving	-	703,624	1,000,000	1,000,000	1,500,000
TOTAL STREETS FUND EXPENDITURES	5,846,490	5,315,603	6,756,606	6,756,606	7,973,243

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SOCIAL SERVICES



VIRGINIA DEPARTMENT OF
SOCIAL SERVICES

SOCIAL SERVICES

SOCIAL SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	3,590,482	3,579,939	4,903,329	4,903,329	5,131,878
Salaries & Wages Overtime	3,371	11,892	24,150	24,150	20,000
Part Time Regular	32,677	33,064	23,211	23,211	25,000
FICA	258,616	268,296	378,728	378,728	318,176
VRS	408,535	438,048	601,638	601,638	629,681
Health Insurance	654,926	431,760	631,468	631,468	, 631,468
VRS Group Life	47,605	47,970	65,705	65,705	68,767
Security	49,799	63,854	77,000	77,000	, 77,000
Legal Services	50,540	57,095	49,000	49,000	, 49,000
Other Contractual Services	24,886	15,014	34,260	34,260	, 34,260
Repairs - Vehicles	4,499	458	4,640	4,640	, 6,000
Repairs - Equipment	-	757	-	-	, -
Repairs - Buildings	27,757	32,215	42,000	42,000	, 42,000
Maintenance - Vehicles	-	-	4,200	4,200	, 4,200
Utility Service	-	-	-	-	, -
Postal Services	6,918	7,562	11,680	11,680	, 11,680
Telecommunications	25,340	22,366	20,000	20,000	, 40,000
Surety Bonds	1,911	1,911	2,550	2,550	, 2,550
Lease/Rent of Buildings	-	415,194	400,000	400,000	, 420,000
Mileage & Transportation	47	85	1,770	1,770	, 1,770
Meals and Lodging	368	1,553	5,000	5,000	, 10,000
Registration & Training	200	1,020	2,642	2,642	, 5,000
Conference Travel & Training	100	(51,937)	-	-	, -
Auxiliary Grants Aged	155,630	89,313	282,260	282,260	, 282,260
Auxiliary Grants Disabled	475,426	621,434	359,239	359,239	, 450,000
TANF Manual Checks	(2,301)	(5,206)	-	-	, 1,000
TANF Foster Care	189,329	167,411	500,000	500,000	, 500,000
Emergency Utility Assistance	(1,337)	-	5,000	5,000	, 30,000
Overpayment Collections	(850)	76	-	-	, -
Food Stamps Overpayment	(594)	(868)	-	-	, -

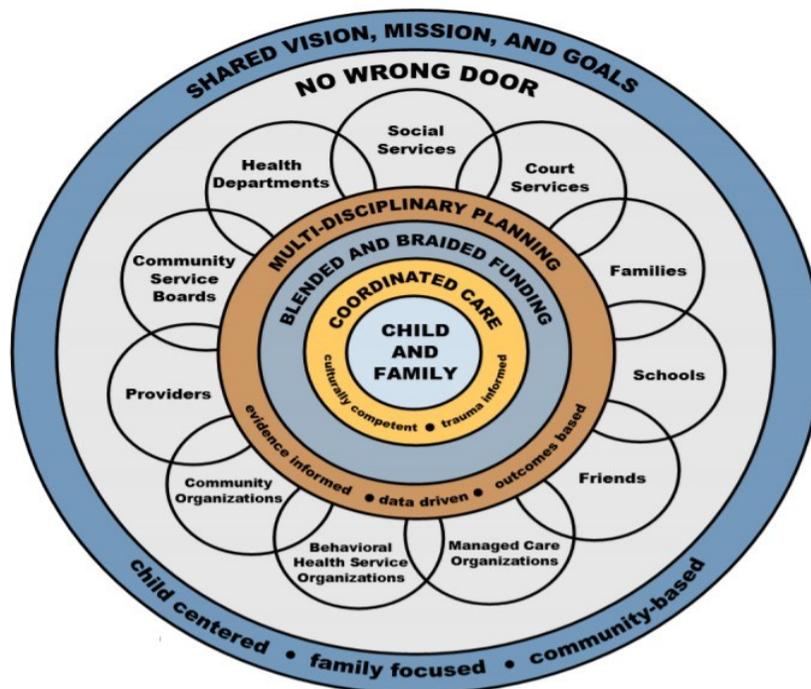
SOCIAL SERVICES

SOCIAL SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Federal Adoption Subsidy	1,566,080	1,690,612	1,354,440	1,354,440	1,354,440
Fostering Futures Foster Care Assistance	48,060	21,788	44,000	44,000	190,000
Daycare Supplemental	(1,725)	(595)	-	-	-
Child Welfare Serv & Adoption	340,797	299,552	250,000	250,000	250,000
Independent Living Program	2,205	28	5,000	5,000	10,000
Companion Program	22,654	18,787	26,000	26,000	135,000
View Welfare Reform	145,604	306,517	278,829	278,829	278,829
Foster Parent Adoptive	-	6,700	-	-	-
Education & Training Vouchers	950	-	1,500	1,500	1,500
Foster Parent Respite Care	-	270	1,350	1,350	1,350
FC Approved Child Welfare Training	96	-	5,960	5,960	10,000
Healthy Families	25,085	25,062	44,135	44,135	44,135
Dues and Association Memberships	1,697	635	2,500	2,500	2,500
Current Year Staff & Oper-No Local	7,004	-	-	-	-
Employee Training	-	7,124	-	-	-
Family Preservation	11,689	12,275	5,578	5,578	5,578
Family First	-	-	-	-	-
Child Welfare Substance Abuse Prevention	2,039	694	6,646	6,646	6,646
IV-E App Foster/Adopt Prt. Vol & WC	(400)	-	-	-	1,000
Adult Protective Services	8,462	4,826	11,079	11,079	40,000
Chafee Independent Living-COVID	13,335	10,663	-	-	2,200
APS COVID	6,602	771	-	-	8,000
Special Welfare Donations	(1)	-	-	-	-
Office Supplies	20,387	23,788	20,000	20,000	20,000
Cleaning Materials & Supplies	3,304	3,065	5,920	5,920	5,920
Vehicle and Powered Equipment Fuels	372	4,931	2,140	2,140	2,140
Uniforms & Wearing Apparel	-	-	1,500	1,500	2,000
Books & Subscriptions	-	-	-	-	-
Other Operating Supplies	1,877	1,258	1,160	1,160	9,000
Furniture and Fixtures Under \$5000	344	498	-	-	-
Computer Hardware under \$5,000	84	675	500	500	500
Machinery & Equipment Over \$5000	-	-	800	800	6,000
Vehicles	43,589	-	57,450	57,450	57,450
TOTAL SOCIAL SERVICES	8,274,070	8,690,203	10,555,957	10,555,957	11,235,878

CHILDRENS SERVICES (CSA)

CHILDREN'S SERVICES ACT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	61,439	64,250	69,127	69,127	72,583
Part Time Regular	-	-	-	-	-
FICA	4,575	4,802	5,288	5,288	4,500
VRS	7,070	7,896	8,482	8,482	8,906
Health Insurance	13,513	8,473	9,139	9,139	9,139
VRS Group Life	824	862	926	926	973
Pool Funds	2,803,450	3,274,085	4,207,248	4,207,248	4,207,249
Mileage & Transportation	-	35	750	750	750
Meals and Lodging	-	606	-	-	-
Local Only- CSA	-	1,741	-	-	-
Office Supplies	16	-	2,000	2,000	2,000
Machinery & Equipment under \$5,000	-	-	500	500	500
TOTAL CHILDREN'S SERVICES ACT	2,890,886	3,362,750	4,303,460	4,303,460	4,306,600

Virginia's Comprehensive System of Care



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LEISURE & COMMUNITY AFFAIRS



RECREATION & LEISURE SERVICES

RECREATION & LEISURE SERVICES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	220,567	286,775	340,819	340,819	368,360
Salaries & Wages Overtime	408	-	-	-	-
Part Time Regular	74,819	100,422	115,000	115,000	128,674
FICA	20,943	28,597	34,870	34,870	22,838
VRS	22,014	35,118	41,819	41,819	45,198
Health Insurance	19,327	28,860	40,233	40,233	40,233
VRS Group Life	2,525	3,874	4,567	4,567	4,936
Retirement	-	-	6,089	6,089	6,089
Other Contractual Services	92,785	103,741	84,000	84,000	97,250
Community Affairs & Volunteerism		12,025			-
Repairs - Vehicle	-	3,507	-	-	2,500
Repairs- Equipment	-	-	3,800	3,800	-
Repairs and Maintenance	14,880	-	-	-	-
Postal Services	- 47		100	100	100
Telecommunications	951	3,125	2,556	2,556	2,300
Turf Division- Materials & Supplies	-	-	48,000	48,000	-
Turf Division- Fuel	-	-	48,000	48,000	-
Special Events	16,962	21,524	30,000	30,000	40,000
Office Supplies	333	2,403	1,200	1,200	900
Food Supplies	5,546	5,377	10,000	10,000	10,000
Repair & Maintenance Supplies	-	2,021	-	-	-
Vehicle and Powered Equipment					
Fuels	9,809	1,711	12,000	12,000	7,500
Uniforms & Wearing Apparel	1,360	1,136	3,000	3,000	4,000
Books and Subscriptions	- 277		-	-	-
Other Operating Supplies	27,808	26,721	28,000	28,000	26,000
TOTAL RECREATION & LEISURE SERVICES	531,035	667,261	854,053	854,053	806,878

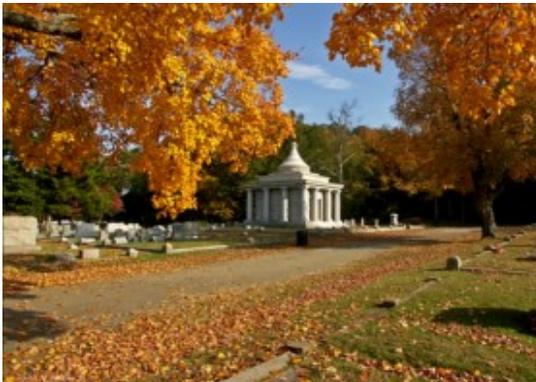
LIBRARY

LIBRARY	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	356,200	339,793	419,321	419,321	450,512
Part Time Regular	94,341	175,392	261,891	261,891	261,891
FICA	32,925	38,935	52,113	52,113	44,169
VRS	41,030	40,149	51,451	51,451	55,278
Health Insurance	37,813	42,061	63,648	63,648	54,509
VRS Group Life	4,779	4,519	5,619	5,619	6,037
Other Contractual Services	76,449	115,643	112,378	112,378	135,000
Repairs - Vehicles	167	2,180	-	-	3,000
Repairs - Equipment	78	-	3,000	3,000	-
Advertising	-	649	1,000	1,000	1,000
Utility Service	89,382	113,174	122,712	122,712	150,000
Postal Services	8	166	800	800	800
Telecommunications	24,688	26,833	32,003	32,003	35,000
Property Insurance	11,667	12,649	12,459	12,459	12,500
Lease/Rent of Buildings	128,333	128,333	140,000	140,000	140,000
Mileage & Transportation	-	-	1,866	1,866	-
Registration & Training	380	385	-	-	-
Conference Travel & Training	7,698	2,402	-	-	3,000
Dues and Association Memberships	1,651	1,203	1,520	1,520	1,520
Special Events	6,682	19,137	5,000	5,000	15,000
Office Supplies	8,362	4,861	4,500	4,500	5,000
Cleaning Materials & Supplies	-	507	-	-	4,000
Vehicle and Powered Equipment					
Fuels	1,289	1,263	1,100	1,100	1,200
Books and Subscriptions	68,198	64,347	73,581	73,581	75,581
Other Operating Supplies	13,686	6,690	4,500	4,500	7,500
Merchandise for Resale	2,212	-	-	-	-
Furniture & Fixtures under \$5,000	1,448	-	-	-	-
Computer Software under \$5,000	300	-	-	-	-
Computer Hardware under \$5,000	262	-	-	-	-
Computer Hardware over \$5,000	-	-	150,000	150,000	-
Contingency	11,893	5,817	11,552	11,552	11,552
TOTAL LIBRARY	1,021,919	1,147,090	1,532,014	1,532,014	1,474,049

CEMETERIES ADMINISTRATION

The Cemetery Office Operations mission is to provide services, on behalf of the City of Petersburg, that meet the diversity of its community by providing affordable and respectful services in a professional and dignified manner regarding the interment and maintenance of the historic cemeteries which serve as the center of local history. This office is responsible for the continuation and maintenance of accurate records for every burial that has taken place in Blandford and Peoples Cemeteries since 1843. Assistance is also offered for public genealogy research and funeral arrangements.

CEMETERIES ADMINISTRATION	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Part Time Regular	32,363	35,332	33,936	33,936	40,872
FICA	2,442	2,703	2,596	2,596	2,528
Other Contractual Services	900	1,238	-	-	-
Postal Services	8	18	15	15	20
Dues and Association Memberships	-	507	500	500	510
Office Supplies	955	857	1,000	1,000	1,200
Machinery & Equipment over \$5,000	-	-	10,000	10,000	40,000
TOTAL CEMETERIES ADMINISTRATION	36,669	40,654	48,047	48,047	85,040



TURF DIVISION

Turf Division	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	-	-	-	-	159,198
Part Time Regular	-	-	-	-	41,760
FICA	-	-	-	-	12,459
VRS	-	-	-	-	24,658
Health Insurance	-	-	-	-	17,190
VRS Group Life	-	-	-	-	2,693
Grounds Maintenance	-	-	-	-	95,350
Cleaning Materials & Supplies	-	-	-	-	9,000
Vehicle & Powered Equipment Fuels	-	-	-	-	58,200
TOTAL TURF DIVISION	-	-	-	-	420,508

DOGWOOD TRACE GOLF COURSE

EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Depreciation Expense	-	137,544	-	-	-
Salaries & Wages Regular	396,901	411,230	427,010	427,010	439,838
Part Time Regular	90,414	137,981	118,706	118,706	154,314
FICA	34,227	35,472	41,747	41,747	51,214
VRS	40,373	49,836	52,394	52,394	64,123
Health Insurance	29,625	46,471	56,908	56,908	66,999
VRS Group Life	4,706	5,440	5,722	5,722	6,100
Credit Card Processing Fees	25,430	27,486	15,000	15,000	15,000
Other Contractual Services	85,298	59,861	-	-	-
Petersburg Meals Tax	3,701	4,304	4,200	4,200	4,200
Beverage for Resale	16,938	21,898	22,600	22,600	-
VA Sales Tax	-	-	23,750	23,750	23,750
Concession Resale	2,657	-	28,350	28,350	-
Advertising	2,011	2,771	3,000	3,000	3,000
Public Relations	-	-	5,000	5,000	5,000
Marketing	356	4,808	-	-	-
Grounds Maintenance	-	28,622	86,100	86,100	86,100
Utility Service	15,820	21,699	-	-	-
Fuel	20,231	23,867	21,000	21,000	28,400
Water & Sewer Service	9,097	13,127	14,400	14,400	14,400
Telecommunications	2,346	3,693	3,600	3,600	3,600
Lease/Rent of Equipment	88,861	81,286	102,512	102,512	102,512
Dues & Association Member-	9,079	8,342	8,400	8,400	8,400
Office Supplies	2,864	4,142	6,000	6,000	6,000
Food Supplies	28,647	28,077	-	-	-
Cleaning Materials & Sup-	2,433	1,398	6,000	6,000	6,000
Merchandise for Resale	26,754	42,027	-	-	-
Electric Current	-	-	20,400	20,400	20,400
Pro-Shop Resale	-	-	31,750	31,750	37,250
Food Resale	-	-	-	-	28,350
Beverage Resale	-	-	-	-	22,600
Bonded Debt/Notes Interest	115,615	116,562	-	-	-
Bonded Debt/Notes Principal	(207,780)	(201,660)	-	-	-
TOTAL DOGWOOD TRACE	846,602	1,116,282	1,104,550	1,104,550	1,197,550

PETERSBURG AREA TRANSIT

MASS TRANSIT ADMINISTRATION	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries and Wages - Regular	1,487,364	1,543,616	1,770,662	1,770,662	1,947,728
Salaries and Wages - Overtime	123,149	85,858	120,000	120,000	126,000
Part-time Salaries & Wages-Regular	145,333	132,172	111,270	111,270	132,172
FICA	122,149	139,562	153,148	153,148	168,462
VRS	157,382	192,919	217,260	217,260	238,986
Health Insurance	155,202	175,336	222,691	222,691	244,960
VRS Group Life	17,506	20,365	23,727	23,727	26,100
Unemployment Insurance		(8,279)	-	-	-
Doctors & Phys Exam Fees	12,110	13,689	13,000	13,000	15,000
Credit Card Processing Fees		178	-	-	-
PAT Bus Passes Credit Card Fees	1,446	-	1,700	1,700	-
Other Contractual Services	91,713	188,777	142,450	142,450	200,000
Repairs - Vehicles	(17,564)	754	-	-	1,000
Printing & Binding	1,102	-	1,500	1,500	1,500
Advertising	375	-	1,500	1,500	1,500
Utility Service	77,536	93,923	76,000	76,000	95,000
Water and Sewer Service	46,315	2,266	47,000	47,000	47,000
Postal Services	254	143	500	500	250
Telecommunications	28,651	32,605	30,000	30,000	35,000
Mileage & Transportation		2,145	2,500	2,500	5,000
Meals and Lodging	2,755	5,731	3,000	3,000	6,500
Registration & Training	1,975	3,553	4,000	4,000	5,000
Conference, Travel & Training	-	68			-
Dues & Associations Memberships	3,083	850	5,000	5,000	5,000
Special Events	-	5,428			900
Office Supplies	6,656	15,412	9,635	9,635	15,000
Food Supplies	88	142	500	500	500
Cleaning Materials & Supplies	326	-	-	-	-
Vehicle and Powered Equipment Fuels	322,229	274,801	283,152	283,152	290,000
Uniforms & Wearing Apparel	26,591	38,109	29,300	29,300	45,000
Books & Subscriptions	697	1,862	1,400	1,400	2,000
Other Operating Supplies	10,432	26,049	25,000	25,000	36,000
First Aid Supplies	5,816	10,766	10,600	10,600	12,000
Tires and Tubes	28,941	23,804	35,300	35,300	35,300
Computer Hardware under \$5,000	-	1,727	-	-	-
Greater Richmond Transit Co. [Contingency]	200,000	184,418	200,000	200,000	200,000
TOTAL MASS TRANSIT ADMINISTRATION	3,059,609	3,208,751	3,541,795	3,541,795	3,938,858

PETERSBURG AREA TRANSIT

MASS TRANSIT MAINTENANCE	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries and Wages - Regular	456,734	530,435	544,398	544,398	571,618
Salaries and Wages - Overtime	15,410	14,591	25,000	25,000	25,000
Part-time Salaries & Wages-Regular	93,908	121,547	96,720	96,720	121,547
FICA	41,952	49,511	50,958	50,958	56,054
VRS	52,267	61,366	66,798	66,798	73,439
Health Insurance	42,230	46,729	66,763	66,763	8,023
VRS Group Life	5,937	6,729	7,294	7,294	8,023
Other Contractual Services	1,360	556	-	-	1,500
Repairs - Vehicles	76,138	77,482	113,100	113,100	130,500
Repairs - Machinery & Tools	8,398	5,321	2,500	2,500	5,000
Repairs - Equipment	494	6,509	1,000	1,000	3,500
Repairs - Buildings	-	7,120	-	-	7,500
Maintenance - Vehicles	17,595	16,272	8,000	8,000	10,000
Maintenance - Machinery & Tools	1,706	-	2,000	2,000	1,000
Maintenance - Equipment	1,047	49	5,000	5,000	500
Maintenance - Buildings	12,535	15,090	10,000	10,000	12,000
Repairs - Grounds	19,181	-	10,000	10,000	10,000
Water & Sewer Service	162	-	-	-	-
Cleaning Materials & Supplies	16,585	20,056	17,500	17,500	20,000
Vehicle and Powered Equipment Fuels	1,806	-	-	-	-
Uniforms & Wearing Apparel	-	179	-	-	500
Other Operating Supplies	586	-	-	-	500
TOTAL MASS TRANSIT MAINTENANCE	866,029	979,542	1,027,031	1,027,031	1,066,204
PARATRANSIT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries and Wages - Regular	138,211	146,380	147,951	147,951	155,349
Part Time Regular	18,968	45,860	34,840	34,840	45,860
FICA	11,870	14,571	13,983	13,983	14,682
VRS	15,653	17,593	18,153	18,153	19,061
Health Insurance	7,001	8,473	9,139	9,139	9,596
VRS Group Life	1,808	1,916	1,983	1,983	2,082
TOTAL PARATRANSIT	193,511	234,794	226,049	226,049	246,630

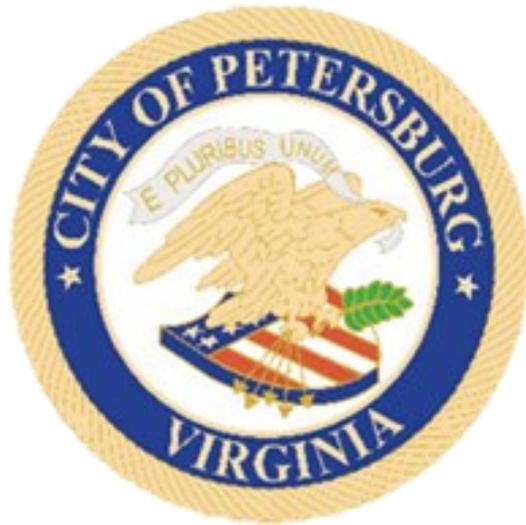
PETERSBURG AREA TRANSIT

	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
VA 2023-006 [5339]					
Shop Equipment	-	2,091	-	-	-
TOTAL VA 2023-006 [5339]	-	2,091	-	-	-
CAPITAL VA-34-0005					
Telecommunications [Vehicle Locator System]	12,540	-	-	-	-
TOTAL CAPITAL VA-34-0005	12,540	-	-	-	-
CAPITAL VA-2024					
Other Contractual Services	-	-	-	-	386,634
TOTAL CAPITAL VA-2018-0006	-	-	-	-	386,634
CAPITAL VA-2021					
Replacement Rolling Stock	387,171	6,164	-	-	-
Shop Equipment	11,408	-	-	-	-
TOTAL CAPITAL VA-2021	398,579	6,164	-	-	-
LOCAL CAPITAL PROJECTS					
Other Operating Supplies	5,884	(256)	-	-	-
Rolling Stock 30 Foot Bus	399,089	-	-	-	-
TOTAL LOCAL CAPITAL PROJECTS	404,973	(256)	-	-	-
5307 PROJECTS					
Other Operating Supplies	295	-	-	-	-
TOTAL 5307 PROJECTS	295	-	-	-	-
FEASIBILITY STUDY/MAINTENANCE FACILITY					
Replacement Rolling Stock	334,824	3,275	-	-	-
Rehab/RennovateAdmin/Maint Facility	30,485	3,849	-	-	-
ADP Hardware - Capital 2022	21,819	-	-	-	-
ADP Hardware - Capital 2023	-	-	90,000	90,000	-
TOTAL FEASIBILITY STUDY/MAINTENANCE FACILITY	387,128	7,124	90,000	90,000	-
CAPITAL VA [5339]					
Engineering & Design - Maintenance Facility	-	-	500,000	500,000	601,385
Radios	-	-	24,138	24,138	-
Rehab/Renovation of Admin. Facility	-	-	200,000	200,000	-
Other Vehicles (Golf Carts)	-	-	33,000	33,000	-
Contracted Armed Security	-	-	-	-	175,000
Security Cameras	-	-	-	-	280,000
TOTAL CAPITAL VA [5339]	-	-	757,138	757,138	1,056,385
STATE PROJECTS					
Trip Zero Fare	-	-	784,254	784,254	784,254
Bus Rodeo	-	51,069	-	-	-
Feasibility Study (Maintenance Facility)	-	25,520	36,000	36,000	-
TOTAL STATE PROJECTS	-	76,589	820,254	820,254	784,254

PETERSBURG AREA TRANSIT

GREYHOUND LINE SERVICES		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	Greyhound Ticket Sales/GPX	-	21,250	10,000	10,000	-
	Contractual Services	7,634	-	-	-	-
TOTAL GREYHOUND LINE SERVICES		7,634	21,250	10,000	10,000	-
MASS TRANSIT DEPRECIATION		2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
	Depreciation Expense	-	1,253,230	-	-	-
TOTAL MASS TRANSIT DEPRECIATION		-	1,253,230	-	-	-

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DEVELOPMENT SERVICES

PLANNING

PLANNING	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	208,612	242,772	553,531	553,531	542,366
Part Time Regular	19,990	-	-	-	-
FICA	17,016	18,058	42,345	42,345	33,627
VRS	24,052	29,704	67,918	67,918	66,548
Health Insurance	23,423	33,682	82,253	82,253	82,253
VRS Group Life	2,804	3,243	7,417	7,417	7,268
Other Contractual Services	15,892	12,722	75,000	75,000	50,000
Repairs - Vehicles	-	-	5,000	5,000	2,500
Printing & Binding	1,491	2,558	1,500	1,500	2,000
Advertising	5,607	3,617	4,000	4,000	4,000
Postal Services	424	279	400	400	400
Telecommunications	3,727	3,584	2,651	2,651	2,651
Lease/Building	-	-	30,000	30,000	-
Conference Travel & Training	104	-	1,000	1,000	43,000
Dues and Association Memberships	-	-	750	750	2,250
Office Supplies	398	5,840	2,210	2,210	5,000
Vehicle and Powered Equipment Fuels	26	248	500	500	500
Uniforms & Wearing Apparel	-	-	650	650	2,000
Other Operating Supplies	-	-	1,000	1,000	1,000
Computer Software under \$5,000	-	-	1,000	1,000	1,000
Computer Hardware under \$5,000	-	933	1,000	1,000	-
Grant Match	-	-	-	-	20,000
TOTAL PLANNING	323,568	357,239	880,125	880,125	868,363

ECONOMIC DEVELOPMENT

ECONOMIC DEVELOPMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	140,081	256,007	299,484	299,484	302,560
Part Time Regular	39,460	2,950	-	-	-
FICA	13,464	19,365	22,910	22,910	18,759
VRS	15,711	30,437	36,747	36,747	37,124
Health Insurance	10,565	14,773	36,557	36,557	36,557
VRS Group Life	1,831	3,323	4,013	4,013	4,054
Other Contractual Services	15,546	19,847	25,000	25,000	40,000
Repairs - Vehicles	-	189	-	-	-
Repairs - Building					2,000
Printing & Binding	994	-	2,000	2,000	2,000
Marketing & Advertising	225	2,045	-	-	-
Postal Services	196	41	200	200	200
Telecommunications	1,561	2,504	1,560	1,560	2,500
Property Purchases - City		3,254,194			-
Lease/Building	-	45,900	61,200	61,200	61,200
Building Electric- 30 Franklin	-	-	9,000	9,000	-
Meals and Lodging	298	-	-	-	-
Registration & Training	55	-	-	-	-
Conference Travel & Training	1,326	20	1,000	1,000	4,000
Dues and Association Memberships	1,605	282	1,100	1,100	4,000
Office Supplies	1,003	670	1,500	1,500	1,500
Computer Software under \$5,000	-	1,169	1,000	1,000	1,000
Computer Hardware under \$5,000	-	-	1,000	1,000	3,000
TOTAL ECONOMIC DEVELOPMENT	243,920	3,653,717	504,271	504,271	520,454

GOVERNMENT RELATIONS

The Petersburg Public Information Officer (PIO) serves as the primary contact for the news media and serves as the public relations advisor to City Council, the City Manager and City Departments. News reporters seeking information or an interview with a city official and/or employee should contact the PIO. To keep the community informed, the PIO produces a broad variety of communications materials that includes press releases, newsletters, community announcements, and other publications. The PIO also informs the public through the City’s website and the City’s government access channel, Channel 15 (Comcast) in Petersburg.

GOVERNMENT RELATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	-	123,693	190,016	190,016	239,039
Part Time Regular	-	52,959	59,280	59,280	59,280
FICA	-	13,705	34,108	34,108	16,920
VRS	-	14,867	23,315	23,315	29,330
Health Insurance	-	9,246	18,278	18,278	18,278
VRS Group Life	-	1,558	2,546	2,546	3,203
Other Professional Services	-	16,852	64,000	64,000	64,000
Other Contractual Services	-	48,188	444,000	444,000	500,000
Advertising	-	-	-	-	50,000
Utility Service	-	47,476	-	-	2,000
Postal Services	-	-	36,000	36,000	13,000
Telecommunications	-	304	4,668	4,668	3,000
Rent/Lease of a Building	-	8,000	12,000	12,000	12,000
Conference Travel & Training	-	-	3,000	3,000	3,000
Dues and Association Memberships	-	600	2,000	2,000	2,000
Office Supplies	-	-	1,000	1,000	1,000
Cleaning Materials & Supplies	-	-	1,000	1,000	1,000
Vehicle and Powered Equipment Fuels	-	-	250	250	250
TOTAL GOVERNMENT RELATIONS	-	337,447	895,462	895,462	1,017,300

CODE ENFORCEMENT

CODE ENFORCEMENT	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Salaries & Wages Regular	461,089	449,463	578,082	578,082	835,599
FICA	33,713	33,534	44,223	44,223	51,807
VRS	51,747	55,905	70,931	70,931	102,528
Health Insurance	42,166	40,809	66,763	66,763	94,180
VRS Group Life	6,089	6,032	7,746	7,746	11,197
Other Contractual Services	15,294	25,880	25,000	25,000	30,000
Demolition Services	39,069	114,403	125,000	125,000	200,000
Repairs - Equipment	-	-	2,500	2,500	10,000
Printing & Binding	-	-	1,000	1,000	5,000
Advertising	-	-	1,000	1,000	3,000
Postal Services	3,213	5,066	7,750	7,750	10,000
Telecommunications	2,148	15,792	8,000	8,000	10,000
Lease/Rent of Equipment	265	-	-	-	-
Mileage & Transportation	3,680	4,655	-	-	4,000
Registration & Training	79	-	-	-	-
Conference Travel & Training	699	378	7,500	7,500	8,000
Dues and Association Memberships	295	135	1,200	1,200	1,200
Office Supplies	3,216	1,691	7,500	7,500	8,000
Vehicle and Powered Equipment Fuels	1,151	552	3,000	3,000	3,000
Uniforms & Wearing Apparel	2,338	2,200	5,500	5,500	7,000
Other Operating Supplies	9,532	3,674	5,000	5,000	6,000
Machinery & Equipment under \$5,000	600	-	-	-	-
Computer Software under \$5,000	15	240	10,000	10,000	10,000
Computer Hardware under \$5,000	-	8,266	-	-	-
TOTAL CODE ENFORCEMENT	676,399	768,676	977,695	977,695	1,410,511

COMMUNITY DEVELOPMENT BLOCK GRANT

EXPENDITURES	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Administration	-	600	-	-	-
Salaries & Wages Regular	23,058	34,208	82,602	82,602	88,587
FICA	1,756	2,345	6,319	6,319	6,603
VRS	2,700	4,008	10,135	10,135	10,591
Health Insurance	2,561	2,160	9,139	9,139	9,550
VRS Group Life	315	510	1,107	1,107	1,151
Other Contractual Services	550	69,055	-	-	-
Telecommunications	282	(967)	-	-	-
Office Supplies	-	507	-	-	-
FY20/PY19 HOPE Center	-	25,000	-	-	-
FY20/PY19 Rebuilding Together	-	55,355	-	-	-
Code Enforcement (CE)- Salaries & Wages- Regular	129,479	155,860	162,519	162,519	-
CE - Overtime	87	-	-	-	-
CE - FICA	9,152	11,432	12,433	12,433	-
CE - VRS	14,865	16,995	19,941	19,941	-
CE - Health Insurance	22,855	27,625	36,557	36,557	-
CE - VRS Group Life	1,705	1,901	2,178	2,178	-
CE - Other Professional Services	2,017	8,004	-	-	-
CE - Other Contractual Services	7,417	592	-	-	-
CE - Dues & Association Member- ships	-	45	-	-	-
CE - Uniform & Wearing Apparel	-	1,182	-	-	-
CE - Other Operating Supplies	-	30,912	-	-	-
Project Homes	-	188,273	-	-	113,931
Riverstreet Market	5,000	15,000	-	-	-
Comprehensive Plan	-	75,046	-	-	-
McKenney Building	-	44,641	-	-	-
Parks & Rec - Pool	-	15,490	-	-	-
Parks & Rec - Sports Complex	-	64,885	-	-	-
Parks & Rec - Summer Camps	-	140,973	-	-	-
Low Street Park Renovations	-	16,300	-	-	-
Freedom Support Center	5,341	-	-	-	-
Main Street	4,921	-	-	-	-
Rebuilding Together	4,105	-	-	-	-
Petersburg RHA	50,000	-	-	-	-
Unallocated Public Service Reserve	-	-	240,323	240,323	351,997
FY19 Project Homes	100,000	-	-	-	-
CDBG-CVI	4,891	-	-	-	-
TOTAL CDBG EXPENDITURES	393,055	1,007,935	583,253	583,253	582,410

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DEBT SERVICE

	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
DEBT SERVICE					
Bonded Debt/Notes Interest	1,535,620	1,354,409	1,409,179	1,409,179	2,365,492
Bonded Debt/Notes Principal	1,718,258	2,209,655	1,592,947	1,992,947	1,815,607
Other Debt Expenses	-	6,500	-	-	-
Bond Issuance Cost	4,074	2,227	-	-	-
TOTAL DEBT SERVICE	3,257,952	3,572,792	3,002,126	3,402,126	4,181,099

SCHOOL OPERATIONS

SCHOOL OPERATIONS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Transfer to Schools	10,000,000	10,000,000	12,361,478	12,361,478	12,361,478
TOTAL SCHOOL OPERATIONS	10,000,000	10,000,000	12,361,478	12,361,478	12,361,478

CITY OF PETERSBURG PUBLIC SCHOOLS



COOL SPRING ELEMENTARY



LAKEMONT ELEMENTARY



PLEASANTS LANE ELEMENTARY



WALNUT HILL ELEMENTARY



VERNON JOHNS MIDDLE



PETERSBURG HIGH



WESTVIEW EARLY CHILDHOOD EDUCATION CENTER



BLANDFORD ACADEMY ALTERNATIVE PROGRAM



TRANSFERS

TRANSFERS	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Transfer to Grants Fund	48,172	48,172	48,172	48,172	48,172
Transfer to Capital Projects Fund	500,000	500,000	500,000	500,000	500,000
Transfer to Golf Course	279,479	376,378	355,275	355,275	355,275
Transfer to Mass Transit Fund	892,979	887,779	887,779	887,779	887,779
TOTAL TRANSFERS	2,470,630	3,312,329	2,541,226	2,541,226	2,541,226

GRANTS

- This is funding for Community Corrections staffing that was originally approved in FY 2016-17 to fund one position using the General Fund.

CAPITAL PROJECTS

- According to the updated financial policies of 2020, \$500,000 has to be transferred to Capital Projects from the General Fund.

GOLF COURSE

- The transfer from the General Fund to the Golf Course fund is to provide the necessary funds to cover the debt service.

COURTS

- Per court order of December 2020, the City of Petersburg must set aside at least \$750,000 for construction of a new court building from the General Fund.

MASS TRANSIT

- This is funding to cover the local match for all operating, capital, and state grants. The operating match is \$575,043, the preventive maintenance is \$147,692, the state match is \$144,413, and for the new fiscal year grants a match of \$20,631 will be provided.

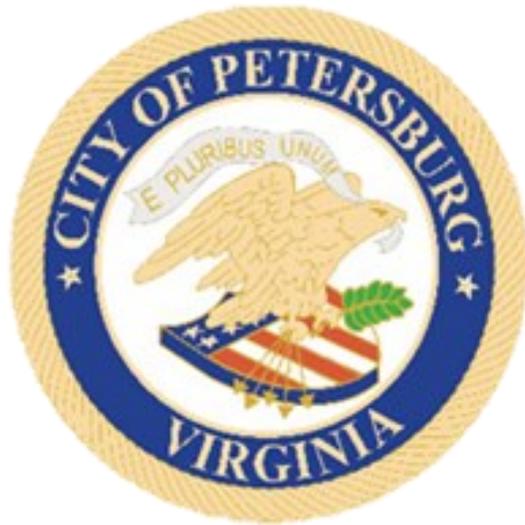
NON-DEPARTMENTAL

NON-DEPARTMENTAL	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Accounting & Auditing Services	-	-	-	700,000	275,000
American Red Cross	-	-	5,000	5,000	5,000
Appomattox River Soil & Water	-	2,500	2,500	2,500	3,000
Brightpoint Community College	4,945	4,713	4,675	4,675	4,750
Central Virginia Health Services	610,000	578,909	610,000	610,000	600,000
CivicPlus	-	-	-	-	11,076
Cooperative Extension	20,000	36,923	40,000	40,000	50,000
Crater Criminal Justice	-	-	-	-	110,124
Crater Distr. Area Agency On Aging	-	-	12,000	12,000	12,000
Crater Juvenile Detention Services (Crater Youth Care Commission)	417,751	402,471	403,591	403,591	403,000
Crater Planning District Commission	-	-	-	-	31,748
District 19 Mental Health Services	228,349	193,868	228,349	228,349	228,349
Dues & Associations Memberships	372,274	215,738	789,281	789,281	-
Environmental Systems Research Institute	-	-	-	-	39,700
General Liability Insurance	-	-	-	920,000	920,000
GovernmentJobs.com	-	-	-	-	50,000
Insurance Increase	-	-	-	-	429,050
Hopewell-Petersburg Healthy Start Loving Steps	-	-	25,000	25,000	25,000
Line of Duty Insurance	-	-	-	-	158,000
Longwood University	-	-	-	-	9,500
Mayor's Youth Academy	21,246	19,417	-	-	-
McKenney Foundation	-	-	200,000	200,000	100,000
Med-Flight Chesterfield County Fire & EMS	-	-	3,800	3,800	-
Metropolitan Business League	37,500	65,000	65,000	65,000	65,000
National League of Cities	-	-	3,550	3,550	3,772
Other Contractual Services	3,908	160,797	-	-	-
PCard & TCard Clearing Account	(53,486)	825	-	-	-
Petersburg Arts Council	-	-	-	-	50,000

NON-DEPARTMENTAL

NON-DEPARTMENTAL	2021-2022 ACTUALS	2022-2023 ACTUALS	2023-2024 ADOPTED	2023-2024 AMENDED	2024-2025 PROPOSED
Petersburg Area Regional Tourism (PART)	-	113,000	-	-	100,000
Petersburg HS Stadium Enhancement	-	-	-	500,000	-
Petersburg Mainstreet Exe. Director	-	-	40,000	40,000	-
Petersburg Symphony & Art League	-	-	4,500	4,500	4,500
Pictometry International Corporation	-	-	-	-	16,472
PPL Development Co	-	-	-	349,445	-
Repairs-Courthouse	21,650	-	-	-	-
Resiliency Pay	(1,500)	-	-	-	-
Richard Bland Community College	-	-	1,500	1,500	1,500
Riverside Regional Jail Authority	2,621,668	3,389,163	3,000,000	3,000,000	3,300,000
Southside VA Emergency Crew	-	-	-	650,000	650,000
SOVA Regional Chamber of Commerce	-	-	-	-	7,000
Special Projects	-	-	-	440,450	140,800
TimeClock Plus	-	-	-	-	29,292
Unemployment Insurance	-	(1,926)	20,000	20,000	20,000
US Conference of Mayors	-	(1,745)	-	-	4,000
VA Hotel Devel- Other Contractual Services	1,272,440	-	-	-	-
Vehicle Leasing	-	-	-	-	374,194
Virginia Crossroads (Va Retreat)	-	-	-	-	4,500
Virginia First Cities Coalition	-	-	-	-	15,624
Virginia Gateway Region Economic Development	-	-	-	-	86,823
Virginia Municipal League	-	-	12,773	12,773	15,092
Worker's Compensation	-	-	-	1,030,145	1,030,145
YMCA Power Scholars Academy	-	273,519	200,508	200,508	273,519
Operational Resources	23,674	(21,287)	175,000	616,453	300,000
Fund Reserve	-	-	511,859	511,859	-
Loss Revenue	343,897	36,127	-	-	-
TOTAL NON-DEPARTMENTAL	5,944,235	5,468,014	6,358,886	11,390,379	10,080,276

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GLOSSARY

Adopted Budget	A plan of financial operations approved by City Council highlighting major changes made to the City's Fiscal Plan. The Adopted Budget reflects approved tax rates and estimates of revenues, expenditures and transfers.
Appropriation	An authorization granted by City Council to a specified organization to make expenditures and incur obligations for specific purposes. An appropriation is limited in dollar amount and when it may be spent, usually expiring at the end of the fiscal year.
Asset	Resources which have monetary value that are owned or held by a government.
Balanced Budget	A term used to describe a budget in which the total revenues equal the total expenditures, reserves and unassigned fund balance for a given time period.
Basis of Accounting	The timing of recognition of transactions or events for financial statement reporting purposes.
Basis of Budgeting	The method used to determine when revenues and expenditures are recognized for budgetary purposes.
Bond Rating	An evaluation performed by an independent rating service of the credit quality of bonds issued. Ratings measure the probability of timely repayment of principal and interest on municipal securities.
Budget	An annual financial plan that identifies a plan of operation for the fiscal year. It states expenditures required and identified revenues necessary to finance the plan.
Budget Calendar	A schedule of key dates a government follows to prepare and adopt a budget.
Comprehensive Annual Financial Report	A report compiled annually which provides detailed information on an organization's financial status at year end.
Community Development Block Grant (CDBG)	Community Development Block Grant provides funding to eligible units of local government to redevelop blighted structures in support of the location of a new industry or expansion of an existing industry.
Capital Improvement Program (CIP)	A plan of acquisition, development, enhancement or replacement of public facilities and/or infrastructure to serve the citizens of the City. The CIP reflects the physical development policies of the City and typically encompasses a five-year period and includes projects exceeding \$100,000.
Constitutional Officers	Elected officials whose positions are established by the Constitution of the Commonwealth or its statutes. (Treasurer, Sheriff, Commonwealth's Attorney, Commissioner of Revenue and Clerk of Circuit Court).

GLOSSARY CONTINUED

Contingency	A budgetary assignment established for emergencies or unforeseen expenditures.
Contractual Services	An object series that includes services rendered to private firms, individuals, or other governmental entities; examples include utilities, rent, maintenance agreements and professional consulting services.
Debt Service	The payment of principal and interest on borrowed funds through instruments such as bonds.
Department	An organizational unit of government functionally unique in its delivery of service.
Encumbrance	A carry over of funds for an anticipated expenditure prior to payment for the item. Funds usually are assigned or encumbered once a contract has been signed.
Enterprise Fund	A self-supporting fund designed to account for activities provided to external customers that is supported by user charges; examples include the Golf Course, Transit and Utilities funds.
Financial Management	Budget, payroll, procurement, accounts payable, accounts receivable, grants and other financial functions.
Fines & Forfeitures	Revenue received from forfeitures and authorized fines such as library and parking violation fines.
Fiscal Year	The 12-month period of time used by the City for budgeting and accounting purposes. The City's fiscal year begins on July 1st and ends the following June 30th.
Fixed Assets	Assets of a long-term nature that continue to be held or used, such as land, buildings, machinery, furniture and equipment.
Fringe Benefits	Job-related benefits provided for employees as a part of their total compensation, such as employer's portion of FICA taxes, retirement and insurance.
Fund	An independent fiscal and accounting entity with a self-balancing set of accounts recording its assets, liabilities, fund balances, retained earnings, revenues and expenditures.
Fund Balance	The accumulated revenues and other financing sources in excess of expenditures and other uses.
General Fund	The primary operating fund which accounts for all revenues and expenditures that are not accounted for in specific purpose funds. It finances the regular day to day operations of the City.

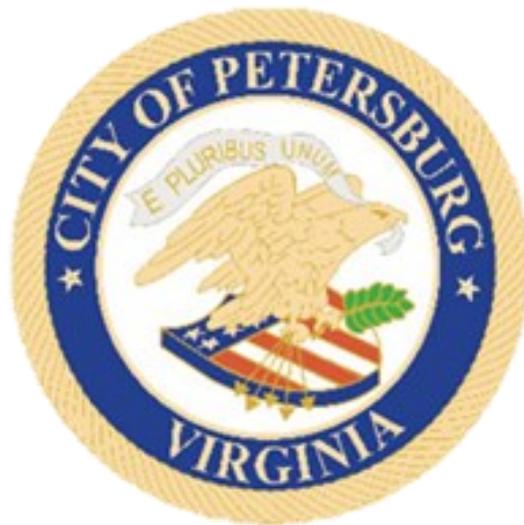
GLOSSARY CONTINUED

General Property Taxes	A category of City revenue from taxes levied on property located in or owned by the residents and businesses of the City of Petersburg.
Goal	An organization's aim, desired results, or intended outcomes.
Grant	An amount provided by a governmental unit or other type of organization in aid or support of a particular governmental function or program.
Healthcare Fund	Records the collection of the City's contributions towards health care costs as well as the employee's contributions and payments to vendors and for claims to manage rate increases at a reasonable level.
Human Resources	Department within the City of Petersburg that deals with the hiring, administration and training of personnel.
Infrastructure	Public domain fixed assets such as roads, bridges, drainage systems, lighting systems and similar assets that are immovable and are only of value to the governmental unit.
Internal Service Fund	A proprietary fund type used to account for the financing of goods or services provided by one department or agency to other departments or agencies of the City on a cost reimbursement basis.
Land Book Value	The value assigned to property located within the City; prepared based on the Assessor's assessments, as exchanged by the board of equalization of assessments and certified by the Commissioner of Revenue.
Licenses & Permits	Fees collected for the issuance of licenses and permits such as business licenses and sign permits.
Line-item Budget	A departmental budget that specifies types of expenditures planned for the fiscal year.
Long-Term Debt	Debt that has a maturity of more than one year from date of issuance.
Miscellaneous Revenue	All revenue received, not otherwise classified into another line item, such as interest, concessions and rental of property/equipment.
Non-Departmental	Expenditures and initiatives that are not specific to any department or have citywide impacts.
Objective	Action oriented statements of what must be focused on over a continuous basis to achieve the strategic result.
Operating Budget	The City's annual financial plan of the operating expenditures of the general fund, enterprise funds and internal service funds, as well as the proposed means of financing them.
Ordinance	A formal legislative enactment by the City Council that has the full force and effect of law within the boundaries of the City.
Penalties & Interest	Fees collected for violations or delinquent payments.

GLOSSARY CONTINUED

Performance Measures	Specific quantitative or qualitative measures of the work performed within an activity or program. An example of a quantitative measure would be the number of miles of streets paved. An example of a qualitative measure would be 80% of streets have been repaired.
Personal Property	A category of property, other than real estate, identified for purposes of taxation. It includes resident owned items, corporate property and business equipment.
Personnel Services	Compensation for direct labor of persons in the employment of the City; salaries and wages paid to employees for full-time, part-time, and temporary work. This account group also includes the portion of employee fringe benefits paid by the City.
Program	A set of activities undertaken in accordance with a plan of action organized to realize one common purpose with an identifiable end result or outcome.
Property Tax Rate	The dollar amount applied to the assessed value of various categories of property used to calculate the amount of taxes to be collected. The tax rate is usually expressed as an amount per \$100 of assessed valuation.
Proposed Budget	The budget formally submitted to Council for review, these are also available to the public.
Proprietary Funds	To account for a government's ongoing organization and activities that are similar to those found in the private sector. There are two types of proprietary funds: enterprise funds and internal service funds.
Real Property	Real estate, including land and improvements (building, fencing and paving) classified for purposes of tax assessment.
Reserve	Budgetary terminology used by the City to indicate the portion of the fund balance that is either restricted, committed or assigned.
Revenue	The yield from various sources of income, such as taxes, that the City collects and receives into the treasury for public use.
Service	A service is defined as a specific work function or combination of activities that is performed in support of a department, program, project or organizational unit.
Special Revenue Fund	A governmental fund used to account for the proceeds of specific revenue sources that are legally restricted or committed to expenditure for specific purpose such as grants for specific programs.
Stormwater Utility Fund	A special revenue fund used to operate, maintain and improve the City's stormwater management system.
Taxes	Compulsory charges levied by a government to finance services performed for the common benefit of all people.
Unencumbered Balance	The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future expenses .

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AN ORDINANCE MAKING APPROPRIATIONS IN THE ALL FUNDS BUDGET FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024 AND ENDING JUNE 30, 2025

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

- I. That appropriations for the fiscal year commencing July 1, 2024, and ending June 30, 2025, in the All Funds Budget are made from the following resources and revenues of the City, for the fiscal year ending June 30, 2025:

Revenues

General Fund Revenue	\$94,384,922
Grants Fund Revenue	\$10,746,733
Streets Fund Revenue	\$7,973,243
Community Development Block Grant Revenue	\$582,410
Stormwater Fund Revenue	\$1,452,283
Utilities Fund Revenue	\$15,134,073
Golf Course Fund Revenue	\$1,197,550
Mass Transit Revenue	\$7,478,965

TOTAL REVENUES **\$138,950,179**

- II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2024, and ending June 30, 2025, the following sums for the purposes mentioned:

Expenditures

General Fund	\$94,384,922
Grants Fund	\$10,746,733
Streets Fund	\$7,973,243
Community Development Block Grant	\$582,410
Stormwater Revenue	\$1,452,283
Utilities Revenue	\$15,134,073
Golf Course Revenue	\$1,197,550
Mass Transit Revenue	\$7,478,965

TOTAL EXPENSES **\$138,950,179**

This budget recommends no change to the Real Estate Tax Rate of \$1.27, no change to the Personal Property Tax Rate of \$4.90, & no change to the Machinery & Tools Tax Rate of \$3.80.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: Naomi Siodmok, Director of Planning and Community Development

FROM: March Altman, Jr.

RE: **A Public Hearing for the Conconsideration of an Ordinance to Approve Community Development Block Grant (CDBG) Funding for Project Year 2024/Fiscal Year 2025 - Pages 170 - 190**

PURPOSE: To approve the recommended subrecipients of Community Development Block Grant funding for Program Year 24/Fiscal Year 25.

REASON: Petersburg has been allocated \$582,410 to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons. The Community Development Advisory Board has made recommendations as to how those funds should be allocated and is asking for the Council's approval.

RECOMMENDATION: Approval

BACKGROUND: The Community Development Block Grant Advisory Board has worked diligently to collect applicants and make recommendations for funding, since the end of 2023. Public meetings, hearings, and presentations were held prior to making these recommendations that are presented for consideration by the Council.

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES:

AFFECTED AGENCIES:

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:

REQUIRED CHANGES TO WORK PROGRAMS:

ATTACHMENTS:

1. FY25 Draft Subrecipient Recommendations Ordinance
2. CDBG City Council June 2024

ORDINANCE APPROVING COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING FOR PROGRAM YEAR 24_Fiscal Year 25

WHEREAS, the City of Petersburg receives funding through the U.S. Department of Housing and Community Development (HUD) Community Development Block Grant (CDBG) Program; and

WHEREAS, the City distributes the funding to address housing and community development needs; and

WHEREAS, up to 15% of CDBG funding can be allocated to public service activities, 20% of CDBG funding can be allocated to administration, and the remainder to housing and community development projects; and

WHEREAS, the following are projects for funding requested for approval:

1. Alamo Addiction Recovery Center, Inc. - \$31,500
2. Petersburg Area Art League (PAAL) - \$18,500
3. City of Petersburg Parks, Recreation, Special Events and Volunteerism - \$214,069
4. Project Homes - \$113,931
5. Downtown Churches United - \$14,560
6. River Street Market - \$14,560
7. Lending Helping Hands - \$14,560
8. Healthy Start Loving Steps - \$14,560
9. YMCA - \$14,560
10. Pretty Purpose - \$14,560
11. CDBG Administration - \$116,482
12. City of Petersburg Department of Public Works - \$2,000

NOW THEREFORE BE IT ORDAINED, that the City Council of the City of Petersburg adopts this ordinance and approves the proposed subrecipients of CDBG funding.

City of Petersburg



Program Overview

City Council Working Group JUN 2024

Community Development Block Grant Advisory Board

June 2024

Overview



- Introductions
- What is CDBG and CDBGAB?
- What can CDBG funding do?
- Criteria of Funding
- 2023 Subrecipient Overview
- 2024 Subrecipient Overview
- Goals/ Accomplishment
- Remarks and Closing

What is CDBG and CDBGAB?



- The Community Development Block Grant (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low- and moderate-income persons.
- The CDBG Advisory Board will be responsible for making recommendations to City Council regarding the City's Community Development Block Grant (CDBG) program that includes both public services and non- public services community development activities. By regulation, CDBG funds must be awarded primarily to projects, programs, and services that improve the lives of Petersburg residents.
- Currently CDBG program resides under the Office Planning & Community Development Ms. Naomi Siodmok and Ms. Jennifer Murphy-James

What is CDBG and CDBGAB?



Board Composition

- 1 Member per ward (7 members) with 5 at-large members for a total 12 board members
- Currently 7 members on the board with 5 members appointed by ward and 2 at-large

Who is CDBGAB?



Ward	Board Member	Council Member
CDBG Administrator	Jennifer Murphy-James (2023)	
1		Marlow Jones
2	Sonja Holt (2023)	Darrin Hill
3	Kofi Adih (Chairman) (2021)	Sam Parham
4	Shabaka Moore (2020)	Charlie Cuthbert
5	Tamika Green (2020)	Howard Myers
6	Maisha Henry (2023)	Annette Smith-Lee
7		Arnold Westbrook
At Large	Ethan Calvert (2021)	
At Large	Leonard Curry (2023)	
At Large		
At Large		
At Large		

What can CDBG funding do?



How is CDBG funded two ways:

For municipalities with a population of 50k or more they will receive funds directly from HUD

Municipalities with a population of less than 50k will participate in the State CDBG Program

* Petersburg directly reports to HUD

Funding Categories

CDBG Economic Development And Entrepreneurship Fund

CDBG Community Improvement Grants

CDBG Construction-Ready Water And Sewer Fund

CDBG Planning Grants

CDBG Urgent Need Fund

What can CDBG funding do?



Examples

- Housing Rehabilitation
- Code Enforcement
- Acquisition Of Real Property
- Demolition
- Infrastructure And Public Facility Improvements
- Economic Development
- Services for Low to moderate income population

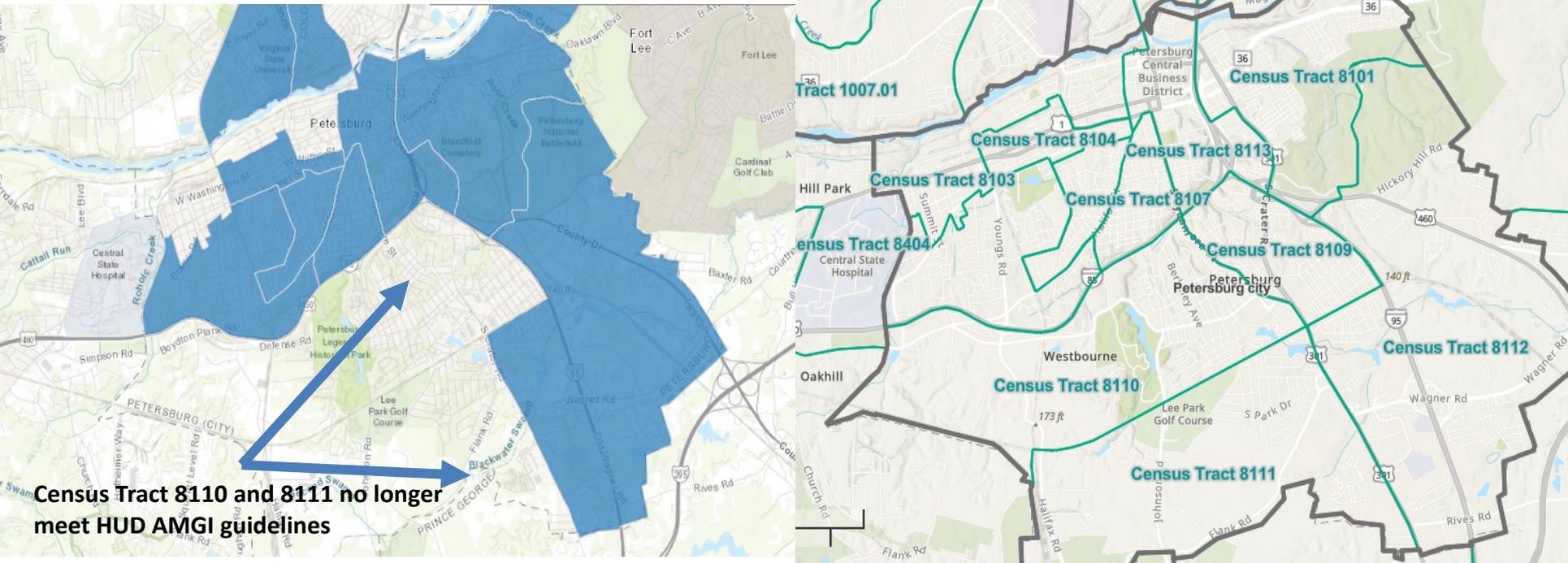
What can CDBG funding do?



CDBG Activities Must:

- Be Eligible Under 24 CFR 570; AND
 - Meet One Of Three National Objectives
 1. Provide A Benefit To LMI Persons,
 2. Prevent Or Eliminate Slums/Blight, Or
 3. Meet An Urgent Community Need
- ** Up 15% of a municipalities' can be allocated for public services
- ** 15%-20% can be used for Administrative cost

CDBG Census Tract Update



Census Tract 8110 and 8111 no longer meet HUD AMGI guidelines

This map identifies U.S. Census Tracts in which 51% or more of the households earn less than 80 percent of the Area Median Income (AMI). The Community Development Block Grant (CDBG) program requires that each CDBG funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet that need. With respect to activities that principally benefit low- and moderate-income persons, at least 51 percent of the activity's beneficiaries must be low and moderate income.

