



# City of Petersburg Virginia

www.petersburgva.gov

## City Council Meeting

**February 18, 2025**  
**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

- 
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. Proclamation Honoring Chief T. C. Hairston - Page 3
    - b. Proclamation Honoring Harry L. Batts - Page 4
  6. **Responses to Previous Public Information Posted**
  7. **Approval of Consent Agenda (to include minutes of previous meetings):**
    - a. Minutes of Previous Meetings: - Pages 5-76
      - February 4, 2025 Closed Session Minutes
      - January 21, 2025 City Council Minutes
      - January 7, 2025 City Council Work Session Minutes
      - September 17, 2024 City Council Minutes
      - July 16, 2024 City Council Minutes
  8. **Official Public Hearings**
    - a. Public Hearing and Consideration of an Ordinance Revoking a Special Use Permit Granted to Michael and Nina Stanley for a Vehicle Rental Business, Auto Body, and Vehicle Repair Shop at 1036 West Washington Street, Parcel ID 024270001 in the B-2, General Commercial District for Failure to Comply with Conditions of Approval - Pages 77-99
    - b. Public Hearing and Consideration of an Ordinance to Approve a Request by Virginia Electric & Power Co. DBA Dominion Energy to Rezone with Proffers Property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District - Pages 100-130
    - c. Public Hearing and Consideration of an Ordinance to Approve a Request by Fortune Founders LLC for a Special Use Permit with Conditions for Multiple-Family Dwellings as Authorized and

Controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District - Pages 131-163

- d. A Public Hearing for Consideration of an Appropriation Ordinance to Amend the FY25 Streets Fund Budget, Increasing the Urban Highway Maintenance Funding for Street Operations - Pages 164-171
- e. A Public Hearing Amending the FY25 Grants Fund Budget, to Accept and Appropriate Ordinances for Several Grants - Pages 172-184
- f. Public Hearing for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and PBURG ROE PROPERTIES LLC Towards the Sale of City-Owned Property at 125 West Tabb Street (Parcel 011230037) - Pages 185-214

**9. Public Information Period**

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

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

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

**11. Items removed from Consent Agenda**

**12. Finance and Budget Report**

- a. Department of Finance Monthly Update - Pages 215-222

**13. Unfinished Business**

**14. New Business**

- a. Appointments to the Social Services Advisory Board - Pages 223-241
- b. Appointments to the Economic Development Authority - Pages 241-271
- c. Resolution to Extend Personal Property Tax Due Date - Pages 272-273

**15. City Manager's Report and Special Reports**

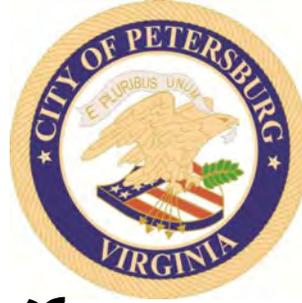
**16. Business or reports from the Clerk**

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

**18. Adjournment**

Office of the Mayor

Petersburg



Virginia

# Proclamation

HONORING CHIEF T.C. HAIRSTON

**WHEREAS**, the Petersburg Fire Department has a proud legacy of service, and today we gather to honor Chief T.C. Hairston, the first Black fire chief in the department's history, who has dedicated over 36 years to the noble profession of firefighting; and

**WHEREAS**, Chief Hairston began his career during a time when firefighters rode the tailboard, witnessing firsthand the evolution of the fire service and contributing to its advancement with unwavering commitment and leadership; and

**WHEREAS**, throughout his distinguished tenure, Chief Hairston has been a champion for the firefighters under his command, advocating tirelessly for the needs of both his team and the citizens of Petersburg; and

**WHEREAS**, upon his retirement, Chief Hairston expressed his deep commitment to the community, stating, "For me, as the Fire Chief and looking at what's best for the citizens of Petersburg, I think the cuts in administration would be more admirable than to cut the boots on the ground, firefighters," highlighting his dedication to maintaining essential services for the safety and well-being of our citizens; and

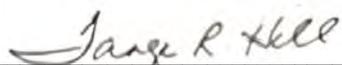
**WHEREAS**, Chief Hairston's leadership has fostered a culture of excellence, mentorship, and resilience within the Petersburg Fire Department, inspiring countless firefighters and community members alike.

**NOW, THEREFORE I**, Mayor of the City of Petersburg and the City Council of Petersburg, do hereby proclaim this day in honor of Chief T.C. Hairston, recognizing his groundbreaking achievements as the first Black fire chief and his remarkable career dedicated to serving our community. His legacy of commitment and service will continue to inspire future generations.

**IN WITNESS THEREOF**, we have hereunto set our hands and caused the Seal of the City of Petersburg to be affixed this the 18<sup>th</sup> day of February, 2025.

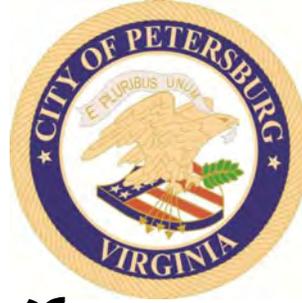
  
\_\_\_\_\_  
Mayor

ATTEST:

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

Office of the Mayor

Petersburg



Virginia

# Proclamation

HONORING HENRY L. BATTS

**WHEREAS**, Harry L. Batts made history as the first Black patrolman assigned to the Petersburg Police Department since the turn of the century, breaking barriers and paving the way for future generations in law enforcement; and

**WHEREAS**, a licensed Baptist minister, Harry L. Batts exemplifies the values of service, leadership, and dedication to his community, embodying the spirit of public service both in his faith and his professional endeavors; and

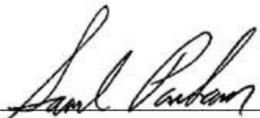
**WHEREAS**, as an 11½-year veteran of the United States Air Force, Mr. Batts honorably served his country during the Korean War and in both European and Pacific military theaters, demonstrating exceptional bravery and commitment to duty; and

**WHEREAS**, Harry L. Batts also made history as the first Black individual in the city’s history to announce his candidacy for the City Council in Virginia Beach, showcasing his commitment to civic engagement and community representation; and

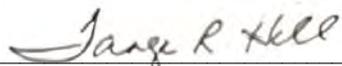
**WHEREAS**, through his tireless efforts and pioneering spirit, Harry L. Batts has inspired countless individuals in Petersburg and beyond to strive for equality, justice, and community service.

**NOW, THEREFORE I**, Mayor of the City of Petersburg and the City Council of Petersburg, do hereby proclaim this day in honor of Harry L. Batts, recognizing his groundbreaking achievements and his unwavering dedication to serving our community. His legacy will continue to inspire future leaders and advocates for justice.

**IN WITNESS THEREOF**, we have hereunto set our hands and caused the Seal of the City of Petersburg to be affixed this the 18<sup>th</sup> day of February, 2025.

  
\_\_\_\_\_  
Mayor

ATTEST:

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



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:**

**FROM:**

**RE:** **Minutes of Previous Meetings: - Pages 5-76**  
 - February 4, 2025 Closed Session Minutes  
 - January 21, 2025 City Council Minutes  
 - January 7, 2025 City Council Work Session Minutes  
 - September 17, 2024 City Council Minutes  
 - July 16, 2024 City Council 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. February 4 2025 Closed Session Minutes
2. Petersburg\_CC\_2025.01.21\_regular meeting

3. Petersburg\_CC\_2025.01.07\_worksession\_REVISED
4. Petersburg\_CC\_2024.09.17\_regular meeting
5. Petersburg\_CC\_2024.07.16\_regular meeting

The Closed Session Meeting of the Petersburg City Council was held on Tuesday, February 4, 2025, at the Petersburg Public Library. Vice Mayor Hill called the Closed Session Meeting to order at 3:02 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/333844>.

**1. ROLL CALL**

Present: Council Member Charles H. Cuthbert, Jr  
Council Member Howard Myers  
Council Member Arnold Westbrook  
Mayor Samuel Parhan

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

Present from City Administration:  
City Manager John March Altman, Jr.  
City Attorney Anthony Williams  
City Clerk Tangi R. Hill

Mayor Parham requested add a contract to the Closed Session agenda.

Council Member Myers made a motion to add a contract to the closed session agenda. Council Member Westbrook seconded the motion.

There was no discussion on the motion. The motion was approved on a roll call vote.

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

**2. CLOSED SESSION**

The purpose of this meeting is to convene in the closed session pursuant to:

- a. §2.2-3711(A)(7) and (8) of the Code of Virginia for the Purpose of Receiving Legal Advice and Status Update from the City Attorney and Legal Consultation Regarding the Subject of Actual or Probable Litigation and Specific Legal Matters Requiring the Provision of Legal Advice by the City Attorney, Specifically Including But Not Limited to Discussion Regarding House Bill 2232; 2.2-4303(F) of the Code of Virginia; 2-393 of the Petersburg City Code; and
- b. §2.2-3711(A)(1) of the Code of Virginia for the Purpose of Discussion Pertaining to Performance, Assignment, and Appointment of Specific Public Employees of the City of Petersburg, Specifically Including but Not Limited to Discussion of the Performance, Assignment, and Appointment of a Specific Public Officer of the City of Petersburg; and
- c. §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

Council Member Myers made a motion to enter into Closed Session for the purpose stated. Council Member Westbrook seconded the motion.

There was no discussion on the motion. The motion was approved on a roll call vote.

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

The Council entered Closed Session at 3:05 p.m.

Vice Mayor Hill arrived.

Council Member Smith-Lee arrived.

Council Member Jones arrived.

### **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."

Vice Mayor Hill made a motion to return the City Council to the 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 a roll call vote.

On a roll call vote, voting Yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; No: N/A; abstain: N/A.

**2025-RES-3 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**

The City Council returned to the open session at 5:20 p.m.

Mayor Parham entertained a motion to add a resolution to the agenda directing the City Manager and City Clerk to take all necessary action to initiate an emergency procurement for the contractor who has submitted the unsolicited PPEA Proposal to perform the necessary work required to facilitate the relocation of the police station.

Vice Mayor Hill made a motion to add to the agenda a resolution directing the City Manager and City Clerk to take all necessary action to initiate an emergency procurement for the contractor who has submitted the unsolicited PPEA Proposal to perform the necessary work required to facilitate the relocation of the police station. Council Member Westbrook seconded the motion.

There was no discussion on the motion. The motion was approved on a roll call vote.

On a roll call vote, voting Yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; No: N/A; abstain: N/A.

Mayor Parham entertained a motion to approve the resolution directing the City Manager and City Clerk to take all necessary action to initiate an emergency procurement for the contractor who has submitted the unsolicited PPEA Proposal to perform the necessary work required to facilitate the relocation of the police station.

Vice Mayor Hill made a motion to approve the resolution directing the City Manager and City Clerk to take all necessary action to initiate an emergency procurement for the contractor who has submitted the unsolicited PPEA Proposal to perform the necessary work required to facilitate the relocation of the police station. Council Member Smith-Lee seconded the motion.

Mayor Parham opened the floor to receive public comments on the resolution.

Hearing none, Mayor Parham closed the public comment period.

There was no discussion on the motion. The motion was approved on a roll call vote.

On a roll call vote, voting Yes: Cuthbert, Jones, Westbrook, Smith-Lee, Hill, and Parham; No: N/A; abstain: Myers.

**2025-RES-4 A RESOLUTION DIRECTING THE CITY MANAGER AND CITY CLERK TO TAKE ALL NECESSARY ACTION TO INITIATE AN EMERGENCY PROCUREMENT FOR THE CONTRACTOR WHO HAS SUBMITTED THE UNSOLICITED PPEA PROPOSAL TO PERFORM THE NECESSARY WORK REQUIRED TO FACILITATE THE RELOCATION OF THE POLICE STATION**

**3. ADJOURNMENT:**

City Council adjourned at 5:21 p.m.

The regular meeting of the Petersburg City Council was held on Tuesday, January 21, 2025 at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:00 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/326274>.

1. **ROLL CALL:**

Present:

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

Absent:

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.

3. **PLEDGE OF ALLEGIANCE:**

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

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

A quorum was present.

5. **PRESENTATIONS:**

Presentation of the 2024 ACFR By Robinson, Farmer & Co

David Foley, Robinson Farmer & Cox Associates, serving as the audit manager and partner for the City's FY24 audit, said that he would present the results of the audit. Before he began, he would like to briefly outline the three main components of the audit process for the City. First, they audited the financial statements to ensure they were prepared in accordance with generally accepted accounting principles. They conducted an internal controls review, examining the City's controls over financial reporting to gain a thorough understanding of their effectiveness. Third, they assessed the City's compliance with major federal grant programs, utilizing the Office of Management and Budget's compliance supplement to identify and address any noncompliance issues.

Mr. Foley said these three components were included in the annual comprehensive financial report, which consisted of three separate reports from their office. The first report was the independent auditor's report, which confirmed they had performed an audit on the financial statements and issued an unmodified opinion. He said that this unmodified opinion indicated that the City's financial statements had been prepared in accordance with generally accepted accounting principles. The other

two reports, found in the compliance section, starting on page 152, addressed the City's internal controls over financial reporting and federal grant compliance.

Mr. Foley said that in the internal controls report, they would identify any material weaknesses and provided recommendations for improvement. He said that they had identified 10 material weaknesses in the City's internal controls over financial reporting, which were detailed in the back of the report, starting on page 162. These findings were consistent with previous years, primarily focusing on reconciliations that the City should perform on a monthly basis to ensure accurate and complete financial information. The prior year findings section showed the current status of these issues, including whether they were present in the current year. The final report was the compliance section, and it indicated no noncompliance issues related to the City's major federal grant programs.

Mr. Foley said that he would like to highlight two key items from the City's financial statements. The fund statements for the City were located on page 23, and Exhibit 3 was a balance sheet for the City's governmental funds. He said that the City's general fund was the primary operating fund, and the balance sheet provided information on the City's assets, liabilities, and fund balance at the end of the fiscal year. He said that specifically, the City's general fund ended the fiscal year with total assets of \$77 million, compared to approximately \$19-20 million in total liabilities and deferred inflows, resulting in a total fund balance of \$56.8 million.

Mr. Foley said that this fund balance was further categorized into non-spendable, restricted, committed, and unassigned, with the City's unassigned fund balance at the end of the year being \$58.8 million. He said that he also wanted to draw attention to Exhibit 4, a statement of revenues, expenditures, and changes in fund balance for the City's governmental funds. He said that this statement provided detailed information on the City's general fund, including total revenues of \$94.5 million and total expenditures of \$82.7 million, resulting in a net increase in fund balance of \$9.3 million during the fiscal year.

Council Member Cuthbert asked how much the City was owed in past due real estate taxes as of June 30, 2024.

Mr. Foley said he did not have a breakdown of the \$23 million total between personal property and real estate taxes.

Council Member Cuthbert said that he was particularly interested in past-due real estate taxes, as they had a 20-year window to collect them.

Mr. Foley said that he could follow up with the figures.

Council Member Cuthbert requested that the information be further broken down based on the year the balance became past-due.

Mr. Foley said that he could provide the follow up information within the week.

Council Member Cuthbert requested that figures also be provided for personal property tax past-due balances. He believed it would be a substantial source of potential revenue if they pursued collection.

Council Member Cuthbert asked how much vacancy savings contributed to the \$9 million increase in the unassigned fund balance.

Mr. Foley said that he did not have exact figures. He said that if they referred to exhibit 11, page 94, the \$9 million increase in fund balance was attributed to several factors. He said that one factor was that the budgeted revenues were \$88.3 million, but the actual revenues collected were \$94.5 million, resulting in a surplus of \$6.2 million. The total budgeted expenditures were \$86.1 million, but the actual

expenditures were \$82.7 million, resulting in a positive variance of \$3.4 million. He said that the combination of these two factors contributed to the overall increase of \$9.6 million in fund balance.

John Altman, City Manager, said the vacancy savings would not be reflected in the audit, but the Finance Department could provide those figures. He said that the Finance Department would also be able to provide information regarding taxes due. He noted that he had replied to Council Member Cuthbert's email on this topic, and they would be able to provide the information by next week.

Vice Mayor Hill asked for clarification regarding the past-due collections process.

Mr. Altman said that they were currently addressing a couple of key areas. He said that they were working on collecting past-due accounts by turning them over to their collections attorneys. He said that they were exploring ways to offer payment plans to individuals who were past due, but not excessively so, in order to help them catch up on their payments. He said that this would allow them to minimize the impact on their residents and work towards getting them back in good standing with them. He said that they were exploring several options to improve their collection rate and would be happy to discuss these further in a future work session.

Vice Mayor Hill said that he was interested in exploring ways to make people whole as quickly as possible. He said that this was particularly relevant to him, as he recalled their past audits, which had highlighted this issue as a sticking point.

Council Member Smith-Lee asked for more information about the financial systems.

Mr. Altman said that staff had discussed the possibility of transitioning to a new platform from their current system. He said that their current system was somewhat outdated, but it worked. He said that they were working on putting together an RFP because other systems offered more advanced capabilities and flexibility.

Mr. Altman said he had previously estimated the cost to be around \$2 million, so potentially \$2 or \$3 million for the system upgrade. He said that they planned to implement the new system in a phased manner, running it concurrently with their current system and transitioning smoothly, rather than making a sudden switch. He said that while the finance module was a key component, the new system would also integrate with code enforcement and other areas, allowing for easier reporting and analysis. He said that this would enable them to work more efficiently.

Council Member Jones said he believed they were not lacking in code compliance documentation. He said that the problem lay in the system they had, which, in his opinion, was woefully outdated. He said that this should be the priority.

Mr. Altman said that from an implementation perspective, if they were to adopt an overall holistic system, code enforcement would not be one of the first components implemented. He said that typically, payroll, finance, and human resources would be prioritized upfront, as they were essential for getting employees paid. He said that without this core function, it would cause disruptions and upset.

Council Member Jones asked if they had reviewed the systems of neighboring jurisdictions.

Mr. Altman said that the majority of communities in the region, including Hopewell, Prince George, Colonial Heights, and Dinwiddie, utilized the MUNIS platform. He said that he believed Charles City was about to implement MUNIS.

Mr. VanVoorhees said that they were currently in the process of evaluating enterprise resource planning (ERP) systems, which encompassed payroll, human resources, financial utilities, and utility billing. He said that this system covered a wide range of their activities and financial operations. He said

that they were currently evaluating several options, including MUNIS and other systems, to determine which one best suited their needs.

Council Member Jones said they should consider ways to integrate with the school systems.

Mr. Altman said it would be ideal if they operated the same system, as this would enable them to communicate with one another. He said that although they were a separate entity, he was aware that in a previous community, they had provided funding to the school system to upgrade to the municipal system, which would allow the systems to integrate. He said that the municipal system came with bank reconciliation pieces that facilitated communication between the systems. He said that from their perspective, this would be very helpful when reviewing audits and optimizing staffing to maximize efficiency.

Mr. VanVoorhees said that historically, he had worked in both scenarios where the school system and the municipality shared a system and where they did not. He said that being on the same system was beneficial. He said that he did not believe that they had the authority to force them into a new system.

#### City of Petersburg Public Schools Audit

Mike Potter, Alvarez & Marcel Public Sector Services, said that he led the team that conducted the assessment of the internal controls environment at Petersburg Public Schools, and he was here to present the findings of that report. To begin, he would like to provide a brief overview. He said that he had prepared a comprehensive report, which he had attached to this presentation, and he would be covering the key points in this executive summary level presentation.

Mr. Potter said that he would like to briefly review the timeline of events related to the completion of this assessment. He said that this presentation was based on the same report they had presented to the School Board last Wednesday, and all of the information had been part of the public record since then. He said that the idea to conduct a financial controls assessment had begun in June, when Ms. Brown was appointed as Interim Superintendent.

Mr. Potter said that Ms. Brown and her interim finance team had identified the need for the assessment, and in July, they had been contracted to conduct the assessment. He said that they had conducted their preliminary assessment in August and September, reporting to Board Chair Pritchett and Ms. Brown, and coordinating with the Petersburg City Schools finance team. He said that in October, they presented draft findings to the Petersburg team, the finance team, and leadership, as well as Ms. Brown and Board Chair Pritchett. He said that they had provided the opportunity for feedback on their findings and recommendations, and since then, they had made some minor changes and developed a status update based on the progress made to date.

Mr. Potter said that in November and December, they understood that Petersburg City Public Schools had appointed a new CFO and strengthened the finance team, acting on some priority recommendations and coordinating with them on improving the financial outlook and cash flow analysis. He said that they had also provided feedback on their additional report, resulting in the final version of the report they saw today. He said that before they discussed the findings, he would like to highlight the differences between their scope of work and what they might see as a typical audit. He said that their review was a performance assessment or financial controls assessment, focusing on understanding challenges and opportunities to improve, rather than reviewing past financial statements for accuracy or individual actions.

Mr. Potter said that in summary, their goal was to identify challenges and develop recommendations to help remediate those issues, with a forward-facing approach to get to the future state as soon as possible. He said that their assessment of the control environment, largely predated by the administration, did not review ongoing or future plans. Instead, they evaluated the controls environment as it existed at the time of their review.

Mr. Potter said that their review of policies found that they were rarely documented below the Board policy level. This meant that while there was a strong policy framework from the Board level, many of the instructions, details, roles, and responsibilities were not documented to the level of detail typical in an organization of this size. As a result, it was challenging to hold organizations and individuals accountable to those controls within the organization. Some procedures were not documented, leaving room for interpretation and error.

Mr. Potter said that their review of training found that no process was in place for formal training for owners of key financial processes, with the exception of training provided by the interim leadership team that had provided some essential, necessary quick fixes to the challenges they encountered. As a result, individuals did not have a clear understanding of their responsibilities or procedural expectations. This could lead to mistakes such as inconsistencies and a lack of coordination.

Mr. Potter said from an adherence perspective, the limited policies and procedures that existed were not always followed by key personnel and leaders, and finance was not empowered to require compliance. It was crucial for the school district's finance team to serve as a check on financial management throughout the organization and to be empowered to say no to things that did not meet the budget or follow specific controls. He said that this was not the case at Petersburg prior to the leadership transition, resulting in instances where key parts of the process were circumvented. He said that academic leaders may have submitted grant reimbursement requests without clearing them with the finance team, regardless of eligibility.

Mr. Potter said that this lack of policy adherence made it difficult to maintain compliance with requirements. From a planning perspective, they examined the budget process and financial forecast in detail. At the time of their assessment, the status of the budget process was that there was no clear and specific process for developing the budget, incorporating strategic priorities, and no long-term forecast existed. He said that this made it challenging to anchor strategic choices in understanding the future. Furthermore, fiscal monitoring was limited prior to the change of administration.

Mr. Potter said that this absence of planning infrastructure made planning compliance and accountability challenging, as there were no accurate targets to manage. For instance, trying to manage a budget without understanding the impact of vacancy rates over time was very challenging. He said that not considering this as part of the planning process, especially in an era where it was hard to retain teachers, changed the financial forecast and could not be part of long-term planning. The finance department had also experienced leadership turnover and lacked permanent, experienced leadership, contributing to the findings outlined above, including a lack of training in monitoring and adherence to policies and procedures.

Mr. Potter said the assessment focused on key areas, which they would cover in detail as they discussed recommendations. District-wide, these recommendations pertained to all aspects of the district's finances, not just a specific focus area. He said that they recommended that PCPS formalize and document its protocols, improve communications and training, and implement accountability practices to support compliance. Additionally, they suggested prioritizing staffing and key roles.

Mr. Potter said that a well-staffed team was essential for managing finances effectively, and the current team was still working with a skeleton crew. Since their arrival, the team had been strengthened. He said that from a procurement perspective, they recommended updating and approving a procurement manual, increasing staff awareness, and assigning clear roles and responsibilities. He said that from an accounts payable perspective, they suggested developing and implementing accounts payable procedures that documented roles, responsibilities, process requirements, and control thresholds.

Mr. Potter said that this was standard small business accounting practice, including dual controls that must be solidified and integrated into the process. He said that the expense policy was outdated and lacked clear thresholds and approval requirements, so they recommended updating it and strengthening the technical infrastructure related to expenses. He said that the current process for

handling expenses was paper-based, making it challenging to document, track, and analyze data-related trends or abnormalities. He said that they recommended strengthening electronic tracking and replacing manual and paper-based processes.

Mr. Potter said that implementing an electronic time management system for payroll could track work hours and leave, and developing a payroll validation process would ensure the accuracy of those systems. He said that it was common for smaller entities to perform these processes manually, but it was becoming more standard to move towards automated processes, such as automating accruals. He said that they also recommended implementing an automated punch clock system.

Mr. Potter said that from a human resources perspective, they recommended formalizing PCPS human resources procedures. He said that they suggested establishing a position control policy and procedure that functioned and implementing electronic record keeping to replace paper-based processes. He said that PCPS had a legacy position control system that was paper-based and sometimes had lapsed, allowing positions to be hired without proper authorization. He said that they recommended strengthening the position control process, which the team was already working on.

Mr. Potter said that they suggested formalizing and implementing standards and processes for reimbursement and claiming, using evidence-based planning to ensure that federal funds were used for academic investments that were proven. He said that they also recommended empowering the federal funds compliance function to hold departments accountable to those standards, ensuring that the finance team and superintendent were aligned on finance matters, particularly with the federal funds office having the final word on what was eligible for reimbursement.

Mr. Potter said that regarding financial forecasting, they recommended that the district finalize and formalize the budget development process. He said they recommended instituting a staffing model based on a student-to-staff ratio. He said that they recommended developing a multi-year forecasting capability to support planning. He said that based on their initial assessment, they had presented these findings in draft form earlier in the fall to the School Board. Since then, they had closely followed the district's efforts to address the findings.

Mr. Potter said he would provide a quick update on the progress to date and the next steps for the initiatives. First, from a financial forecasting perspective, the district should develop a school year 24-25 cash flow forecast. This was crucial because the school district lacked significant cash reserves. He said that without a clear understanding of the district's expenditures and revenue for the remainder of the year, there was a high risk of financial instability. They had been working with the finance team to conduct past year trending, year-to-year cash burn analysis, and develop preliminary cash flow analysis templates. He said they were also integrating historical budget-to-actual data to gain insight into what the future may hold. This work would need to continue, incorporating the latest cash balances, mid-year cash burn, and updated staffing data to reflect current vacancy levels and account for turnover.

Mr. Potter said that they aimed to calculate the spend rate against the remaining fund balance and revenues for the rest of the year to ensure there was no financial risk of a shortfall. To strengthen the allowable use process, the district had implemented organizational structure adjustments, such as moving grants to the grants office within the finance function, which had helped address some of these challenges. He said that they had also developed an enhanced manual review for title reimbursements. They recommended that the district continue to formalize these improvements and modernize the approach to claiming Title I with a more automated process. Additionally, they recommended that the district expedite the hiring of a permanent CFO and engage finance search support.

Mr. Potter noted that the district had also filled accounting roles in an acting capacity with an experienced former CFO and had additional key roles in the process. Next steps included hiring a permanent accounting leader and updating the finance organization. He said that they had recommended developing and implementing a position control protocol, which the leadership team had

put in place almost immediately. He said that this manual process required the director of HR and the CFO to sign off on all hiring.

Mr. Potter said that there was always a balance between process controls and expediency, and currently, they were taking a very cautious approach, which may cause some delays. He said that this careful process ensured that spending aligned with the budget. He said that the district should look for opportunities to automate position control through workflows and conduct a thorough review of all central office and non-teaching staffing added due to gaps in position control. He said that this would enable adjustments to be made, as necessary.

Mr. Potter said that a priority initiative was to formalize the budget development approval process, a goal made clear by the district's leadership team, including Ms. Brown and the finance team. He said that it was essential to finalize the process documentation and conduct FY26 planning using this process. He said that overall, they considered the progress made on these initiatives to be significant, but they encouraged the district to continue this progress by developing a plan of action and completing the remaining recommendations, which should be presented by the end of the school year.

Mayor Parham asked if there was anything specific in the report which PCPS required assistance from the City.

Yolonda Brown, Interim Superintendent, said that when she joined PCPS in July 2024, she had five priorities, and the fourth priority focused on assessing the financial operations of the school division. She said that with Council's support and the support of the School Board and VDOE, they were able to bring in Alvarez & Marcel, who provided them with the information they needed to understand their financial situation. She said that this assessment was crucial, as it allowed them to identify areas where they could improve and ensure that their finances were in order.

Ms. Brown said that the financial assessment had given them a clear picture of their current reality, which was both good and bad. She said that it had also provided them with the opportunity to set a new standard for their financial management and to put in place processes and procedures that would prevent similar issues from arising in the future. She said that one of the key takeaways from this assessment was the importance of transparency in their budgeting process. She said that they would now have a transparent budget that allowed everyone to understand how funds were allocated. This would also provide an opportunity for the public to provide feedback and input on their budget.

Ms. Brown said that she also wanted to highlight the importance of processes, procedures, and systems in their financial management. She said that without these in place, they risked mismanaging taxpayer dollars, federal dollars, and other resources entrusted to them. She said that she believed that the financial assessment had identified areas where they could improve and put in place a plan to mitigate these risks. She said that she had shared a one-pager with Clerk Hill that summarized some of the key findings from the assessment.

Ms. Brown said the summary outlined the steps they will take to implement the recommendations from the assessment and ensure that their financial management was transparent and accountable. She said that strengthening leadership and capacity was a key focus. She said that for quite some time, PCPS lacked a CFO. One of the major objectives was to secure a qualified CFO. She was excited to welcome Dr. Matthias Greywoode, who was joining them from St. Louis Public Schools. She said that Dr. Greywoode brought a strong background in finance.

Ms. Brown said that clear processes were essential to prevent mismanagement. They must ensure transparency and accountability, knowing exactly where every dollar was coming from and where it was being used. They were still refining their team, but she wanted to emphasize that accountability will be strictly enforced moving forward.

Dr. Matthias Greywoode, Chief Financial Officer, said that with over 20 years of experience in the corporate world, he brought a strong background in corporate finance and accounting to this role. He said that he held an MBA and a Bachelor's degree in economics and finance. He said that the goal with PCPS was to transform the control environment. He said that they aimed to strengthen existing controls, hire the right personnel, and hold them accountable.