Criteria of Funding



Funds must be used on these activities but are not limited to:

- Acquisition of real property
- Relocation and demolition
- Rehabilitation of residential and non-residential structures
- Construction of public facilities and improvements, such as water and sewer facilities, streets, neighborhood centers, and the conversion of school buildings for eligible purposes
- Public services, within certain limits
- Activities relating to energy conservation and renewable energy resources
- Provision of assistance to nonprofit and profit-motivated businesses to carry out economic development and job creation/retention activities

2023 Subrecipient City Council Recommendations



Organization	Point of Contact	Usage	Amount Requested	Remarks
Downtown Churches United	Scott Fisher	Public Services	\$22,000	Approved by CC
Petersburg Area Art League	William Nicolson	Public Services	\$42,400	Approved by CC
River Street Market	Richard Cuthbert	Public Services	\$17,200	Approved by CC
City of Petersburg Parks, Recreation, Special Events and Volunteerism	Marquis Allen	Public Facilities and Improvements	\$239,107	Approved by CC
CDBG Administration	City of Petersburg	Program Administration	\$116,000	Approved by CC
Tri- Cities Habitat for Humanity	Kelli Parker	Rehabilitation of Real Estate	\$22,000	Approved by CC
Go Forward Give Back	Levin Smith	Public Services	\$2,800	Approved by CC
Pretty Purpose	Bianca Myrick	Public Services	\$9,000	Approved by CC
City of Petersburg Demolitions	City of Petersburg	Rehabilitation of Real Estate	\$95,000	Approved by CC
Hebron	Janell Sinclair	Public Services	\$20,000	Approved by CC
			<u>\$585,507</u>	



2024 Subrecipients At a Glance

21 Subrecipients applicants this PY

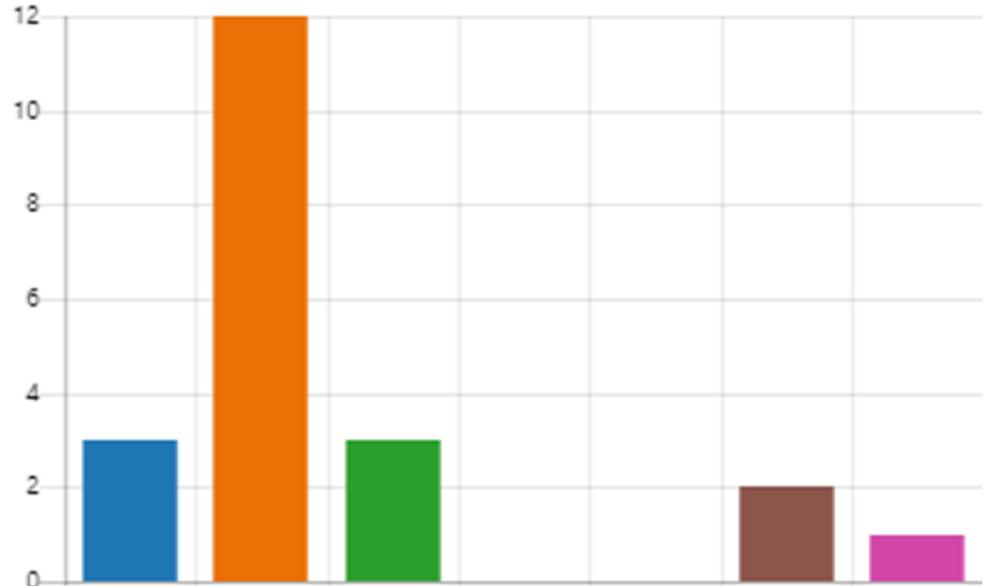
Requested Amount Total: \$4,335,326

Largest Amount Requested: \$1,500,000

Petersburg PY24 CDBG Allocation:
\$582,410

Select one of the following categories:

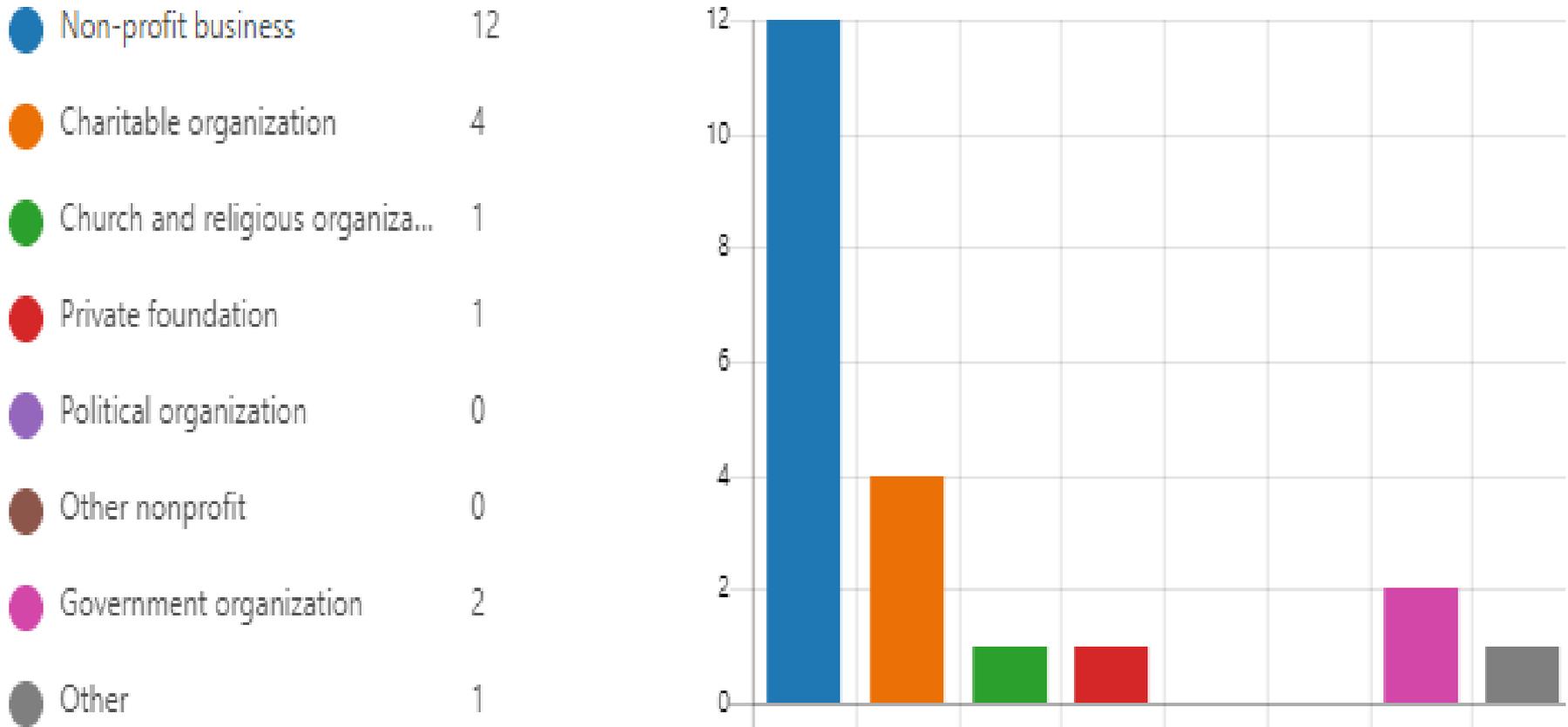
- Improvement of Public Facilities 3
- Public Services 12
- Housing Rehabilitation 3
- Housing Construction 0
- Demolition 0
- Economic Development/Micro... 2
- Rehabilitation for Historic Pres... 1





2024 Subrecipients At a Glance

Legal and organizational information: identify type of organization:



2024 Subrecipient Recommendations (Non Public Services)



Organization	Usage	Amount Requested	HUD CDBG Matrix Code
Alamo Addiction Recovery Center, Inc	Rehabilitation of residential and non-residential structures	\$31,500	14D
Petersburg Area Art League	Rehabilitation of residential and non-residential structures	\$18,500	03F
City of Petersburg Parks, Recreation, Special Events and Volunteerism	Public Facilities and Improvements	\$212,069	03F
City of Petersburg Department of Public Works	Emergency Repair to Farmer St. Pool House Roof	\$2,000	03F
CDBG	Administrative	\$116,482	21A
Project Homes Citywide Critical Repair	Rehabilitation of residential and non-residential structures	\$113,931	14A
		<u>\$494,482</u>	



2024 Subrecipient Recommendations (Public Services)

Organization	Usage	Amount Requested	HUD CDBG Matrix Code
Downtown Churches United**	Public Services	\$14,560	05W
River Street Market**	Public Services	\$14,560	05Z
Lending Helping Hands	Public Services	\$14,560	03T
Healthy Start Loving Steps	Public Services	\$14,560	05D
YMCA**	Public Services	\$14,560	03D
Pretty Purpose**	Public Services	\$14,560	05D
		<u>\$87,360</u>	

Goals for CDBGAB PY 24



- Meet with past subrecipients and publish progress of projects
- Add more board members for a fully functioning board
- Meet with Community Stakeholders
- Finalize standard operating procedures and continuity documents
- Network with the community

Accomplishments



- 1st Year of fully online application process through Microsoft 365 Suite
- Added 3 board members
- Hired a fulltime CDBG Administrator
- Allocated over 200K to City of Petersburg Parks, Recreation, Special Events and Volunteerism for Park renewal
- Community Networking



Closing Remarks and Questions



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: Naomi Siodmok, Director of Planning and Community Development

FROM: March Altman, Jr.

RE: **A Public Hearing for the Consideration of an Ordinance to Approve the Rezoning of Property Located at 303, 309, 315, 323, 419, and 431 West Washington Street from R-3, Two-Family Residence District and B-2, General Commercial District to RB, Office-Apartment District - Pages 191 - 210**

PURPOSE: In January 2024, City Council requested that Planning Commission consider and make a recommendation on the potential rezoning of six parcels on the north side West Washington Street between Davis Street and the western boundary of 431 West Washington Street to the RB, Office-Apartment District.

REASON: To rezone six parcels on the north side West Washington Street between Davis Street and the western boundary of 431 West Washington Street to the RB, Office-Apartment District, due to the size of the structures being able to accommodate both office and apartment uses.

RECOMMENDATION: Planning Commission recommends denial due to a lack of continuity in the rezoning (only touches a block in an expanse of R-3 and B-2).

BACKGROUND: City Council has requested the Planning Commission consider and make a recommendation on the potential rezoning of six parcels on the north side of West Washington Street between Davis Street and the western boundary of 431 West Washington Street to the RB, Office-Apartment District. Three of the properties are currently in the R-3, Two-Family Residence District (323, 419, and 431 West Washington) and three of the properties are within the B-2, General Commercial District (303, 309, 315 West Washington). Uses within the subject area appear to be residential except the Second Presbyterian Church at 419 West Washington Street.

1. January 16, 2024 – City Council voted to have staff bring the subject request to the Planning Commission for study and recommendation.
2. February 1, 2024 – The request was presented for introduction to the Planning Commission.
3. March 7, 2024 – A public comment period for the request was held at the regular Planning Commission meeting.
4. April 4, 2024 - A Public Hearing was held, but the decision was deferred.
5. May 2, 2024 - Planning Commission recommended denial.

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES:

AFFECTED AGENCIES:

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:

REQUIRED CHANGES TO WORK PROGRAMS:

ATTACHMENTS:

1. 24-REZ-01 Memo
2. R-3 vs RB vs B-2 Table
3. Adjoining Property Owners
4. 24-REZ-01
5. Ordinance 24-REZ-01



City of Petersburg

Department of Planning and Community Development
135 N Union St, Room 304
Petersburg, VA 23803
(804) 733-2308

MEMORANDUM

DATE: June 2024

TO: City Council

FROM: Planning Commission

RE: 2024-REZ-01: A public hearing and consideration to rezone properties at 303, 309, 315, 323, 419, and 431 West Washington Street (Parcel IDs 023120015, 023120016, 023120017, 023120018, 023120019, and 023110010) from the R-3, Two-Family Residence and B-2, General Commercial Districts to the RB, Office-Apartment District.

EXECUTIVE SUMMARY

City Council has requested the Planning Commission consider and make a recommendation on the potential rezoning of six parcels on the north side West Washington Street between Davis Street and the western boundary of 431 West Washington Street to the RB, Office-Apartment District. Three of the properties are currently in the R-3, Two-Family Residence District (323, 419, and 431 West Washington) and three of the properties are within the B-2, General Commercial District (303, 309, 315 West Washington). Uses within the subject area appear to be residential with the exception of the Second Presbyterian Church at 419 West Washington Street.

CHRONOLOGY OF EVENTS:

1. January 16, 2024 – City Council voted to have staff bring the subject request to the Planning Commission for study and recommendation
2. February 1, 2024 – the request was presented for introduction to the Planning Commission
3. March 7, 2024 – A public comment period for the request was held at the regular Planning Commission meeting.
4. April 4, 2024 - A Public Hearing was held, but the decision was deferred.

5. May 2, 2024 - Planning Commission recommended denial.

BACKGROUND: At the January 16, 2024 City Council meeting, Council directed Planning staff to initiate a public hearing process for a proposed rezoning of six properties at 303, 309, 315, 323, 419, and 431 West Washington Street, to the RB, Office-Apartment District. The request was made to the Planning Commission as an introduction at the regular February meeting and the Commission asked for additional context on the reasoning for the rezoning. Staff reached out for additional clarification and was informed the rezoning may be appropriate based on 1) the existence of apartments in some of the structures currently and 2) the size of the structures in the subject area, which could accommodate both apartment and low-intensity office uses. A public comment period was held for the request at the March 7th Planning Commission meeting. The owner of the property at 315 West Washington Street spoke against the rezoning, stating there was no reason for the proposed rezoning, which would result in a loss of value to the subject properties.

Presently, three of the subject properties are within the R-3, Two-Family Residence District, which allows uses such as one and two-family dwellings and religious and institutional buildings. Child-care centers and bed and breakfast inns are allowed with special use permits. The other three properties are in the B-2, General Commercial District, which allows for retail, service, and office uses as well as light industrial uses, entertainment facilities, hotels, various educational and care facilities, and adult entertainment uses subject to certain restrictions. Nightclubs, boarding houses, vehicle repair, and multi-family uses are allowed with a special use permit. Multi-family uses were permitted by-right in the B-2 district until 2023.

The RB District allows single, two, and multi-family dwellings as well as institutional and professional office uses, laboratories, clinics. For non-residential uses, parking is not permitted in front of a building, no storefronts or merchandise display is allowed, and advertising for a business is limited to no more than two square feet. Child-care facilities and bed and breakfast inns are permitted with an approved special use permit. There are also several uses that can be granted with a special use permit in any district.

Height, area, and bulk standards for residential uses within the three districts are largely comparable among the three districts except structures can be 10 feet and a half-story taller than the RB and B-2 districts. The major difference amongst the districts would be for commercial uses, which have no minimum setback requirements in the B-2 district unless the use is bordering a residential property. Alternatively, commercial uses in the RB district adhere to the same height, area, and bulk standards as residential uses.

With that, the effect of the rezoning would differ depending on which zoning district a property is currently in:

- For those lots currently within the R-3 district, additional uses would be permitted, including multi-family residential units and light non-residential uses such as offices, clinics, and studios. The rezoning would also allow for slightly taller structures.
- For those lots currently within the B-2 district, several currently permitted uses would be prohibited, including retail, restaurant, and entertainment uses. The non-residential uses still permitted would also be subject to increased bulk requirements.

A table summarizing the differences in use and height, area, and bulk standards among the R-3, RB, and B-2 Districts is included as an attachment to this report.

ADJACENT ZONING/USES:

The zoning of properties adjacent to the subject properties is largely a continuation of the current zoning of the subject properties; the properties to the north, west, and south of those currently zoned R-3 are also R-3 and those south and east of those zoned B-2 are also B-2.

Adjoining uses are largely residential, with a mix of single, two-family, and multi-family homes, some of which would be non-conforming uses. Additionally, there is a Church to the east and an auto-repair shop and retail store (Family Dollar) to the southeast.

COMPREHENSIVE PLAN CONSIDERATIONS:

The subject properties are identified as lying within a Historic Core Neighborhood in the ADOPTED PetersburgNEXT Comprehensive Plan. According to the plan, these neighborhoods include small blocks with a mix of residential uses and architectural styles. Future goals identified for these areas include protecting and enhancing existing structures, encouraging adaptive reuse, and ensuring appropriate infill development. Appropriate uses identified for the district are single-family (detached and attached) and multi-family residential as well as senior housing, schools and daycares, places of worship, and parks and recreational facilities.

It should be noted that the plan places a strong emphasis on residential, institutional, and low-intensity care facility uses. Office uses, clinics, and studios, which are components of the RB district, but would not be appropriate for the area per the draft comprehensive plan.

RECOMMENDATION: Planning Commission recommended denial of the rezoning on May 2nd due to a lack of continuity in the rezoning (only touches a block in an expanse of R-3 and B-2).

District	District Purpose	Maximum Height Feet/Stories		Minimum Depth Front Yard In Feet	Minimum Width Side Yards In Feet	Minimum Aggregate Width of Side Yards In Feet	Minimum Depth of Rear Yard In Feet	Minimum Lot Area Per Dwelling Unit Square Feet	Minimum Lot Area Square Feet	Minimum Width of Lot In Feet	By-Right Uses	Special Uses	****Permitted with SUP in all districts: Airports, Circus or Carnival grounds, Drive-in theaters, Fairgrounds, Public or Government buildings, Hospitals, Cemetary, Sports arena, Race Track, Radio tower; and
"R-3", Two-Family Residence	Maintain a generally spacious residential environment, but at the same time permit a variety of housing types. Population density and height of buildings are low enough to be compatible with neighboring single-family development. Permitted community facilities are the same as for the one-family districts.	35	2½	35	5	12	25	1 family: 5,000 2 family: 3,000	5,000 6,000	50 60	Any use permitted in the "R-1A" Single-Family Residence District including: Farm, truck garden, orchard, or nurseries; Single-family dwellings; Churches ; Colleges and schools; Home occupations; Nonprofit libraries or museums and art galleries; Public parks;(8)Railroad rights-of-way; Temporary buildings;Accessory building and uses; and Institutions of a religious nature; and Two-family dwellings	Child Care Centers, Bed and Breakfast	
"RB", Office-Apartment District	Encourage office development of high character, in attractive surroundings, with types of uses and exterior indication of these uses so controlled as to be generally compatible with single-family or multiple-family dwellings, conveniently located within or adjacent to the district.	45	3	35	5	12	25	Residential: Number of Rooms 1-250 2-500 3-750 4 plus-1000	5,000	50	Any use listed above, institutions of a religious nature, Multiple-family dwellings, Private clubs, fraternities, sororities, and lodges, Parking areas (Ground level), Nonprofit religious, educational and philanthropic institutions, Business and professional offices, and office buildings and research laboratories, Clinics, including a pharmacist's shop for dispensing of drugs and medical supplies, Studio for an artist, photographer, sculptor, or musician, including teaching of art, music, dancing, or other artistic instructions, Accessory buildings and uses	Child Care Centers, Bed and Breakfast	
"B-2", General Commercial District	Provide sufficient space in appropriate locations for all types of commercial and miscellaneous service activities, particularly along certain existing major streets where a general mixture of commercial and service activity now exists, but which uses are not characterized by extensive warehousing, frequent heavy trucking activity, open storage of material, or the nuisance factors of dust, odor and noise associated with manufacturing.	45	3	None	Residential: 5; Commercial: 0 except 5 when bordering residential	12 (residential)	Residential: 25; Commercial: 0 except 10 when bordering residential	Residential: Number of Rooms 1-250 2-500 3-750 4 plus-1000;	5,000	50	Any use listed in "R-3"; and Retail ordinarily accepted as shopping center use; and Micro-breweries; and Amusement in an enclosed building, Athletic Field, General service and repair, Bowling alleys and Billiard halls, Food storage lockers, Hotel/Motels, Outdoor advertising, Bus terminals, Printing, Stone yard within 300 feet of cemetery, Accessory buildings, Family day care home, Child care center, Private nursery school.	Nightclubs, Boarding houses, Nursing homes, Adult entertainment, Stand-alone used vehicle sales and repair, Small engine repair shop, Tractor-trailer service station, Automobile service station. Boat semitrailer or recreational vehicle dealership, Mini-storage facilities, Private jails and prisons, Hotels and Motels (fewer than 45 rooms)	

Name	Property Address	Mailing Address	City, State, ZIP
Harold W Johnson	410 West Washington Street	2945 Rosemary Lane	Falls Church, Virginia 22042
AMB2 LLC	424 West Washington Street	101 Linn Street	Ithaca, New York 14850
412 Hinton Trust	412 Hinton Street	9176 Cudlip Avenue	Mechanicsville, Virginia 23116
Dreams & Oppurtunities LLC	322 Hinton Street	11436 Great Willow Drive	Mosely, Virginia 23120
First Bapist Church Trustees	235 West Washington Street	235 West Washington Street	Petersburg, Virginia 23803
Daniel Salley	306 Hinton Street	306 Hinton Street	Petersburg, Virginia 23803
Travis R Brush	404 Hinton Street	404 Hinton Street	Petersburg, Virginia 23803
Second Presbyterian Church	406, 408, 410, 416, 418 Hinton Str	419 West Washington Street	Petersburg, Virginia 23803
Cassi Nyenesse Bedford	32 Lafayette Street	30 Lafayette Street	Petersburg, Virginia 23803
Travis B Taylor	20 and 26 Lafayette Street and 43	435 West Washington Street	Petersburg, Virginia 23803
Ross Ghanda Maria	434 West Washington Street	434 West Washington Street	Petersburg, Virginia 23803
Jerry D Clark	430 West Washington Street	430 West Washington Street	Petersburg, Virginia 23803
David Potts	422 West Washington Street	422 West Washington Street	Petersburg, Virginia 23803
Austin Yewande	416 West Washington Street	416 West Washington Street	Petersburg, Virginia 23803
Myers W Howard	431 West Washington Street	431 West Washington Street	Petersburg, Virginia 23803
David Gerschick	315 West Washington Street	315 West Washington Street	Petersburg, Virginia 23803
Ray B Dillard	303 and 309 West Washington Str	303 West Washington Street	Petersburg, Virginia 23803
Christopher B Riggs	323 West Washington Street	1546 Westover Avenue	Petersburg, Virginia 23805
Sandy Garcia	318 Hinton Street	P.O. Box 30	Prince George, Virginia 23875
Lorenza Sr Porter	436 West Washington Street	3106 Woodrow Avenue	Richmond, Virginia 23222
Charles G Julien	314 Hinton Street	4003 Teakwood Avenue	Richmond, Virginia 23227
Destinie LLC	404 West Washington Street	801 Kingsland Road	Richmond, Virginia 23231
Fresh Start Holdings LLC	30 Lafayette Street	15430 Pouncy Tract Road	Rockville, Virginia 23146
Whitney Rental LLC	18 Lafayette Street	19156 Vontay Road	Rockville, Virginia 23146

CITY COUNCIL
MEETING

JUNE 18, 2024



2024-REZ-01:

A public hearing and consideration of an ordinance to approve rezoning property located at 303, 309, 315, 323, 419, and 431 West Washington Street from B-2, General Commercial, and R-3, Two-Family Residence, to the RB, Office-Apartment District.

Request

- Rezoning to RB, Office-Apartment District
- 303, 309, and 315 West Washington currently zoned B-2, General Business
- 323, 419, and 431 West Washington currently zoned R-3, Two-Family Residence

Background

In January 2024, Council asked Planning Commission to consider the potential rezoning of subject properties based on current uses and size of buildings.

The request was discussed at the February 1st Planning Commission meeting; with a public hearing held at the April 4th Planning Commission Meeting; and action taken at the May 2nd meeting.

Subject Properties



Subject Properties



Petersburg
VIRGINIA

Zoning



Effect of Rezoning

R-3 Properties: additional uses would be permitted, including multi-family residential units and light non-residential uses such as offices, clinics, and studios. Structures could be 10 feet and one half-story taller

B-2 Properties: Several commercial uses would now be prohibited, including retail, restaurant, and entertainment; numerous special uses also eliminated. Non-residential uses in the district would be subject to stricter setbacks and additional advertising and parking limits

Comparison of Uses

R-3	RB	B-2
Single and Two-family residences, farm/garden, religious/educational, public and private schools, institutional uses	R-3 uses plus, multi-family residential, professional office uses, clinics/pharmaceutical, and studios for artists	R-3 uses plus retail and services, breweries, entertainment, lodging, light industrial, care centers, adult uses

Comprehensive Plan

The 2040 Comprehensive Plan (former plan) recommends:

- *Promote redevelopment of gateway corridors to have a vibrant mixed-use component serving residents as well as visitors to Petersburg's Old Town, tourist attractions, and Ft. Lee.*

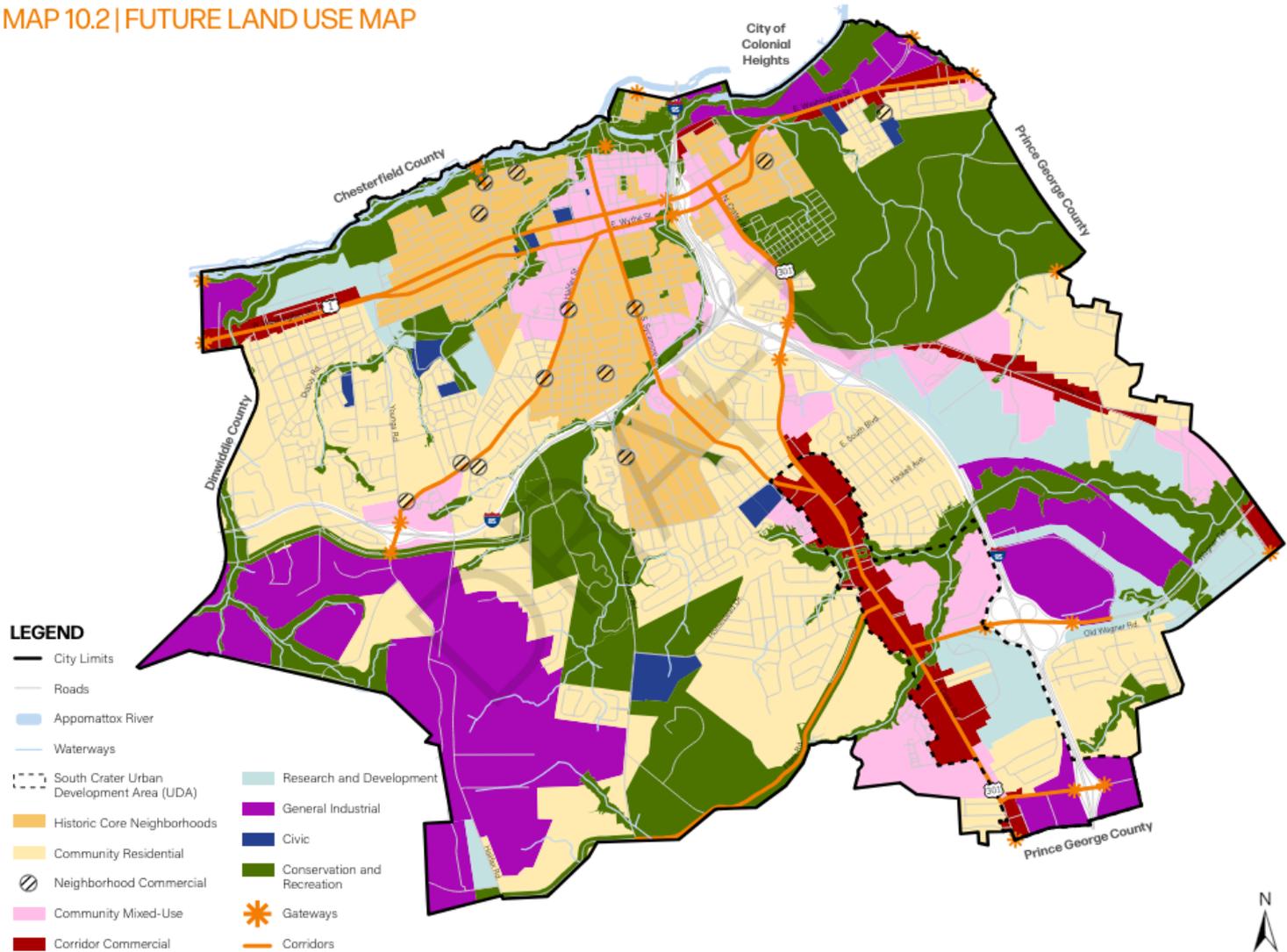
The plan suggests implementation via creating an overlay district. No overlay was created. Guidelines for the future development are minimal except for the above excerpt.

The ADOPTED Comprehensive Plan recommends the area as Historic Core Neighborhoods in the Future Land Use Map with the following primary land uses:

- Accessory Dwelling Units – Adaptive Reuse into Triplexes and Fourplexes – Infill Development – Multi-family – Parks and Open Space – Places of Worship – Schools and Daycares – Senior Housing – Single-family Attached and Detached

Future Land Use Considerations

MAP 10.2 | FUTURE LAND USE MAP



Future Land Use Considerations



Recommendation

Planning Commission recommended denial of the rezoning on May 2nd due to a lack of continuity in the rezoning (only touches a block in an expanse of R-3 and B-2).

AN ORDINANCE TO APPROVE REZONING OF PROPERTY LOCATED AT 303, 309, 315, 323, 419, AND 431 WEST WASHINGTON STREET FROM R-3, TWO-FAMILY RESIDENCE DISTRICT AND B-2, GENERAL COMMERCIAL DISTRICT TO RB, OFFICE-APARTMENT DISTRICT

WHEREAS, the City of Petersburg Department of Planning and Community Development were directed by City Council to initiate a rezoning of property at 303, 309, 315, 323, 419, and 431 West Washington Street, PINs: 023120015, 023120016, 023120017, 023120018, 023120019, and 023110010, from R-3, Two-Family Residence District and B-2, General Commercial District to RB, Office-Apartment District; and

WHEREAS, the current Comprehensive Plan Future Land Use Map identifies the properties as lying within the Historic Core Neighborhoods and recommends land uses such as Accessory Dwelling Units, Adaptive Reuse into Triplexes and Fourplexes, Infill Development, Multi-family, Parks and Open Space, Places of Worship, Schools and Daycares, Senior Housing, Single-family Attached and Detached, which are predominantly residential in nature; and

WHEREAS, Planning Commission, as an advisory body, recommended denial of the rezoning on May 2nd due to a lack of continuity in the rezoning (only touches a block in an expanse of R-3 and B-2); and

WHEREAS, Council saw fit the RB district with the character of the existing structures and with the Comprehensive Plan; and

WHEREAS, pursuant to the requirements of Title 15.2-2204 of the Code of Virginia, as amended, the public hearing was advertised, in accordance with applicable laws.

NOW THEREFORE BE IT RESOLVED that City Council does hereby recommend approval of an ordinance rezoning the property located at 303, 309, 315, 323, 419, and 431 West Washington Street from R-3, Two-Family Residence District and B-2, General Commercial District to RB, Office-Apartment District.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: Naomi Siodmok, Director of Planning and Community Development

FROM: March Altman, Jr.

RE: **A Public Hearing for the Consideration of an Ordinance to Approve Amending and Readopting Article 25 Supplementary Height, Area and Bulk Regulations, as Set Forth in the Zoning Ordinance of the City of Petersburg, to Introduce Design Standards for New Construction - Pages 211 - 236**

PURPOSE: The goal of the amendment is to encourage attractive and architecturally cohesive structures within the city by introducing “architectural treatment” standards for new construction. This proposed text amendment would require projects to define an architectural theme, obscure junction and accessory boxes, obscure mechanical equipment, and establish minimum standards for exterior materials.

REASON: City Code currently has limited language regulating the design of new construction. This text amendment seeks to add design evaluations into the site plan, special use permit, and building permit review processes. Also included in the text amendment would be the obscuring of junction boxes, accessory boxes, and mechanical equipment from view of the public right-of-way.

RECOMMENDATION: Planning Commission recommended approval on May 2, 2024.

BACKGROUND: Staff was asked by the City Manager present a potential code amendment for the Planning Commission’s consideration. April 4, 2024, the proposed language was brought forward by staff for consideration and the Commission voted to hold a Public Hearing on potential ordinance requirements for architectural treatment of new construction. On May 2, 2024, the Planning Commission recommended approval of the code amendment.

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES:

AFFECTED AGENCIES:

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:

REQUIRED CHANGES TO WORK PROGRAMS:

ATTACHMENTS:

1. 24-ZTA-04 Staff Report
2. 2024-ZTA-04
3. ARTICLE 25 - Tracked Changes
4. Ordinance 24-ZTA-04



City of Petersburg

Department of Planning and Community Development
135 N Union St, Room 304
Petersburg, VA 23803
(804) 733-2308

MEMORANDUM

DATE: June 2024

TO: Mayor and City Council

FROM: Planning Commission

RE: 2024-ZTA-04: A public hearing and consideration of an ordinance to amend and readopt Article 25, Supplementary Height, Area, and Bulk Regulations as set forth in the Zoning Ordinance of the City of Petersburg pertaining to design regulations.

EXECUTIVE SUMMARY:

Staff was asked to present a potential code amendment for the Planning Commission's consideration. The goal of the amendment is to encourage attractive and architecturally cohesive structures within the city by introducing "architectural treatment" standards for new construction. This proposed text amendment would require projects to define an architectural theme, obscure junction and accessory boxes, obscure mechanical equipment, and establish minimum standards for exterior materials.

CHRONOLOGY OF EVENTS:

1. April 4, 2024 – the proposed language was brought forward by staff for consideration and the Commission voted to hold a Public Hearing on potential ordinance requirements for architectural treatment of new construction.
2. May 2, 2024 – Planning Commission recommended approval of the code amendment.

BACKGROUND:

City Code currently has limited language regulating the design of new construction. This text amendment seeks to add design evaluations into the site plan, special use permit, and building permit review processes. The language will require documents to be presented defining the architectural theme of any project requiring a site plan or special use permit as well as any new dwelling. The architectural theme is a written and/or graphic description of the planned

architectural treatment of all buildings within a project. Exterior materials would also need approval. The text amendment would prohibit the use of inferior materials, such as cinderblock or corrugated sheet metal, on sides of buildings which face adjoining property with the goal of avoiding inconsistency of material quality that might adversely impact existing or future development resulting in the depreciation of property values. Also included in the text amendment would be the obscuring of junction boxes, accessory boxes, and mechanical equipment from view of the public right-of-way.

The proposed amendment would comprise the following changes:

- 1) Article 25 would be amended to “Supplementary Height, Area, Bulk, and Design Regulations”
- 2) Applicants to establish an architectural theme.
 - a. Before approving any site plan, special use permit, or building permit for a project, the applicant shall submit documents defining the project's architectural theme.
- 3) Sites to Obscure Junction and Accessories Boxes
 - a. All junction and accessory boxes shall be minimized from view of public rights-of-way and adjacent property at the street level by landscaping or architectural treatment integrated with the building served. This does not apply to properties in industrial districts or on streets not designed to accommodate through traffic.
- 4) Sites to Obscure of Mechanical Equipment
 - a. Mechanical equipment, whether ground-level or rooftop, shall be screened from view of public rights-of-way and adjacent property at the street level and designed to be perceived as an integral part of the building. This does not apply to properties in industrial districts or on streets not designed to accommodate through traffic.
- 5) Projects to meet minimum standards for exterior materials.
 - a. No building exterior (whether front, side or rear) shall consist of architectural materials inferior in quality, appearance or detail to any other exterior of the same building. Nothing in this section shall preclude the use of different materials on different exteriors that are representative of good architectural design but rather, shall preclude the use of inferior materials on sides which face adjoining property and thus, might adversely impact existing or future development resulting in the depreciation of property values.
 - b. New or remodeled buildings shall be consistent with the overall cohesive character of the area in which they are situated as reflected in existing structures.

COMPREHENSIVE PLAN CONSIDERATIONS:

Architectural context and the compatibility of new construction with existing structures in the city are important themes in both the current Comprehensive Plan and the draft Comprehensive Plan currently under consideration by City Council.

The recently adopted Comprehensive Plan notes the architectural heritage of Petersburg as being an important aspect of the city. The plan emphasizes preserving both neighborhood and architectural character through several of the major objectives for the City.

RECOMMENDATION: Planning Commission recommended approval of the text amendment on May 2, 2024.

CITY COUNCIL
MEETING

JUNE 2024



2024-ZTA-04:

A public hearing and consideration of an ordinance to approve amendment and readoption of Article 25, Supplementary Height, Area and Bulk Regulations as set forth in the Zoning Ordinance of the City of Petersburg pertaining to standards for architectural treatment of new construction within the City.

Background

- Staff was asked to present a potential code amendment for the Planning Commission's consideration and the Planning Commission supported moving forward with public hearing.
- The goal of the amendment is to encourage attractive and architecturally cohesive structures within the City by introducing “architectural treatment” standards for new construction.

Overview

Components of the proposed amendment:

- A. Projects to Establish an Architectural Theme
- B. Sites to Obscure Junction and Accessories Boxes
- C. Sites to Obscure of Mechanical Equipment
- D. Projects to meet minimum standards for exterior materials

Architectural Theme

Applicants to establish an architectural theme.

- Before approving any site plan, special use permit for a project or a building permit for a new dwelling, the applicant shall submit documents defining the project's architectural theme.
- The architectural theme is a written and/or graphic description of the planned architectural treatment of all buildings within a project.

Obscuring of Junction and Accessory Boxes

Sites to Obscure Junction and Accessories Boxes

- All junction and associated infrastructure shall be minimized from view of public rights-of-way and adjacent property at the street level by landscaping or architectural treatment integrated with the building served.
- This does not apply to properties in industrial districts or on streets not designed to accommodate through traffic.

Obscuring of Mechanical Equipment

Sites to Obscure of Mechanical Equipment

- Mechanical equipment, whether ground-level or rooftop, shall be screened from view of public rights-of-way and adjacent property at the street level and designed to be perceived as an integral part of the building.
- This does not apply to properties in industrial districts or on streets not designed to accommodate through traffic.

Architectural Material Standards

Projects to meet minimum standards for exterior materials.

- No building exterior (whether front, side or rear) shall consist of architectural materials inferior in quality, appearance or detail to any other exterior of the same building.
- Nothing in this section shall preclude the use of different materials on different exteriors that are representative of good architectural design but rather, shall preclude the use of inferior materials on sides which face adjoining property.
- Exposed cinderblock and corrugated sheet metal are prohibited. Architectural metal panels may be accepted, subject to consultation with and a determination by the Planning Director.
- New or remodeled buildings shall be consistent with the overall cohesive character of the area in which they are situated as reflected in existing structures.

Comprehensive Plan Considerations

- Existing architecture one of City's greatest strengths, new development should fit architectural character of surrounding area

Recommendation

- On May 2nd, Planning Commission recommended approval of the proposed amendment and readoption of Article 25, Supplementary Height, Area and Bulk Regulations as set forth in the Zoning Ordinance of the City of Petersburg pertaining to standards for architectural treatment of new construction within the City.

ARTICLE 25. SUPPLEMENTARY HEIGHT, AREA, AND BULK AND DESIGN REGULATIONS

Section 1. [Purpose.]

The regulations set forth in this section [article] qualify or supplement the district regulations appearing elsewhere in this ordinance.

Section 2. Modification of height regulations.

- (1) The height regulations as prescribed in this ordinance shall not apply to:
 - Belfries;
 - Chimneys;
 - Church spires;
 - Conveyors;
 - Cooling towers;
 - Elevator bulkheads;
 - Fire towers;
 - Flagpoles;
 - Monuments;
 - Ornamental towers and spires;
 - Smokestacks;
 - Stage towers or scenery lofts;
 - Water towers;
 - Tanks.
- (2) Public, semipublic, or public service buildings, hospitals, institutions or schools, when permitted in a district, may be erected to a height not exceeding sixty (60) feet, and churches and temples may be erected to a height not exceeding seventy-five (75) feet, when the required side and rear yards are each increased by at least one foot for each one foot of additional building height above the height regulation for the district in which the building is located.
- (3) Manufacturing buildings located in the "M-2" Heavy Industrial district, on land parcels at or exceeding one hundred fifty (150) acres and used for gravity assisted processing, may erect to a height not exceeding one hundred seventy-five (175) feet, when such buildings are set back from any other contiguous zoning district by at least one foot for each one foot of additional building height above the height regulations for the "M-2" Industrial District.

Section 3. Modification of area regulations.

- 3.1. *Yards generally.*

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- (1) Whenever a lot abuts upon a public alley, one-half of the alley width may be considered as a portion of the required yard only.
- (2) Every part of a required yard shall be open to the sky, except as authorized by this article; and ordinary projections of sills, belt courses, window air conditioning units, chimneys, cornices and ornamental features, which may project to a distance not to exceed twenty-four (24) inches into a required yard.
- (3) Within a residence or office-apartment district, the least dimension of a yard upon which the principal entrances or exists of a multiple dwelling face shall be twenty (20) feet.
- (4) Where a lot is used for a commercial or industrial purpose more than one main building may be located on the lot, but only when such buildings conform to all open space requirements around the lot for the district in which the lot is located.
- (5) A bathroom not exceeding fifty (50) square feet in area may be constructed on the rear of an existing dwelling which does not have these sanitary facilities, provided the addition is at least ten (10) feet from the rear lot line and conforms to the side line requirements.
- (6) On residential lots having a width of less than fifty (50) feet and on record prior to November 20, 1947, there shall be a side yard on each side of a building having a width of not less than ten (10) percent of the average width of the lot; provided, however, that such side yard shall not be less than three (3) feet.
- (7) For housing projects involving the construction of several multiple-group dwellings on the same lot or parcel of land, in order to permit a more flexible placing of the buildings on the land and more desirable grouping of open spaces and such accessory facilities as recreation and parking areas, the following yard requirements shall apply:
 - (a) Front, side and rear yard requirements along the boundaries of the lot shall be in accordance with requirements previously established;
 - (b) Within the lot, minimum distances between main buildings, except Residential Town House Districts, shall be as follows:
 1. When buildings are front to front, not less than fifty (50) feet.
 2. When buildings are front to rear, not less than sixty (60) feet.
 3. When buildings are front to side, not less than fifty (50) feet.
 4. When buildings are side to side, rear to side, or rear to rear, not less than twenty (20) feet for one story buildings and not less than thirty (30) feet when one or both of the buildings are more than one story.

3.2. *Accessory buildings and structures.*

- (1) Except as herein provided, no accessory building shall project beyond a required yard line along any street.
- (2) Filling station pumps and pump islands may occupy the required yards; provided, however, that they are not less than fifteen (15) feet from the street lines.
- (3) One directional or name sign or sign advertising products sold on the premises may occupy required yards in a district where such sign is permitted by the use regulations of this ordinance; provided such sign is of not more than thirty (30) square feet in area, does not contain flashing, moving, or intermittent illumination; and provided the requirements of other city ordinances are complied with.

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- (4) An ornamental fence or wall not more than three and one-half (3½) feet in height may project into or enclose any required front or side yard to a depth from the street line equal to the required depth of the front yard. Ornamental fences or walls may project into or enclose other required yards, provided such fences and walls do not exceed a height of seven (7) feet.
- (5) Accessory, open and uncovered swimming pools and home barbecue grills may occupy a required rear yard, provided they are not located closer than five (5) feet to the rear lot line not closer than three (3) feet to a side lot line.
- (6) Accessory buildings which are not a part of the main building, although connected by an open breezeway, may be constructed in a rear yard; provided, such accessory building does not occupy more than twenty-five (25) percent of the area of the required rear yard; and provided, it is not located closer than eight (8) feet to the rear lot line nor closer than three (3) feet to a side lot line.

3.3. *Front yards.*

- (1) Where an official line has been established by the adopted major arterial plan, for the future widening or opening of a street upon which a lot abuts, then the depth of a front or side yard shall be measured from such official line to the nearest line of the building.
- (2) On through lots, the required front yard shall be provided on each street.
- (3) Where a lot is located at the intersection of two (2) or more streets, there shall be a front yard of fifteen (15) feet on the side street; provided, however, that the buildable width of a lot of record at the time of passage of this ordinance shall not be reduced to less than thirty-two (32) feet.
- (4) Open unenclosed porches, platforms or paved terraces, open or covered by a roof or canopy, and which do not extend above the level of the first floor of the building, may extend or project into the front yard not more than six (6) feet.
- (5) Where twenty-five (25) percent or more of the street frontage, or where twenty-five (25) percent or more of the street frontage within four hundred (400) feet, of the property in question is improved with buildings that have a front yard (with variation of six (6) feet or less) that is greater or less than the required front yard in the district, no building shall project beyond the average front yard so established; provided, however, that a depth of front yard of more than fifty (50) percent in excess of the depth of the required front yard in the district in which the lot is located shall not be required. Where forty (40) percent or more of the street frontage is improved with buildings that have no front yard, no front yard shall be required for the remainder of the street frontage.
- (6) All buildings hereinafter erected, or structurally altered so as to change the character of use of such building, shall observe the following setback requirements or the setbacks or front yard requirements set forth elsewhere in this ordinance, whichever is greater:
 - (a) Except as otherwise provided below, on Washington Street, the minimum setback shall be forty (40) feet, and on Sycamore Street south of Halifax Street, the minimum setback shall be forty-five (45) feet. (On Crater Road, between Graham Road and South Boulevard, the minimum setback on the west side shall be forty (40) feet and on the east side shall be ninety (90) feet for dwellings and sixty (60) feet for all other buildings.) On all other streets thirty (30) feet in width and less than sixty (60) feet in width the minimum setback shall be thirty (30) feet. The term "center line of the street" as used below, shall mean the center line which existed November 20, 1947.
 - (a-1) The minimum setback along U.S. Rout 301 (South Crater Road) from the Norfolk and Western Railway underpass south of Morton Avenue and to the Prince George County Line shall be one hundred (100) feet. The minimum setback along U.S. Route 460 (County Drive) from the Norfolk and Western Railway overpass, at the old corporate limits, to the Prince George County Line shall

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be one hundred (100) feet. The minimum setback along State Route 604 (Halifax Road) from its intersection with Boydton Plank Road south to the overpass over Interstate 85 shall be one hundred (100) feet; along the west side of Halifax Road from Interstate 85 south to Vaughan Road the minimum setback shall be one hundred forty-five (145) feet; along Halifax Road from Vaughan Road south to the Dinwiddie County Line the minimum setback shall be one hundred (100) feet. The minimum setback along State Route 142 (Boydton Plank Road) from its intersection with Halifax Road west to the Dinwiddie County Line shall be one hundred (100) feet. The minimum setback along State Route 632 (Wagner Road) from U.S. Route 301 east to U.S. Route 460 shall be one hundred (100) feet. The minimum setback along State Route 608 (Johnson Road) from the Norfolk and Western Railway overpass, at the old corporate limits, south to the Dinwiddie County Line south of Flank Road shall be one hundred (100) feet. The minimum setback along State Route 109 (Hickory Hill Road) from U.S. 460 east to Fort Lee shall be one hundred (100) feet.

The minimum setback along State Route 629 (Rives Road) from U.S. Route 301 east to the Prince George County Line shall be one hundred (100) feet. The minimum setback along State Route 613 (Squirrel Level Road) from Boydton Plank Road southwest to the Dinwiddie County Line shall be one hundred (100) feet. The minimum setback along Dupuy Road from Spring Street Southwest to Boydton Plank Road shall be eighty (80) feet. The minimum setback along State Route 613 (young's Road) from Brick House Run south to Boydton Plank Road shall be eighty (80) feet. The minimum setback along Flank Road from U.S. Route 301 west to State Route 604(Halifax Road) shall be one hundred fifty (150) feet. The minimum setback along Defense Road from Banister Road west to State Route 142 (Boydton Plank Road) shall be one hundred fifty (150) feet. The term "center line of the street," as used below in subsection (b), when referring to this paragraph shall mean the center line which existed January 1, 1972. Where there are two (2) center lines on a road, the center line referred to is a line running half way between and parallel to the two (2) existing center lines.

- (b) The minimum setback required herein shall be the minimum horizontal distance from the center line of the street to the main building, or any projection thereof. Where an existing building has less setback than provided herein, any building hereafter erected or structurally altered within twenty (20) feet of said existing building may observe the setback line established by the existing building provided that provision be made in the structure for the removal of that portion which extends beyond the setback line established herein, without damage to the balance of the structure, and that the owner of the building to be erected or structurally altered enter into agreement with the City of Petersburg, relieving the city of damage for the removal of that portion of the structure extending beyond the required setback line, when at such time the city acquires title to this portion of the property for street widening.
- (c) No setback of any building shall be required on the south side of East Tabb Street, between North Sycamore Street and Monroe Street.
- (d) Where the minimum setback required herein would require a front yard, the depth of which is greater than ten (10) percent of the average depth of a lot of record prior to November 20, 1947, or require a front yard on the side having the greater, and the front yard is not required by the district regulations, an application for a building permit, conforming to the provisions herein, shall be denied by the building inspector for a period of sixty (60) days. The building inspector shall immediately notify the council of such application for a permit, and unless the building inspector be notified by the clerk of the council within sixty (60) days of date of the application for permit, of the city's intention to purchase the land occupied by the setback required herein, the building inspector shall grant the permit.

3.4. *Side yards.*

- (1) Where dwelling units are erected above business and industrial structures in business and industrial districts, no side yards are required, except such side yard as may be required in the district regulations for a business or industrial building on the side of a lot adjoining a dwelling district.
- (2) For the purpose of the side yard regulations, a two-family dwelling or a multiple dwelling shall be considered as one building occupying one lot.
- (3) The minimum width of side yards for schools, libraries, churches, community houses and other public and semipublic buildings in residence districts shall be twenty-five (25) feet, except where a side yard is adjacent to a business, commercial or industrial district, in which case the width of that yard shall be as required in the chart of article 22, for the district in which the building is located.

3.5. *Rear yards.* Open or lattice-enclosed fire escapes, outside stairways and balconies opening upon fire towers, and the ordinary projections of chimneys and flues, may project into the required rear yard for a distance of not more than five (5) feet, but only where the same are so placed as not to obstruct light and ventilation.

3.6. *Lot area.* Lot area. Where an unimproved lot in a zoning district that allows residential use was of record prior to the application of zoning regulations and restrictions to the premises, and if such lot does not conform to the requirements of such regulations and restrictions as to the width of lots or lot area per family, the provisions of such lot area per family and lot width regulations and restrictions shall not prevent the owner of such lot from erecting a one-family dwelling or making other accessory improvements on the lot; provided such improvements conform in all other respects to the applicable zoning regulations and restrictions. However, this section will not apply if the lot or lots in question were contiguous to another lot or lots of record owned by the same person at the time the more restrictive regulations became in force.

Section 4. Architectural Treatment for New Construction.

4.1 *Architectural Theme.* Prior to the approval of any site plan or special use permit for a project or building permit for a new dwelling, the applicant shall submit for approval documents that define the overall architectural theme of the project. The architectural theme is a written and/or graphic description of the planned architectural treatment of all buildings within a project. The theme shall describe how exterior materials, colors, architectural style and building scale shall be employed to establish a consistent architectural treatment for the project. Architectural treatment of buildings, including materials, color and style, shall be consistent throughout the project and compatible with other buildings located within the same project. Consistency and compatibility may be achieved through the use of similar building massing, materials, scale, colors and other architectural features.

4.2 *Junction and Accessory Boxes.* All junction and associated infrastructure except those in industrial districts and those not visible outside the property shall be minimized from view of public rights-of-way and adjacent property at the street level by landscaping or architectural treatment integrated with the building served. In industrial districts, junction and associated infrastructure ~~accessory boxes~~ need not be minimized from view of adjacent property within the industrial district or from any public right-of-way which does not accommodate or is not intended to accommodate through traffic movements.

4.3 *Mechanical Equipment.* Mechanical equipment, whether ground-level or rooftop, shall be screened from view of public rights-of-way and adjacent property at the street level and designed to be perceived as an integral part of the building, except as stated herein. In industrial districts, mechanical equipment need not be screened from view of adjacent property within the industrial district or from any public right-of-way which does not accommodate or is not intended to accommodate through traffic movements.

4.4 *Exterior Building Materials.*

PART II - CODE
APPENDIX B - ZONING

- 1) No building exterior (whether front, side or rear) shall consist of architectural materials inferior in quality, appearance or detail to any other exterior of the same building. Nothing in this section shall preclude the use of different materials on different exteriors that are representative of good architectural design but rather, shall preclude the use of inferior materials on sides which face adjoining property and thus, might adversely impact existing or future development resulting in the depreciation of property values.
- 2) No portion of a building constructed of cinder block that is not completely covered with a façade that meets the standards of this section shall be visible from any adjoining residential, commercial, mixed-use, or planned unit development district or any public right-of-way. Corrugated sheet metal panels used as a finish material are prohibited. Architectural metal panels may be accepted, subject to consultation with and a determination by the Director of Planning and Community Development that the treatment meets the intent of this section.
- 3) Buildings shall be designed with harmonious proportions and shall not have monotonous facades or large bulky masses. Buildings shall possess architectural variety but shall be compatible with existing structures, especially nearby structures of historic interest.
- 4) New or remodeled buildings shall be consistent with the overall cohesive character of the area in which they are situated as reflected in existing structures. This character shall be achieved through the use of design elements, including, but not limited to, materials, balconies and/or terraces, articulation of doors and windows, sculptural or textural relief of facades, architectural ornamentation, varied roof lines or other appurtenances such as lighting fixtures and/or landscaping, all as may be more particularly described in any applicable adopted plans and guidelines.

AN ORDINANCE TO APPROVE AMENDING AND READOPTING ARTICLE 25 SUPPLEMENTARY HEIGHT, AREA AND BULK REGULATIONS, AS SET FORTH IN THE ZONING ORDINANCE OF THE CITY OF PETERSBURG, TO INTRODUCE DESIGN STANDARDS FOR NEW CONSTRUCTION

WHEREAS, the City of Petersburg Zoning Ordinance includes Article 25. – Supplementary Height, Area and Bulk Regulations; and

WHEREAS, the purpose of this section is to supplement district regulations appearing elsewhere in the Zoning Ordinance; and

WHEREAS, The City wishes to encourage attractive and architecturally cohesive development; and

WHEREAS, the City seeks to introduce supplementary design standards for new construction projects, including establishment of an architectural theme, obscuring of junction boxes and mechanical equipment, and usage of appropriate exterior materials; and

WHEREAS, these standards will apply to any project requiring a site plan or special use permit as well as the construction of a new dwelling; and

WHEREAS, Article 25 will be retitled as “Supplementary Height, Area, Bulk, and Design Standards”; and

WHEREAS, pursuant to the requirements of Titles 15.2-2204 and 15.2-2285 of the Code of Virginia, as amended, a public hearing was advertised and held, in accordance with applicable laws,

NOW THEREFORE BE IT ORDAINED that City Council does hereby approve an ordinance to amend and readopt Article 25. –Supplementary Height, Area and Bulk Regulations as outline below:

ARTICLE 25. SUPPLEMENTARY HEIGHT, AREA, AND BULK, AND DESIGN REGULATIONS

Section 1. [Purpose.]

The regulations set forth in this section [article] qualify or supplement the district regulations appearing elsewhere in this ordinance.

Section 2. Modification of height regulations.

(1) The height regulations as prescribed in this ordinance shall not apply to:

- Belfries;
- Chimneys;
- Church spires;
- Conveyors;
- Cooling towers;
- Elevator bulkheads;
- Fire towers;
- Flagpoles;
- Monuments;

Ornamental towers and spires;

Smokestacks;

Stage towers or scenery lofts;

Water towers;

Tanks.

- (2) Public, semipublic, or public service buildings, hospitals, institutions or schools, when permitted in a district, may be erected to a height not exceeding sixty (60) feet, and churches and temples may be erected to a height not exceeding seventy-five (75) feet, when the required side and rear yards are each increased by at least one foot for each one foot of additional building height above the height regulation for the district in which the building is located.
- (3) Manufacturing buildings located in the "M-2" Heavy Industrial district, on land parcels at or exceeding one hundred fifty (150) acres and used for gravity assisted processing, may erect to a height not exceeding one hundred seventy-five (175) feet, when such buildings are set back from any other contiguous zoning district by at least one foot for each one foot of additional building height above the height regulations for the "M-2" Industrial District.

Section 3. Modification of area regulations.

3.1. Yards generally.

- (1) Whenever a lot abuts upon a public alley, one-half of the alley width may be considered as a portion of the required yard only.
- (2) Every part of a required yard shall be open to the sky, except as authorized by this article; and ordinary projections of sills, belt courses, window air conditioning units, chimneys, cornices and ornamental features, which may project to a distance not to exceed twenty-four (24) inches into a required yard.
- (3) Within a residence or office-apartment district, the least dimension of a yard upon which the principal entrances or exists of a multiple dwelling face shall be twenty (20) feet.
- (4) Where a lot is used for a commercial or industrial purpose more than one main building may be located on the lot, but only when such buildings conform to all open space requirements around the lot for the district in which the lot is located.
- (5) A bathroom not exceeding fifty (50) square feet in area may be constructed on the rear of an existing dwelling which does not have these sanitary facilities, provided the addition is at least ten (10) feet from the rear lot line and conforms to the side line requirements.
- (6) On residential lots having a width of less than fifty (50) feet and on record prior to November 20, 1947, there shall be a side yard on each side of a building having a width of not less than ten (10) percent of the average width of the lot; provided, however, that such side yard shall not be less than three (3) feet.
- (7) For housing projects involving the construction of several multiple-group dwellings on the same lot or parcel of land, in order to permit a more flexible placing of the buildings on the land and more desirable grouping of open spaces and such accessory facilities as recreation and parking areas, the following yard requirements shall apply:
 - (a) Front, side and rear yard requirements along the boundaries of the lot shall be in accordance with requirements previously established;
 - (b) Within the lot, minimum distances between main buildings, except Residential Town House Districts, shall be as follows:
 1. When buildings are front to front, not less than fifty (50) feet.

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2. When buildings are front to rear, not less than sixty (60) feet.
 3. When buildings are front to side, not less than fifty (50) feet.
 4. When buildings are side to side, rear to side, or rear to rear, not less than twenty (20) feet for one story buildings and not less than thirty (30) feet when one or both of the buildings are more than one story.

3.2. *Accessory buildings and structures.*

- (1) Except as herein provided, no accessory building shall project beyond a required yard line along any street.
- (2) Filling station pumps and pump islands may occupy the required yards; provided, however, that they are not less than fifteen (15) feet from the street lines.
- (3) One directional or name sign or sign advertising products sold on the premises may occupy required yards in a district where such sign is permitted by the use regulations of this ordinance; provided such sign is of not more than thirty (30) square feet in area, does not contain flashing, moving, or intermittent illumination; and provided the requirements of other city ordinances are complied with.
- (4) An ornamental fence or wall not more than three and one-half (3½) feet in height may project into or enclose any required front or side yard to a depth from the street line equal to the required depth of the front yard. Ornamental fences or walls may project into or enclose other required yards, provided such fences and walls do not exceed a height of seven (7) feet.
- (5) Accessory, open and uncovered swimming pools and home barbecue grills may occupy a required rear yard, provided they are not located closer than five (5) feet to the rear lot line not closer than three (3) feet to a side lot line.
- (6) Accessory buildings which are not a part of the main building, although connected by an open breezeway, may be constructed in a rear yard; provided, such accessory building does not occupy more than twenty-five (25) percent of the area of the required rear yard; and provided, it is not located closer than eight (8) feet to the rear lot line nor closer than three (3) feet to a side lot line.

3.3. *Front yards.*

- (1) Where an official line has been established by the adopted major arterial plan, for the future widening or opening of a street upon which a lot abuts, then the depth of a front or side yard shall be measured from such official line to the nearest line of the building.
- (2) On through lots, the required front yard shall be provided on each street.
- (3) Where a lot is located at the intersection of two (2) or more streets, there shall be a front yard of fifteen (15) feet on the side street; provided, however, that the buildable width of a lot of record at the time of passage of this ordinance shall not be reduced to less than thirty-two (32) feet.
- (4) Open unenclosed porches, platforms or paved terraces, open or covered by a roof or canopy, and which do not extend above the level of the first floor of the building, may extend or project into the front yard not more than six (6) feet.
- (5) Where twenty-five (25) percent or more of the street frontage, or where twenty-five (25) percent or more of the street frontage within four hundred (400) feet, of the property in question is improved with buildings that have a front yard (with variation of six (6) feet or less) that is greater or less than the required front yard in the district, no building shall project beyond the average front yard so established; provided, however, that a depth of front yard of more than fifty (50) percent in excess of the depth of the required front yard in the district in which the lot is located shall not be required. Where forty (40) percent or more of the street frontage is improved with buildings that have no front yard, no front yard shall be required for the remainder of the street frontage.

(6) All buildings hereinafter erected, or structurally altered so as to change the character of use of such building, shall observe the following setback requirements or the setbacks or front yard requirements set forth elsewhere in this ordinance, whichever is greater:

(a) Except as otherwise provided below, on Washington Street, the minimum setback shall be forty (40) feet, and on Sycamore Street south of Halifax Street, the minimum setback shall be forty-five (45) feet. (On Crater Road, between Graham Road and South Boulevard, the minimum setback on the west side shall be forty (40) feet and on the east side shall be ninety (90) feet for dwellings and sixty (60) feet for all other buildings.) On all other streets thirty (30) feet in width and less than sixty (60) feet in width the minimum setback shall be thirty (30) feet. The term "center line of the street" as used below, shall mean the center line which existed November 20, 1947.

(a-1) The minimum setback along U.S. Rout 301 (South Crater Road) from the Norfolk and Western Railway underpass south of Morton Avenue and to the Prince George County Line shall be one hundred (100) feet. The minimum setback along U.S. Route 460 (County Drive) from the Norfolk and Western Railway overpass, at the old corporate limits, to the Prince George County Line shall be one hundred (100) feet. The minimum setback along State Route 604 (Halifax Road) from its intersection with Boydton Plank Road south to the overpass over Interstate 85 shall be one hundred (100) feet; along the west side of Halifax Road from Interstate 85 south to Vaughan Road the minimum setback shall be one hundred forty-five (145) feet; along Halifax Road from Vaughan Road south to the Dinwiddie County Line the minimum setback shall be one hundred (100) feet. The minimum setback along State Route 142 (Boydton Plank Road) from its intersection with Halifax Road west to the Dinwiddie County Line shall be one hundred (100) feet. The minimum setback along State Route 632 (Wagner Road) from U.S. Route 301 east to U.S. Route 460 shall be one hundred (100) feet. The minimum setback along State Route 608 (Johnson Road) from the Norfolk and Western Railway overpass, at the old corporate limits, south to the Dinwiddie County Line south of Flank Road shall be one hundred (100) feet. The minimum setback along State Route 109 (Hickory Hill Road) from U.S. 460 east to Fort Lee shall be one hundred (100) feet.

The minimum setback along State Route 629 (Rives Road) from U.S. Route 301 east to the Prince George County Line shall be one hundred (100) feet. The minimum setback along State Route 613 (Squirrel Level Road) from Boydton Plank Road southwest to the Dinwiddie County Line shall be one hundred (100) feet. The minimum setback along Dupuy Road from Spring Street Southwest to Boydton Plank Road shall be eighty (80) feet. The minimum setback along State Route 613 (young's Road) from Brick House Run south to Boydton Plank Road shall be eighty (80) feet. The minimum setback along Flank Road from U.S. Route 301 west to State Route 604(Halifax Road) shall be one hundred fifty (150) feet. The minimum setback along Defense Road from Banister Road west to State Route 142 (Boydton Plank Road) shall be one hundred fifty (150) feet. The term "center line of the street," as used below in subsection (b), when referring to this paragraph shall mean the center line which existed January 1, 1972. Where there are two (2) center lines on a road, the center line referred to is a line running half way between and parallel to the two (2) existing center lines.

(b) The minimum setback required herein shall be the minimum horizontal distance from the center line of the street to the main building, or any projection thereof. Where an existing building has less setback than provided herein, any building hereafter erected or structurally altered within twenty (20) feet of said existing building may observe the setback line established by the existing building provided that provision be made in the structure for the removal of that portion which extends beyond the setback line established herein, without damage to the balance of the structure, and that the owner of the building to be erected or structurally altered enter into agreement with the City of Petersburg, relieving the city of damage for the removal of that portion of the structure extending beyond the required setback line, when at such time the city acquires title to this portion of the property for street widening.

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- (c) No setback of any building shall be required on the south side of East Tabb Street, between North Sycamore Street and Monroe Street.
 - (d) Where the minimum setback required herein would require a front yard, the depth of which is greater than ten (10) percent of the average depth of a lot of record prior to November 20, 1947, or require a front yard on the side having the greater, and the front yard is not required by the district regulations, an application for a building permit, conforming to the provisions herein, shall be denied by the building inspector for a period of sixty (60) days. The building inspector shall immediately notify the council of such application for a permit, and unless the building inspector be notified by the clerk of the council within sixty (60) days of date of the application for permit, of the city's intention to purchase the land occupied by the setback required herein, the building inspector shall grant the permit.

3.4. *Side yards.*

- (1) Where dwelling units are erected above business and industrial structures in business and industrial districts, no side yards are required, except such side yard as may be required in the district regulations for a business or industrial building on the side of a lot adjoining a dwelling district.
- (2) For the purpose of the side yard regulations, a two-family dwelling or a multiple dwelling shall be considered as one building occupying one lot.
- (3) The minimum width of side yards for schools, libraries, churches, community houses and other public and semipublic buildings in residence districts shall be twenty-five (25) feet, except where a side yard is adjacent to a business, commercial or industrial district, in which case the width of that yard shall be as required in the chart of article 22, for the district in which the building is located.

3.5. *Rear yards.* Open or lattice-enclosed fire escapes, outside stairways and balconies opening upon fire towers, and the ordinary projections of chimneys and flues, may project into the required rear yard for a distance of not more than five (5) feet, but only where the same are so placed as not to obstruct light and ventilation.

3.6. *Lot area.* Lot area. Where an unimproved lot in a zoning district that allows residential use was of record prior to the application of zoning regulations and restrictions to the premises, and if such lot does not conform to the requirements of such regulations and restrictions as to the width of lots or lot area per family, the provisions of such lot area per family and lot width regulations and restrictions shall not prevent the owner of such lot from erecting a one-family dwelling or making other accessory improvements on the lot; provided such improvements conform in all other respects to the applicable zoning regulations and restrictions. However, this section will not apply if the lot or lots in question were contiguous to another lot or lots of record owned by the same person at the time the more restrictive regulations became in force.

Section 4. Architectural Treatment for New Construction.

4.1 *Architectural Theme.* Prior to the approval of any site plan or special use permit for a project or building permit for a new dwelling, the applicant shall submit for approval documents that define the overall architectural theme of the project. The architectural theme is a written and/or graphic description of the planned architectural treatment of all buildings within a project. The theme shall describe how exterior materials, colors, architectural style and building scale shall be employed to establish a consistent architectural treatment for the project. Architectural treatment of buildings, including materials, color and style, shall be consistent throughout the project and compatible with other buildings located within the same project. Consistency and compatibility may be achieved through the use of similar building massing, materials, scale, colors and other architectural features.

4.2 *Junction and Accessory Boxes.* All junction and associated infrastructure except those in industrial districts and those not visible outside the property shall be minimized from view of public rights-of-way and adjacent property at the street level by landscaping or architectural treatment integrated with the building served. In industrial districts, junction and associated infrastructure accessory boxes need not be minimized from view

of adjacent property within the industrial district or from any public right-of-way which does not accommodate or is not intended to accommodate through traffic movements.

4.3 *Mechanical Equipment.* Mechanical equipment, whether ground-level or rooftop, shall be screened from view of public rights-of-way and adjacent property at the street level and designed to be perceived as an integral part of the building, except as stated herein. In industrial districts, mechanical equipment need not be screened from view of adjacent property within the industrial district or from any public right-of-way which does not accommodate or is not intended to accommodate through traffic movements.

4.4 *Exterior Building Materials.*

- 1) No building exterior (whether front, side or rear) shall consist of architectural materials inferior in quality, appearance or detail to any other exterior of the same building. Nothing in this section shall preclude the use of different materials on different exteriors that are representative of good architectural design but rather, shall preclude the use of inferior materials on sides which face adjoining property and thus, might adversely impact existing or future development resulting in the depreciation of property values.
- 2) No portion of a building constructed of cinder block that is not completely covered with a façade that meets the standards of this section shall be visible from any adjoining residential, commercial, mixed-use, or planned unit development district or any public right-of-way. Corrugated sheet metal panels used as a finish material are prohibited. Architectural metal panels may be accepted, subject to consultation with and a determination by the Director of Planning and Community Development that the treatment meets the intent of this section.
- 3) Buildings shall be designed with harmonious proportions and shall not have monotonous facades or large bulky masses. Buildings shall possess architectural variety but shall be compatible with existing structures, especially nearby structures of historic interest.
- 4) New or remodeled buildings shall be consistent with the overall cohesive character of the area in which they are situated as reflected in existing structures. This character shall be achieved through the use of design elements, including, but not limited to, materials, balconies and/or terraces, articulation of doors and windows, sculptural or textural relief of facades, architectural ornamentation, varied roof lines or other appurtenances such as lighting fixtures and/or landscaping, all as may be more particularly described in any applicable adopted plans and guidelines.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Randall Williams

RE: **A Public Hearing for the Consideration of Approving the Director of Public Works to Prohibit or Regulate the Stopping, Standing or Parking of Vehicles Upon Any Street or Alley, Not Expressly Regulated by an Ordinance of the City Council, by Causing Official Signs to be Erected Indicating the Restriction - Pages 237 - 239**

PURPOSE: To modify Sec. 110-252 of the Code of the City of Petersburg related to stopping, standing, and parking of vehicles on any street or alley

REASON: The current Code of the City of Petersburg designates the "Traffic and Transportation Safety Commission" to prohibit or regulate the stopping, standing or parking of vehicles on any street or alley not expressly regulated by an ordinance of the city council. There currently is no active "Traffic and Transportation Safety Commission" in the City of Petersburg as referred to by the current Code. As a result, this ordinance substitutes the Director of Public Works in the place of the "Traffic and Transportation Safety Commission" to ensure that someone is designated to prohibit or regulate the stopping, standing or parking of vehicles on any street or alley not expressly regulated by an ordinance of the city council.

RECOMMENDATION: The Department of Public Works & Utilities recommends that City Council approve the ordinance substituting the Director of Public Works & Utilities as the person that prohibits or regulates the stopping, standing or parking of vehicles on any street or alley not expressly regulated by an ordinance of the city council as a result of the "Traffic and Transportation Safety Commission" no longer being a viable body in the City of Petersburg at the time of this ordinance.

BACKGROUND: Sec. 110-252 of the Code of the City of Petersburg states that the "Traffic and Transportation Safety Commission" may prohibit or regulate the stopping, standing or parking of vehicles on any street or alley not expressly regulated by an ordinance of the city council. The "Traffic and Transportation Safety Commission" has not been an active body for several years.

NA

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: NA

AFFECTED AGENCIES: Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Modifies Sec. 110-252 of the Code of the City of Petersburg

REQUIRED CHANGES TO WORK PROGRAMS: NA

ATTACHMENTS:

1. Ordinance that prohibits or regulates stopping, standing, or parking of vehicles Sec 110-252

**ORDINANCE TO AMEND AND RE-ADOPT THE ARTICLE VII, SEC. 110-252
ORDINANCE OF THE CITY OF PETERSBURG, VA MUNICIPAL CODE**

WHEREAS, Sec. 110-252 of the Municipal Code of the City of Petersburg, reads:

- **Sec. 110-252. - Authority of traffic and transportation safety commission.**

The traffic and transportation safety commission may prohibit or regulate the stopping, standing or parking of vehicles upon any street or alley, not expressly regulated by an ordinance of the city council, by causing to be erected official signs indicating the restrictions.

(Code 1981, § 18-133)

WHEREAS, the Code was last amended in 1981: and

WHEREAS, the Council finds it is in the best interests of the City to amend and re-adopt the ordinance included in Sec. 110-252.

NOW, THEREFORE, BE IT RESOLVED that the City of Petersburg, VA City Council hereby amends and re-adopts the City of Petersburg's code for the Section 110-252 ordinance to read as follows:

- **Sec. 110-252. - Authority of the Director of Public Works & Utilities**

The Director of Public Works & Utilities may prohibit or regulate the stopping, standing or parking of vehicles upon any street or alley, not expressly regulated by an ordinance of the city council, by causing to be erected official signs indicating the restrictions.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Randall Williams

RE: **A Public Hearing for the Consideration of Approving the Director of Public Works, In Lieu of Not Having a City Traffic Engineer, is Hereby Authorized to Temporarily Designate Parking Areas in Hazardous or Congested Places and to Temporarily Remove Parking in Any Emergency Situation. Permanent Removal of Parking Shall be Subject to the City Manager's Approval - Pages 240 - 242**

PURPOSE: To modify Sec. 110-253 (Authority of Traffic Engineer to designate temporary no parking areas). This ordinance provides guidance with respect to designating temporary no parking areas when there is no city traffic engineer employed by the city. It also provides guidance giving the City Manager approval for permanent removal of parking in lieu of the "Traffic and Transportation Safety Commission" which has not been an active body for quite some time.

REASON: The current Code of the City of Petersburg designates the City Traffic Engineer authorization to temporarily designate no parking areas in hazardous or congested places and to temporarily remove parking in any emergency situation and permanent removal of parking is subject to the Traffic and Transportation Safety Commission. Currently, the city has been without a City Traffic Engineer for several years and without a Traffic and Transportation Safety Commission even longer. This ordinance provides guidance and gives those responsibilities to the Director of Public Works & Utilities and the City Manager respectively.

RECOMMENDATION: The Department of Public Works & Utilities recommends that City Council approve the ordinance substituting the Director of Public Works & Utilities in lieu of the City Engineer when that position is vacant. It also recommends that permanent removal of parking shall be subject to City Manager approval instead of the defunct Traffic and Transportation Safety Commission that has not been active for quite a number of years.

BACKGROUND: Sec. 110-253 of the Code of the City of Petersburg states that the City Traffic Engineer is hereby authorized to temporarily designate no parking areas in hazardous or congested places and to temporarily remove parking in any emergency situation. Permanent removal of parking shall be subject to Traffic and Transportation Safety Commission approval. The City Traffic Engineer position has not been filled in several years and the Traffic and Transportation Safety Commission has not been an active body even longer.

NA

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: NA

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: Modifies Sec. 110-253 of the Code of the City of Petersburg

REQUIRED CHANGES TO WORK PROGRAMS: NA

ATTACHMENTS:

1. Ordinance giving the Director of Public Works Authority to designate temporary no parking areas Sec 110-253

**ORDINANCE TO AMEND AND RE-ADOPT THE ARTICLE VII, SEC. 110-253
ORDINANCE OF THE CITY OF PETERSBURG, VA MUNICIPAL CODE**

WHEREAS, Sec. 110-253 of the Municipal Code of the City of Petersburg, reads:

- **Sec. 110-253. - Authority of traffic engineer to designate temporary no parking areas.**

The city traffic engineer is hereby authorized to temporarily designate no parking areas in hazardous or congested places and to temporarily remove parking in any emergency situation. Permanent removal of parking shall be subject to traffic and transportation safety commission approval.

(Code 1981, § 18-134)

WHEREAS, the Code was last amended in 1981: and

WHEREAS, the Council finds it is in the best interests of the City to amend and re-adopt the ordinance included in Sec. 110-253.

NOW, THEREFORE, BE IT RESOLVED that the City of Petersburg, VA City Council hereby amends and re-adopts the City of Petersburg's code for the Section 110-253 ordinance to read as follows:

- **Sec. 110-253. - Authority of the Director of Public Works & Utilities to designate temporary no parking areas.**

The Director of Public Works & Utilities is hereby authorized to temporarily designate no parking areas in hazardous or congested places and to temporarily remove parking in any emergency situation. Permanent removal of parking shall be subject to City Manager approval.



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Larry Mann

RE: **A Public Hearing for the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and Ending on June 30, 2025, for the Grant ID-NG911-080-B (NG 911 Funding) - Pages 243 - 247**

PURPOSE: To hold an official public hearing requesting approval from City Council to appropriate the funds for NG 911 software and hardware.

REASON: Petersburg Bureau of Police (Emergency Communications) was awarded \$303,191.46 for the **Grant ID- NG911-080-B (NG 911 Funding)** updating dispatch consoles and hardware.

RECOMMENDATION: Recommended that the council accept the funds for the NG 911 Grant to be spent in the fiscal year.

BACKGROUND: The Petersburg Bureau of Police applied for and was awarded the NG 911 grant. This grant will upgrade our current call system and hardware due to its age. See the Attached ordinance.

COST TO CITY: Reimbursable grant funding.

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. EMD Award Letter

2. NG 911 Grant Ordinance



COMMONWEALTH of VIRGINIA

Department of Health
PO BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

July 01, 2023

Larry Mann
Petersburg Emergency Communications
37 E Tabb Street
Petersburg, VA 23803

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSAF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

Memorandum of Agreement: Must be submitted by September 1, 2023.

Instructions for Grant Reimbursement: All items must be submitted in order to process your reimbursement.

Equipment Status/Final Report Form: This form must be submitted sixty (60) days after the grant cycle deadline.

If your agency has had special conditions placed on your grant award, any and all conditions must be met in order to receive reimbursement. Items awarded may be available by state contract, www.eva.virginia.gov, OEMS recommends your agency purchase under state contract if applicable.

Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

All items awarded funding must be ordered from the vendor by **September 1, 2023** invoices for all items awarded funding must be submitted to OEMS by **December 31, 2023**. You must contact OEMS prior to the September 1, 2023 deadline if your agency has encountered difficulties in meeting these deadlines.

If you have any questions, please contact Michael Berg, OEMS Grant Program Manager at (804) 888-9106, Michael.Berg@vdh.virginia.gov or Linwood P. Pulling, Grant Specialist at (804) 888-9105, Linwood.Pulling@vdh.virginia.gov or 1-800-523-6019 for additional grant information.

Congratulations,

GARY BROWN
EMS Director

**Office of Emergency Medical Services
Consolidated Grant Program
AWARD PAGE**

July 1, 2023 - June 30, 2024 Grant Period

Agency Name: Petersburg Emergency Communications

Grant Number: CR-C01/06-23

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded
Priority Dispatch	FUNDED	1	80 / 20	\$33,522.40
<p>Conditions:</p> <p><i>13: Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."</i></p> <p><i>25: Must initiate OEMS Emergency Medical Dispatch Accreditation within the 12 months of EMD Program implementation. The EMD accreditation shall be maintained for a period of five (5) years from the date of the grant award.</i></p> <p><i>28: Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.</i></p>				
Nice Recorder EMD Interface	FUNDED	1	80 / 20	\$4,400.00
<p>Conditions:</p> <p><i>13: Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."</i></p> <p><i>25: Must initiate OEMS Emergency Medical Dispatch Accreditation within the 12 months of EMD Program implementation. The EMD accreditation shall be maintained for a period of five (5) years from the date of the grant award.</i></p> <p><i>28: Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.</i></p>				
Total:				\$37,922.40

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE
MAKING APPROPRIATIONS FOR THE FISCAL YEAR
COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025
FOR “What type of Project you’re working on”**

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

I. That appropriations for the fiscal year commencing July 1, 2024, in the “Project Type” for the following resources and revenues of the city, for the fiscal year ending June 30, 2025.

Previously adopted Revenue: \$0.00

ADD: RE: Grant ID- NG911-080-B (NG 911 Funding)

Total Revenues \$303,191.46

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2024 and ending June 30, 2025, the following sums for the purposes mentioned:

Previously adopted Expenditures: \$0.00

ADD: Grant ID- NG911-080-B (NG 911 Funding)

Total Expenses: \$303,191.46



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: Marquis Allen, Director of Parks and Recreation Service
March Altman, Jr., City Manager

FROM: Larry Mann

RE: **A Public Hearing for the Consideration of Appropriation for the Fiscal Year Commencing July 1, 2024, and Ending on June 30, 2025, for the Grant Number CR-C01/06-23 (Emergency Medical Dispatch) - Pages 248 - 252**

PURPOSE: To hold an official public hearing requesting approval from the City Council to appropriate the funds for Emergency Medical Dispatch software and hardware.

REASON: Petersburg Bureau of Police (Emergency Communications) was awarded \$37,922.40 for **Grant Number CR-C01/06-23 (Emergency Medical Dispatch)**, updating dispatch consoles and hardware.

RECOMMENDATION: It is recommended that the council accept the funds for the Emergency Medical Dispatch Grant to be spent in the fiscal year.

BACKGROUND: Petersburg Bureau of Police applied for and was awarded the Emergency Medical Dispatch Grant. This grant will implement Emergency Medical Dispatch, which has become a state-mandated requirement since July 1, 2023.

COST TO CITY: Reimbursable grant funding.

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: N/A

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. EMD Award Letter
2. EMD Grant Ordinance



COMMONWEALTH of VIRGINIA

Department of Health
PO BOX 2448
RICHMOND, VA 23218

TTY 7-1-1 OR
1-800-828-1120

July 01, 2023

Larry Mann
Petersburg Emergency Communications
37 E Tabb Street
Petersburg, VA 23803

Dear Grant Administrator:

The Office of Emergency Medical Services (OEMS) is pleased to announce that your agency has been awarded funding from the Financial Assistance for Emergency Medical Services Grant Program, known as the Rescue Squad Assistance Fund (RSAF). The attached Award Page itemizes the actual dollar value, quantity, funding level and item(s) your agency has been awarded under this program. The following documents can be completed and submitted via E-Gift:

Memorandum of Agreement: Must be submitted by September 1, 2023.

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Any funding your agency receives through Return to Localities funding cannot be used as the matching share of Rescue Squad Assistance Fund grants or any grants offered using **Four-For-Life** funds. "Any funds received from Section 16.2-694 by a non-state agency cannot be used to match any other funds derived from Section 46.2-691 by that same non-state agency".

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If you have any questions, please contact Michael Berg, OEMS Grant Program Manager at (804) 888-9106, Michael.Berg@vdh.virginia.gov or Linwood P. Pulling, Grant Specialist at (804) 888-9105, Linwood.Pulling@vdh.virginia.gov or 1-800-523-6019 for additional grant information.

Congratulations,

GARY BROWN
EMS Director

**Office of Emergency Medical Services
Consolidated Grant Program
AWARD PAGE**

July 1, 2023 - June 30, 2024 Grant Period

Agency Name: Petersburg Emergency Communications

Grant Number: CR-C01/06-23

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded
Priority Dispatch	FUNDED	1	80 / 20	\$33,522.40
<p>Conditions:</p> <p><i>13: Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."</i></p> <p><i>25: Must initiate OEMS Emergency Medical Dispatch Accreditation within the 12 months of EMD Program implementation. The EMD accreditation shall be maintained for a period of five (5) years from the date of the grant award.</i></p> <p><i>28: Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.</i></p>				
Nice Recorder EMD Interface	FUNDED	1	80 / 20	\$4,400.00
<p>Conditions:</p> <p><i>13: Acknowledgment must be provided on any printed material, equipment or vehicle as follows: "Funding was made possible by a grant from the Virginia Department of Health, Office of Emergency Medical Services."</i></p> <p><i>25: Must initiate OEMS Emergency Medical Dispatch Accreditation within the 12 months of EMD Program implementation. The EMD accreditation shall be maintained for a period of five (5) years from the date of the grant award.</i></p> <p><i>28: Agencies must remain compliant with EMS data submissions (Code of Virginia Section 32.1-116.1). This includes documenting "No Runs to Submit" as applicable. The monthly Data Quality Report will be used to monitor compliance.</i></p>				
Total:				\$37,922.40

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE
MAKING APPROPRIATIONS FOR THE FISCAL YEAR
COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025
FOR “What type of Project you’re working on”**

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

I. That appropriations for the fiscal year commencing July 1, 2024, in the “Project Type” for the following resources and revenues of the city, for the fiscal year ending June 30, 2025.

Previously adopted Revenue: \$0.00

**ADD: RE: Grant Number: CR-C01/06-23 (Emergency Medical Dispatch)
Total Revenues \$37,922.40**

II. That there shall be appropriated from the resources and revenues of the City of Petersburg for the fiscal year commencing July 1, 2024 and ending June 30, 2025, the following sums for the purposes mentioned:

Previously adopted Expenditures: \$0.00

**ADD: Grant Number: CR-C01/06-23 (Emergency Medical Dispatch)
Total Expenses: \$37,922.40**



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Brian Moore

RE: **A Public Hearing for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and Nuwave Development Towards the Sale of City-Owned Property at 4 Ross Court (Parcel 031-040035), 6 Ross Court (Parcel 031-040036), 9 Ross Court (Parcel 031-040045) and 12 Ross Court (Parcel 031-040039) - Pages 253 - 317**

PURPOSE: To conduct a public hearing, for the consideration of an Ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and Nuwave Development towards the sale of City-owned property at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039).

REASON: To allow Citizens and Council the opportunity to provide comments and ask questions prior to the City Council's decision.

RECOMMENDATION: The Department of Economic Development recommends council approve the ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and Nuwave Development towards the sale of City-owned property located at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039).

BACKGROUND: The Department of Economic Development received a proposal from Nuwave Development to purchase City-owned property located at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039).

The proposed purchase price for the parcels is \$11,700, which is 50% of the assessed value, \$23,400. The purchaser will also pay all applicable closing costs. Nuwave Development will provide financial documentation supporting their ability to purchase the property.

Property Information

The zoning of the parcel at

- 4 Ross Court (parcel 031-040035)
- 6 Ross Court (parcel 031-040036)
- 9 Ross Court (parcel 031-040045)

- 12 Ross Court (parcel 031-040039).

Addresses: 4, 6, 9, and 12 Ross Court

Zoning: R-3

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: City Manager, Economic Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. 1 - Nuwave Development ppt
2. 2 - Nuwave Letters of Intent, Site Plan, Business Plan, and Financial (1)
3. 3 - Nuwave Ordinance
4. 4 - 4 Ross Court Property Sheet
5. 5 - 6 Ross Court Property Sheet
6. 6 - 9 Ross Court Property Sheet
7. 7 - 12 Ross Court Property Sheet
8. 8 - Ross Street Properties Purchase Agreement (1)

Sale of Properties on Ross Court (4, 6, 9, and 12)

June 18, 2024

Department of Economic Development



Sale of Properties on Ross Court (4, 6, 9, and 12)



Nuwave Development desires to purchase the City property identified as 4, 6, 9, and 12 Ross Court for the development of Single-Family Homes.

The proposal specifications are:

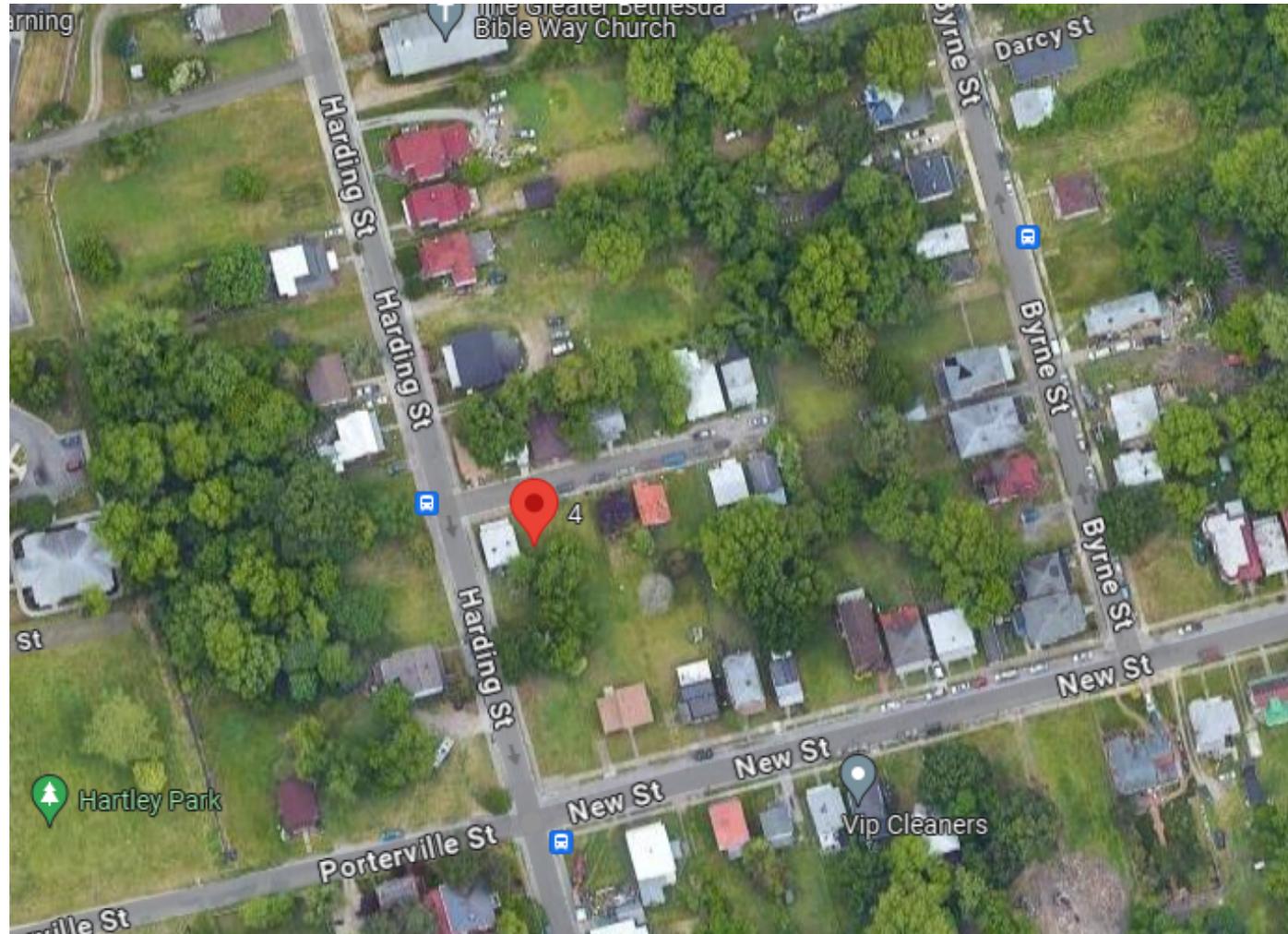
- **Purchase Price offered:**
 - \$ 11,700.00 (total for all properties; meets the 50% threshold)
- **Deposit:**
 - \$ 0 (to be paid in full upon approval)
- **Size of project:**
 - 1-story each w/ an average of 2,326.50 sq. ft each
- **Anticipated Cost:**
 - \$573,300
- **Time to Completion:**
 - 12 – 18 Months Total for All Properties Completed
- **Real estate tax:**
 - \$ To Be Determined Upon Property Sale
- **Job created:**
 - 15 – 20 (May vary depending on construction needs)



Sale of Properties on Ross Court (4, 6, 9, and 12)



Sale of Properties on Ross Court (4, 6, 9, and 12)

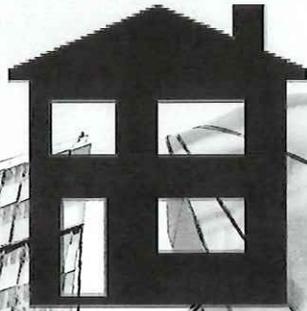


Sale of Properties on Ross Court (4, 6, 9, and 12)



**Approve by ordinance the sale
of 4, 6, 9, 12 Ross Court,
Petersburg, VA**





Nuwave Development

INNOVATE. DESIGN. TRANSFORM.

Proposal to Purchase City-Owned Property

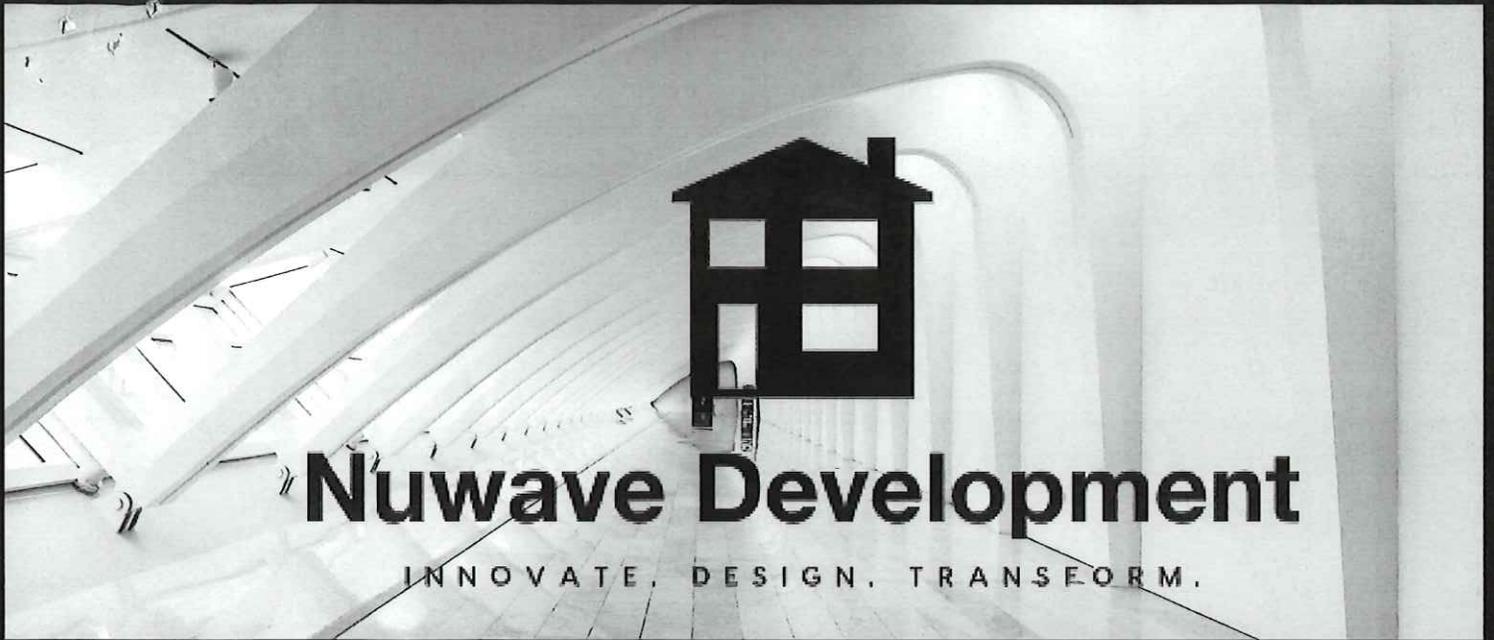


Purchaser	
Project Name	4 Ross Ct.
Property Address	4 Ross Ct. Petersburg, VA 23803
Parcel Number	031-040035
Year Constructed	N/A
Project Developer	Nuwave Development LLC
Contact Name	Will Zimmer
Address	6 West Cary St., Richmond, VA 23220
Email	wzimmerrealestate@gmail.com
Experience/Qualifications	The 2 partners have over 25 years combined in the real estate and construction industries.
Development Description	3 bed, 2 bath, 1000-1200 sq ft single family home (new construction)
Offered Purchase Price	\$1800
	Construction Costs \$ \$140,400.00 -
	Total Investment \$142,200
Description of Financing (%)	Cash, Private Lender
Community Benefit	Revitalization, affordable housing, community growth
Due Diligence Period (months)	1.5 months
Construction Start Date	As soon as permits are approved
	Completion Date 4-6 months from start date
Number of Projected Jobs	Temp/Const. Jobs N/A
	Permanent Jobs
Average Wage	N/A
Contingencies	Planning and zoning approval

City Assessment

Outstanding Obligations		
Proposed Land Use		Yes No
Comp Plan Land Use	Conformance	YES
Zoning	Conformance	YES
Enterprise Zone		
Rehab/Abatement		
New Construction		
Historic District		
Assessed Value	Appraised Value	\$ - Date

City Revenue from Sale	\$ -			
Projected Tax Revenue	Abatement	Year 1	Year 5	Year 20
Real Estate Tax	\$ -	\$ -	\$ -	\$ -
Personal Property Tax	\$ -	\$ -	\$ -	\$ -
Machinery and Tools Tax	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	\$ -	\$ -	\$ -	\$ -
Business License Fee	\$ -	\$ -	\$ -	\$ -
Lodging Tax	\$ -	\$ -	\$ -	\$ -
Meals Tax	\$ -	\$ -	\$ -	\$ -
Other Taxes or Fees	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -
Total Tax Revenue		\$ -	\$ -	\$ -
Waivers & Other Costs to the City		\$ -	\$ -	\$ -
City ROI (Revenue - Cost)	\$ -	\$ -	\$ -	\$ -
Staff Recommendation				
Last Use Public			Comm. Review Date	
Council Decision			Council Review Date	
Disposition Ord #			Ord Date	



April 2024

NUWAVE DEVELOPMENT LLC
6 WEST CARY ST.
RICHMOND VA 23220
WZIMMERREALESTATE@GMAIL.COM
804-690-1536

4 ROSS CT.

Project Summary:

Nuwave Development LLC proposes the construction of a single-family home at 4 Ross Ct. in Petersburg.

Offer Price - \$1800

Lot Dimensions - 31 x 63 (2,178 Sq Ft. or .05 acres)

Although this lot does not fulfill the standard area requirements, the provision of single-family homes is permitted as an exception under Article 25, Section 3.6. This flexibility facilitates the utilization of the property within the prescribed regulatory framework.

Regarding the front yard dimensions, Article 25, Section 3.3(5) of the Zoning Ordinance stipulates that for adjacent lots with front yards smaller than the mandated size, the aggregate front yard dimension may serve as the permissible standard.

Project Details:

Address: 4 Ross Ct., Petersburg, VA 23803

Zoning: Residential R-3

Home Specifications: The home will feature 3 bedrooms and 2 bathrooms, with sizes ranging from 1000 to 1200 square feet.

Construction Timeline: Approximately 4-6 months

Project Phases:

Permitting and Compliance: Application and approval of building permits and any other applicable permitting.

Site Preparation:

Site clearing, setup, and foundation work.

Construction: Main construction phase, including framing, roofing, and exterior finishes.

Interior Finishing: Installation of internal fixtures, utilities, and finishes.

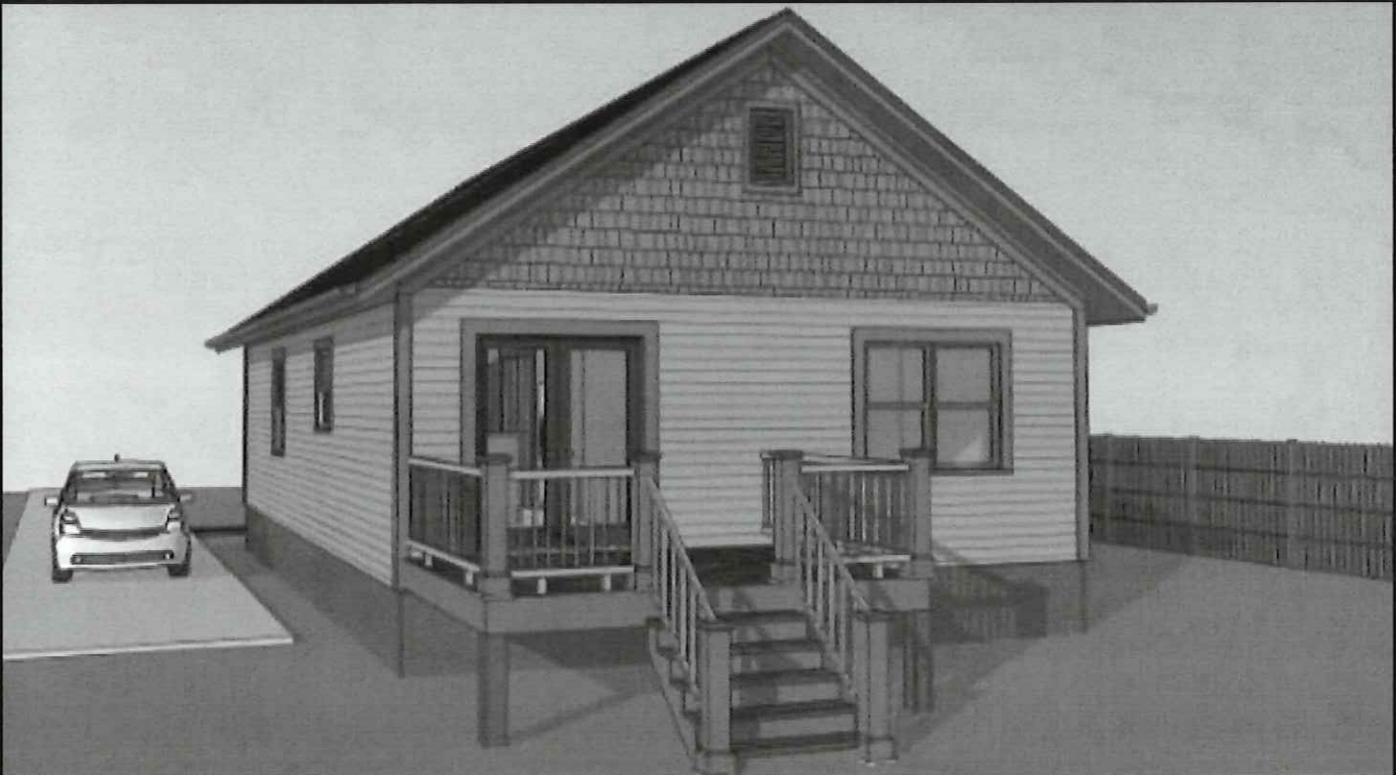
Finalization and Marketing: Final inspections, staging for sales, and open houses.

Sales - Pricing will be between \$210,000 and \$225,000 depending on market conditions.

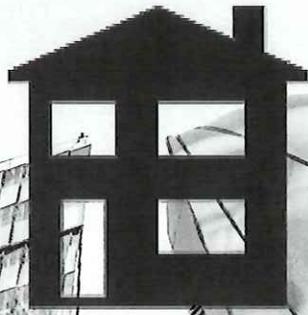
4 ROSS CT.



4 ROSS CT. PROPOSED ARCHITECTURAL RENDERINGS



**1080 sq ft, 3 bed, 2 bath, 1 floor
24' Width 48' Depth**



Nuwave Development

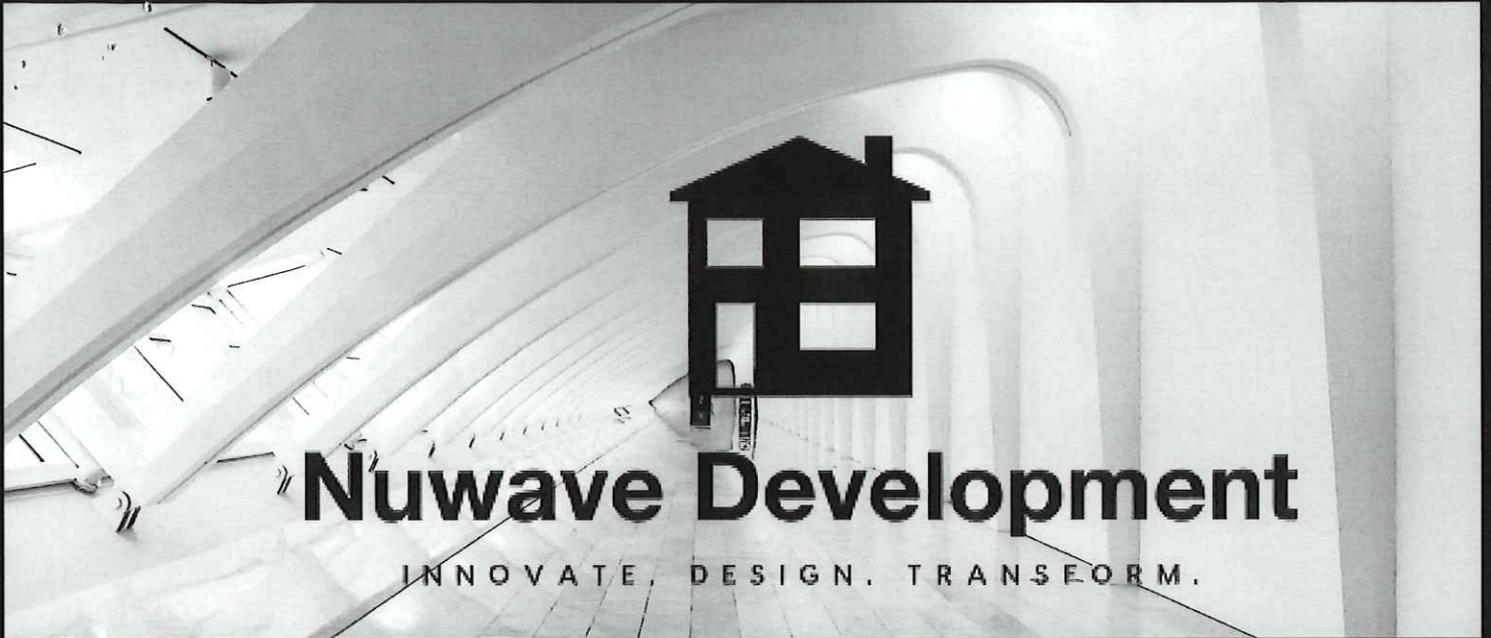
INNOVATE. DESIGN. TRANSFORM.

Proposal to Purchase City-Owned Property



Purchaser	
Project Name	6 Ross Ct.
Property Address	6 Ross Ct. Petersburg, VA 23803
Parcel Number	031-040036
Year Constructed	N/A
Project Developer	Nuwave Development LLC
Contact Name	Will Zimmer
Address	6 West Cary St., Richmond, VA 23220
Email	wzimmerrealestate@gmail.com
Experience/Qualifications	The 2 partners have over 25 years combined in the real estate and construction industries.
Development Description	3 bed, 2 bath, 1000-1200 sq ft single family home (new construction)
Offered Purchase Price	\$1800
	Construction Costs \$ \$140,400.00 -
	Total Investment \$142,200
Description of Financing (%)	Cash, Private Lender
Community Benefit	Revitalization, affordable housing, community growth
Due Diligence Period (months)	1.5 months
Construction Start Date	As soon as permits are approved
	Completion Date 4-6 months from start date
Number of Projected Jobs	Temp/Const. Jobs N/A
	Permanent Jobs
Average Wage	N/A
Contingencies	Planning and zoning approval

City Assessment	
Outstanding Obligations	
Proposed Land Use	Yes No
Comp Plan Land Use	Conformance YES
Zoning	Conformance YES
Enterprise Zone	
Rehab/Abatement	
New Construction	
Historic District	
Assessed Value	Appraised Value \$ - Date
City Revenue from Sale	\$ -
Projected Tax Revenue	Abatement Year 1 Year 5 Year 20
Real Estate Tax	\$ - \$ - \$ -
Personal Property Tax	\$ - \$ - \$ -
Machinery and Tools Tax	\$ - \$ - \$ -
Sales and Use Tax	\$ - \$ - \$ -
Business License Fee	\$ - \$ - \$ -
Lodging Tax	\$ - \$ - \$ -
Meals Tax	\$ - \$ - \$ -
Other Taxes or Fees	\$ - \$ - \$ -
Total	\$ - \$ - \$ -
Total Tax Revenue	\$ - \$ -
Waivers & Other Costs to the City	\$ - \$ -
City ROI (Revenue - Cost)	\$ - \$ -
Staff Recommendation	
Last Use Public	Comm. Review Date
Council Decision	Council Review Date
Disposition Ord #	Ord Date



April 2024

NUWAVE DEVELOPMENT LLC
6 WEST CARY ST.
RICHMOND VA 23220
WZIMMERREALESTATE@GMAIL.COM
804-690-1536

6 ROSS CT.

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Project Details:

Address: 6 Ross Ct., Petersburg, VA 23803

Zoning: Residential R-3

Home Specifications: The home will feature 3 bedrooms and 2 bathrooms, with sizes ranging from 1000 to 1200 square feet.

Construction Timeline: Approximately 4-6 months

Project Phases:

Permitting and Compliance: Application and approval of building permits and any other applicable permitting.

Site Preparation:

Site clearing, setup, and foundation work.

Construction: Main construction phase, including framing, roofing, and exterior finishes.

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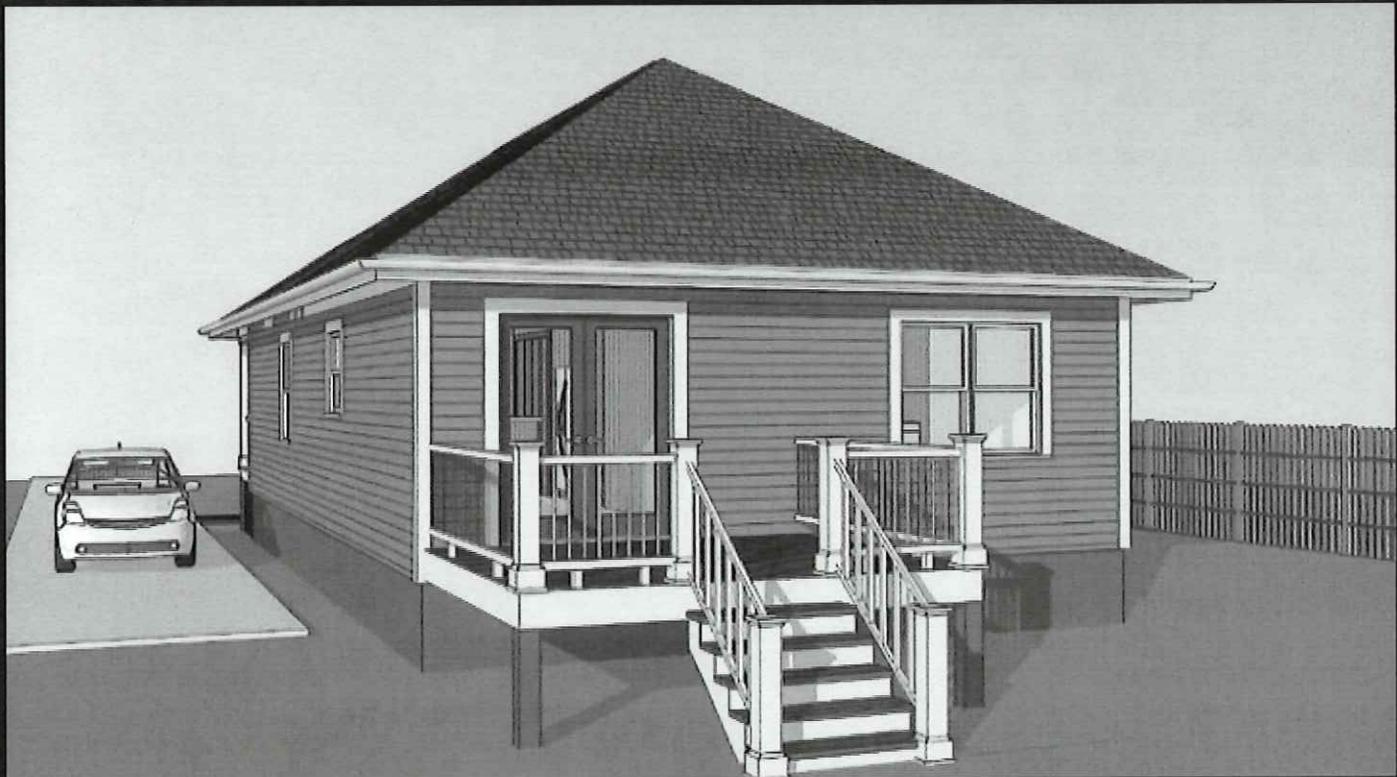
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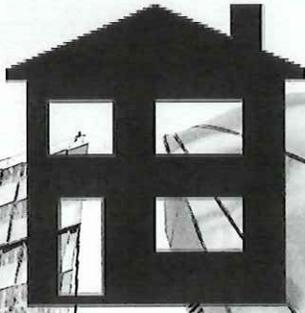
6 ROSS CT.



6 ROSS CT. PROPOSED ARCHITECTURAL RENDERINGS



1080 sq ft, 3 bed, 2 bath, 1 floor
24' Width 48' Depth



Nuwave Development

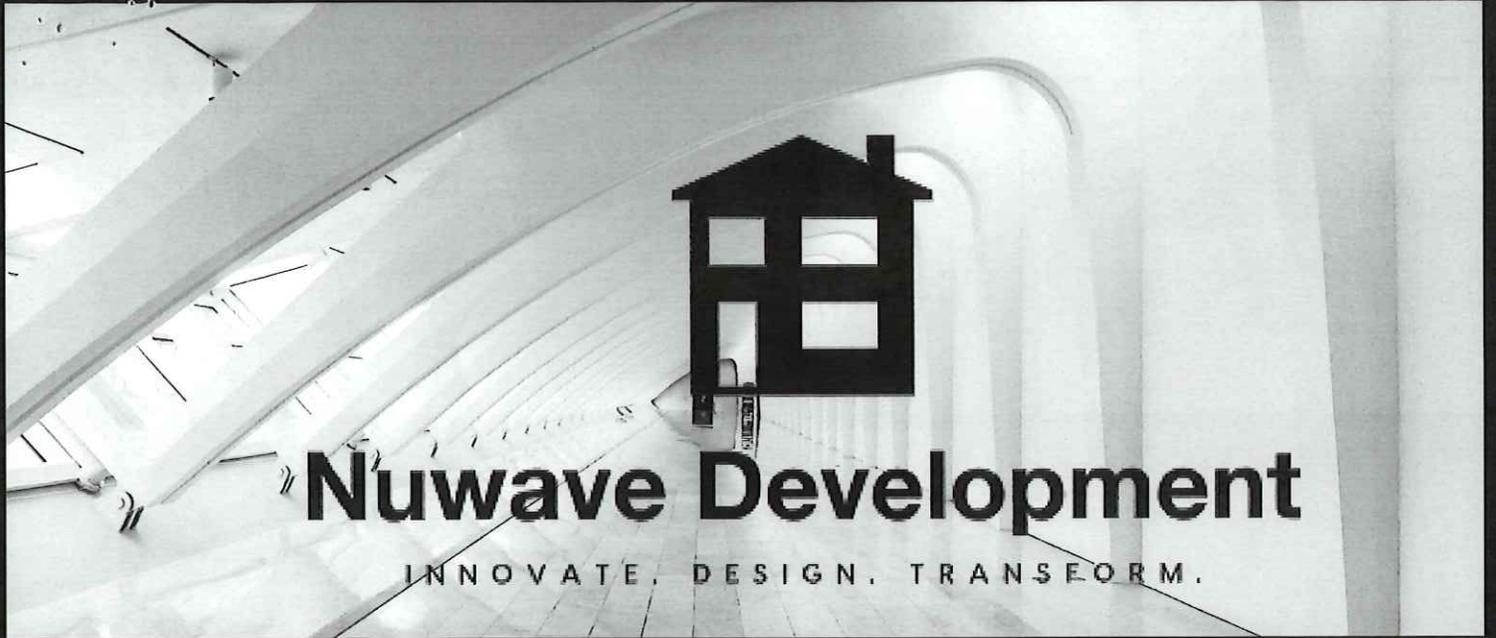
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Proposal to Purchase City-Owned Property



Purchaser	
Project Name	9 Ross Ct.
Property Address	9 Ross Ct. Petersburg, VA 23803
Parcel Number	031-040045
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Project Developer	Nuwave Development LLC
Contact Name	Will Zimmer
Address	6 West Cary St., Richmond, VA 23220
Email	wzimmerrealestate@gmail.com
Experience/Qualifications	The 2 partners have over 25 years combined in the real estate and construction industries.
Development Description	3 bed, 2 bath, 1000-1200 sq ft single family home (new construction)
Offered Purchase Price	\$2450.00
	Construction Costs \$ 140,400.00 -
	Total Investment \$142,850.00
Description of Financing (%)	Cash, Private Lender
Community Benefit	Revitalization, affordable housing, community growth
Due Diligence Period (months)	1.5 months
Construction Start Date	April 15, 2025
	Completion Date 4-6 months from start date
Number of Projected Jobs	Temp/Const. Jobs N/A
	Permanent Jobs
Average Wage	N/A
Contingencies	Planning and zoning approval

City Assessment	
Outstanding Obligations	
Proposed Land Use	
Comp Plan Land Use	
Zoning	
Enterprise Zone	
Rehab/Abatement	
New Construction	
Historic District	
Assessed Value	Appraised Value \$ - Date
City Revenue from Sale	\$ -
Projected Tax Revenue	Abatement Year 1 Year 5 Year 20
Real Estate Tax	\$ - \$ - \$ - \$ -
Personal Property Tax	\$ - \$ - \$ - \$ -
Machinery and Tools Tax	\$ - \$ - \$ - \$ -
Sales and Use Tax	\$ - \$ - \$ - \$ -
Business License Fee	\$ - \$ - \$ - \$ -
Lodging Tax	\$ - \$ - \$ - \$ -
Meals Tax	\$ - \$ - \$ - \$ -
Other Taxes or Fees	\$ - \$ - \$ - \$ -
Total	\$ - \$ - \$ - \$ -
Total Tax Revenue	\$ - \$ - \$ - \$ -
Waivers & Other Costs to the City	\$ - \$ - \$ - \$ -
City ROI (Revenue - Cost)	\$ - \$ - \$ - \$ -
Staff Recommendation	
Last Use Public	Comm. Review Date
Council Decision	Council Review Date
Disposition Ord #	Ord Date



April 2024

NUWAVE DEVELOPMENT LLC
6 WEST CARY ST.
RICHMOND VA 23220
WZIMMERREALESTATE@GMAIL.COM
804-690-1536

9 ROSS CT.

Project Summary:

Nuwave Development LLC proposes the construction of a single-family home at 9 Ross Ct. in Petersburg.

Offer Price - \$2450

Lot Dimensions - 40 x 67 (2,706 Sq Ft. or .0621 acres)

Although this lot does not fulfill the standard area requirements, the provision of single-family homes is permitted as an exception under Article 25, Section 3.6. This flexibility facilitates the utilization of the property within the prescribed regulatory framework.

Regarding the front yard dimensions, Article 25, Section 3.3(5) of the Zoning Ordinance stipulates that for adjacent lots with front yards smaller than the mandated size, the aggregate front yard dimension may serve as the permissible standard.

Project Details:

Address: 9 Ross Ct., Petersburg, VA 23803

Zoning: Residential R-3

Home Specifications: The home will feature 3 bedrooms and 2 bathrooms, with sizes ranging from 1000 to 1200 square feet.

Construction Timeline: Approximately 4-6 months

Project Phases:

Permitting and Compliance: Application and approval of building permits and any other applicable permitting.

Site Preparation:

Site clearing, setup, and foundation work.

Construction: Main construction phase, including framing, roofing, and exterior finishes.

Interior Finishing: Installation of internal fixtures, utilities, and finishes.

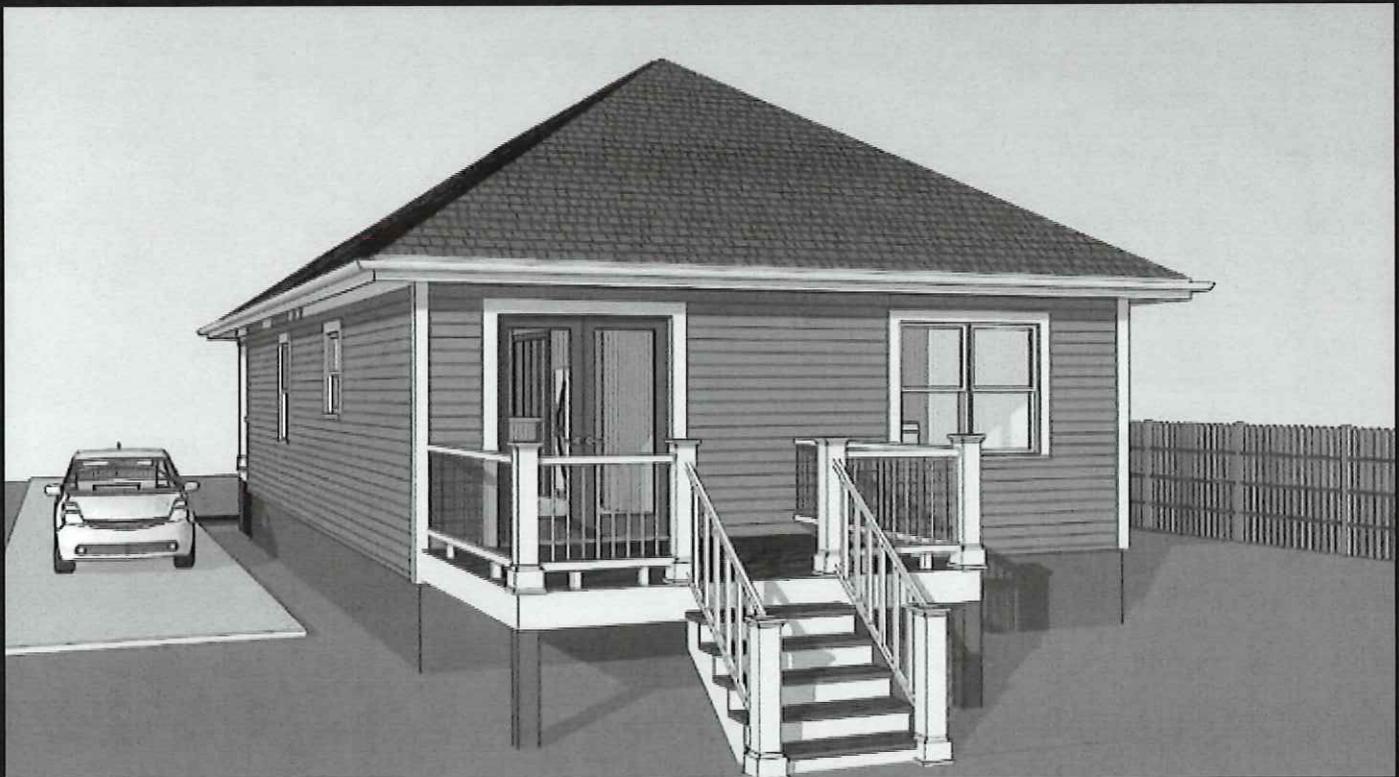
Finalization and Marketing: Final inspections, staging for sales, and open houses.

Sales - Pricing will be between \$210,000 and \$225,000 depending on market conditions.

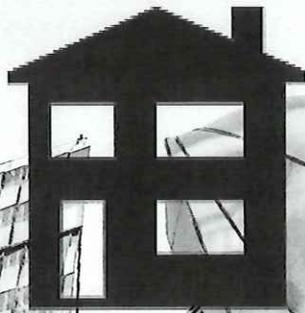
9 ROSS CT.



9 ROSS CT. PROPOSED ARCHITECTURAL RENDERINGS



1080 sq ft, 3 bed, 2 bath, 1 floor
24' Width 48' Depth



Nuwave Development

INNOVATE. DESIGN. TRANSFORM.

Proposal to Purchase City-Owned Property



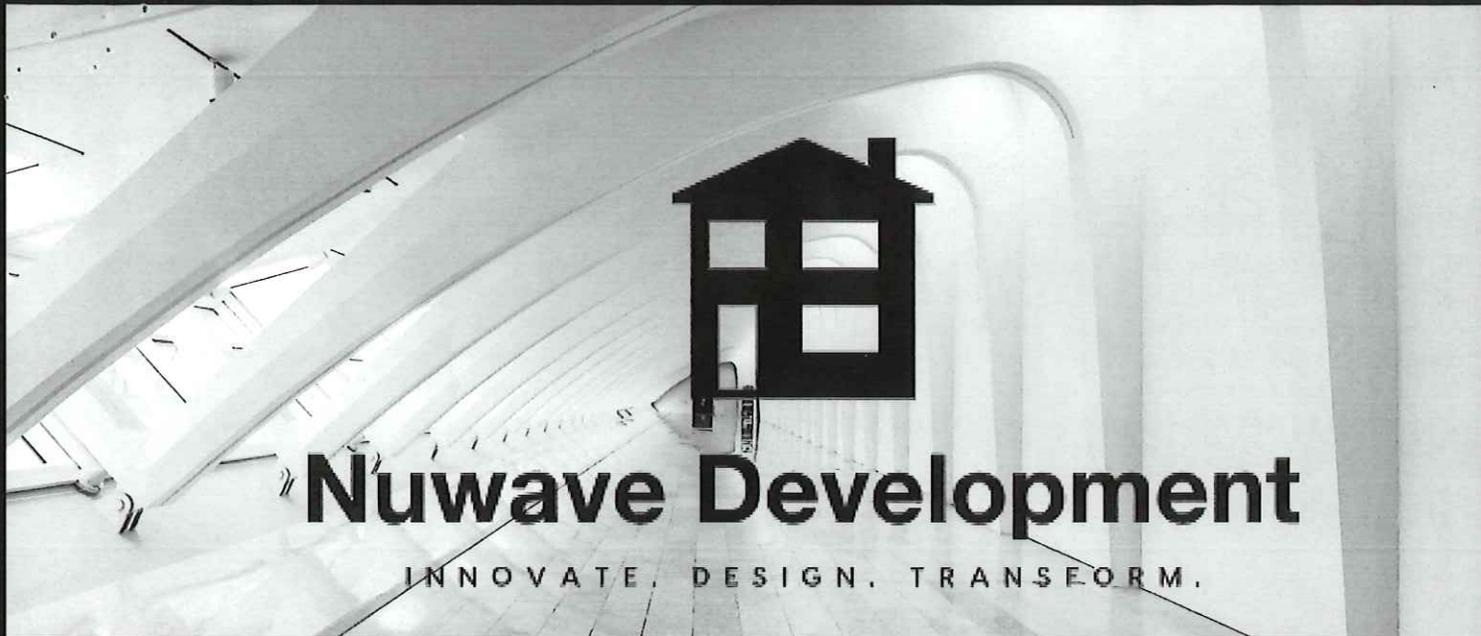
Purchaser	
Project Name	12 Ross Ct.
Property Address	12 Ross Ct. Petersburg, VA 23803
Parcel Number	031-040039
Year Constructed	N/A
Project Developer	Nuwave Development LLC
Contact Name	Will Zimmer
Address	6 West Cary St., Richmond, VA 23220
Email	wzimmerrealestate@gmail.com
Experience/Qualifications	The 2 partners have over 25 years combined in the real estate and construction industries.
Development Description	3 bed, 2 bath, 1000-1200 sq ft single family home (new construction)
Offered Purchase Price	\$5650
	Construction Costs \$ \$140,400.00 -
	Total Investment \$146,050
Description of Financing (%)	Cash, Private Lender
Community Benefit	Revitalization, affordable housing, community growth
Due Diligence Period (months)	1.5 months
Construction Start Date	February 15, 2025
	Completion Date 4-6 months from start date
Number of Projected Jobs	Temp/Const. Jobs N/A
	Permanent Jobs
Average Wage	N/A
Contingencies	Planning and zoning approval

City Assessment

Outstanding Obligations		
Proposed Land Use	Yes	No
Comp Plan Land Use	Conformance YES	
Zoning	Conformance YES	
Enterprise Zone		
Rehab/Abatement		
New Construction		
Historic District		
Assessed Value	Appraised Value \$	- Date

	Abatement	Year 1	Year 5	Year 20
City Revenue from Sale	\$ -			
Real Estate Tax	\$ -	\$ -	\$ -	\$ -
Personal Property Tax	\$ -	\$ -	\$ -	\$ -
Machinery and Tools Tax	\$ -	\$ -	\$ -	\$ -
Sales and Use Tax	\$ -	\$ -	\$ -	\$ -
Business License Fee	\$ -	\$ -	\$ -	\$ -
Lodging Tax	\$ -	\$ -	\$ -	\$ -
Meals Tax	\$ -	\$ -	\$ -	\$ -
Other Taxes or Fees	\$ -	\$ -	\$ -	\$ -
Total	\$ -	\$ -	\$ -	\$ -
Total Tax Revenue	\$ -	\$ -	\$ -	\$ -
Waivers & Other Costs to the City	\$ -	\$ -	\$ -	\$ -
City ROI (Revenue - Cost)	\$ -	\$ -	\$ -	\$ -
Staff Recommendation				
Last Use Public				
Council Decision				
Disposition Ord #				

Comm. Review Date _____
 Council Review Date _____
 Ord Date _____



April 2024

NUWAVE DEVELOPMENT LLC
6 WEST CARY ST.
RICHMOND VA 23220
WZIMMERREALESTATE@GMAIL.COM
804-690-1536

12 ROSS CT.

Project Summary:

Nuwave Development LLC proposes the construction of a single-family home at 12 Ross Ct. in Petersburg.