Dr. Greywoode said that having started the process of implementing the report's recommendations, they had established a steering committee to monitor progress and keep the School Board informed. He said that they had hired sufficient personnel, with the exception of two individuals in finance. He said that with this in place, they were confident that they were on the right track and expected to complete the implementation within the next six to 18 months.

Ms. Brown said that continued support of the financial team from Council was important. She said that some form of financial support would be beneficial, possibly through partnerships where Alvarez & Marcel could periodically assess the progress and provide feedback. She said that they could consider potential partnerships that could streamline services not only for the children and families in Petersburg but also for the entire City. She said that she believed a partnership of this nature would be instrumental in moving forward.

Vice Mayor Hill asked what processes they were considering to support parents beyond the budget process.

Ms. Brown said that she would like to start by acknowledging the upcoming organizational restructuring in PCPS, and she would like to highlight the strong family engagement team they already had in place. She said that one of the key strategies they had already implemented was the parent university, which had been successful in providing parents with opportunities to learn about how to support their children at home. She said that their goal was to expand the parent engagement strategy to provide parents with all of the necessary information.

Ms. Brown said that one of the initiatives they were launching was a parent survey, which would help them understand the needs of parents and identify the resources they needed to put in place. She said that she would be happy to come back to Council and discuss the details of this strategy, as well as provide data on its effectiveness.

Ms. Brown said that she would like to highlight their focus on attendance, particularly in addressing chronic absenteeism, which was a top challenge in PCPS. She said that they were starting by engaging parents around getting their children to school regularly, and they would be launching a campaign to support this effort. She said that chronic absenteeism was a significant issue, affecting over 30% of students in Petersburg, and they were committed to addressing it.

Council Member Jones said that as they had mentioned, getting kids to school could be a challenge, and it was not always the fault of the parents. He said that he liked the fact that they were addressing this issue, and he was impressed by the strong team they had assembled in the finance department. He said that he would like to know if there was an opportunity for the City finance department and the PCPS finance department to meet quarterly to ensure they were aligned and working together effectively on a City-wide and school system-wide basis.

Ms. Brown said that there was an opportunity for the two departments to meet, and she believed it was a necessity. She said that they could no longer operate in silos.

Dr. Greywoode said that since taking the position, he had reached out to the City finance department, and they had already begun implementing some of the necessary steps, and they would be partnering with them. He said that he had emphasized the importance of their relationship with them, and they would be meeting regularly to review and discuss matters.

Council Member Smith-Lee noted that one of the three key initiatives she had implemented, along with Fred Wilson and Mr. Spradley, several years ago, was a feeder program for girls' softball. She said that although it eventually declined, she was hopeful it would be revived. She said that during that time, they saw a remarkable outcome: by the time those girls reached high school, they had developed into talented athletes, with a few even being inducted into the Petersburg Hall of Fame. She said that the three key components they emphasized were schoolwork, homework, and behavior. She said that they made it clear that to participate in softball, they needed to excel in all three areas. She said that their goal was to energize the kids and instill confidence in themselves, and she believed they were on the right path.

Ms. Brown said that she loved the fact that they had created a pipeline for kids to succeed, providing them with the support they needed to accomplish their goals. She said that she thought it was particularly relevant that they were planning to host community meetings with parents in February, focusing on expectations, discipline, and academics. She said that this would help parents understand the three-legged stool they were setting in Petersburg. She said that it was time to take this to the community and empower parents to understand their role and what they were expecting moving forward.

**6. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETINGS):**

- a. Minutes of Previous Meetings:
  - January 7, 2025 City Council Organizational Meeting
  - January 7, 2025 City Council Closed Session

Vice Mayor Hill made a motion to adopt the Consent Agenda. Council Member Jones seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**7. OFFICIAL PUBLIC HEARING**

Public Hearing and Consideration of an Ordinance to Amend and Readopt the Zoning Ordinance of the City of Petersburg Pertaining to Providing Additional Flexibility for Placement of Sandwich Board Signs in Downtown Petersburg

Naomi Siodmok, Director of Planning and Community Development, said that the purpose of this amendment was to provide more flexibility for signs in the downtown area at the request of City Council. She said that previously, they presented information to Council regarding sandwich board signs, and they provided specific feedback indicating interest in more flexibility for signs related to downtown. She said that they then worked with the Planning Commission to gather recommendations on how to implement this flexibility.

Ms. Siodmok said that after considering various options, they determined that defining the boundaries of downtown Petersburg using the downtown plan would be the most effective approach. She said that the downtown plan clearly outlined the boundaries, which they will use to guide the new sign language. She said that the proposed amendment built upon the current requirements, allowing for an additional sign in the downtown Petersburg district within the right-of-way. She said that this meant that businesses can have one sign on their property or in the right-of-way, and a second sign anywhere within the downtown district. She said that the requirements for clear path on the sidewalk and materials for signs remain the same.

Ms. Siodmok said that the Planning Commission recommended approval of the proposed language. She said that staff had alternative options, but they were presenting the Commission's recommended approach.

Mayor Parham opened the public hearing. Seeing no speakers, he closed the public hearing.

Council Member Cuthbert asked if the proposed ordinance would permit Mr. Anand's proposal to install a sandwich sign board in front of his business and at the corner of North Sycamore and West Old.

Ms. Siodmok said that was correct, as long as the sign did not impact ingress, egress, or ADA access.

Council Member Cuthbert made a motion to adopt the ordinance. Vice Mayor Hill seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance Recommending Revocation of Special Use Permit Granted to Michael and Nina Stanley to Operate a Stand-Alone Used Vehicle Sales Lot at 1024 West Washington Street, Parcel ID 024270002 in the B-2, General Commercial District for Failure to Comply with Conditions of Approval

Ms. Siodmok said they were seeking to revoke a special use permit due to a violation. She said that the background on this property dated back to May 2, 2012, when Council approved a special use permit for 1024 West Washington Street, subject to eight conditions. However, the use was never established, and the property was currently in violation of at least four of those conditions. She said that since July, the zoning staff had sent multiple letters to the property owner, urging them to comply with the conditions, but no action has been taken.

Ms. Siodmok said one example of a violation was storing an inoperable bus on the site. She said the approved conditions included restrictions on vehicle protrusion, site plan and building permit requirements, no inoperable vehicles or parts storage, and specific hours of operation. She said that the property had never come into full operation, and the permit may be revoked by Council for failure to comply with the conditions. She said there were no plans or permits, two inoperable buses, and there was no established use. Both the Planning Commission and staff recommend removing the special use permit from the property.

Mayor Parham opened the public hearing. Seeing no speakers, he closed the public hearing.

Council Member Jones asked if they had reached out to the property owner.

Ms. Siodmok responded that staff had been working with Mr. Stanley since July to bring the site into compliance. The process began with initial violation meetings and conversations. Unfortunately, the site still did not come into compliance. She said that Mr. Stanley had been in attendance at the Planning Commission meeting, and they had notified him of the meeting, but she did not see him in the gallery.

Vice Mayor Hill made a motion to adopt the ordinance revoking the special use permit granted to 1024 West Washington Street. Council Member Jones seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Amendment and Readoption of Chapter 50, Article II of the City Code Pertaining to Noise

Ms. Siodmok said that this was a follow-up to the Planning Commission's 2022 review of the noise ordinance. Council had asked the Planning Commission to take a closer look at the noise ordinance in 2021. She said that the Planning Commission reviewed it, and the Council wanted them to focus specifically on entertainment districts. She said that the Planning Commission did that, and since then, they had been tabled on how to address this issue. She said that the concerns that led to this effort

included complaints about noise related to restaurant uses and late-night activities, as well as the need to distinguish entertainment districts from other areas in the City.

Ms. Siodmok said that in 2022, the recommendation was to allow nighttime noise to be 75 decibels during the day and 65 decibels at night. She said that there was also a request to explore how to integrate entertainment districts with this ordinance. Additionally, the proposal was to remove the differentiation between noise regulations for different zoning districts, so that police officers would enforce the same decibel levels across the board. She noted that there were still exceptions in the code for certain uses, such as rail, industrial, and emergency services.

Mayor Parham opened the public hearing.

Leonard Curry, 2014 Woodland Road, explained that when this issue began, he was the chairman of the board of the Farmer's Bank Museum. He said that they maintained the building through contributions and rental income from three apartments, and the restaurant next door was emitting decibels at a level exceeding 105 decibels inside the bank building. He said that this level, according to the National Institute for Occupational Safety and Health, was equivalent to the sound of a jackhammer. He said that a 65 decibel level was considered ideal, and it was comparable to sitting in a car moving at 60 miles per hour. He said that this amendment was needed.

Seeing no further speakers, Mayor Parham closed the public hearing.

Council Member Jones asked for clarification about how the ordinance would impact entertainment districts and the casino, the rationale for choosing 11 p.m., and if the City owned tools to measure the sound decibel level.

Ms. Siodmok explained that this provision would apply across the City, establishing a noise level standard across the board. She said that for all uses within the City, the maximum daytime noise level is 75 decibels and the maximum nighttime noise level is 65 decibels. She said that in the past, there were discussions about potentially creating entertainment districts as part of the downtown plan. She said that although that idea was not pursued, as they updated their zoning ordinance, they were considering integrating an entertainment district, which could be subject to different rules.

Council Member Jones asked how they would enforce the noise ordinance without the proper equipment. He asked if this ordinance would put an additional strain on the police department. He asked if they knew what the staffing needs would be to enforce the noise ordinance.

Mr. Altman said that he wanted to clarify that the police department was involved in this discussion, but he was not aware of a specific conversation regarding the number of officers needed to enforce the regulations. He said he believed they had decibel meters, but he had to verify the information with the Chief of Police.

Anthony Williams, City Attorney, explained that using a decibel reading was good because it was an objective standard, and all of the previous localities he worked for eventually adopted decibel standards. He recommended that Council exercise caution around Section 50-34, which provided exemptions. He said that in his experience, courts had consistently ruled that the source of the sound should not be a factor in determining whether a noise was excessive. He said that ultimately, it was either too loud or it was not. He said that typically, exemptions were based on level and duration to avoid potential issues.

Council Member Jones said that they had to consider staffing needs before adopting the ordinance.

Council Member Jones made a motion to deny readoption of Chapter 50, Article II of the City Code Pertaining to Noise. Councilmember Myers seconded the motion.

Council Member Cuthbert made a substitute motion to adopt the ordinance and amendment as proposed.

There was no second, so the motion failed.

Vice Mayor Hill said that staff should gather data on how often police receive noise complaints for specific areas of the City. He said that a blanket noise ordinance was unfair due to the various uses across the City. He said that after staff gathered data, they could approach individual businesses to address noise issues.

Council Member Jones noted that they still could enforce the current nuisance ordinance against noise issues. He said that he firmly believed that they needed to invest in building up their departments, including the police and fire departments, because the time would come when they would be at a disadvantage if they did not take this step. He said that in the meantime, he proposed that they consistently enforce the nuisance statute.

Council Member Cuthbert asked the City Attorney to address the nuisance approach.

Mr. Williams said that he was not familiar with the specifics that Council Member Jones was referencing. He said that ordinances and statutes related to nuisance typically required an ongoing legal violation to be enforced criminally. He said that they did have a noise ordinance in effect. He said that in practical terms, Council Member Jones was correct that they could enforce the existing noise ordinance.

Council Member Cuthbert clarified that Council had suspended the noise ordinance.

Ms. Siodmok explained that the ordinance was suspended until the Commission came up with a recommendation. She said that they had developed an alternative, so it was her understanding the noise ordinance was no longer suspended.

Mr. Williams explained that from a legal perspective, the only way the Council could temporarily suspend the enforcement of an ordinance was by formally rescinding the ordinance. He said that although leniency may have been instructed pending the adoption of this ordinance, from a legal perspective, the Council could not suspend an ordinance. He said that the officers had a legal duty to enforce the law, regardless of whether it was currently in effect. He said that he did not recall Council taking formal action.

Mr. Altman requested that the Planning Department be relieved of any responsibility for the ordinance. He said that if they were going to implement it, he believed they needed to discuss it with the Police Department, who were handling this, and have them work with the City Attorney to bring forward proposals. He said that he was aware that this was tied to zoning, which was a unique aspect of this situation, making it difficult to enforce without knowledge of those districts. He said that if the Council wished to proceed, they would start enforcing it as soon as possible. He noted that along with purchasing decibel meters, they used an app to measure the sound level.

Mr. Williams suggested amending the motion to direct the City Manager to proceed with normal enforcement of the existing noise ordinance.

Mayor Parham said that they would first consider the motion on the floor before directing the City Manager to proceed with normal enforcement of the existing noise ordinance. He called the question on the motion to deny adoption of the ordinance.

On a roll call vote, voting yes: Jones, Myers, Westbrook, Smith-Lee, and Hill; no: Cuthbert and Parham; abstain: N/A.

Council Member Cuthbert made a motion to direct the City Manager to proceed with normal enforcement of the existing noise ordinance, City Code § 50-31.

There was no second, so the motion failed.

Council Member Myers said that they had suspended the previous ordinance, and they should leave enforcement at the current level. He said that the business owners should be left to conduct business since they were tax payers and the City benefitted from their taxes.

Council Member Cuthbert said that while he supported small businesses, there needed to have a balance. He said that they had multiple interests at stake here, and there was only one business causing a problem. He said he had observed large fights at that business, and he did not think the City was doing its job. He said there was a table in the packet on page 156 that illustrated how much of the police resources were diverted by this type of behavior. He said that they had one business that had 140 calls for service. He said that they also had the one in Old Town with 77 calls. He said that he believed the best way to conserve police resources was to establish a noise limit, which in turn would limit the bad behavior that loud noise attracted. He asked how they would address police staffing issues.

Mr. Altman said that he had mentioned before that one way to address this issue was through the federal government's COPS grant program, which could enable them to add officers to the force. He said that one of the things they would be discussing with the Council was the possibility of utilizing this program to increase officer staffing, particularly during nighttime shifts, to handle their regular call load and have sufficient personnel available to address additional calls. He said that as part of this, they could explore adding additional officer slots through the budgetary process.

Mayor Parham said that they would continue the discussion at another time, and they had a retreat scheduled for this weekend where they could discuss staffing needs and the necessary steps for enforcement.

A Public Hearing and Consideration of an Ordinance for Appropriation of the Virginia State University Public Health Institute (VSUPHI) Health Disparities Grant

Garry Cozier, Budget Manager, said that the grant was worth \$32,700 and would be split equally between the Parks, Recreation, and Leisure Services Division and Petersburg Communities Incorporated (PCI).

Mayor Parham opened the public hearing. Seeing no speakers, he closed the public hearing.

Vice Mayor Hill made the motion to adopt the ordinance. Council Member Smith-Lee seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance for Appropriation of the VDEM Emergency Management Performance Grant

Mr. Cozier said this grant, valued at \$10,675, was from the Virginia Department of Emergency Management and was intended for the Fire Department.

Mayor Parham opened the public hearing. There were no speakers, so he closed the public hearing.

Vice Mayor Hill made the motion to adopt the ordinance and appropriate the funds. Council Member Jones seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance for Appropriation of the 2024 Operation Ceasefire Grant Program for the Commonwealth Attorney's Office

Mr. Cozier said that this grant, administered through the Department of Criminal Justice Services, was specifically for their Commonwealth Attorney's Office. He said that it would help fund the hiring of a new prosecutor and was distinct from the Operation Ceasefire Grant provided to the police department. He said that the grant amount was \$301,749.

Mayor Parham opened the public hearing. There were no speakers, and the public hearing was closed.

Councilmember Jones made a motion to adopt the ordinance. Vice Mayor Hill seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance for Appropriation of the FY25 DMV Selective Enforcement Police Traffic Services Grant

Mr. Cozier said that the grant was from the Department of Motor Vehicles for Selective Enforcement, specifically the traffic services grant. He said that the grant provided funds to participate in national programs, including the Click It or Ticket program. He said that the grant amount was \$35,950, which would be used for overtime pay and equipment.

Mayor Parham opened the public hearing. There were no speakers, and the public hearing was closed.

Council Member Jones made a motion to adopt the ordinance. Council Member Smith-Lee seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance for Appropriation of the FY25 DMV Selective Enforcement Alcohol Grant

Mr. Cozier said that this grant was specific to alcohol. He said that participating in the National Drive Sober or Get Pulled Over campaign enabled officers to work overtime and also provided them with equipment, such as breathalyzers.

Mayor Parham opened the public hearing. There were no speakers, so he closed the public hearing.

Vice Mayor Hill made a motion to adopt the ordinance and appropriate the funds. Council Member Smith-Lee seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Public Hearing and Consideration of an Ordinance to Appropriate Funding for the Sports Training Facility (Fieldhouse) at Petersburg High School in the Amount of \$1,900,000

Mr. Cozier said that this item pertained to Ordinance 23-R46, which stated that the City would donate up to \$2.7 million to this fund.

Council Member Cuthbert made a motion to adopt the ordinance. Council Member Jones seconded the motion.

Mayor Parham opened the public hearing.

Barbara Rudolph, 1675 Mount Vernon Street, said that it seemed that the City would not be obligated to cover the remaining amount agreed upon. She said that they had spent \$500,000 so far, with an additional \$1.9 million, totaling \$2.4 million. She said that the City's total offer was \$2.7 million, which could mean an additional \$300,000. She recalled that at the last meeting, Council Member Cuthbert had raised questions about the amount of money raised. She said that the \$2.7 million figure had been presented as a fallback position if they were unable to secure donors.

Ms. Rudolph said that she was aware that there had been a promise from Bruce Smith to donate \$3.5 million. She said that People's Advantage Credit Union had contributed \$500,000, and there had been a few other donations, but she was not aware of any official announcements from City Council. She said that personally, she thought it was concerning that this project was taking priority over the City's capital budget for schools, which desperately needed funding. She said that many schools were in poor condition, with some being over 50 years old. She said that it was an interesting priority for the Council and PCPS to focus on this project above other pressing needs.

Cheryl Brown, 1860 Westover Avenue, said that she wanted to know when actual funds would be spent for the field house. She said that she was aware that monies were supposed to be raised, but she wanted to know if this was a contingency.

Mayor Parham said that the project was currently under construction.

Seeing no further speakers, Mayor Parham closed the public hearing. He called the question on the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, and Smith-Lee, Hill; no: N/A; abstain: Parham.

Mayor Parham stated that he was abstaining due to his prior work with the Stadium Committee and the School Board.

A Public Hearing and Consideration of an Ordinance to Authorize the Refund of Taxes Erroneously Paid for Tax Parcel No: 023150003

Mr. Cozier said that tonight, on behalf of the Customer Care and Collections Department, he was here to address an item related to state code, which required the governing body to take action when real estate taxes had been incorrectly assessed or paid. He said that the property in question was parcel 023150003, also known as 110 South Perry Street, located at 400 West Wythe Street.

Mayor Parham opened the public hearing. There were no speakers, so he closed the public hearing.

Vice Mayor Hill made the motion to adopt the ordinance. Council Member Smith-Lee seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**8. PUBLIC INFORMATION PERIOD**

Marlow Green, 301 Rolfe Street, said that Mayor Parham was the Mayor of Pocahontas Island, and she hoped they would receive more support from Council regarding investment in enhancements to the

neighborhood. Recently, she observed some issues at the Roper site. On Sunday, she called the police at 12:30. There were five individuals smoking what she thought was marijuana; they had beers, and they were riding skateboards. She was not sure if they actually responded, but she hoped that they did.

Ms. Green said that she would also like to request an update on the letter of determination for DCR. If the Council truly supported the bypass road, it should consider a feasibility study to move it out of the floodplain. The cost of this road will be fully funded by the treatment plant, so it would not be a significant expense to the City. Additionally, they have received unrestricted funding through LGIP, which could be used to support the study. She said that she would like to focus on putting City dollars into Pocahontas Island, whether for the trail or other initiatives.

Ms. Green said one issue that had not been resolved was the dumping problem. She had been requesting that the City cut back trees on Magazine Road, City-owned property, for over a year. This would help prevent dumping and make it easier for citizens to report incidents. She has been asking for this for over a year, and she is still requesting it.

Kara Stevens, 226 Rolfe Street said that when she first moved to Pocahontas Island, she noticed that many long-term residents had complacent minds or discouraging fears about the area. She shared this concern with her neighbor, and she believed that investing in the community was crucial, and it was the responsibility of the City. As she observed, they received many visitors from all over the City, and it was clear that they were still a part of the City, despite their location.

Ms. Stevens said she was disheartened by the dumping and the presence of random cars at night. She thought that they needed to improve the island with more lights, cut back trees, and make significant upgrades to make it more comfortable for residents and visitors alike. She said that by doing so, they could also more effectively address issues like dumping, loitering, and other unwanted activities. If they kept the island improved and visible, people would be less likely to engage in such behavior. They were often drawn to the area because they wanted to remain hidden.

Barbara Rudolph, 1675 Mount Vernon Street, said that she was keeping this brief due to the report of snow. She said that she would like to commend the new school superintendent for her commitment to transparency and her efforts to address the uncomfortable truths about the school division, which she had inherited and was working to improve. She said that she hoped the Council would consider implementing a similar process with City government, to provide a regular check-in on performance and areas for improvement. She said that this was different from the financial reporting provided by the auditor. She said that she assumed that before the end of the meeting, there would be further discussion about the retreat mentioned by Mayor Parham. She said that she thought it would be beneficial to announce it to the public, given that it was scheduled for this weekend.

Bobby Beverly, 2305 Dundee Drive, said that he was filing a formal complaint against the Mayor. This pertained to the incident that occurred on November 19, 2024, at the Petersburg City Library's parking lot. It was essential to note that the complaint would be submitted to the Richmond Commonwealth Attorney to ensure there was no conflict of interest. The City Attorney of Petersburg would also receive the formal complaint. He said that the complaint alleged harassment and intimidation, as outlined in § 18.2-427, which prohibited the use of profane, threatening, and indecent language over public airways or by other means.

## **9. BUSINESS OR REPORTS FROM THE MAYOR OR OTHER MEMBERS OF CITY COUNCIL**

Council Member Jones said a letter was sent to Council on October 21, 2024 regarding school funding. He asked about the status of the allocation.

Mr. Altman said that the allocation to the schools included two requests, one of which was approved in December. He said that the schools were now requesting a second appropriation to support their

financial software updates. He said that he had not yet received the formal request. He said the previous allocation for the cafeteria had been approved by the Council and should have been received.

Council Member Jones asked for an update regarding the lights at Berkeley Manor.

Mr. Altman said that the City Engineer was involved in getting the light back up. He said that they were currently in the queue with Dominion to address this issue.

Council Member Jones asked for more information about covering the hole in the roof of Peabody.

Mr. Altman said that they were working on allocating the necessary funding, which involved covering the roof, as well as the entire exposed portion of the building. He said that to achieve this, he was trying to identify available funds and, if needed, revisit the project to secure the necessary resources. He said that his goal was to find a solution that could be implemented without requiring further input from Council.

Council Member Westbrook said that he would like to start by thanking those who attended the Ward 7 meeting last Thursday. He said that he appreciated their input as they discussed important issues affecting the City. Specifically, he would like to thank Mr. Moore and Ms. Siodmok and her planning staff, as well as Housing, Ms. Mary Howard and Tricia Brown, the Sheriff's Office and Police for speaking at the meeting on the topics that were impacting the City.

Council Member Westbrook said that he would like to thank Public Works for their excellent snow cleanup efforts. He said that he was impressed by how quickly they restored the streets to normal operation. He said that he hoped they would continue to perform similarly well tonight, clearing black ice and ensuring the schools could operate safely tomorrow. He said that he would like to highlight a message from Mr. Allen, Department of Recreation. As they approached Black History Month, which would be mostly over by the time they met again, he said that he would like to remind everyone of the upcoming events. On February 2, a Black History Gospel extravaganza would be held, featuring local gospel artists and church choirs.

Council Member Westbrook said that on February 21, a Black History concert would take place at the library, showcasing spoken word, comedy, and music. On February 22, a Black author signing event would be held at the library. He said that he encouraged everyone to support these events and celebrate the significance of Black History Month. He said that he would also like to welcome back the VSU students, who had officially started classes today.

Council Member Westbrook said that he would like to follow up on a charge he would bring again next month. He said that he had been participating in the Petersburg Half Marathon for the past 10 years, and the event had become a national qualifier for college teams. He suggested that PCPS hold a challenge to encourage students to participate in the youth race. He said the race would take place on April 5.

Council Member Westbrook said that he would like to extend his congratulations to President Trump on his recent inauguration as the 47th President of the United States. He said that he wished him well, regardless of one's views on his policies. He said that he would like to bring to the attention of the City Council an issue that he had been discussing with the City Manager. He said that he proposed that they explore the feasibility of a Citywide plastic bag ban.

Council Member Westbrook said that plastic pollution was a growing concern, and cities that had implemented similar policies had seen significant benefits, including reduced litter, reduced strain on waste management systems, and a shift towards more sustainable habits among residents. He said that he believed it was time for Petersburg to consider taking similar steps. He said that before moving forward with any formal proposals, he recommended that they conduct a thorough preliminary research to understand the cost and benefits of implementing a ban or a fee system on single-use plastic bags.

He said that this research should focus on how similar policies had been successfully implemented in other cities, and the potential economic impact on local businesses.

Council Member Westbrook said that in Virginia, cities had already banned plastic bags: Alexandria, Arlington, Fairfax, Falls Church, Fredericksburg, Roanoke, Charlottesville. He requested that the City Council authorize the City Manager, City Attorney, and relevant departments to initiate this research by gathering necessary data and consulting with stakeholders. He said that this would enable them to determine the most effective and equitable approach to addressing this issue for Petersburg.

Council Member Myers requested that the City Manager explore permanently closing two blocks of the Joseph Jenkins Roberts Parkway from 5th Street to 3rd Street. He said that this closure would establish a safer and more organized space for hosting large-scale events at the Petersburg Harbor Festival Park, increasing its appeal as a key destination. He said that by developing an inviting environment, this action would draw more visitors and encourage business growth in the Downtown/Old Town area of Petersburg. He requested this item be added to the February 4, 2025 Consent Agenda for a public hearing at the Council meeting on February 18, 2025.

Council Member Smith-Lee said that the Ward 6 meeting would take place at Cool Spring Elementary School on Wednesday, January 29 at 6 p.m. She said that she also would like to extend her gratitude to Sheriff Crawford for hosting an outstanding event on Monday. She said that the MLK Parade began at Pocahontas Island and concluded at Franklin and Adam Street. She said that she would also like to thank Mr. and Mrs. Jones for providing food for the parade participants. She said that they owned an asphalt business on Pocahontas Island.

Council Member Westbrook said that the William Lawson Basketball Invitational Classic, which had been originally scheduled for two weeks ago, had been rescheduled for this Saturday. He said that the event would take place at the high school, featuring approximately six games throughout the day.

Vice Mayor Hill extended his thanks to the Department of Recreation, along with Marquis Allen, Janelle Sinclair, and Wayne Crocker, for hosting a wonderful MLK program on Sunday evening. He brought up issues related to signs posted in the right-of-way of Exit 52 and the corridor of Crater Road. He requested staff address the issue and clean up the signs.

Ms. Siodmok said that she would coordinate with Public Works. She said that the Public Works right-of-way manager would be responsible for enforcing the signs in the right-of-way.

Vice Mayor Hill said that he received a text from Corey Harris, who informed him that he had three solo cameras he planned to arrange for placement on Pocahontas Island to monitor who was entering and exiting the area. He said that in March, he planned to hold a ward meeting once the weather improved.

Mayor Parham said that he would like to extend his gratitude to everyone who participated in the Martin Luther King Parade. He said that Council Member Smith-Lee described it as a wonderful event, and Council Member Cuthbert was also in attendance as they marched across the bridge from Pocahontas to Franklin Street. He said that the event was a great success.

Council Member Cuthbert said that he was very disappointed to hear that the Department of Conservation and Recreation had stated that they may not build the new road extension of Pocahontas Street in the floodplain. He said that the Council had previously discussed this in detail and, as he recalled, he had moved that the Council direct the City Manager to explore moving the extension to the north, out of the floodplain, to alleviate heavy truck traffic on Rolfe Street.

Council Member Cuthbert said that the City Manager had been asked to report back to Council with the results of his exploration. He said that unfortunately, their hands were tied, and the Department of Conservation and Recreation had informed them that they may not build the road where they had

initially planned. He said that although the situation was uncertain, he remained hopeful that they could find a way to make this happen.

Council Member Cuthbert said that he had attended the Martin Luther King, Jr. celebrations, both the Sunday event and the parade. He said that he had enjoyed both events, which featured good speakers, including Vice Mayor Hill, who had done a fine job as moderator. He said that the parade was also a great opportunity to see many people in a festive mood, despite the cold temperatures. He said that both events were well-organized and enjoyable.

**10. FINANCE AND BUDGET REPORT**

Department of Finance Monthly Update

Mr. Cozier said that as they approached the midpoint of the fiscal year, they were tracking at 43.8% of their overall spend, which was within their threshold, so they were on track. He said that the same applied to their other funds, including the general fund. He said that he had also included an update on their interest earnings. He said that in the local government investment pool, they had earned \$978,000 so far this year. He said that in the Atlantic Union interest-bearing bank account, they had earned \$247,000, bringing their total interest earnings to just over \$1.2 million.

**11. UNFINISHED BUSINESS**

An Ordinance to Amend and Readopt Article 3, Definitions, Article 14, B-1 Shopping Center District Regulations, and Article 23, Supplementary Use Regulations – Special Uses, as Set Forth in the Zoning Ordinance of the City of Petersburg Pertaining to Gathering and Event Uses, Including Nightclubs

Ms. Siodmok said that she would like to reiterate the purpose of this item, which was to clarify uses in their zoning districts and create ways to regulate nightclubs through zoning regulations. She said that as they had shared during their previous public hearing, they had retained some definitions for consistency but were also adding new definitions for banquet halls, restaurants, lounges, and bars to make it clear that any non-restaurant, non-nightclub establishment was subject to regulation.