Offer Price - \$5650

Lot Dimensions - 36 x 63 (2,244 Sq Ft. or .0515 acres)

Although this lot does not fulfill the standard area requirements, the provision of single-family homes is permitted as an exception under Article 25, Section 3.6. This flexibility facilitates the utilization of the property within the prescribed regulatory framework.

Regarding the front yard dimensions, Article 25, Section 3.3(5) of the Zoning Ordinance stipulates that for adjacent lots with front yards smaller than the mandated size, the aggregate front yard dimension may serve as the permissible standard.

Project Details:

Address: 12 Ross Ct., Petersburg, VA 23803

Zoning: Residential R-3

Home Specifications: The home will feature 3 bedrooms and 2 bathrooms, with sizes ranging from 1000 to 1200 square feet.

Construction Timeline: Approximately 4-6 months

Project Phases:

Permitting and Compliance: Application and approval of building permits and any other applicable permitting.

Site Preparation:

Site clearing, setup, and foundation work.

Construction: Main construction phase, including framing, roofing, and exterior finishes.

Interior Finishing: Installation of internal fixtures, utilities, and finishes.

Finalization and Marketing: Final inspections, staging for sales, and open houses.

Sales - Pricing will be between \$210,000 and \$225,000 depending on market conditions.

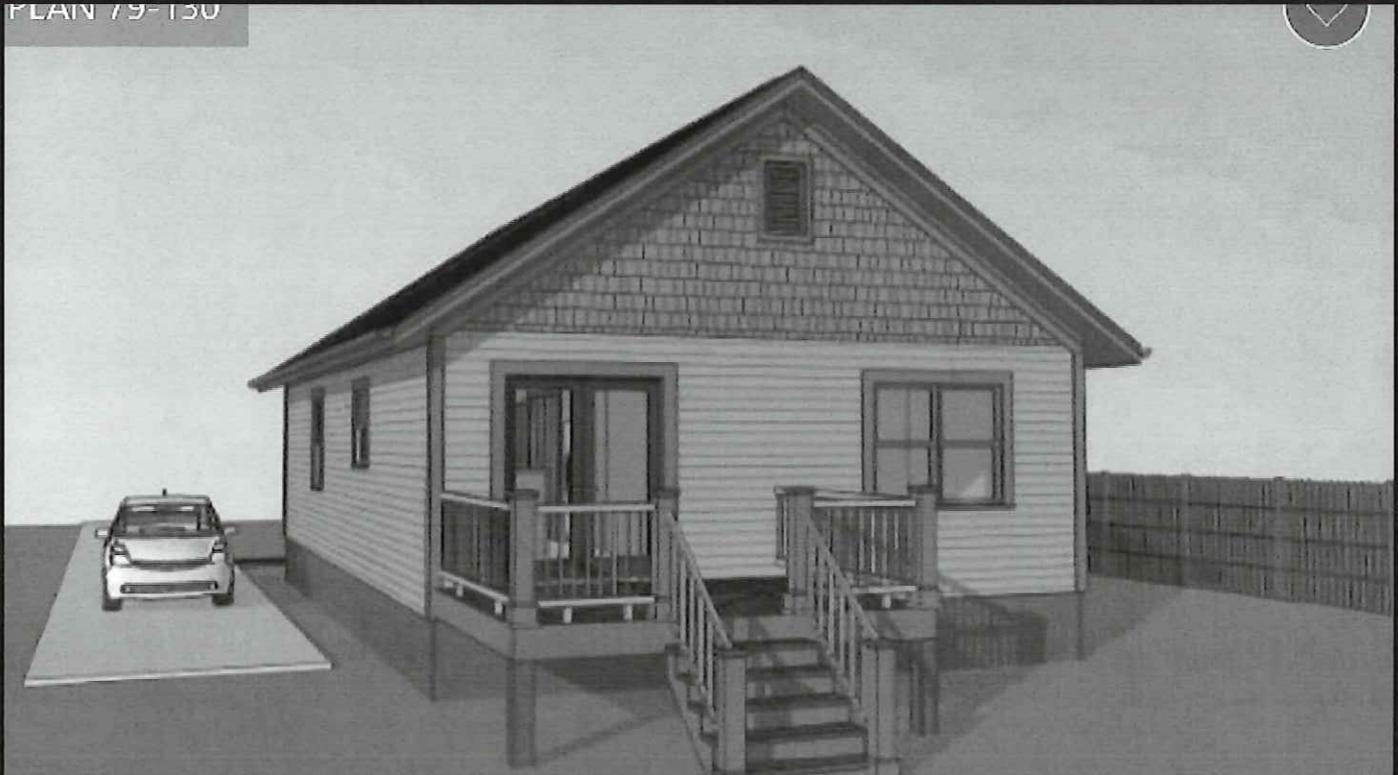
12 ROSS CT.



12 ROSS CT. PROPOSED ARCHITECTURAL RENDERINGS



PLAIN 79-130



1080 sq ft, 3 bed, 2 bath, 1 floor
24' Width 48' Depth

Loan Pre-Approval Letter

From: Adam Balas – Private Money Lender
804-240-9199

April 30, 2024

To: William Zimmer
of Nuwave Development LLC
804-690-1536
6 West Cary St.
Richmond, VA 23220

Re: New Construction Loan Pre-Approval for Multiple Parcels

Dear Mr. Zimmer,

Based on the information you provided you are pre-approved for a business purpose, asset based, private money loan with the following parameters:

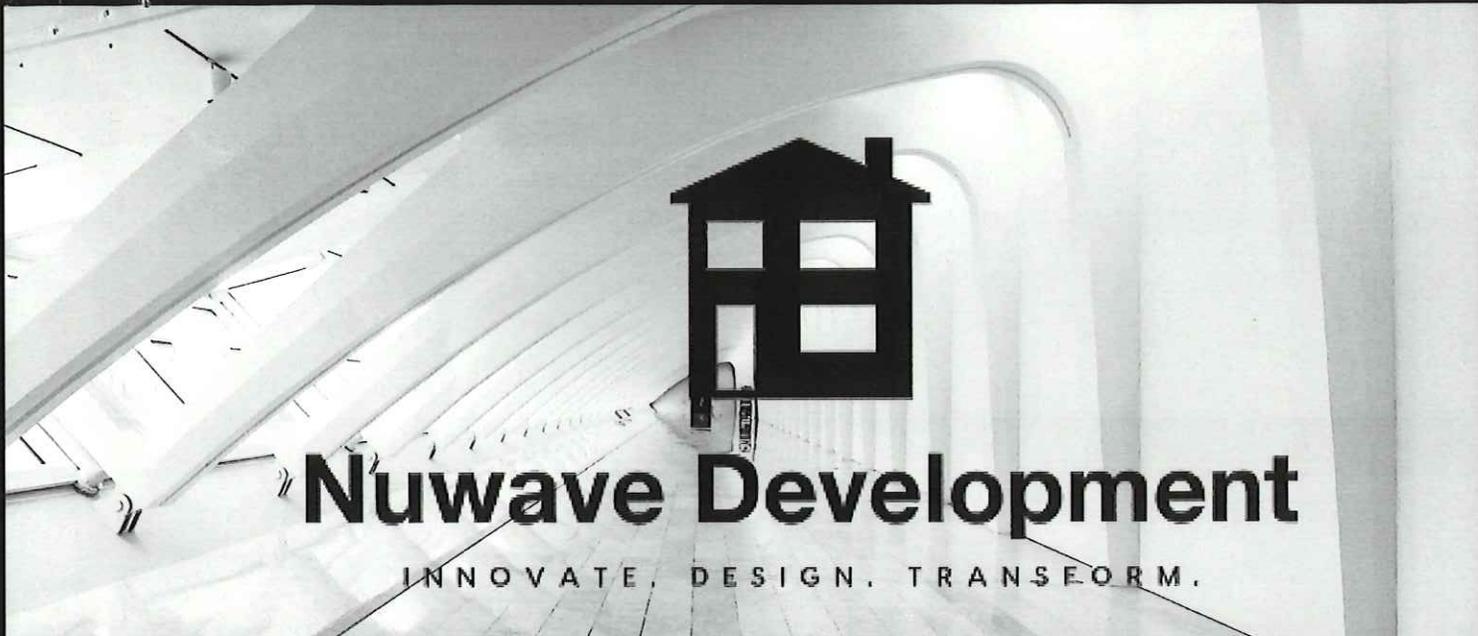
Maximum Loan Amount: \$575,000

In order to obtain final approval of the loan, the following conditions must be met:

- A satisfactory purchase agreement;
- Lender's analysis of the property's end value;
- A marketable title to the property.

Please note that your loan will need to be officially underwritten and given official approval before funding of the property to take place.

Sincerely,
Adam Balas



April 2024

BUSINESS PLAN

TABLE OF CONTENTS

03 Company Summary

04 Organization & Management

05 Mission and Vision

06 Marketing

07 Marketing Cont.

08 Financial Plan

09 Summary and Outlook

NUWAVE DEVELOPMENT



Nuwave Development

INNOVATE. DESIGN. TRANSFORM.

Nuwave Development LLC is a forward-thinking construction and development company that specializes in the design and construction of unique, innovative single-family homes.

Founded by William Zimmer and Brandon White, who together bring over 25 years of combined experience in real estate and construction, Nuwave Development LLC aims to address the critical housing needs in Petersburg, Virginia. This area is ripe for revitalization, and through strategic acquisitions of several city-owned lots, Nuwave plans to introduce affordable, high-quality housing. Our initiative is not only poised to provide homes for local residents but also to attract buyers displaced by the surging home prices in nearby Richmond.

Organization and Management



William Zimmer



Brandon White

MISSION AND VISION

Mission

To revolutionize community landscapes through innovative and sustainable construction, providing unique and affordable homes that meet the needs of today's diverse families and uplift the communities we serve.

Vision

To be a leader in residential development, renowned for our creative designs, sustainability, and commitment to revitalizing neighborhoods, thereby fostering a better quality of life and ensuring accessible housing solutions for all.

MARKETING PLAN

Target Market

- **Primary: Residents within Petersburg seeking affordable housing options.**
- **Secondary: Potential homeowners in Richmond looking for budget-friendly alternatives due to high market prices.**

Marketing Strategies

- **Digital Marketing: Leveraging social media platforms and real estate portals to showcase project developments and case studies.**
- **Community Engagement: Hosting open houses and community forums to gather input and foster community relationships.**

MARKETING PLAN CONT.

Sales Strategy

- **Pre-sales of homes before construction completion to secure early capital and reduce financial risk.**
- **Flexible financing options for buyers to enhance affordability and attract a broader demographic.**
- **Incentives for early buyers, such as customization options and upgraded features.**

Advertising

- **Local billboards, newspapers, and community bulletins.**
- **Online ads through Google Ads and Facebook targeted at local demographics.**
- **Email marketing campaigns to nurture leads and inform potential buyers of new offerings and updates.**

FINANCIAL PLAN

Capital Requirements

- **Initial funding - Private Financing through established partners.**

Revenue Streams

- **Sale of newly constructed homes.**
- **Possible future revenue from rental properties if market conditions align with strategic goals.**

Cost Structure

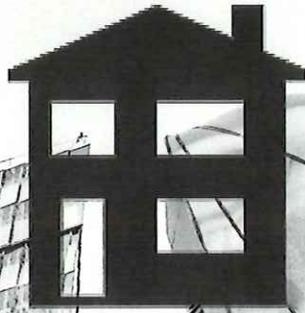
- **Land acquisition costs.**
- **Construction materials and labor.**
- **Marketing and operational expenses.**

Break Even Analysis

- **Detailed projections to be developed based on initial sales response and pre-construction market assessments.**

SUMMARY AND OUTLOOK

By addressing the housing issues in Petersburg with innovative, sustainable development strategies, Nuwave Development aims to build a cornerstone of growth not only for the company but also for the community it serves. The proposed acquisition of city-owned lots marks the beginning of our strategic efforts to contribute to the revitalization of Petersburg, aiming to boost its appeal as a thriving place to live and work



Nuwave Development

INNOVATE. DESIGN. TRANSFORM.

Checking

\$26,441.65

Total available balance



Bluevine Checking
(...7849)

\$26,441.65 >

Recent Transactions

Your transactions will appear here when you make a transaction or deposit.

Payments



Scheduled

0 payments in the next 7 days

\$0.00 >

Explore Bluevine



Business solutions

Special offers to help you run and grow your business

Learn more



Home



Move Money



Deposit Check



Profile

ORDINANCE

An Ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and Nuwave Development for the sale of City-owned property at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039)

WHEREAS, the City of Petersburg has received a proposal from Nuwave to purchase the City-owned property at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039): and

WHEREAS, the conveyance of this property shall be contingent upon the subsequent submission of a Development Agreement by Nuwave in accordance with the terms of the Purchase Agreement which Development Agreement must be approved by City Council by Resolution at its sole discretion within the due diligence period as outlined in the Purchase Agreement; and

WHEREAS, the potential benefits to the City include a reduction in the number of City-owned commercial buildings to be maintained and an inclusion of the property on the City's list of taxable properties; and

WHEREAS, in accordance with applicable legal requirements, a public hearing was held prior to consideration of an ordinance authorizing the sale of City-owned property on June 18, 2024, and

NOW THEREFORE BE IT ORDAINED, that the City Council of the City of Petersburg hereby approves the ordinance authorizing the City Manager to execute a Purchase Agreement with Nuwave Development toward the sale of City-owned property at 4 Ross Court (parcel 031-040035), 6 Ross Court (parcel 031-040036), 9 Ross Court (parcel 031-040045) and 12 Ross Court (parcel 031-040039).

Petersburg, Virginia

Parcel: 031040035

Summary

Owner Name	CITY OF PETERSBURG	National Historic District:	
Owner Mailing Address	135 N. Union St Petersburg , VA 23803	Enterprise Zone:	Yes
Property Use	100	Opportunity Zone:	
State Class:	7 Exempt Local	VA Senate District:	16
Zoning:	R-3	Va House District:	63
Property Address	4 ROSS CT Petersburg , VA	Congressional District:	4
Legal Acreage:	.05	City Ward:	5
Legal Description:	LOT 10 ROSS CT	Polling Place:	Tabernacle Baptist Church
Subdivision:	Ross Court	Primary Service Area:	
Assessment Neighborhood Name:		Census Tract:	8107
Local Historic District:		Elementary School:	Cool Springs
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

Improvements

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

Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	11/21/1988	\$15,000	617/128

Assessments

Valuation as of	01/01/2019	01/01/2020	01/01/2021	01/01/2022	01/01/2023
Effective for Billing:	07/01/2019	07/01/2020	07/01/2021	07/01/2022	07/01/2023
Reassessment					
Land Value	\$3,500	\$3,500	\$3,500	\$3,600	\$3,600
Improvement Value	\$	\$	\$	\$	\$
Total Value	\$3,500	\$3,500	\$3,500	\$3,600	\$3,600

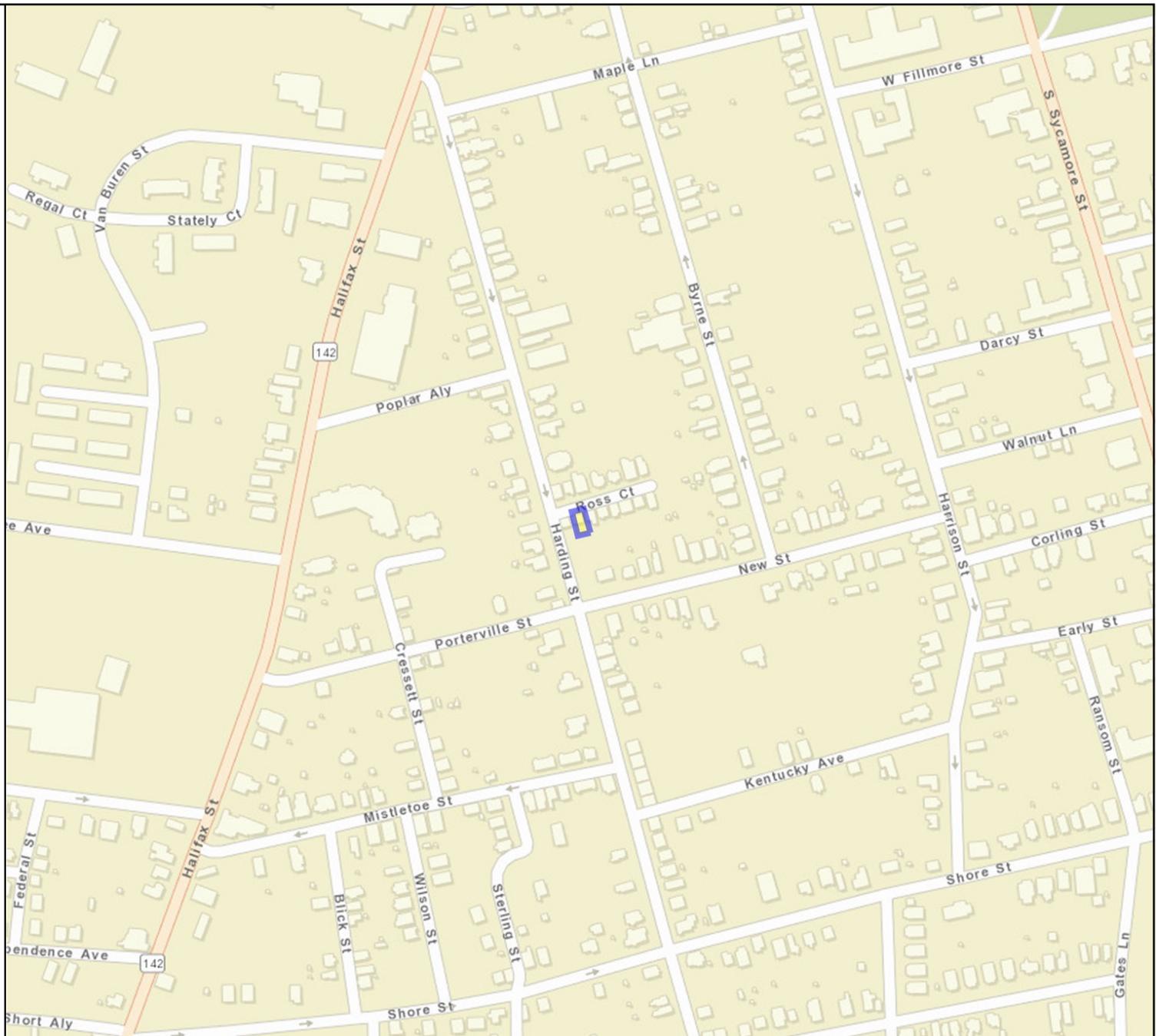
Property Tax (Coming Soon)

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Petersburg, Virginia

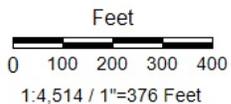
Legend

□ County Boundaries



Parcel #: 031040035

Date: 5/29/2024



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Petersburg, Virginia

Parcel: 031040036

Summary

Owner Name	CITY OF PETERSBURG	National Historic District:	
Owner Mailing Address	135 N. Union St Petersburg , VA 23803	Enterprise Zone:	Yes
Property Use	100	Opportunity Zone:	
State Class:	7 Exempt Local	VA Senate District:	16
Zoning:	R-3	Va House District:	63
Property Address	6 ROSS CT Petersburg , VA	Congressional District:	4
Legal Acreage:	.05	City Ward:	5
Legal Description:	LOT 11 H R H PLAT	Polling Place:	Tabernacle Baptist Church
Subdivision:	H R H	Primary Service Area:	
Assessment Neighborhood Name:		Census Tract:	8107
Local Historic District:		Elementary School:	Cool Springs
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

Improvements

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

Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	8/10/2010	\$0	2010/2026
	8/10/2010	\$0	10/2026

Assessments

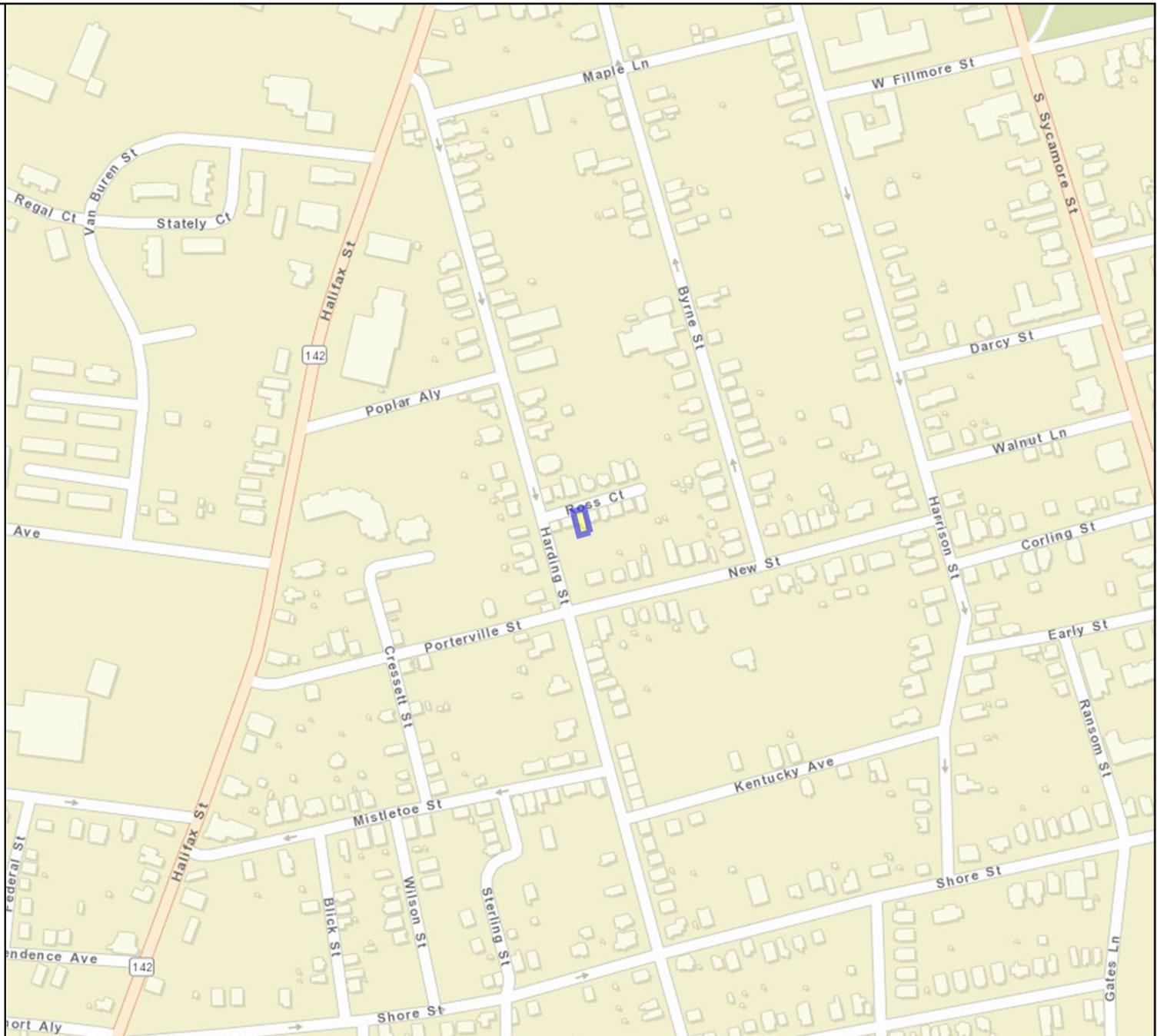
Valuation as of	01/01/2019	01/01/2020	01/01/2021	01/01/2022	01/01/2023
Effective for Billing:	07/01/2019	07/01/2020	07/01/2021	07/01/2022	07/01/2023
Reassessment					
Land Value	\$3,500	\$3,500	\$3,500	\$3,600	\$3,600
Improvement Value	\$	\$	\$	\$	\$
Total Value	\$3,500	\$3,500	\$3,500	\$3,600	\$3,600

Property Tax (Coming Soon)

Petersburg, Virginia

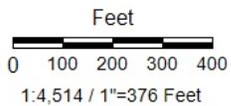
Legend

□ County Boundaries



Parcel #: 031040036

Date: 5/29/2024



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Petersburg, Virginia

Parcel: 031040045

Summary

Owner Name	CITY OF PETERSBURG	National Historic District:	
Owner Mailing Address	135 N. Union St Petersburg , VA 23803	Enterprise Zone:	Yes
Property Use	100	Opportunity Zone:	
State Class:	7 Exempt Local	VA Senate District:	16
Zoning:	R-3	Va House District:	63
Property Address	9 ROSS CT Petersburg , VA	Congressional District:	4
Legal Acreage:	.062	City Ward:	5
Legal Description:	PTS LTS 5 AND 6 ROSS COURT PLAT 41X66	Polling Place:	Tabernacle Baptist Church
Subdivision:	Ross Court	Primary Service Area:	
Assessment Neighborhood Name:		Census Tract:	8107
Local Historic District:		Elementary School:	Cool Springs
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

Improvements

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

Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	8/10/2010	\$0	2010/2027
	8/10/2010	\$0	10/2027

Assessments

Valuation as of	01/01/2019	01/01/2020	01/01/2021	01/01/2022	01/01/2023
Effective for Billing:	07/01/2019	07/01/2020	07/01/2021	07/01/2022	07/01/2023
Reassessment					
Land Value	\$4,800	\$4,800	\$4,800	\$4,900	\$4,900
Improvement Value	\$	\$	\$	\$	\$
Total Value	\$4,800	\$4,800	\$4,800	\$4,900	\$4,900

Property Tax (Coming Soon)

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Petersburg, Virginia

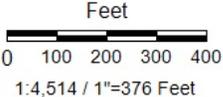
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□ County Boundaries



Parcel #: 031040045

Date: 5/29/2024



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Petersburg, Virginia

Parcel: 031040039

Summary

Owner Name	CITY OF PETERSBURG	National Historic District:	
Owner Mailing Address	135 N. Union St Petersburg , VA 23803	Enterprise Zone:	Yes
Property Use	100	Opportunity Zone:	
State Class:	7 Exempt Local	VA Senate District:	16
Zoning:	R-3	Va House District:	63
Property Address	12 ROSS CT Petersburg , VA	Congressional District:	4
Legal Acreage:	.052	City Ward:	5
Legal Description:	LOT 14 ROSS COURT PLAT34 X 66.25	Polling Place:	Tabernacle Baptist Church
Subdivision:	Ross Court	Primary Service Area:	
Assessment Neighborhood Name:		Census Tract:	8107
Local Historic District:		Elementary School:	Cool Springs
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

Improvements

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

Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	8/10/2010	\$0	2010/2028
	8/10/2010	\$44,000	10/2028

Assessments

Valuation as of	01/01/2019	01/01/2020	01/01/2021	01/01/2022	01/01/2023
Effective for Billing:	07/01/2019	07/01/2020	07/01/2021	07/01/2022	07/01/2023
Reassessment					
Land Value	\$11,100	\$11,100	\$11,100	\$11,300	\$11,300
Improvement Value	\$	\$	\$	\$	\$
Total Value	\$11,100	\$11,100	\$11,100	\$11,300	\$11,300

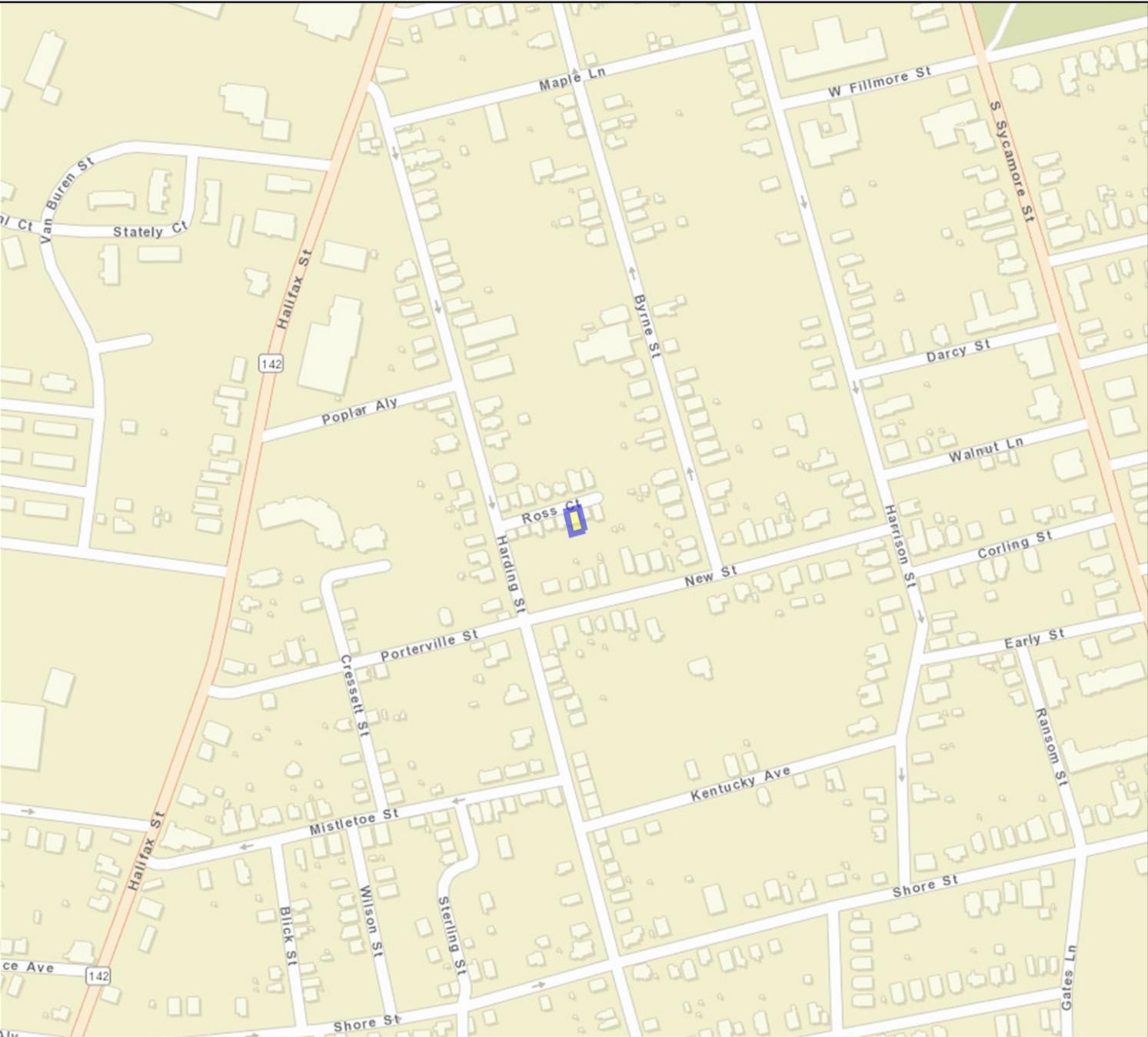
Property Tax (Coming Soon)

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Petersburg, Virginia

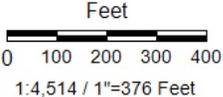
Legend

□ County Boundaries



Parcel #: 031040039

Date: 5/29/2024



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REAL ESTATE PURCHASE AGREEMENT

Assessed Value: \$23,400

Consideration: \$11,700.00

Tax Map Nos.: Parcel 031-040035, Parcel 031-040036, Parcel 031-040045, and Parcel 031-040039

This Real Estate Purchase Agreement (the "Agreement") is dated June 18, 2024, between the CITY OF PETERSBURG, a municipal corporation of the Commonwealth of Virginia, hereinafter referred to a "Seller" and party of the first part, Nuwave Development, hereinafter referred to as "Purchaser", and party of the second part, and Pender & Coward (the "Escrow Agent") and recites and provides the following:

RECITALS:

The Seller owns certain parcel(s) of property and all improvements thereon and appurtenances thereto located in Petersburg, Virginia, commonly known as: 4 Ross Court (Parcel 031-040035), 6 Ross Court (Parcel 031-040036), 9 Ross Court (Parcel 031-040045) and 12 Ross Court (Parcel 031-040039).

Purchaser desires to purchase the Property and Seller agrees to sell the Property subject to the following terms and provisions of this Agreement:

1. **Sale and Purchase:** Subject to the terms and conditions hereof, Seller shall sell, and Purchaser shall purchase, the Property. The last date upon which this Agreement is executed shall be hereinafter referred to as the "Effective Date".
2. **Purchase Price:** The purchase price for the Property is eleven thousand seven hundred dollars (\$11,700) (the "Purchase Price"). The Purchase Price shall be payable all-in cash by wired transfer or immediately available funds at Closing.
3. **Deposit:** Purchaser shall pay ten percent (10%) of the Purchase Price, one thousand one hundred seventy dollars (\$1,170) (the "Deposit") within fifteen (15) business days of the Effective Date to the Escrow Agent which shall be held and disbursed pursuant to the terms of this Agreement.
4. **Closing:** Closing shall take place on or before ninety (90) business days after the completion of the Due Diligence Period described in Section 5. The purchaser may close on the Property prior to completion of the Due Diligent Period with reasonable advance notice to the Seller. At Closing, the Seller shall convey to Purchaser, by Deed Without Warranty, good and marketable title to the Property in fee simple, subject to any and all easements, covenants, and restrictions of record and affecting the Property and current taxes.

In the event a title search done by Purchaser during the Due Diligence Period reveals any title defects that are not acceptable to the Purchaser, Purchaser shall have the right, by giving written notice to the Seller within the Due Diligence Period, to either (a) terminate this Agreement, in which event this Agreement shall be null and void, and none of the parties hereto shall then have any further obligation to any other party hereto or to any third party and the entire Deposit is refunded to the Purchaser or (b) waive the title objections and proceed as set forth in this Agreement. Seller agrees to cooperate with Purchaser to satisfy all reasonable requirements of Purchaser's title insurance carrier.

5. **Due Diligence Period:** Not to exceed one hundred twenty (120) calendar days after the Effective Date. The Purchaser and its representatives, agents, employees, surveyors, engineers, contractors and subcontractors shall have the reasonable right of access to the Property for the purpose of inspecting the Property, making engineering, boundary, topographical and drainage surveys, conducting soil test, planning repairs and improvements, and making such other tests, studies, inquires and investigations of the Property as the Purchaser may deem necessary. The Purchaser agrees that each survey, report, study, and test report shall be prepared for the benefit of, and shall be certified to, the Purchaser and Seller (and to such other parties as the Purchaser may require). A duplicate original of each survey, report, study, test report shall be delivered to Seller's counsel at the notice address specified in Section 15 hereof within ten (10) days following Purchaser's receipt thereof.

All closing costs shall be paid by the Purchaser including but not limited to any real estate commission, Seller's attorney fees, applicable Grantor's tax and the costs associated with the preparation of the deed and other documents required hereunder.

- a. At or before the extinguishing of the Due Diligence Period, the Purchaser shall draft a Development Agreement in conformance with the proposal presented to City Council on October 16, 2024. Such proposal shall be reviewed by the City to determine its feasibility and consistency with the original proposal made on October 16, 2024, and must be formally approved by City Council. Approval and execution of the Development Agreement shall not be unreasonably withheld by either party, and execution of the Development Agreement by all parties shall be a condition precedent to closing on the property. The Development Agreement shall be recorded by reference in the deed of conveyance to the Property which shall include a right of reverter in the event that the Developer fails to comply with the terms of the Development Agreement.
6. **Termination Prior to Conclusion of Due Diligence Phase:**
- a. If Purchaser determines that the project is not feasible during the Due Diligence Period, then, after written notice by Purchaser delivered to Seller, nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent and the Purchaser waives any rights or remedies it may have at law or in equity.

- b. If during the Due Diligence phase Seller determines that Purchaser does not possess sufficient resources to complete the Development Agreement, then nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent.
 - c. If the parties are unable to agree on the terms of the Development Agreement as required by paragraph 5(a) of this Agreement after good faith efforts by the parties, then nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent. If either party fails to exercise good faith in the efforts to reach a Development Agreement, then the other party shall be entitled to one hundred percent (100%) of the Deposit.
7. **Seller's Representations and Warranties: Seller represents and warrants as follows:**
- a. To the best of Seller's knowledge, there is no claim, action, suit, investigation or proceeding, at law, in equity or otherwise, now pending or threatened in writing against Seller relating to the Property or against the Property. Seller is not subject to the terms of any decree, judgment or order of any court, administrative agency or arbitrator which results in a material adverse effect on the Property or the operation thereof.
 - b. To the best of Seller's knowledge, there are no pending or threatened (in writing) condemnation or eminent domain proceedings which affect any of the Property.
 - c. To the best of Seller's knowledge, neither the execution nor delivery of the Agreement or the documents contemplated hereby, nor the consummation of the conveyance of the Property to Purchaser, will conflict with or cause a breach of any of the terms and conditions of, or constitute a default under, any agreement, license, permit or other instrument or obligation by which Seller or the Property is bound.
 - d. Seller has full power, authorization and approval to enter into this Agreement and to carry out its obligations hereunder. The party executing this Agreement on behalf of Seller is fully authorized to do so, and no additional signatures are required.
 - e. The Property has municipal water and sewer lines and has gas and electric lines at the line. Seller makes no representation as to whether the capacities of such utilities are sufficient for Purchaser's intended use of Property.
 - f. Seller has not received any written notice of default under, and to the best of Seller's knowledge, Seller and Property are not in default or in violation under, any restrictive covenant, easement or other condition of record applicable to, or benefiting, the Property.
 - g. Seller currently possesses and shall maintain until Closing general liability insurance coverage on the Property which policy shall cover full or partial loss of the Property for any reason in an amount equal to or exceeding the Purchase Price.

As used in this Agreement, the phrase “to the best of Seller’s knowledge, or words of similar import, shall mean the actual, conscious knowledge (and not constructive or imputed knowledge) without any duty to undertake any independent investigation whatsoever. Seller shall certify in writing at the Closing that all such representations and warranties are true and correct as of the Closing Date, subject to any changes in facts or circumstances known to Seller.

8. Purchaser’s Representations and Warranties:

- a. There is no claim, action, suit, investigation or proceeding, at law, in equity or otherwise, now pending or threatened in writing against Purchaser, nor is Purchaser subject to the terms of any decree, judgment or order of any court, administrative agency or arbitrator, that would affect Purchaser’s ability and capacity to enter into this Agreement and transaction contemplated hereby.
 - b. Purchaser has full power, authorization and approval to enter into this Agreement and to carry out its obligation hereunder. The party executing this Agreement on behalf of Purchaser is fully authorized to do so, and no other signatures are required.
- 9. Condition of the Property:** Purchaser acknowledges that, except as otherwise set forth herein, the Property is being sold “AS IS, WHERE IS AND WITH ALL FAULTS”, and Purchaser has inspected the Property and determined whether or not the Property is suitable for Purchaser’s use. Seller makes no warranties or representations regarding the condition of the Property, including without limitation, the improvements constituting a portion of the Property or the systems therein.
- 10. Insurance and Indemnification:** Purchaser shall indemnify Seller from any loss, damage or expense (including reasonable attorney’s fees and costs) resulting from Purchaser’s use of, entry upon, or inspection of the Property during the Due Diligence Period. This indemnity shall survive any termination of this Agreement. Notwithstanding any other provision of this Agreement, Purchaser’s entry upon the subject property and exercise of due diligence is performed at Purchaser’s sole risk. Purchaser assumes the risk and shall be solely responsible for any injuries to Purchaser, its employees, agents, assigns and third parties who may be injured or suffer damages arising from Purchaser’s entry upon the property and the exercise of Purchaser’s due diligence pursuant to this Agreement.
- 11. Escrow Agent:** Escrow Agent shall hold and disburse the Deposit in accordance with the terms and provisions of this Agreement. In the event of doubt as to its duties or liabilities under the provisions of this Agreement, the Escrow Agent may, in its sole discretion, continue to hold the monies that are the subject of this escrow until the parties mutually agree to the disbursement thereof, or until a judgment of a court of competent jurisdiction shall determine the rights of the parties thereto. In the event of any suit where Escrow Agent interpleads the Deposit, the Escrow Agent shall be entitled to recover a reasonable attorney’s fee and cost incurred, said fees and cost to be charged and assessed as court costs in favor of the prevailing party. All parties agree that the Escrow Agent shall not be liable to any party or person whomsoever for mis-delivery to Purchaser or Seller of the Deposits, unless such mis-delivery shall be due to willful breach of this Agreement or gross negligence on the part of the Escrow Agent. The

Escrow Agent shall not be liable or responsible for loss of the Deposits (or any part thereof) or delay in disbursement of the Deposits (or any part thereof) occasioned by the insolvency of any financial institution unto which the Deposits is placed by the Escrow Agent or the assumption of management, control, or operation of such financial institution by any government entity.

12. **Risk of Loss:** All risk of loss or damage to the Property by fire, windstorm, casualty or other cause is assumed by Seller until Closing. Except for damages proximately caused by Purchaser, its employees, agents, or assigns, in the event of a loss or damage to the Property or any portion thereof before Closing, Purchaser shall have the option of either (a) terminating this Agreement, in which event the Deposit shall be returned to Purchaser and this Agreement shall then be deemed null and void and none of the parties hereto shall then have any further obligation to any other party hereto or to any third party, or (b) affirming this Agreement, in which event Seller shall assign to Purchaser all of Seller's rights under any applicable policy or policies of insurance and pay over to Purchaser any sums received as a result of such loss or damage. Seller agrees to exercise reasonable and ordinary care in the maintenance and upkeep of the Property between the Effective Date and Closing. Purchaser and its representatives shall have the right to make an inspection at any reasonable time during the Due Diligence Period or prior to Closing.
13. **Condemnation:** If, prior to Closing, all of any part of the Property shall be condemned by governmental or other lawful authority, Purchaser shall have the right to (1) complete the purchase, in which event all condemnation proceeds or claims thereof shall be assigned to Purchaser, or (2) terminate this Agreement, in which event the Deposit shall be returned to Purchaser and this Agreement shall be terminated, and this Agreement shall be deemed null and void and none of the parties hereto shall then have any obligation to any other party hereto or to any third party, except as otherwise provided in this Agreement.
14. **Notices:** All notices and demands which, under the terms of this Agreement must or may be given by the parties hereto shall be delivered in person or sent by Federal Express or other comparable overnight courier, or certified mail, postage prepaid, return receipt requested, to the respective hereto as follows:

SELLER:

The City of Petersburg

John "March" Altman

City Manager

135 North Union Street

Petersburg, VA 23803

Anthony C. Williams, City Attorney

City of Petersburg, Virginia

135 N. Union Street

Petersburg, VA 23803

PURCAHSER:

Authentisign
William Zimmer 06/13/24

Nuwave Development LLC

Authentisign
Brandon White 06/13/24

Nuwave Development LLC

COPY TO:

Notices shall be deemed to have been given when (a) delivered in person, upon receipt thereof by the person to whom notice is given, (b) as indicated on applicable delivery receipt, if sent by Federal Express or other comparable overnight courier, two (2) days after deposit with such courier, courier fee prepaid, with receipt showing the correct name and address of the person to whom notice is to be given, and (c) as indicated on applicable delivery receipt if sent via certified mail or similar service.

15. **Attorneys' Fees and Costs:** Except as otherwise provided in this Agreement, should either party hereto incur costs, including attorney's fees, to enforce the terms of this Agreement, the

substantially prevailing party shall be entitled to recover all such costs and attorney's fees from the non-substantially prevailing party.

16. **Modification:** The terms of this Agreement may not be amended, waived or terminated orally, but only by an instrument in writing signed by the Seller and Purchaser.
17. **Assignment; Successors:** This Agreement may not be transferred or assigned without the prior written consent of both parties. In the event such transfer or assignment is consented to, this Agreement shall inure to the benefit of and bind the parties hereto and their respective successors and assigns.
18. **Counterparts:** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one of the same instrument.
19. **Survival:** All of the representations, warranties, covenants and agreements made in or pursuant to this Agreement made by Seller shall survive the Closing and shall not merge into the Deed or any other document or instrument executed and delivered in connection herewith.
20. **Captions and Counterparts:** The captions and paragraph headings contained herein are for convenience only and shall not be used in construing or enforcing any of the provisions of this Agreement.
21. **Governing Law; Venue:** This Agreement and all documents and instruments referred to herein shall be governed by, and shall be construed according to, the laws of the Commonwealth of Virginia. Any dispute arising out of performance or non-performance of any term of this Agreement shall be brought in the Circuit Court for the City of Petersburg, Virginia.
22. **Entire Agreement:** This Agreement contains the entire agreement between Seller and Purchaser, and there are no other terms, conditions, promises, undertakings, statements or representations, expressed or implied, concerning the sale contemplated by this Agreement. Any and all prior or subsequent agreements regarding the matters recited herein are hereby declared to be null and void unless reduced to a written addendum to this Agreement signed by all parties in accordance with Section 16.
23. **Copy or Facsimile:** Purchaser and Seller agree that a copy or facsimile transmission of any original document shall have the same effect as an original.
24. **Days:** Any reference herein to "day" or "days" shall refer to calendar days unless otherwise specified. If the date of Closing or the date for delivery of a notice or performance of some other obligation of a party falls on a Saturday, Sunday or legal holiday in the Commonwealth of Virginia, then the date for Closing or such notice of performance shall be postponed until the next business day.
25. **Title Protection:** Deed to this property is conveyed without warranty. During the due diligence period, purchaser may research title issues associated with the property and may purchase title

insurance at his own expense or terminate the agreement in accordance with the provisions of this contract in the event that issues regarding title are discovered.

26. **Development Agreement:** A Development agreement detailing the development scope, budget, funding, schedule and any other agreed upon performance requirements of the Developer will be executed prior to the transfer of the deed for the property.
27. **Reversion Provision:** The deed of conveyance to this property shall contain a provision that this property will revert back to the City if performance requirements are not met by the Developer within the time period specified in the Development Agreement upon Notice of Breach to Developer and failure to timely cure. In the event of reversion, the property reverts to the City with all improvements thereon, and without reimbursement of any of the purchase price or expenses incurred by purchaser for improvements.
28. **Compliance with Zoning, land use and Development requirements:** Execution of this document shall not be construed to affect in any way the obligation of the purchaser to comply with all legal requirements pertaining to zoning, land use, and other applicable laws.

CA Final Draft

29. IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and years first written.

PURCHASER:  William Zimmer  Brandon White
Nuwave Development LLC

By: _____, _____

Title: _____

Date: _____

SELLER:

The City of Petersburg, Virginia

By: _____, John "March" Altman

Title: City Manager

Date: _____

ESCROW AGENT:

By: _____,

Title: _____

Date: _____

Approved as to form:

Date: _____

By: _____, Anthony Williams

Title: City Attorney

CA Final Draft



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Brian Moore

RE: **A Public Hearing on June 18, 2024, for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and J.C. Bynum Construction LLC Towards the Sale of City-Owned Property at 741 Blick Street, Parcel ID 031-240016 - Pages 318 - 337**

PURPOSE: A Public Hearing on June 18, 2024, for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and J.C. Bynum Construction LLC Towards the Sale of City-Owned Property at 741 Blick Street, Parcel ID 031-240016.

REASON: To allow Citizens and Council the opportunity to provide comments and ask questions prior to the City Council's decision.

RECOMMENDATION: The Department of Economic Development recommends council consider the ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and J.C. Bynum Construction LLC towards the sale of City-owned property located at 741 Blick Street.

BACKGROUND: The Department of Economic Development received a proposal from J.C. Bynum Construction LLC to purchase City-owned property located at 741 Blick Street which is currently a vacant resident parcel.

The proposed purchase price for the parcel is \$3750, which is 83.33% of the assessed value, \$4500. The purchaser will also pay all applicable closing costs. J.C. Bynum Construction LLC will provide financial documentation supporting their ability to purchase the property.

Property Information

The zoning of the parcel at 741 Blick Street is R-3, Residential Vacant
 Address: 741 Blick Street
 Tax Map ID: 741 Blick Street
 Zoning: R-3

COST TO CITY: N/A

BUDGETED ITEM: N/A

REVENUE TO CITY: N/A

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: N/A

AFFECTED AGENCIES: City Manager, Economic Development

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: N/A

REQUIRED CHANGES TO WORK PROGRAMS: N/A

ATTACHMENTS:

1. 1 - JC Bynum Development ppt
2. 2 - 741 Blick Street LOI
3. 3 - 741 Blick Street Ordinance
4. 4 - Property Sheet
5. 5 - 741 Blick St purchase agreement SIGNED

Sale of Property on 741 Blick Street

June 18, 2024

Department of Economic Development



Hello

I'm Sheila Bynum-Coleman founder of J.C. Bynum Construction LLC.

J.C. BYNUM CONSTRUCTION (JCBC) is a customer-focused, employee-centric award-winning woman-owned small business (WOSB) company committed to performance excellence with budget and schedule conscientiousness.

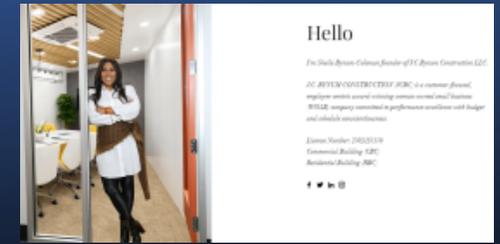
License Number: 2705137170

Commercial Building (CBC)

Residential Building (RBC)



Sale of Property on 741 Blick Street



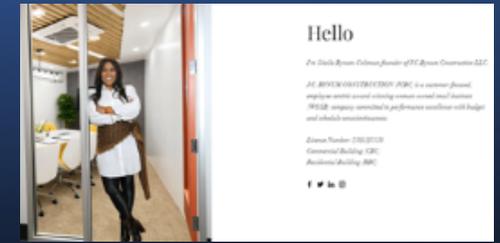
J.C. Bynum Construction LLC desires to purchase the City property identified as 741 Blick Street, Petersburg, VA

The proposal specifications are:

- **Purchase Price offered:**
 - **\$ 3,750.00 (total for all properties; meets the 50% threshold)**
- **Deposit:**
 - **\$ 0 (to be paid in full upon approval)**
- **Time to Completion:**
 - **12 Months Total for All Properties Completed**
- **Real estate tax:**
 - **\$ To Be Determined Upon Property Sale**
- **Job created:**
 - **15 – 20 (May vary depending on construction needs)**



Sale of Property on 741 Blick Street



**Conduct the public hearing for
the consideration of the
Ordinance for the sale of 741
Blick Street, Petersburg, VA**



LETTER OF INTENT FOR SALE OF VACANT LOT

April 8, 2024

J.C. Bynum Construction LLC
7639 Hull Street Road, Suite 105
N. Chesterfield, VA 23235

RE: VACANT LOT 741 Blick St, Petersburg

By this letter, City of Petersburg presents the manner in which it and J.C. Bynum Construction may acquire certain real property from the City of Petersburg as described herein. The parties recognize that the transaction will require further documentation and approvals, including the preparation and approval of a formal agreement setting forth the terms and conditions of the proposed purchase of vacant lot, nevertheless, we execute this letter to evidence our intention to proceed in mutual good faith, to purchase the lot listed below in the amount of Two thousand two hundred fifty dollars for the vacant lot located at 741 Blick Street, Petersburg, VA 23803.

The proposed property locations, terms and conditions include, the following:

Property:

<u>Address</u>	<u>Tax ID Number</u>
741 BLICK ST	031240016

Buyer will purchase from the City of Petersburg in the amount of Two thousand two hundred fifty dollars all interests and rights, owned or used by the City of Petersburg. The City of Petersburg acknowledges that the Buyer intends to build single family residents on each lot.

Consideration. The consideration of Two thousand two hundred fifty dollars will be established purchase price for lot. Buyer will not assume any other liabilities or obligations of Seller over other property adjacent to or previously part of parcel or lot through which the Property, as a right-of way, runs, and Seller will indemnify and hold harmless Buyer against all such other liabilities and obligations.

Purchase Agreement. The Purchase Agreement will contain representations, warranties and covenants and conditions.

- (a) The Buyer proposes, subject to planning approval, to build, own, and maintain the lots.

(b) The Buyer will construct single family home similar to the existing home previously built on Shore and Bolling St.

(c) The Buyers will begin construction within ninety days from acquiring the land.

Access. To permit Buyer to conduct its due diligence investigation, as long as this letter remains in effect, Seller will permit Buyer and its agents to have reasonable access to the Property for purposes of surveying and planning for the use and design of the Property

Effect of This Letter. This letter sets forth the intent of the parties only, is not binding on the parties, and may not be relied on as the basis for a contract by estoppel or be the basis for a claim based on detrimental reliance or any other theory.

Community benefits:

The lots are located within a Petersburg neighborhood revitalization plan. In the area where JC Bynum Construction is currently building. Our development plan will advance the City's plan to revitalize this area of the City. The revitalization plan will increase the property value for the area. The City will benefit from the tax revenue. The City is currently incurring a cost to maintain the vacant lots and have zero revenue potential from the vacant lots. The area is currently surrounded by dilapidated and abandoned properties. Our project will bring life and revenue earning for an area that is currently distressed and costing the City money.

Purchaser's qualifications and experience:

J.C. Bynum has over 20 combined years of experience in construction and Real Estate. We are a Woman owned Class A General Contractor located in Chesterfield County.

ORDINANCE

An Ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and J.C. Bynum Construction LLC for the sale of City-owned property at 741 Blick Street, Parcel ID 031-240016

WHEREAS, the City of Petersburg has received a proposal from J.C. Bynum Construction LLC to purchase the City-owned property at 741 Blick Street, Parcel ID 031-240016: and

WHEREAS, the conveyance of this property shall be contingent upon the subsequent submission of a Development Agreement by J.C. Bynum Construction LLC in accordance with the terms of the Purchase Agreement which Development Agreement must be approved by City Council by Resolution at its sole discretion within the due diligence period as outlined in the Purchase Agreement; and

WHEREAS, the potential benefits to the City include a reduction in the number of City-owned commercial buildings to be maintained and an inclusion of the property on the City's list of taxable properties; and

WHEREAS, in accordance with applicable legal requirements, a public hearing was held prior to consideration of an ordinance authorizing the sale of City-owned property on June 18, 2024, and

NOW THEREFORE BE IT ORDAINED, that the City Council of the City of Petersburg hereby approves the ordinance authorizing the City Manager to execute a Purchase Agreement with J.C. Bynum Construction LLC toward the sale of City-owned property at 741 Blick Street.

Petersburg, Virginia

Parcel: 031240016

Summary

Owner Name	CITY OF PETERSBURG	National Historic District:	
Owner Mailing Address	135 N. Union St Petersburg , VA 23803	Enterprise Zone:	Yes
Property Use	100	Opportunity Zone:	
State Class:	7 Exempt Local	VA Senate District:	16
Zoning:	R-3	Va House District:	63
Property Address	741 BLICK ST Petersburg , VA	Congressional District:	4
Legal Acreage:	.104	City Ward:	5
Legal Description:	PLAT MAD BY E H SPIERS PLAT LT 12 42-47X105.5-108.3	Polling Place:	Tabernacle Baptist Church
Subdivision:	Carter	Primary Service Area:	
Assessment Neighborhood Name:		Census Tract:	8107
Local Historic District:		Elementary School:	Cool Springs
		Middle School:	Vernon Johns Middle School
		High School:	Petersburg High School

Improvements

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

Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	1/11/2001	\$2,400	652/123

Assessments

Valuation as of	01/01/2019	01/01/2020	01/01/2021	01/01/2022	01/01/2023
Effective for Billing:	07/01/2019	07/01/2020	07/01/2021	07/01/2022	07/01/2023
Reassessment					
Land Value	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
Improvement Value	\$	\$	\$	\$	\$
Total Value	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500

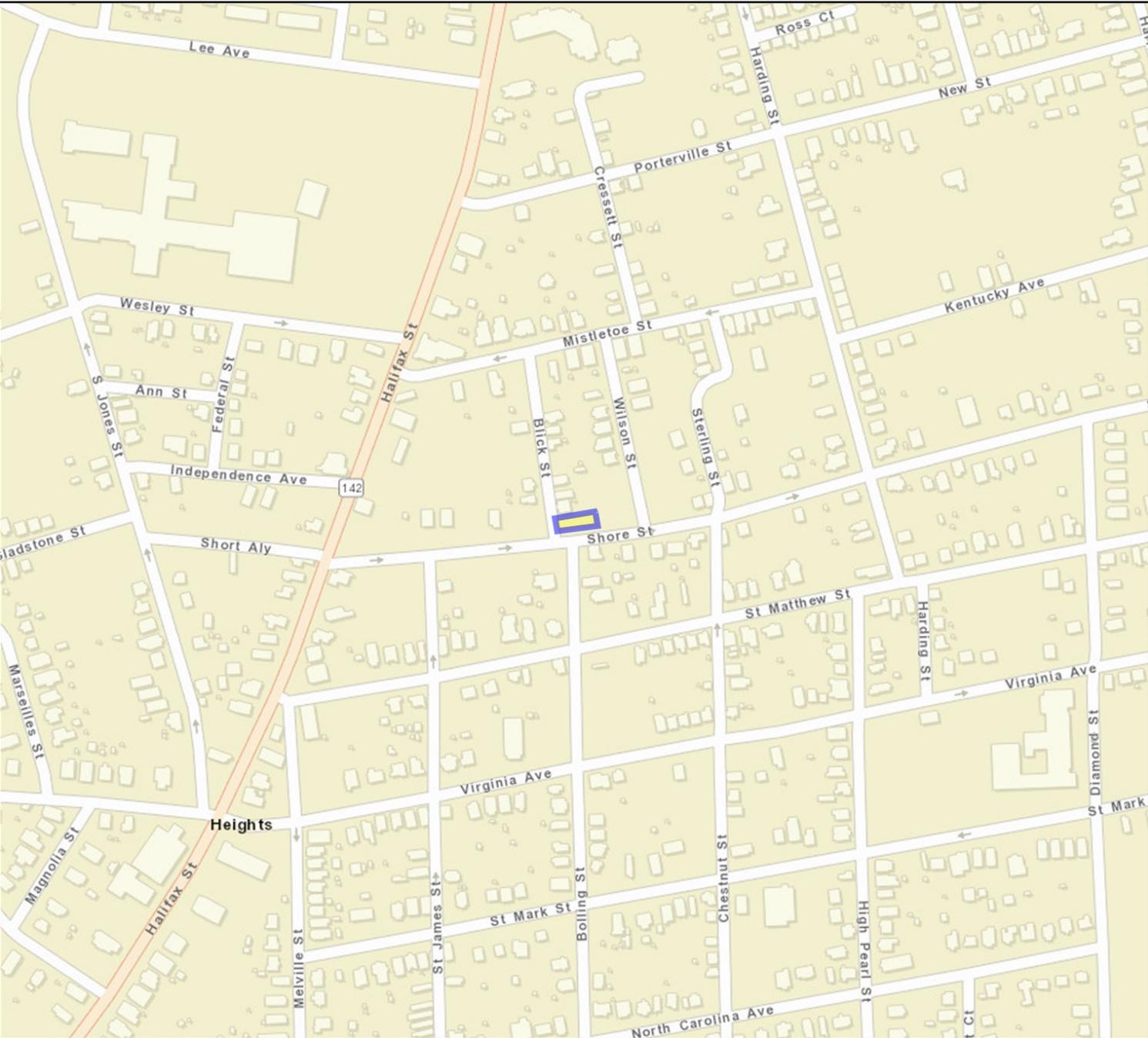
Property Tax (Coming Soon)

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

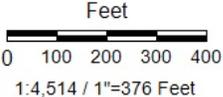
Legend

□ County Boundaries



Parcel #: 031240016

Date: 6/11/2024



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.

REAL ESTATE PURCHASE AGREEMENT

Assessed Value: \$4500

Consideration: \$2250

Tax Map No.: 031240016

This Real Estate Purchase Agreement (the "Agreement") is dated June 18, 2024, between the CITY OF PETERSBURG, a municipal corporation of the Commonwealth of Virginia, hereinafter referred to as "Seller" and party of the first part, J.C. Bynum Construction LLC, hereinafter referred to as "Purchaser", and party of the second part, and Pender & Coward (the "Escrow Agent") and recites and provides the following:

RECITALS:

The Seller owns certain parcel(s) of property and all improvements thereon and appurtenances thereto located in Petersburg, Virginia, commonly known as: 741 Blick Street, Tax Map Number: 031240016 (Property).

Purchaser desires to purchase the Property and Seller agrees to sell the Property subject to the following terms and provisions of this Agreement:

1. **Sale and Purchase:** Subject to the terms and conditions hereof, Seller shall sell, and Purchaser shall purchase, the Property. The last date upon which this Agreement is executed shall be hereinafter referred to as the "Effective Date".
2. **Purchase Price:** The purchase price for the Property is two thousand two hundred fifty dollars (\$2,250) (the "Purchase Price"). The Purchase Price shall be payable all-in cash by wired transfer or immediately available funds at Closing.
3. **Deposit:** Purchaser shall pay ten percent (10%) of the Purchase Price, two hundred twenty five dollars (\$225) (the "Deposit") within fifteen (15) business days of the Effective Date to the Escrow Agent which shall be held and disbursed pursuant to the terms of this Agreement.
4. **Closing:** Closing shall take place on or before ninety (90) business days after the completion of the Due Diligence Period described in Section 5. The purchaser may close on the Property prior to completion of the Due Diligent Period with reasonable advance notice to the Seller. At Closing, the Seller shall convey to Purchaser, by Deed Without Warranty, good and marketable title to the Property in fee simple, subject to any and all easements, covenants, and restrictions of record and affecting the Property and current taxes.

In the event a title search done by Purchaser during the Due Diligence Period reveals any title defects that are not acceptable to the Purchaser, Purchaser shall have the right, by giving written notice to the Seller within the Due Diligence Period, to either (a) terminate this Agreement, in which event this Agreement shall be null and void, and none of the parties hereto shall then have any further obligation to any other party hereto or to any third party and the entire Deposit is refunded to the Purchaser or (b) waive the title objections and proceed as set forth in this Agreement. Seller agrees to cooperate with Purchaser to satisfy all reasonable requirements of Purchaser's title insurance carrier.

5. **Due Diligence Period:** Not to exceed one hundred twenty (120) calendar days after the Effective Date. The Purchaser and its representatives, agents, employees, surveyors, engineers, contractors and subcontractors shall have the reasonable right of access to the Property for the purpose of inspecting the Property, making engineering, boundary, topographical and drainage surveys, conducting soil test, planning repairs and improvements, and making such other tests, studies, inquires and investigations of the Property as the Purchaser may deem necessary. The Purchaser agrees that each survey, report, study, and test report shall be prepared for the benefit of, and shall be certified to, the Purchaser and Seller (and to such other parties as the Purchaser may require). A duplicate original of each survey, report, study, test report shall be delivered to Seller's counsel at the notice address specified in Section 15 hereof within ten (10) days following Purchaser's receipt thereof.

All closing costs shall be paid by the Purchaser including but not limited to any real estate commission, Seller's attorney fees, applicable Grantor's tax and the costs associated with the preparation of the deed and other documents required hereunder.

- a. At or before the extinguishing of the Due Diligence Period, the Purchaser shall draft a Development Agreement in conformance with the proposal presented to City Council on October 16, 2024. Such proposal shall be reviewed by the City to determine its feasibility and consistency with the original proposal made on October 16, 2024, and must be formally approved by City Council. Approval and execution of the Development Agreement shall not be unreasonably withheld by either party, and execution of the Development Agreement by all parties shall be a condition precedent to closing on the property. The Development Agreement shall be recorded by reference in the deed of conveyance to the Property which shall include a right of reverter in the event that the Developer fails to comply with the terms of the Development Agreement.

6. **Termination Prior to Conclusion of Due Diligence Phase:**

- a. If Purchaser determines that the project is not feasible during the Due Diligence Period, then, after written notice by Purchaser delivered to Seller, nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent and the Purchaser waives any rights or remedies it may have at law or in equity.

- b. If during the Due Diligence phase Seller determines that Purchaser does not possess sufficient resources to complete the Development Agreement, then nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent.
- c. If the parties are unable to agree on the terms of the Development Agreement as required by paragraph 5(a) of this Agreement after good faith efforts by the parties, then nine percent (9%) of the Purchase Price shall be returned to the Purchaser and one percent (1%) of the Purchase Price shall be disbursed to Seller from the Deposit held by Escrow Agent. If either party fails to exercise good faith in the efforts to reach a Development Agreement, then the other party shall be entitled to one hundred percent (100%) of the Deposit.

7. Seller's Representations and Warranties: Seller represents and warrants as follows:

- a. To the best of Seller's knowledge, there is no claim, action, suit, investigation or proceeding, at law, in equity or otherwise, now pending or threatened in writing against Seller relating to the Property or against the Property. Seller is not subject to the terms of any decree, judgment or order of any court, administrative agency or arbitrator which results in a material adverse effect on the Property or the operation thereof.
- b. To the best of Seller's knowledge, there are no pending or threatened (in writing) condemnation or eminent domain proceedings which affect any of the Property.
- c. To the best of Seller's knowledge, neither the execution nor delivery of the Agreement or the documents contemplated hereby, nor the consummation of the conveyance of the Property to Purchaser, will conflict with or cause a breach of any of the terms and conditions of, or constitute a default under, any agreement, license, permit or other instrument or obligation by which Seller or the Property is bound.
- d. Seller has full power, authorization and approval to enter into this Agreement and to carry out its obligations hereunder. The party executing this Agreement on behalf of Seller is fully authorized to do so, and no additional signatures are required.
- e. The Property has municipal water and sewer lines and has gas and electric lines at the line. Seller makes no representation as to whether the capacities of such utilities are sufficient for Purchaser's intended use of Property.
- f. Seller has not received any written notice of default under, and to the best of Seller's knowledge, Seller and Property are not in default or in violation under, any restrictive covenant, easement or other condition of record applicable to, or benefiting, the Property.
- g. Seller currently possesses and shall maintain until Closing general liability insurance coverage on the Property which policy shall cover full or partial loss of the Property for any reason in an amount equal to or exceeding the Purchase Price.

As used in this Agreement, the phrase "to the best of Seller's knowledge, or words of similar import, shall mean the actual, conscious knowledge (and not constructive or imputed knowledge) without any duty to undertake any independent investigation whatsoever. Seller shall certify in writing at the Closing that all such representations and warranties are true and correct as of the Closing Date, subject to any changes in facts or circumstances known to Seller.

8. Purchaser's Representations and Warranties:

- a. There is no claim, action, suit, investigation or proceeding, at law, in equity or otherwise, now pending or threatened in writing against Purchaser, nor is Purchaser subject to the terms of any decree, judgment or order of any court, administrative agency or arbitrator, that would affect Purchaser's ability and capacity to enter into this Agreement and transaction contemplated hereby.
- b. Purchaser has full power, authorization and approval to enter into this Agreement and to carry out its obligation hereunder. The party executing this Agreement on behalf of Purchaser is fully authorized to do so, and no other signatures are required.

9. Condition of the Property: Purchaser acknowledges that, except as otherwise set forth herein, the Property is being sold "AS IS, WHERE IS AND WITH ALL FAULTS", and Purchaser has inspected the Property and determined whether or not the Property is suitable for Purchaser's use. Seller makes no warranties or representations regarding the condition of the Property, including without limitation, the improvements constituting a portion of the Property or the systems therein.

10. Insurance and Indemnification: Purchaser shall indemnify Seller from any loss, damage or expense (including reasonable attorney's fees and costs) resulting from Purchaser's use of, entry upon, or inspection of the Property during the Due Diligence Period. This indemnity shall survive any termination of this Agreement. Notwithstanding any other provision of this Agreement, Purchaser's entry upon the subject property and exercise of due diligence is performed at Purchaser's sole risk. Purchaser assumes the risk and shall be solely responsible for any injuries to Purchaser, its employees, agents, assigns and third parties who may be injured or suffer damages arising from Purchaser's entry upon the property and the exercise of Purchaser's due diligence pursuant to this Agreement.

11. Escrow Agent: Escrow Agent shall hold and disburse the Deposit in accordance with the terms and provisions of this Agreement. In the event of doubt as to its duties or liabilities under the provisions of this Agreement, the Escrow Agent may, in its sole discretion, continue to hold the monies that are the subject of this escrow until the parties mutually agree to the disbursement thereof, or until a judgment of a court of competent jurisdiction shall determine the rights of the parties thereto. In the event of any suit where Escrow Agent interpleads the Deposit, the Escrow Agent shall be entitled to recover a reasonable attorney's fee and cost incurred, said fees and cost to be charged and assessed as court costs in favor of the prevailing party. All parties agree that the Escrow Agent shall not be liable to any party or person whomsoever for mis-delivery to Purchaser or Seller of the Deposits, unless such mis-delivery shall be due to willful breach of this Agreement or gross negligence on the part of the Escrow Agent. The

Escrow Agent shall not be liable or responsible for loss of the Deposits (or any part thereof) or delay in disbursement of the Deposits (or any part thereof) occasioned by the insolvency of any financial institution unto which the Deposits is placed by the Escrow Agent or the assumption of management, control, or operation of such financial institution by any government entity.

12. **Risk of Loss:** All risk of loss or damage to the Property by fire, windstorm, casualty or other cause is assumed by Seller until Closing. Except for damages proximately caused by Purchaser, its employees, agents, or assigns, in the event of a loss or damage to the Property or any portion thereof before Closing, Purchaser shall have the option of either (a) terminating this Agreement, in which event the Deposit shall be returned to Purchaser and this Agreement shall then be deemed null and void and none of the parties hereto shall then have any further obligation to any other party hereto or to any third party, or (b) affirming this Agreement, in which event Seller shall assign to Purchaser all of Seller's rights under any applicable policy or policies of insurance and pay over to Purchaser any sums received as a result of such loss or damage. Seller agrees to exercise reasonable and ordinary care in the maintenance and upkeep of the Property between the Effective Date and Closing. Purchaser and its representatives shall have the right to make an inspection at any reasonable time during the Due Diligence Period or prior to Closing.
13. **Condemnation:** If, prior to Closing, all or any part of the Property shall be condemned by governmental or other lawful authority, Purchaser shall have the right to (1) complete the purchase, in which event all condemnation proceeds or claims thereof shall be assigned to Purchaser, or (2) terminate this Agreement, in which event the Deposit shall be returned to Purchaser and this Agreement shall be terminated, and this Agreement shall be deemed null and void and none of the parties hereto shall then have any obligation to any other party hereto or to any third party, except as otherwise provided in this Agreement.
14. **Notices:** All notices and demands which, under the terms of this Agreement must or may be given by the parties hereto shall be delivered in person or sent by Federal Express or other comparable overnight courier, or certified mail, postage prepaid, return receipt requested, to the respective hereto as follows:

SELLER:

The City of Petersburg
John "March" Altman
City Manager
135 North Union Street
Petersburg, VA 23803

Anthony C. Williams, City Attorney
City of Petersburg, Virginia
135 N. Union Street
Petersburg, VA 23803

PURCHASER:

COPY TO:

Notices shall be deemed to have been given when (a) delivered in person, upon receipt thereof by the person to whom notice is given, (b) as indicated on applicable delivery receipt, if sent by Federal Express or other comparable overnight courier, two (2) days after deposit with such courier, courier fee prepaid, with receipt showing the correct name and address of the person to whom notice is to be given, and (c) as indicated on applicable delivery receipt if sent via certified mail or similar service.

15. Attorneys' Fees and Costs: Except as otherwise provided in this Agreement, should either party hereto incur costs, including attorney's fees, to enforce the terms of this Agreement, the

substantially prevailing party shall be entitled to recover all such costs and attorney's fees from the non-substantially prevailing party.

16. **Modification:** The terms of this Agreement may not be amended, waived or terminated orally, but only by an instrument in writing signed by the Seller and Purchaser.
17. **Assignment; Successors:** This Agreement may not be transferred or assigned without the prior written consent of both parties. In the event such transfer or assignment is consented to, this Agreement shall inure to the benefit of and bind the parties hereto and their respective successors and assigns.
18. **Counterparts:** This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one of the same instrument.
19. **Survival:** All of the representations, warranties, covenants and agreements made in or pursuant to this Agreement made by Seller shall survive the Closing and shall not merge into the Deed or any other document or instrument executed and delivered in connection herewith.
20. **Captions and Counterparts:** The captions and paragraph headings contained herein are for convenience only and shall not be used in construing or enforcing any of the provisions of this Agreement.
21. **Governing Law; Venue:** This Agreement and all documents and instruments referred to herein shall be governed by, and shall be construed according to, the laws of the Commonwealth of Virginia. Any dispute arising out of performance or non-performance of any term of this Agreement shall be brought in the Circuit Court for the City of Petersburg, Virginia.
22. **Entire Agreement:** This Agreement contains the entire agreement between Seller and Purchaser, and there are no other terms, conditions, promises, undertakings, statements or representations, expressed or implied, concerning the sale contemplated by this Agreement. Any and all prior or subsequent agreements regarding the matters recited herein are hereby declared to be null and void unless reduced to a written addendum to this Agreement signed by all parties in accordance with Section 16.
23. **Copy or Facsimile:** Purchaser and Seller agree that a copy or facsimile transmission of any original document shall have the same effect as an original.
24. **Days:** Any reference herein to "day" or "days" shall refer to calendar days unless otherwise specified. If the date of Closing or the date for delivery of a notice or performance of some other obligation of a party falls on a Saturday, Sunday or legal holiday in the Commonwealth of Virginia, then the date for Closing or such notice of performance shall be postponed until the next business day.
25. **Title Protection:** Deed to this property is conveyed without warranty. During the due diligence period, purchaser may research title issues associated with the property and may purchase title

insurance at his own expense or terminate the agreement in accordance with the provisions of this contract in the event that issues regarding title are discovered.

26. **Development Agreement:** A Development agreement detailing the development scope, budget, funding, schedule and any other agreed upon performance requirements of the Developer will be executed prior to the transfer of the deed for the property.
27. **Reversion Provision:** The deed of conveyance to this property shall contain a provision that this property will revert back to the City if performance requirements are not met by the Developer within the time period specified in the Development Agreement upon Notice of Breach to Developer and failure to timely cure. In the event of reversion, the property reverts to the City with all improvements thereon, and without reimbursement of any of the purchase price or expenses incurred by purchaser for improvements.
28. **Compliance with Zoning, land use and Development requirements:** Execution of this document shall not be construed to affect in any way the obligation of the purchaser to comply with all legal requirements pertaining to zoning, land use, and other applicable laws.

29. IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and years first written.

PURCHASER: Sheila Coleman / JC Bynum Construction LLC

By: Sheila Coleman

Title: managing member

Date: 10-13-2024

SELLER:

The City of Petersburg, Virginia

By: _____, John "March" Altman

Title: City Manager

Date: _____

ESCROW AGENT:

By: _____,

Title: _____

Date: _____

Approved as to form:

Date: _____

By: _____, Anthony Williams

Title: City Attorney



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Randall Williams

RE: **Approval of Change Orders for the Southside Depot Project, in the Amount of \$294,940.78, as a Result of Change Orders for the Project Exceeding 25% of the \$2,281,441 Original Contract Price - Pages 338 - 436**

PURPOSE: To seek City Council approval of change orders for the Southside Depot project as a result of the change orders exceeding 25% of the base contract price.

REASON: Page 41 of the current Procurement Manual states that "the City Council shall approve all construction change orders that increase the original contract amount by more than 25% or \$100,000, whichever ever is greater."

RECOMMENDATION: Due to the substantial progress that has been made on the Southside Depot project, the Department of Public Works recommends that the change orders be approved. It should be noted that the ARPA funds that were budgeted and approved for this project have been exceeded. An increase in the amount of ARPA funding or an additional funding source is required.

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 was not completed. In FY2023, City Council approved funding in the amount of \$2, from the American Rescue Plan Act (ARPA) to be utilized for this project.

COST TO CITY: \$294,940.78

BUDGETED ITEM: Yes but the project is over budget

REVENUE TO CITY: \$0

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: NA

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: NA

REQUIRED CHANGES TO WORK PROGRAMS: NA

ATTACHMENTS:

1. Change Order Summary - 25% of Original Base Contract Price 6.18.24
2. Change Order Request #32
3. Change Order Request #38
4. Change Order Request #39
5. Change Order Request #40
6. Change Order Request #41
7. Change Order Request #42

CO Status	Work Status	Cost	PCO #	PCO Description
SRC Waiting on CO from City	Work Complete	\$ 196,296.96	32	PCO-032 Cupola add GC, shoring, and Engineering
SRC Waiting on CO from City	Work Complete	\$ 1,209.33	38	PCO-038 30X30 access door Room 206
SRC Waiting on CO from City	Work Complete	\$ 1,327.12	39	PCO-039 Added lights for Uni-sex bathrooms
SRC Waiting on CO from City	Ongoing completion scheduled for 6/7	\$ 26,378.81	41	PCO-041 Roof sofftt Inspection and work
SRC Waiting on CO from City	City Approval Needed	\$ 69,005.59	40 Opt. 3	<ul style="list-style-type: none"> •PCO 040-Option 3- Repair existing Sashes and make new frames. Handmade by local Craftsman. Lead time 4 weeks
PCO pricing working on by SRC	City Approval Needed	\$782.97	42	PCO-042 Flashing around North Storefront



SRC, Inc.
5711 Greendale Road
Richmond, VA 23228
Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 32

Date: 1/5/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

Description: PCO-032 Cupola add GC, shoring, and Engineering

We are pleased to offer the following specifications and pricing to make the following changes:

1. Added repairs required as shown in the structural drawings revision #7 and #8.
2. Provide engineered shoring drawings for lifting the cupola.
3. Remove Flooring on the 1st floor for shoring requirements.
4. Provide labor to turn the jacks to raise the cupola per the engineered designed drawings.
5. Grout Channel Base Plates at bearing points on brick walls.
6. Installation of custom engineered corner bracket.
7. Installation of bearing walls on top of channels.
8. Repair / sister of existing girtter beam.
9. Add triple 2x12 structural beam to replace girtter beam.
10. Modify ceiling elevations and layout to accommodate new channels and larger 2x6 joists.
11. Added framing for extended wall height of existing interior stud walls and beam wrap around new channel.
12. Removing drywall between rooms on 2nd floor.

General Conditions have been added to this PCO. The scope and lime of this item has grown since the initial truss failure discovery on June 21st, 2023. This scope of work was completed on April 18th, 2024.

Items Included in the reasons for the extended General Conditions listed below:

1. Truss Failure Discovery
2. 1st Design (welding) Structural Rev. #5
3. PCO-28 Budget pricing submitted to City
4. 2nd Design (Structural Revision #7)
5. PCO-28 Executed by City
6. Steel Channel Procurement / Fab
7. Shoring Design / Drawings
8. Removal of Wood Floors 1st Floor
9. Scaffold Install for Cupola Shoring
10. Discovery of Rotten Top Cord of Truss
11. Structural Engineer and SRC redesign of new system to support roof and cupola Meeting held on 2-14-24
12. Removal of Existing ceiling joists on 2nd floor
13. Building Settling and shoring tightening after ceiling joist removal
14. Phase one of cupola lift
15. Structural Revision #8 Issued 2-20-24
16. Cracked Girder on East Cupola-Waiting on Structural Inspection
17. Structural Engineer Inspection of Cracked Girder / North Roof Ridge
18. Phase Two of cupola lift
19. Steel Channel Install
20. Gable walls built on Channels
21. Braces from Truss to Channel
22. Tie in from Cupola to Gable walls
23. Replace brick around Channels
24. Release shoring supports
25. Remove Scaffolding
26. Roof Repairs by the City

Work performed by us:



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 32
 Date: 1/5/24
 Job: 10-00-8855 Southside Depot Renovation
 Phone:

Description	Quantity	Unit	Unit Price	Price
Add Engineering and Shoring		Labor		\$140,285.75
Add Engineering and Shoring		Material		\$-9,552.87
			Subtotal:	\$130,732.88
Work performed by subcontractors:				
Description				Price
Add Engineering and Shoring				\$37,370.80
			Subtotal:	\$37,370.80
			Subtotal:	\$168,103.68
	SRC Sub Mark-up	\$37,370.80	10.00%	\$3,737.08
	SRC Mark-UP	\$130,732.88	15.00%	\$19,609.93
	Additional Bond / Insurance	\$191,450.69	2.50%	\$4,786.27
			Total:	\$196,236.96

If you have any questions, please contact me at .

Submitted by: Eric Midkiff (SRC, Inc.)
 SRC, Inc

Approved by: _____
 Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: GC-1 PCO-032 Cupola add GC, shoring, and Engineering
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor				Direct Material			Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Units	Material Cost Per Unit	Total Material Cost	Quantity	Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	General Conditions added (Cost Per Day)				\$0.00				\$0.00				\$0.00
1.02	Materials for Structural repairs	135.00		\$939.00	\$113,265.00				\$0.00				\$0.00
1.03	SRC Labor	314.75		\$25.00	\$7,868.75	1.00	lump	\$1,487.86	\$1,487.86				\$0.00
1.04	SRC Carpenter	360.00		\$53.20	\$19,152.00				\$0.00				\$0.00
1.05	Deduct of Scaffolding / Shoring Costs from PCO-028				\$0.00	1.00	lump	(\$10,500.00)	(\$10,500.00)				\$0.00
1.06					\$0.00				\$0.00				\$0.00
1.07					\$0.00				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:				\$140,285.75				\$9,012.14				\$0.00
1.98	Taxes/Insurance:				\$0.00				(\$540.73)				\$0.00
1.99	Total Direct Costs				\$140,285.75				\$8,471.41				\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name	Total Cost
A	(List totals from attached GC-1 forms)	C
2.01	Speight, Mashall & Friends (Engineer Design)	\$13,500.00
2.02	Scaffolding Solutions	\$19,027.40
2.03	Miller	\$9,875.40
2.04	VA Steel	\$968.00
2.05		
2.06		
2.07		
2.08		
2.09	Total Subcontract Costs	\$37,370.80

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	Item 1.99H \$140,285.75
3.02	Total Direct Material Cost	Item 1.99J (\$9,552.87)
3.03	Total Equipment Cost	Item 1.99L \$0.00
3.04	Subtotal	3.01+3.02+3.03 \$130,732.88
3.05	Overhead and Profit* (%)	15.00% \$19,609.93
3.06	Subtotal	3.04+3.05 \$150,342.81
3.07	Subcontractor Cost	Item 2.99 \$37,370.80
3.08	GC Markup on Subcontractors**	10.00% \$3,737.08
3.09	Subtotal	3.06+3.07+3.08 \$191,450.69
3.10	Additional Bond Cost	\$4,786.27
3.99	Total Change Order Cost	(3.09+3.10) \$196,236.96

Name: Eric Mickiff
 Signature: [Signature]
 Title: Project Manager
 Date: 5/21/2024

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs. on subcontracted work. See Mark-up limitations for a more detailed description.

PCO 032 SRC MANPOWER BREAKDOWN BY TASK / TRADE / DATE

	code	Manpower total	Labor Total	Carpenter total
Removing Flooring 1st floor for Shoring Engineer's requirement	1	36.5	20.5	16
Shoring- Raising of Cupola / Turning of Shoring Jacks	2	262	138	124
Grouting Channel Base Plates at bearing points on brick walls	3	8	0	8
Install of custom engineered corner bracket	4	16	8	8
Installation of Gable walls on top of channels	5	172.75	0	96
Repair / sister of existing girtrter beam	6	8	76.75	8
Add tripple 2x12 structural beam to replace girtrter beam	7	12	4	8
Modify Ceiling elevations and layout to accommodate new channels and larger 2x6 joists	8	55.75	23.75	32
Added framing for extended wall height of existing interior stud walls and beam wrap around new channel	9	88	28	60
Removing Drywall between rooms on 2nd floor	10	15.75	15.75	
Totals=		674.75	314.75	360

Date	Employee Name	PCO part code	Hours
01/22/2024	Maxton London	1	8.00
01/22/2024	Zion A. London	1	8.00
01/23/2024	Zion A. London	1	8.00
01/23/2024	Maxton London	1	8.00
01/23/2024	Wayne W. Lucas, Jr	1	4.50
01/24/2024	Wayne W. Lucas, Jr	10	7.75
01/24/2024	Zion A. London	10	8.00
02/19/2024	Juan Carlos Fraire	2	4.00
02/20/2024	Juan Carlos Fraire	2	1.00
02/21/2024	Maxton London	2	8.00
02/21/2024	Zion A. London	2	3.00
02/21/2024	Wayne W. Lucas, Jr	2	3.00
02/21/2024	Juan Carlos Fraire	2	3.00
02/22/2024	Juan Carlos Fraire	2	4.00
02/23/2024	Maxton London	2	4.00
02/23/2024	Juan Carlos Fraire	2	4.00
02/28/2024	Zion A. London	2	8.00
02/28/2024	Wayne W. Lucas, Jr	2	8.00
02/28/2024	Maxton London	2	8.00
02/28/2024	Juan Carlos Fraire	2	8.00
02/29/2024	Wayne W. Lucas, Jr	2	8.00
02/29/2024	Juan Carlos Fraire	2	8.00
03/01/2024	Zion A. London	2	8.00
03/01/2024	Wayne W. Lucas, Jr	2	6.75
03/01/2024	Maxton London	2	8.00
03/01/2024	Juan Carlos Fraire	2	8.00
03/06/2024	Wayne W. Lucas, Jr	2	8.00
03/06/2024	Maxton London	2	8.00
03/06/2024	Juan Carlos Fraire	2	8.00
03/07/2024	Wayne W. Lucas, Jr	2	7.75
03/07/2024	Maxton London	2	8.00
03/07/2024	Juan Carlos Fraire	2	8.00
03/08/2024	Wayne W. Lucas, Jr	2	7.00
03/08/2024	Maxton London	6	8.00
03/08/2024	Juan Carlos Fraire	2	8.00
03/13/2024	Wayne W. Lucas, Jr	2	7.50
03/14/2024	Zion A. London	2	8.00
03/14/2024	Wayne W. Lucas, Jr	2	8.00
03/14/2024	Maxton London	3	8.00
03/15/2024	Zion A. London	2	8.00
03/15/2024	Wayne W. Lucas, Jr	2	8.00
03/15/2024	Maxton London	2	8.00

Date	Employee Name	PCO part code	Hours
03/15/2024	Juan Carlos Fraire	2	8.00
03/18/2024	Zion A. London	2	8.00
03/18/2024	Wayne W. Lucas, Jr	2	8.00
03/18/2024	Maxton London	5	8.00
03/18/2024	Juan Carlos Fraire	5	8.00
03/19/2024	Wayne W. Lucas, Jr	2	7.75
03/20/2024	Wayne W. Lucas, Jr	2	7.25
03/21/2024	Zion A. London	5	8.00
03/21/2024	Wayne W. Lucas, Jr	5	7.25
03/21/2024	Maxton London	5	8.00
03/21/2024	Juan Carlos Fraire	5	8.00
03/22/2024	Zion A. London	5	8.00
03/22/2024	Wayne W. Lucas, Jr	5	7.25
03/22/2024	Maxton London	5	8.00
03/22/2024	Juan Carlos Fraire	5	8.00
03/25/2024	Zion A. London	5	8.00
03/25/2024	Wayne W. Lucas, Jr	5	7.00
03/25/2024	Maxton London	5	8.00
03/25/2024	Juan Carlos Fraire	5	8.00
03/26/2024	Zion A. London	5	8.00
03/26/2024	Wayne W. Lucas, Jr	5	7.50
03/26/2024	Maxton London	5	8.00
03/26/2024	Juan Carlos Fraire	5	8.00
03/27/2024	Zion A. London	5	8.00
03/27/2024	Wayne W. Lucas, Jr	5	7.75
03/27/2024	Maxton London	5	8.00
03/27/2024	Juan Carlos Fraire	5	8.00
03/28/2024	Zion A. London	8	8.00
03/28/2024	Wayne W. Lucas, Jr	8	7.75
03/28/2024	Maxton London	8	8.00
03/28/2024	Juan Carlos Fraire	8	8.00
03/29/2024	Wayne W. Lucas, Jr	8	8.00
03/29/2024	Maxton London	8	8.00
03/29/2024	Juan Carlos Fraire	8	8.00
04/05/2024	Zion A. London	4	8.00
04/05/2024	Wayne W. Lucas, Jr	7	4.00
04/05/2024	Maxton London	4	8.00
04/05/2024	Juan Carlos Fraire	7	8.00
04/15/2024	Zion A. London	9	5.00
04/15/2024	Maxton London	9	5.00
04/15/2024	Juan Carlos Fraire	9	8.00
04/16/2024	Zion A. London	9	7.00

Date	Employee Name	PCO part code	Hours
04/16/2024	Maxton London	9	7.00
04/16/2024	Juan Carlos Fraire	9	8.00
04/17/2024	Zion A. London	9	8.00
04/17/2024	Maxton London	9	8.00
04/17/2024	Juan Carlos Fraire	9	8.00
04/18/2024	Zion A. London	9	8.00
04/18/2024	Maxton London	9	8.00
04/18/2024	Juan Carlos Fraire	9	8.00

674.75

Agreement for the Provision of Limited Professional Services



Structural Engineer (SE):
Speight, Marshall & Francis
 2821 Emerywood Parkway, Suite 300
 Richmond, VA 23294
 Phone 804.464.4111
 www.smandf.com

Client: Eric Midkiff
 SRC Inc.
 Eric.Midkiff@src-inc.com
 5711 Greendale Road
 Richmond, VA 23228

Date: 12/21/2023

SMF Project No.: PR23.459

Project Name:

Southside Depot Renovation - Shoring for Cupola

Location:

37 River Street, Petersburg, VA

Project Description:

Provide signed and sealed shoring plans for support of the cupola. Scope also includes jacking of existing cupola and truss.

Scope of Services:

Site Visit with Eric Midkiff (SRC) on December 14, 2023.

The scope of services is as follows:

- Perform site investigation with non-destructive inspection of existing members

Exclusions:

- Repair Drawings not included

Deliverables:

Project will be complete in AutoCAD.

- Shoring Drawings with jacking instructions

Schedule:

Site Visit to be performed before January 15, 2023.

Fee Compensation:

Basic Compensation shall be as follows:

Design Phase:

Field Investigation and Site Visit	\$ 1,000.00
Shoring Drawings	\$ 10,000.00
Site Visit	\$ 1,000.00
Questions and Clarifications	<u>\$ 1,500.00</u>

TOTAL FEE \$ 13,500.00

Hourly rates are as follows:

Principal Engineer	\$220.00 / Hr.	Professional Construction Adm.	\$150.00 / Hr.
Senior Structural Engineer	\$195.00 / Hr.	Senior Engineering Technician	\$135.00 / Hr.
Senior Project Manager	\$175.00 / Hr.	Structural Engineering Technician	\$130.00 / Hr.
Structural Engineer	\$150.00 / Hr.	Administration	\$75.00 / Hr.

Special Conditions:

The above fee and/or hourly rates are valid for one calendar year from the date of issuance of this fee proposal.

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Standard Terms and Conditions

These Standard Terms and Conditions are incorporated by reference in the accompanying Proposal or Agreement (Agreement) between Speight, Marshall & Francis (Consultant), and its Client for the performance of professional engineering services (Services) as indicated.

- 1. Performance of Services:** Consultant shall perform the Services as outlined in this Agreement in consideration of the stated fee and payment methods.
- 2. Access to Site:** Unless otherwise stated, Client shall provide Consultant right-of-access to the project site(s) for activities necessary for the performance of the Services. The consultant will take reasonable precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage and will not be responsible for such costs.
- 3. Additional Services:** In the event Client requests Consultant to provide services not specifically described in the Agreement; or as set forth further in paragraphs 19 and 20 of his Agreement; or in the event Consultant, or anyone employed by Consultant, is called upon to be deposed or to testify in a matter to which Consultant is not a named party as a result of Services performed hereunder, Client agrees to compensate Consultant in accordance with the Billing Rate Schedule set forth in this Agreement unless both parties agree in writing to a compensation basis.
- 4. Hourly Fee & Rate Schedule:** When the fee arrangement is set as an hourly basis, compensation shall be billed at the rates set forth; in addition, reimbursable expenses shall be billed at the prevailing IRS business mileage rates and at 1.2 times the expenses incurred. If no Rate Schedule is set forth, compensation shall be at the Consultants' then-effective Rate Schedule. Consultant may adjust the Rate Schedule annually to reflect equitable changes in the various categories.
- 5. Period of Service:** This Agreement and the compensation set forth herein are established in anticipation of the continuous progress of the services. In the event of suspension of Services by Client, Consultant may at its option terminate this Agreement or request adjustment in the amount of compensation.
- 6. Payment Terms:** The client agrees to pay the Consultant for all Services performed and all costs incurred. Prior to providing services, Client shall deposit a Retainer with Consultant if so specified in the Agreement. The Retainer shall be credited on the final invoice and the remaining balance, if any, refunded to the Client. Invoices for the Consultant's services shall be submitted, at the Consultant's option, either upon completion of such services or on a monthly basis. Invoices shall be due and payable upon receipt. If Client reasonably objects to any portion of an invoice, Client shall notify Consultant in writing within 10 days from the date of receipt of invoice, give reasons for the objection, and pay that portion not in dispute. Failure to provide such written notice shall be deemed a waiver of all objections to that invoice.

Accounts unpaid 30 days after the invoice date may be subject to a monthly finance charge of 1.5% on the unpaid balance. If any invoice is not paid within 60 days, Consultant may, without waiving any claim or right against Client, and without liability whatsoever to Client, suspend or terminate the performance of services. In the event any portion of an account remains unpaid 90 days after the billing, Consultant may institute collection action. Client shall pay all costs of collection, including reasonable attorney's fees.

- 7. Indemnification:** Consultant shall, to the fullest extent permitted by law, indemnify and hold harmless Client and its officers and directors, from and against all claims, damages, liability, and costs (but not including attorney's fees and other defense costs), asserted by third parties and arising out of or in any way connected with the Project or the performance of Services under this Agreement, excepting only those damages, liabilities or costs attributable to the negligence or willful misconduct of Client or its contractors.

Client shall, to the fullest extent permitted by law, indemnify and hold harmless Consultant, its officers, directors, employees, agents, and sub-consultants from and against all claims, damages, liability and costs (but not including attorney's fees and other defense costs), asserted by third parties and arising out of or in any way connected with the Project or the performance of Services under this Agreement, excepting only those damages, liabilities or costs attributable to the negligence or willful misconduct of Consultant or its subconsultants or subcontractors.

- 8. Limitation of Liability:** Consultant's liability to Client for any claim, loss, or damage asserted by Client, its agents or employees, or any third party claiming through Client, arising out of an alleged breach of this Agreement or any other act, error or omission of Consultant, shall not exceed the greater of the fees actually paid to Consultant by Client and \$25,000. If the Client desires a higher limit of liability, the parties may agree to an increased fee to offset the increased limit of liability.

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9. **Disclaimer of Consequential Damages:** In no event shall Consultant be liable to Client for any special, indirect, incidental, or consequential loss or damages, including but not limited to delay, disruption, lost profit, and loss of use damages arising out of or in any way connected with the Project or the performance of Services under this Agreement.
10. **Information for the Sole Use and Benefit of the Client:** All opinions and conclusions of Consultant, whether written or oral, and any plans, specifications, or other documents and services provided by Consultant are for the sole use and benefit of Client on the named project and are not to be provided to any other person or entity without the prior written consent of Consultant. Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of any third party against either Consultant or Client. There are no intended third-party beneficiaries of this Agreement.
11. **Ownership of Documents:** All documents produced by Consultant under this Agreement are instruments of Consultant's professional service and shall remain the property of Consultant and may not be used by Client for any purpose other than the Project without the prior written consent of Consultant.
12. **Assignment:** This Agreement may not be assigned by either party without prior written approval by the other party. Client acknowledges that Consultant may subcontract portions of these Services without the approval of the Client.
13. **Standard of Care:** Consultant will perform Services using the degree of skill and care ordinarily exercised under similar conditions by members of the Consultants profession practicing in the same or similar locality at the time of this Agreement. Consultant shall not be required to execute any document that would result in Consultant certifying, guaranteeing, or warranting the existence of any conditions.
14. **Dispute Resolution:** Any claims or disputes between Client and Consultant arising out of the services to be provided by Consultant or out of this Agreement shall be submitted to non-binding mediation. Client and Consultant agree to include a similar mediation agreement with all contractors, sub-consultants, sub-contractors, suppliers, and fabricators, providing for mediation as the primary method for dispute resolution among all parties. In the event mediation is unsuccessful, disputes under this Agreement shall be resolved through litigation in a court of competent jurisdiction.
15. **Accrual of Actions:** As between the parties to this Agreement: as to all acts or failures to act by either party to this Agreement, any applicable statute of limitations shall commence to run and any alleged cause of action shall be deemed to have accrued in any and all events not later than the relevant Date of Substantial Completion, and as to any acts or failures to act occurring after the relevant Date of Substantial Completion, not later than the date of Consultant's final invoice for the Services.
16. **Termination of Services:** This Agreement may be terminated at any time by either party should the other party fail to perform its obligations hereunder. In the event of termination for any reason whatsoever, Client shall pay Consultant for all services rendered to the date of termination, and all reimbursable expenses incurred prior to termination and reasonable termination expenses incurred as the result of termination.
17. **Site Responsibility:** Client understands and agrees that construction phase services by Consultant, including any special inspection services that may be included under the Proposal, shall not in any way relieve the Client's contractors from their responsibility and obligations for quality control and quality assurance of contractors' own work; for their means, methods, sequence, and scheduling of construction; for job site safety; for compliance with Consultant's instruments of service; or for compliance with applicable laws, codes, and regulations. Client agrees that each contractor, subcontractor, or consultant not employed by Consultant shall solely be responsible for working conditions; security and safety of persons and property; compliance with OSHA regulations; and providing all safety equipment and training necessary for the protection of its personnel. Consultant is not responsible for the contractor's failure to perform the work in accordance with the Contract Documents. Consultant does not have the authority to supervise, direct, control, or stop contractors' work on the Project.
18. **Pay Applications:** If required by the terms of the Proposal, Consultant shall review contractor payment applications, certify the amounts due to the contractor, and shall issue certificates in such amounts. Consultant's certification for payment to a contractor shall constitute a representation to Client that, to the best of Consultant's knowledge, gained through the site visits that are part of the Project scope, the contractor's work appears to have progressed to the point indicated in the payment application and appears to be in general conformance with the requirements of the contract documents. Any such representation by the Consultant is subject to revision upon subsequently discovered information to the contrary.
19. **Requests for Information:** If required by the terms of the Proposal, Consultant shall respond to reasonable requests for information from the contractor performing work set forth on Consultant's instruments of service. Consultant shall endeavor to respond to such requests for information within ten business days of receipt thereof; however, if additional time beyond ten business days is needed because of the demands of the Project or other reasonable reasons for a delay in response, Consultant shall inform the contractor of the anticipated timeframe for a response to any given request for information. If the contractor

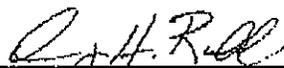
SPEIGHT · MARSHALL · FRANCIS

requests for information, clarification, or interpretation are for information that is apparent or reasonably inferable from reasonable observation of field conditions or a review of Consultant's instruments of service. Consultant shall be entitled to compensation as Additional Services for time spent responding to the requests.

20. **Shop Drawings and Submittals:** If required by the terms of the Proposal, Consultant shall review contractor submittals for the limited purpose of determining general conformance with the design intent of Consultant's instruments of service. Conformance of the work with Consultant's instruments of service and applicable codes and standards is the sole responsibility of the contractor performing the work, and the Consultant's review of the contractor's shop drawings and submittals does not relieve the contractor of that responsibility. If Consultant is requested to review more than two submittals for the same scope of work, Consultant shall be entitled to compensation as Additional Services for time spent reviewing and responding to the submittal.
21. **Cost Estimates:** Consultant may provide opinions of construction and other project-related costs as part of these Services. Consultant assumes no responsibility for such cost estimates as Consultant has no control over the costs of labor, materials, or services furnished by others, or the competitive bidding and market conditions.
22. **Insurance:** Consultant will maintain the following insurance coverage: Worker's Compensation; Commercial General Liability; Automobile Liability; and Professional Errors and Omissions. Should the Client request to be a named insured, or request the Consultant provide additional insurance coverage, Client agrees to reimburse the Consultant for any additional cost associated with such requests. Consultant acknowledges that it cannot be an additional named insured under any policy of insurance providing coverage for Professional Errors and Omissions.
23. **Deliverables:** Consultant shall select the methods, software, and format of any deliverables utilized or created during the performance of the work unless otherwise stated in the Agreement or requested by the Client prior to commencement of work. Electronic deliverables shall be compatible with current industry standards and conversion to other formats shall be the responsibility of the recipient.
24. **Severability:** If any part of this Agreement is held to be illegal or unenforceable, the validity and enforceability of the remaining parts shall not be affected, and the rights of Consultant and Client shall be enforced as if the Agreement did not contain the illegal or unenforceable part.

These Standard Terms and Conditions and any other documents expressly referenced in the Agreement constitute the entire Agreement between the parties.

This Agreement entered into as of December 21, 2023.



CONSULTANT (Signature)

Danny Rudd, PE/Richmond Director of BD

(Printed name and Title)



CLIENT (Signature)

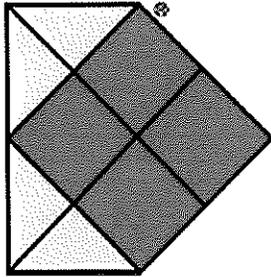
Eric M. Midkiff

(Printed name and Title)

SRC

(Company)

5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

PURCHASE ORDER

To: Bill Burge
 Speight, Marshall & Francis
 1228 Perimeter Parkway
 Suite 201

Order #: 22593
Date: 1/9/2024
Job: 10-00-8855 Southside Depot Renovation

Virginia Beach, VA 23454

Ship To:

Description: Shoring Design

Ordered By	Delivery Date	Ship Via	F.O.B.	Terms

Job	Cost Code	Cat	Description	Quantity	Rate	Amount Including Tax	Tax
10-00-8855	99-032	4	Add Engineering and Shoring			13,500.00	

DocuSigned by:
Danny Rudd
 Danny Rudd
 Speight, Marshall & Francis

1/10/2024 | 9:34 AM
 Eric Midkiff
 SRC, Inc.

DocuSigned by:
Eric Midkiff
 3,500.00
 1/10/2024 | 12:50 PM EST

For prompt processing, Please mail all invoicing to SRC at our address above (Attn: Accounting) or email to AP@src-inc.net.



808 Holly Spring Avenue
 Richmond, Virginia 23224
 Phone (804) 232-9080
 Fax (804) 232-9081
 www.scaffoldingsolutions.com

January 28, 2024

**SOUTHSIDE DEPOT
 RENOVATION SHORING**

Mr. Eric Midkiff
 SRC, Inc
 5711 Greendale Rd.
 Richmond, Virginia 23228

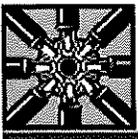
RE: Southside Depot Renovation Cupola Shoring

We are pleased to provide the following quotation.

Cupola Shoring

- The scope of work for this project is to furnish, erect, and dismantle shoring to support the cupola.
- The shoring will be erected according to the shoring plans provided by Speight, Marshall, Francis Structural Engineers.
- The shoring will be on the second floor, first floor, and in the crawl space. The plywood on the first floor will be removed by SRC to allow access to the crawl space in the location of the shoring towers. Scaffolding Solutions will provide and install the cribbing material that is required in the crawl space.
- All work will be completed from 7:00am-3:30pm, Monday-Friday.
- The scaffold design will meet or exceed OSHA standards.

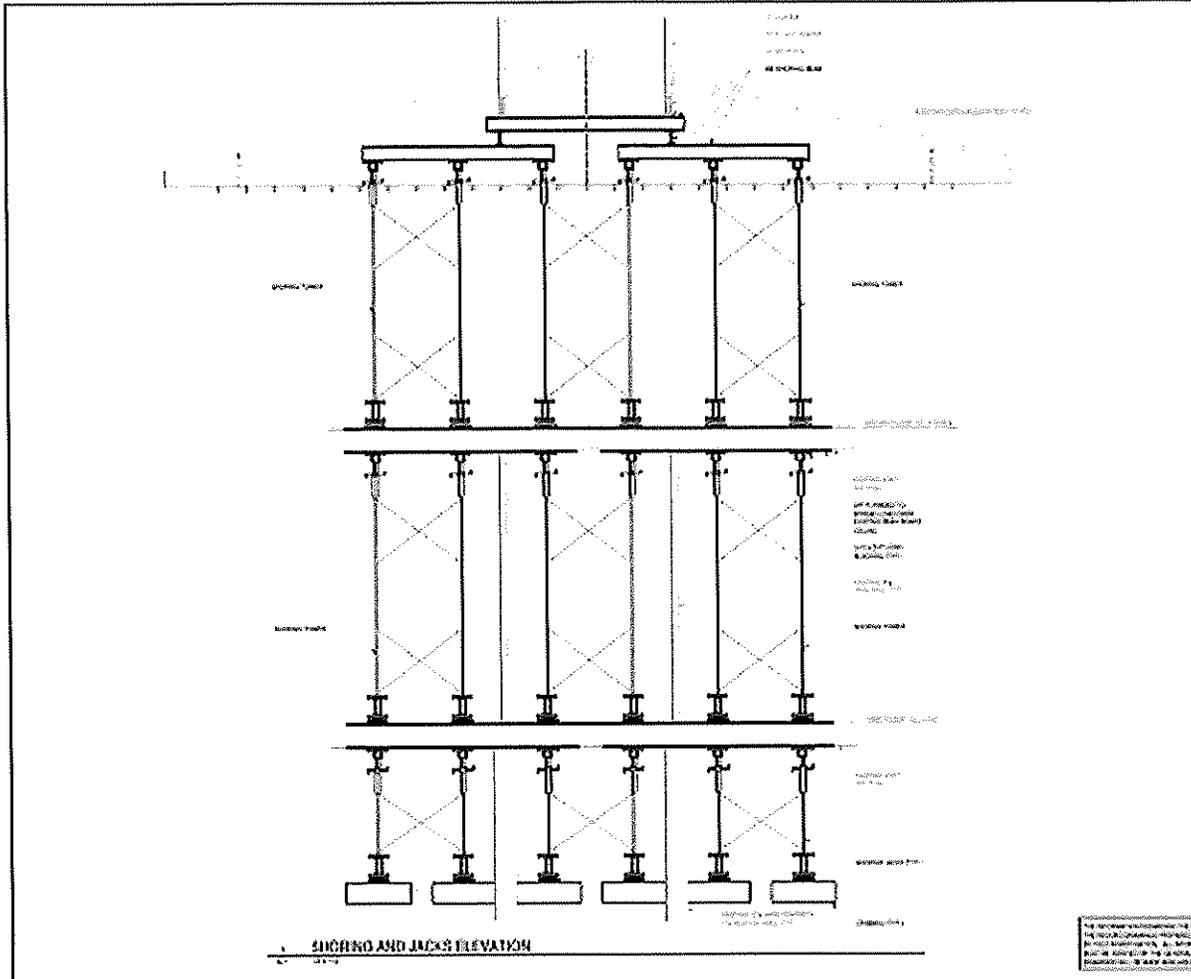
	Cupola
2 Months total rental	\$ 5,500.00
	\$ -
Erection and Dismantle Labor	\$ 10,540.00
Lumber	\$ 1,250.00
Freight, Delivery, Misc.	\$ 700.00
Total Labor and Delivery	\$ 12,490.00
Sub Total	\$ 17,990.00
Va Sales Tax at 6%	\$ 1,037.40
Total Price as Specified	\$ 19,027.40



Scaffolding SOLUTIONS

ELEVATING PERFORMANCE

808 Holly Spring Avenue
 Richmond, Virginia 23224
 Phone (804) 232-9080
 Fax (804) 232-9081
 www.scaffoldingolutions.com



Thank you for the opportunity to provide scaffolding for this project. Contact me if you have further questions.

Sincerely,

Will Dickerson

Will Dickerson
 Vice President
 804-232-9080 office
 804-232-9081 fax
 804-652-7364 cell
wdickerson@scaffoldingolutions.com



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Subcontract Change Order

Project:
 10-00-8855 Southside Depot Renovation
 37 River Street
 Petersburg, VA 23803

Subcontract: 22467
Change Order: 1
Date: 4/29/2024

To Contractor:
 Miller Mechanical Inc
 P.O. Box 1429
 Glen Allen, VA 23060

The Contract is changed as follows:

Move HVAC Unit, new fittings, new drain pan

Move HVAC unit to the West to avoid the center rod of truss to the North. Add new drain pan to repair broken pan. install extensions onto existing ductwork to accommodate the new ceiling joist sizes.

Cost Code	Change Request	Description	Amount
99-032		Move HVAC Unit, new fittings, new drain pan	\$3,875.40

The original Contract Amount was	\$2,932.00
Net change by previously authorized Change Orders	\$0.00
The Contract Amount prior to this Change Order was	\$2,932.00
The Contract will be increased by this Change Order in the amount of	\$3,875.40
The new Contract Amount including this Change Order will be	\$6,807.40
The Contract Time will be unchanged.	
The date of Substantial Completion as of the date of this Change Order therefore is	

NOT VALID UNTIL SIGNED BY THE SUBCONTRACTOR .

SRC, Inc. CONTRACTOR 5711 Greendale Road Richmond, VA 23228	Miller Mechanical Inc SUBCONTRACTOR P.O. Box 1429 Glen Allen, VA 23060
--	---

_____ (Signature)	_____ (Signature)
_____ By	_____ By
_____ Date	_____ Date

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

SC-1

Project Code: 23-000- General Contractor: SRC
 Agency: Public Works Subcontractor: VA Steel
 Project: Southside Depot Renovation Subcontractor Trade: Steel

Change Description: PCC-32 Added steel plates at channels per structural rev #8.

SUBCONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor				Direct Material			Direct Equipment			
Item No.	Description	C	D	E	F=C+E	G	H	I	J=G+I	K	L	M	N=K+M
		Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Qty Units	Equipment Cost Per Unit	Total Equipment Cost
A	B												
1.01	Added steel strap plates at channels per structural rev #8	1.00	Lump	\$968.00	\$968.00				\$0.00				\$0.00
1.02					\$0.00				\$0.00				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04					\$0.00				\$0.00				\$0.00
1.05					\$0.00				\$0.00				\$0.00
1.06					\$0.00				\$0.00				\$0.00
1.07					\$0.00				\$0.00				\$0.00
1.08					\$0.00				\$0.00				\$0.00
1.09					\$0.00				\$0.00				\$0.00
1.97	Subtotal from Estimate Continuation Sheets				\$968.00				\$0.00				\$0.00
1.98	Subtotal (\$T) Direct Costs:				\$968.00				\$0.00				\$0.00
1.98	Taxes/Insurance:				\$0.00				\$0.00				\$0.00
1.99	Total Direct Costs				\$968.00				\$0.00				\$0.00

FICA, FUI, SUI, & Workmens' Comp.

SUB-SUBCONTRACT COSTS			
Item No.	Sub-Subcontractor Name	Total Cost	
A	B	C	
2.01			
2.02			
2.03			
2.04			
2.05			
2.06			
2.99	Total Sub-Subcontract Costs	\$0.00	

SUMMARY			
Item No.	Description	Total Cost	
3.01	Total Direct Labor Cost	\$968.00	
3.02	Total Direct Material Cost	\$0.00	
3.03	Total Equipment Cost	\$0.00	
3.04	Subtotal	\$968.00	
3.05	Overhead and Profit* (%)	0.00%	
3.06	Total Subcontractor Cost	\$968.00	
3.07	Sub-Subcontractor Cost***	\$0.00	
3.99	\$/C Cost to GC-1 Form****	\$968.00	

Submitted By: Jared Keys
 Name: Jared Keys
 Signature: Jared Keys
 Title: Project Manager
 Date: 4/3/2024

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

* Limited to 15% on self-performed work.

** Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form. See mark-up limitations for a more detailed description.

*** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.

SRC, Inc.

Invoice Approval Page

Vendor: 1865 - Lowe's Companies, Inc

Invoice#: 601120-M11JBM

Invoice Date: 01-25-2024 11:51:30 AM

Amount: 64.00

Comment:

RECEIVED
01-24-2024 09:59:44 AM

LORE MORNEAU

RECEIVED
01-24-2024 01:20:50 PM

LORE MORNEAU

APPROVED
01-25-2024 03:14:51 PM

TIM STAFFORD

RECEIVED
01-25-2024 03:17:38 PM

GAY BRIGGS

RECEIVED
01-25-2024 03:20:32 PM

GAY BRIGGS

POSTED
01-25-2024 03:20:45 PM

GAY BRIGGS

POSTED
01-25-2024 03:23:45 PM

GAY BRIGGS



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75266-0775

For inquiries, call at:
 866-232-7443

Invoice #: 801233 -MOCDAE
 Account Number: xxxxx3812
 Company Name: SUBURBAN REMODELING CORP
 Address: ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 392026344 P.O.#/Job Name: 8855-99032
 Sale Date: 02/21/2024 Store: 2918
 Due Date: 04/22/2024 Buyer Name: MICKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
000000000012148	316-FT 16-GUAGE 3.50-LB T	1	RO	\$11.60	\$11.60
000000000076130	SIGMA 1-1/2-IN RIGD 2HL S	10	EA	\$1.59	\$15.90
000000000076645	SIGMA 2-IN RIGID 2HL STRA	7	EA	\$2.46	\$17.22
000000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00
	SALES TAX	1	EA	\$2.37	\$2.37
				Subtotal:	\$44.72

Tax: \$2.37
 Total Invoice: \$47.09
 Adjustments: \$0.00
 Payments Applied: \$0.00
 Total Amount Outstanding: \$47.09

SRC, Inc.

Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc

Invoice#: 601233-MOCDAG

Invoice Date: 02-21-2024 10:12:30 AM

Amount: 47.00

Comment:

RECEIVED
02-23-2024 11:52:44 AM

LORRE MORNEAU

ENTERED
02-23-2024 10:52:48 AM

LORRE MORNEAU

APPROVED
02-23-2024 11:43:26 AM

TIM STAFFORD

REVIEWED
02-23-2024 11:55:57 AM

GAY BRIGGS

POSTED
02-23-2024 12:20:43 PM

GAY BRIGGS



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75266-0775

For Inquiries, call at :
 866-232-7443

Invoice #: 901317 -MRXSHI
 Account Number : xxxxx3812
 Company Name : SUBURBAN REMODELING CORP
 Address : ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 393799981 P.O.#/Job Name: 8855-99032
 Ship Date: 03/19/2024 Store: 2918
 Due Date: 05/19/2024 Buyer Name: MIDKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
	SALES TAX	1	EA	\$5.79	\$5.79
00000000059072	HM 1-CT 1/2IN X 4-1/2IN Z	28	EA	\$1.30	\$36.40
00000000063304	HM 1-CT 1/2-IN ZINC HEX N	6	EA	\$0.27	\$1.35
00000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00
00000000170987	IRW 1 1/2IN X 6IN SPEEDBO	1	EA	\$7.30	\$7.30
00000000043647	1/2-IN ZINC CRS HEX NUT Z	1	EA	\$5.68	\$5.68
00000000027165	B5H 3/4-IN X 3/4-IN STRGH	1	EA	\$21.84	\$21.84
00000000059128	FLT W5HR5 SAE 1/2 4-CT	15	EA	\$1.31	\$19.65
000000000348130	LNX 1-3/4-IN ARBORED HOLE	1	EA	\$17.08	\$17.08
				Subtotal:	\$109.30

Tax: \$5.79
 Total Invoice: \$115.09
 Adjustments: \$0.00
 Payments Applied: \$0.00
 Total Amount Outstanding: \$115.09

SRC, Inc.

Invoice Approval Page

Vendor: 1665 - Lowe's Companies, Inc

Invoice#: 601317-MRCSH1

Invoice Date: 03-16-2024 09:17:30 AM

Amount: 115.00

Comment:

RECEIVED
03-26-2024 09:15 AM

LORRE MORNEAU

ENTERED
03-26-2024 11:08:28 AM

LORRE MORNEAU

APPROVED
03-26-2024 04:12:44 PM

TIM STAFFORD

REVIEWED
03-26-2024 04:09:43 PM

GC FARRAR

POSTED
03-26-2024 04:11:25 PM

GC FARRAR



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75266-0775

For Inquiries, call at :
 866-232-7443

Invoice #: 901342 -MRLMFC
 Account Number : xxxxxx3812
 Company Name : SUBURBAN REMODELING CORP
 Address : ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 39357236B P.O.#/Job Name: 8855-99032
 Sale Date: 03/15/2024 Store: 2918
 Due Date: 05/15/2024 Buyer Name: MIDKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
00000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00
000000002560546	LOWES BLUE 20CT CARPENTER	1	EA	\$4.26	\$4.26
000000000416773	DIXON LUMBER RED CRAYON	1	EA	\$1.41	\$1.41
000000005092377	SPY MACH-BLUE GOO DRL LUB	2	EA	\$9.48	\$18.96
	SALES TAX	1	EA	\$1.96	\$1.96
000000001080948	IRW 3/32-IN STARTER PUNCH	1	EA	\$5.88	\$5.88
000000001080949	IRW 3/8-IN CENTER PUNCH	1	EA	\$6.83	\$6.83

Subtotal: \$36.94

Tax: \$1.96
 Total Invoice: \$38.90
 Adjustments: \$0.00
 Payments Applied: \$0.00
 Total Amount Outstanding: \$38.90

SRC, Inc.

Invoice Approval Page

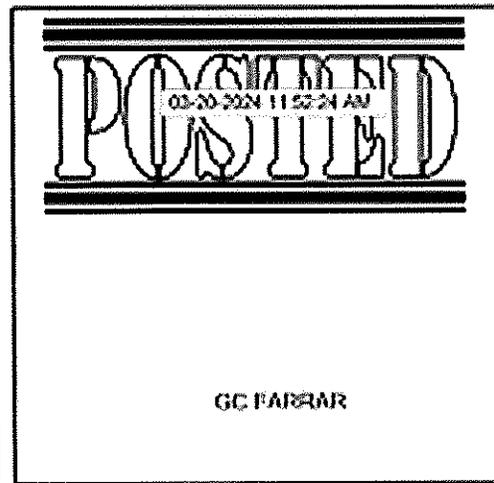
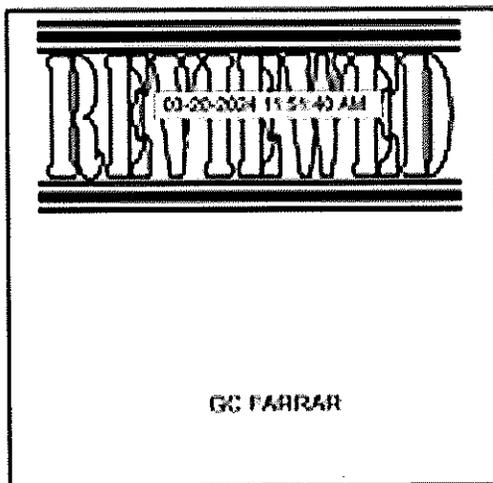
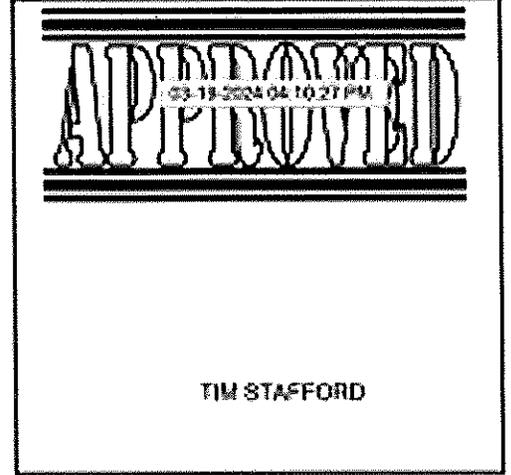
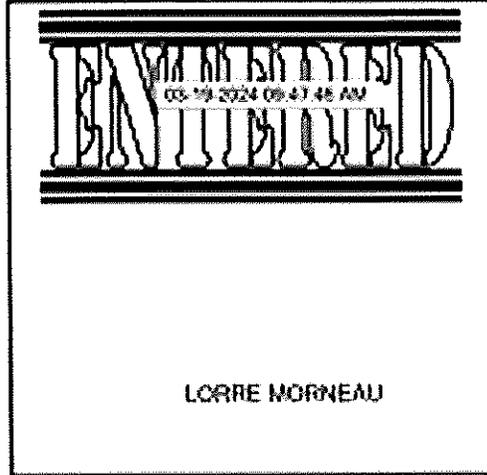
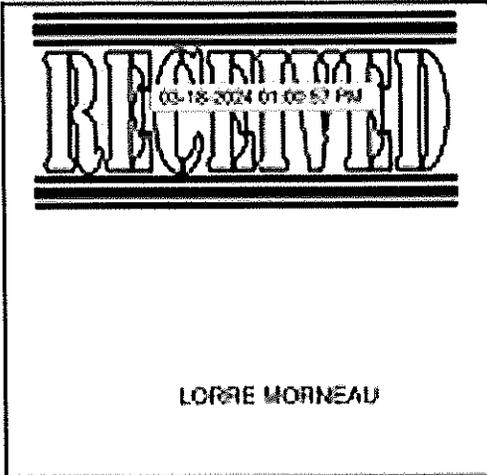
Vendor: 1865 - Lowe's Companies, Inc

Invoice#: 601245-MRLMFC

Invoice Date: 03-15-2024 09:24:43 AM

Amount: 33.9

Comment



SRC, Inc.

Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc.

Invoice#: 601415-MSCPE0

Invoice Date: 03-26-2024 09:17:30 AM

Amount: 43.94

Comment:

RECEIVED
03-26-2024 09:04:56 AM

LORE MORNEAU

ENTERED
03-26-2024 11:09:24 AM

LORE MORNEAU

APPROVED
03-26-2024 04:12:43 PM

TIM STAFFORD

REVIEWED
03-26-2024 04:09:42 PM

GC FARRAR

POSTED
03-26-2024 04:10:31 PM

GC FARRAR

SRC, Inc.
Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc.

InvoiceNo: 901571-MPXMFL

Invoice Date: 03-05-2024 01:20

Amount: 18.70

Comment:

RECEIVED
03-07-2024 09:36:52 AM

LORE MORNEAU

ENTERED
03-08-2024 01:35:14 PM

LORE MORNEAU

APPROVED
03-11-2024 11:32:03 AM

TIM STAFFORD

RECEIVED
03-11-2024 11:59:57 AM

SCOTT VADEN

POSTED
03-11-2024 12:02:01 PM

SCOTT VADEN



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75266-0775

For inquiries, call at:
 866-232-7443

Invoice #: 801919 -MQHNL
 Account Number: xxxxx3812
 Company Name: SUBURBAN REMODELING CORP
 Address: ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 393046541 P.O.#/Job Name: 8855-99032
 Ship Date: 03/07/2024 Store: 2918
 Due Date: 05/07/2024 Buyer Name: MIDKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
00000000787559	10LB CONSTRUC SCRW 2 IN G	1	EA	\$44.64	\$44.64
00000000787561	10LB CONSTRUC SCRW 3 IN G	1	EA	\$44.63	\$44.63
00000000773299	SAK 50-LB NON-SHRINK PREC	4	EA	\$18.79	\$75.16
00000000787720	QLT 7-IN POINTING TROWEL	1	EA	\$7.58	\$7.58
00000000787727	QLT 5-IN MARGIN TROWEL PL	1	EA	\$7.10	\$7.10
00000000854434	5-GAL LOWES BUCKET-UNITED	1	EA	\$4.73	\$4.73
0000000040009	2.5QT MEASURE RIGHT CONTA	1	EA	\$3.31	\$3.31
	SALES TAX	1	EA	\$10.65	\$10.65
00000001061556	CM 8-IN 18TPI RECIP BLD 5	1	EA	\$13.76	\$13.76
00000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00

Subtotal: \$200.91

Tax: \$10.65

Total Invoice: \$211.56

Adjustments: \$0.00

Payments Applied: \$0.00

Total Amount Outstanding: \$211.56

SRC, Inc.
Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc.

InvoiceNo: 901918

Invoice Date: 03-07-2024 10:26

Amount: 211.56

Comment:

RECEIVED
03-11-2024 09:19:02 AM

LORRE MORNEAU

ENTERED
03-11-2024 11:11:19 AM

LORRE MORNEAU

APPROVED
03-11-2024 11:32:03 AM

TIM STAFFORD

REVIEWED
03-11-2024 11:59:52 AM

SCOTT VADEN

POSTED
03-11-2024 12:02:37 PM

SCOTT VADEN



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75265-0775

For Inquiries, call at:
 866-232-7443

Invoice #: 970233 -MJZCME
 Account Number: xxxxxx3812
 Company Name: SUBURBAN REMODELING CORP
 Address: ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 390126987 P.O.#/Job Name: 8855-99032
 Sale Date: 01/23/2024 Store: 2918
 Due Date: 03/24/2024 Buyer Name: MIDKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
	SALES TAX	1	EA	\$4.85	\$4.85
00000000787555	5LB CONSTRUC SCRW 3 IN GO	1	EA	\$28.48	\$28.48
00000000007020	2-4-93 KD WW SLCT STUD	20	PC	\$3.15	\$63.00
00000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00
				Subtotal:	\$91.48

Tax: \$4.85
 Total Invoice: \$96.33
 Adjustments: \$0.00
 Payments Applied: \$0.00
 Total Amount Outstanding: \$96.33

SRC, Inc.

Invoice Approval Page

Vendor: 1865 - Lowe's Companies, Inc

InvoiceNo: 610233-MU2CME

Invoice Date: 01-25-2024 07:53:38 AM

Amount: 98.33

Comment:

RECEIVED
01-25-2024 07:52:53 AM

LORE MORNEAU

ENTERED
01-25-2024 08:13:48 AM

LORE MORNEAU

APPROVED
01-25-2024 03:14:50 PM

TIM STAFFORD

RECEIVED
01-25-2024 03:17:39 PM

GAY BRIGGS

RECEIVED
01-25-2024 03:20:25 PM

GAY BRIGGS

POSTED
01-25-2024 03:20:51 PM

GAY BRIGGS

POSTED
01-25-2024 03:20:51 PM

GAY BRIGGS

SRC, Inc.

Invoice Approval Page

Vendor: 1865 - Lowe's Companies, Inc.

Invoice#: 913485-MR10034

Invoice Date: 03-14-2024 09:24:43 AM

Amount: 42.48

Comment:

RECEIVED
03-18-2024 01:01:18 PM

LORRE MORNEAU

ENTERED
03-19-2024 09:47:48 AM

LORRE MORNEAU

APPROVED
03-18-2024 04:10:27 PM

TIM STAFFORD

REVIEWED
03-20-2024 11:51:43 AM

GC FARRAR

POSTED
03-20-2024 11:52:31 AM

GC FARRAR

SRC, Inc.

Invoice Approval Page

Vendor: 1665 - Lowe's Companies, Inc

Invoice#: 637855-MT9C6

Invoice Date: 03-29-2024 10:57:19 AM

Amount: 58.26

Comment:

RECEIVED
04-01-2024 09:47:33 AM

LORRE MORNEAU

ENTERED
04-01-2024 11:51:37 AM

LORRE MORNEAU

APPROVED
04-22-2024 04:29:26 AM

TIM STAFFORD

REVIEWED
04-02-2024 11:33:55 AM

GC FARRAR

POSTED
04-02-2024 12:30:21 PM

GC FARRAR

SRC, Inc.

Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc.

Invoice#: 661550-MR23JXA

Invoice Date: 03-20-2024 09:17:30 AM

Amount: \$0.52

Comment:

RECEIVED
03-25-2024 09:04:42 AM

LORRE MORNEAU

ENTERED
03-25-2024 11:09:24 AM

LORRE MORNEAU

APPROVED
03-25-2024 04:12:43 PM

TIM STAFFORD

REVIEWED
03-26-2024 04:08:43 PM

GC FARRAR

POSTED
03-26-2024 04:10:13 PM

GC FARRAR

SRC, Inc.

Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc

Invoice#: 683469-MSEKDE

Invoice Date: 03-21-2024 09:17:50 AM

Amount: 39.10

Comment:

RECEIVED
03-25-2024 09:06:05 AM

LORRE MORNEAU

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03-25-2024 11:09:28 AM

LORRE MORNEAU

APPROVED
03-25-2024 04:12:44 PM

TIM STAFFORD

REVIEWED
03-26-2024 04:09:43 PM

GC FARRAR

POSTED
03-26-2024 04:11:18 PM

GC FARRAR



PAYMENTS ADDRESS
 LOWE'S
 P.O. BOX 669821
 DALLAS, TX 75265-0775

For inquiries, call at:
 866-232-7443

Invoice #: 987677 -MTHMPX
 Account Number: xxxxxx3812
 Company Name: SUBURBAN REMODELING CORP
 Address: ATTN AP
 5711 GREENDALE RD
 RICHMOND, VA, 23228

Trans #: 394408772 P.O.#/Job Name: 8855-99032
 Ship Date: 03/28/2024 Store: 2918
 Due Date: 05/28/2024 Buyer Name: MIDKIFF
 ERIC

SKU	Description	Qty	Unit	Price	Ex Price
000000001944468	10D X 1-1/2 HDG NAIL-APPX	1	EA	\$20.75	\$20.75
000000000788461	DRYWALL SHEETS - FINE 8-C	5	EA	\$5.68	\$28.40
000000000098921	TP16 1X5 TIE PLATE (+1434	10	EA	\$1.06	\$10.60
000000000094135	DTP36-R 3X5 TIE PLATE (+1	10	EA	\$0.93	\$9.30
000000000087727	7-IN ANGLE ZMAX (37164)	20	EA	\$4.54	\$90.80
000000000115180	H2.5AZ HURR CLIP ZMAX (+2	50	EA	\$0.93	\$46.50
000000000155670	PROMOTIONAL DISCOUNT APPL	1	EA	\$0.00	\$0.00
	SALES TAX	1	EA	\$10.94	\$10.94

Subtotal: \$206.35

Tax: \$10.94

Total Invoice: \$217.29

Adjustments: \$0.00

Payments Applied: \$0.00

Total Amount Outstanding: \$217.29

SRC, Inc.

Invoice Approval Page

Vendor: 1865 - Lowe's Companies, Inc

Invoice No: 687677.MT+4PX

Invoice Date: 03-28-2024 10:57:13 AM

Amount: 217.29

Comment

RECEIVED
04-01-2024 09:47:53 AM

LORRE MORNEAU

ENTERED
04-01-2024 11:51:38 AM

LORRE MORNEAU

APPROVED
04-02-2024 04:29:26 AM

TIM STAFFORD

REVIEWED
04-02-2024 11:23:55 AM

GC FARRAR

POSTED
04-02-2024 12:32:28 PM

GC FARRAR

SRC, Inc.
Invoice Approval Page

Vendor: 1885 - Lowe's Companies, Inc.

InvoiceNo: 996095-MPZLHF

Invoice Date: 03-06-2024 01:20

Amount: 18.61

Comment:

RECEIVED
03-08-2024 01:00:28 PM

LORRE MORNEAU

ENTERED
03-08-2024 01:39:15 PM

LORRE MORNEAU

APPROVED
03-11-2024 11:32:03 AM

TIM STAFFORD

REVIEWED
03-11-2024 11:59:52 AM

SCOTT VADEN

POSTED
03-11-2024 12:02:24 PM

SCOTT VADEN



Scaffolding SOLUTIONS

808 HOLLY SPRINGS AVE.
 RICHMOND, VA 23224
 Voice: (800) 295-9445
 Fax: (804) 232-9081

Invoice

Invoice Number
 58250
 Invoice Date
 2/16/2024

Please NOTE new Remit To Address listed below

Bill To: SRC CONSTRUCTION INC.
 5711 GREENDALE ROAD
 RICHMOND VA 23228-

Re: SOUTHSIDE DEPOT RENOVATION
 SHORING
 37 RIVER STREET
 PETERSBURG VA 23803-

Job No	Customer Job No	Customer PO	Payment Terms		Due Date
RI-1001325	22622		Net 30 Days		3/17/2024
Quantity	Description		U/M	Rate	Price
1.00	ERECTION OF CUPOLA SHORING			7,380.00	7,380.00
1.00	28 DAY SHORING RENTAL FROM 2/6/24 THRU 3/4/24			2,750.00	2,750.00
1.00	LUMBER			1,250.00	1,250.00
1.00	FREIGHT DELIVERY		EACH	350.00	350.00

\$104.11 per day
 after 3-4-24
 project to end on
 4-12-24

Remit to: Scaffolding Solutions LLC 13432 Wards Rd Lynchburg, Virginia 24501	Subtotal: 11,730.00 Sales Tax: 682.80 Total Amount Due: 12,412.80
--	--

SRC, Inc.

Invoice Approval Page

Vendor: 2526 - Scaffolding Solutions, LLC

Invoice #: 58350

Invoice Date: 02-16-2024 08:58:52 AM

Amount: 12412.8

Comment:

RECEIVED
02-21-2024 09:51:19 AM

LORRE MORNEAU

RECEIVED
02-21-2024 09:27:57 AM

LORRE MORNEAU

APPROVED
02-22-2024 08:46:46 AM

TIM STAFFORD

RECEIVED
02-22-2024 09:31:58 AM

GAY BRIGGS

POSTED
02-22-2024 09:32:44 AM

GAY BRIGGS

SRC, Inc.

Invoice Approval Page

Vendor: 2767 - Timothy Stafford

Invoice No: 32624

Invoice Date: 03-26-2024 09:02:20 AM

Amount: 47.51

Comment

RECEIVED
03-26-2024 02:44:22 PM

LORE MORNEAU

RECEIVED
03-27-2024 01:06:09 PM

LORE MORNEAU

APPROVED
04-02-2024 04:29:26 AM

TIM STAFFORD

RECEIVED
04-02-2024 11:33:53 AM

GC FARRAR

POSTED
04-02-2024 12:31:26 PM

GC FARRAR

8455
99-032

LOVE'S HOME CENTERS, LLC
2005 WATERSTONE DRIVE
PRINCE GEORGE, VA 23075 (204) 957-6201

- SALE -

SALES#: 529186C2 3118325 TRANS#: 69456082 03-26-24

1915199 8D X 1-1/2 HZ NAIL-MIX 6.68
87727 7-IN ANGLE 2MAX (37164) 38.24
B 0 4.78

SUBTOTAL: 45.12
TAX: 2.39
INVOICE 01571 TOTAL: 47.51
DEBIT: 47.51

DEBIT: XXXXXXXXXXXX704Y AMOUNT:47.51 AUTHCD: 939219
CHIP REFID:2918D(268637 03/26/24 09:01:04

*PIN Verified
TRACE: 00051163

PURCHASE CASH BACK TOTAL DEBIT
47.51 0.00 47.51

APL: US DEBIT EUR: 8060048000
AID: 6000000900040 TSI: 6900

STORE: 2918 TERMINAL: 01 03/26/24 09:01:22

OF ITEMS PURCHASED: 9
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOVE'S.
FOR DETAILS ON OUR RETURN POLICY, VISIT
LOVES.COM/RETURNS
A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: CHARLES STEAT

LOVE'S PRICE PROMISE
FOR MORE DETAILS, VISIT LOVES.COM/PRICEPROMISE

* SHARE YOUR FEEDBACK! *
* ENTER FOR A CHANCE TO BE *
* ONE OF FIVE \$500 WINNERS DRAWN MONTHLY! *
* ENTRE EN EL SORTEO MENSUAL *
* PARA SER UNO DE LOS CINCO GANADORES DE \$500! *
* *
* ENTER BY COMPLETING A SHORT SURVEY *
* WITHIN ONE WEEK AT: WWW.LOVES.COM/SURVEY *
* Y O U R I D #015717 291800 069908 *
* *
* NO PURCHASE NECESSARY TO ENTER OR WIN. *
* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. *
* OFFICIAL RULES & WINNERS AT: WWW.LOVES.COM/SURVEY *

STORE: 2918 TERMINAL: 01 03/26/24 09:01:22

SRC, Inc.

Invoice Approval Page

Vendor: 2767 - Timothy Stafford

Invoice No: 32624

Invoice Date: 03-26-2024 09:02:23 AM

Amount: 47.51

Comment:

RECEIVED
03-26-2024 00:44:32 PM

LORRE MORNEAU

RECEIVED
03-27-2024 01:06:09 PM

LORRE MORNEAU

APPROVED
04-02-2024 04:29:29 AM

TIM STAFFORD

RECEIVED
04-09-2024 11:23:25 AM

GC FARRAR

POSTED
04-02-2024 12:31:26 PM

GC FARRAR

8455
99-032

LOVE'S HOME CENTERS, LLC
2883 WATERSIDE DRIVE
PRINCE GEORGE, VA 23875 (804) 957-6201

SALE

SALES#: S2518NC2 3110325 TRAKS#: 09458082 03-26-24

1915199 8D X 1-1/2 HD3 NAIL-MIX 5.60
87727 7-IN ANGLE ZMAX (37164) 38.24
B B 4.70

SUBTOTAL: 45.12
TAX: 2.39
INVOICE 01571 TOTAL: 47.51
DEBIT: 47.51

DEBIT: XXXXXXXXXXXX7041 AMOUNT:47.51 AVINCO: 999219
CHIP REFID:2918D1268637 03/26/24 09:01:04

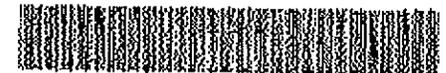
*PIN Verified
TRACE: 00051163

PURCHASE CASH BACK TOTAL DEBIT
47.51 0.00 47.51

APL: US DEBIT FUR: 0000048000
AID: A000000900040 TSI: 6900

STORE: 2918 TERMINAL: 01 03/26/24 09:01:22

OF ITEMS PURCHASED: 9
EXCLUDES FEES, SERVICES AND SPECIAL ORDER ITEMS



THANK YOU FOR SHOPPING LOVE'S.
FOR DETAILS ON OUR RETURN POLICY, VISIT
LOVES.COM/RETURNS
A WRITTEN COPY OF THE RETURN POLICY IS AVAILABLE
AT OUR CUSTOMER SERVICE DESK

STORE MANAGER: CHARLES STREAY

LOVE'S PRICE PROMISE
FOR MORE DETAILS, VISIT LOVES.COM/PRICEPROMISE

* SHARE YOUR FEEDBACK! *
* ENTER FOR A CHANCE TO BE *
* ONE OF FIVE \$500 WINNERS DRAWN MONTHLY *
* ENTRE EN EL SORTEO MENSUAL *
* PARA SER UNO DE LOS CINCO GANADORES DE \$500! *
* *
* ENTER BY COMPLETING A SHORT SURVEY *
* WITHIN ONE WEEK AT: WWW.LOVES.COM/SURVEY *
* Y O U R I D 6015717 291800 069908 *
* *
* NO PURCHASE NECESSARY TO ENTER OR WIN. *
* VOID WHERE PROHIBITED. MUST BE 18 OR OLDER TO ENTER. *
* OFFICIAL RULES & WINNERS AT: WWW.LOVES.COM/SURVEY *

STORE: 2918 TERMINAL: 01 03/26/24 09:01:22



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 38

Date: 4/19/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

Description: 30x30 access door for 2nd floor attic space in room 206

We are pleased to offer the following specifications and pricing to make the following changes:

Add a 30x30 access door for 2nd floor attic space in room 206

Work performed by us:				Quantity	Unit	Unit Price	Price
Description							
30x30 access door 2nd floor	Labor						\$582.50
30x30 access door 2nd floor	Material						\$443.44
Subtotal:							\$1,025.94
Subtotal:							\$1,025.94
	SRC Mark-UP			\$1,025.94	15.00%		\$153.89
	Additional Bond / Insurance			\$1,179.83	2.50%		\$29.50
Total:							\$1,209.33

If you have any questions, please contact me at .

Submitted by: Eric Midkiff (SRC, Inc.)
 SRC, Inc

Approved by: _____
 Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: GC-1 PCO-38 Add 30x30 access door RM 206
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor				Direct Material			Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity	Units	Equipment Cost Per Unit	Total Equipment Cost	
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	SRC Project Management Time	0.50	Manhours	\$85.00	\$42.50			\$0.00	\$0.00			\$0.00	\$0.00
1.02	SRC Labor	12.00	Manhours	\$45.00	\$540.00	1.00	Each	\$368.34	\$368.34			\$0.00	\$0.00
1.03	30x30 Access Door				\$0.00							\$0.00	\$0.00
1.04	Framing Lumber and Material				\$0.00	1.00	Lump	\$50.00	\$50.00			\$0.00	\$0.00
1.05					\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
1.06					\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
1.07					\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
1.08					\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00			\$0.00	\$0.00			\$0.00	\$0.00
1.97	Subtotal (\$/7) Direct Costs:				\$582.50			\$418.34	\$418.34			\$0.00	\$0.00
1.98	Taxes/Insurance:				\$0.00			\$25.10	\$25.10			\$0.00	\$0.00
1.99	Total Direct Costs				\$582.50			\$443.44	\$443.44			\$0.00	\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name	Total Cost
2.01	B	C
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$0.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$582.50
3.02	Total Direct Material Cost	\$443.44
3.03	Total Equipment Cost	\$0.00
3.04	Subtotal	\$1,025.94
3.05	Overhead and Profit* (%)	15.00%
3.06	Subtotal	\$1,179.83
3.07	Subcontractor Cost	\$0.00
3.08	GC Markup on Subcontractors*	10.00%
3.09	Subtotal	\$1,179.83
3.10	Additional Bond Cost	\$29.50
3.99	Total Change Order Cost	\$1,209.33

Name: Eric Mickiff
 Signature: *Eric Mickiff*
 Title: Project Manager
 Date: 4/19/2024
 I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).
 A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

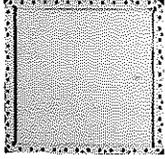


FLUSH DRYWALL ACCESS DOOR

Model KDW

For Wall and Ceilings

DATE



KARP ASSOCIATES, INC.
 260 Spagnoli Road Melville, NY 11747
 (631) 768-8300 - Phone
 (631) 768-8350 - Fax

SPECIFICATIONS

GENERAL SCOPE:

Access doors shall be Karp Type KDW as manufactured by Karp Associates, Inc., Melville, N.Y.
 Sizes shall be as indicated on the drawings.

CONSTRUCTION:

1. Frame shall be 16 gage steel and door shall 14 gage steel.
2. Trim shall be galvanized steel drywall bead.
3. Hinge shall be pin type hinge, spring loaded making door removable.
4. Latches shall be flush and screwdriver operated, or shall be key operated cylinder lock with automatic dust shutter.
5. Finish shall be prime coat of rust inhibitive electrostatic powder, baked white enamel.

* When hinge side is greater than 48", door shall have a continuous piano hinge for rigidity.

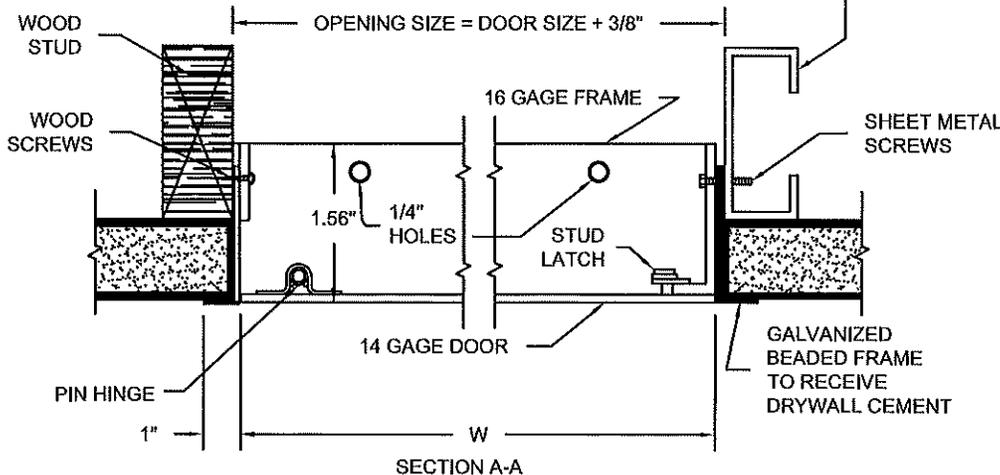
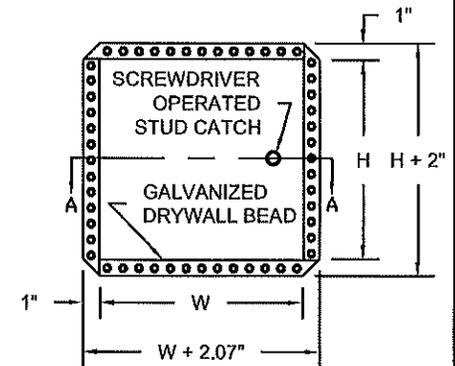
STANDARD SIZES

DOOR SIZE H X W (IN.)	WALL/CEILING OPENING (IN.)	NUMBER OF STUD LATCHES	SHIP WT. (LBS.)
6 x 6	6 3/8 x 6 3/8	1	1.8
8 x 8	8 3/8 x 8 3/8	1	2.4
10 x 10	10 3/8 x 10 3/8	1	3.3
12 x 12	12 3/8 x 12 3/8	1	5.8
14 x 14	14 3/8 x 14 3/8	2	6.5
16 x 16	16 3/8 x 16 3/8	2	8.8
18 x 18	18 3/8 x 18 3/8	2	11.1
22 x 22	22 3/8 x 22 3/8	4	15.3
24 x 24	24 3/8 x 24 3/8	5	17.2
36 x 24	36 3/8 x 24 3/8	5	25.9

PROJECT DATA					
Project Name:					
Architect:					
Contractor:					
Agent/Customer Name:					
Tagging Instructions:					
Special Instructions:					

PROJECT SCHEDULE					
Qty.	H	W	No. of Latches	Finish	Remarks

* The wall opening size for doors larger than 48 x 36 shall be 1/2" larger than the door size.



Made with Union Labor



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 39

Date: 5/1/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

Description: Added lights for Uni-sex bathrooms

We are pleased to offer the following specifications and pricing to make the following changes:

Add 4 replacement can lights to the uni-sex bathrooms. 2 in each hallway. This work is being preformed based on the lack of light that is produced by the existing lights installed by the last contractor.

Work performed by us:					
Description		Quantity	Unit	Unit Price	Price
added lights for uni-sex baths	Labor				\$85.00
added lights for uni-sex baths	Material				\$180.00
				Subtotal:	\$265.00
Work performed by subcontractors:					
Description	Subcontractor				Price
added lights for uni-sex baths					\$900.00
				Subtotal:	\$900.00
				Subtotal:	\$1,165.00
	SRC-Sub-Mark-up	\$265.00		15.00%	\$39.75
	SRC-Mark-up	\$900.00		10.00%	\$90.00
	Additonal Bond / Insurance	\$1,294.75		2.50%	\$32.37
				Total:	\$1,327.12
If you have any questions, please contact me at .					

Submitted by: Eric Midkiff (SRC, Inc.)
 SRC, Inc

Approved by: _____
 Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: PCO-039 Added lights for Uni-sex bathrooms
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor			Direct Material			Direct Equipment				
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Units	Material Cost Per Unit	Total Material Cost	Quantity	Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	SRC Project Management Time	1.0	Manhours	\$85.00	\$85.00	4.00	ea	\$45.00	\$180.00				\$0.00
1.02				\$0.00	\$0.00				\$0.00				\$0.00
1.03				\$0.00	\$0.00				\$0.00				\$0.00
1.04				\$0.00	\$0.00				\$0.00				\$0.00
1.05				\$0.00	\$0.00				\$0.00				\$0.00
1.06				\$0.00	\$0.00				\$0.00				\$0.00
1.07				\$0.00	\$0.00				\$0.00				\$0.00
1.08				\$0.00	\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00				\$0.00				\$0.00
1.97	Subtotal (S/T) Direct Costs:			Subtotal Labor	\$85.00			Subtotal Material	\$180.00			Subtotal Equipment	\$0.00
1.98	Taxes/Insurance:			FICA, FUI, SUI, & Workmens' Comp. 0.00% % of Labor	\$0.00			Sales Tax 0.0%	\$0.00			Sales Tax	\$0.00
1.99	Total Direct Costs			Total Labor	\$85.00			Total Material	\$180.00			Total Equipment	\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
2.01	Taylor Brothers	\$900.00
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$900.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$85.00
3.02	Total Direct Material Cost	\$180.00
3.03	Total Equipment Cost	\$0.00
3.04	Subtotal	\$265.00
3.05	Overhead and Profit* (%)	\$86.75
3.06	Subtotal	\$351.75
3.07	Subcontractor Cost	\$900.00
3.08	GC Markup on Subcontractors**	\$90.00
3.09	Subtotal	\$1,294.75
3.10	Additional Bond Cost	\$32.37
3.99	Total Change Order Cost (3.09+3.10)	\$1,327.12

Name: Eric Mickliff
 Signature: *Eric Mickliff*
 Title: Project Manager
 Date: 5/11/2024
 I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).
 A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10% shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

SUBCONTRACTOR ESTIMATE FOR CHANGE ORDER

SC-1

Project Code: 23-000- SRC
 Agency: Public Works Subcontractor: Taylor Brothers
 Project: Southside Depot Renovation Subcontractor Trade: Electrical

Change Description: PCC-039 Added lights for Uni-sex bathrooms

SUBCONTRACTOR DIRECT COSTS													
Item No.	Scope Description	Direct Labor			Direct Material			Direct Equipment					
		Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Quantity	City Units	Material Cost Per Unit	Quantity	Equipment Cost Per Unit	Total Equipment Cost			
A	Add Four (4) replacement lights in Uni-sex bathrooms	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01		1.00	Lump	\$900.00					\$0.00				\$0.00
1.02					\$0.00				\$0.00				\$0.00
1.03					\$0.00				\$0.00				\$0.00
1.04					\$0.00				\$0.00				\$0.00
1.05					\$0.00				\$0.00				\$0.00
1.06				\$0.00				\$0.00				\$0.00	
1.07				\$0.00				\$0.00				\$0.00	
1.08				\$0.00				\$0.00				\$0.00	
1.09	Subtotal from Estimate Continuation Sheets			\$0.00				\$0.00				\$0.00	
1.97	Subtotal (SFT) Direct Costs:			\$900.00				\$0.00				\$0.00	
1.98	Taxes/Insurance:			\$0.00				\$0.00				\$0.00	
1.99	Total Direct Costs			\$900.00				\$0.00				\$0.00	

SUB-SUBCONTRACT COSTS			
Item No.	Sub-Subcontractor Name	Total Cost	
A	B	C	
2.01			
2.02			
2.03			
2.04			
2.05			
2.06			
2.99	Total Sub-Subcontract Costs	\$0.00	

SUB-SUBCONTRACT COSTS			
Item No.	Description	Total Cost	
3.01	Total Direct Labor Cost	\$900.00	
3.02	Total Direct Material Cost	\$0.00	
3.03	Total Equipment Cost	\$0.00	
3.04	Subtotal	\$900.00	
3.05	Overhead and Profit* (%)	0.00%	
3.06	Total Subcontractor Cost	\$900.00	
3.07	Sub-Subcontractor Cost	\$0.00	
3.99	S/C Cost to GC-1 Form***	\$900.00	

SUBMITTED BY

Name: Jack Taylor
 Signature: *Jack Taylor*
 Title: Owner
 Date: 5/1/2024

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).
 *Limited to 15% on self-performed work.
 **Limited to a total of 10% shared (cumulative total) if multiple tier subs, on subcontracted work. Total mark-up on subcontracted work is calculated on the GC-1 form. See mark-up limitations for a more detailed description.
 *** The subcontractor cost carried forward to GC-1 form does not include mark-up on sub-subcontractor costs. This mark-up is calculated on the GC-1 form. The GC and its subcontractors shall establish how the mark-up is to be distributed among the various subcontractors involved in the work.



Rexel USA, Inc. d/b/a Mayer

1505 Sherwood Avenue Richmond VA 23220

Br #: 708500

804-353-3003

Fax: 804-355-3968

Quotation #: 1971178

"Purchaser"

Date:

February 15, 2024

To: TAYLOR BROTHERS BUILD & ELECT
23052 DABNEYMILL
PETERSBURG, VA 23803

Ship To: Mayer - Richmond
1505 Sherwood Avenue
Richmond, VA 23220

Project Name: _____

Customer Contact: JACK

Job: SOUTHSIDE DEPOT SRC

Mayer Contact: Pace, Michael

Internet: www.mayerelectric.com

Quantities may be limited to normally purchased amounts through stock. Mayer reserves the right to void quotation for purchase quantities that exceed current shelf stock at time of shipment. Direct Shipment Quotes are valid based on terms provided by manufacturer.

QUOTATION VOID AFTER DATE: February 22, 2024

PIPE AND WIRE QUOTE VOID AFTER: February 16, 2024

Line	Quantity	Item Number	Description	Type	Price	Per	Total
1	4	4" RECESS	PER ATTACHED		45.0000	EA	180.00

Freight Terms: FOB Shipping Point

Quotation Total: 180.00

Freight Terms: Prepaid & Allowed: Y

Prepaid & Charged: N

Spare Parts Included: N

Prices are subject to change at any time prior to shipment unless agreed to otherwise in writing by and authorized representative of Seller. Orders related to this quotation must be received, accepted and released by Seller within 48 hours of issuance of the quotation and are subject to availability. Many of Seller's manufacturing partners have advised that until further notice they reserve the right to amend the delivery date, price, scope and quantity of supply and/or other terms and conditions set out in their offer or quotation and Seller equally reserves the right to pass through any such changes from its manufacturing partners to the Buyer. Delivery dates are only estimates. Seller shall not be liable for failure to meet such dates resulting from product shortages or manufacturing delays. Be advised that Seller considers and changes imposed by its manufacturing partners and other vendors outside Seller's reasonable control and therefore subject to Force Majeure provisions or similar common law doctrines such as "frustration" or "impossibility". Seller's Standard Terms and Conditions of Sale are incorporated by reference into this quotation and are available at <http://www.rexelusa.com/terms> or upon request. Seller shall mean the entity set forth on the face of the [Quotation] or [Order Acknowledgment]

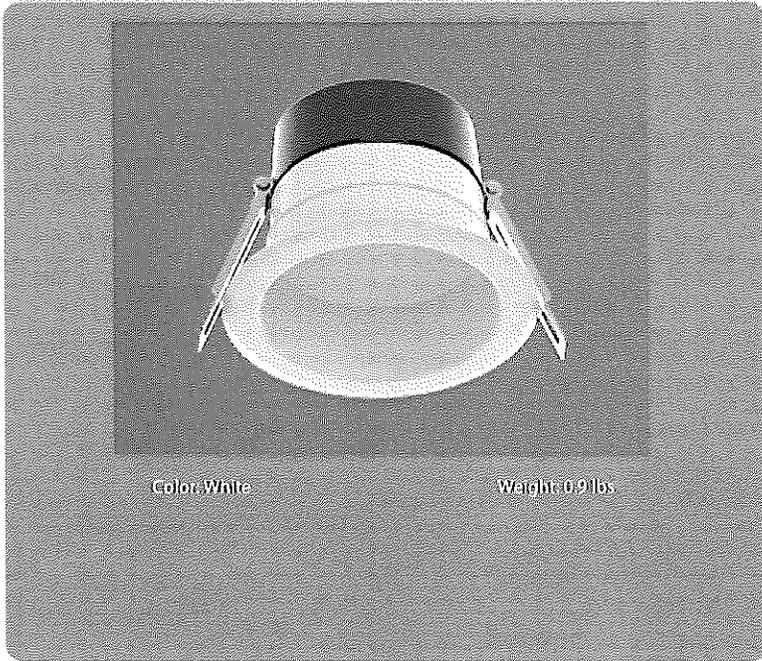
Mayer Contact: 103524

Michael Pace

ACCEPTANCE _____

Date: _____

Rexel USA, Inc. d/b/a Mayer



Color: White

Weight: 0.91lbs

Project:

Type:

Prepared By:

Date:

Driver Info

LED Info

Type	Constant Current	Watts	7/9/12W
120V	.11A	Color	3000K/3500K/4000K/5000K
208V	.06A	Temp	
240V	.05A	Color Accuracy	90 CRI
277V	.05A	L70 Lifespan	50,000 Hours
Input Watts	7/9/12W	Lumens	600/800/1000 lm
		Efficacy	86/89/83 Lm/W lm/W

Technical Specifications

Performance

Product Type:
Commercial Downlight

Description:

Wattage and CCT selectable commercial downlights for new construction and retrofit applications.

Wattage Equivalency:

8/11/14W CFL

Input Wattage:

7/9/12W

Lumens (Nominal):

7W: 3000K @ 600lm; 3500K @ 630lm; 4000K @ 630lm; 5000K @ 620lm
 9W: 3000K @ 800lm; 3500K @ 830lm; 4000K @ 830lm; 5000K @ 820lm
 12W: 3000K @ 1,000lm; 3500K @ 1,040lm; 4000K @ 1,040lm; 5000K @ 1,020lm

Efficacy:

7W: 3000K @ 86lm/W; 3500K @ 90lm/W; 4000K @ 90lm/W; 5000K @ 89lm/W
 9W: 3000K @ 89lm/W; 3500K @ 92lm/W; 4000K @ 92lm/W; 5000K @ 91lm/W
 12W: 3000K @ 83lm/W; 3500K @ 87lm/W; 4000K @ 87lm/W; 5000K @ 85lm/W

L70 Lifespan:

50,000-Hour LED lifespan based on IES LM-70 results

Electrical

Driver:

Constant Current, Class 2, 60 Hz, 120V-277V, 120V: 0.11A, 277V: 0.05A

Dimming Driver:

Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.

THD:

≤20%

Power Factor:

≥0.9

Dimmable:

Yes, 0-10V dims down to 10%. See Dimmer Compatibility List.

Input Voltage:

120-277V

Operating Frequency:

50/60Hz

Input Current @ 120V (mA):

110mA

Input Current @ 208V (mA):

60mA

Input Current @ 240 (mA):

52mA

Input Current @ 277 (mA):

46mA

Operating Temperature:

-4°F to 104°F (-20°C to 40°C)

Flicker:

≤30%

Color Temperature:

Field Adjustable via dip switch
 3000/3500/4000/5000K

LED Characteristics

Color Accuracy (CRI):

>90 CRI

R9 Value:

High color performance with R9 greater than or equal to 50

Technical Specifications (continued)

Color Consistency:

4-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

Color Stability:

LED color temperature is warrantied to shift no more than 200K in color temperature over a 5-year period

Color Uniformity:

RAB's range of Correlated Color Temperature follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2017.

Installation

Mounting:

Recessed Housing

Construction

Size:

4"

Shape:

Round

Finish:

White

Enclosure Material:

Metal

Trim Style:

Smooth

Lens:

Polycarbonate light diffuser distributes light evenly and smoothly for general lighting applications

IC Rated:

Suitable for direct contact with insulation

Air Tight:

Housing certified Air Tight as per ASTM E283

Compliance

Listings:

UL Listed, UL Classified

Environment:

Suitable for use in dry, damp, and wet environments.

Energy Star Approved:

This product is ENERGY STAR® Version 2.2 Certified

Energy Star ID:

2389601

Model Number for Certification:

CRLEDFA-4R-12S-9CCT-UNV-WS

T20 Compliant:

Not Compliant

California Title 24 JAB Compliant:

Can be used to conform with the requirements of California Title 24 Part 6

California Energy Commission (CEC) Status:

Lawful for Sales in California

NEC Compliant:

Suitable for use in closets. Compliant with NEC Sec. 410.16 (A)(1) and 410.16 (C5).

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

RoHS:

Mercury and UV free. RoHS-compliant components.

FCC:

Complies with Part 15B of the FCC Rules

Trade Agreements Act Compliant:

This product is a product of Cambodia and a "designated country" end product that complies with the Trade Agreements Act

Other

Accessories:

[DLPLATE/WFR3468/NB](#)

Mounting Plate w/nailer bar

[DL4-6GOOF/R/P/CRLEDFA](#)

Commercial Downlight 4"-6" Goof Ring

[DLTRIM/CRLEDFA4R-BNS](#)

4" Smooth Brushed Nickel Color Trim

[DLTRIM/CRLEDFA4R-BRS](#)

4" Smooth Bronze Color Trim

[DLTRIM/CRLEDFA4R-BS](#)

4" Smooth Black Color Trim

[DRI-25-EMGR-DC](#)

Emergency Back up Driver

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish. RAB's warranty is subject to all terms and conditions found at rablighting.com/warranty.

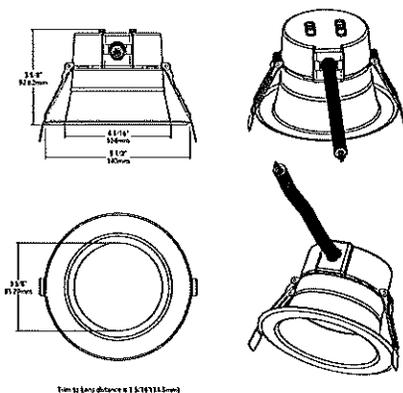
Note:

All values are typical (tolerance +/- 10%)

Buy American Act Compliance:

RAB values USA manufacturing! Upon request, RAB may be able to manufacture this product to be compliant with the Buy American Act (BAA). Please contact customer service to request a quote for the product to be made BAA compliant.

Dimensions

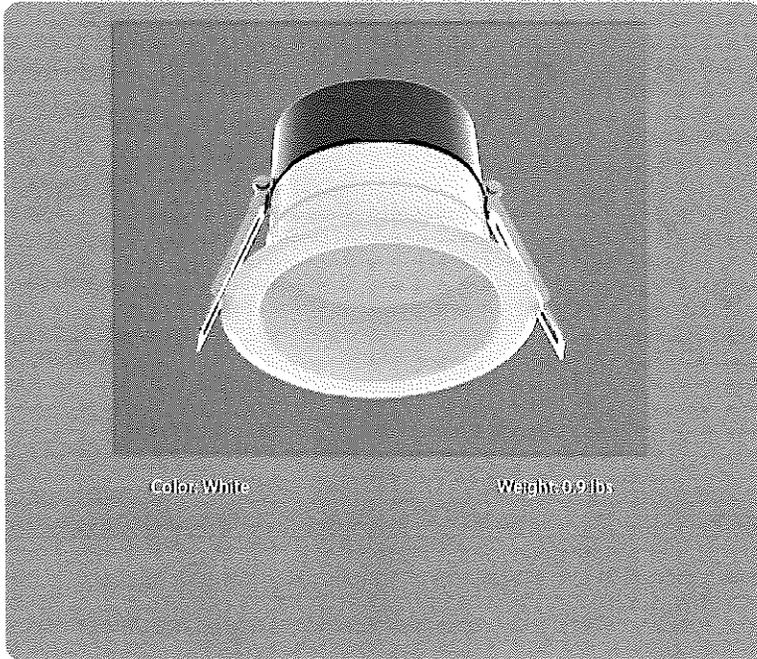


Features

- Mounts directly into ceiling, no housing required
- Field-adjustable "set and forget" color temperature
- High-performance LEDs for commercial applications
- Meets air-tight requirements
- 0-10V dimming, see Dimmer Compatibility List
- Suitable for wet and damp locations
- Replacement for traditional compact fluorescent recessed downlights

Ordering Matrix

Family	Size	Shape	Wattage	CRI/Color Temp	Voltage	Finish	Trim	Options
CRLEDFA	4	R	12S	9CCT	UNV	W	S	
	4 = 4" 6 = 6" 8 = 8" 10 = 10"	R = Round	12S = 12/9/7W Selectable 16S = 16/12/9W Selectable 22S = 22/16/11W Selectable 24S = 24/19/15W Selectable 33S = 33/29/25W Selectable 43S = 43/37/32W Selectable	9CCT = 90 CRI, 3000K/3500K/4000K/5000K	UNV = 120/277V, 0-10V Dimming	W = White	S = Smooth	Blank = No Option /E = Battery Backup



Project: <input type="text"/>	Type: <input type="text"/>
Prepared By: <input type="text"/>	Date: <input type="text"/>

Driver Info		LED Info	
Type	Constant Current	Watts	7/9/12W
120V	.11A	Color	3000K/3500K/4000K/5000K
208V	.06A	Temp	
240V	.05A	Color Accuracy	90 CRI
277V	.05A	L70 Lifespan	50,000 Hours
Input Watts	7/9/12W	Lumens	600/800/1000 lm
		Efficacy	86/89/83 Lm/W lm/W

Technical Specifications

Performance

Product Type:

Commercial Downlight

Description:

Wattage and CCT selectable commercial downlights for new construction and retrofit applications.

Wattage Equivalency:

8/11/14W CFL

Input Wattage:

7/9/12W

Lumens (Nominal):

7W: 3000K @ 600lm; 3500K @ 630lm; 4000K @ 630lm; 5000K @ 620lm
 9W: 3000K @ 800lm; 3500K @ 830lm; 4000K @ 830lm; 5000K @ 820lm
 12W: 3000K @ 1,000lm; 3500K @ 1,040lm; 4000K @ 1,040lm; 5000K @ 1,020lm

Efficacy:

7W: 3000K @ 86lm/W; 3500K @ 90lm/W; 4000K @ 90lm/W; 5000K @ 89lm/W
 9W: 3000K @ 89lm/W; 3500K @ 92lm/W; 4000K @ 92lm/W; 5000K @ 91lm/W
 12W: 3000K @ 83lm/W; 3500K @ 87lm/W; 4000K @ 87lm/W; 5000K @ 85lm/W

L70 Lifespan:

50,000-Hour LED lifespan based on IES LM-70 results

Electrical

Driver:

Constant Current, Class 2, 60 Hz, 120V-277V, 120V: 0.11A, 277V: 0.05A

Dimming Driver:

Driver includes dimming control wiring for 0-10V dimming systems. Requires separate 0-10V DC dimming circuit. Dims down to 10%.

THD:

≤20%

Power Factor:

≥0.9

Dimmable:

Yes, 0-10V dims down to 10%. See Dimmer Compatibility List.

Input Voltage:

120-277V

Operating Frequency:

50/60Hz

Input Current @ 120V (mA):

110mA

Input Current @ 208V (mA):

60mA

Input Current @ 240 (mA):

52mA

Input Current @ 277 (mA):

46mA

Operating Temperature:

-4°F to 104°F (-20°C to 40°C)

Flicker:

≤30%

Color Temperature:

Field Adjustable via dip switch
 3000/3500/4000/5000K

LED Characteristics

Color Accuracy (CRI):

>90 CRI

R9 Value:

High color performance with R9 greater than or equal to 50

Technical Specifications (continued)

Color Consistency:

4-step MacAdam Ellipse binning to achieve consistent fixture-to-fixture color

Color Stability:

LED color temperature is warranted to shift no more than 200K in color temperature over a 5-year period

Color Uniformity:

RAB's range of Correlated Color Temperature follows the guidelines of the American National Standard for Specifications for the Chromaticity of Solid State Lighting (SSL) Products, ANSI C78.377-2017.

Installation

Mounting:

Recessed Housing

Construction

Size:

4"

Shape:

Round

Finish:

White

Enclosure Material:

Metal

Trim Style:

Smooth

Lens:

Polycarbonate light diffuser distributes light evenly and smoothly for general lighting applications

IC Rated:

Suitable for direct contact with insulation

Air Tight:

Housing certified Air Tight as per ASTM E283

Compliance

Listings:

UL Listed, UL Classified

Environment:

Suitable for use in dry, damp, and wet environments.

Energy Star Approved:

This product is ENERGY STAR® Version 2.2 Certified

Energy Star ID:

2389601

Model Number for Certification:

CRLEDFA-4R-12S-9CCT-UNV-WS

T20 Compliant:

Not Compliant

California Title 24 JAB Compliant:

Can be used to conform with the requirements of California Title 24 Part 6

California Energy Commission (CEC) Status:

Lawful for Sales in California

NEC Compliant:

Suitable for use in closets. Compliant with NEC Sec. 410.16 (A)(1) and 410.16 (C5).

IESNA LM-79 & LM-80 Testing:

RAB LED luminaires and LED components have been tested by an independent laboratory in accordance with IESNA LM-79 and LM-80.

RoHS:

Mercury and UV free. RoHS-compliant components.

FCC:

Complies with Part 15B of the FCC Rules

Trade Agreements Act Compliant:

This product is a product of Cambodia and a "designated country" end product that complies with the Trade Agreements Act

Other

Accessories:

[DLPLATE/WFR3468/NB](#)

Mounting Plate w/nailer bar

[DL4-6GOOF/R/P/CRLEDFA](#)

Commercial Downlight 4"-6" Goof Ring

[DLTRIM/CRLEDFA4R-BNS](#)

4" Smooth Brushed Nickel Color Trim

[DLTRIM/CRLEDFA4R-BRS](#)

4" Smooth Bronze Color Trim

[DLTRIM/CRLEDFA4R-BS](#)

4" Smooth Black Color Trim

[DRI-25-EMGR-DC](#)

Emergency Back up Driver

Warranty:

RAB warrants that our LED products will be free from defects in materials and workmanship for a period of five (5) years from the date of delivery to the end user, including coverage of light output, color stability, driver performance and fixture finish. RAB's warranty is subject to all terms and conditions found at rablighting.com/warranty.

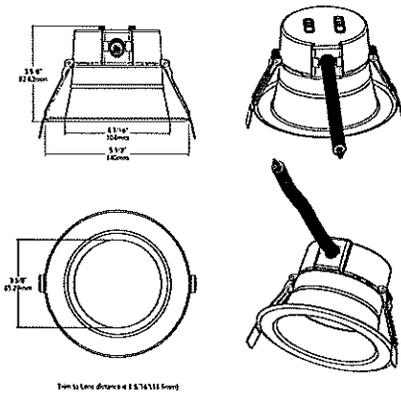
Note:

All values are typical (tolerance +/- 10%)

Buy American Act Compliance:

RAB values USA manufacturing! Upon request, RAB may be able to manufacture this product to be compliant with the Buy American Act (BAA). Please contact customer service to request a quote for the product to be made BAA compliant.

Dimensions



Features

- Mounts directly into ceiling, no housing required
- Field-adjustable "set and forget" color temperature
- High-performance LEDs for commercial applications
- Meets air-tight requirements
- 0-10V dimming, see Dimmer Compatibility List
- Suitable for wet and damp locations
- Replacement for traditional compact fluorescent recessed downlights

Ordering Matrix

Family	Size	Shape	Wattage	CRI/Color Temp	Voltage	Finish	Trim	Options
CRLEDFA	4	R	12S	9CCT	UNV	W	S	
	4 = 4" 6 = 6" 8 = 8" 10 = 10"	R = Round	12S = 12/9/7W Selectable 16S = 16/12/9W Selectable 22S = 22/16/11W Selectable 24S = 24/19/15W Selectable 33S = 33/29/25W Selectable 43S = 43/37/32W Selectable	9CCT = 90 CRI, 3000K/3500K/4000K/5000K	UNV = 120/277V, 0-10V Dimming	W = White	S = Smooth	Blank = No Option /E = Battery Backup



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 40
Date: 6/4/24
Job: 10-00-8855 Southside Depot Renovation
Phone:

Description: PCO-040 Cupola Window Replacement

We are pleased to offer the following specifications and pricing to make the following changes:

Option 3- Repair existing Sashes and make new frames. Handmade by local Craftsman.

- Frames will be made out of pine to match existing shape of window shash
- Existing window sashes will be repaired per the contract documents.

Lead time 4 weeks

Price Includes one (1) month rental of exterior scaffold.

30 days of General Conditions are included with this Scope and will need to be added to the contract days.

Work performed by us:				
Description		Quantity	Unit	Price
Cupola window Replacement	Labor			\$85.00
Cupola window Replacement	Material			\$15,328.50
Cupola window Replacement	Equipment			\$1,500.00
Subtotal:				\$16,913.50
Work performed by subcontractors:				
Description	Subcontractor			Price
Cupola window Replacement				\$43,520.00
Subtotal:				\$43,520.00
	SRC Mark up	\$16,913.50	15.00%	\$2,537.03
	SRC Sub Mark up	\$43,520.00	10.00%	\$4,352.00
	Additional Bond / Insurance	\$67,322.53	2.50%	\$1,683.06
Total:				\$69,005.59



SRC, Inc.
5711 Greendale Road
Richmond, VA 23228
Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 40

Date: 6/4/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

Please note that SRC, Inc. will require an extra 30 Days Added.

If you have any questions, please contact me at .

Submitted by: Eric Midkiff (SRC, Inc.)
SRC, Inc

Approved by: _____
Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: PCO-040 Cupula Window Replacement
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor				Direct Material			Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Units	Material Cost Per Unit	Total Material Cost	Quantity	Units	Total Equipment Cost	
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	
					Subtotal Labor			Subtotal Material			Subtotal Equipment		
					0.00%	0.00%	Sales Tax			Sales Tax			
					Total Labor			Total Material			Total Equipment		
1.01	SRC Project Management Time	1.00	Manhours	\$85.00	\$85.00				\$0.00			\$0.00	
1.02	General Conditions (reduced rate)				\$0.00				\$0.00	30.00	day	\$510.95	
1.03					\$0.00				\$0.00			\$0.00	
1.04	Roof Scaffolding				\$0.00	1.00	Month	\$1,500.00	\$1,500.00			\$0.00	
1.05					\$0.00				\$0.00			\$0.00	
1.06					\$0.00				\$0.00			\$0.00	
1.07					\$0.00				\$0.00			\$0.00	
1.08					\$0.00				\$0.00			\$0.00	
1.09	Subtotal from Estimate Continuation Sheets				\$85.00				\$1,500.00			\$0.00	
1.97	Subtotal (SIT) Direct Costs:				\$85.00				\$1,500.00			\$0.00	
1.98	Taxes/Insurance:				\$0.00				\$0.00			\$0.00	
1.99	Total Direct Costs				\$85.00				\$1,500.00			\$0.00	

SUBCONTRACT COSTS		
Item No.	Subcontractor Name	Total Cost
A	(List totals from attached SC-1 forms)	C
2.01	James River Exteriors	\$43,520.00
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$43,520.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$85.00
3.02	Total Direct Material Cost	\$1,500.00
3.03	Total Equipment Cost	\$15,328.50
3.04	Subtotal	\$16,913.50
3.05	Overhead and Profit* (%)	15.00%
3.06	Subtotal	\$2,537.03
3.07	Subcontractor Cost	\$19,450.53
3.08	GC Markup on Subcontractors**	\$43,520.00
3.09	Subtotal	\$62,970.53
3.10	Additional Bond Cost	\$87,322.53
3.99	Total Change Order Cost	\$150,293.06

Name: Eric Mickiff
 Signature: *Eric Mickiff*
 Title: Project Manager
 Date: 9/4/2024
 I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).
 A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.



SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 41

Date: 5/22/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

Description: Roof Soffit Inspection and Repair

We are pleased to offer the following specifications and pricing to make the following changes:

General Notes:

- o Work to be performed during normal business hours, M-F 8am-5pm.
 - o Customer to provide access to power and water at no additional cost to James River Exteriors.
 - o James River Exteriors to provide dump trailer to haul away all construction debris.
 - o Tax included no bond.
 - o Repairs above and beyond the scope of work to be billed on a T&M basis rates listed below.
- Foreman - \$75.00 per man hour
 Carpenter - \$65.00 per man hour
 Material - cost plus 20%

Remove and replace damaged fascia and soffit

- o Remove and replace damaged 1x6 fascia board with new Fir material 300 linear feet.
- o Remove and replace damaged 3/8 plywood soffit with new 3/8 AC plywood up to 150 linear feet.
- o Remove and replace damaged bed molding up to 150 linear feet.
- o Leave existing brackets in place while work is being done.
- o Pre paint new Fascia and soffit before it is installed.
- o Caulk as needed where new soffit and fascia and soffit are installed.
- o Framing and sub fascia will be replaced as needed and will be billed as T&M rates are listed above.

Work performed by us:					
Description		Quantity	Unit	Unit Price	Price
Roof Soffit Inspection Repair	Labor				\$85.00
Roof Soffit Inspection Repair	Material				\$1,125.00
Roof Soffit Inspection Repair	Equipment				\$5,663.97
				Subtotal:	\$6,873.97
Work performed by subcontractors:					
Description	Subcontractor				Price
Roof Soffit Inspection Repair					\$16,209.42
				Subtotal:	\$16,209.42
				Subtotal:	\$23,083.39
	SRC Mark-up	\$6,873.97		15.00%	\$1,031.10
	SRC Sub Mark-up	\$16,209.42		10.00%	\$1,620.94
	Additional Bond / Insurance	\$25,735.43		2.50%	\$643.39
	adjustment				\$-0.01
				Total:	\$26,378.81



SRC, Inc.
5711 Greendale Road
Richmond, VA 23228
Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 41

Date: 5/22/24

Job: 10-00-8855 Southside Depot Renovation

Phone:

If you have any questions, please contact me at .

Submitted by: Eric Midkiff (SRC, Inc.)
SRC, Inc

Approved by: _____
Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: GC-1 PCC-041 Roof Soffit Inspection and work
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS													
Scope Description			Direct Labor				Direct Material			Direct Equipment			
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Quantity	Units	Material Cost Per Unit	Total Material Cost	Quantity	Units	Equipment Cost Per Unit	Total Equipment Cost
A	B	C	D	E	F=C x E	G	H	I	J = G x I	K	L	M	N = K x M
1.01	SRC Project Management Time		1.0	\$85.00	\$85.00				\$0.00				\$0.00
1.02	SW Paint and Supplies			\$0.00	\$0.00	15.00	gal	\$75.00	\$1,125.00				\$0.00
1.03				\$0.00	\$0.00				\$0.00				\$0.00
1.04	Manlift Rental for Inspection			\$0.00	\$0.00	1.00	Lump		\$0.00			\$2,353.97	\$2,353.97
1.05	Manlift for Repair			\$0.00	\$0.00	2.00	WK		\$0.00			\$1,655.00	\$3,310.00
1.06				\$0.00	\$0.00				\$0.00				\$0.00
1.07				\$0.00	\$0.00				\$0.00				\$0.00
1.08				\$0.00	\$0.00				\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$85.00				\$1,125.00				\$5,663.97
1.97	Subtotal (S/T) Direct Costs:			0.00%	\$85.00				\$1,125.00				\$5,663.97
1.98	Taxes/Insurance:				\$0.00				\$0.00				\$0.00
1.99	Total Direct Costs				\$85.00				\$1,125.00				\$5,663.97

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A		C
2.01	James River Exteriors	\$16,209.42
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$16,209.42

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$85.00
3.02	Total Direct Material Cost	\$1,125.00
3.03	Total Equipment Cost	\$5,563.97
3.04	Subtotal	\$6,873.97
3.05	Overhead and Profit* (%)	\$1,031.10
3.06	Subtotal	\$7,905.07
3.07	Subcontractor Cost	\$16,209.42
3.08	GC Markup on Subcontractors	\$1,620.94
3.09	Subtotal	\$25,735.43
3.10	Additional Bond Cost	\$643.39
3.99	Total Change Order Cost	\$26,378.81

Name: Eric Mickoff
 Signature: *Eric Mickoff*
 Title: Project Manager
 Date: 5/22/2024

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work.

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.

Date: May 21, 2024

To: Eric Midkiff

E: Eric.midkiff@src-inc.com

From: Mike Gladwell

Re: Fascia and soffit repairs
37 River St
Petersburg VA 23803

James River Exteriors, LLC proposes to furnish and install the materials necessary to complete the following repairs.

- **General Notes:**
 - Work to be performed during normal business hours, M-F 8am-5pm.
 - Customer to provide access to power and water at no additional cost to James River Exteriors.
 - James River Exteriors to provide dump trailer to haul away all construction debris.
 - Tax included no bond.
 - Repairs above and beyond the scope of work to billed on a T&M basis rates listed below.
Foreman - \$75.00 per man hour
Carpenter - \$65.00 per man hour
Material - cost plus 20%

- **Remove and replace damaged fascia and soffit**
 - Remove and replace damaged 1x6 fascia board with new Fir material 300 linear feet.
 - Remove and replace damaged 3/8 plywood soffit with new 3/8 AC plywood up to 150 linear feet.
 - Remove and replace damaged bed molding up to 150 linear feet.
 - Leave existing brackets in place while work is being done.
 - Pre paint new Fascia and soffit before it is installed.
 - Caulk as needed where new soffit and fascia and soffit are installed.
 - Framing and sub fascia will be replaced as needed and will be billed as T&M rates are listed above.



o. 804-271-0663 f. 804-271-6855
P.O. Box 11 • Chesterfield, VA 23832
www.jamesriverexteriors.com

Exclusions:

1. Painting of brackets, remaining soffits and bed molding
2. Lift rental

Cost of repairs as specified above: \$16,209.42

Text Terms: The full amounts of all invoices are due upon receipt. In the event that the invoiced amount is not fully paid upon receipt, a monthly finance charge at the rate of 1.5% per month, which is an annual percentage rate of 18%, will be applied on the unpaid balance until paid. Interest shall be compounded with and added to the principal amount of the unpaid balance and shall thereafter constitute part of the unpaid balance and shall accrue interest at the rate set and, on the terms, set forth in the preceding sentence. It is agreed and understood that if the amounts shown on the invoice are not paid when due, the customer agrees to pay all costs that may be incurred in collection of the amounts, including reasonable attorneys' fees and costs.

Accepted by _____ Date _____

If you have any questions or need further assistance, please contact us via email or phone.

Mike Gladwell
Project Manager



PC#: 0153
2332 WILLIS RD
NORTH CHESTERFIELD, VA 23237
804-275-8858

SUNBELT RENTALS, INC.

Salesman: 015324 EACHO. AUSTIN (153)
Typed By: MSPORDER

Job Site:
SUBURBAN REMODELING CORP
37 RIVER ST
PETERSBURG, VA 23803

RENTAL OUT



C#: 804-355-6454 J#: 804-625-2686

Contract #.. 154338308
Contract dt. 5/20/24
Date out.... 5/20/24 8:19 AM
Est return.. 5/27/24 8:00 AM
Job Loc..... HISTORIC HOUSE, PETERSBURG
Job No..... PETERBURG DEPOT
P.O. #..... NR
Ordered By.. METCALF, ERIC
NET 30

Customer: 367276
SUBURBAN REMODELING CORP
5711 GREENDALE RD
RICHMOND, VA 23228

Table with columns: QTY, EQUIPMENT #, Min, Day, Week, 4 Week, Amount. Includes item details for 80' ART MANLIFT W/JIB and SALES ITEMS section.