Ms. Siodmok said that they had made some changes to their standards for nightclubs, including requiring them not to serve alcoholic beverages between 2 a.m. and 6 a.m., as mandated by ABC regulations. She said that they had also added requirements for a management program, security plan, and soundproofing measures to limit noise. Furthermore, an approved special use permit for nightclubs would be reviewed after two years to ensure compliance. She said that she understood that they had decided not to touch the noise ordinance at this time, but she believed these measures were separate and distinct.

Ms. Siodmok said that they kept the same definition of a nightclub. She said that if an establishment was already operating under a previous definition, such as being approved as a restaurant, and it met the criteria under that definition, it would not be impacted. She said that for example, if a restaurant had a dance floor and was approved under a previous definition that allowed for this, it could continue to operate as long as it complied with that definition, without affecting existing establishments that had already been approved.

Council Member Cuthbert made a motion to adopt the ordinance. Council Member Myers seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

An Ordinance to Amend and Readopt Article 3, Definitions, Article 17, M-1 Light Industrial District Regulations, Article 18, M-2 Heavy Industrial District Regulations, Article 23, Supplementary Use Regulations – Special Uses, and Article 31, Permits, Plats, and Filing Fees, as Set Forth in the Zoning Ordinance of the City of Petersburg Pertaining to Data Center Uses

Ms. Siodmok said that they had additional information presented at the January meeting from representatives of Loudoun and Prince William County, and they also had the Ward 7 meeting, which provided valuable feedback from the community and additional information on data centers. She said that data centers were becoming more interested in Petersburg, and they wanted to define and regulate them in a way that protected residences, park uses, and businesses.

Ms. Siodmok said that they saw the benefits, including attracting business, increasing property value, and creating jobs, but they also saw concerns about noise, energy demands, and heat generation. She said that to address these concerns, they were creating a definition to regulate data centers, identifying them as establishments engaging in storage management and processing transmission of digital data. She said that they were proposing to allow them in M1 and M2 zoning if they met specific conditions. She said that if they did not meet those conditions, they would need to receive a special use permit.

Ms. Siodmok said that they had a lot of M1 zoning districts in the City, and they were looking for ways to mitigate the impact of data centers. She said that to do this, they were proposing additional requirements, such as increased setbacks for buildings, berms, and landscaping, as well as sound mitigation measures. She said that they were also requiring water recycling and increased setbacks from public streets. Additionally, she said that they were proposing a \$500 fee to cover the costs of reviewing proposals for new public facilities or utilities.

Ms. Siodmok said that, considering the comprehensive plan's support for industry, they must ensure that the proposed location was suitable and compatible with the surroundings. At the Ward 7 meeting, one concern was that the 100-foot setback for buildings may not be sufficient. Upon reviewing the matter, she found that some localities required 200-foot setbacks, which was worth considering.

Ms. Siodmok said that there were concerns raised about noise levels generated by testing and usage of generators. She said that Loudoun County had language in their code that regulated generator testing and usage. She said that specifically, generators were limited to backup and emergency use only. She said that the Planning Commission and staff had recommended approval.

Council Member Cuthbert made a motion to adopt the ordinance and direct the City Manager to have the Planning Department present on February 4 proposed revisions to address issues identified by Council. Council Member Jones seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**12. NEW BUSINESS**

A Resolution Supporting the Partnership Between the City of Petersburg and Virginia State University to Enhance the Tree Canopy and Provide Educational Opportunities in Poplar Lawn Park Via a Gift of \$56,000 to the City of Petersburg Provided Through Virginia State University and From the Department of Forestry

Ms. Siodmok said that VSU had applied for \$56,000 to support Poplar Lawn Park, which would be used for tree pruning, removal of hazardous trees, education, and additional plantings. She said that they had identified six trees that were suitable for removal. She said that this funding was intended to support these efforts. She said that they planned to utilize the funds in the upcoming months, but they required approval to accept the services and trees for Poplar Lawn Park.

Council Member Myers made a motion to adopt the resolution. Vice Mayor Hill seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

A Resolution for City Council to Accept a Donation for Investigation and Implementation of a Pilot Tree Planting Project on E Washington Street Through a Grant Received by the Crater Planning District Commission

Ms. Siodmok said they were working with the Crater Planning District Commission to increase tree coverage on East Washington Street. She said they submitted a grant application worth approximately \$335,000. She said that to proceed, they required Council approval to enable the commission to oversee the grant and implement it on City property, under staff direction and supervision. She said that the plan involved investigating existing utilities, conducting initial base mapping, and implementing a pilot project at that location within the current calendar year.

Council Member Jones made a motion to adopt the resolution. Vice Mayor Hill seconded the motion.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

Resolution of City Council to Provide a 20 Percent Match from Non-State or Federal Funds for a Department of Rail and Public Transportation Grant for the Demonstration Project Assistance Program to Create a Trolley Route to Healthy Food and Green Spaces to Include the Petersburg National Battlefield

Ms. Siodmok said that they were planning to submit a grant application by the end of this month, which aimed to establish a bus route for one year, providing access to people from green spaces to healthy food options. She said that this initiative was motivated by the fact that Petersburg continued to rank lowest in the state in terms of health rankings. She said that specifically, Petersburg had the lowest life expectancy under 65 years compared to the state average of 78 years. She said that the reasons for this disparity were multifaceted, including environmental, social, economic, clinical care, and health behaviors.

Ms. Siodmok said that as they worked to reduce heat island effects, manage flooding through investments in trees, and collaborate with various agencies on multimodal improvements, they saw this as an opportunity to utilize transit to connect residents with healthy food and green spaces. She said that their efforts had been informed by a partnership with the University of Virginia, which had facilitated connections with the Green Infrastructure Center and a grant opportunity.

Ms. Siodmok said that they had conducted a survey to gauge interest in this trolley route, which was held in August and September 2024, both online and in-person at locations such as the Food Lion, YMCA, and Petersburg Public Library. She said that a total of 302 responses were collected, with 57% of participants stating that they sometimes or always struggled to access healthy food. She said that the majority of respondents expressed interest in using a free trolley service to healthy food destinations.

Ms. Siodmok said that feedback also included suggestions for park destinations, including the National Battlefield, Appomattox River Trail, Sports Complex, Legend Park, and others. She said that based on these data points, UVA students proposed seven distinct projects for a trolley route that would serve these locations, including healthy food options and green spaces. She said that the grant would support a one-year trolley route, but would require doubling the match, which was something to consider if they were interested in supporting this initiative. She said that this information would also help build a case to determine if the community was utilizing this service significantly and if it should be budgeted for in their regular budget cycle.

Ms. Siodmok said that the grant would cover approximately \$700,000. She said that the City would need to match \$140,000 for the one-year implementation of this trolley route. She said that she had included an example of what that route could look like, based on factors proposed by one of the groups, which she found to be the most compelling. She said that the proposed route focused on existing bus infrastructure that served areas with the most people without access to a vehicle. She said that the goal was to reach those individuals and connect them to a bus, as well as key locations such as the Battlefield, Legends Park, the sports complex, and Food Lion, to meet their daily needs for recreation and healthy food.

Council Member Jones suggested using the funds to hire more bus drivers and offer additional bus routes. He said this would be a better use than for the trolley.

Ms. Siodmok said that was great feedback. She said that when the students reviewed this, they suggested that increasing the frequency of regular routes could significantly help. She said that the key to their study was that increasing the frequency would lead to an increase in the numbers showing improved access and other benefits. She said that she did not believe their routes would remain free; instead, there were plans to implement fare boxes again in the future.

Mr. Mason explained that one of the benefits was the potential for tourism, which included the national park. He said that during the tourism season, they hosted various events, such as reenactments on the national battlefield. He said that this program would greatly benefit the public, and it was free. He said that he understood Council Member Jones' concerns. He said that they were currently exploring options to expand their routes, and they were implementing various initiatives in transit to promote growth in Petersburg. He said that the transit system had undergone significant changes, and they were looking forward to the future. He said that they believed that this program, with its 20% match, would bring substantial benefits in the long run.

Council Member Jones made a motion to adopt the resolution. Council Member Smith-Lee seconded the motion.

Council Member Cuthbert said he had reservations about the project. He said that Council Member Jones' suggestion to expand existing bus routes was a better suggestion. He said he did not believe the project would be popular, and it would lack significant ridership. He suggested using the funds to continue to subsidize fairs. He requested that Council receive a monthly ridership report if the resolution is approved.

Mayor Parham called for the question.

On a roll call vote, voting yes: Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: Cuthbert; abstain: N/A.

### **13. CITY MANAGER'S REPORT AND SPECIAL REPORTS**

John March Altman, Jr., City Manager, said that they had eight trucks scheduled to be deployed on the streets shortly. He said that two crews were standing by, ready to respond as soon as snowfall began. He said that they would be focused on applying salt and sand to high-priority areas with slick conditions. He said that he had a conversation with Chesterfield County, and he wanted to bring to the Council's attention that they included a stormwater fee on their real estate tax bill, which was something they would need to discuss further.

Mr. Altman said that he would be working with their finance staff to reach out to their staff and explore the process they used to implement this. He said that he hoped they could gather the staff together here shortly and then provide an update for everyone as quickly as possible. He said that in the worst-case scenario, they expected to return to Council by the March timeframe and start the new process with July billing.

Council Member Cuthbert asked for more information about Chesterfield's approach to vacancy savings.

Mr. Altman said that Chesterfield's annual budget did include a vacancy savings number, which would be part of their conversation with their staff. He said that he had the opportunity to discuss this with Matt Harris, the Deputy County Administrator for Finance, at the Regional Jail Finance Committee meeting.

Council Member Cuthbert asked that staff provide an update at the March meeting.

Mr. Altman said that staff would bring both items back in March.

**14. BUSINESS OR REPORTS FROM THE CLERK**

Tangi Hill, City Clerk, said that there was no report.

**15. BUSINESS OR REPORTS FROM THE CITY ATTORNEY**

Anthony Williams, City Attorney, said that there was no report.

**16. ADJOURNMENT**

Mayor Parham made a motion to adjourn. All members of the Council present voted in the affirmative. Meeting adjourned.

The City Council adjourned at 7:35 p.m.

The work session meeting of the Petersburg City Council was held on Tuesday, January 7, 2025 at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:00 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/309426>.

**1. ROLL CALL:**

Present:

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

Absent:

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.

**3. PLEDGE OF ALLEGIANCE:**

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

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

A quorum was present.

**5. SPECIAL REPORTS:**

Data Center Presentation - Buddy Mr. Rizer, Executive Director, Department of Economic Development with Loudoun Virginia Economic Development and Michael Zuraf, AICP, Director of Planning and Zoning in Stafford County

Buddy Rizer, Executive Director of Loudoun Virginia Economic Development, expressed his regret for not attending in person due to weather issues and noted his 18 years of service in Loudoun County. He shared an overview of their growth, showing a time-lapse video and noting that Loudoun currently hosted around 43 million square feet of data centers, with an additional 4 million in development. He was tasked with boosting the commercial tax base from 19% to 23% after the housing bubble burst.

Mr. Rizer said that the data center industry in Northern Virginia began in 1997, with America Online (AOL) establishing a presence in Loudoun, followed by the Internet Exchange Point's relocation and fiber deployment. He said Loudoun currently had a load of approximately 3.8 gigawatts (gW), comparable to multiple Pittsburgh or twice the size of San Francisco. They were building the first 500 kilovolt (kV) ring around Data Center Alley, with the Southern line expected to complete by late 2025, the Northern line in 2027, and the Central line in 2028. Dominion was generating 2,600 megawatts (mW) of clean energy across 10 states, with a 16,000 mW plant in the pipeline.

Mr. Rizer mentioned that Loudoun's personal property taxes were twice that of Prince William County, but sales and use tax incentives had attracted data centers, resulting in approximately \$124.5 million in savings in 2021, with the data center industry contributing around \$1.2 billion in taxes that year. The vacancy rate for data centers was under 1%. He noted that the industry had created 15,000 jobs and that for every dollar data centers took in services, the County received \$26 in revenue.

Mr. Rizer emphasized the importance of workforce development, mentioning a data center operations program with a 98% placement rate into six-figure jobs. He highlighted that data centers generated about \$1 billion in tax revenue this year, representing about a third of their total tax base while occupying only about 3% of their land. The real estate tax rate in Loudoun had been reduced to \$0.0865.5 per \$100, saving the average homeowner over \$3,000 in taxes per year—a result of data center revenue. He acknowledged the challenges of rapid growth and the necessity of defining opportunities and avoiding residential, historical, and environmentally sensitive areas.

David McGettigan, Deputy Planning Director for Prince William County, said he would be more critical regarding data centers in Prince William. He explained their regulatory history and current efforts. In 2016, they established their first regulation, including a data center opportunity zone overlay district. In 2019, they updated the overlay district with design requirements; in 2021, they began examining the impacts and concerns over noise; and in 2023, they renewed efforts on noise concerns.

Mr. McGettigan said their initial regulation was prompted by the "Battle of Haymarket," involving transmission lines and data centers near residential areas. He said they had created an overlay district around industrial areas with transmission lines to avoid residential neighborhoods, refined their definition of data centers and introduced special use permits outside the overlay district, and also included facade requirements and screening for mechanical equipment.

Mr. McGettigan said that they developed three-story, 100-foot tall data centers and rezoned about 2,100 acres in rural areas for data centers, addressing infrastructure and water quality requirements. He said they tried to protect cultural resources such as the Manassas National Battlefield Park by preserving views and open space, and mitigating data center impacts. He said the 2,100-acre Prince William Digital Gateway site preservation and visual/noise impact mitigation. He said they had also reserved land for other businesses beyond data centers and planned for light manufacturing and startups.

He said that they revised their noise ordinance to incorporate a weighted C-dBC standard for low-frequency noise, with an overlay advisory group focusing on separation, buffering, bulk, and massing standards. He said they also examined architectural standards, substation screening, and power and energy, including potential decommissioning. He said they also addressed water supply and construction impacts, including noise and fill dirt removal and truck impacts on rural roads. He said they updated the noise ordinance, zoning ordinance, and design standards, with input on new transmission line locations and consideration of revising or removing the overlay district.

Mayor Parham thanked Mr. Rizer and Mr. McGettigan for their presentations. He said that not many people were fully aware of the growth occurring in Northern Virginia, and City Council was open to exploring opportunities to support some of that growth in Petersburg. He said that the numbers they presented were indeed compelling and made it an intriguing option for them in Central Virginia.

Council Member Cuthbert said that he and Councilman Westbrook had visited Prince William County last Friday and Innovation Park, a 1,500-acre industrial park dedicated to data centers. He said he was quite impressed, as it was an amazing piece of electronic and technical work. He asked if the ways Mr. McGettigan had mentioned measuring noise, including a traditional method referred to as dBA, and a second method that measured low-frequency sound, which he believed he had referred to as C-dBC.

Mr. McGettigan confirmed that it was correct; it was called C-dBC. He explained that they were considering regulating octave bands to capture some of those and had an acoustic consultant on board

to help determine what those levels should be. He said that he would like to share some materials and data from the data center overlay advisory group, as well as their draft noise ordinance.

Mr. McGettigan said that it would be more comprehensive and address noise enforcement by allowing them to separate out continuous noise from those that could not be distinguished, such as crickets or local traffic. He said that by using C-dBC, they could set stricter standards for lower frequency continuous noises, focusing on the root cause of the noise problem rather than being distracted by other extraneous noises. He said that this required specialized equipment and training for enforcement.

Council Member Cuthbert thanked him and said that he would like to request that Mr. McGettigan email the City Manager with any useful information he had regarding the dBC low-frequency noise measurement. He said that apparently, decibels could be complex and may not always be the same, so he would like to learn more about this distinction and how to take it into account.

Vice Mayor Hill said that as someone who attended Mr. Rizer's class at the Virginia Municipal League (VML) conference in Virginia Beach, he was impressed by his presentation. He asked if they could name one thing that gave their administrations or their citizens concern with the data center industry.

Mr. McGettigan said that noise was their current top concern. He said that the electrical consumption of these data centers was substantial, and they needed to address the transmission lines and substations being installed. He said that this also had a significant visual impact on their cultural resources and neighborhoods. He stated that three methods of cooling data centers existed: air handlers alone, which generated the most noise; water systems; and evaporative cooling systems. He said that the latter consumed a large amount of water, posing a problem.

Mr. McGettigan said that closed-loop systems, which only required replacement once a year, were quieter and consumed less water. He said that this technology was not suitable for every case, so data centers were less likely to adopt this method. He said that the electricity consumption was a consideration, so they needed to weigh the benefits of using water or electric cooling systems, taking into account the available electricity supply and potential noise levels.

Mr. Rizer said that they generally did not receive complaints about noise but did regarding towers, as they were now experiencing high-voltage lines in areas where they were not originally intended, such as Route 7. He said that he and his team had spent years informing Dominion that they did not want power lines down Route 7, which was well known and now not well-received by the community. He said that the southern line though had minimal impact, but the northern line down Route 7 and the north-south connector down Loudoun County Parkway were expected to pose significant challenges.

Mr. Rizer said that energy consumption was a significant concern, particularly with the data centers, which would require a substantial amount of energy. He said that the data centers' energy usage would have a substantial impact on their infrastructure.

Mr. McGettigan said that air cooling was currently approximately 50% of the cooling needs, but it was not sufficient to cool the new NVIDIA Blackwell chips. He said that direct cooling to the chip itself would be necessary, which would likely involve a liquid cooling system and drive energy usage even higher.

Vice Mayor Hill said he would like to know the most significant impact on their residents' utility bills, specifically water and electricity, and asked whether their bills had increased, stabilized, or decreased.

Mr. Rizer said there had been no impact on the cost of water or electricity to date, but as a regulated utility, the cost of electricity may change depending on the amount of infrastructure needed to be built. However, he said, the price of electricity had remained relatively consistent during his time in Virginia. He stated that he believed that several bills were forthcoming in the legislature that would be crucial in ensuring that major users paid their fair share of infrastructure costs.

Mr. Rizer said that it was essential to keep an eye on these developments, as they would have a significant impact, but the price of electricity did not increase significantly for residential customers. He said that despite the power shortage from 2022 to 2025, the grid had never been at risk, and they had never experienced widespread power outages. He said that the integrity of the grid had always been Dominion's top priority, and that had never been a concern here.

Mr. McGettigan said that their water system was similar, so with the new user pay model, there was no impact on the water service. He said that the utility paid a tap fee that covered the cost of the new service, including transmission, and the rates were comparable to the electric rates Mr. Rizer had mentioned.

Mayor Parham said that when he toured the Stacks Data Center in Prince William, he was struck by the significant reduction in noise. He said that the hum was equivalent to standing next to a running air conditioner, but it was the low-frequency sounds that were particularly noticeable. He said that he was surprised to learn that it was possible to have so many data centers running and still be so quiet. He said that he wondered if this was a result of advancements in technology, or if it was simply a matter of square footage. He asked if the million square foot facility would be quieter than anticipated in the past.

Mr. Rizer clarified that it was not so much about the age of the equipment as it was about the companies themselves. He said that some companies took that responsibility very seriously, ensuring that their equipment was properly maintained, the buffering was adequate, and that the facilities were secure within the campus boundaries. He said that there was one major company that did not seem to prioritize these aspects as much as others. He said that however, the newer construction projects outside of that company had done a very effective job of minimizing the impact.

Mr. McGettigan said that not every data center was equal. He said that some data centers were already quiet and did not present an issue with the existing data centers. He said that however, some new data centers had introduced a significant problem for everyone else, primarily due to their noise levels.

Council Member Jones said that for Loudon, 20 miles of pipeline was for water supply, and they had mentioned earlier that 600 million gallons of water were used. He asked if that number was annual.

Mr. Rizer said that the actual water use was significantly more than that. He said that the 20 miles was what circled the original data center alley.

Council Member Jones said they could all learn from what they had in place, and he was curious about their approach to redundancy in their data system. He said that Richmond recently experienced an issue with their water supply, and their solution was to have a redundant system in place, including a secondary backup system for their pumps. He wondered if Loudoun had a similar system in place for their data centers and asked if they had something to mitigate the risk of a similar issue occurring.

Mr. Rizer said that they had prioritized and invested in reliability in their water system. He said that Mr. McGettigan mentioned that the utility, which in his own case was Loudoun Water, required payment to access the system, and users had to pay their share of the infrastructure costs, which was a significant expense. He said they had done a commendable job as a county in planning for these challenges.

Mr. Rizer said that water had not been a significant issue for them, as they drew from the Potomac River and had a robust system in place. He said that approximately 40 buildings utilized the reclaimed water line, which was a positive aspect. He said that nevertheless, prioritizing reliability in all systems and ensuring backups were in place would be crucial.

Council Member Jones thanked Mr. Rizer for his response and asked if they were generating sufficient revenue from water usage in all of the data centers as part of the \$1.2 billion in taxes received.

Mr. Rizer said that Loudoun Water was an authority, and as such, any funds that came into the system were intended to be used for operations and system maintenance, rather than benefiting the County.

Council Member Smith-Lee said that she had friends who lived in Fairfax County, and they resided near a data center. She said that her friends mentioned that their electric bill had increased, but she heard from the presenters that this was not the case in their localities.

Mr. Rizer said that he could not confirm that electric bills had not increased in every instance, but the average bill they had seen was not significantly higher than expected. He said that there was no data to support the notion that rates had increased substantially, and they were lower than the inflation rates.

Mayor Parham said that Council greatly appreciated the presentation. He said that they hoped for their continued success in Northern Virginia and looked forward to replicating their approach in order to reduce Petersburg's tax rate.

Mr. Rizer encouraged them to reach out with any follow-ups or additional questions.

Mayor Parham said that given their discussion on data centers, he proposed amending the agenda and moving up Item 8A, which was a public hearing for the consideration of the ordinance to authorize the City Manager to execute an option agreement and convey property upon satisfaction of terms.

Vice Mayor Hill made a motion that the City Council next address Agenda Item 8A. Councilmember Westbrook seconded the motion.

There was no discussion on the motion. The motion was approved on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**8. OFFICIAL PUBLIC HEARING**

A Public Hearing for the Consideration of an Ordinance to Authorize the City Manager to Execute an Option Agreement and Convey Property Upon Satisfaction of Terms

Mayor Parham opened the public hearing.

Barbara Rudolph, 1675 Mount Vernon Street, thanked Council for the presentation. She said that she found it to be very enlightening and helpful. She said that she believed that Vice Mayor Hill or Council Member Westbrook may have mentioned it before, as it appeared to be based on information from the Virginia Municipal League. She said that the presentation highlighted both the challenges and opportunities presented by this proposal.

Ms. Rudolph noted the sale price, approximately \$863,400, matching the assessed land value. She recalled Prince William's representative mentioning significant property value increases due to data centers. She urged Council to consider current market prices for such land, emphasizing that selling at the full assessed value, while typical, might be lower than the market rate. She believed this sale was an opportunity to boost Petersburg's revenue. She questioned the rush on this proposal, suggesting a more thorough review and additional information about the plan and group behind it.

Sarah Melissa Witiak, 22 Centre Hill Court, said that she also appreciated the presentation. She said that she thought that there were several very important issues that were brought up, particularly regarding power lines. She said that she knew where her parents lived, they were currently dealing with this issue, and it had a significant impact on the community's feelings.

Dr. Witiak echoed Ms. Rudolph's call for more information on the data center company to ensure its reliability. She highlighted past water allocation issues during droughts, emphasizing the need to prioritize residents over data centers. Dr. Witiak also raised concerns about noise from data centers, referencing the disturbance caused by a small air conditioner unit near her home. She urged the Council to slow down and establish standards before making purchase decisions, stressing the importance of preserving green spaces like Legends Park. She called for a public information session to align the Council's and citizens' priorities and standards with lessons learned from other cities.

Seeing no further speakers, Mayor Parham closed the public hearing.

Naomi Siodmok, Director of Planning, said that they had presentations on data centers following their initial November review and public hearing on a proposed text amendment. She said that data centers were not currently permitted under their code. She said that if action was being taken, they had a first read and public hearing on the text amendment regarding data centers, and they should ensure that data centers were legally regulated before approving a contract to sell property for that purpose.

Anthony Williams, City Attorney, said he recommended that Council consider the item before them. He said he would like to address the public's concern regarding the Council's pace of decision-making. He said that also displayed on the screen was number two, so this was simply an option. He said that this proposal would need to come back before the Council, and it would need to meet their satisfaction in order to move forward with a closing on the property. He said that the red provision they had added included selling an option, which may be exercised at a later time after they had satisfied the condition.

Vice Mayor Hill made a motion that City Council suspend the rules of procedure in order to take action.

Council Member Westbrook seconded the motion.

There was no discussion on the motion. The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

Council Member Westbrook made a motion to approve allowing data centers in the City of Petersburg. Vice Mayor Hill seconded the motion.

John Altman, Jr., City Manager, said that they had the public hearing in November and then tabled the matter. To have this discussion, it would be helpful to have the relevant text in front of you. Council can review it at their next meeting. He said that he believed the option agreement was simply an option to purchase property. At this point, they had not approved the actual sale of the property. He said that he thought entering into the option allowed them to move forward with the due diligence that the developer needed to conduct on this project. By the time they brought the development agreement back for review, they would have the zoning ordinance piece before Council and an option for approving that.

Mayor Parham said that he understood they would not take action on this tonight, so he would ask that the motion be rescinded.

Council Member Westbrook rescinded his motion.

Vice Mayor Hill made a motion to approve the Ordinance to Authorize the City Manager to Execute an Option Agreement and Convey Property Upon Satisfaction of Terms. Council Member Westbrook seconded the motion.

There was no discussion on the motion. The motion passed by a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

## 5. **SPECIAL REPORTS**

### Petersburg's Community Forest Revitalization Program Review from the Green Infrastructure Center

Jessica Huang and Kendall Topping from the Green Infrastructure Center presented the Community Forest Revitalization Program, thanking funders such as the USDA Forest Service, the Inflation Reduction Act, and the Virginia Department of Forestry.

Ms. Huang said they launched the program in January 2024, hosting nine workshops, an open house, and various outreach events. She said they had conducted a tree canopy analysis revealing 45% coverage, with significant variations across neighborhoods, and linked it to surface temperature and stormwater retention.

Ms. Topping detailed community engagement efforts, including a tree giveaway and citizen input. She said they conducted a tree assessment inventory and assisted with the Farmer Street Park project, which would feed into a strategic tree canopy plan—with goals such as maintaining 45% tree canopy, hiring a City arborist, and enhancing community knowledge. She said the plan aims to establish Petersburg as a Tree City USA, with other goals such as increasing large tree preservation during development, promoting smart growth, and offering incentives such as stormwater utility fee credits and height bonuses, with emphasis on youth initiatives such as workforce development and education.

Ms. Topping stressed equitable distribution of tree benefits. They will use heat maps to identify areas needing shade and prioritize expanding benefits like air quality improvement, reduced flooding, and cooler temperatures. Ms. Huang said phase two involves implementation, selecting high-need program areas based on public engagement and data analysis.

They requested City Council review and approve the strategic tree canopy goals and strategies, continuing outreach and updates on social media.

Mayor Parham noted the hotspot map covered Wards 4, 5, and 6 and asked about Washington Street. Ms. Huang confirmed the City has access to these maps and can provide detailed GIS data.

Council Member Jones highlighted the program's alignment with stormwater management, temperature control, and equity goals. He suggested planting fruit trees at every park, school, and church to address food deserts and provide food during emergencies. He inquired about the progress on the East Washington Street project, part of their beautification efforts.

Ms. Siodmok said they received a \$350,000 grant for East Washington Street, with a total project cost of around \$800,000, and plan to use the grant for an initial survey, study, and pilot project. They are considering Petersburg's gateway location but also alternative locations for community feedback.

Council Member Jones summarized that trees would be installed by December. He also asked about relocating trees during development instead of turning them into mulch.

Ms. Topping mentioned smart development and increasing staff capacity to support tree protection.

Mayor Parham said that it was interesting to see when they presented the hotspot map, it covered Wards 4, 5, and 6, which were the identified hotspots. He asked if it went down Washington Street.

Ms. Huang said that the City has access to these maps, and they can provide them in an easily viewable format. She said that they can offer them the Geographic Information System (GIS) data for the City, which will allow them to access and analyze the information in a more comprehensive way.

Council Member Jones said that many people did not fully appreciate the value that these trees in the City provided. He asked if 45% canopy coverage was standard across the nation.

Ms. Topping said that it depended on the area of the City and the local ecosystem; in Arizona, 45% canopy coverage would likely not be possible, but on the East Coast, it was more typical.

Council Member Jones noted that the program supported their stormwater management, temperature control, and equity goals. He suggested planting fruit trees at every park, school, church, and City property to address food deserts and provide emergency food sources for impacted individuals such as homeless. He inquired about the progress on the East Washington Street beautification project, which involved planting trees along the median to enhance the area around the train tracks and landfill.

Ms. Siodmok said that they had received a grant for East Washington Street that must be used within this calendar year, valued at approximately \$350,000 and used to fund a project. She said that the total estimated cost of the project was around \$800,000, and their plan was to utilize the grant for an initial survey, study, and implement a pilot project. She said that they were considering implementing this project at the gateway of Petersburg, but they also wanted to explore alternative locations based on community engagement and feedback. She said that Dr. Witiak had sent them another potential grant for additional funding, and their current priority was to implement something along the corridor this calendar year.

Council Member Jones summarized that they would have trees installed in the ground by December.

Ms. Siodmok confirmed that was correct.

Council Member Jones said he was aware that the City was experiencing a significant amount of development, including removal of trees, and he wondered if there were any recommendations on relocating the trees rather than digging them up and turning them into mulch.