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE
MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY
CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

- 1. The total charges are an estimate based on the estimated rental period and other information provided by Customer.
2. Customer assumes all risks associated with the Equipment during the Rental Period, including injury and damage to persons, property and the Equipment.
3. Customer is responsible for and shall only permit properly trained, Authorized Individuals to use the Equipment.
4. If the Equipment does not operate properly, is not suitable for Customer's intended use, does not have operating and safety instructions or Customer has any questions regarding use of the Equipment, Customer shall not use the Equipment and shall contact Sunbelt immediately.
5. Equipment misuse or using damaged or malfunctioning Equipment may result in serious bodily injury or death and Customer agrees that Customer (i) assumes all risk associated thereunder, and (ii) indemnifies Sunbelt Entities for all claims or damages as a result of misuse or use of damaged or malfunctioning Equipment.
6. Customer has received, read, understands and agrees to the estimated charges and all the terms on this page, plus all sections on the reverse side of this Contract ("Sections"), including Release and Indemnification in Section 8 and Environmental Fee in Section 16, which can also be found at www.sunbeltrentals.com/rentalcontract. * Delivery/Pickup Surcharge fee explanation is available at www.sunbeltrentals.com/surcharge.
7. Customer must contact Sunbelt to request pickup of Equipment, retain the Pick-Up Number given by Sunbelt and will be responsible for Equipment until actually retrieved by Sunbelt.
8. Customer waives its right to a jury trial in any dispute as set forth in Section 19.
9. At the election of Sunbelt or Customer, Customer agrees to submit every dispute to arbitration and waives any right to bring a class action as set forth in Section 20.

Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature Date Name Printed Delivered By Date



PC#: 0153
 2332 WILLIS RD
 NORTH CHESTERFIELD, VA 23237
 804-275-8858

SUNBELT RENTALS, INC.

Salesman: 015324 EACHO. AUSTIN (153)
 Typed By: MSPORDER

Job Site:
 SUBURBAN REMODELING CORP
 37 RIVER ST
 PETERSBURG, VA 23803

RENTAL OUT



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Contract #.. 154338308
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 P.O. #..... NR
 Ordered By.. METCALF, ERIC
 NET 30

Customer: 367276
 SUBURBAN REMODELING CORP
 5711 GREENDALE RD
 RICHMOND, VA 23228

QTY	EQUIPMENT #	Min	Day	Week	4 Week	Amount
SALES ITEMS:						
Qty	Item number	Unit	Price			
1	TRANSPORTATION SURCHARGE					
1	ENVIRONMENTAL	EA	32.270			32.27
1	2133XXX000 ENVIRON/HAZMAT/DISPOSAL FEE					
1	VASTR041	EA	24.830			24.83
	CHESTERFIELD 1.5% SHORT TERM RENTAL TAX					
	FREIGHT :					450.00
	Eric +1 (804) 625-2686					
				Sub-total:		2247.60
				Tax:		106.37
				Total:		2353.97

Currently, Pay on Return per gallon prices are:
 GAS: \$10.500, DIESEL: \$11.500, KEROSENE: \$6.100, PROPANE: \$6.500
 However, Customer agrees to pay Sunbelt's Pay on Return per gallon price in place at time of return of the Equipment.

All amounts are in USD

IF THE EQUIPMENT DOES NOT WORK PROPERLY, NOTIFY THE OFFICE AT ONCE

MULTIPLE SHIFTS OR OVERTIME RATES MAY APPLY

CUSTOMER IS RESPONSIBLE FOR REFUELING, DAMAGES AND REPAIRS

- The total charges are an estimate based on the estimated rental period and other information provided by Customer.
- Customer assumes all risks associated with the Equipment during the Rental Period, including injury and damage to persons, property and the Equipment.
- Customer is responsible for and shall only permit properly trained, Authorized Individuals to use the Equipment.
- If the Equipment does not operate properly, is not suitable for Customer's intended use, does not have operating and safety instructions or Customer has any questions regarding use of the Equipment, Customer shall not use the Equipment and shall contact Sunbelt immediately.
- Equipment misuse or using damaged or malfunctioning Equipment may result in serious bodily injury or death and Customer agrees that Customer (i) assumes all risk associated thereunder, and (ii) indemnifies Sunbelt Entities for all claims or damages as a result of misuse or use of damaged or malfunctioning Equipment.
- Customer has received, read, understands and agrees to the estimated charges and all the terms on this page, plus all sections on the reverse side of this Contract ("Sections"), including Release and Indemnification in Section 8 and Environmental Fee in Section 16, which can also be found at www.sunbeltrentals.com/rentalcontract. * Delivery/Pickup Surcharge fee explanation is available at www.sunbeltrentals.com/surcharge.
- Customer must contact Sunbelt to request pickup of Equipment, retain the Pick-Up Number given by Sunbelt and will be responsible for Equipment until actually retrieved by Sunbelt.
- Customer waives its right to a jury trial in any dispute as set forth in Section 19.
- At the election of Sunbelt or Customer, Customer agrees to submit every dispute to arbitration and waives any right to bring a class action as set forth in Section 20.

Customer is declining Rental Protection Plan (see reverse side for details) _____ (Customer Initials)

Customer Signature _____ Date _____ Name Printed _____ Delivered By _____ Date _____

SUNBELT RENTALS TERMS AND CONDITIONS

1) DEFINITIONS. "Authorized Individuals" are those individuals that Customer directly or indirectly allows to use the Equipment, who must be properly trained to use the Equipment, at least 18 years old or the legal age of majority in the state, whichever is greater and are not under the influence of any drugs, alcohol, substances or otherwise impaired. "Customer" is identified earlier and includes any of your representatives, agents, officers, employees or anyone signing this Contract on your behalf. "Environmental Services Charge" is the charge described in Section 17. "Equipment" is the equipment and/or services listed on other pages attached together with all related repairs, additions, attachments and accessories and all future Equipment rented. "Incident" is any fire, explosion, theft, accident, casualty, loss, vandalism, injury, death of a person or property, claimed by any person or entity that appears to have occurred in connection with the Equipment. "Last" means the Equipment is either stolen, its location is unknown, or Customer is unable to recover it for a period of 30 days. "FMV" is the Equipment's fair market value on or about the date of the Incident relating to the Equipment, plus any administrative fees and expenses. "One Shift" means not more than 8 hours per day, 40 hours per week and 160 hours every 4-week period, provided that double shift will be 100% and triple shift will be 200% of the rental charge on Equipment with four members. "Ordinary Wear and Tear" means normal deterioration considered reasonable in the equipment rental industry for One Shift use. "Partly" means Sunbelt or Customer and together both are the Parties. "Pick-Up Number" is the number Customer obtains from Sunbelt evidencing the Customer's call to pick up Equipment. "Rental Period" commences when the Equipment is delivered to Customer or the Site Address and continues until the Equipment is returned to Sunbelt during normal business hours, provided Customer has otherwise complied with this Contract. "RPP" is the rental protection plan described in Section 10. "Site Address" is the location that Customer represents the Equipment will be located during the Rental Period identified earlier. "Store" is the Sunbelt location identified earlier. "Sunbelt" is Sunbelt and its affiliated companies, their respective officers, directors, employees and agents. "Telematics Data" is data collected within the Equipment or via software relating to the Equipment, its performance, location, or operation. "Transportation Charge" is a charge intended to defray a wide range of transportation expenses (both direct and indirect), which are not always fully recovered by other transportation charges.

2) TERMS. Customer's execution of this Contract or taking possession of the Equipment (whichever occurs first) shall be deemed acceptance of the terms herein for this and all past and future contracts between Sunbelt and Customer upon Customer's receipt of Sunbelt's Equipment under those contracts. Customer rents the Equipment from Sunbelt pursuant to this Contract, which is a true lease. The Equipment (a) is and shall remain the personal property of Sunbelt and (b) shall not be affixed to any other property. Customer shall not pledge or encumber the Equipment in any manner.

3) PERMITTED USE. Customer agrees and warrants that (a) Sunbelt has no control over the manner in which the Equipment is operated during the Rental Period by Customer or any third party that Customer implicitly or explicitly permits, (b) prior to each use and its return to Sunbelt, Customer shall inspect the Equipment to confirm that the Equipment is in good condition, without defects, readable decals are on the Equipment, and the Equipment is suitable for Customer's intended use; (c) Customer has access to and reviews the operating and safety instructions and will operate the Equipment in accordance with the manufacturer's instructions and with applicable safety equipment; (d) any apparent agent at the Site Address is authorized to accept delivery of the Equipment (and if Customer requests, Customer authorizes Sunbelt to leave the Equipment at the Site Address without requirement of written receipt); (e) Customer shall immediately stop use and notify Sunbelt if the Equipment is damaged, unsafe, in need of repair, malfunctioning, warning lights come on, leaks occur, or the use of the Equipment is unsafe; (f) Customer shall immediately notify Sunbelt if the Equipment is damaged, unsafe, in need of repair, malfunctioning, warning lights come on, leaks occur, or the use of the Equipment is unsafe; (g) Customer has received from Sunbelt all information and instructions regarding the operation of the Equipment; (h) Sunbelt is not responsible for providing operator or other training unless Customer specifically requests in writing and Sunbelt agrees to provide such training; Customer being responsible to obtain all training that Customer desires prior to the Equipment's use; (i) Sunbelt is not responsible for Customer's obligation to provide reasonable accommodation(s) to any (disabled) Authorized Individual(s); (j) only Authorized Individuals shall use and operate the Equipment, however Customer is responsible for the Equipment and its use during the Rental Period regardless of the user; (k) the Equipment shall be used and maintained in a careful manner, within the Equipment's capacity and in compliance with all applicable laws, regulations, as well as all operating and safety instructions provided on, in, with the Equipment and all applicable federal, state and local laws, permits and licenses, including but not limited to, OSHA and ADA, as revised; (l) the Equipment shall be kept in a secure location; and (m) Customer shall provide Sunbelt with accurate and complete information, which Sunbelt relies upon to provide the appropriate Equipment to Customer.

4) PROHIBITED USE. Customer shall not (a) alter or cover up any decals or insignia on the Equipment, remove any operating or safety equipment or instructions or alter or tamper with the Equipment; (b) assign its rights under this Contract; (c) move the Equipment from the Site Address without Sunbelt's written consent; (d) use the Equipment in a negligent, illegal, unauthorized or abusive manner; or (e) publicize use of the Equipment in any manner (including, without limitation, print, audiovisual or electronic); or (f) allow the use of the Equipment by anyone other than Authorized Individuals (Customer acknowledging that the Equipment is not designed for use by untrained parties).

5) MAINTENANCE. Customer shall perform routine maintenance on the Equipment, including routine inspections and maintenance of fuel and oil levels, grease, cooling and fluid systems, batteries, freesticks, cutting edges, and cleaning in accordance with the manufacturer's specifications, as applicable. All other maintenance or repairs may only be performed by Sunbelt or its agents, but Sunbelt has no responsibility during the Rental Period to inspect or perform any maintenance or repairs unless Customer requests a service call. If Sunbelt determines that repairs to the Equipment are needed, other than Ordinary Wear and Tear, Customer shall pay the full repair charges, additional fees, if any, and rental of the Equipment until the repairs are completed. If Equipment is stolen or damaged in excess of 40% of the Equipment's FMV, Customer will be responsible for the FMV of the Equipment, including sales tax, as applicable. Sunbelt has the right to inspect the Equipment wherever located. Customer has the authority to and hereby grants Sunbelt and its agents the right to enter the physical location of the Equipment for the purposes set forth herein. Sunbelt shall be responsible for repairs needed because of Ordinary Wear and Tear. Customer agrees that repairs or replacement of the Equipment is Customer's exclusive remedy for Sunbelt's breach of this Section. Notwithstanding Sunbelt's service commitment, if Customer breaches this Contract, Sunbelt shall have no obligation to stop the Rental Period, commence repairs or rent other equipment to Customer until Customer or its agent agrees to pay for such charges.

6) CUSTOMER LIABILITY DURING THE RENTAL PERIOD. CUSTOMER ASSUMES ALL RISK ASSOCIATED WITH THE POSSESSION, CONTROL OR USE OF THE EQUIPMENT, INCLUDING BUT NOT LIMITED TO, PERSONAL INJURY, DEATH, RENTAL CHARGES, THEFT, LOSSES, DAMAGES AND DESTRUCTION, INCLUDING CUSTOMER TRANSPORTATION, LOADING AND UNLOADING, WHETHER OR NOT THE CUSTOMER IS AT FAULT. After an incident, Customer shall (a) immediately notify Sunbelt, the police, if necessary, and Customer's insurance carriers; (b) secure and maintain the Equipment and the surrounding premises in the condition existing at the time of such incident, until Sunbelt or its agents investigate; (c) immediately submit copies of all police or other third party reports to Sunbelt; and (d) as applicable, pay Sunbelt, in addition to other sums due herein, the rental rate for Equipment until the repairs are completed or Equipment replaced plus either (i) the FMV or (ii) the full charges of recovery and repairs of damaged Equipment. Accrued rental charges shall not be applied against these amounts. Sunbelt shall have the immediate right, but not obligation, to reclaim any Equipment involved in any incident.

7) NO WARRANTIES. SUNBELT DISCLAIMS ALL REPRESENTATIONS AND WARRANTIES, EXPRESS OR IMPLIED, WITH RESPECT TO THE EQUIPMENT, ITS DURABILITY, CONDITION, MERCHANTABILITY, NON-INFRINGEMENT, OR FITNESS FOR ANY PARTICULAR PURPOSE. CUSTOMER ACKNOWLEDGES ACCEPTANCE OF THE EQUIPMENT ON AN "AS IS, WHERE IS" BASIS, WITH "ALL FAULTS" AND WITHOUT ANY RECOURSE WHATSOEVER AGAINST SUNBELT ENTITIES. CUSTOMER ASSUMES ALL RISKS ASSOCIATED WITH THE EQUIPMENT AND RELEASES SUNBELT FROM ALL LIABILITY FOR SUCH DAMAGES INCLUDING, WITHOUT LIMITATION, PERSONAL INJURY, AND SPECIAL, INCIDENTAL AND CONSEQUENTIAL DAMAGES, EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES IN ANY WAY CONNECTED WITH THE EQUIPMENT, ITS INSTALLATION, OPERATION OR USE OR ANY DEFECT OR FAILURE THEREOF, A BREACH OF SUNBELT'S OBLIGATIONS HEREIN OR ERRORS OR INACCURACIES IN INFORMATION OBTAINED FROM CUSTOMER OR THIRD PARTIES, UPON WHICH SUNBELT RELIES; PROVIDED HOWEVER, IF CUSTOMER IS A CONSUMER UNDER APPLICABLE LAW, THEN NO CONSEQUENTIAL DAMAGES LIMITATION OF INJURES TO PERSONS SHALL APPLY.

8) RELEASE AND INDEMNIFICATION. TO THE FULLEST EXTENT PERMITTED BY LAW, CUSTOMER INDEMNIFIES, RELEASES, HOLDS SUNBELT ENTITIES HARMLESS AND AT SUNBELT'S REQUEST, DEFENDS SUNBELT ENTITIES (WITH COUNSEL APPROVED BY SUNBELT), FROM AND AGAINST ALL LIABILITIES, CLAIMS, LOSSES, DAMAGES, AND EXPENSES (INCLUDING ATTORNEY'S AND/OR LEGAL FEES AND EXPENSES) HOWEVER ARISING OR INCURRED, RELATED TO ANY INCIDENT, DAMAGE TO PROPERTY, INJURY OR DEATH OF ANY PERSON, CONTAMINATION OR ALLEGED CONTAMINATION, OR VIOLATION OF LAW OR REGULATION CAUSED BY OR CONNECTED WITH (a) ACCESS, USE, POSSESSION OR CONTROL OF THE EQUIPMENT BY CUSTOMER OR ANY THIRD PARTY THAT CUSTOMER IMPLICITLY OR EXPLICITLY PERMITS TO ACCESS, USE, POSSESS OR CONTROL THE EQUIPMENT DURING THE RENTAL PERIOD OR (b) BREACH OF THIS CONTRACT, WHETHER OR NOT CAUSED IN PART BY THE ACTIVE OR PASSIVE NEGLIGENCE OR ACTIVE OR PASSIVE NEGLIGENCE OF SUNBELT OR ANY OF SUNBELT ENTITIES. CUSTOMER AGREES TO WAIVE IN ACCORDANCE WITH THE DOCTRINE OF STRICT OR ABSOLUTE LIABILITY. CUSTOMER ALSO AGREES TO WAIVE ITS WORKERS' COMPENSATION IMMUNITY, TO THE EXTENT APPLICABLE. CUSTOMER'S INDEMNITY OBLIGATIONS SHALL SURVIVE THE EXPIRATION OR TERMINATION OF THIS CONTRACT. All of Customer's indemnification obligations under this paragraph shall be joint and several.

9) INSURANCE. During the Rental Period, Customer shall maintain, at its own expense, the following minimum insurance coverage: (a) for Customers using Equipment for non personal use, general liability insurance of not less than \$1,000,000 per occurrence, including coverage for Customer's contractual liabilities herein such as the release and indemnification clause contained in Section 8; (b) for Customers using Equipment for non personal use, property insurance against loss by all risks to the Equipment, in an amount at least equal to the FMV thereof, unless RPP is elected at the time of rental and paid for prior to any incident; (c) worker's compensation insurance as required by law; and (d) automobile liability insurance (including comprehensive and collision coverage, and uninsured/underinsured motorist coverage), in the same amounts set forth in subsections (a) and (b), if the Equipment is to be used on any roadway. Such policies shall be primary, non-contributory, on an occurrence basis, contain a waiver of subrogation, name Sunbelt and its agents as an additional insured (including an additional insured endorsement) and loss payee, and provide for Sunbelt to receive at least 30 days prior written notice of any cancellation or material change. Any insurance that excludes boom damage or overturns is a breach. Customer shall provide Sunbelt with certificates of insurance to InsuranceCertificates@sunbeltrentals.com evidencing the coverages required above prior to any rental and any time upon Sunbelt's request. To the extent Sunbelt Entities are not insured, Sunbelt Entities' insurance will be considered excess insurance. The insurance required herein does not relieve Customer of its responsibilities, indemnification, or other obligations provided herein, or for which Customer may be liable by law or otherwise.

10) RENTAL PROTECTION PLAN. Customer's repair or replacement responsibility in Sections 5 and 6 of this Contract is modified by the RPP, if offered on the Equipment, and Sunbelt shall limit the amount Sunbelt collects from Customer for the Equipment loss, damage or destruction to the following amounts for each piece of Equipment, per each occurrence: (a) 10% of the FMV for Lost Equipment, up to a maximum of \$500 per piece of Equipment; (b) 10% of the repair charges for incidental or accidental damage to Equipment, up to a maximum of \$500 per piece of Equipment; (c) charges in excess of \$50 per tire for the repairs; and (d) nothing for the rental charges which would otherwise accrue during the period when damaged or destroyed Equipment is being repaired or replaced by Sunbelt or Lost Equipment is being replaced; provided however, the foregoing RPP liability reduction only applies if the Conditions (defined below) are satisfied and an Exclusion (defined below) does not apply. The RPP is NOT INSURANCE and does NOT protect Customer from liability to Sunbelt or others arising out of possession, control or use of the Equipment, including injury or damage to persons or property. THE RPP IS A CONTRACTUAL MODIFICATION OF CUSTOMER'S LIABILITY. All of the following "Conditions" must be satisfied for the RPP and its corresponding liability reduction to apply: (i) Customer accepts the RPP in advance of the rental; (ii) Customer pays 15% of the gross rental charges as a fee for the RPP (plus applicable taxes); (iii) Customer fully complies with the terms of this Contract; (iv) Customer's account is current at the time of the loss, theft, damage or destruction of the Equipment; and (v) none of the Exclusions apply. Customer assumes the Exclusion risks, meaning that if any Exclusion occurs, the RPP does NOT reduce the liability of Customer to Sunbelt for the loss, theft, damage or destruction resulting from such Exclusion. "Exclusions" shall mean loss, theft, damage or destruction of the Equipment: (A) due to intentional misuse; (B) caused by Lost Equipment not reported by Customer to the police within 48 hours of discovery, and substantiated by a written police report (promptly delivered to Sunbelt); (C) due to floods, water level changes, wind, storms, earthquakes or Acts of God; and (D) accessories or Equipment for which Customer is not charged the RPP fee. THE EXCLUSIONS REMAIN THE LIABILITY OF CUSTOMER AND ARE NOT MODIFIED BY THE RPP. RPP IS REFLECTED ON THIS CONTRACT AS PART OF CUSTOMER'S ESTIMATED CHARGES UNLESS CUSTOMER HAS ELECTED TO DECLINE RPP IN WRITING, FAILS TO PAY THE RPP FEE OR MADE OTHER CONTRACTUAL ARRANGEMENTS WITH SUNBELT. Notwithstanding anything to the contrary in this Contract, if Lost Equipment is later recovered, Sunbelt retains ownership of the Equipment regardless of any payments made by Customer or Customer's insurance company with respect to such Equipment, all of which payments are non-refundable. Customer agrees to promptly return any Equipment that is recovered. Sunbelt shall be subrogated to Customer's rights to recover against any person or entity relating to any loss, theft, damage or destruction to the Equipment. Customer

shall cooperate with the assign Sunbelt all claims and proceeds arising from such loss, theft, damage or destruction, execute and deliver to Sunbelt whatever documents are required and take all other necessary steps to secure in Sunbelt such rights, at Customer's expense.

11) RENTAL RATES. The total charges specified in this Contract are: (a) as estimated based upon Customer's representation of the estimated Rental Period identified herein (rental rates beyond the estimated Rental Period may change) and other information conveyed by Customer; and (b) the Equipment's use for One Shift unless otherwise noted. Weekly and 4 week rental rates shall not be prorated. Rental charges occur during Saturdays, Sundays and holidays. The rental rates do not include and Customer is responsible for: (i) all consumables, fees, licenses, permits and future taxes and any other governmental charges based on Customer's possession and/or use of the Equipment, including additional fees for more than One Shift use; (ii) delivery and pickup charges to and from the Store, including but not limited to any freight, transportation, delivery, pickup and surcharge fees listed in this Contract; (iii) maintenance, repairs and replacements to the Equipment as provided herein; (iv) a cleaning fee if required; (v) miscellaneous charges, such as fees for lost keys, RPP, costs to recover Equipment, emergency mobilization or store opening; (vi) fuel used during the Rental Period and for refueling Equipment as described below; (vii) fees for use of dyed diesel fuel in on-road Equipment; and (viii) an Environmental Services Charge (see www.sunbeltrentals.com/environmental) and (ix) Transportation Surcharge (see www.sunbeltrentals.com/surcharge). The convenience charge for off road diesel fuel does not include governmental motor fuel taxes or charges. Sunbelt collects these fees as revenue and uses them all at its discretion.

12) PAYMENT. Customer shall pay for the rental of Equipment, sale of Equipment, materials and all other items and services identified in this Contract and all other amounts due, without any offsets, in full, in advance at the time of rental, unless Sunbelt approves Customer's executed commercial credit application. Commercial customers who are approved for Sunbelt's extended payment terms must pay, in arrears, upon receipt of Sunbelt's invoice, either by cash check or ACH. Customer must notify Sunbelt in writing of any disputed amounts, including credits and charges, within 15 days after the receipt of the invoice/contract or Customer shall be deemed to have irrevocably waived its right to dispute such amounts. At Sunbelt's discretion, any account with a delinquent balance may be placed on a cash basis, deposits may be required and the Equipment may be picked up without notice. Due to the difficulty in fixing actual damages caused by late payment, Customer agrees that a service charge equal to the lesser of 15% per month or the maximum rate permitted by law shall be assessed on all delinquent accounts, until paid in full. Customer shall reimburse Sunbelt for all costs incurred in collecting any late payments, including, without limitation, attorney's fees. Payment of any late charge does not excuse Customer of any default under this Contract. Customer shall pay a fee of \$75 for each check returned for lack of sufficient funds to compensate Sunbelt for its overhead for processing missed payments. Deposits will only be returned after all amounts are paid in full. CUSTOMER AGREES THAT IF A CREDIT OR DEBIT CARD IS PRESENTED TO PAY FOR CHARGES OR TO GUARANTEE PAYMENT, CUSTOMER AUTHORIZES SUNBELT TO CHARGE THE CREDIT OR DEBIT CARD ALL AMOUNTS SHOWN ON THIS CONTRACT AND CHARGES SUBSEQUENTLY INCURRED BY CUSTOMER, INCLUDING BUT NOT LIMITED TO, LOSS OF OR DAMAGE TO THE EQUIPMENT AND EXTENSION OF THE RENTAL PERIOD. Effective June 1, 2021 and where permitted by law, Sunbelt may impose a surcharge of 2% (minimum \$3) for credit card payments on charge accounts. This surcharge is not greater than Sunbelt's merchant discount rate for credit card transactions and is subject to sales tax in some jurisdictions.

13) RETURN OF EQUIPMENT. Sunbelt may terminate this Contract at any time, for any reason. The Equipment shall be returned to Sunbelt (when needed for inspections, maintenance and at the end of the Rental Period) in the same condition it was received, less Ordinary Wear and Tear and free of any hazardous materials and contaminants. Customer will return the Equipment at the end of the Rental Period, but will continue to be responsible for rental and other charges after the Rental Period if the Equipment is not returned in the condition required herein. If Sunbelt delivered the Equipment to Customer, Customer shall notify Sunbelt that the Equipment is ready to be picked up at the Site Address and obtain a Pick-Up Number, which Pick-Up Number Customer should keep as proof of call; provided Customer remains liable for any loss, theft, damage to or destruction of the Equipment until the Equipment is returned in the condition required herein. Customer will not be charged the rental charges after the date the Pick-Up Number is given, provided Customer has otherwise complied with this Contract. No pickups occur on Sundays or statutory holidays and Saturday pickups are dependent on specific Store hours. If Customer picked up Equipment, Customer shall return Equipment to the same Store during that Store's normal business hours. If the Equipment is not returned by the estimated end of the Rental Period specified earlier, Customer agrees to pay the applicable rental rate for the Equipment until the end of the Rental Period.

14) PURCHASES. If this Contract identifies any Equipment, materials or other items that is to be purchased by Customer, Sunbelt sells and delivers such items to Customer on an "AS IS, WHERE IS" basis, with all faults and without any warranties (other than manufacturer warranties, if any) in consideration for Customer's payment to Sunbelt of the full purchase price of the item. Sunbelt retains the title to the item until Customer has paid in full.

15) DEFAULT. Customer shall be in default if Sunbelt deems itself insecure or if Customer: (a) fails to pay sums when due; (b) breaches any Section of this Contract; (c) becomes a debtor in a bankruptcy proceeding, goes into receivership, takes protection from its creditors under any insolvency legislation, ceases to carry on business, or has its assets seized by any creditor; (d) fails to insure the Equipment as required, or otherwise places the Equipment at risk; (e) fails to return Equipment immediately upon Sunbelt's demand; or (f) is in default under any other contract with Sunbelt. If a Customer default occurs, Sunbelt shall have, in addition to all rights and remedies at law or in equity, the right to repossess the Equipment without judicial process or prior notice. Customer shall pay all of Sunbelt's costs, including reasonable costs of collection, court costs, attorneys and legal fees, incurred in exercising any of its rights or remedies herein. Sunbelt shall not be liable due to seizure of Equipment by order of governmental authority. CUSTOMER WAIVES ANY RIGHT OF ACTION AGAINST SUNBELT ENTITIES FOR SUCH REPOSSESSION.

16) CRIMINAL WARNING. The use of false identification to obtain Equipment or the failure to return Equipment by the end of the Rental Period may be considered theft, subject to criminal prosecution and civil liability where permitted, pursuant to applicable laws.

17) ENVIRONMENTAL SERVICES CHARGE. To promote a clean and sustainable environment, Sunbelt takes various measures to comply with applicable environmental regulations, as well as with Sunbelt's own policies. Sunbelt also incurs a wide range of environmental related costs (both direct and indirect) to ensure proper disposal, clean-up and maintenance of cleaning facilities, acquisition of more fuel-efficient equipment, as well as, labor costs, administration costs, etc. To help offset these and other costs, Sunbelt assesses an Environmental Services Charge, plus applicable taxes thereon in connection with certain rentals. The Environmental Services Charge is not a tax or governmentally mandated charge, plus applicable taxes thereon for any particular use or placed in an estrow account, but is a charge that Sunbelt collects as revenue and uses at its discretion.

18) FUEL. For Equipment that uses fuel, Customer has three options: (a) Prepay Fuel Option - Customer may purchase a full tank of fuel for the Equipment at the start of the rental, in which case a "convenience charge" will appear on this Contract (calculated by multiplying the estimated fuel capacity of Equipment by the Prepay per gallon rate). As an added benefit, Customer may return the Equipment full of fuel and the convenience charge will be refunded (however, if not returned full, Customer will not obtain any credit for fuel left in the Equipment upon return); (b) Pay on Return Option - If Customer returns Equipment with less fuel than when received, Customer shall pay a refueling charge (calculated by multiplying gallons required to refill tank with fuel to level when received, by the Pay on Return per gallon rate); and (c) Return Full Option - If Customer returns the Equipment with at least as much fuel as when it was received (most Sunbelt Equipment comes with a full tank of fuel, but not all), no fuel charge will be assessed. The cost of Customer refueling Equipment itself will generally be lower than the Prepay Fuel Option or the Pay on Return Option; however, the cost of the fuel plus the expense of refueling the tank may include refueling. Customer agrees that none of these options are a retail sale of fuel.

19) LIMITATION OF SUNBELT'S LIABILITY. IN CONSIDERATION OF THE RENTAL OF EQUIPMENT, CUSTOMER AGREES THAT SUNBELT'S LIABILITY UNDER THIS CONTRACT, INCLUDING ANY LIABILITY ARISING FROM SUNBELT'S, SUNBELT ENTITIES, OR ANY THIRD PARTY'S COMPARATIVE, CONCURRENT, CONTRIBUTORY, PASSIVE OR ACTIVE NEGLIGENCE OR THAT ARISES AS A RESULT OF ANY STRICT OR ABSOLUTE LIABILITY, SHALL NOT EXCEED THE TOTAL RENTAL CHARGES PAID BY CUSTOMER UNDER THIS CONTRACT.

20) JURY TRIAL WAIVER. IN ANY DISPUTE ARISING OUT OF, IN CONNECTION WITH, OR IN ANY WAY PERTAINING TO THIS CONTRACT, CUSTOMER AND SUNBELT HEREBY KNOWINGLY, VOLUNTARILY AND INTENTIONALLY WAIVE ANY RIGHT TO A TRIAL BY JURY, THIS WAIVER BEING A MATERIAL INDUCEMENT TO ENTERING INTO THIS CONTRACT.

21) ARBITRATION AGREEMENT & CLASS ACTION WAIVER. AT THE ELECTION OF CUSTOMER OR SUNBELT, ANY DISPUTE ARISING OUT OF, IN CONNECTION WITH OR IN ANY WAY PERTAINING TO THIS CONTRACT SHALL BE SETTLED BY ARBITRATION BROUGHT IN THE PARTY'S INDIVIDUAL CAPACITY AND NOT AS A PLAINTIFF IN A PURPORTED CLASS OR REPRESENTATIVE CAPACITY, ADMINISTERED BY THE AMERICAN ARBITRATION ASSOCIATION UNDER ITS COMMERCIAL ARBITRATION RULES OR BY JAMS PURSUANT TO ITS STREAMLINED ARBITRATION RULES AND PROCEDURES AND JUDGEMENT ON THE AWARD RENDERED BY THE ARBITRATOR SHALL BE FINAL AND BINDING ON THE PARTIES. THIS WAIVER THEREOF, THERE SHALL BE NO RIGHT OR AUTHORITY FOR ANY CLAIMS TO BE ARBITRATED OR TRIED ON A CLASS ACTION BASIS.

22) COMPLIANCE WITH EXPORT AND IMPORT LAWS. Removal of the Equipment from the United States (U.S.) is prohibited under this Contract. If Customer desires or causes the transport and/or operation of the Equipment outside of the U.S., Customer must (a) obtain Sunbelt's consent prior to taking such action, including approval of established customs broker, and (b) execute an amendment to this Contract, which amendment is incorporated herein. If Customer exports or re-exports without complying with the above sentence, Customer agrees that (i) the Equipment is subject to and must comply with all applicable export laws, including but not limited to the Export Administration Regulations; and (ii) Customer, as the exporter/importer of record, is responsible for: (A) determining whether and obtaining if necessary, export or re-export licenses or other authorizations as required prior to exporting or re-exporting the Equipment; (B) obtaining any required documentation necessary for return of the Equipment; and (C) ensuring no unauthorized transfers or diversions of the Equipment occur. Refer to www.bis.doc.gov for information.

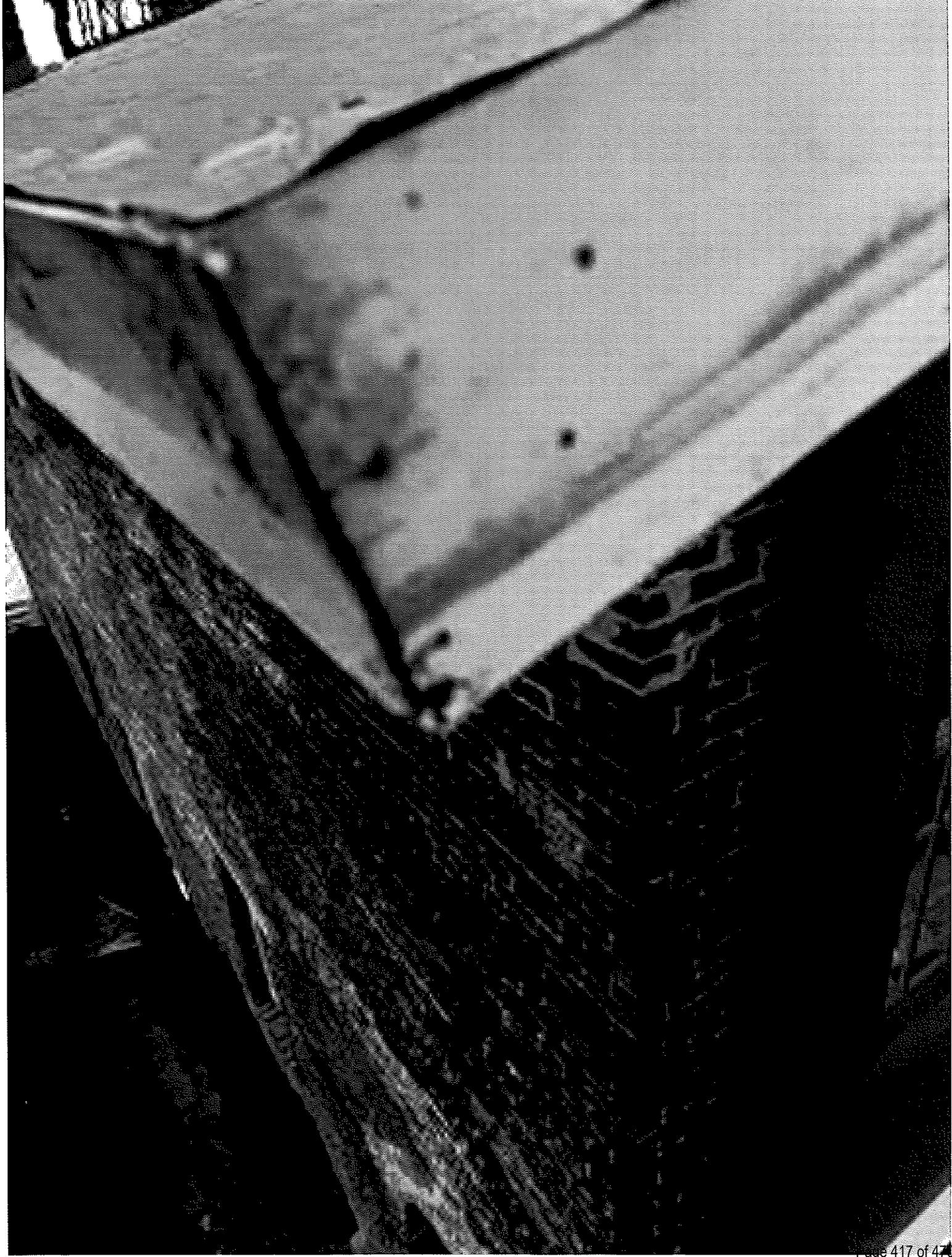
23) COLLECTION OF DATA. Customer consents to the collection, use and disclosure of the data and information Customer voluntarily provides to Sunbelt, including personal identifiable information and financial information, as well as the Telematics Data collected from the Equipment, as described in our Privacy Policy found at www.sunbeltrentals.com/privacypolicy.

24) GOVERNING LAW. The Parties expressly and mutually agree: (a) this Contract, including any related but claims, shall be governed by the laws of South Carolina without regard to any conflicts of law; and (b) if any Section of this Contract is prohibited by any law, such Section shall be ineffective to the extent of such prohibition without invalidating the remaining Sections.

25) FORCE MAJEURE. Sunbelt shall not be liable or responsible to the Customer, nor be deemed to have defaulted under or breached this Contract, for any failure or delay in fulfilling or performing any term of this Contract when and to the extent such failure or delay is caused by or results from acts beyond Sunbelt's control, including, without limitation, the following force majeure events: (i) Force Majeure Events; (ii) acts of God; (iii) food, fire, earthquake, epidemics, pandemics or explosion; (iv) war, invasion, hostilities (whether war is declared or not), terrorist threats or acts, riot or other civil unrest; (v) government order, law, regulations, shutdowns, or actions; (vi) embargoes or blockades in effect on or after the date of this Contract; (vii) national or regional emergency; (viii) strikes, labor stoppages or slowdowns, or other industrial disturbances; (ix) shortage of adequate power or transportation facilities; and (x) other events beyond the control of Sunbelt.

26) MISCELLANEOUS. This Contract, together with any Customer executed commercial credit application, if any, constitutes the entire agreement of the Parties regarding the Equipment and may not be modified except by written amendment signed by the Parties. Any reference to Customer's purchase order or other document to other terms that shall control this transaction shall be void. This Contract benefits solely the Parties and their respective permitted successors and assigns and nothing in this Contract, express or implied, confers on any other person any legal or equitable right, benefit or remedy of any nature whatsoever arising by reason of this Contract. Customer's obligations hereunder shall survive the termination of this Contract. If any term is invalid, illegal, or unenforceable, such invalidity, illegality, or unenforceability shall not affect any other term or invalidate or render unenforceable such term. This Contract and all of Customer's rights in and to the Equipment are subordinated to all rights, title and interest of all persons (including Sunbelt's lenders) who have rights in the Equipment. Headings are for convenience only. To the extent that any terms in this Contract conflict, the Parties agree that the more specific terms control. A copy of this Contract shall be valid as the original. Any failure by Sunbelt to insist upon strict performance of any Section of this Contract shall not be construed as a waiver of the right to demand strict performance in the future. Customer and the person signing this Contract agree, represent and warrant that: (a) the person executing is 18 or the legal age of majority in the state, whichever is greater and they both have full authority to execute, deliver and perform this Contract; and (b) this Contract constitutes a legal, valid and binding obligation of Customer, enforceable in accordance with its terms. If the Parties have a fully executed, active agreement, intended to govern over conflicting terms and conditions, such agreement shall take precedence over the terms herein.

Additional terms and conditions for Shoring can be found at <https://www.sunbeltrentals.com/about/shoring-bridging-additional-terms-and-conditions/>.
Rev Date 03/16/2021



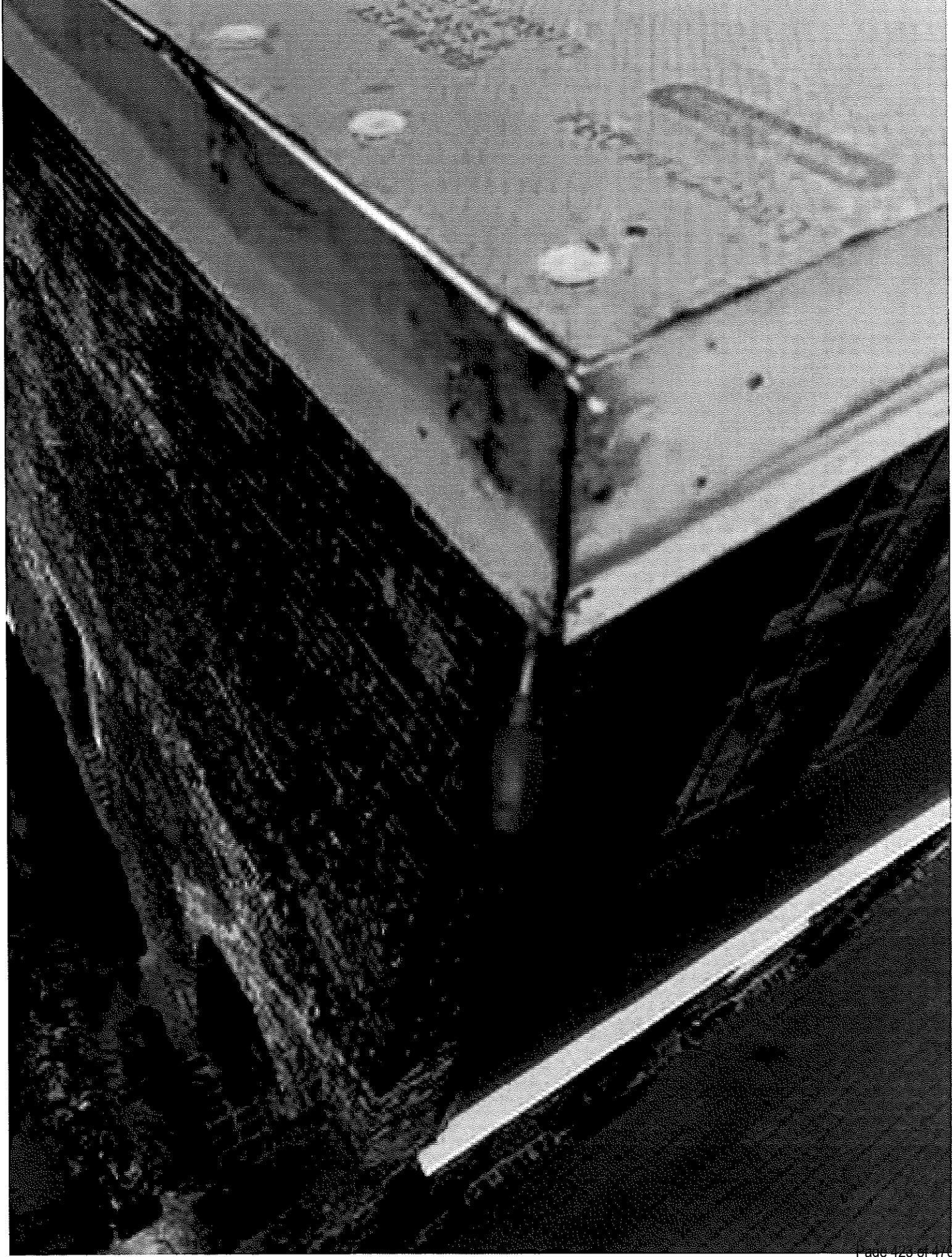












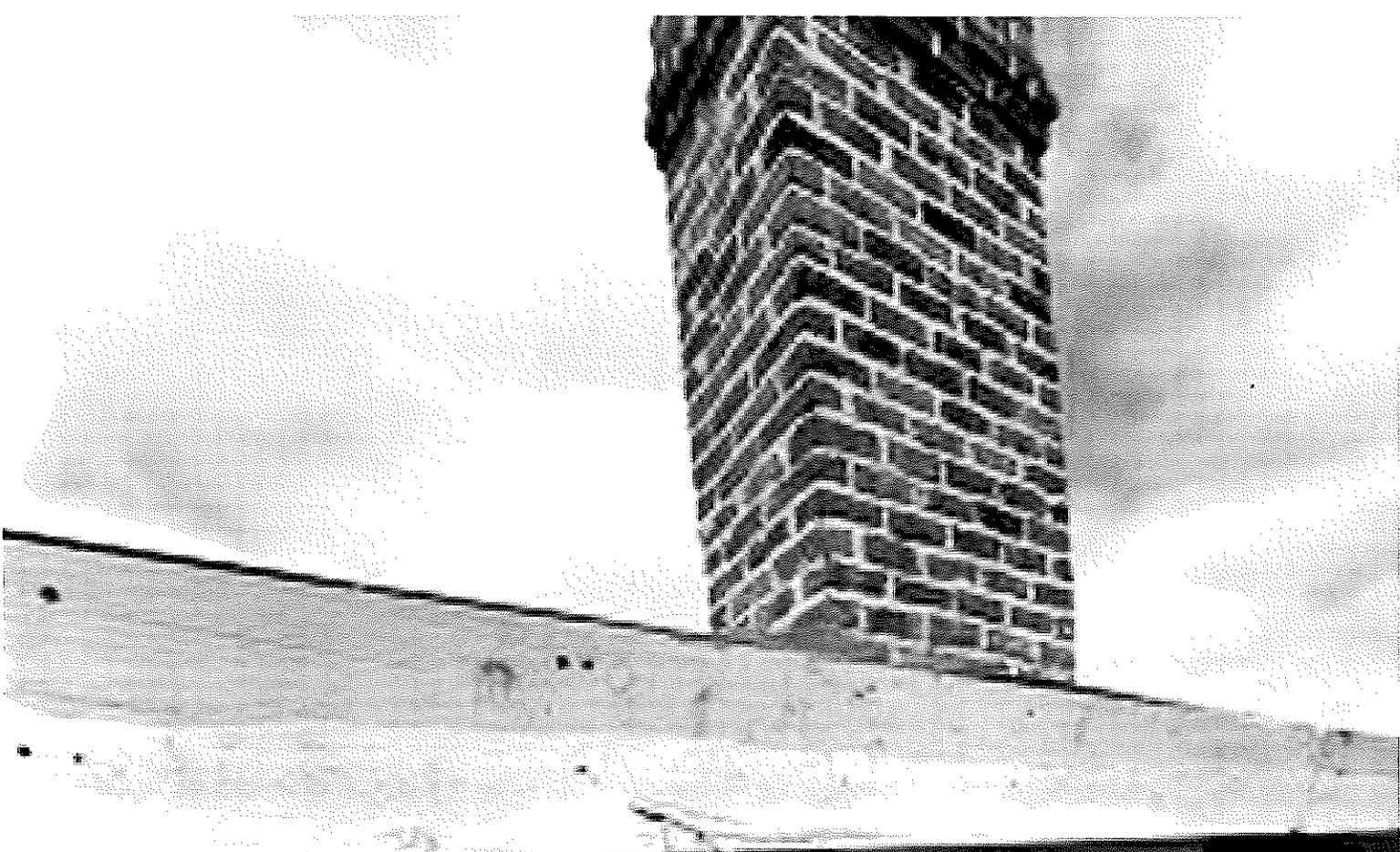






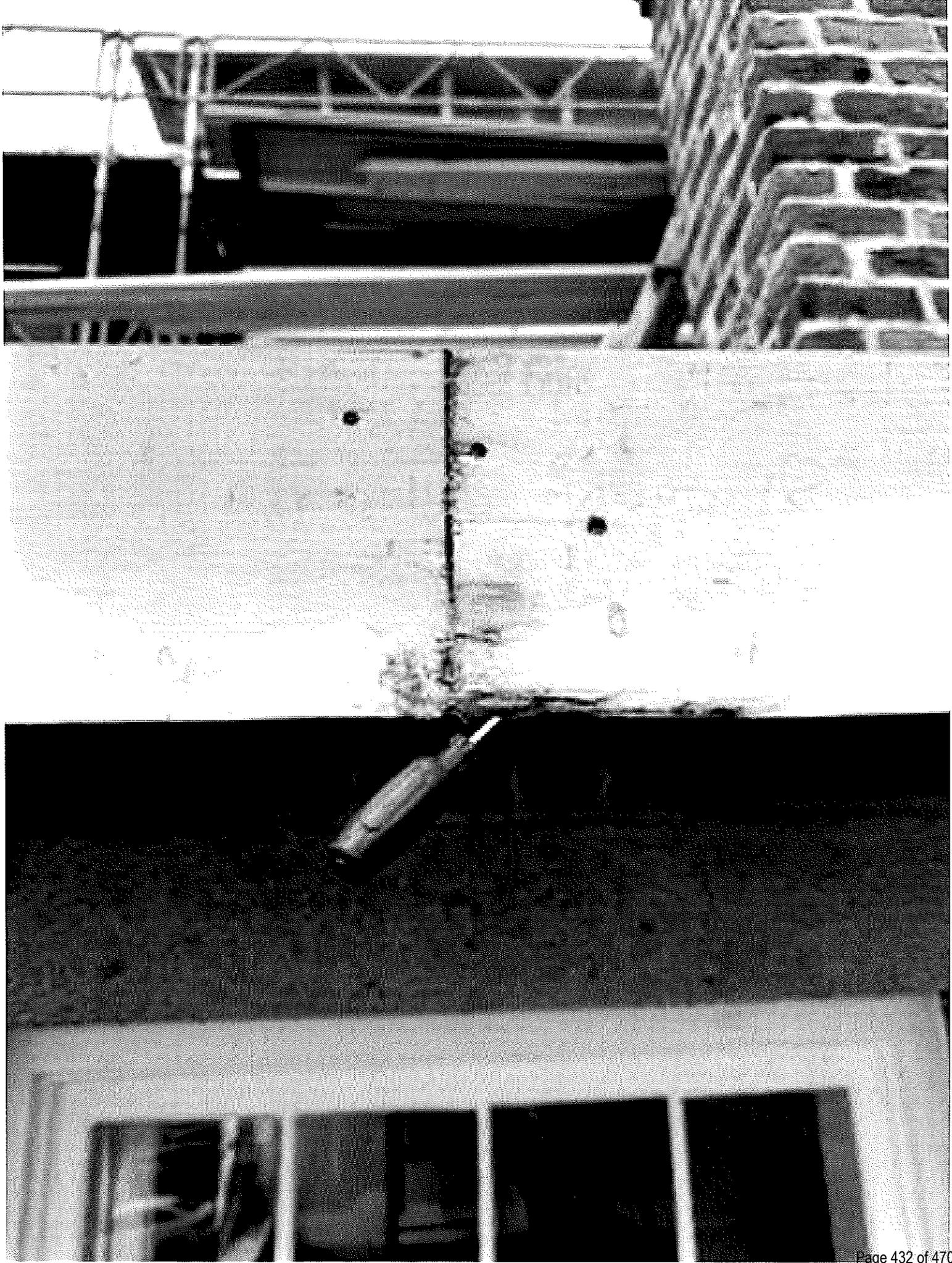














SRC, Inc.
 5711 Greendale Road
 Richmond, VA 23228
 Ph : (804) 355-6454

Change Request

To: Temidire Okeowo

Number: 42
 Date: 6/4/24
 Job: 10-00-8855 Southside Depot Renovation
 Phone:

Description: PCO-042 Trim Around North Storefront

We are pleased to offer the following specifications and pricing to make the following changes:
 Install trim flashing to match the store front around North Storefront.

Work performed by us:				
Description	Labor	Quantity	Unit	Price
Trim Around North Storefront				\$42.50
Subtotal:				\$42.50
Work performed by subcontractors:				
Description	Subcontractor	Quantity	Unit	Price
Trim Around North Storefront				\$650.00
Subtotal:				\$650.00
Subtotal:				\$692.50
	SRC Mark up	\$42.50	15.00%	\$6.38
	SRC Sub Mark up	\$650.00	10.00%	\$65.00
	Additional Bond / Insurance	\$763.88	2.50%	\$19.10
	Cost Correction			\$-0.01
Total:				\$782.97

If you have any questions, please contact me at .

Submitted by: Eric Midkiff (SRC, Inc.)
 SRC, Inc

Approved by: _____
 Date: _____

GENERAL CONTRACTOR ESTIMATE FOR CHANGE ORDER

GC-1

Project Code: 23-0003 General Contractor: SRC
 Agency: Public Works Change Description: PCO-042 Trim Around North Storefront
 Project: Southside Depot Renovation

GENERAL CONTRACTOR DIRECT COSTS												
Scope Description			Direct Labor				Direct Material			Direct Equipment		
Item No.	Description	Direct Labor Hours	Labor Units (Manhours, Crew Hours)	Hourly Wage Rate, Excl. Taxes & Ins.	Total Labor Cost	Qty Units	Material Cost Per Unit	Total Material Cost	Quantity Units	Equipment Cost Per Unit	Total Equipment Cost	
A.	B.	C.	D.	E.	F=C x E	G.	H.	J = G x I.	K.	L.	M.	N = K x M.
1.01	SRC Project Management Time	0.5	Manhours	\$85.00	\$42.50			\$0.00				\$0.00
1.02					\$0.00			\$0.00				\$0.00
1.03					\$0.00			\$0.00				\$0.00
1.04					\$0.00			\$0.00				\$0.00
1.05					\$0.00			\$0.00				\$0.00
1.06					\$0.00			\$0.00				\$0.00
1.07					\$0.00			\$0.00				\$0.00
1.08					\$0.00			\$0.00				\$0.00
1.09	Subtotal from Estimate Continuation Sheets				\$0.00			\$0.00				\$0.00
1.97	Subtotal (SFT) Direct Costs:				\$42.50			\$0.00				\$0.00
1.98	Taxes/Insurance:				\$0.00			\$0.00				\$0.00
1.99	Total Direct Costs				\$42.50			\$0.00				\$0.00

SUBCONTRACT COSTS		
Item No.	Subcontractor Name (List totals from attached SC-1 forms)	Total Cost
A.		C
2.01	James River Exteriors	\$650.00
2.02		
2.03		
2.04		
2.05		
2.06		
2.07		
2.08		
2.09		
2.99	Total Subcontract Costs	\$650.00

SUMMARY		
Item No.	Description	Total Cost
3.01	Total Direct Labor Cost	\$42.50
3.02	Total Direct Material Cost	\$0.00
3.03	Total Equipment Cost	\$0.00
3.04	Subtotal	\$42.50
3.05	Overhead and Profit (%)	15.00%
3.06	Subtotal	\$48.88
3.07	Subcontractor Cost	\$650.00
3.08	GC Markup on Subcontractors*	\$95.00
3.09	Subtotal	\$753.88
3.10	Additional Bond Cost	\$19.10
3.99	Total Change Order Cost (3.09+3.10)	\$782.97

Name: Eric Mickitt
 Signature: *Eric Mickitt*
 Title: Project Manager
 Date: 6/4/2024

I have reviewed the costs proposed and find them to be reasonable (as proposed) (as marked).

A/E Signature: _____

Note: Mark-up is capped in conformance with the provisions of the General Conditions (CO-7).

*Limited to 15% on self-performed work

**Limited to a total of 10%, shared (cumulative total) if multiple tier subs, on subcontracted work. See Mark-up limitations for a more detailed description.



o. 804-271-0663 f. 804-271-6855
P.O. Box 11 • Chesterfield, VA 23832
www.jamesriverexteriors.com

May 08, 2024

To: Eric Midkiff

E: Eric.midkiff@src-inc.com

Re: Provide and install Flashing at rear elevation store entrance.

Per: Site visit by Mike Gladwell.

Qualifications:

- Provide and install black flashing on rear elevation at storefront.
- Contractor to re caulk storefront after new flashing is installed.
- Customer to provide access to power and water at no additional cost to James River Exteriors.

Exclusions:

1. Painting
2. Caulking

Total: \$650.00



JAMES RIVER
EXTERIORS

o. 804-271-0663 f. 804-271-6855
P.O. Box 11 • Chesterfield, VA 23832
www.jamesriverexteriors.com

Terms: The full amounts of all invoices are due upon receipt. If the invoiced amount is not fully paid upon receipt, a monthly finance charge at the rate of 1.5% per month, which is an annual percentage rate of 18%, will be applied on the unpaid balance until paid. Interest shall be compounded with and added to the principal amount of the unpaid balance and shall thereafter constitute part of the unpaid balance and shall accrue interest at the rate set and, on the terms, set forth in the preceding sentence. It is agreed and understood that if the amounts shown on the invoice are not paid when due, the customer agrees to pay all costs that may be incurred in collection of the amounts, including reasonable attorneys' fees and costs.

Accepted by: _____ Date: _____

If you have any questions or need further assistance, please let us know.

Sincerely,

Mike Gladwell
Project Manager
804-920-7627

STONE • SIDING • STUCCO • DRYVIT • HARDSCAPES
REPAIR & MAINTENANCE • ADVICE



City of Petersburg

Ordinance, Resolution, and Agenda Request

DATE: June 18, 2024

TO: The Honorable Mayor and Members of City Council

THROUGH: March Altman, Jr., City Manager

FROM: Randall Williams

RE: **Resolution to Amend the Procurement Guidelines in Accordance with the Use of Construction Management Contracts Per 2.2-4382 of the Code of Virginia with Respect to Design-Build or Construction Management Contracts - Pages 437 - 447**

PURPOSE: To amend the current Procurement manual/guidelines to be consistent with the procedures adopted by the Secretary of Administration for utilizing construction management or design-build contracts.

REASON: To ensure that the city's Procurement Manual is updated to ensure that a Construction Management at Risk contract could be used for the Farmer Street Police Headquarters renovation.

RECOMMENDATION: The Department of Public Works recommends that City Council approves the resolution to benefit the 400 Farmer Street Police Headquarters renovation as well as other capital projects in the future.

BACKGROUND: Guernsey Tingle has been collaborating with the City of Petersburg on the 400 Farmer Street Police Headquarters project. One of the options for the project and to get the contractors started sooner is the Construction Management at Risk process. In order to utilize this process, the current procurement manual needed to be updated to be in accordance with the Code of Virginia's guidelines for design-build & construction management contracts.

COST TO CITY: TBD

BUDGETED ITEM: Yes, but not for the amount that will be needed for this project

REVENUE TO CITY: \$0

CITY COUNCIL HEARING DATE: 6/18/2024

CONSIDERATION BY OTHER GOVERNMENT ENTITIES: NA

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION: NA

REQUIRED CHANGES TO WORK PROGRAMS: NA

ATTACHMENTS:

1. City of Petersburg CMaR Resolution and Purchasing Manual 6.18.24 wo Clerk
2. SECRETARY CONSTRUCTION MANAGEMENT
3. VA HB1108 _ 2024 _ Regular Session _ LegiScan

**RESOLUTION TO AMEND AND RE-ADOPT
THE CITY OF PETERSBURG, VA PURCHASING MANUAL**

WHEREAS, the City of Petersburg, VA Purchasing Manual ("Manual") delineates not only the requirements of the Virginia Public Procurement Act, but also the methods and procedures that best enable the City to procure the highest quality goods and services at a reasonable cost and in an efficient, fair, and competitive manner; and

WHEREAS, the Manual was last amended on March 14, 2024; and

WHEREAS, the Council finds it is in the best interests of the City to add chapters regarding design-build and construction management procedures in accordance with the Virginia Public Procurement Act.

NOW, THEREFORE, BE IT RESOLVED that the City of Petersburg, VA City Council hereby amends and re-adopts the City of Petersburg's Purchasing Manual by adding item D of section 2.2-4382 of the Code of Virginia and renumbering affected sections. The Table of Contents is to reflect these changes.

Be it further ORDAINED that the City Manager is hereby authorized to make further amendments as necessary to these provisions in order to comply with all applicable statutory and other operational requirements to facilitate the use of Construction Management Contracts by the City.

**CONSTRUCTION MANAGEMENT (CM) PROCEDURES AS ADOPTED BY
THE SECRETARY OF ADMINISTRATION
Effective January 1, 2020**

In accordance with the provision of Chapter 43.1 of the *Code of Virginia* (hereinafter referred to as the "Chapter"), I hereby adopt the following procedures for the procurement of Construction Management ("CM") contracts, as defined in the Chapter which shall be followed by all departments, agencies, and institutions of the Commonwealth (each of which is hereinafter referred to as the "Agency"). These procedures shall be effective January 1, 2020.

- A. **LEGISLATIVE AUTHORITY:** Under authority of the Chapter, the Commonwealth may enter into a contract with a Construction Manager in accordance with these procedures and § 2.2-1502.
- B. **CRITERIA AND APPROVAL FOR USE OF CM:** The Agency shall follow all the criteria for the use of CM as set forth in the Chapter and shall be limited to projects with a construction value that is in excess of \$26,000,000. With proper justification for complex projects, the Director of the Department of General Services may grant a waiver of this requirement.
- C. **CM SELECTION PROCEDURES:** The following procedures shall be used in selecting a CM and awarding a contract:
1. The Agency shall appoint an Evaluation Committee ("Committee") which shall consist of at least three members from the Agency, including a licensed design professional, if possible. The Committee shall include a licensed professional engineer or architect provided by the Division of Engineering and Buildings. The Agency shall contact the Section in the Office of the Attorney General representing the Division of Engineering and Buildings to determine whether a representative from the OAG should be involved.
 2. The basis of the award of the contract shall be in accordance with the Chapter and the criteria for the award shall be submitted to the Director of the Division of Engineering and Buildings, in advance, for approval.
 3. **Selection of Qualified Offerors (STEP I):** On projects approved for CM, the Agency shall conduct a prequalification process as follows to determine which offerors are qualified to receive Request for Proposals (RFPs).
 - a) The Agency shall prepare a Request for Qualifications ("RFQ") containing the Agency's Facility Requirements, building and site criteria, site and survey data (if available), the criteria to be used to evaluate RFQ Responses and other relevant information, including any unique capabilities or qualifications that will be required of the contractor. All offerors shall have a licensed Class "A" contractor registered in the Commonwealth of Virginia as part of the Project team.
 - b) The RFQ shall be posted in accordance with Chapter 43.1 and agencies shall

include in the RFQ if responses may be submitted electronically and/or via paper response.