Ms. Topping said that tree roots often grew outward rather than downward, making it difficult to build outside their reach. This could lead to the destruction of the root system, making transplanting a less desirable option and not financially feasible. She said that she could advise on this matter until they did hire an arborist. She explained that it was best to select large areas of forest within a development footprint for preservation and then build in a concentrated area.

Ms. Topping said that this approach allowed for healthier soil, more stormwater management, and benefits for the trees, as they tended to thrive in groups. She said they could protect the trees they had decided to save, while minimizing disruption to the development process, and this may require restrictions on driving and root cutting, and careful selection of areas for conservation. She said that it was possible to save numerous trees while still allowing building and planting new trees elsewhere.

Council Member Jones said that they should establish a database to track the number of trees removed during development, to determine the number of trees that needed to be replanted elsewhere.

Ms. Huang said that having a budget to track and manage the City's resources, as well as maintaining an inventory of trees, was crucial for understanding what was happening in the City. She said that this included knowing the different types of trees present in the urban canopy. She said that the heat map also provided valuable information on where large clusters of trees provided more benefits. She said that these trees were typically larger, healthier, and more effective at cooling and retaining stormwater. She said that preserving these trees in the first place would help maximize their benefits.

Ms. Topping said that they had provided a tree budget calculator for the Planning Department, a tool that helped calculate the number of acres of trees lost and the number that needed to be replaced. She said that they offered guidance on the development process until an urban forester was available to

conduct a thorough survey of the development area and identify the most important trees; for example, if the area was comprised of half pine and half oak trees, they would recommend preserving the oaks.

Council Member Jones asked for more information on the protection requirements and wanted to know what the necessary steps were to expand those requirements, and what changes they must make.

Ms. Topping said that GIC had created and written a recommended updated tree ordinance, which would help protect and update requirements. She said that this ordinance was currently being edited and reviewed, but Council could review it and approve it, which would be a great first step.

Council Member Jones said that he would appreciate receiving a copy.

Vice Mayor Hill asked the City Manager about the plan for the area between Washington and Wythe Streets. He said that the removal of those trees had left the space looking bare, and as they had previously discussed this topic, he had not seen any progress.

City Manager Altman noted the removal of trees had upset property owners, who claimed the trees had damaged their buildings. He mentioned potential solutions like bump outs, adjusting the curb line, and planting canopy trees that grow upwards. He recalled that oaks in the area had caused structural damage. The property owners were not interested in replacing the trees, but future projects should ensure trees are safely distanced from buildings.

Vice Mayor Hill said that in Old Town, they had certain areas that featured flowering plants. He said that this allowed them to place flowers in those areas without having to dig into the ground or install trees. He said that he would appreciate if they could do the same in that empty space. He said that he would appreciate it if they could take this into consideration.

Council Member Cuthbert said that it took them a week to cut down all the trees between Washington and Wythe, and they were informed that they would be replaced. However, fifteen months had passed, and they had yet to be replaced. He asked City Manager Altman how many property owners had protested the reinstatement of the trees.

City Manager Altman said that the property owners who had come forward were the ones who were initially affected. He said that three or four of them, located along the corridor, had experienced damage from the trees, which were situated on the east side of Sycamore. He said that they had previously developed a plan design that included bump outs to accommodate planting trees, but this would have resulted in a slight reduction of the travel lane.

City Manager Altman said that there were ways to address both issues, such as ensuring the trees were far enough away from the buildings to minimize damage, while also replanting trees along the corridor. He said that to move forward with this project, they would need to confirm that it was something they still wanted to pursue, and they could bring the plan back to Council for consideration.

Council Member Cuthbert said that he was unclear about the direction regarding this matter.

City Manager Altman said that the question was whether the Council wished to proceed with replacing the trees. He said that if the Council decided to move forward, they would revisit the plan for approval and then proceed accordingly.

Council Member Cuthbert asked when they would be discussing Council's direction.

City Manager Altman said that they could discuss this topic at Council's February work session.

Council Member Cuthbert requested that the City Manager add that item to the agenda for the February work session. He said that he wished to bring to City Manager Altman's attention that there

was a \$350,000 grant available, which must be expended by July 1, 2025. He asked if they would be allocating the entire grant towards a plan.

City Manager Altman said that the funding was intended to develop the plan, but it also included the cost of planting trees. He said that as a result, the total amount of the plan was \$800,000, according to what Ms. Siodmok stated. He said that now, they needed to take the developed plan and scale it back, essentially creating a phase one or test site, given the limited amount of funding they received.

Council Member Cuthbert said that it appeared it was a relatively straightforward process if they were considering a 300-yard span of median that they wanted to plant, and they did not have enough funds to cover the entire 300 yards. He said that perhaps they could plant 75 yards instead.

City Manager Altman said that a key aspect of this project was gateway improvements as visitors entered and exited the City, which involved visual enhancements as well as just landscaping. He said that there were also improvements to the street trees. He said that the Planning Department had been collaborating with Council Member Jones to ensure that the project aligned with previously discussed plans. He said that the question was how far and what level of improvements they could achieve.

City Manager Altman said if they had grant money available, he did not foresee issues with spending it within the current year. He said that if they truly wanted to plant, he would suggest waiting until the fall, rather than during the summer, as it allowed the trees to benefit from the cooler weather and wet conditions of the fall and winter months, which could help them thrive during the hot summer months.

Council Member Cuthbert said that the other good time to plant was now. He asked when they could expect to utilize the \$350,000 to get roots in the ground once they made the necessary preparations.

City Manager Altman said that he did not have an answer today regarding when the project would begin, but they had the entire calendar year to complete the spending of the funds. He said that they would utilize the dollars within the calendar year. He said that he was uncertain about the specifics, but they would likely plant trees in the ground before the end of the year to meet the grant requirement.

Ms. Topping said that the plan also addressed the stormwater element, which contributed to the increased cost and planning requirements. She said that this aspect was not just about planting, but rather about rearranging the stormwater management system, including gray infrastructure, building elements, and road design.

Ms. Topping said that the goal was to ensure that the rebuilt entrance was functional and did not flood, rather than just aesthetically pleasing. She said that as a result, a significant portion of the budget was being allocated to this aspect. She said that a demo section of the project was still expected to be completed by the end of the year.

Council Member Cuthbert said that he was concerned that the current situation would not be significantly different from what it would be on July 1, 2025. He said that by that time they would have spent \$350,000 without achieving any tangible results.

City Manager Altman said that the funds must be expended within the calendar year, not the fiscal year. He said that therefore, they must be spent by December 2025, not July 2025.

Council Member Cuthbert said that he suggested aiming to get the most value for their investment, and spending \$350,000 on a study to plant a tree seemed excessive. He said that at some point, the municipal government could become overly indulgent, and they were approaching that point.

City Manager Altman said that the corridor presented several challenges, including stormwater issues and a gas line running down the median. He said that initially, the thought was to plant trees in the median to address the problems. He said that a gas transmission line was discovered during that

meeting, which required consideration. He said that stormwater improvements were already included in the plan to help manage stormwater runoff.

City Manager Altman said that it was not simply a matter of planting trees; rather, it was a combination of improvements that needed to be implemented to make the corridor viable. He said that while he understood Council Member Cuthbert's point, he did not think they were spending another \$350,000 to create a new plan. He said that they were investing \$350,000 to implement elements that were already part of an existing plan.

Council Member Jones said that this project originated as a desire to revitalize East Washington Street, which had been abandoned for a long time. He said that it was situated at the gateway of Fort Gregg Adams, entering their City. He said that in the past, travelers would avoid the area on their way from Petersburg to Hopewell, but now, when coming from Hopewell, people sped through or turned around due to its appearance.

Council Member Jones said that this was not just about trees; it was a program that would build the area, increasing life expectancy, bring more traffic to the City, and address flooding issues. He said the \$300,000 was a grant from an external source, and if another Council were to propose a similar project, they could potentially receive the same amount or double it for beautification purposes. He said that he did not believe they should reduce or take away from East Washington Street, as it had been neglected for too long. He urged the Council to keep the funds allocated to that area and nowhere else.

Council Member Westbrook said he believed he had asked this previously, but he wanted to inquire about the current state of the Wilcox Lake watershed area and how it factored into their research. He said that the presence of dead trees or grounded trees was a concern, and he wanted more information on how they distinguished between healthy and unhealthy trees, and if all trees were the same.

Council Member Westbrook said they had mentioned pines and oaks, but he was thinking about trees like those in the Ramblewood Division, which had branches removed so they did not interfere with the powerlines. He said he was concerned about the long-term health of their tree population and would like to ensure that they remained in a positive state of tree health over the next 10 to 20 years. He said he was also interested in learning more about the impact of invasive species, such as vines, and the role of the Wilcox Lake watershed in the dam's maintenance and potential future restoration.

Ms. Topping said that it was correct that not all trees were equal, and a significant portion of this discussion was incorporated into the City's education program, which advised on what constitutes healthy trees and how to implement plans and regulations to address this issue. She said that they also conducted public education on what types of trees are suitable for areas near power lines, a common concern in that region. She said that one key aspect was identifying the right tree, right place.

Ms. Topping said that they needed to consider capacity, as allowing trees to grow into power lines could create problems. She said that to address this, they would focus on education, seeking grants to remove problematic trees and replace them with the right ones. She said that this education would be crucial, especially since much of this issue involved private property. She said that they had also been discussing invasive species, including a workshop with Friends of the Lower Appomattox River (FOLAR) to teach the public and city staff how to identify and remove these problematic vines. She said that FOLAR could also assist by providing education on how to recognize and eliminate these invasive species, ultimately achieving the best results for the area while maintaining a treed landscape.

Council Member Westbrook said that he believed the key word here was "education," and he hoped they would truly focus on youth, who could move the City forward when involved in a project and felt their voices were heard. He said that engaging with the school systems was incredibly effective; for example, they had successfully addressed the litter problem in Petersburg by taking it to the schools.

**6. PUBLIC COMMENTS**

Sarah Melissa Witiak, 22 Centre Hill Court, acknowledged the Green Infrastructure Center for their outstanding work, as well as the City's efforts on Farmer Street, which was a significant undertaking. She said that they had moved 300-pound trees, and she wanted to emphasize that the neighborhood and community organization were the driving forces behind that project.

Dr. Witiak said that she would like to remind the audience that if they were interested in having trees in their area, they could contact either the Green Infrastructure Center or herself, or their Council Member. She said that the data center would be located in the middle of one of their largest green spaces, covering 127 acres, and they needed to replace the existing trees. As they moved forward with development plans, whether it was for housing, data centers, or pharma, she believed it was essential that they consider where they would place new trees to ensure they had equitable tree cover and mitigated the creation of heat islands, stormwater management issues, and public health problems.

Dr. Witiak said that she recently learned that one in four days in Petersburg was already over 90 degrees. This trend was unlikely to improve, and having consistent, continuous tree cover could lower temperatures by up to 20 degrees Fahrenheit, as seen in the presentation. This made a significant difference in people's comfort levels, air conditioning costs, and overall quality of life. She mentioned the upcoming \$50,000 grant, which Ms. Siodmok would be presenting for acceptance, to take down dead trees in Poplar Lawn, replant, and provide education on pruning and tree care. She also requested an update on the courthouse project and when community meetings would be scheduled.

Barbara Rudolph, 1675 Mount Vernon Street, said that she had a comment regarding Council Member Westbrook's discussion, as he made several important points about trees. She said that specifically, she would like to address what he said about the trees being trimmed over power lines. She said that she thought it was worth noting that in other parts of Petersburg, trees were being trimmed, but they were often being done in a way that left them with an uneven appearance, with one side being severely pruned and the other side retaining a full range of branches.

Ms. Rudolph said that this could result in lopsided trees that were vulnerable to damage in extreme weather conditions, such as ice storms. She said that she was concerned that this approach may not be the most effective way to maintain tree health. She said that she would like to see the City coordinate with Dominion, as they were hiring the contractors responsible for trimming the trees, to ensure that this work was done in a way that prioritized tree health. She also said that she wanted to emphasize the importance of education, as Council Member Westbrook had also mentioned.

Ms. Rudolph said that the maps and data presented had highlighted the convergence of poverty, lack of tree cover, and high heat in certain areas of the City. She said that she believed that education was key to addressing this issue, particularly in areas where residents may be inclined to cut down trees around their properties. While planting new trees was a great initiative, they needed to focus on revitalizing areas where tree cover had been severely compromised. She said that she wanted to commend the Council on making the organizational meeting short and low-key, and she appreciated the decision not to change the Rules of Council. However, she urged them to carefully consider the feedback and concerns of citizens, including her own, regarding the proposed changes.

Pastor Davis, 3340 West Washington Street, said that he would like to start by expressing his appreciation for the work Council was doing in this City, and the various developments that are taking place here. He said that as Antoine Fisher once said, "Who will speak for the little boy?"

Mr. Davis said that they are planning an event at the event center, and he wanted to personally invite Council Members to join them. He said that today's discussion has been enlightening, and he is reminded of the disparities in the community. He said that specifically, Prince William County has a personal per capita income of \$50,893 and a household income of \$128,873, while Loudoun County has \$79,133 per person and \$178,707 per household. Petersburg has \$29,590 per person and \$59,741

per household. He said that this disparity upsets him, and it is a major concern for him. He said that as a parent, he is deeply troubled by the fact that their children are still struggling with low-quality education, particularly in math and reading. He said that their Black children still have the lowest math literacy nationwide. This is not due to a lack of brilliance, but rather a failure to teach the fundamentals of math early on. He said that as a result, their children often opt for majors that do not require strong math skills, limiting their future career opportunities. He said that they want to change this. He said that as part of this community event, they want to empower their families and communities to achieve total empowerment. He said that this includes advancing education, technological innovation, and emotional and economic empowerment. He said that he would like to extend an invitation to each of the Council Members to join them in this effort. He said that the event was scheduled for January 11, 2025 from 10:00 a.m. to 3:00 p.m. He said that he had flyers, which included a QR code; the event was free. He said that he would appreciate it if they could attend.

Bobby Beverly, 2305 Dundee Drive, said that the phrase he would use was "no integrity." On November 19, 2024, an incident occurred at the Petersburg Public Library that many of them are unaware of. The central issue is the Mayor, who sits at the center of Council.

Mr. Beverly said that following the City Council meeting, the Mayor, flanked by two peace officers, exited the library and advanced towards him. The officers were professional, but the Mayor disgraced himself again. The Mayor's incident was part of a pattern of intimidation. On that day, the Mayor approached him, taunted him, and called him a "fake historian." Mr. Beverly responded in kind.

The Mayor's conduct was a reason for his Ward to remove him from his seat and appoint someone competent. Bad leadership was evident in Petersburg, with the worst schools in the state and a casino that would enrich the rich while keeping the poor impoverished. Mr. Beverly believed there was a strong possibility that the faces of Council would change.

As a child in Petersburg during the 1960s and 1970s, Mr. Beverly recalled that people in the South were slow, and today, they were even slower. He believed they should change that by any means necessary and have honest representation for all citizens.

Marco Thomas, 1805 Matoax Avenue, said that he owned a property on Grove Avenue, which was largely undeveloped. He appreciated that he really appreciated that they were conducting a study on the trees. He said that the quality of life was significant, and even a simple act like taking a drink of lemonade in the shade could greatly impact their well-being.

Mr. Thomas said that many of their community's trees had been lost, leaving them without access to such fulfilling experiences. He thought this study could be a positive step forward. He said that he appreciated the effort they were putting into it, as nature was essential to their quality of life. Without access to nature and outdoor activities, a City could lose its charm. He commended them for prioritizing this. He looked forward to seeing the project develop. He also said that he wanted to emphasize the importance of using these grants effectively, ensuring they got the best value for their investment.

**7. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETINGS):**

- a. Minutes of:  
December 17, 2024 Closed Session  
December 23, 2024 Special Meeting
- b. First Reading and Schedule a Public Hearing for Consideration of Acceptance and Appropriation of the Virginia State University Public Health Institute (VSUPHI) Health Disparities Grant
- c. First Reading and Schedule a Public Hearing for Consideration of Acceptance and Appropriation of the VDEM Emergency Management Performance Grant

- d. First Reading and Schedule a Public Hearing for Consideration of Acceptance and Appropriation of the 2024 Operation Ceasefire Grant Program for the Commonwealth Attorney's Office
- e. First Reading and Schedule a Public Hearing for Consideration of Acceptance and Appropriation of the FY25 DMV Selective Enforcement Police Traffic Services Grant
- f. First Reading and Schedule a Public Hearing for Consideration of Acceptance and Appropriation of the FY25 DMV Selective Enforcement Alcohol Grant
- g. First Reading and Schedule a Public Hearing for Consideration of an Ordinance to Amend and Readopt the Zoning Ordinance of the City of Petersburg Pertaining to Providing Additional Flexibility for Placement of Sandwich Board Signs in Downtown Petersburg
- h. First Reading and Schedule a Public Hearing for Consideration of an Ordinance Recommending Revocation of Special Use Permit Granted to Michael and Nina Stanley to operate a Stand-Alone used Vehicle Sales Lot at 1024 West Washington Street, Parcel ID 024270002 in the B-2, General Commercial District for Failure to Comply with Conditions of Approval
- i. First Reading and Schedule a Public Hearing for the Consideration of an Amendment and Readoption of Chapter 50, Article II of the City Code Pertaining to Noise
- j. First Reading and Schedule a Public Hearing for Consideration of an Ordinance to Appropriate Funding for the Sports Training Facility (Fieldhouse) at Petersburg High School in the Amount of \$1,900,000
- k. First Reading and Schedule a Public Hearing for Consideration of an Ordinance to Authorize the Refund of Taxes Erroneously Paid for Tax Parcel No: 023150003

Vice Mayor Hill made a motion to approve the Consent Agenda as presented. Council Member Smith-Lee seconded the motion.

Council Member Cuthbert said that he would like to remove item 7(g) from the consent agenda and discuss it separately later in this meeting. He said that he believed they needed to dedicate more time at the work sessions to discuss ordinances and consent agenda items that raised questions or required further work. He said that both the sandwich board ordinance and the Fieldhouse proposal needed clarification before they proceeded and potentially revisited them with the relevant parties, such as the Department of Planning for item 7(g) or the proponent of the sports training facility. He said that agenda item 7(j) should be revisited to gather more information before they were in a position to vote on these matters.

Mayor Parham said that to clarify, Councilman, this was merely a setup for the consent agenda at the next meeting, so they would be discussing it then. He said that at the next meeting, he could pull specific items from the consent agenda for further consideration.

Council Member Cuthbert said that that was not an efficient way to proceed. He said that information regarding items 7(j) and 7(g) was desired, which meant they had two options: either they voted without the necessary information, or they postponed the vote on the matter.

Mayor Parham said they had been handling this process for a few years now, and this was the first time they had encountered an issue with the consent agenda during the work session. He said that this was merely setting the stage for the next meeting, where they would hold a public hearing to discuss the matter. He said that if the Council Members have any questions, they could schedule a time before the

meeting or on the meeting day to address any concerns. He said that this was not a vote to approve the items, but rather a preliminary step for the next meeting.

Council Member Cuthbert made a motion that City Council amend the agenda to add an item for discussion tonight concerning items removed from the consent agenda, specifically items 7(g) and 7(j). He said that this would make things run more smoothly on January 21, as they would have the information they currently lacked, and it was likely that they would still be without it by then.

Mayor Parham said there was no information provided on these items. He said that they were simply being set aside for the next meeting to present them to Council before their meeting. He said that this was the standard procedure. He said that he did not want to create a new process where they pulled items off the table before reviewing them. He said that he would not be pulling items for the schools, the stadium, or any other topics that they had not discussed, as he had not seen them. He said that they would address these topics at the next meeting. This was fair, considering they had been following this process for multiple years, and it had always been this way.

Council Member Cuthbert said that he believed their current system was not effective. He said that he thought they should allocate more time during their work session meetings, rather than rushing through them. He said that it should not be a meeting that felt like they were trying to escape as quickly as possible. He said that they needed to actually work on items that would come before them at their business session. He said that just because they had made mistakes in the past did not mean they should continue to make the same mistakes today and in the future.

Council Member Cuthbert said that he did not have all the answers, but he did have questions; that was what he had focused on over the weekend, and that was what he was referring to. He said that regarding the sandwich board sign issue, he had alternative language that he believed was easier to use and fairer to businesses. He said that as proposed, it appeared that they were defending a high level of security, which he did not see as a significant risk to the City posed by a sandwich board sign.

Council Member Cuthbert said that he was in favor of funding the Fieldhouse, but it was supposed to be a joint effort. He said that he would like to know how much the Field House Committee raised and what steps they have taken to raise more funds. He said that he wondered if they had an expectation of raising additional funds, or would they be told at a future meeting that they needed an additional \$2.5 million or \$2.7 million to complete the project. He said that this pattern had repeated itself in the past, where a good idea was proposed, they partnered with the other party, but the partner did not deliver, and the City ended up paying the entire bill.

Mayor Parham said that he would like to raise a point of order regarding the substitute motion to remove those items. He asked if there was a second to Council Member Cuthbert's motion. Seeing none, the motioned died and the original motion was before Council. He said that they would therefore proceed with the original motion, which was to approve the consent agenda as stated.

The motion was approved on a roll call vote.

On a roll call vote, yes: Jones, Westbrook, Smith-Lee, Hill, and Parham; no: Cuthbert; abstain: N/A; absent: Myers.

Council Member Jones said that he would like to clarify Items 7(e) and 7(f). He said that this was not about removing anything, but rather he would like to educate the public and gain a better understanding of what selective enforcement meant. He said that he had seen it mentioned twice, and he was concerned that the public might misinterpret it in the context of the police traffic services grant and the alcohol grant. He said that he would greatly appreciate it if someone could explain it to the public at the next meeting, perhaps Chief Christian could provide an explanation or send an email to all of them with a clear definition.

Travis Christian, Chief of Police, said that to address the question, selective enforcement referred to targeted enforcement efforts, specifically traffic enforcement, which fell outside of their regular patrol area. He said that they received funding for these efforts through a grant from the Department of Motor Vehicles (DMV). He said that therefore, the selective traffic enforcement initiatives were focused on maintaining normal traffic speeds within their community.

Council Member Jones asked if it referred to using cameras.

Chief Christian said that it was not the cameras; it was actual manpower and enforcement in various parts of the community, including roadblocks and other measures. He said that alcohol-related enforcement was specifically for Driving Under the Influence (DUI) traffic enforcement and DUI traffic checks. He said that they received grant funds from the DMV to support these types of enforcement efforts, which fell outside of their budgetary constraints.

Council Member Jones thanked Chief Christian for that explanation, which had educated him and, he was sure, the public as well, on the concept of selective enforcement. He said that they had been seeking clarification on this issue, and he appreciated his insight.

Chief Christian said that their efforts were focused on highway traffic enforcement, but these efforts were funded by the DMV and were outside of their budget.

**8. OFFICIAL PUBLIC HEARING**

(moved to after Item #1)

**9. MONTHLY REPORTS**

There were no items under this portion of the agenda.

**10. FINANCE AND BUDGET REPORT**

Audited FY24 General Fund Balance Update

Gerrit VanVoorhees, Director of Information Technology, said that he was presenting on behalf of his Finance team members. He said that the initial fund balance was \$42.5 million, and the ending fund balance was \$50.8 million, representing an increase of \$8.3 million. He said that on the other side of the slide, the total increase for this year across all categories was \$9.3 million. He said that this was a positive development. He said that he would like to commend the Finance team for their excellent work, which would help them move closer to achieving their AAA rating.

City Manager Altman said that at the next meeting on January 21, they would have a formal presentation of their audit, which would include a comprehensive review of the complete capital project. He said that the Annual Comprehensive Financial Report (ACFR) was submitted on time by the December 31 deadline. He said that as a result, they had seen an increase in their fund balance of \$8 million in the Fiscal Years (FY) 28-24. He said that this would be reflected in the formal presentation on January 21, which would also include the auditor's report.

City Manager Altman thanked Mr. VanVoorhees for presenting on behalf of the Finance Department, and as they reviewed their budget versus actuals, they were on track with their spending. He said that typically they would have spent half of their funds by now, but they were still in the 30% to 40% range in most departments. City Manager Altman said they had completed FY24 and received confirmation from the Auditor of Public Accounts that their audit was received by the deadline, so they were in good standing and finished the year in a strong financial position with sufficient operating funds.

Council Member Cuthbert asked the City Manager to request the authors of the ACFR to provide more information about vacancy savings during their meeting on January 21, including what vacancy savings are, how they work; how much of the \$9.3 million increase in fund balance is attributed to vacancy savings, and whether it is due to budgeting for positions that are never filled. He said he would also like to know if there are any jurisdictions in their area that account for vacancy savings in their budgets, noting that he had heard Chesterfield County included vacancy savings in its budget.

City Manager Altman said he did not think that the auditor would be in a position to answer the last question unless they represented the communities surrounding them. He said that one of the Deputy County Administrators of Chesterfield County sat on the Riverside Regional Jail Board with him and also served on the Finance Committee, and had been informed by him that Chesterfield County did budget for vacancy savings. He said that he was unsure if any other community around them did the same. He said that he could have answers to those questions prepared by their next meeting.

Council Member Cuthbert said that it would be great; he would appreciate if those three questions could be addressed by staff rather than the auditor.

Council Member Jones recognized the IT Director and extended this appreciation to all City employees. He said that he encouraged them to learn every aspect of their job, as well as their supervisor's role and the responsibilities of those below them. He said that this knowledge would serve them well in case they were called upon to perform a task.

Council Member Jones said that the key was to focus on their own job and be willing to take on new responsibilities. He said that a true sign of teamwork was when an individual was proactive and willing to help others, rather than saying they could not or would not do something. He said that he saw this level of commitment in the Economic Development Department and Planning department. He said that he appreciated this attitude and would like to see it continue throughout the City. He said that he extended this appreciation to the Police Department and Fire Department as well.

11. **CAPITAL PROJECTS UPDATE**

There were no items under this portion of the agenda.

12. **UTILITIES**

There were no items under this portion of the agenda.

13. **STREETS**

City Manager Altman said that he would like to address one issue. He said that there had been several emails regarding concerns about vehicle crashes in the 1600, 1700, and 1800 blocks of South Crater Road. He said that they had reviewed those crashes and wanted to inform citizens about the causes, which were driver errors. He said that staff had some recommendations that would be presented to the Council for improvements, which they hoped would address some of those issues.

City Manager Altman said that in 2015, a study had been conducted on the South Crater Road corridor from Washington Road to Wagner, and one of the recommended changes was to prohibit left-hand turns from northbound Crater Road onto Claremont, Maycox, Weyanoke, and Glenroy roads. He said that they would be presenting these recommendations to the Council to address some of these issues in the future, and he would pass along the details of what they had done.

Council Member Cuthbert asked when that information would be presented to Council.

City Manager Altman suggested discussing this item at a work session, where they could have a thorough discussion and gather input before considering any actions. He proposed scheduling it for the

February work session. Additionally, the Clerk and he had been working on educational presentations on these items for the work session, which would give them an opportunity to ask questions and gain a better understanding before the public hearing at the second meeting. It was also on the agenda for their Council retreat, where they would be discussing these matters further.

**14. FACILITIES**

Council Member Cuthbert said that he had a few more questions about the City Manager's report. He said that he believed he had received an email from the City Manager requesting that Ms. Siodmok consider alternative language for sandwich board signs in Section 10. He asked if he would please ask her to share her thoughts on this matter when the issue came up for discussion on January 21.

City Manager Altman said yes; he had already forwarded the language to her for her review, and it would be included as part of the presentation on January 21.

Councilmember Cuthbert said that he would appreciate it if the City Manager could provide the following information for Council on January 21 so that they could make an informed decision regarding the Fieldhouse. He said that he had three questions. First, he asked how much the committee had raised, excluding the credit union money and the City's contribution. He said that he wanted to know what efforts the committee had made to raise at least half of the anticipated cost of \$5.7 million.

Council Member Cuthbert said that he was interested in knowing the committee's plan to raise money from external entities, such as private organizations, to supplement the City's contribution. He said that he was in full support of the Fieldhouse and believed it was essential that they maintain a joint effort. He said that he suspected that similar opportunities existed here, as they had had numerous successful partnerships with Petersburg. He said that he would appreciate it if the City Manager could provide answers to these questions by January 21.

Council Member Jones said that he would like to reiterate his agreement with the proposal regarding the prohibition of left turns on Claremont Road, following the recent issues with Crater Road. He said that he believed that this measure should apply to left turns onto Fort Mahone or any other roads without designated turning lanes, as these were accident-prone areas that had already occurred.

City Manager Altman said that the overall recommendation was to remove the splits in the median, as it would prevent those turns. He said that this recommendation originated from the 2015 plan. He said that concerns had been raised about Claremont due to accidents that had affected property owners there. He said that this was why they were holding a work session, where they may discuss the possibility of installing bollards in the short term to prohibit left-hand turns. He said that currently, people use Oakland to navigate through the neighborhood with stop signs, rather than making those turns, which would be part of their discussion.

Council Member Jones said that he had two questions to address. He said that last year, they had discussed the Brickley Manor lights located off Old Wagner Road. He said that his constituents had expressed concerns about this issue, and he would like to clarify that the light had been present at one time. He said that unfortunately, the pole had fallen down, and it had never been replaced. He said that the lights in the new subdivision had never been installed.

City Manager Altman said that they were currently working on the lighting in the new subdivision and collaborating with the developer to ensure that the necessary lights were installed. He said that they had been in regular communication with Dominion to facilitate the application process. He said that as a result, they had been working with the developer to address any issues that may arise.

City Manager Altman said that they were also examining the possibility of additional lighting in the Wagner Road area. He said that although they acknowledged that some progress may be slow, they were willing to give Dominion some flexibility due to the challenges they faced in the western part of the state following the hurricane. He said that now that resources were being redeployed, they were resuming their conversations to complete the outstanding tasks for that area.

Council Member Jones asked if there would be an update on the lights at the next meeting.

City Manager Altman said yes.

**15. ECONOMIC DEVELOPMENT**

There were no items under this portion of the agenda.

**16. CITY MANAGER'S AGENDA**

John March Altman, Jr., City Manager, said that he wanted to extend his gratitude to the Public Works Department for their efforts during the recent snowstorm. He said that the upcoming snowfall on Friday into Saturday may bring additional snow, but he appreciated their hard work in clearing the streets. He said that although overnight, some street closures occurred due to ice and snow, the streets were passable by the next morning. He said that today, the streets appeared good, with the exception of a few areas where all-day shadows caused lingering ice.

City Manager Altman said that they still had some ice this morning. He thanked the Public Works Department and the Fire Department for their nighttime response and situational reports. He said that these updates were very helpful as they navigated the day. He said that he wanted to take this opportunity to express his appreciation to everyone involved, and that concluded his remarks.

**17. BUSINESS OR REPORTS FROM THE CLERK**

Tangi Hill, City Clerk, said that she would like to remind the public that they were still accepting applications for the Economic Development Authority Board, the Social Services Advisory Board, and the Community Development Block Grant (CDBG). She said that if anyone was interested in serving, she would appreciate it if they would submit their applications to her. She said that applications were available on the City's website.

**18. BUSINESS OR REPORTS FROM THE CITY ATTORNEY**

Anthony Williams, City Attorney, said that he had no report this evening.

**19. ADJOURNMENT**

Mayor Parham made a motion to adjourn. All members of the Council present voted in the affirmative. Meeting adjourned.

The City Council adjourned at 7:35 p.m.

The regular meeting of the Petersburg City Council was held on Tuesday, September 17, 2024 at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:00 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/315382>.

**1. ROLL CALL:**

Present:

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

Absent:

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.

**3. PLEDGE OF ALLEGIANCE:**

Mayor Parham led the Council and the citizens in the Pledge of Allegiance.

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

A quorum was present.

**5. PROCLAMATIONS/RECOGNITIONS/PRESENTATION OF CEREMONIAL PROCLAMATIONS:**

a. Prostate Cancer Awareness Month Proclamation

Mayor Parham read a proclamation recognizing September 2024 as Prostate Cancer Awareness Month and encouraged residents to participate in prostate cancer screenings.

**6. PRESENTATIONS:**

a. Davenport Presentation – New Courthouse Plan of Finance

Mr. David Rose of Davenport & Co. Associates addressed City Council and stated that Davenport serves as the City of Petersburg’s independent financial advisor, beginning work with the City in 2012 and recognizing some concerns at that time. He said that in 2016, the City discovered that it had been downgraded below an investment-grade rating but has since instituted activities that have yielded a considerable turnaround.

Mr. Rose began by sharing how their strong credit ratings have been a significant achievement. He mentioned that all three National Credit Rating Agencies—Moody's, Standard & Poor's, and Fitch—have rated them in the A plus range, specifically A1 and A plus. He said that this was a marked improvement from their double B rating in 2016. He explained that they had borrowed \$30 million for courthouse-related expenses a year ago and were planning to borrow an additional \$50 million by the end of the year.

Mr. Rose spoke about capital funding, breaking it into two parts: the general fund, which includes the courthouse, police station, animal shelter, and general infrastructure, and the self-supporting water and sewer utility fund. He emphasized that the general fund borrowing would be efficient as interest rates were more favorable than the previous year and they could reinvest the borrowed money through the state non-arbitrage program (SNAP) to earn an interest rate equal to or higher than their borrowing costs.

Mr. Rose addressed the ongoing school-related project, noting that they had been awarded a \$30 million low-interest literary loan from the Commonwealth at 2%, along with a grant covering up to 30% of the project cost. He clarified that this school project was still in early stages and their current priority was the \$50 million borrowing for general capital projects. For the self-supporting water and sewer utility fund, Mr. Rose explained that no general fund monies were used; instead, the projects were funded through user fees from businesses and individuals receiving water and sewer services.

Mr. Rose mentioned that they were working with outside rate consultants and engineering consultants to develop an overall capital needs and funding plan, with the expectation of presenting this plan in the future. He reiterated that the \$50 million borrowing for general capital projects was separate from the water and sewer utility fund program, which was still a work in progress.

Mr. Rose concluded by inviting any questions regarding the funding or investment earnings they had discussed, stating that Ben Wilson would also speak on several topics—potential funding opportunities and investments with the state that yield the best possible returns.

Mr. Ben Wilson stated that Mr. Wilson started by mentioning that they regularly review all of the City's outstanding debt to identify refinancing opportunities. He pointed out that this year, they had identified the 2013 Virginia Resources Authority loan as a potential candidate for refinancing. Mr. Wilson explained that they could roll this loan into the \$50 million borrowing planned for the fall.

Mr. Wilson elaborated that the bonds, totaling about \$1.5 million and currently bearing an average interest rate of 5%, would be replaced with new bonds issued this year. He emphasized that they would not extend the maturity of these bonds and would lower the interest rate to just under 3%. He said that this refinancing would yield approximately \$150,000 in savings and assured that the resolution adopted by Council would set parameters for the refinancing, ensuring that it would only proceed if the rate was favorable.

Mr. Wilson then discussed the general fund and bond proceeds earnings, which are currently earning in excess of 4%. Mr. Wilson mentioned that this elevated rate had been consistent for the last two years. He added that the City was moving towards a comprehensive plan for investment, with good progress made so far.

Mr. Rose invited questions from Council members regarding the refunding or earnings. He reminded everyone that recommendations for investment policies for the utility fund were expected by early January. He assured them that they were already working on this and would provide a schedule shortly.

Council Member Cuthbert asked if the timeline for a comprehensive investment plan for the City was January.

Mr. Rose responded that it had not changed since he was last before the Council, and Davenport would be working with the City's consultants and staff on the utility side. He said that they would convene sometime in January. He noted that in the short run, a lot of those monies are with LGIP and were doing very well—earning north of 5% and being maximized.

He stated that he would make recommendations such as funding for major capital projects, particularly utilities, and wanted to make sure they had ample dollars in their reserves and that those reserves were invested strategically. He stated that it's an iterative process, working with a variety of players, including utility staff, the City Manager, the Finance department, and the Raftelis outside consultants.

Council Member Cuthbert suggested penciling in a report from Davenport at their business meeting in January 2025.

Mr. Altman said that's what they already have within the schedule that Mr. Rose is going to present and clarified that the comprehensive plan for investing was only on the water and sewer side.

Council Member Cuthbert said that the City had been awarded a \$30 million loan and a grant covering 30% of a new elementary school's cost. He said that this award was secure and noted the importance of moving from discussion to action.

Mr. Altman said there was a new Superintendent who was eager to proceed, and that a construction committee was in place. He said that significant turnover had occurred in the School Board, but efforts to advance plans would continue. Mr. Altman said the state DOE assured them the grant was secure with no expiration and agreed to report progress at the October business meeting.

Council Member Cuthbert said that he would appreciate monthly updates, as it was crucial to keep the community informed and engaged in the process, and he would like the public to be informed of any delays or obstacles.

Council Member Jones said that as of October 2023, the average cost to build a school ran from several million to \$50 million, and now they have a \$30 million loan. He asked how safe that loan was.

Mr. Altman responded that the dollars are set aside for the City—the \$30 million plus the 30%—so they have a total of about \$45 million available to build with.

Council Member Jones said that they have not had a school built in about 50 years, and his fear is that they may not have the same Council seated when it's time to move forward. He said that they needed to nudge the school system to move forward soon.

Mr. Altman agreed, stating that the new Superintendent was engaged now and needed to pick this back up. He said that if she needed City staff to start doing some of that, they would be more than happy to do so, but they needed the schools' full cooperation and participation.

Mr. Rose stated that the 2% literary loan was a guaranteed 2% for up to 30 years. He explained that accessing the funds requires specific steps, emphasizing that the schools need to be co-leaders in the process. He mentioned that preliminary tasks such as drawings and

site preparation must be completed before accessing the 2% money. Mr. Rose warned that starting construction prematurely could jeopardize the funding. He clarified that the funds are split between a grant and a loan, which complement rather than compete with each other. Mr. Rose assured Council that the general fund projects do not compete with the school projects, but synchronization is key. He stressed the importance of the school officials' commitment to moving the project forward. He expressed eagerness to proceed if the full Council supports it, comparing the collaborative effort to keeping a train moving.

Mr. Altman explained that their strategy involved using grant funding to cover the costs of architectural and engineering work, which would then allow access to the \$30 million, 2% loan for construction. By using the grant money first, he said, they could minimize the need for additional construction funds.

Council Member Jones asked if funds could be set aside to start a community fund for the school, stating that this isn't just a City Council or School Board issue but a community effort. He asked if they could have a fund where the community could contribute.

Mr. Rose emphasized that the Council needs to understand the intricacies of setting aside funds, warning that it could risk losing both grant and loan monies. He suggested that Mr. Altman consult with the School Board and Superintendent before making any commitments. Rose proposed involving the Department of Education to discuss potential timing and funding, stressing the importance of careful planning in making resolutions. He assured the Council that they would return with a comprehensive plan, possibly taking longer than initially anticipated, to ensure all aspects are covered.

Vice Mayor Hill reflected on the transformation since 2016, when the City struggled with poor credit ratings and difficult decisions. He noted that the credit rating had improved significantly, from a double B to an A-plus rating, thanks to sound advice and solid actions. Vice Mayor Hill suggested that a meeting with the new Superintendent, the School Board, and the City Council, alongside financial advisors, could help lay out a comprehensive plan for the public.

Council Member Westbrook inquired about the collaboration between the treasurer, the commissioner of revenue, and other entities in efforts to improve Petersburg's bond rating. He noted that while there was a partnership in place, the report did not highlight their contributions or how they are collectively working to uplift Petersburg.

Mr. Rose expressed his appreciation for the positive and helpful contributions of the committee members. He noted that the committee meetings have been supportive, and this collaboration is moving everyone in the right direction.

He also pointed out that the City's improved credit ratings now allow for refinancing opportunities with lower interest rates, which wouldn't have been possible in previous years due to poor credit. This progress highlights the importance of maintaining strong financial policies and reserves to weather future economic downturns.

Mr. Rose praised the new treasurer, commissioner, and City Manager, emphasizing their incredible efforts and support from the staff. He conveyed optimism for Petersburg's future and the importance of meeting and exceeding financial policies to prepare for inevitable recessionary periods.

Finally, he reassured the Council that the City now has sufficient reserves and a financial cushion to handle potential challenges, expressing confidence in their ability to maintain their positive trajectory.

Mr. Rose said that evolving best practices in Virginia requires every local government with at least 3,000 residents to conduct an independent, annual, comprehensive financial review, which is essentially an audit. He explained that this audit is due to the Commonwealth around January 1, about 180 days after the fiscal year ends on June 30. He noted that when Mr. Altman began his tenure, Petersburg was behind schedule, but now significant progress has been made.

Mr. Rose said that the 2024 audit, due January 1, 2025, should be on time, showcasing continued progress. He mentioned that bank reconciliations, previously handled by outside contractors, have now been brought in-house, contributing to this improvement. He emphasized that resolving these material weaknesses is crucial for the City's financial health. He explained that the general fund has self-imposed policies, such as maintaining an unassigned fund balance of at least 35% of the budget. He highlighted that at the end of the audited fiscal year of 2023, the City had an unassigned fund balance of roughly \$42 million, well above the policy requirement and generating considerable interest earnings.

Mr. Rose said that Petersburg's debt levels are under 2% of the assessed value, which is less than half of what the policy allows, indicating strong borrowing capacity. He noted that the City spends less than 4 cents of every dollar on debt service, which is well below the policy's 10% limit. He added that the City's fixed cost ratio, which includes debt levels, pensions, and other post-employment benefits, is in excellent shape, further demonstrating financial stability.

He mentioned that the goal is to finalize the utility study by December and present preliminary information in January. Mr. Rose said that the plan is to go to the rating agencies in November and enter the marketplace by the end of the calendar year. He highlighted that achieving solid A plus ratings and completing the refunding parameters by October would be significant milestones.

Mr. Rose concluded by saying he's happy to answer any questions and thanked the participants for their attention.

Vice Mayor Hill asked Mr. Altman if they would be on time for the audit in 2025.

Mr. Altman responded that they were on target for a January audit.

Council Member Westbrook asked if the date in November they were going to the agencies to request the bond rating would be affected at all by the audit.

Mr. Rose replied that in an audit, material weaknesses such as slowness in bank reconciliations and other issues might be identified. However, he said, unless these issues affect the City's cash flow, they are not considered critical. He noted that back in 2016, there was a significant impact due to the infamous picture of uncashed checks in a drawer, showing problems like non-billing, double billing, and not investing dollars properly—and these issues did indeed affect the City's financial health.

Mr. Altman said the constitutional officers involved in the process, along with the finance staff, have been diligent in addressing issues as they arise. He said the commissioner of revenue has been particularly proactive in this regard. Mr. Altman noted that the finance committee is working effectively together, and some positive outcomes are evident from the recent report. He said the finance staff has begun to address audit findings proactively by collaborating with relevant departments. He expressed the hope that next year, the City will improve its financial rating from A to double A, with the ultimate goal of achieving triple A status. He said that while there are long-term efforts needed to enhance the community's financial standing, current indicators by Fitch suggest that the City is on the right track.

Council Member Jones inquired about the 10-year PL principle and the implications of paying off debts sooner. He questioned how early repayment would benefit the City, noting their AAA rating and the potential positive impact on the City's financial standing.

Mr. Rose responded by explaining the analogy of a 30-year mortgage for a homeowner, where typically only about 25% of the principal is paid off after 10 years. In contrast, he said, local governments aim to have 50% of their debt paid off within the same period, thus positioning themselves better for future borrowing. He stated that unlike individuals, cities are perpetual entities with ongoing needs such as schools and infrastructure, which necessitates a strong financial position. He said that until 2016, the City had minimal outstanding debt due to a lack of investment; the current strategy involves reinvesting in various City assets, including schools, courthouses, and police stations, while maintaining responsible financial ratios. He emphasized that there are no early payoff penalties in this context, unlike individual financial agreements.

Mayor Parham asked what caused the City's past financial difficulties.

Mr. Rose explained that the City's primary issue was its expenditures significantly exceeding its revenues. He used a simple analogy, comparing the situation to having \$1,000 in monthly expenses but only bringing in \$900 in income; this imbalance mirrored the City's financial struggles, leading to greater debt each year. Mr. Rose elaborated that the City's fund balance, which had once been positive, was continuously depleted by using one-time monies to cover recurring expenditures. He observed this troubling pattern as far back as 2012. He was clear that the problem wasn't related to debt levels, as the City wasn't drowning in debt or debt service during that period.

He further explained that addressing credit concerns was essential, citing the late audit as a key issue for Fitch. With an in-house reconciliation process now in place, he said, the aim was to complete it on time, thereby improving their position. He stated that during the previous rating process for debt issuance, socioeconomics, particularly median household income, had significantly affected their bond ratings. He said that while their financial aspects earned high marks, the socioeconomic factors, graded at a B pulled their overall rating down. He noted that there was cautious optimism about future ratings improvements, with aspirations to elevate the City's rating to a double-A and eventually a triple-A, and this would require consistent efforts to enhance socioeconomic conditions within the community.

**7. RESPONSES TO PREVIOUS PUBLIC INFORMATION POSTED:**

Mayor Parham stated that responses are found under Council Communicates.

**8. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETINGS):**

- a. Minutes of Previous Meetings:
  - July 2, 2024 City Council Work Session
  - July 15, 2024 City Council Special Meeting

Council Member Myers made a motion to approve the consent agenda.

Vice Mayor Hill seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**9. OFFICIAL PUBLIC HEARINGS**

- a. A Public Hearing for Consideration of the Carryover of Funds from FY24 for Approved Projects to FY25

Budget Manager Garry Cozier stated that these carryover funds were for projects or purchases encumbered in FY24 but not completed in that year. He said that their financial system does not allow for automatic carry forward of encumbered balances, so this is special consideration to carryover funds to complete them in FY25.

Mayor Parham opened the public hearing. There being no public speakers, he closed the public hearing.

Vice Mayor Hill motioned to approve the carrying over the funds from FY24 to FY25 for the approved projects.

Council Member Westbrook seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

- b. A Public Hearing for Consideration of Acceptance & Appropriation of the FY25 Victim Witness Grant

Budget Manager Garry Cozier stated that this item is for the City's yearly allocation from state and federal government for the victim witness program, and the amount this year is \$294,118 of the grant.

Mayor Parham opened the public hearing. There being no public speakers, he closed the public hearing.

Vice Mayor Hill motioned to approve the FY25 victim witness grant.

Council Member Myers seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

- c. A Public Hearing for Consideration of Acceptance & Appropriation of the FY25 Witness Protection Grant

Budget Manager Garry Cozier stated that this item is a public hearing or consideration of acceptance and appropriation of the FY25 Community Corrections and Pretrial Services Grant, and the cost and allocation of this grant is \$25,000.

Mayor Parham opened the public hearing. There being no public speakers, he closed the public hearing.

Vice Mayor Hill motioned to approve acceptance and appropriation of the FY25 witness protection grant.

Council Member Smith-Lee seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

d. A Public Hearing for Consideration of Acceptance & Appropriation of the FY25 Community Corrections & Pretrial Services Grant

Budget Manager Garry Cozier stated that this item is for consideration of acceptance and appropriation of the FY25 community corrections and pre-trial services grant. He said that this is another yearly allocation for our community corrections department for community corrections and pre-trial services, and the grant amount is \$565,014.

Mayor Parham opened the public hearing. There being no public speakers, he closed the public hearing.

Vice Mayor Hill motioned to approve the FY25 victim witness grant.

Council Member Smith-Lee seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

e. A Public Hearing for Consideration of Acceptance & Appropriation of Funding from Virginia Department of Fire Programs - Aid to Localities (ATL) for FY25

Budget Manager Garry Cozier stated that this item is for acceptance and appropriation of funding from Virginia Department of Fire programs, aid to localities for FY25. He said that this comes through the fire department, and the Virginia Department of Fire programs provides aid to localities in Virginia each year, and the amount for this year is \$150,643.

Mayor Parham opened the public hearing. There being no public speakers, he closed the public hearing.

Vice Mayor Hill motioned to accept and appropriate funding for the aid to localities for the fire department.

Council Member Smith-Lee seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

- f. A Public Hearing for a Proposed Closing to Public Use & Travel of a City Street and Right-of-Way Off of Cottonwood Drive (Pecan Street) and Juniper Road Between Cottonwood Drive and Juniper Road Within the Petersburg Redevelopment & Housing Authority

City Engineer Brian Coppell stated that this is a request to vacate a portion of the City right-of-way to facilitate the development of Pecan Acres, phase two. He said this will eliminate a portion of Pecan Street and a portion of Juniper Street and allow for the extension of Cottonwood Road to Fairgrounds Road as part of the development. He stated that public works recommend approval.

Mayor Parham opened the public hearing.

Sara Witiak, 22 Center Hill Court, requested that they make plans for trees and green space.

There being no further public speakers, the Mayor closed the public hearing.

Council Member Smith-Lee moved to approve the request to vacate the right-of-way as presented.

Council Member Jones offered a substitute motion to reflect an amount of \$2,200.

Council Member Cuthbert seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**10. PUBLIC INFORMATION PERIOD:**

Melissa Boyd, 2047 Warren Street, stated that she was here on behalf of a friend who lives at 90 Monument Avenue, Petersburg, and she expressed concern about trash being dumped in the woods.

Barb Rudolph, 1675 Mount Vernon Street, commented that 35 out of 38 cities in Virginia elect the mayor through Citywide elections, but Petersburg does not.

Melissa Witiak, 22 Centennial Court, thanked Council Member Cuthbert for holding a Ward 4 meeting, stating that she hoped there was some real information and a chance for citizen input. She expressed concern over the multiple closed sessions that City Council holds. She also stated her support for the road on Pocahontas Island and noted that in the event of a flood, she felt certain that residents of Pocahontas would allow trucks to pass through the old road if the new road was flooded.

Karen Weich, 737 Sapony Street, said she was speaking in support of South Central Wastewater Management's proposal to extend Pocahontas Street through the Roper site.

Amanda Wyatt, 224 Witte Street, said that it's time for a resolution regarding trucks on Pocahontas Island.

Marlo Green, 301 Ralph Street, stated that the upcoming treatment plan upgrade would significantly impact the traffic in the neighborhood, and there are roughly about 15 to 20 trucks currently. She said the existing roads cannot handle the weight capacity of the heavy trucks and tractor-trailers, along with an inconvenience to residents trying to enter and exit their homes. She said that the solution is a new road. Ms. Green also expressed concern that Petersburg is one of only three cities in the Commonwealth that appoints a mayor rather than elects one.

Karen Stevens, 226 Ruff Street, expressed her frustration with the trucks near the trail at Pocahontas Island, as people come here and live here to enjoy the natural ecosystem.

**11. BUSINESS REPORTS FROM THE MAYOR OR OTHER MEMBERS OF CITY COUNCIL**

Council Member Cuthbert stated that he would be having a Ward 4 meeting at the YMCA on September 23, and one of the topics would be plans for the new courthouse, including its design. He said they would also discuss how the City can improve its parking lot cleaning efforts and speeding along the 1600–1800 blocks of South Crater Road. He also presented a picture of 135 Terrace Avenue showing a pile of rubbish and debris, and his concern was that City employees have been driving by that for several years but have never mentioned it as being a problem—which he considered a version of “See something, say something.”

Council Member Cuthbert expressed concern about the billing and collections process, as the public is irritated and he himself had received duplicate real estate bills for the same parcel of property. He said that this is a bad look for the City, and failure to update addresses for utility and real estate bills is also a problem. He asked Mr. Altman specifically to look into this.

Lastly, he mentioned the property at 6 South Old Kirk Street, as it has been blighted for at least 18 months and is a real drag on the neighborhood.

Council Member Jones recognized Planning Director Naomi Siodmok, noting that he had received about five emails just this week on her professionalism and customer service. He also recognized Leonard Muse, who donated a saxophone and trumpet for his marching band project, as well as Mr. Wesson, Tony Mayfield, and Gary Talley for contributing so that he could buy drums for the band.

He also mentioned meeting Keelan Graves and Messiah Scott, both of whom are now employed in the City Manager’s office and learning the different operations of municipal government. He also recognized the police chief and fire chief, who were in attendance at every meeting, and echoed the “See something, say something” mantra to help with public safety. He also recognized the Parks & Rec department and the City Clerk, who is “on point with everything.” He added his thanks to the public for being patient with City Council.

Council Member Westbrook thanked Parks & Rec for their efforts in getting people involved with pickleball, and he asked that citizens be good stewards as they brought kayaks and canoes on the Appomattox River. He asked the City Manager to provide an update on the Capitol Trailway line, and for staff to look into the feasibility of increasing the lighting on Elm Street.

Council Member Myers commented that he did not “get high” and that Council has important business to do, so those rumors are not true.

Council Member Smith-Lee recognized Amy [?], who was instrumental in the blackout at Petersburg High School to show school spirit. She also mentioned a softball tournament with young girls playing at the sports complex, and she noted that the field looked great.

Vice Mayor Hill stated that he had visited Virginia State University to talk to students about early voting and getting out the vote. He also said that the City takes a lot of blows, and they all need to speak well about Petersburg as much as they can.

Mayor Parham thanked all members of Council for their work and mentioned that they had done a great job representing the City in the Blanford parade. He mentioned Sheriff Crawford’s reentry program and an incarcerated individual, Dwayne Brewster, who came out and started driving trucks and now owned his own trucking company.

Mayor Parham also mentioned Petersburg's unique government structure, but also noted that of 38 cities in Virginia, 16 of them have Councils that appoint their mayor. He commended City Council and staff for the hard work they've put in to address issues and make improvements, as recognized tonight by Davenport. He added that they are going to keep pushing forward.

**12. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items under this portion of the agenda.

**13. FINANCE AND BUDGET REPORT**

There were no items under this portion of the agenda.

**14. UNFINISHED BUSINESS**

- a. Extension of Pocahontas Street through the Roper site

Mr. Cuthbert stated that he is asking Council to adopt a resolution for the extension of Pocahontas Street through the Roper site, and he read the proclamation into the record. Vice Mayor Hill seconded the motion.

Mayor Parham opened the public hearing.

Marlo Green, 301 Ralph Street, urged Council to push this resolution forward.

There being no further public comment, the Mayor closed the public hearing.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A

Mayor Parham asked if the road would be built before the renovations to the treatment plant zone took place.

Mr. Altman responded that the road would likely be built toward the end of the project, but he would speak with Mr. Wilson about the timing.

**15. NEW BUSINESS**

- a. Resolution Requesting Council Approval for the Selection of Gilbane Building Company and Proceed to Detailed Review for the Construction of the New Petersburg Courthouse
- b. Consideration of Re/Appointment to the Petersburg Arts Council
- c. Consideration of Re/Appointment to the Community Development Block Grant Citizen Advisory Board
- d. Consideration of Re/Appointment to the Planning Commission
- e. Consideration of Re/Appointment to the Petersburg Redevelopment Housing Authority

Mayor Parham commented that these items had been stricken from tonight's agenda.

**16. CITY MANAGER’S REPORT AND SPECIAL REPORTS**

Mr. Altman stated that this is a resolution requesting Council approval to move forward with the selection of Gilbane Building Company for a detailed review of the construction of the new courthouse. He explained that the initial proposal from Gilbane, along with two competing proposals, had been reviewed by a committee he directed to be established. He said that this committee included Public Works, the Planning Director, and the Finance team.

He mentioned that the proposals from Branch Construction with Dewberry Engineering and Kenbridge Construction with Antares were also reviewed. He said that Gilbane’s proposal scored significantly higher, making it the top choice. Mr. Altman emphasized that the request for approval that night was just a step in the process; the design was not yet finalized, and further steps would be brought back to the Council in October. He stressed the importance of this approval to allow the process with Gilbane to move forward.

Council Member Cuthbert asked why Gilbane was considered the preferred developer.

Mr. Altman responded that he had delegated that task, and the review team felt Gilbane’s proposal was more complete and compelling than those from competitors.

City Engineer Brian Coppell explained that part of the PPEA process involves establishing evaluation criteria for selecting unsolicited proposals. He mentioned that under the City Manager’s direction, a working committee was formed, which included himself, Public Works Director Byerly, Leon Glaster, and Jamie Fagan. He noted that the committee randomly evaluated each proposal, with criteria weighted accordingly, considering factors like minority business use and project characteristics.

He clarified that this authorization did not commit the Council to any specific action but allowed them to move forward and obtain more detailed information related to the vendor. Mr. Coppell indicated that the Council would later vote on the proposed agreement provided by the vendor. He presented the evaluation criteria, which included qualifications, experience, design team capabilities, and project financing, noting that the City planned to self-finance the project. He also mentioned the importance of project benefits, compatibility, community benefits, and support in the decision-making process.

He emphasized that each reviewed proposal was robust, making the decision difficult. Mr. Coppell stated that the competing contractors and development teams provided comprehensive narratives. He affirmed that the PPEA process was followed meticulously during the evaluation. He reiterated that these factors were considered seriously by the work team.

Vice Mayor Hill motioned to approve the resolution as presented.

Council Member Jones seconded the motion.

The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A

**17. BUSINESS OR REPORTS FROM THE CLERK**

Tangi Hill, City Clerk, reported that Petersburg City Council would hold a special meeting on July 30, 2024 at 5:00 p.m. She also reminded Council that they would not hold their regular meeting nor their work session in August, and their next meeting would be September 2.

**18. BUSINESS OR REPORTS FROM THE CITY ATTORNEY**

Anthony Williams, City Attorney, said that he had no report this evening.

**19. ADJOURNMENT**

Mayor Parham made a motion to adjourn. All members of the Council present voted in the affirmative. Meeting adjourned.

The City Council adjourned at 7:41 p.m.

DRAFT

The regular meeting of the Petersburg City Council was held on Tuesday, July 16, 2024 at the Petersburg Public Library. Mayor Parham called the meeting to order at 5:00 p.m. The meeting video link is <https://petersburgva.new.swagit.com/videos/310384>.

**1. ROLL CALL:**

Present:

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

Absent:

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.

**3. PLEDGE OF ALLEGIANCE:**

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

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

A quorum was present.

**5. PROCLAMATIONS/RECOGNITIONS/PRESENTATION OF CEREMONIAL PROCLAMATIONS:**

a. National Night Out Proclamation

Mayor Parham read a proclamation recognizing Tuesday, August 6, 2024 as National Night Out, an annual community building campaign that promotes strong police-community partnerships and neighborhood camaraderie to make neighborhoods safer, more caring places to live and work. He encouraged all neighbors in the City of Petersburg to join the Harden Street Neighborhood Association and the Delectable Heights Neighborhood Association and National Association of Town Watch in support of this event.

**6. RESPONSES TO PREVIOUS PUBLIC INFORMATION POSTED:**

Mayor Parham stated that responses are found under Council communications.

**7. APPROVAL OF CONSENT AGENDA (TO INCLUDE MINUTES OF PREVIOUS MEETINGS):**

- a. Minutes of:  
July 2, 2024 Closed Session

- b. Resolution Approving the City's Participation in Proposed Opioid Settlement Against Kroger and Related Entities
- c. Consideration of an Ordinance to Appropriate Funding for the Sports Training Facility (Fieldhouse) at Petersburg High School in the Amount of \$500,000.00 (1st Reading)

City Attorney Williams stated that there were details missing from the version of the ordinance in Council's package, particularly that the MOU does not call for Council to make appropriations until after they raise half of the money or until they exhaust all reasonable means of raising the money. He recommended that Council adopt the amended ordinance to make appropriations sooner.

Council Member Cuthbert asked if they knew why this was being requested.

Mayor Parham responded that the Fieldhouse wanted the funds before they raised their portion of it, and the committee has pointed out that they lowered the cost of the initial building and were hoping to break ground and start using the first tranche of \$500,000 to do site prep work for the actual building.