- c) The Committee shall evaluate each responding firm's RFQ responses and any other relevant information and shall determine those deemed qualified with respect to the criteria established for the project.
- d) The RFQ evaluation process shall result in a short list of three to five offerors to receive the RFP. If available, the short list shall include a minimum of one DSBSD-Certified Small Business that meets the minimum requirements for prequalification. An offeror may be denied prequalification only as specified under the § 2.2-4317, but the short list shall also be based upon the RFQ criteria.
- e) The RFQ evaluation process shall evaluate an offeror's experience for a period of ten prior years to determine whether the offeror has constructed, by any method of project delivery, at least three projects similar in program and size.
- f) At least 30 days prior to the date established for the submission of proposals, the Agency shall advise in writing each offeror which sought prequalification whether that offeror has been prequalified. Prequalified offerors that are not selected for the short list shall likewise be provided the reasons for such decision. In the event that an offeror is denied prequalification, the written notification to such offeror shall state the reasons for such denial of prequalification and the factual basis of such reasons.

4. Selection of a Construction Manager (STEP II):

- a) The Agency shall send a Request for Proposal ("RFP") to the offerors on the short list and request submission of formal proposals from them. The criteria for award shall be included in the RFP.
- b) Proposals as described in the RFP shall be submitted to the Committee. Agencies shall include in the RFP if responses may be submitted electronically and/or via paper response.
- c) The Committee will evaluate and rank the proposals. After evaluation and ranking of the proposals, the Committee shall:
 - i. Conduct negotiations with two or more offerors submitting the highest ranked proposals. (or)
 - ii. Should the Agency determine, in writing and at its sole discretion, that only one offeror is fully qualified or that one offeror is clearly more highly qualified than the others under consideration, a contract may be negotiated and awarded to that offeror.
- d) The Committee shall make its recommendation on the selection of a construction manager to the Agency head based on its evaluations and negotiations. The contract shall be awarded to the offeror who is fully qualified and has been

determined to have provided the best value in response to the Request for Proposal.

- e) The Agency shall notify the Division of Engineering and Buildings of the its selection of the Construction Manager and shall request authority to award a contract by processing the CO-8, *Approval to Award Construction Contract* and providing supporting documents to the Division via e-mail to coforms@dgs.virginia.gov.
- f) The Agency will notify all offerors who submitted proposals which offeror was selected for the project. In the alternative, the Agency may notify all offerors who submitted proposals of the Agency's intent to award the contract to a particular offeror at any time after the Agency head has selected the Construction Manager. When the terms and conditions of multiple awards are so provided in the RFP, awards may be made to more than one offeror.
- g) Upon request, documentation of the process used for the final selection shall be made available to the unsuccessful proposers.

D. REQUIRED CONSTRUCTION MANAGEMENT CONTRACT TERMS: As required by the Chapter any construction management contract will contain provisions requiring that (1) not more than 10% of the construction work (measured by cost of the work) will be performed by the CM with its own forces and (2) that the remaining 90% of the construction work will be performed by subcontractors of the CM which the CM must procure by publicly advertised, competitive sealed bidding to the maximum extent practicable. The CM shall provide documentation detailing the reasons any work is not procured by publicly advertised competitive sealed bidding, such documentation shall be placed in contract file.

E. GUARANTEED MAXIMUM PRICE: The Guaranteed Maximum Price shall be established at the completion of working drawings unless a waiver has been granted to this requirement by the Director.

F. COVERED INSTITUTIONS: Covered Institutions as defined in the chapter are required to develop their own procedures for determining the selected procurement method which, at a minimum, shall consider cost, schedule, complexity, and building use and complies with the requirements of Article 3 of the Chapter and with these procedures. Such procedures, and any subsequent changes to adopted procedures shall be submitted to the Department of General Services for review and comment only. Covered Institutions procedures should not require the approval or involvement of the Director of the Department of General Services or Director of the Division of Engineering and Buildings but should instead seek the approval or involvement of the appropriate authority, as directed by the Board of Visitors.

G. LOCAL PUBLIC BODIES: The Chapter requires local public bodies planning to use CM to adopt guidelines consistent with the above procedures. Local public bodies are encouraged to follow these procedures when developing their own. A key difference is that steps requiring the approval or involvement of the Director of the Division of Engineering and Buildings will instead seek the approval or involvement of the appropriate authority, as directed by the governing body of the public body. Before implementing CM, such public body must have the required professional staff and meet the material requirements the Chapter.

H. GUIDANCE: Guidance for the use of these procedures can be found in the Construction and Professional Services Manual.

Keyanna Conner

12/12/19

Keyanna Conner
Secretary of Administration

Date

VA HB1108 | 2024 | Regular Session

Virginia House Bill 1108

Status

Spectrum: Slight Partisan Bill (Democrat 3-1)
 Status: Engrossed on February 12 2024 - 50% progression
 Action: 2024-03-08 - Conference report agreed to by Senate (40-Y 0-N)
 Text: Latest bill text (Conference Sub) [HTML]

Summary

Virginia Public Procurement Act; construction management and design-build contracting. Limits the use of construction management or design-build contracts by state public bodies and covered institutions for complex projects. The bill requires state public bodies, covered institutions, and local public bodies to provide documentation of the processes used for the final selection of a contract to all the unsuccessful applicants upon request. The bill adds certain requirements for covered institutions, including posting all documents exchanged between the Department of General Services and the covered institution on the central electronic procurement website eVA. The bill requires approval by the covered institution's board of visitors or governing board if the covered institution chooses to proceed with construction management or design-build against the recommendation of the Department if the project is funded by funds other than those provided from the state general fund and, if the project is funded by funds from the state general fund and under \$65 million, secure approval from the Six-Year Capital Outlay Plan Advisory Committee. The bill requires a local public body to adopt a resolution or motion to use construction management or design-build, if required by its local governing body, prior to issuing a Request for Qualifications and to publish notice of such resolution or motion on its website or eVA. The bill provides that the Department shall report annually, for any construction management or design-build project, on the qualifications that made such project complex. Finally, the bill requires the Department, with the assistance of staff of the House Committee on Appropriations and the Senate Committee on Finance and Appropriations, assess implementation of construction management and design-build projects and report its findings and recommendations to the General Assembly by November 1, 2029.

Title

Virginia Public Procurement Act; construction management and design-build contracting.

Sponsors

Del. Betsy Carr [D]	Del. Mark Sickles [D]	Del. Alfonso Lopez [D]	Del. Bill Wiley [R]
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Roll Calls

- 2024-03-08 - *House* - House: VOTE: Adoption (99-Y 0-N) (Y: 99 N: 0 NV: 0 Abs: 1) [PASS]
- 2024-03-08 - *Senate* - Senate: Conference report agreed to by Senate (40-Y 0-N) (Y: 40 N: 0 NV: 0 Abs: 0) [PASS]
- 2024-03-07 - *Senate* - Senate: Senate insisted on substitute (40-Y 0-N) (Y: 40 N: 0 NV: 0 Abs: 0) [PASS]
- 2024-03-07 - *House* - House: VOTE:REJECTED (1-Y 97-N) (Y: 1 N: 97 NV: 0 Abs: 2) [FAIL]
- 2024-03-06 - *Senate* - Senate: Passed Senate with substitute (40-Y 0-N) (Y: 40 N: 0 NV: 0 Abs: 0) [PASS]
- 2024-03-05 - *Senate* - Senate: Constitutional reading dispensed (39-Y 0-N) (Y: 39 N: 0 NV: 0 Abs: 1) [PASS]

2024-03-04 - *Senate* - Senate: Reported from Finance and Appropriations (14-Y 0-N) (Y: 14 N: 0 NV: 0 Abs: 0) [PASS]
 2024-02-28 - *Senate* - Senate: Reported from General Laws and Technology with substitute (15-Y 0-N) (Y: 15 N: 0 NV: 0 Abs: 0) [PASS]
 2024-02-13 - *House* - House: VOTE: Block Vote Passage (99-Y 0-N) (Y: 99 N: 0 NV: 0 Abs: 1) [PASS]
 2024-02-07 - *House* - House: Reported from Appropriations (22-Y 0-N) (Y: 22 N: 0 NV: 0 Abs: 0) [PASS]
 2024-02-05 - *House* - House: Subcommittee recommends reporting (8-Y 0-N) (Y: 8 N: 0 NV: 0 Abs: 1) [PASS]
 2024-02-01 - *House* - House: Reported from General Laws with substitute (22-Y 0-N) (Y: 22 N: 0 NV: 0 Abs: 0) [PASS]
 2024-01-30 - *House* - House: Subcommittee recommends reporting with substitute (8-Y 0-N) (Y: 8 N: 0 NV: 0 Abs: 0) [PASS]
 2024-01-30 - *House* - House: Subcommittee recommends reporting (8-Y 0-N) (Y: 8 N: 0 NV: 0 Abs: 0) [PASS]

History

Date	Chamber	Action
2024-03-08	Senate	Conference report agreed to by Senate (40-Y 0-N)
2024-03-08	House	VOTE: Adoption (99-Y 0-N)
2024-03-08	House	Conference report agreed to by House (99-Y 0-N)
2024-03-08	House	Conference substitute printed 24108992D-H2
2024-03-08		Conference: Amended by conference committee
2024-03-07	House	Delegates: Carr, Cole, Bloxom
2024-03-07	House	Conferees appointed by House
2024-03-07	Senate	Senators: Locke, McPike, Head
2024-03-07	Senate	Conferees appointed by Senate
2024-03-07	House	House acceded to request
2024-03-07	Senate	Senate requested conference committee
2024-03-07	Senate	Senate insisted on substitute (40-Y 0-N)
2024-03-07	House	VOTE:REJECTED (1-Y 97-N)
2024-03-07	House	Senate substitute rejected by House 24108597D-S1 (1-Y 97-N)
2024-03-06	Senate	Passed Senate with substitute (40-Y 0-N)
2024-03-06	Senate	Engrossed by Senate - committee substitute HB1108S1
2024-03-06	Senate	Committee substitute agreed to 24108597D-S1
2024-03-06	Senate	Reading of substitute waived
2024-03-06	Senate	Read third time
2024-03-05	Senate	Constitutional reading dispensed (39-Y 0-N)
2024-03-04	Senate	Reported from Finance and Appropriations (14-Y 0-N)
2024-02-28	Senate	Rereferred to Finance and Appropriations
2024-02-28	Senate	Committee substitute printed 24108597D-S1
2024-02-28	Senate	Reported from General Laws and Technology with substitute (15-Y 0-N)
2024-02-14	Senate	Referred to Committee on General Laws and Technology
2024-02-14	Senate	Constitutional reading dispensed
2024-02-13	House	VOTE: Block Vote Passage (99-Y 0-N)
2024-02-13	House	Read third time and passed House BLOCK VOTE (99-Y 0-N)
2024-02-12	House	Engrossed by House - committee substitute HB1108H1
2024-02-12	House	Committee substitute agreed to 24106738D-H1
2024-02-12	House	Read second time
2024-02-09	House	Read first time
2024-02-07	House	Reported from Appropriations (22-Y 0-N)
2024-02-05	House	Subcommittee recommends reporting (8-Y 0-N)
2024-02-02	House	Assigned App. sub: General Government and Capital Outlay
2024-02-01	House	Referred to Committee on Appropriations
2024-02-01	House	Incorporates HB965 (Lopez)

Date	Chamber	Action
2024-02-01	House	Committee substitute printed 24106738D-H1
2024-02-01	House	Reported from General Laws with substitute (22-Y 0-N)
2024-01-30	House	Subcommittee recommends referring to Committee on Appropriations
2024-01-30	House	Subcommittee recommends reporting with substitute (8-Y 0-N)
2024-01-26	House	Assigned GL sub: Procurement/Open Government
2024-01-10	House	Referred to Committee on General Laws
2024-01-10	House	Prefiled and ordered printed; offered 01/10/24 24103223D

Same As/Similar To

SB18 (Similar To) 2024-03-08 - Conference report agreed to by Senate (40-Y 0-N)

Subjects

Administration of Government
Study Commissions Committees and Reports
Virginia Public Procurement Act

Code Citations

Chapter	Article	Section	Citation Type	Statute Text
2	2	4380	(n/a)	See Bill Text
2	2	4383	(n/a)	See Bill Text

Virginia State Sources

Type	Source
Summary	https://lis.virginia.gov/cgi-bin/legp604.exe?241+sum+HB1108
Text	https://lis.virginia.gov/cgi-bin/legp604.exe?241+ful+HB1108+hil
Text	https://lis.virginia.gov/cgi-bin/legp604.exe?241+ful+HB1108H1+hil
Text	https://lis.virginia.gov/cgi-bin/legp604.exe?241+ful+HB1108S1+hil
Text	https://lis.virginia.gov/cgi-bin/legp604.exe?241+ful+HB1108H2+hil
Amendment	https://committees.lis.virginia.gov/pdfs/drafts/24106423D.pdf
Amendment	https://committees.lis.virginia.gov/pdfs/24106738D.pdf
Amendment	https://committees.lis.virginia.gov/pdfs/drafts/24107877D.pdf
Amendment	https://lis.virginia.gov/cgi-bin/legp604.exe?241+amd+HB1108AC
Supplement	https://lis.virginia.gov/cgi-bin/legp604.exe?241+oth+HB1108FH1122+PDF
Supplement	https://lis.virginia.gov/cgi-bin/legp604.exe?241+oth+HB1108FS1122+PDF
Supplement	https://lis.virginia.gov/cgi-bin/legp604.exe?241+oth+HB1108FH2122+PDF
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+H1104V0010+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+H1104V0022+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+H11V0066+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+H0204V0070+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+H02V0090+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+HV0772+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+S12V0215+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+S05V0571+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+SV1006HB1108+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+SV1053HB1108+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+HV1642+HB1108

Type	Source
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+SV1119HB1108+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+SV1154HB1108+HB1108
Roll Call	https://lis.virginia.gov/cgi-bin/legp604.exe?241+vot+HV1692+HB1108

Bill Comments

0 comments

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STARS

STRATEGICALLY TARGETED AND
AFFORDABLE ROADWAY SOLUTIONS

I-95/I-85 PETERSBURG INTERCHANGE AND ACCESS STUDY

City Council Presentation

June 18, 2024

Liz McAdory – Study Lead, VDOT Richmond District
Andy Nagle, PE, PTOE – Project Manager, Kimley-Horn

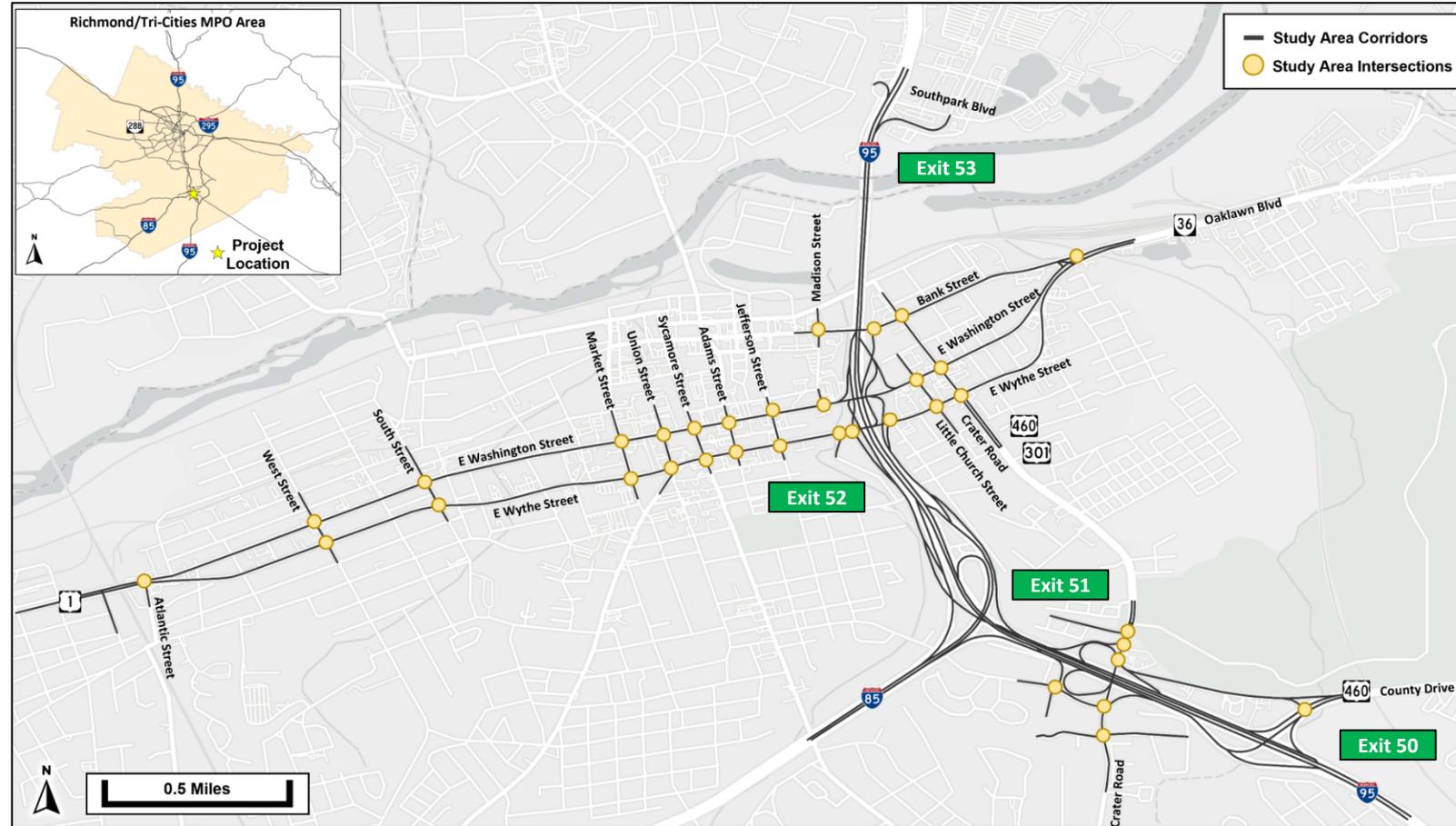


PRESENTATION OUTLINE

- **Background**
- **Build Alternatives Overview**
 - I-95 and Washington Street (Exit 52)
 - I-95 and I-85 (Exit 51)
 - I-95 and Crater Road (Exit 50)
 - Washington and Wythe Street Two-Way Conversion
- **Preferred Alternative**
- **Schedule and Next Steps**
- **Questions**

PROJECT INFORMATION

- I-95 from south of Crater Road/Route 460 (Exit 50) to Southpark Boulevard (Exit 53)
- 5 study interchanges
 - 32 ramps
- 34 study intersections
 - 20 signalized
 - 14 unsignalized
- Local and regional partners



PURPOSE AND NEED

Purpose of Study:

- To identify and address the transportation needs within the study area
- To develop and evaluate potential solutions to address those needs

PROJECT NEEDS

I-95 and Washington Street/Wythe Street Interchange (Exit 52)

-  Improving access and providing a gateway to Downtown Petersburg
-  Reducing congestion
-  Improving safety at hot spots
-  Improving signage and driver expectations
-  Providing multimodal connectivity and safety

Washington Street and Wythe Street Corridors

-  Providing pedestrian and bicycle connectivity and safety
-  Reviewing the feasibility of one-way to two-way conversion

I-95/I-85 and Crater Road Interchanges (Exit 50 and Exit 51)

-  Improving safety at hot spots
-  Reducing congestion
-  Screening phased improvements

PROJECT NEEDS

■ Safety

- Washington Street, Wythe Street, Crater Road, and Graham Road – Several segments or intersections identified as high-ranking areas with potential for safety improvement
- I-95 Corridor – Several crash hot spots identified along I-95

■ Capacity

- Several ramps and roadway segments along I-95 are currently or projected to be over capacity in future conditions

■ Signage and Wayfinding

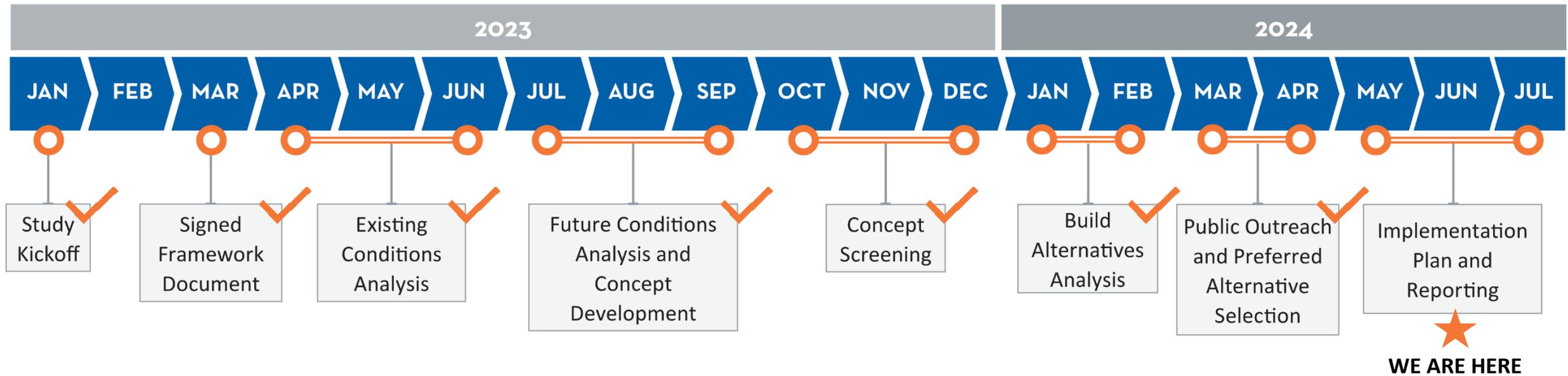
- Lack of destination wayfinding and clear, public-friendly access to guide travelers to Downtown Petersburg from I-95 and I-85

PURPOSE AND NEED

Proposed improvements will:

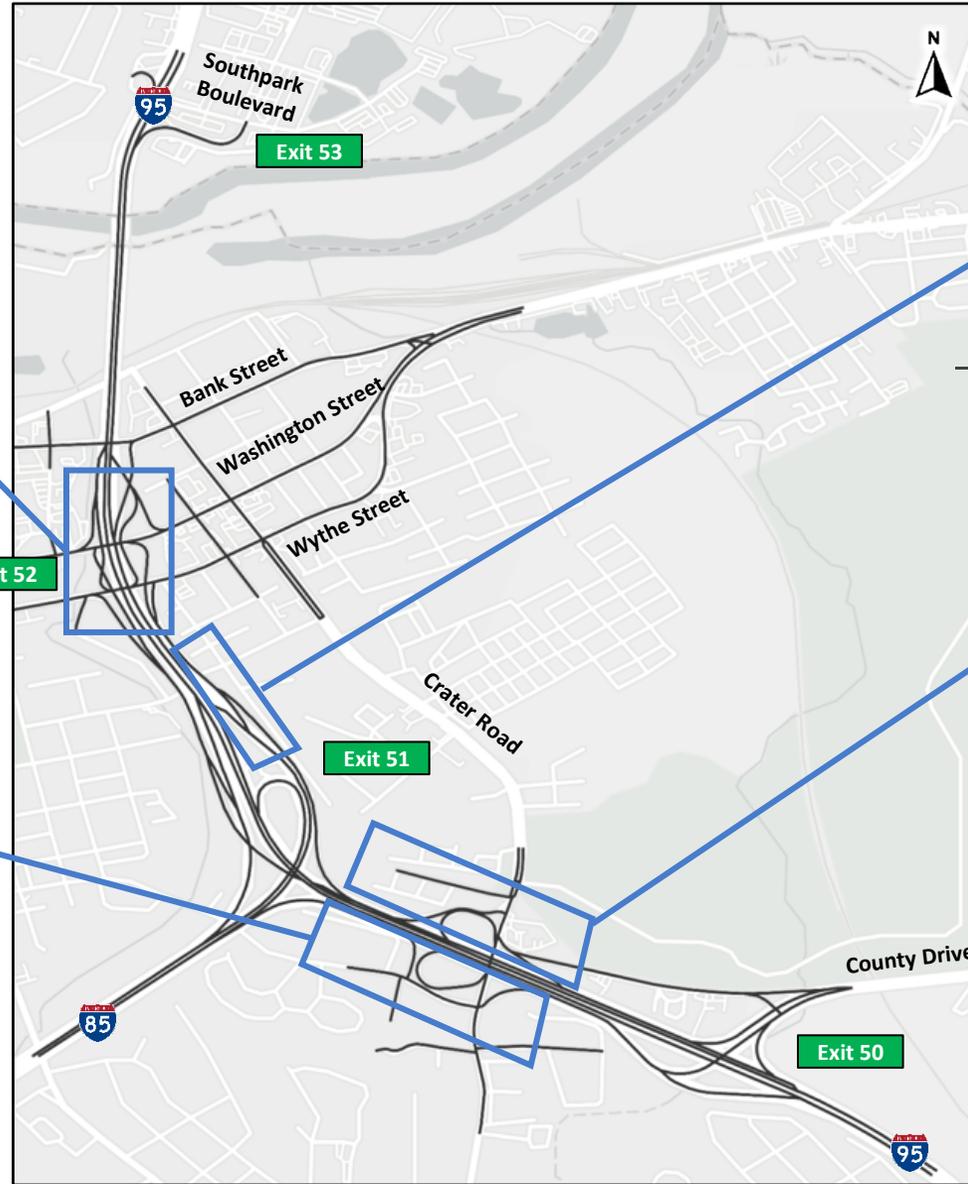
- Address capacity-constrained roadways in existing and future conditions
- Reduce recurring congestion and improve travel time reliability on the I-95 study corridor and arterial interchanges
- Improve identified safety hot spots along the freeway and roadway networks
- Improve access to and from Downtown Petersburg

STUDY SCHEDULE – COMPLETED TO-DATE



REVIEW OF BUILD ALTERNATIVES

BUILD ALTERNATIVE 1



I-95 and Washington Street

1

- Single Point Urban Interchange
- Traditional Diamond
- **Partial Cloverleaf**
- Double Roundabout
- Single Roundabout
- Split Interchange
- Braided Ramps

Southbound I-95 and Crater Road

3

- ~~Graham/Crater Removal, New Connector~~
- ~~Graham Removal, New Connector~~
- **Graham/Crater Removal Modified**
- Southwest loop ramp

2

Northbound I-85 to Northbound I-95

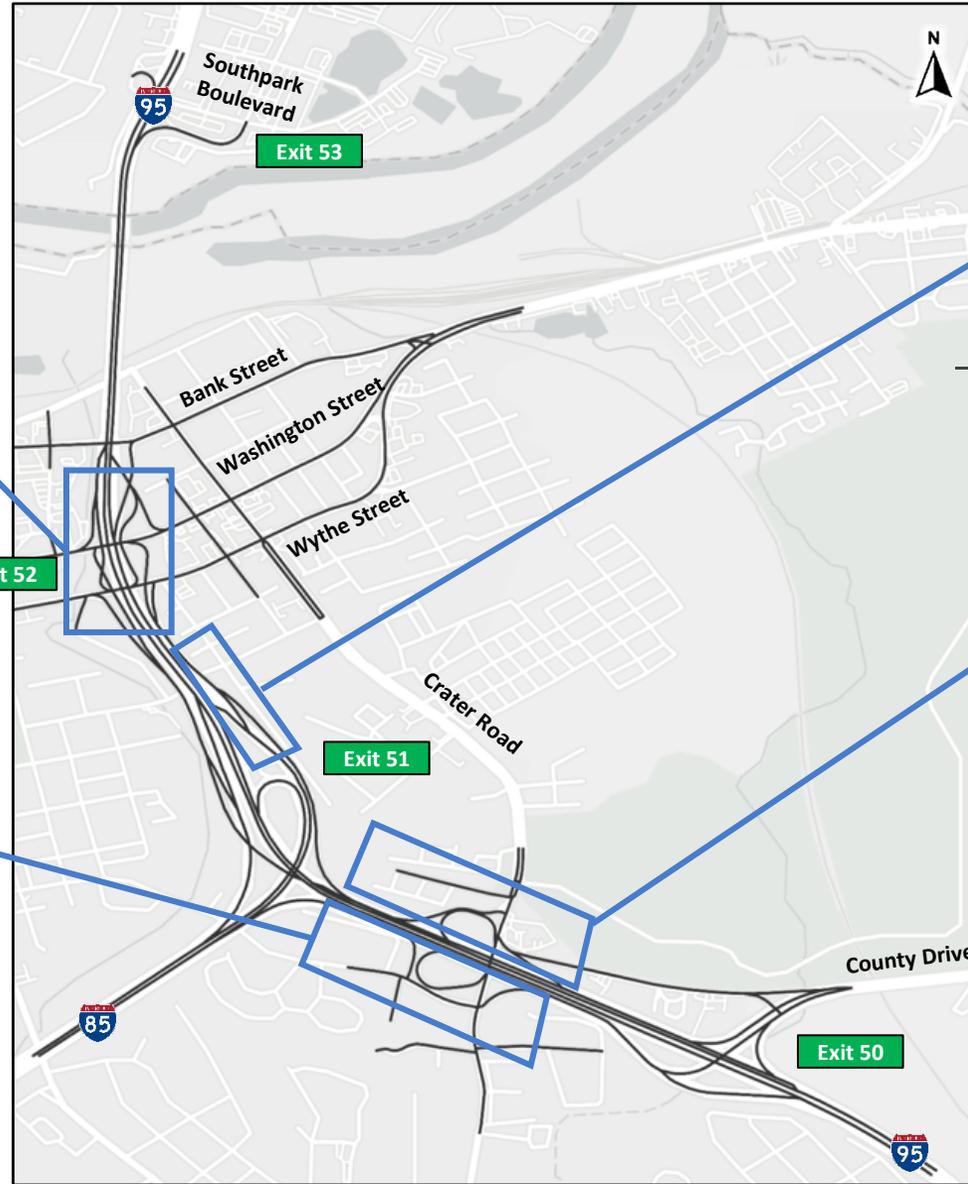
- **Two-lane ramp extension**
- Ramp realignment

4

Northbound I-95 and Crater Road

- ~~Partial ramp consolidation~~
- **Full ramp consolidation**
- Flyover

BUILD ALTERNATIVE 2



I-95 and Washington Street

1

- **Single Point Urban Interchange**
- Traditional Diamond
- Partial Cloverleaf
- Double Roundabout
- Single Roundabout
- Split Interchange
- Braided Ramps

Southbound I-95 and Crater Road

3

- ~~Graham/Crater Removal, New Connector~~
- ~~Graham Removal, New Connector~~
- **Graham/Crater Removal Modified**
- Southwest loop ramp

2

Northbound I-85 to Northbound I-95

- **Two-lane ramp extension**
- Ramp realignment

4

Northbound I-95 and Crater Road

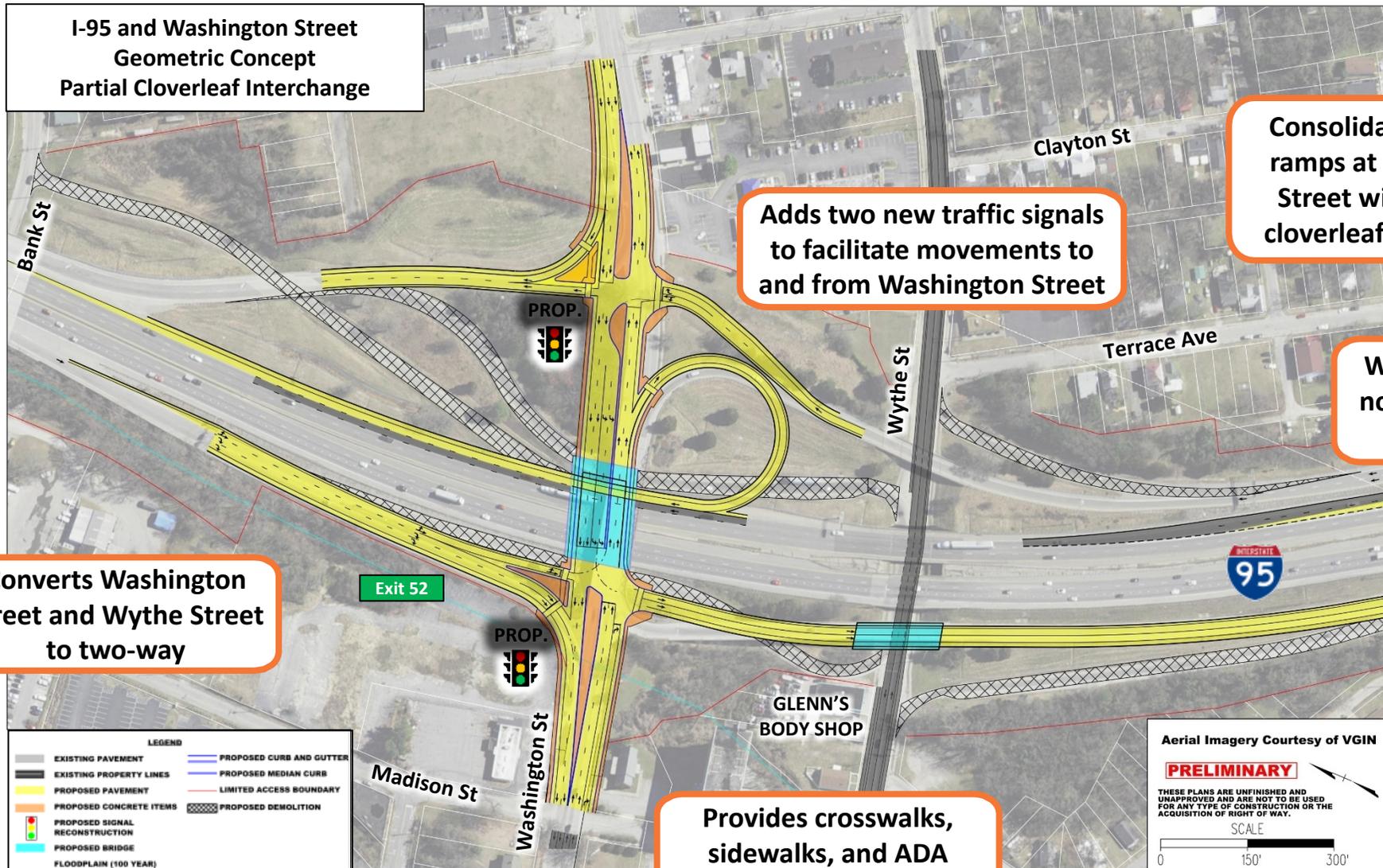
- **Partial ramp consolidation**
- Full ramp consolidation
- Flyover

Southbound I-95 and Crater Road and northbound I-85 to northbound I-95 improvements the same as Build Alternative 1



BUILD ALTERNATIVES

BUILD ALTERNATIVE 1 CONCEPT SKETCH – I-95 AND WASHINGTON STREET



Unable to maintain off-ramp to Bank Street

Adds two new traffic signals to facilitate movements to and from Washington Street

Consolidates freeway ramps at Washington Street with a partial cloverleaf interchange

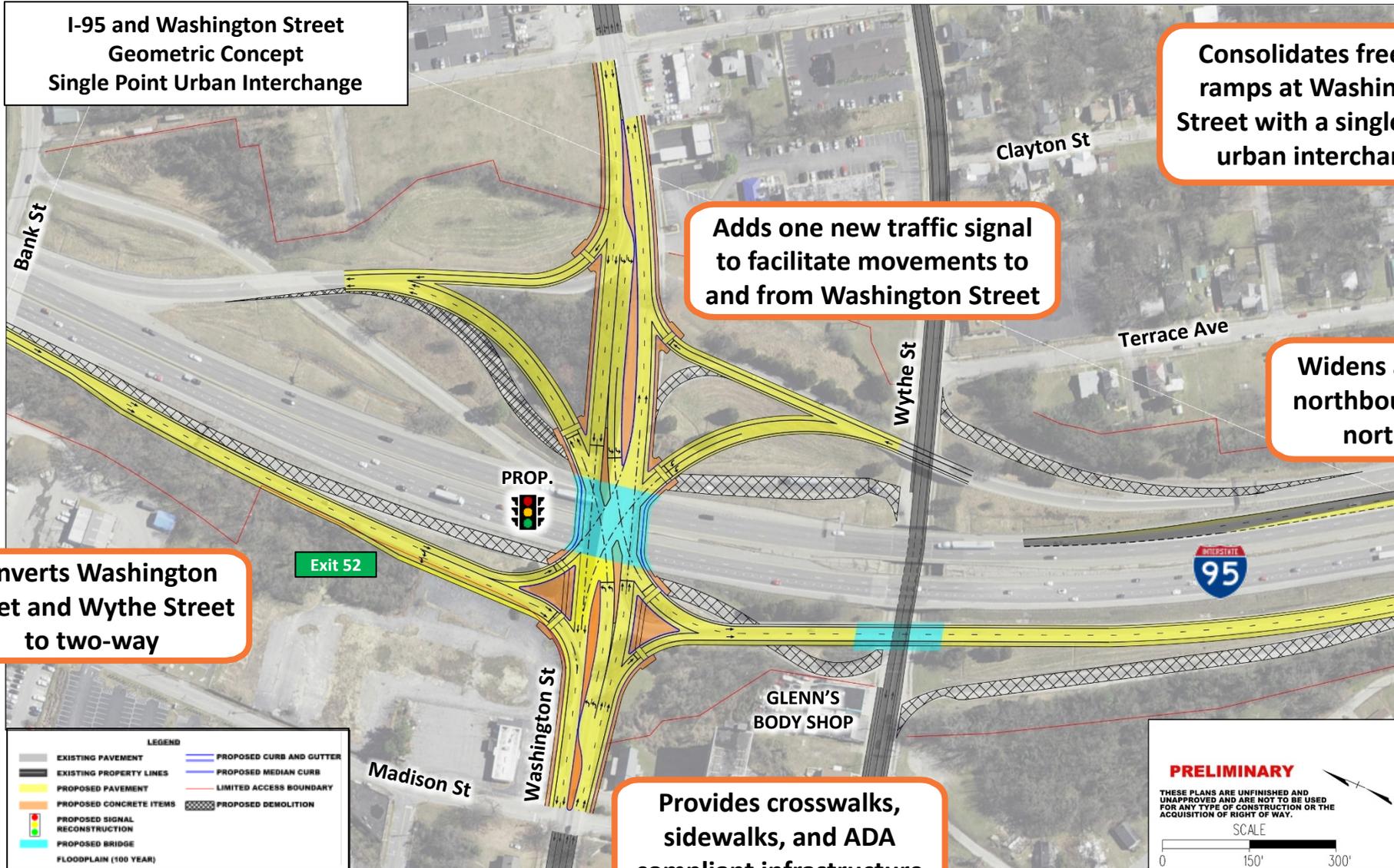
Widens and extends the northbound I-85 ramp to northbound I-95

Converts Washington Street and Wythe Street to two-way

Provides crosswalks, sidewalks, and ADA compliant infrastructure



BUILD ALTERNATIVE 2 CONCEPT SKETCH – I-95 AND WASHINGTON STREET



Maintains off-ramp to Bank Street

Consolidates freeway ramps at Washington Street with a single point urban interchange

Adds one new traffic signal to facilitate movements to and from Washington Street

Widens and extends the northbound I-85 ramp to northbound I-95

Converts Washington Street and Wythe Street to two-way

Provides crosswalks, sidewalks, and ADA compliant infrastructure

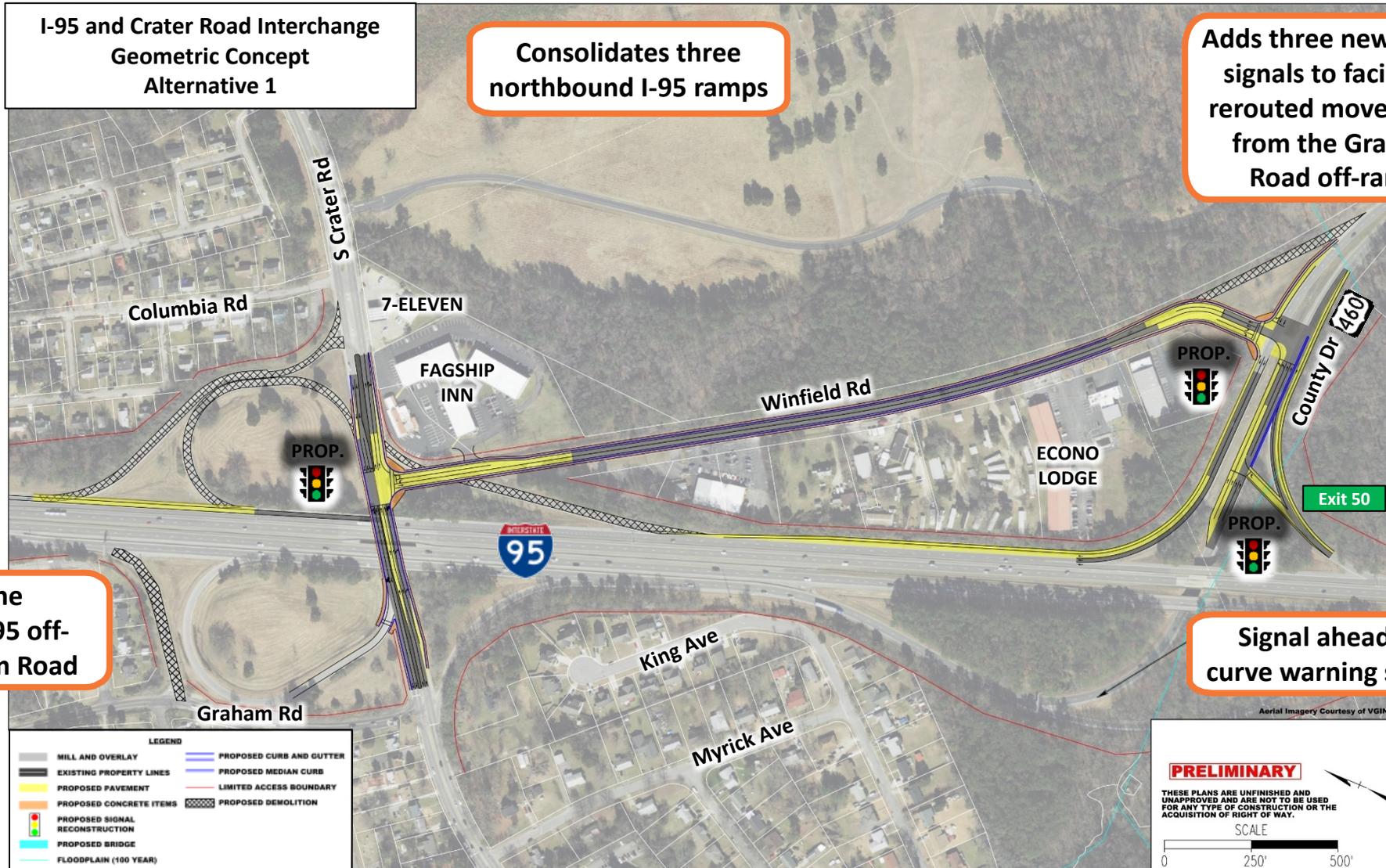


I-95 AND WASHINGTON STREET BUILD ALTERNATIVES COMPARISON

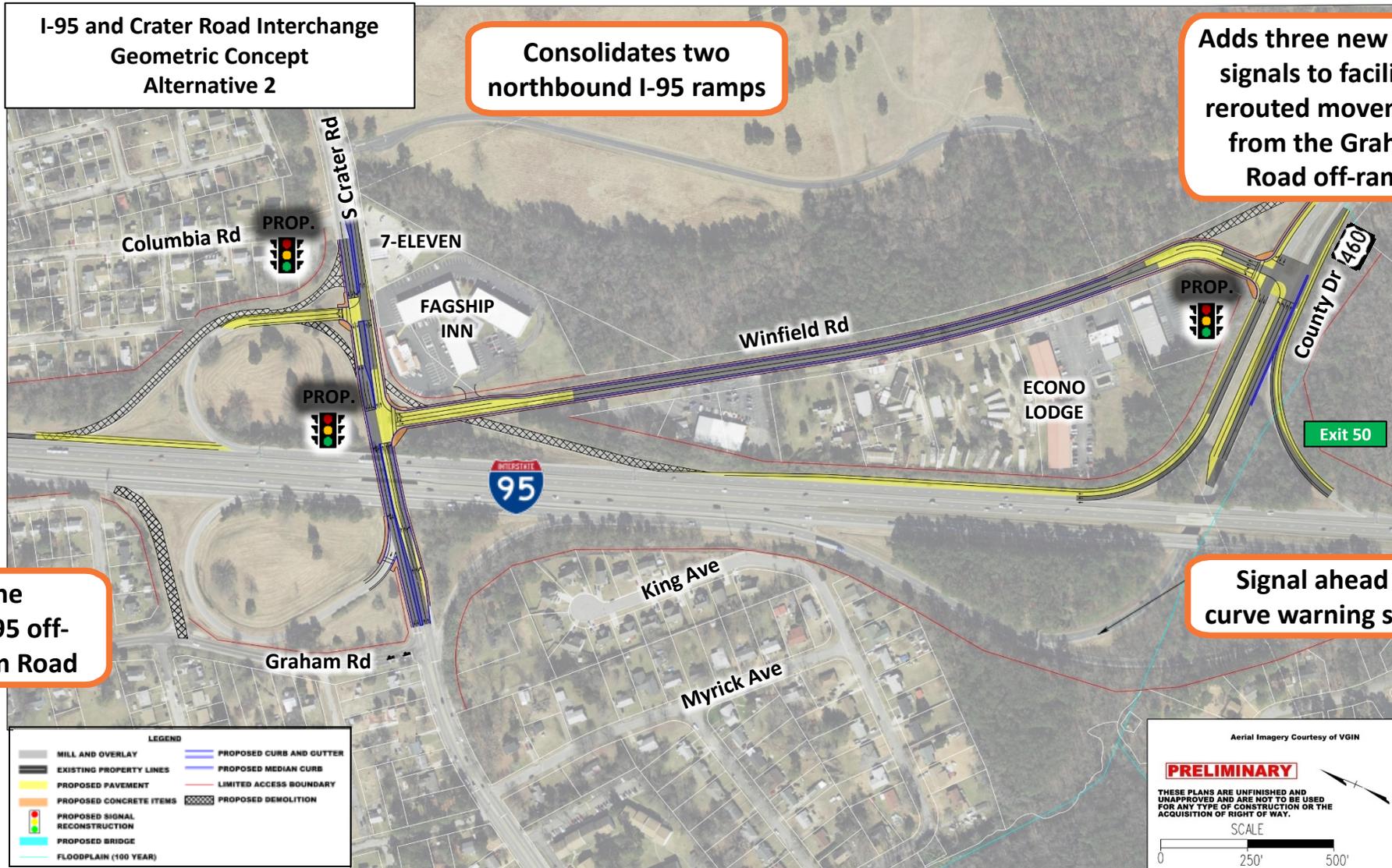
Alternative 1 – Parclo	Alternative 2 – SPUI
Reduces congestion on southbound I-95 off-ramp to westbound Washington Street	Reduces congestion on southbound I-95 off-ramp to westbound Washington Street
Eastbound vehicles on Washington Street stack in right lane to access I-95 because of successive right-side ramps to I-95, resulting in longer queues compared to Alternative 2	Balanced vehicle distributions in eastbound Washington Street travel lanes, resulting in shorter queues compared to Alternative 1
Number of Interstate ramps reduced from nine to five	Number of Interstate ramps reduced from nine to four – one fewer merge onto I-95
Reduces the number of conflict points on Washington Street	Reduces the number of conflict points on Washington Street
Eliminates northbound I-95 off-ramp to Bank Street	Maintains northbound I-95 off-ramp to Bank Street

Alternative 2 – SPUI selected as the preferred alternative by study stakeholders

BUILD ALTERNATIVE 1 CONCEPT SKETCH – I-95 AND CRATER ROAD



BUILD ALTERNATIVE 2 CONCEPT SKETCH – I-95 AND CRATER ROAD



I-95 and Crater Road Interchange
Geometric Concept
Alternative 2

Consolidates two
northbound I-95 ramps

Adds three new traffic
signals to facilitate
rerouted movements
from the Graham
Road off-ramp

Removes the
southbound I-95 off-
ramp to Graham Road

Signal ahead and
curve warning signage

LEGEND

	MILL AND OVERLAY		PROPOSED CURB AND GUTTER
	EXISTING PROPERTY LINES		PROPOSED MEDIAN CURB
	PROPOSED PAVEMENT		LIMITED ACCESS BOUNDARY
	PROPOSED CONCRETE ITEMS		PROPOSED DEMOLITION
	PROPOSED SIGNAL RECONSTRUCTION		
	PROPOSED BRIDGE		
	FLOODPLAIN (100 YEAR)		

Aerial Imagery Courtesy of VGIN

PRELIMINARY

THESE PLANS ARE UNFINISHED AND UNAPPROVED AND ARE NOT TO BE USED FOR ANY TYPE OF CONSTRUCTION OR THE ACQUISITION OF RIGHT OF WAY.

SCALE

0 250' 500'

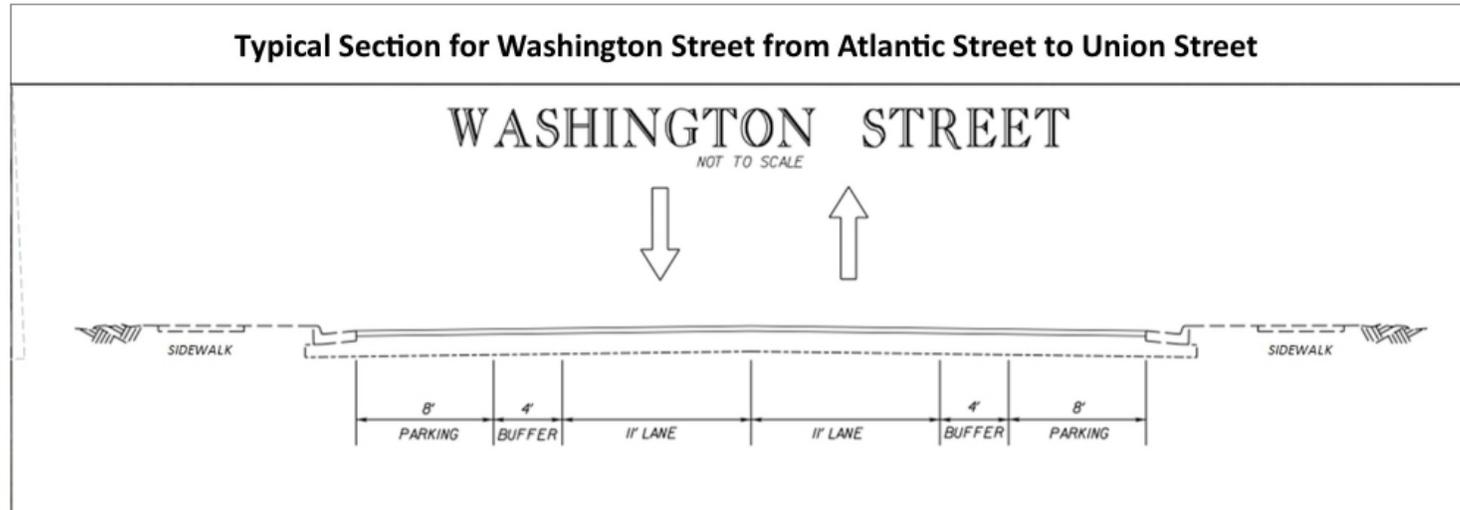
I-95 AND CRATER ROAD BUILD ALTERNATIVES COMPARISON

Alternative 1 – Full Ramp Consolidation	Alternative 2 – Partial Ramp Consolidation
Consolidates four existing ramps	Consolidates three existing ramps
Removes short weaving segments on northbound and southbound I-95	Removes short weaving segments on northbound and southbound I-95
Increases the number of arterial conflict points	Decreases the number of arterial conflict points
	Maintains direct northbound I-95 C-D Road access to Crater Road, providing better traffic operations and safety along County Drive

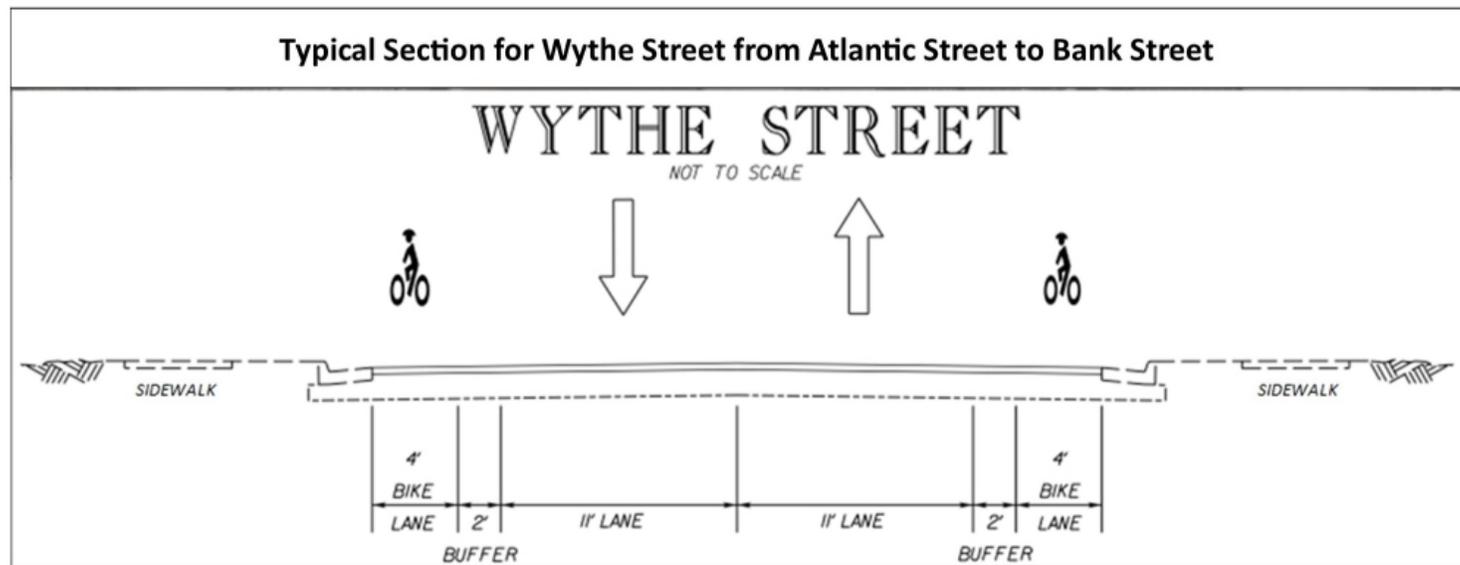
Alternative 2 – Partial Ramp Consolidation selected as the preferred alternative by study stakeholders

WASHINGTON STREET AND WYTHE STREET TWO-WAY CONVERSION

Typical Section for Washington Street from Atlantic Street to Union Street



Typical Section for Wythe Street from Atlantic Street to Bank Street



PREFERRED ALTERNATIVE

I-95 and Washington Street

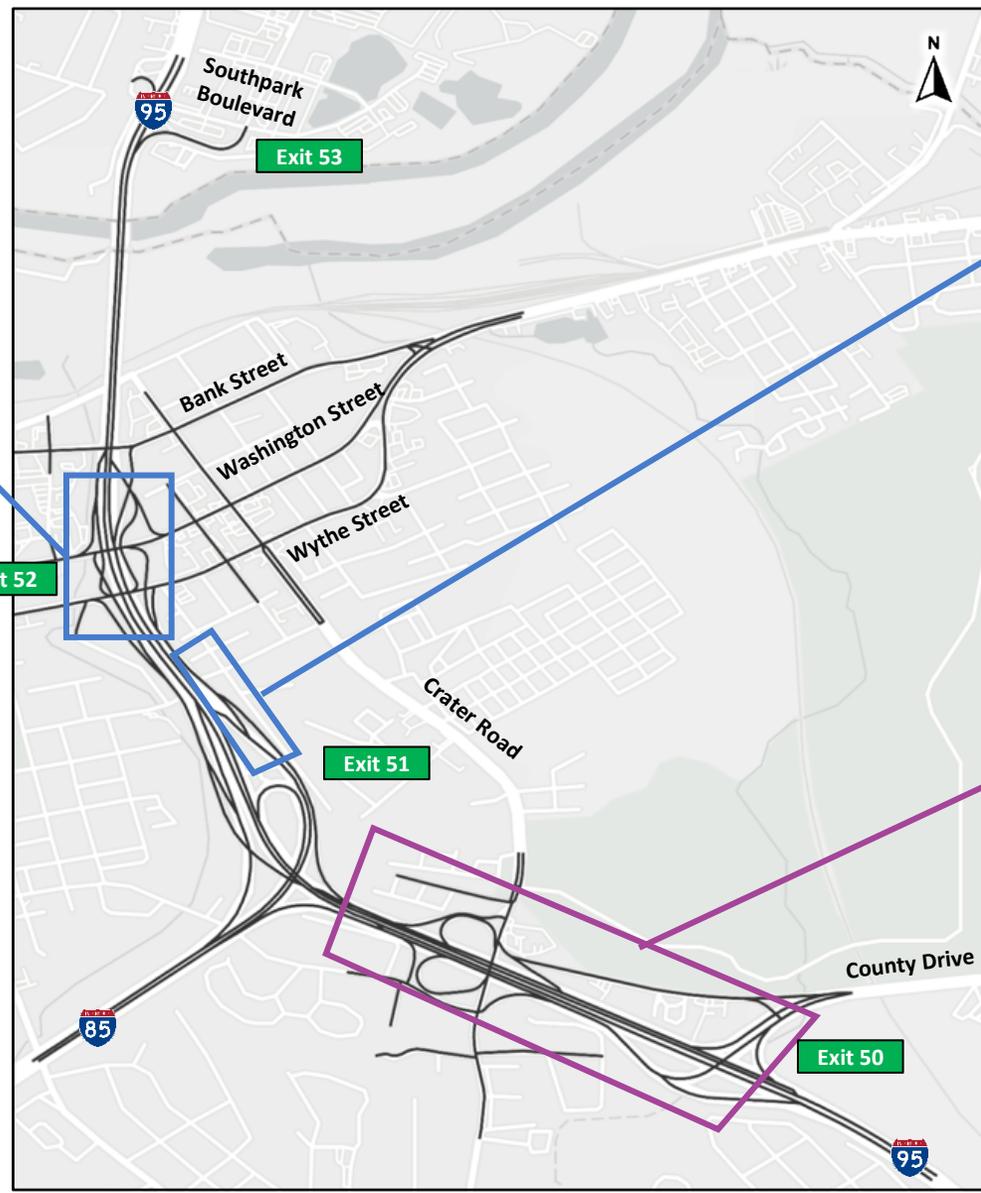
- Single Point Urban Interchange
- Washington Street and Wythe Street two-way conversion

Northbound I-85 to Northbound I-95

- Two-lane ramp extension

I-95 and Crater Road

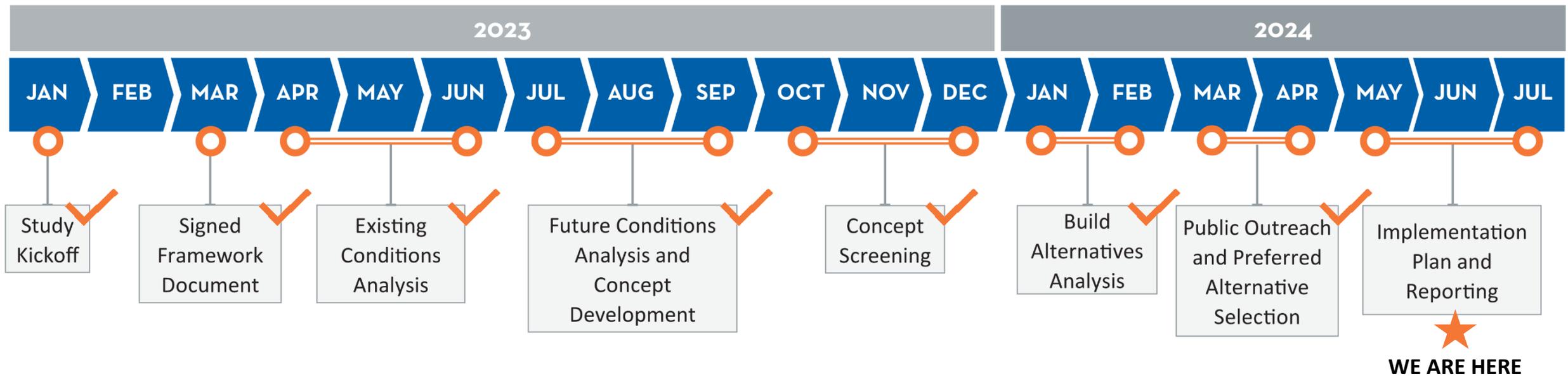
- Partial ramp consolidation
- Graham/Crater Removal Modified



SCHEDULE AND NEXT STEPS

NEXT STEPS

- Finalize supporting documentation for the Interchange Access Report
- Final SMART SCALE applications to be submitted August 2024



STARS

STRATEGICALLY TARGETED AND
AFFORDABLE ROADWAY SOLUTIONS

QUESTIONS?