Vice Mayor Hill made a motion that City Council adopt the ordinance to appropriate funding for the sports training facility (Fieldhouse) at Petersburg High School in the amount of \$500,000, with the amendments as offered by City Attorney Anthony Williams.

Council Member Jones seconded the motion.

There was no further discussion. The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**8. OFFICIAL PUBLIC HEARINGS**

Mayor Parham confirmed with City Clerk Tangi Hill that the public hearings had been moved to July 30, 2024, beginning at 5:00 p.m.

**9. PUBLIC INFORMATION PERIOD**

Marlo Green, 301 Ralph Street, presented the June newsletter for the Pocahontas Island District, stating that there had been a successful cleanup held on June 1, but there was still plenty of vegetation, including some invasive trees, along the Appomattox River Heritage Trail. She said the City needed to consider what the path width should be so it's safe for people to walk down the trail without dealing with the weeds and trees. She said they had a community meeting on June 17 that had good turnout and great discussion, with about 20 people in attendance. Ms. Green mentioned that Council Member Cuthbert mentioned at the Ward 4 meeting that there was a DCR grant for \$2.5 million for abatement work at the Roper site, but it would not address the issues with the properties facing Pocahontas Street. She also noted that there was an initiative to remove heavy trucks off of the island, which would be on City Council's consent agenda on September 3. Ms. Green showed a video of a person dumping on June 11, and she emailed Chief Christian on June 12 to see about getting the trail camera footage.

Elena Daniels, 321 Oak Hill Road, stated that she had a copy of a petition presented, demanding that the City of Petersburg repair a vital community bridge and build a cul de sac. Ms. Daniels said that the closure and disrepair of the bridge has severely disrupted the lives of residents on Oak Hill Road, Amherst Drive, and Meadow View Drive; additionally, access to Crater Road has increased from a tenth of a mile to an arduous 1.2 miles, forcing residents to go from oak Hill to Forst Hills Drive to North Park Road, then to Flank Road to get to Crater—increasing their average distance by about 483 miles per drive per year. She noted that the detour, combined with speeding cards using the street to reach Battlefield Park subdivision, has created unsafe conditions for all residents.

City Manager John Altman, Jr. stated that the reason for bridge closure, in part, is concern for public safety because of the bridge structure failure. He said the City had met with Davenport financial advisors to discuss project financing either through bond issuance or bank placement, which would be presented to Council at a future meeting, and they were also looking at grant sources such as the ones used for the St. Andrews Street Bridge. He recognized that there is also a bridge closed on Lafayette that needs to be addressed and hoped to work on these two projects together. He confirmed that the City had applied for grant funding through VDOT and had not been successful, with VDOT indicating that the projects had not scored well. He also clarified that the project estimate for just the new bridge at Oak Hill—not including the cul de sac or Lafayette—is \$3.3 million, and those costs would continue to go up if they waited. Mr. Altman said that he didn't recall the exact reasons the projects didn't score well, but unless they change the dynamic of the project, that would likely be the case again; with that in mind, it was prudent to find alternatives and other resources.

Mayor Parham asked him to keep Council updated and noted that they had considered an option for a temporary bridge for Oak Hill at a cost of \$2 million, and he would like to get the project done sooner rather than later.

Shalonda Wilson, 310 Oak Hill Road, said that it sounds like nothing has been done—and it's been three years. She asked who would be held accountable for staying on top of this so it doesn't go on for five or six more years, and there just haven't been any answers. She stated that they pay tax dollars and want it fixed, and she asked what had actually been done to secure funding.

Rashonda Lanier Jackson, on behalf of her aunt Bertha Hicks of 220 Oak Hill Road, stated that she was here in Ms. Hicks' place because her aunt's brother MacSweeney Hicks had passed earlier that morning. Ms. Jackson stated that Ms. Hicks had owned her home at Walnut Hill Gardens and paid taxes for the past 30 years. She said that her aunt had been on the news to bring attention to the Oak Hill Bridge closure, and she herself saw the issues firsthand when visiting her family at Walnut Hill. Ms. Jackson expressed concern about public services such as fire and EMT reaching the intergenerational and aging community there in sufficient time. Ms. Jackson commented that the City and tri-county region was lacking in leaders who understand why citizens can't wait any longer for things to improve.

Barb Rudolph, 1675 Mount Vernon Street, stated that there has been noticeable work done in the median along Crater Road, particularly the section in Blanford, and it makes a huge difference when the trees are pruned back and begin to bloom. She acknowledged Council Member Jones for being an advocate in his ward, and she encouraged people to continue planting trees—which can be helpful not just for aesthetics but also for shading and helping to reduce electric bills.

Calvin Marlow, 525 Oak Hill Road, stated that he has made numerous attempts to contact the City through multiple channels—including in-person visits to City Hall—but has not received any responses. Mr. Marlow expressed concern about the situation with Oak Hill Bridge and delays, stating that he finds it strange that no attention has been focused on this until tonight. He asked where the "Build Back Better" federal funding went, specifically, and why there has been a delay with the bridge project.

Elaine Taylor, 1612 Dupuy Road, asked Council where people's tax money was going, given that two bridges were down and the water lines were messed up.

Kara Stevens, 226 Rolfe Street, said she recently moved to Pocahontas and had concerns about the trail, which was had not been trimmed back. She said the trash was everywhere, which animals were carrying throughout the entire trail, and it wasn't safe to walk on it. She stated that it was important to have some kind of maintenance. Ms. Stevens said that her other concern was truck traffic on the roads, as she works on the base and has to leave early for work but encounters issues because people park on the street and trucks are flying by and using Pocahontas Road for access. She added that there

have also been dumping incidents in her area, and it would be helpful to have cameras, signs, or patrols to deter people from dumping.

Lorenzo Carter, North 9<sup>th</sup> Street and Burke Street, asked that Council worked to improve transportation to Colonial Heights between 6 p.m. and 11:30 p.m., as there are no transit options and people can't make money without that. He said his next issue related to crosswalks coming from East Washington Street toward Crater Road, as cars run through there at speeds up to 80 mph, and there's no crosswalk in that area from Route 36. He commented on how dangerous the situation is. He also commented that he would pick up trash at the area below the park, but they should put up "No Littering" signs and charge \$50 per incident. He also stated that the City should do more roadblocks to get guns off the street, and about six months ago, a young girl was shot off of 9<sup>th</sup> and Birch Street.

**10. BUSINESS REPORTS FROM THE MAYOR OR OTHER MEMBERS OF CITY COUNCIL**

Council Member Cuthbert thanked Mr. Barley, Mr. Harris, and their team for the work done when there was a break in an essential water pipe, adding that he was impressed that it had been fixed so quickly. Council Member Cuthbert also thanked Marlo Green for her energy and persistence with Pocahontas and the problems in that area, stating that he was working with her and the City Manager to resolve these issues. He also mentioned concern about the Jarrod House and said there were potential grant opportunities for future use of that house. He also recognized Dorothy Kelly and other stalwarts in Pocahontas for their efforts.

Council Member Cuthbert mentioned that he is an advocate for taxpayers and was empathetic to costs, as real estate taxes increased by an average of 15% across the City, effective in July. He added that he is also an advocate for new businesses building in Petersburg to create jobs and enhance the tax base, but Petersburg's high real estate tax rate discourages this. He mentioned the Dominion Energy complex on West Washington Street across the line in Dinwiddie County, noting that the Petersburg tax rate is \$1.27 per \$100, whereas Chesterfield County is \$0.90 per \$100.

Mayor Parham thanked him and said they would revisit this in September.

Council Member Jones stated that he appreciated the increased participation at City Council meetings. He mentioned the ribbon-cutting ceremony earlier that day at the Farmer Street Park, noting that it was one of the best-looking parks in the tri-cities—even better than Legends Park—with everything up to date for kids, seniors, and people from all walks of life. He commented that it was a melting pot that showed Petersburg and life the way it was supposed to be. He acknowledged Parks & Recreation and the City Manager, as well as City Council, for supporting the park.

Council Member Jones also mentioned the Washington Street corridor and thanked the team who worked to beautify the area from Fort Gregg-Adams to Crater Road, which would look magnificent. He said the whole goal was to encourage a positive mindset. He also asked the City Manager to address the crosswalk issue mentioned earlier and look into flashing lights to help reduce traffic speed. He also commented on Ms. Green's concern and said it didn't cost much to invest in trail cameras, which went for about 2/\$100 and would discourage the ongoing dumping there. He also acknowledged Mr. Barley, Mr. Randall, and Mr. Harris for their work—but asked if every firefighter could get a set of gear and if every station could get working air-conditioning.

Council Member Westbrook expressed his gratitude to all City departments for their hard work as the fiscal year came to a close. He mentioned the importance of beautifying the City by addressing overgrown vegetation, which Public Works had been actively managing. He also highlighted his attendance at the Virginia Local Elected Officials Conference in Richmond and emphasized the invaluable connections made with officials across the state, all of whom were eager to support Petersburg's development. Addressing concerns from residents, he reassured them of his commitment to open communication and dialogue. He encouraged residents to reach out to him directly with any

questions or issues, highlighting the collective responsibility to serve the entire City, not just individual wards.

Council Member Westbrook also mentioned ongoing job opportunities at Boar's Head and Industrial Paper in Ward 7, urging those in need of employment to explore these options. He expressed optimism about the upcoming casino referendum, believing it would bring significant positive changes to Petersburg and citing successful examples from other cities. He extended his gratitude to key City officials and the City Manager for their relentless efforts in moving Petersburg forward, stating that he acknowledged the challenges but remained hopeful about the City's future.

Council Member Smith-Lee began by expressing her deep appreciation for Steve Stinson, Mr. Barley, and the workers who diligently addressed the main water break situation. She acknowledged that the City's infrastructure is very old, which contributes to many of the problems they face. Despite the challenges, she said she was grateful for the perseverance of the citizens who had to boil water during the repair period. She also extended her thanks to the Director of Parks and Leisure Services and his team, highlighting the transformation of Farmer Street Park, noting that the swimming pool is now open for the children, addressing a previous concern that there was nothing for them to do. She encouraged everyone to visit the sports complex, commending the staff for their excellent work.

Council Member Smith-Lee welcomed the acting new Superintendent for Petersburg Public Schools, emphasizing the need for collective accountability to ensure the best education for the City's children. She concluded by reiterating the importance of community support and cooperation.

Vice Mayor Hill thanked everyone for attending the meeting. He expressed his gratitude to the Public Works department for their hard work and to the residents for their perseverance during difficult times. He commended Marquis Allen for his vision for the City's recreation department, noting that there are always activities available for children.

He highlighted the City's internship program, which provides opportunities for students in every department, including economic development and the police department. He shared a story about meeting four young ladies participating in the program, including two high school students and two college students from Virginia State University and Hampton University.

Vice Mayor Hill also thanked Feedmore and Good Shepherd Baptist Church for their efforts in feeding over 200 residents in the area. He mentioned plans to transform a park near Morton Avenue into a walking park with green space, a pavilion, and trees. Additionally, he announced that Ward 2 would be having a meeting next month, pending confirmation from Good Shepherd Baptist Church. He publicly thanked the mayor for his leadership and representation of the City, especially during pivotal times.

Vice Mayor Hill encouraged residents to speak proudly about Petersburg and to focus on positivity, emphasizing the importance of unity and support for both the Trump and Biden families. He concluded by urging everyone to turn down the volume on negativity and work together for the betterment of the City and nation.

Mayor Parham addressed Council and attendees, expressing his gratitude for their presence. He acknowledged the long-standing issues with the Oak Hill Bridge, noting that similar infrastructure problems had plagued the City for years. He emphasized the City's commitment to preventing the closure to drag on for many more years, despite the lack of state or federal funding.

He thanked individuals and organizations for their contributions to the City's progress. Mayor Parham specifically mentioned the recent fireworks show at Trapezium, thanking that entity and Dave McCormick for their partnership. He also thanked Marquis Allen for refurbishing the parks, Mr. VanVorhees for fixing the water main break, and he highlighted the ongoing upgrades to the Poor Creek water and sewer system, including the new water tower under construction.

Parham also welcomed Yolanda Brown, the new Superintendent of Petersburg City Schools, urging the community to support her efforts to improve the school system. He highlighted the importance of a successful school system for the City's growth and tax revenue.

Parham reminded everyone about the upcoming National Night Out on August 6th, encouraging community participation. He assured the attendees that the City Manager would stay on top of the Oak Hill Bridge project and promised to hold a community meeting next month to discuss progress.

He concluded by mentioning that Linwood Christian would be at 227 Shaw Street for the National Night Out, and reminded the Council of the ongoing efforts to bring jobs to Petersburg, emphasizing that these opportunities are intended for local residents.

**11. ITEMS REMOVED FROM CONSENT AGENDA**

There were no items under this portion of the agenda.

**12. FINANCE AND BUDGET REPORT**

There were no items under this portion of the agenda.

**13. UNFINISHED BUSINESS**

- a. Resolution Supporting the Submission of Smart Scale Applications to the Virginia Department of Transportation for Transportation Funding be City of Petersburg and the Tri-Cities Area Metropolitan Planning Organization

Director of Planning Naomi Siodmok began the presentation by highlighting a few critical aspects of the VDOT Smart Scale applications from Petersburg and the Tri-Cities area MPO. She explained that the purpose of Smart Scale is to help cities and jurisdictions across the state support essential transportation improvements with limited tax dollars, emphasizing safety improvements, congestion reduction, and accessibility.

Ms. Siodmok provided an overview of the projects submitted for Smart Scale funding. She detailed the pipeline project, which includes Crater Road, Wagner Road, Reeves Road improvements, and the I-95 and I-85 improvements, known as the STAR study. These projects aim to identify cost-effective ways to implement multimodal improvements and enhance safety and congestion on various corridors.

Ms. Siodmok shared that the studies for these projects began in early to mid-2023 and have continued with input from partners like VDOT, Virginia Department of Transportation, consultants such as WSP and Kimley-Horn, city and regional staff, community members, and Council members.

One specific project she discussed was the I-95 and Washington and With Street improvements. She noted that modifications had been made to include keeping the I-95 northbound Bank Street off-ramp open and incorporating a potential roundabout. Ms. Siodmok emphasized that this proposal addresses the two-way conversion on Washington and With Street, intersection improvements, and adding bicycle infrastructure on With Street.

Ms. Siodmok also mentioned Winfield Road, Crater Road, Graham Road, and I-95 improvements, submitted for funding by the Tri-Cities Planning Organization. This project aims to improve congestion and reduce conflict points by adding pavement for better traffic flow. She outlined additional projects, including the I-95 at Reeves Road improvements, featuring a teardrop design

to facilitate traffic flow, and the Wagner at Normandy Road project, which focuses on adding a right-turn movement from Normandy Drive onto Wagner Road and stormwater improvements. She also mentioned the Crater Circle and Wagner Road projects, which aim to manage ingress and egress, close unsafe driveways, and add crosswalks, sidewalks, and intersection lighting. The Crater Circle at South Crater Road project similarly addresses driveway modifications, sidewalk additions, and lighting improvements.

Ms. Siodmok concluded by discussing the funding aspects, noting that projects awarded Smart Scale funds would be fully funded with no matching requirement, making Smart Scale a valuable resource for large projects. She specified that should the projects be selected, they would kick off in fiscal year 2028, with cost estimates for some projects, such as the \$26 million Reeves Road to I-95 project, expected soon.

Council Member Cuthbert motioned to approve the resolution as presented to support the submission of the projects listed for funding through Smart Scale.

Vice Mayor Hill seconded the motion.

Barb Rudolph, 1675 Mount Vernon Street, asked if the two TBD projects would be the most expensive and what the costs were, as well as whether there were priorities given the number of projects here. She said it would be good to have another opportunity for public input but that didn't seem likely, adding that she didn't recall seeing enough detail about Washington Street with two-way traffic, but she remembered there being two options—the one shown tonight and the other with two-way traffic only going as far as Union Street.

Mary Howard, 68 South Park Drive, commented that they needed to move forward with these infrastructure projects because the casino would bring needed money into the area.

Ms. Chester [no full name nor address given] expressed concern with the roundabouts and said they would hit Bank Street instead of the exit ramps when coming in off of I-95. She asked if the businesses could still thrive in that area, and if the exits would be to Washington Street as well, as she recalled from the VDOT meeting that it was going to be eliminated.

Council Member Cuthbert expressed his agreement with the Mayor and City Manager regarding the efforts to improve traffic flow from I-95 into Petersburg. He highlighted their persistent discussions with the Smart Scale team to enhance the ease of access despite significant safety limitations. Though they desired more extensive changes, he acknowledged that engineering constraints restricted their options. He proudly noted their success in keeping Bank Street open for northbound I-95 traffic, an accomplishment he credited to the collaborative efforts of the City's leadership. Council Member Cuthbert emphasized his sensitivity to community concerns and assured that the implemented solutions represented the best possible outcome given the circumstances.

Mayor Parham expressed agreement, noting the importance of keeping Bank Street open. He emphasized that without this crucial adjustment, many residents of Petersburg might miss out on vital opportunities. The roundabout, he mentioned, was a fitting solution to keep traffic flowing smoothly. He said the concern was with Bank Street being such a short exit off of I-95, and they needed a way to prevent traffic from piling up at a stop sign. Mayor Parham stated that any exits in Petersburg were outdated, leading to traffic congestion, much like the situation on Washington Street, where the traffic often backs up onto the highway.

There was no further discussion. The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

- b. Consideration for Approval of the Purchase Agreement by Ordinance to Approve the Purchase Agreement for the Sale of City-Owned Property at 101 West Washington Street

Economic Development Director Brian Moore began by expressing his gratitude to the Council and the public for allowing them to return. He recalled the initial approval of the property sale and noted the significant progress made since then. Initially, he said, the project was two stories and 30,000 square feet; it had now grown to five stories and 75,000 square feet, attracting numerous community partners.

He continued, mentioning that the project's budget had increased to \$17 million, generating \$215,900 per year in revenue. Mr. Moore then presented slides showing various aspects of the project area, including its proximity to transit and notable landmarks like Saint Joseph's Catholic Church and the Union Flats apartment complex.

Mr. Moore highlighted the community support received, citing the involvement of Dr. Hirsch and his legal team, Dr. Woodcock, and other medical professionals. He expressed pride in their outreach efforts and the partnerships formed, such as with Dr. Jeff Brown, president of Vascular Surgery Associates.

He then asked for approval of the agreement, showing renderings of the building and its surroundings. He detailed the project's layout, emphasizing the convenient parking facilities and the potential use of the nearby parking deck with 282 spaces.

Mr. Moore paused for questions and requested the Council's approval of the development agreement, emphasizing the importance of moving forward with this beneficial project for the community.

Vice Mayor Hill motioned for Council to approve the development agreement as presented.

Council Member Smith-Lee seconded the motion.

City Attorney Williams explained that the current purchase agreement deviates from the standard requirements set by the Council. Key omissions include the absence of an agreement for the purchaser to cover all of the City's closing costs and an extension of the due diligence period by an additional 30 days. Furthermore, certain directives previously issued by the Council, such as a restriction on sales to nonprofit entities for this property, were not included in the agreement. He stressed the importance of understanding these deviations before moving forward with the vote.

Council Member Cuthbert expressed concern about Mr. Williams' last comment related to a restriction on sale to nonprofits that would just "cut the gizzard" out of real estate tax revenue if it were to happen and asked if that was a sticking point in negotiations.

Mr. Williams said he would let Mr. Moore elaborate further, but Council had given specific direction on this property to have that included in the purchase agreement. He recalled that it was proposed and then removed from what was before them, and he did not know what the issue was in the discussions but surmised that the purchaser was not interested in having that provision included.

Mr. Moore emphasized that there was no intention of selling the property to a nonprofit. He mentioned that some nonprofit entities in the City, like Flow and Civica, could not buy the property under the current agreement. Despite this, he reassured Council that those involved in the project

are for-profit entities. He highlighted the community's strong support and the significant development plans underway, suggesting that Council move forward with the agreement.

Mr. Cuthbert recalled a previous discussion regarding Bon Secours, emphasizing the potential loss of substantial tax revenue and the importance of this decision. He stated that the project is wonderful, but they must look down the road, and certainly the immediate developer is for profit—but they had to consider the future. He suggested including this as an amendment.

Vice Mayor Hill wanted to offer a suggested motion, but Mayor Parham suggested that the City Manager weigh in first.

City Manager stated that staff prides themselves on having everything ready before it comes to Council, but Council Member Cuthbert raises a good point about not losing tax revenue in the future should this be assumed by a non-profit entity.

Council Member Cuthbert asked Vice Mayor Hill if he would accept an amendment to his motion that would bar sales in the future to non-profit entities.

Mr. Williams clarified that it would be an amendment to the purchase agreement to require in the deed a restriction to that effect.

Vice Mayor Hill and Council Woman Smith-Lee agreed to the amendment.

There was no further discussion. The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

c. Disposition of City-Owned Properties Sales Offers from 50% to 100% of Assessed Value

Mr. Moore explained the consideration of moving from 50% of the assessed value for sale to 100%, while developing a potential catalyst project list. He noted that many of the slides were similar to what had been previously presented, emphasizing the importance of going slow for the benefit of new participants.

He highlighted that the original process involved 50% of the assessed value with no differentiations among various land categories such as vacant industrial, business, industrial and business, and residential lots. He mentioned the ongoing work on some zoning text amendments to address issues related to these designations.

Mr. Moore outlined the letter of intent process, which, if meeting baseline requirements, would be inserted into a draft of the City's standard purchase agreement. He said this allows for changes unless otherwise desired and ensures discussion in open session, although specific items were handled in closed session to avoid adverse impacts.

He mentioned past issues such as requests for free land, buildings, and submittals for \$1 or less than 50% of the assessed value, as well as requests for unsecured loans for property development and for the City to cover all pre-development costs. He also noted requests for the City to pay for full utility hookups and submittals for properties at 14% or less of the assessed value.

Mr. Moore pointed out the costs incurred by the City to maintain these properties, particularly those that are not buildable and would be best used as side yards or developed into buildable lots. He presented a minimum proposed price of 100% of the assessed value, comparing short-term one-

time revenue versus long-term annual revenue. He used the analogy of a real estate agent earning a 6% commission on a \$200,000 sale, which amounts to \$12,000, versus being a mortgage banker making revenue over 20-25 years. He stated that the goal is to generate recurring revenue to fund neighborhood cleanup and youth programs.

He recommended setting the purchase price at 100% of the assessed value, incorporating this into a draft purchase agreement, and presenting it to the Council in closed session. He said that exceptional circumstances would be considered, and a list of catalyst sites, such as Titmus, would be developed and approved by the City Council and City Manager. He noted that this approach allows for purchase requests for these sites to be brought forward.

Mayor Parham asked what surrounding localities such as Richmond did with excess properties that were for sale, and whether they were at 50%. He asked the City Manager what was going on when he was in Hopewell.

Mr. Altman explained that there isn't a hardline number or percentage set for the sale of excess properties. He said that communities typically focus on the investment being made rather than the sales price of the property. He noted that the prevailing thought has always been to encourage investment, especially when it comes to larger parcels of property intended for industrial development.

Mr. Altman highlighted that Petersburg's situation is somewhat unique due to the significant number of small residential lots the City owns. He posed the question of whether setting the price at 100% of the assessed value might make these properties less attractive for purchase and subsequent investment. He used an analogy comparing a real estate agent who benefits immediately from a sale to a mortgage company that generates long-term revenue through interest.

Mr. Altman then pointed out that many communities do not list a specific percentage because negotiations often take place behind closed doors and are highly project specific. He said that the focus is generally on the long-term tax revenue rather than the one-time sale price. He emphasized the importance of the ongoing revenue stream from developed properties for balancing the City's budget.

When discussing the average lot price in Petersburg, Mr. Altman mentioned that properties typically sell for around \$10,000 or less. The question at hand is whether to sell these lots for \$10,000 or reduce the price to \$5,000. He believed keeping the price negotiable was crucial due to the current attractiveness of Petersburg to developers, particularly those interested in data centers. These developers are drawn to the area because of its access to power and water. He concluded by reiterating the importance of maintaining flexibility and keeping property prices negotiable to avoid losing potential revenue and investment opportunities.

Vice Mayor Hill agreed with Mayor Parham and said if they take a hard line on 100, they would lose out more so than being able to negotiate. He said Mr. Moore and his team could bring a particular project to Council and go from there if negotiation were needed.

Council Member Jones said he agreed with keeping things negotiable but felt they were at fault in many ways, particularly in differences between an advertised price and the 50% on their website; if they vote on this, the website would have 100%. He said it was inconsistent, and they should strike the 100% and just keep the "negotiable" but not have it explicitly state "50%."

Mayor Parham said that he would entertain a motion to keep the disposition of City-owned properties negotiable but would not advertise 50%. He said that the Economic Development Director could then bring it to Council for vetting as needed.

Vice Mayor Hill motioned to keep the disposition of City-owned properties negotiable but would not advertise 50%.

Council Member Jones seconded the motion.

There was no further discussion. The motion passed on a roll call vote.

On a roll call vote, voting yes: Cuthbert, Jones, Myers, Westbrook, Smith-Lee, Hill, and Parham; no: N/A; abstain: N/A.

**14. NEW BUSINESS**

a. Planning Commission Annual Report Presentation

Planning Director Siodmok presented highlights from the Planning Commission Annual Report.

**15. CITY MANAGER'S REPORT AND SPECIAL REPORTS**

City Manager Altman stated that they heard the public loud and clear today regarding Oak Hill Bridge, and the City has not been ignoring the issue. He stated that they have been actively trying to find funding through the General Assembly, VDOT, and other means. He said they would be moving forward again and bringing back a recommendation to Council.

He also stated that they would be coordinating with those who maintained the trail system to make it wider, cleaner, and more accessible. He said that other needs were less visible, such as underground pipes, which also cost millions and billions of dollars. He said that it was important not only to react to incidents when they occur but to be proactive with long-term planning, including a master plan, which they would be working on with Davenport as well as a rate study. He stated that during the crisis, they also discussed the interconnection project for hookups along the Route 460 corridor, and he mentioned that they were taking with the state EOC to provide bottled water in the future should incidents such as this arise.

Mayor Parham recognized Jerren Lucas for his promotion to fire captain with the Petersburg Fire Department.

**16. BUSINESS OR REPORTS FROM THE CLERK**

Tangi Hill, City Clerk, reported that Petersburg City Council would hold a special meeting on July 30, 2024 at 5:00 p.m. She also reminded Council that they would not hold their regular meeting nor their work session in August, and their next meeting would be September 2.

**17. BUSINESS OR REPORTS FROM THE CITY ATTORNEY**

Anthony Williams, City Attorney, said that he had no report this evening.

**18. ADJOURNMENT**

Mayor Parham made a motion to adjourn. All members of the Council present voted in the affirmative. Meeting adjourned.

The City Council adjourned at 7:20 p.m.

DRAFT



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** Naomi Siodmok, Director of Planning and Community Development

**FROM:** March Altman, Jr.

**RE:** **Public Hearing and Consideration of an Ordinance Revoking a Special Use Permit Granted to Michael and Nina Stanley for a Vehicle Rental Business, Auto Body, and Vehicle Repair Shop at 1036 West Washington Street, Parcel ID 024270001 in the B-2, General Commercial District for Failure to Comply with Conditions of Approval - Pages 77-99**

---

**PURPOSE:** To revoke a special use permit for the operation of a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street in the B-2, General Commercial District due to violations of the permit's conditions of approval.

**REASON:** For Council to consider revoking a special use permit for the operation of a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street in the B-2, General Commercial District due to violations of the special use permit conditions, which, after eight months of work with the property owner, have now been addressed.

**RECOMMENDATION:** Approval of the revocation.

**BACKGROUND:**

1. May 1, 2012 – Special Use Permit granted to Michael and Nina Stanley to establish a vehicle rental business, auto body, and vehicle repair shop on the subject property with nine conditions of approval.
2. July 2024 – City Zoning Inspector identified several violations of the permit conditions on the site. The inspector spoke with the property owner/permit holder and informed him failure to address the issues would result in a notice of violation.
3. August 2024 – Notice of violation was sent identifying issues with a 30-day compliance period.
4. September 2024 – A final notice of violation was sent identifying a 10-day compliance period. The property owner spoke with the Zoning Administrator who reiterated the steps to compliance.
5. November 7, 2024 – The property owner was informed that staff would be initiating efforts to revoke the special use permit for the property.
6. December 5, 2024 – A public hearing on the amendment was scheduled but not held due to time constraints.

7. January 2, 2025 – Planning Commission held a public hearing and voted to rescind the special use permit in a 4-3 vote, since violations had yet to be addressed.
8. January 29, 2025 - When preparing for this item to come before Council, staff checked on the status of the site. The site addressed the remaining concerns and is in compliance with the conditions of the special use permit.

**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. 1. 24-RSUP-02 - Updated
2. 2. RSUP-02
3. 4. 12-ORD-35
4. 5. August NOV - 1036 W Washington
5. 6. Sept NOV - 1036 W Washinton
6. 7. November Revocation Notice
7. Ordinance 24-RSUP-02



# City of Petersburg

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

## MEMORANDUM

**DATE:** January 28, 2025

**TO:** Mayor and City Council

**FROM:** Planning Commission

**RE:** 2024-RSUP-02: Consideration of an ordinance to revoke a special use permit granted to Michael and Nina Stanley for a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street, Parcel ID 024270001 in the B-2, General Commercial District for failure to comply with conditions of approval.

### EXECUTIVE SUMMARY:

Planning Commission recommends revoking a special use permit for the operation of a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street in the B-2, General Commercial District. Staff identified several violations of the permit's conditions of approval in July and have sent multiple notices of violations and the property owner has failed to bring the property into compliance.

### CHRONOLOGY OF EVENTS:

1. May 1, 2012 – Special Use Permit granted to Michael and Nina Stanley to establish a vehicle rental business, auto body, and vehicle repair shop on the subject property with nine conditions of approval.
2. July 2024 – City Zoning Inspector identified several violations of the permit conditions on the site. The inspector spoke with the property owner/permit holder and informed him failure to address the issues would result in a notice of violation.
3. August 2024 – Notice of violation was sent identifying issues with a 30-day compliance period.
4. September 2024 – A final notice of violation was sent identifying a 10-day compliance period. The property owner spoke with the Zoning Administrator who reiterated the steps to compliance.

5. November 7, 2024 – The property owner was informed that staff would be initiating efforts to revoke the special use permit for the property.
6. December 5, 2024 – A public hearing on the amendment was scheduled but not held due to time constraints.
7. January 2, 2025 – Planning Commission held a public hearing and voted to rescind the special use permit in a 4-3 vote.
8. January 29, 2025 - When preparing for this item to come before Council, staff checked on the status of the site. The site addressed the remaining concerns and is in compliance with the conditions of the special use permit.

## **BACKGROUND**

In May of 2012 a special use permit was approved for Michael and Nina Stanley to operate a vehicle rental business, auto body, and vehicle repair shop on the subject property. The approved permit was subject to the following conditions:

- a. The permit is non-transferable
- b. No vehicles to be parked in or protrude into West Washington Street right-of-way
- c. Site plan and building permits to be submitted and approved prior to any operations on site
- d. No inoperable vehicles to be kept or stored on site for longer than 3 days
- e. The hours of operation are limited to Monday-Saturday 8:00 a.m. to 6:00 p.m.
- f. Collection of all fluids to be in accord with local, state, and federal law
- g. No outside storage of materials
- h. Should the use be abandoned for 24 months or more, the permit shall be null and void
- i. Permit may be revoked by City Council for failure to comply with listed conditions or any federal, state, or local regulations

In July, a City Zoning inspector identified several issues on this property, including the storage of inoperable vehicles longer than three days, outdoor storage of materials, and failure to obtain a business license for usage of this property as a vehicle repair shop. These issues were brought to the attention of the property owner and in the following months, multiple notices of violation were sent with directions on how to bring the property into compliance with the approved permit and City Code. After repeated attempts to gain compliance were unsuccessful, the Zoning Administrator sent a notice that staff would seek to revoke the special use permit.

The following violations of the approved permit were present on the property:

- 1) Inoperable vehicles have been stored on the site for periods longer than three days in violation of Condition D
- 2) Materials have been stored outdoors in violation of Condition G
- 3) There is not an active business license for the property in violation of City Code and Condition I

A public hearing on the revocation of the special use permit was scheduled for December 5, 2024, but was not held due to time constraints on the Planning Commission meeting, but the property was discussed briefly during a separate public hearing for the adjoining property. The property owner noted that he is working to improve conditions on the property.

Since the December 5 meeting, there has been noticeable improvement on the site; some of the materials stored outdoors have been removed along with most of the inoperable vehicles. On December 20, the owner spoke with the Zoning Administrator and stated the remaining improvements will be completed by the January 2 meeting date, but not all of the improvements were achieved by the Planning Commission meeting. Staff investigated the site on January 29, 2025, and the violations had been addressed.

**RECOMMENDATION** Planning Commission recommended rescission of the special use permit (4 years, 3 nays).

Staff recommended rescission.

CITY COUNCIL  
MEETING

FEBRUARY 2025



## 2024-RSUP-02:

Ordinance to revoke a special use permit granted to Michael and Nina Stanley for a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street, Parcel ID 024270001 in the B-2, General Commercial District for failure to comply with conditions of approval.

# Subject Property

---



# Background

---

- May 2, 2012 - City Council approved a special use permit granted for vehicle rental and an auto body and vehicle repair shop at 1036 West Washington subject to 9 conditions.
- Property is currently in violation of at least three conditions of approval.
- Since July, Zoning staff have sent multiple letters of violation outlining steps to compliance; prior to December 5, no/limited action taken by property owner/permit holder.
- Public hearing was delayed on December 5; property owner has made improvements to the site since the meeting with work ongoing.
- As of January 29, 2025, Staff's violations have been addressed.

# Conditions of Approval

- a. The permit is non-transferable
- b. No vehicles to be parked in or protrude into West Washington Street right-of-way
- c. Site plan and building permits to be submitted and approved prior to any operations on site
- d. No inoperable vehicles to be kept or stored on site for longer than 3 days
- e. The hours of operation are limited to Monday-Saturday 8:00 a.m. to 6:00 p.m.
- f. Collection of all fluids to be in accord with local, state, and federal law
- g. No outside storage of materials
- h. Should the use be abandoned for 24 months or more, the permit shall be null and void
- i. Permit may be revoked by City Council for failure to comply with listed conditions or any federal, state, or local regulations

# Violated Conditions

---

- Condition D – Several inoperable vehicles have been stored on the site for periods in excess of three days.
- Condition G – Car parts, including tires have been stored outdoors.
- Condition H – The property owner does not have an active business license in violation of local law and the property owner/permit holder has failed to comply with conditions of SUP







# Recommendation

---

Planning Commission recommended to rescind the special use permit with a 4 (yeas) – 3 (nays) vote, since violations of the conditions still existed.

Staff recommended recission of the special use permit.

# Sample Motion

---

I move that we **APPROVE/DENY/AMEND** revocation of a special use permit granted to Michael and Nina Stanley for a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street, Parcel ID 024270001 in the B-2, General Commercial District for failure to comply with conditions of approval.

IF DENIED: state the reason why.

IF AMENDED: with the following amendment...

**AN ORDINANCE APPROVING THE ISSUANCE OF A SPECIAL USE PERMIT TO OPERATE A VEHICLE RENTAL BUSINESS, AUTO BODY, AND VEHICLE REPAIR SHOP AT PROPERTY ADDRESSED AS 1036 WEST WASHINGTON STREET, WITH CERTAIN TERMS AND CONDITIONS.**

---

**WHEREAS**, upon the petition of Michael and Nina Stanley, owners of the subject property, pursuant to Article 23, Sec 4(21, 22, and 23) of the Zoning Ordinance, have requested a Special Use Permit to operate a vehicle rental business, auto body, and vehicle repair shop on property addressed as 1036 West Washington Street, further identified as Tax Parcel 024-27-0001; and

**WHEREAS**, the subject property is zoned "B-2", General Commercial District; and

**WHEREAS**, a public hearing having been held on May 1, 2012, pursuant to notice, as required by law; and

**WHEREAS**, the Planning Commission of the City of Petersburg recommends the approval of the requested special use permit, upon certain terms and conditions.

**NOW, THEREFORE, BE IT ORDAINED**, by the City Council of the City of Petersburg:

§ 1. That a non-transferable special use permit is hereby granted to Michael and Nina Stanley, owners of the subject property, to allow the operation of a vehicle rental business, auto body, and vehicle repair shop as provided for under Article 23 of the Zoning Ordinance on property addressed as 1036 West Washington Street, further identified as Tax Parcel 024-27-0001 with the conditions attached hereto and made a part hereof.

§ 2. That the use of the above described subject property shall be conditioned/restricted as follows:

- A. The Special Exception is granted to Michael & Nina Stanley and is not transferrable;

- B. No vehicle parking is to be permitted on or is to protrude into the West Washington Street right-of-way;
  - C. The developer shall obtain a site plan approval prior to occupying the facility to include landscaping, lighting, screening, parking, signage, and environmental impacts;
  - D. No inoperable vehicle shall be kept on or stored on the site longer than three (3) days;
  - E. The hours of operation shall be limited to 8:00 a.m. – 6:00 p.m., Monday - Saturday;
  - F. Collection of all fluids shall be in accordance with all local, state and federal regulations;
  - G. No outside storage of materials is permitted under this approval;
  - H. Should the use of the premises be abandoned for a period of twenty-four (24) consecutive months, the Special Exception shall become null and void;
  - I. This permit may be revoked by the City of Petersburg City Council or its designated agent for failure by the applicants to comply with any of the listed conditions or any provision of Federal, State, or local regulations.
- § 3. That this ordinance shall take effect immediately upon adoption.

Ordinance 12-Ord-35  
adopted by the City of Petersburg Council  
of the City of Petersburg on:

5/1/2012



Clerk of City Council

  
Mayor



# City of Petersburg

Department of Planning and  
Community Development  
135 N. Union Street, Room 304  
Petersburg, Virginia 23803

Cynthia Jefferson  
Zoning Inspector  
804-738-0344  
[cjefferson@petersburg-va.org](mailto:cjefferson@petersburg-va.org)

Stanley Michael L Nina F  
8600 Glendevon Ct  
Chesterfield, VA 23838

August 12, 2024

## **Notice of Violation**

Following a recent inspection, a Petersburg zoning inspector has determined that the property at 1036 Washington St. W Petersburg VA 23805 is in violation of the City of Petersburg's Zoning Ordinance. Specifically, Article 23 Section 4 (20).

Article 23 Section 4 (20) states "Vehicle removal operator, vehicle storage lot, or vehicle tow lot, such to be permitted within the M-1 and M-2 zoning districts only".

Vehicle storage lots are only permitted in M-1 Light Industrial and M-2 Heavy Industrial zoning districts with the issuance of a Special Use Permit from City Council. The Special Use Permit issued for your property in 2005 does not include vehicle storage as a permitted use. Attached is a copy of your Special Use Permit.

**Please take action to correct this violation. Failure to do so within the specified time frame will result in legal action being taken by this department.**

To correct this violation, halt all vehicle storage use and remove all inoperable vehicles from the premises at 1036 W Washington St. Petersburg, VA 23805 within (30) days of receiving this notice. **Compliance will be verified on September 12, 2024.**

If you have any questions or concerns regarding this letter or would like further information, please contact the Department + of Planning & Community Development at 804-738-0344 or by email [cjefferson@petersburg-va.org](mailto:cjefferson@petersburg-va.org)

In accordance with section 15.2-2311 of the Code of Virginia (1950), as amended you have the right to appeal this decision to the Board of Zoning Appeals within 30 days after your receipt of this letter. Otherwise, the decisions set forth in this letter shall be final and unappealable if not appealed within the 30-day period. The filing fee associated with your application for appeal is \$500.00 and should be enclosed with a completed application if you intend to appeal this decision.

Premise Address: 1036 Washington St. W Petersburg, VA 23805  
Tax Parcel ID: 024270001

Thank You

---

Cynthia Jefferson  
Zoning Inspector

CC: 1036 Washington St. W Petersburg, Virginia 23805



# City of Petersburg

Department of Planning  
Community Development  
135 N. Union Street, Room 304  
Petersburg, Virginia

Cynthia Jefferson  
Zoning Inspector  
804-738-0344  
[cjefferson@petersburg-va.org](mailto:cjefferson@petersburg-va.org)

Stanley Michael L Nina F  
8600 Glendevon Ct  
Chesterfield, VA 23838

September 9, 2024

## Final Notice of Violation

Following a recent inspection, a Petersburg zoning inspector has determined that the property at 1036 Washington St. W Petersburg VA 23805 is in violation of the City of Petersburg's Zoning Ordinance. Specifically, Article 23 Section 4 (20).

Article 23 Section 4 (20) states "Vehicle removal operator, vehicle storage lot, or vehicle tow lot, such to be permitted within the M-1 and M-2 zoning districts only".

Vehicle storage lots are only permitted in M-1 Light Industrial and M-2 Heavy Industrial zoning districts with the issuance of a Special Use Permit from City Council. The Special Use Permit issued for your property in 2005 does not include vehicle storage as a permitted use. Attached is a copy of your Special Use Permit.

**Please take action to correct this violation. Failure to do so within the specified time frame will result in legal action being taken by this department.**

To correct this violation, halt all vehicle storage use and remove all inoperable vehicles from the premises at 1036 W Washington St. Petersburg, VA 23805 within (10) days of receiving this notice. **Compliance will be verified on September 19, 2024.**

If you have any questions or concerns regarding this letter or would like further information, please contact the Department of Planning & Community Development at 804-738-0344 or by email [cjefferson@petersburg-va.org](mailto:cjefferson@petersburg-va.org)

Premise Address: 1036 Washington St. W Petersburg, VA 23805

Tax Parcel ID: 024270001

Thank You

---

Cynthia Jefferson  
Zoning Inspector

Sent Via Certified mail # 9589 0710 5270 1395 5586 07

CC: 1036 Washington St. W Petersburg, Virginia 23805



# City of Petersburg

Department of Planning &  
Community Development  
804-733-2312

135 N. Union Street, Room 304  
Petersburg, Virginia 23803  
mgorman@petersburg-va.org

Mr. Michael Stanley  
8600 Glendevon Ct  
Chesterfield, Virginia 23838

November 7, 2024

Re: Revoking Special Use Permits at 1024 W Washington and 1036 W Washington Street

Be advised, due to the failure to comply with the conditions laid out in 12-ORD-34 and 12-ORD-35, the Petersburg Department of Planning and Community Development is moving to revoke your Special Use Permits for 1024 W Washington and 1036 W Washington Street, Petersburg, Virginia.

A notice of violation with instructions to comply was sent in August with a deadline to comply by September. This department has seen no measurable changes to the subject properties since the initial notice was sent and has given plenty of time since the deadline has passed.

Your Special Use Permits will be reviewed by the Petersburg Planning Commission on December 5 at 6:30pm. Should you complete the following actions before December 5, this department will withdraw our review.

To comply:

- Remove all inoperable vehicles from both of the subject properties.
- Halt all outdoor storage of vehicle parts and waste from both of the subject properties.
- Obtain a business license to operate a vehicle repair shop at 1036 W Washington.

If you have any questions or would like more information, please contact me at mgorman@petersburg-va.org.

Thank you,

Maxwell Gorman  
Zoning Administrator

**AN ORDINANCE REVOKING A SPECIAL USE PERMIT GRANTED TO MICHAEL AND NINA STANLEY FOR THE OPERATION OF A VEHICLE RENTAL BUSINESS, AUTO BODY, AND VEHICLE REPAIR SHOP AT 1036 WEST WASHINGTON STREET, PARCEL ID 024270001, IN THE B-2, GENERAL COMMERCIAL DISTRICT FOR FAILURE TO COMPLY WITH CONDITIONS OF APPROVAL**

WHEREAS, City Council approved a special use permit for the operation of a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street on May, 1 2012; and

WHEREAS, the approved special use permit included certain conditions of approval; and

WHEREAS, the property was identified as violating several conditions of approval in July 2024 including storage of inoperable vehicles on the site for periods exceeding three days, outdoor material storage on the site, and failure to abide by the conditions of approval and other local regulations; and

WHEREAS, in the months since identifying the violations, City staff have sent multiple notices of violation as well as met in person with the property owner and permit holder to outline steps to bring the property into compliance; and

WHEREAS, the property owner has not taken sufficient steps to bring the property into compliance with the conditions of approval; and

WHEREAS, City staff and Planning Commission have recommended the special use permit be revoked for failure to comply with the above-mentioned conditions; 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 revoke the special use permit granted to Michael and Nina Stanley for the operation of a of a vehicle rental business, auto body, and vehicle repair shop at 1036 West Washington Street, Parcel ID 024270001, in the B-2, General Commercial District for failure to comply with conditions of approval.



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** Naomi Siodmok, Director of Planning and Community Development

**FROM:** March Altman, Jr.

**RE:** **Public Hearing and Consideration of an Ordinance to Approve a Request by Virginia Electric & Power Co. DBA Dominion Energy to Rezone with Proffers Property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District - Pages 100-130**

**PURPOSE:** The City has received a request to rezone three parcels located at 3311, 3339, and 3345 to the M-1, Light Industrial District in order to expand Dominion Energy’s existing storage and maintenance facilities at 33 Rawlings Lane. Two of the parcels are currently in the B-2, General Business District (3311 and 3345 West Washington Street) and one of the parcels is within the R-2, Single Family Residence District (3339 West Washington Street). The property is designated as Corridor Commercial and located within a City Gateway on the Future Land Use Map of the PetersburgNEXT Comprehensive Plan. Eleven proffers were included with the application for the City’s consideration.

**REASON:** To consider an ordinance to approve a request by Virginia Electric & Power Co. DBA Dominion Energy to rezone with proffers property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District.

**RECOMMENDATION:** Approval with proffered conditions.

### **BACKGROUND:**

1. November 4, 2024 – Staff received an application to rezone the property.
2. November 21, 2024 – Planning staff met with the applicant’s agent to discuss concerns over conformity with the Comprehensive Plan; the agent indicated the applicant would consider updating the plans and proffers.
3. December 5, 2024 – Planning Commission held a public hearing on the request. The Commission deferred taking action at the applicant’s request to allow them to update the proffers and concept plan.
4. December 20, 2024 – The applicant provided an updated proffer statement and concept plan for consideration.

5. January 2, 2025 – Planning Commission voted (6-1) to approve this rezoning with proffered conditions.

**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. 1. 24-REZ-03 Memo UPDATED
2. 2. 24-REZ-03 Updated
3. 7. Signed revised rezoning Dominon Energy proffer statement
4. 8. Updated Concept Plan
5. 14. Public Comment Received
6. Ordinance 24-REZ-03
7. Ordinance Exhibit A



# City of Petersburg

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

## MEMORANDUM

**DATE:** February 2025

**TO:** Mayor and City Council

**FROM:** Planning Commission

**RE:** 2024-REZ-03: Consideration of an ordinance to approve a request by Virginia Electric & Power Co. DBA Dominion Energy to rezone with proffers property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District.

---

### EXECUTIVE SUMMARY:

The City has received a request to rezone three parcels located at 3311, 3339, and 3345 to the M-1, Light Industrial District in order to expand Dominion Energy's existing storage and maintenance facilities at 33 Rawlings Lane. Two of the parcels are currently in the B-2, General Business District (3311 and 3345 West Washington Street) and one of the parcels is within the R-2, Single Family Residence District (3339 West Washington Street). The property is designated as Corridor Commercial and located within a City Gateway on the Future Land Use Map of the PetersburgNEXT Comprehensive Plan. Eleven proffers were included with the application for the City's consideration.

### CHRONOLOGY OF EVENTS:

1. November 4, 2024 – Staff received an application to rezone the property.
2. November 21, 2024 – Planning staff met with the applicant's agent to discuss concerns over conformity with the Comprehensive Plan; the agent indicated the applicant would consider updating the plans and proffers.
3. December 5, 2024 – Planning Commission held a public hearing on the request. The Commission deferred taking action at the applicant's request to allow them to update the proffers and concept plan.

4. December 20, 2024 – The applicant provided an updated proffer statement and concept plan for consideration.
5. January 2, 2025 – Planning Commission voted (6-1) to approve this rezoning with proffered conditions.

**BACKGROUND:**

The property totals 2.78 acres and is located on the north side of West Washington Street at the western extent of the City. The lots are bordered to the north by a Dominion Energy storage and maintenance facility and adjoins a vacant Dominion-owned parcel with M-1 zoning along the West Washington Street frontage.

Article 17 of the Zoning Ordinance lists the permitted uses in the M-1, Light Industrial District and Article 22 specifies requirements for height, area, and bulk.

The applicant is requesting to rezone the vacant lots to M-1 to consolidate all of the lots under Dominion ownership and extend the existing storage and maintenance facilities. The expansion would comprise additional gravel storage area surrounded by security fencing; no new buildings are proposed. There are currently five entrances from West Washington Street into the proposed project area; the applicant plans to close all but the western-most entrance, which would provide emergency access into the facility. There is a small portion of wetlands on the site, which the applicant proposed to wall off for separation from the developed areas.

The application was originally accompanied by a proffer statement with three proffered conditions:

- 1) The applicant will provide a 30' buffer along West Washington Street where no encroachments will be allowed except the site entrance, landscaping, lighting, and other non-development features.
- 2) Signage for the site shall be in conformance with the regulations of the Zoning Ordinance
- 3) Stormwater facilities on the site shall be developed in accordance with an approved stormwater management plan and shall be owned and maintained by the applicant.

City staff completed a preliminary review of the concept plan and met with the applicant's agent to discuss several concerns with the proposed development's incompatibility with the Comprehensive Plan. The two main concerns were that the project does not align with the principle land uses desired in a Corridor Commercial Area and that the property is located at a gateway into the City. Typically, a storage and maintenance facility would not be conducive to an attractive streetscape with pedestrian amenities. These concerns were also raised at the public hearing on the request on December 5, 2024. The Planning Commission expressed similar concerns and the applicant requested the Planning Commission defer voting on a recommendation to allow the applicant to address those concerns.

Following discussions with City staff and the Planning Commission, the applicant has updated the proffer statement and concept plan to include the following:

- A proffer stating that landscaping will be installed within the 30-foot buffer to include one large deciduous tree for every 50 lineal feet, one evergreen tree for every 30 lineal feet, and one medium shrub for each 10 lineal feet along the buffer with low shrubs and ground covers reasonably dispersed throughout. The proffer states plantings will be native, non-invasive, drought-resistant and will be maintained by the property owner.
- A proffer stating that 8-foot-wide sidewalk will be installed along the West Washington Street frontage and installed within a public access easement.
- A proffer stating the existing pole-mounted lighting along the West Washington Street frontage will be replaced with ornamental, pedestrian-scale lighting fixtures
- A proffer stating that four of the five entrances along West Washington Street will be closed and the remaining entrance will be gated for limited access.
- A proffer stating an eight-foot-tall ornamental security fence will be installed along the perimeter of the storage yard
- A proffer stating the property owner will dedicate a 30-foot-by-40-foot easement to the City for the purpose of installing public art or gateway signage within the buffer area.
- A proffer limiting the use of the site to the following uses:
  - Any uses allowed in the B-2, General Business District except dwellings, hospitals or institutions
  - General wholesale, storage, and distribution uses relating to clay, stone and glass products, metal and metal products, building materials and equipment
- A proffer stating the property shall be developed in accordance with the proffer statement and updated concept plan dated November 25, 2024

**ADJACENT ZONING/USES:**

Dominion’s existing maintenance facility to the north is zoned M-1, Light Industrial. There is an additional M-1-zoned parcel between the subject properties. Properties across both West Washington Street and Rawlings Lane are zoned both B-2, General Commercial and R-2, Single-Family Residence. Properties to the west in Dinwiddie County are also owned by Dominion and zoned Industrial. Abutting and nearby land uses include the existing Dominion facilities, a restaurant, several single-family dwellings, and a childcare facility.

**COMPREHENSIVE PLAN CONSIDERATIONS:**

The property is designated as Corridor Commercial on the Future Land Use Map of the PetersburgNEXT Comprehensive Plan. Corridor Commercial areas provide goods and services like restaurants, retail and entertainment establishments. Primary land uses include hospitality uses, large and small commercial centers, medical clinics, multi-family housing, offices, and places of worship. Corridor Commercial areas should be walkable with pedestrian amenities as well as increased landscaping and adequate lighting.

Additionally, this section of West Washington Street is identified as a Gateway and Corridor on the Future Land Use Map. Gateways are locations where regional travel networks enter the Petersburg City limits and the plan emphasizes using art, signage, lighting, and landscaping to create a sense of arrival in the city. Corridors are longer stretches of street which serve as important travel routes and the plan emphasizes a focus on consistent streetscapes with multiple travel options that welcome people to visit and stay within the city. The plan states that primary land uses can differ, but that the City should improve these areas by investing in pedestrian experiences and incorporating landscaping and lighting at gateways.

A storage and maintenance facility would not be an appropriate use for a Corridor Commercial area and the proposed use would not be in line with the principles of development for a Gateway and Corridor area. The existing Dominion Facilities on Rawlings Lane are set back several hundred feet from the West Washington Street corridor, but the Comprehensive Plan would envision uses providing goods and services for citizens along the street frontage where the expansion is proposed.

The applicant has proffered several new conditions aimed at bringing the proposed development closer into conformance with the Comprehensive Plan. These include specific enhanced landscaping elements, decorative fencing around the storage facility, the potential for an art fixture or gateway sign along the frontage, and pedestrian amenities such as wider sidewalk and pedestrian-scale lighting along the frontage. The applicant has also provided a proffer essentially tying the development to the updated concept plan which specifies the general development of the site as well as the aforementioned amenities.

The applicant has noted that the subject properties are adjoining existing Dominion facilities to the west in Dinwiddie County and to the north at 33 Rawlings Lane as well as an additional M-1 zoned parcel along West Washington Street.

**PUBLIC Input:**

The City received one written comment from the Dinwiddie County Water Authority stating there was no objection to the request.

**RECOMMENDATION:** Planning Commission recommended approval (6 years to 1 nay) with proffers as presented.

Staff recommended denial of the rezoning request as presented. The storage yard use does not align with the City's Comprehensive Plan, but staff does acknowledge that the updated proffers and concept plan represent significant improvements to the original application. The updated request reflects many principles and elements of the Comprehensive Plan, though the use itself is still not supported.

CITY COUNCIL  
MEETING

FEBRUARY 2025

## 2024-REZ-03:

Request by Virginia Electric & Power Co. DBA Dominion Energy to rezone with proffers property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District.

# Subject Properties

---



# Request

---

- Rezone to M-1, Light Industrial District to expand existing Dominion Energy storage and maintenance facilities.
- 3311 and 3345 West Washington Street currently zoned B-2, General Commercial.
- 3339 West Washington Street currently zoned R-2, Single-Family Residence.
- Eleven proffers included for consideration.

# Existing Conditions

---



# Proposed Use

---

- Expansion of existing Dominion Power facility at 33 Rawlings Lane.
- Developed site would be gravel storage yard with security fencing; No new buildings proposed.
- Entrances along West Washington Street reduced to one; wetlands sectioned off from development.
- Use to be limited to proffer statement and concept plan.



CENTERLINE OF  
W. WASHINGTON ST.

PEDESTRIAN  
STREET LIGHT

RIGHT OF WAY LINE

SMALL DECIDUOUS  
TREE

EVERGREEN TREE

SMALL DECIDUOUS  
TREE

MEDIUM SHRUB

8' WIDE  
CONCRETE  
SIDEWALK

30' SETBACK LINE

W. WASHINGTON STREET  
TYPICAL SECTION

8' TALL  
HIGH SECURITY  
STEEL PALISADE  
FENCE

NOT TO SCALE

# Proffers

---

- The property will have a thirty (30) foot buffer along W Washington Street. This buffer will include area for public sidewalk, landscaping, signage and pedestrian lighting as depicted on the zoning map.
- Landscaping will be installed within the 30-foot buffer to include:
  - One large deciduous tree for every 50 lineal feet
  - One small deciduous tree for every thirty (30) lineal feet
  - One evergreen tree for every 30 lineal feet
  - One medium shrub for each 10 lineal feet and
  - Low shrubs and ground covers reasonably dispersed throughout the buffer.
  - Planting will be non-invasive, native, and drought resistant and will be maintained by the applicant. The design and location of the planting shall be approved by the City of Petersburg at the time of site plan submission.

# Proffers

---

- 8-foot-wide sidewalk will be installed along the West Washington Street frontage and installed within a public access easement. Design and location will be approved by the City at site plan submission.
- Existing pole-mounted lighting along the West Washington Street frontage will be replaced with ornamental, pedestrian-scale lighting fixtures. The applicant will cover the capital cost, and the City will operate and maintain the lighting.
- Four of the five entrances along West Washington Street will be closed and the remaining entrance will be gated for limited access.
- An 8-foot-tall ornamental security fence will be installed along the perimeter of the storage yard.

# Proffers – cont.

---

- Property owner will dedicate a 30-foot-by-40-foot easement to the City for the purpose of installing public art or gateway signage within the buffer area.
- Site limited to following uses:
  - Any uses allowed in the B-2, General Business District except dwellings, hospitals, or institutions
  - General wholesale, storage, and distribution uses relating to clay, stone and glass products, metal and metal products, building materials and equipment
- Signage will conform with the Zoning Ordinance.
- Stormwater will be owned and maintained by the applicant.
- The property shall be developed in accordance with the proffer statement and updated concept plan dated November 25, 2024

# Adjoining Zoning/Uses

---



# Comprehensive Plan Considerations

---

- Corridor Commercial on Future Land Use Map
  - Primary land uses include hospitality, large and small commercial/retail, multi-family housing, medical and office, places of worship
  - Should be walkable with pedestrian amenities and increased landscaping and lighting
  - Purpose to provide goods and services
- Gateway and Corridor Area on Future Land Use Map
  - Investment should be made in pedestrian experiences
  - Should welcome people into City and make them want to stay

# Initial Staff Concerns

---

- Incompatibility with Comprehensive Plan: subject properties are in a 'Corridor Commercial' Area as well as a 'Gateway and Corridor' area
- Storage and maintenance facility would not be an appropriate use for the corridor and would not be conducive to attractive streetscape with pedestrian amenities
- Proffers created a buffer area which **may** accommodate landscaping, lighting, etc. but did not require any amenities

# Applicant Responses

---

Updated proffers, if accepted, will:

- Guarantee that landscaping is provided within the buffer area and ornamental fence is installed surrounding the storage yard
- Guarantee pedestrian amenities, including wider sidewalk and pedestrian-scale lighting
- Provide an option for public art or gateway signage installation along West Washington Street
- Limit the site to only those uses stated, which include some commercial uses should plans change
- Tie the development to the concept plan provided

# Recommendation

---

Planning Commission recommended approval with the proposed proffers in a 6-1 vote.

Staff recommended denial, since the request does not align with the City's Comprehensive Plan, but staff does acknowledge that the updated proffers and concept plan represent significant improvements to the original application and reflect elements of the Comprehensive Plan though the use is still not supported.

# Sample Motion

---

I move that we **APPROVE/DENY/AMEND** the petition by Virginia Electric & Power Co. DBA Dominion Energy to rezone **WITH PROFFERS** property at 3345, 3339, and 3311 West Washington Street, Parcel IDs 027010001, 027010003, and 027010004, from the R-2 Single-Family Residence and B-2 General Commercial Districts to the M-1 Light Industrial District.

IF DENIED: state the reason why.

IF AMENDED: with the following amendment...

## STATEMENT OF PROFFER

Pursuant to Section 15.2-2296 of the Code of Virginia and Article 26A of Appendix A in the Petersburg Zoning Ordinance, Virginia Electric & Power CO dba Dominion Energy ( the "Applicant") do hereby voluntarily proffer, as the owner of the property (the "Property") respectively, which is the subject of this rezoning request, that the development of the Property shall be in strict accordance with the following conditions set forth in this submission:

We present the following proffers for the properties at 3345, 3339, and 3311 W. Washington Street known as Parcel ID #: 027010001, 027010002, 027010003.

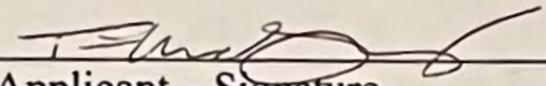
1. The Property will have a thirty (30) foot buffer along W. Washington Street. This buffer will include area for public sidewalk, landscaping, signage and pedestrian lighting as depicted on the zoning map.
2. The Applicant shall install landscaping within the thirty (30) foot buffer to include one large deciduous street trees for every fifty (50) lineal feet, one small deciduous tree for every thirty (30) lineal feet, one evergreen tree for each thirty (30) lineal feet, one medium shrub for each ten (10) lineal feet and low shrubs and ground covers reasonably dispersed throughout the buffer area. Plantings to be non-evasive, native and drought resistant and will be maintained by the applicant. The design and location of the plantings shall be approved by the City of Petersburg at the time of site plan submission.
3. The Applicant shall install a new eight (8) foot wide concrete sidewalk across the W. Washington Street frontage within the thirty (30) foot buffer. The Applicant will dedicate a public easement to the city encompassing this sidewalk for maintenance and ownership purposes. The design and location of the sidewalks shall be approved by the City at the time of site plan submission.
4. The Applicant shall remove the existing pole mounted lighting along the frontage of W. Washington Street and install ornamental pedestrian lighting in conformance with Dominion Energy guidelines. The design and location of the lighting improvements shall be approved by the City of Petersburg at the time of site plan submission but will generally be located within the public right of way. The Applicant shall be responsible for the capital cost and installation while the city shall be responsible for operating and maintenance cost for such lighting.
5. The Applicant will close four (4) of the five (5) existing accesses along W. Washington Street. Only the existing access at the far west end of the property will remain in use and will be gated.
6. The Applicant shall install an eight (8) foot high, black, ornamental high security steel palisade type fence along the setback line for the frontage of the W. Washington Street right of way.
7. The Applicant shall dedicate a 30' x 40' easement to the City within the thirty (30) foot buffer. This easement shall be used by the City for the purpose of displaying public art or gateway signage. Any proposed display or signage in this easement shall

be jointly approved by the City and the applicant. The maintenance and upkeep for displays in this easement shall be the responsibility of the City to include any additional plantings, painted items or structures. The exact location of the easement shall be approved by the City and Applicant at the time of site plan submission.

8. Only the following permitted land uses shall be allowed on the property per Article 17. "M-1" Light Industrial District Regulations:
  - (1) Any use permitted in the "B-2" General Commercial District, except dwellings, hospitals, institutions, or other buildings used for permanent or temporary housing of persons.
  - (2) The following uses, and any similar uses which are not likely to create any more offensive noise, vibration, dust, heat, smoke, odor, glare, or other objectionable influences than the minimum amount normally resulting from other uses permitted; such permitted uses being generally wholesale and retail trade, service industries, light industries that manufacture, process, store and distribute goods and materials and are, in general, dependent on raw materials refined elsewhere, and manufacture, compounding, processing, packaging or treatment, as specified, of the following products or similar products:
    - Clay, stone and glass products.*
      - Concrete products (except central mixing and proportional plant).
    - Metals and metal products.*
      - Bolts, nuts, screws, washers, and rivets;
      - Container (metal);
      - Foundry products manufacture (electrical only);
      - Machinery manufacture;
      - Nails, brads, tacks, spikes, and staples;
      - Sheet metal products;
      - Tool, die, gauge, and machine shops;
      - Tools and hardware products.
    - Unclassified uses.*
      - Building materials (cement, lime (in bags or containers), sand, gravel, shell, lumber, and the like) storage and sales;
      - Industrial vocational training school, including internal combustion engines;
      - Laboratories, research experimental, including combustion-type motor testing;
      - Wholesale houses and distributors.
9. Signage shall be in general conformance with the purposes of Article 21 (Sign Regulations) of the Zoning Ordinance of the City of Petersburg. All signs shall require a sign permit issued under the provisions of Article 21 of the Zoning Ordinance of the City of Petersburg.

10. Stormwater management facilities shall be owned and maintained by the Applicant. The stormwater management BMP's shall be constructed by the Applicant as determined to be necessary and appropriate by the City, based on a Stormwater Management Plan consistent with the laws of the Commonwealth of Virginia and the requirements of the City of Petersburg. Such plans shall be required at the time of subdivision plan submission. Stormwater management BMP's shall primarily be extended detention basins and shall be designed to enhance the areas in which the BMP's are located. The design and location of the various BMP's shall be approved by the City of Petersburg at the time of subdivision plan submission.
  
11. The Property shall be developed in strict accordance with the conditions set forth as proffers and as generally depicted on the Zoning Map dated November 25, 2024. These proffers shall run with the land and shall, in the event of transfer of the Property to other parties, be enforceable against such other parties.

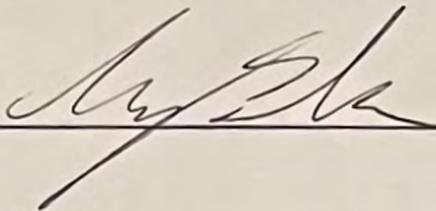
I hereby acknowledge as the Property Owner that the Rezoning of the Subject Property gives rise to the need for these conditions.

  
 Applicant – Signature

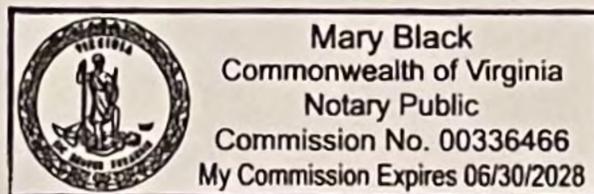
Date: 12.20.2024

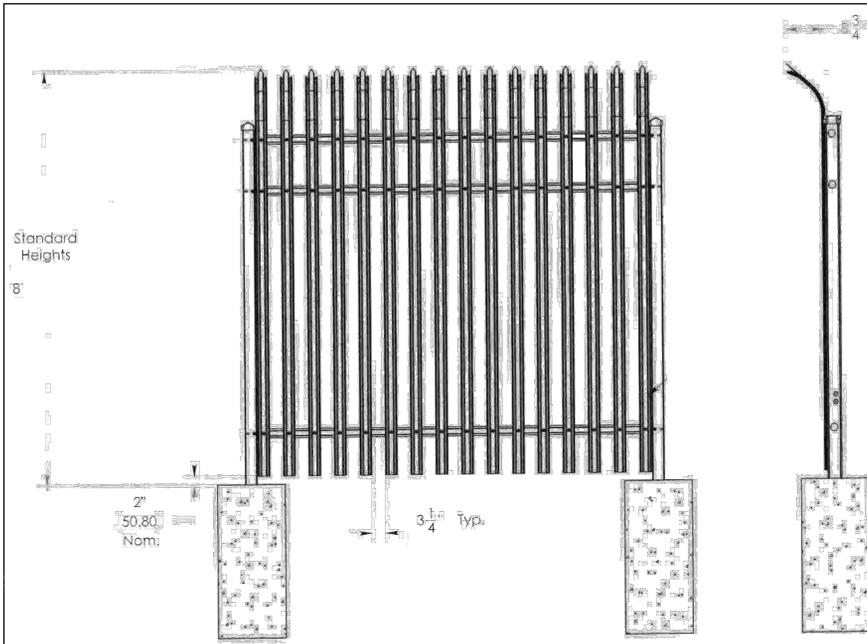
TIMOTHY MCGARVEY  
 Type or print name

I Mary Black - a Notary for the State of Virginia, do verify that the foregoing instrument was signed before me this 20<sup>th</sup> day of December, 2024.



06/30/2028  
 My Commission Expires

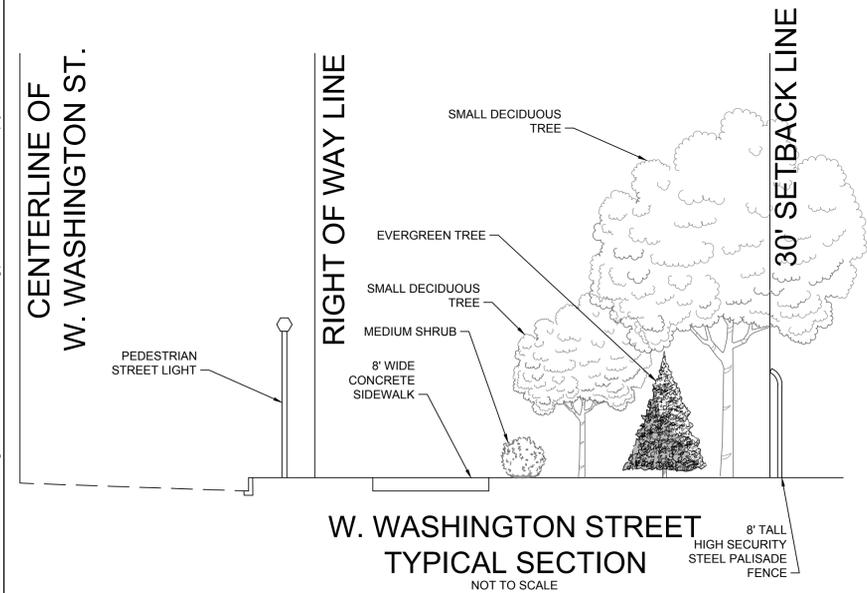




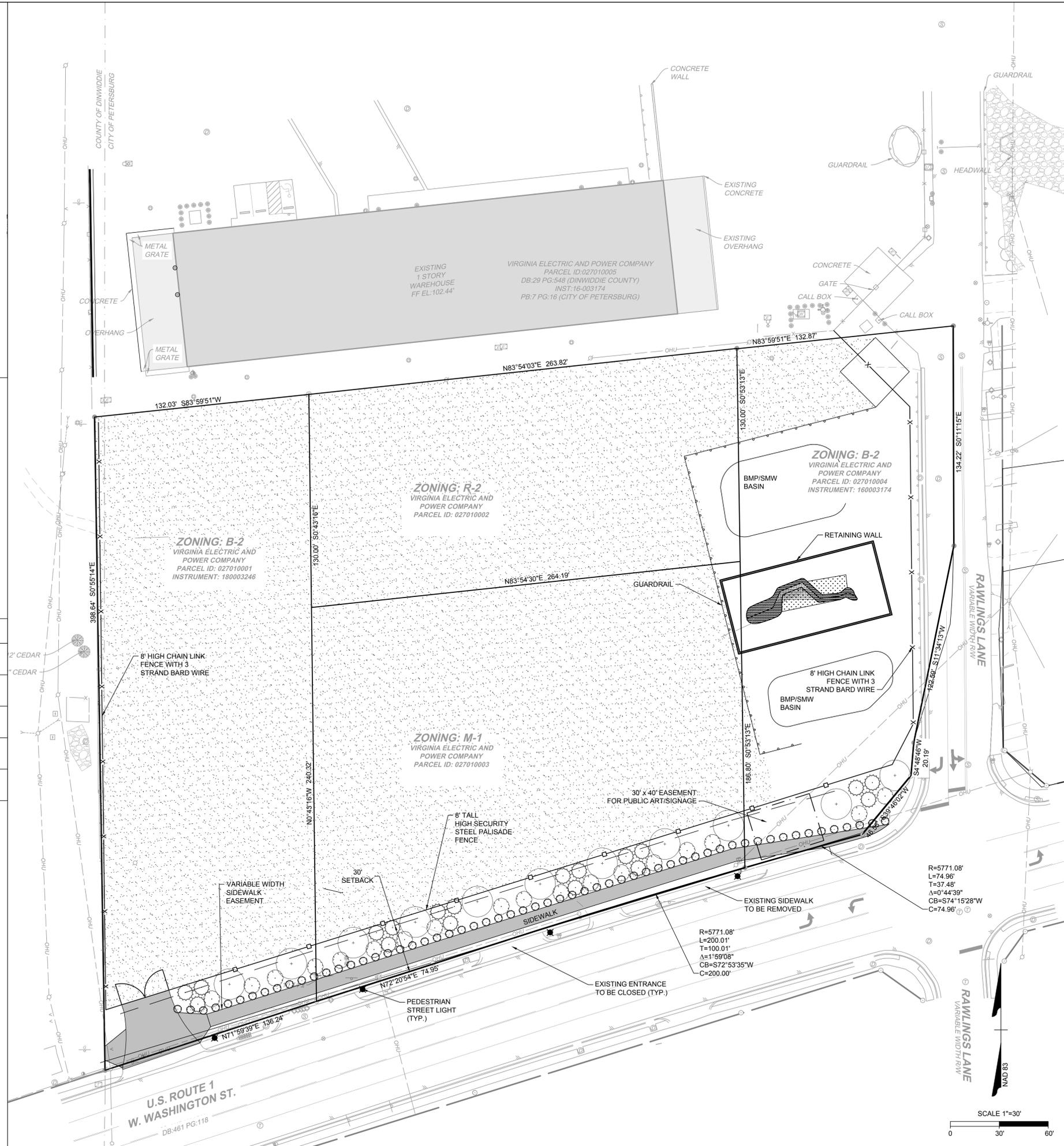
**HIGH SECURITY STEEL PALISADE FENCING**

**PLANTING LEGEND**

SYMBOL	TREE TYPE	CONDITION	REQUIRED AMOUNT	PROVIDED AMOUNT
	LARGE DECIDUOUS TREE	1 PER 50' OF ROAD FRONTAGE	533/50 = 10.66 10.66 = 11	11 PROVIDED
	SMALL DECIDUOUS TREE	1 PER 30' OF ROAD FRONTAGE	533/30 = 17.77 17.66 = 18	18 PROVIDED
	EVERGREEN TREE	1 PER 30' OF ROAD FRONTAGE	533/30 = 17.77 17.66 = 18	18 PROVIDED
	MEDIUM SHRUB	1 PER 10' OF ROAD FRONTAGE	533/10 = 53.3 53.3 = 53	58 PROVIDED



**W. WASHINGTON STREET  
TYPICAL SECTION**  
NOT TO SCALE



**TIMMONS GROUP**

**PETERSBURG DOMINION LOCKS YARD  
3341 W WASHINGTON ST, PETERSBURG, VA 23803**

**ZONING MAP**

THIS DRAWING PREPARED AT THE <b>TRI-CITIES OFFICE</b> 4701 Owens Way, Suite 900   Prince George, VA 23875 TEL 804.541.6600 FAX 804.468.1511 www.timmons.com	YOUR VISION ACHIEVED THROUGH OURS.
DATE	11/25/2024
DRAWN BY	J. BLANKS
DESIGNED BY	J. BLANKS
CHECKED BY	D. JOHNSON
SCALE	AS SHOWN
REVISION DESCRIPTION	
JOB NO.	61423
SHEET NO.	Z1

These plans and associated documents are the exclusive property of TIMMONS GROUP and may not be reproduced in whole or in part and shall not be used for any purpose whatsoever, inclusive, but not limited to construction, planning, or construction, without the express written consent of TIMMONS GROUP.

**Dinwiddie County Water Authority**  
23008 Airpark Drive North Dinwiddie, Virginia 23803-6926

*Telephone*  
(804) 861-0998  
[www.dewa.org](http://www.dewa.org)  
*Fax*  
(804) 861-4270

**David E. Blaha**  
*Chairman*



**Thomas B. Wray**  
*Vice Chairman*

**Gene R. Witt** **Robert G. Perkins**  
*Secretary/Treasurer* *Board Member*

**Cleveland E. Hudspeth**  
*Board Member*

**F. Edward Pearson, II**  
*Executive Director*

December 3, 2024

City of Petersburg  
Department of Planning and Community Development  
Tyler Jackson, Planner  
135 N Union Street, Room 304  
Petersburg, VA 23803

Re: Parcel ID027010001, 027010003, 027010004

Mr. Jackson,

This communication is written as a follow-up to the Adjacent Property Notification letter received from your office. I thank you for reaching out to the Dinwiddie County Water Authority to advise of the Rezoning request for Dominion Energy for the Parcel IDs referenced at 3345, 3339 and 3311 West Washington Street.

Dinwiddie County Water Authority poses no objections to the rezoning requested from R-2 and B-2 to M-1, Light Industrial District.

Best,

A handwritten signature in black ink, appearing to read "F. Edward Pearson, II".

F. Edward Pearson, II  
Executive Director

Copies: David E. Blaha, Board Chairman  
Jeff Stiff, Deputy Director  
Ben Jones, Operations Manager

**AN ORDINANCE TO APPROVE A PETITION TO REZONE PROPERTY LOCATED AT 3345, 3339, AND 3311 WEST WASHINGTON STREET, PARCEL IDENTIFICATION NUMBERS 027010001, 027010003, AND 027010004 FROM R-2, SINGLE-FAMILY RESIDENCE DISTRICT AND B-2, GENERAL COMMERCIAL DISTRICT TO M-1, LIGHT INDUSTRIAL DISTRICT WITH PROFFERS**

WHEREAS, the City of Petersburg received a petition from Virginia Electric & Power Co. DBA Dominion Energy to rezone the property located at 3345, 3339, and 3311 West Washington Street from R-2, Single-Family Residence and B-2, General Commercial to M-1, Light Industrial District; and

WHEREAS, Virginia Electric & Power Co. DBA Dominion Energy proffered eleven conditions for the City's consideration including the provision of a 30-foot buffer along West Washington Street with landscaping improvements, provision of ornamental fencing along the perimeter of the storage area, lighting and sidewalk improvements along West Washington Street, the dedication of an easement for public art or gateway signage along West Washington Street, provision of signage in accordance with the Zoning Ordinance, provision of a stormwater management plan with stormwater facilities owned and maintained by the applicant, and conformance with the aforementioned proffers and concept plan dated November 25, 2024; and

WHEREAS, a concept plan was provided showing the use of the property for an expansion of the Dominion storage and maintenance facility at 33 Rawlings Lane; and

WHEREAS, there are concerns with compliance with the PetersburgNEXT Comprehensive Plan which identifies the site as a Corridor Commercial Area as well as a Gateway and Corridor on the Future Land Use Map; and

WHEREAS, the applicant updated the proposed proffers to address concerns and bring the proposal closer to conformance with the Comprehensive Plan; and

WHEREAS, the storage lot use is inconsistent with the Comprehensive Plan, but the proffered conditions reflect the principles of the Corridor Commercial and Gateway and Corridor areas per the Comprehensive Plan; 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 the City Council does hereby approve the petition to rezone the property located at 3345, 3339, and 3311 West Washington Street from R-2, Single-Family Residence and B-2, General Commercial to M-1, Light Industrial District with the eleven proffers as presented in Exhibit A.

## STATEMENT OF PROFFER

Pursuant to Section 15.2-2296 of the Code of Virginia and Article 26A of Appendix A in the Petersburg Zoning Ordinance, Virginia Electric & Power CO dba Dominion Energy ( the "Applicant") do hereby voluntarily proffer, as the owner of the property (the "Property") respectively, which is the subject of this rezoning request, that the development of the Property shall be in strict accordance with the following conditions set forth in this submission:

We present the following proffers for the properties at 3345, 3339, and 3311 W. Washington Street known as Parcel ID #: 027010001, 027010002, 027010003.

1. The Property will have a thirty (30) foot buffer along W. Washington Street. This buffer will include area for public sidewalk, landscaping, signage and pedestrian lighting as depicted on the zoning map.
2. The Applicant shall install landscaping within the thirty (30) foot buffer to include one large deciduous street trees for every fifty (50) lineal feet, one small deciduous tree for every thirty (30) lineal feet, one evergreen tree for each thirty (30) lineal feet, one medium shrub for each ten (10) lineal feet and low shrubs and ground covers reasonably dispersed throughout the buffer area. Plantings to be non-evasive, native and drought resistant and will be maintained by the applicant. The design and location of the plantings shall be approved by the City of Petersburg at the time of site plan submission.
3. The Applicant shall install a new eight (8) foot wide concrete sidewalk across the W. Washington Street frontage within the thirty (30) foot buffer. The Applicant will dedicate a public easement to the city encompassing this sidewalk for maintenance and ownership purposes. The design and location of the sidewalks shall be approved by the City at the time of site plan submission.
4. The Applicant shall remove the existing pole mounted lighting along the frontage of W. Washington Street and install ornamental pedestrian lighting in conformance with Dominion Energy guidelines. The design and location of the lighting improvements shall be approved by the City of Petersburg at the time of site plan submission but will generally be located within the public right of way. The Applicant shall be responsible for the capital cost and installation while the city shall be responsible for operating and maintenance cost for such lighting.
5. The Applicant will close four (4) of the five (5) existing accesses along W. Washington Street. Only the existing access at the far west end of the property will remain in use and will be gated.
6. The Applicant shall install an eight (8) foot high, black, ornamental high security steel palisade type fence along the setback line for the frontage of the W. Washington Street right of way.
7. The Applicant shall dedicate a 30' x 40' easement to the City within the thirty (30) foot buffer. This easement shall be used by the City for the purpose of displaying public art or gateway signage. Any proposed display or signage in this easement shall

## EXHIBIT A

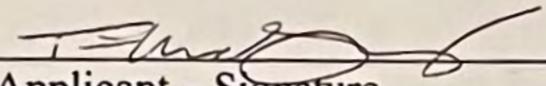
be jointly approved by the City and the applicant. The maintenance and upkeep for displays in this easement shall be the responsibility of the City to include any additional plantings, painted items or structures. The exact location of the easement shall be approved by the City and Applicant at the time of site plan submission.

8. Only the following permitted land uses shall be allowed on the property per Article 17. "M-1" Light Industrial District Regulations:
  - (1) Any use permitted in the "B-2" General Commercial District, except dwellings, hospitals, institutions, or other buildings used for permanent or temporary housing of persons.
  - (2) The following uses, and any similar uses which are not likely to create any more offensive noise, vibration, dust, heat, smoke, odor, glare, or other objectionable influences than the minimum amount normally resulting from other uses permitted; such permitted uses being generally wholesale and retail trade, service industries, light industries that manufacture, process, store and distribute goods and materials and are, in general, dependent on raw materials refined elsewhere, and manufacture, compounding, processing, packaging or treatment, as specified, of the following products or similar products:
    - Clay, stone and glass products.*
      - Concrete products (except central mixing and proportional plant).
    - Metals and metal products.*
      - Bolts, nuts, screws, washers, and rivets;
      - Container (metal);
      - Foundry products manufacture (electrical only);
      - Machinery manufacture;
      - Nails, brads, tacks, spikes, and staples;
      - Sheet metal products;
      - Tool, die, gauge, and machine shops;
      - Tools and hardware products.
    - Unclassified uses.*
      - Building materials (cement, lime (in bags or containers), sand, gravel, shell, lumber, and the like) storage and sales;
      - Industrial vocational training school, including internal combustion engines;
      - Laboratories, research experimental, including combustion-type motor testing;
      - Wholesale houses and distributors.
9. Signage shall be in general conformance with the purposes of Article 21 (Sign Regulations) of the Zoning Ordinance of the City of Petersburg. All signs shall require a sign permit issued under the provisions of Article 21 of the Zoning Ordinance of the City of Petersburg.

EXHIBIT A

- 10. Stormwater management facilities shall be owned and maintained by the Applicant. The stormwater management BMP's shall be constructed by the Applicant as determined to be necessary and appropriate by the City, based on a Stormwater Management Plan consistent with the laws of the Commonwealth of Virginia and the requirements of the City of Petersburg. Such plans shall be required at the time of subdivision plan submission. Stormwater management BMP's shall primarily be extended detention basins and shall be designed to enhance the areas in which the BMP's are located. The design and location of the various BMP's shall be approved by the City of Petersburg at the time of subdivision plan submission.
  
- 11. The Property shall be developed in strict accordance with the conditions set forth as proffers and as generally depicted on the Zoning Map dated November 25, 2024. These proffers shall run with the land and shall, in the event of transfer of the Property to other parties, be enforceable against such other parties.

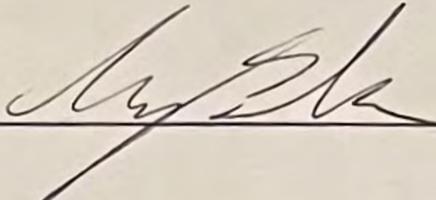
I hereby acknowledge as the Property Owner that the Rezoning of the Subject Property gives rise to the need for these conditions.

  
Applicant - Signature

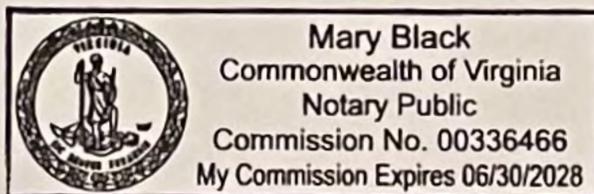
Date: 12.20.2024

Timothy McGarvey  
Type or print name

I Mary Black - a Notary for the State of Virginia, do verify that the foregoing instrument was signed before me this 20<sup>th</sup> day of December, 2024.



06/30/2028  
My Commission Expires





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** Naomi Siodmok, Director of Planning and Community Development

**FROM:** March Altman, Jr.

**RE:** **Public Hearing and Consideration of an Ordinance to Approve a Request by Fortune Founders LLC for a Special Use Permit with Conditions for Multiple-Family Dwellings as Authorized and Controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District - Pages 131-163**

---

**PURPOSE:** For Council to take action on a special use permit request with conditions for multiple-family dwellings as authorized and controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District.

**REASON:** The applicant is seeking to convert the former Oyo Hotel located on the subject property into a multi-family dwelling development with up to 75 studio apartment units.

**RECOMMENDATION:** Approval with conditions.

**BACKGROUND:**

1. November 13, 2024 – Application for special use permit received.
2. December 5, 2024 – Public hearing on request was held; the Planning Commission deferred taking action and asked that the applicant be present at the following meeting to address concerns.
3. January 2, 2025 – Planning Commission recommended approval of the special use permit with conditions in a 4 (yeas) – 2 (nays) – 1 (abstention) vote.

**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. 1. 25 S Crater Road Memo - Updated
2. 2. 24-SUP-02 - Updated
3. Ordinance
4. Applicant Response to Proposed Conditions
5. 5. 25 S Crater presentation



# City of Petersburg

## MEMORANDUM

**DATE:** February 2025

**TO:** Mayor and City Council

**FROM:** Planning Commission

**RE:** 2024-SUP-02: Consideration of an ordinance to approve a request by Fortune Founders LLC for a special use permit for multiple-family dwellings as authorized and controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District.

---

### EXECUTIVE SUMMARY

The applicant is seeking to convert the former Oyo Hotel located on the subject property into a multi-family dwelling development with up to 75 studio apartment units. The 1.408-acre parcel is located at 25 South Crater Road near the intersection of South Crater Road and East Washington Street. The subject property is zoned B-2, General Commercial and designated as Community Mixed-Use on the Future Land Use Map of the PetersburgNEXT Comprehensive Plan. A special use permit is required for multi-family housing in the B-2 District per Article 23, Section 4 (37) of the Zoning Ordinance. The proposed use, if permitted, will be subject to the regulations of the R-5, Multiple Dwelling District as well as any other City Code regulations and any conditions recommended by Planning Commission and accepted by City Council.

### CHRONOLOGY OF EVENTS

1. November 13, 2024 – Application for special use permit received.
2. December 5, 2024 – Public hearing on request was held; the Planning Commission deferred taking action and asked that the applicant be present at the following meeting to address concerns.
3. January 2, 2025 – Planning Commission recommended approval of the special use permit with conditions in a 4 (yeas) – 2 (nays) – 1 (abstention) vote.

### BACKGROUND

The lot is developed and was the site of the Oyo Hotel, constructed in 1972. The hotel has not

been operated for several years, and the property is currently vacant with the building seemingly in need of serious repair. The applicant purchased the property in 2023 and is seeking to convert the former hotel rooms into studio apartments with sleeping areas, kitchenettes, and restroom and shower facilities. Per the application, the site will also include a management office, shared laundry facilities, electric vehicle charging stations, and ice and vending machines for the residents. There will be up to 75 total units and 10 to 20 percent of those units will be furnished. The applicant has completed similar projects in Newport News and Chesapeake, Virginia.

Per Article 23 of the Zoning Ordinance, Council may grant approval of special use permits when the public health, safety, moral and general welfare will not be adversely affected, and provided that necessary safeguards will be provided to protect surrounding property, persons, and neighborhood values.

A special use permit is required for multiple-family dwellings in the B-2 District and, if approved, those dwellings are subject to the district standards of the R-5, Multiple Dwelling District. The R-5 District Standards include a maximum height of 3 stories and/or 45 feet, a minimum of 5,000 square feet in total lot area, and a minimum of 250 square feet of lot area per one-bedroom apartment. The existing lot and building meet these standards. The Zoning Ordinance would also require 75 spaces for the proposed use unless a waiver is requested and granted by the Board of Zoning Appeals. The property would also be subject to all requirements of the City Building Code as well as the Statewide Uniform Building Code.

The Planning Commission held a public hearing on the request on December 5, 2024 and raised a number of questions with the proposed development including safety concerns and a lack of context provided by the applicant. The Commission requested that the applicant be present at the January 2, 2025 meeting and provide additional information on other developments they've completed in the State.

### **ADJACENT ZONING/USES**

The properties to the north and west of the subject property are also zoned B-2, General Commercial. The properties to the south and east are zoned R-3, Two-Family Residence. Adjoining and neighboring land uses include a gas station to the north, a motel to the south, varying uses including residential, office, and automotive service to the west, and residential development to the east.

### **COMPREHENSIVE PLAN CONSIDERATIONS**

The subject parcels are identified as Community Mixed-Use on the Future Land Use Map of the Comprehensive Plan. The Comprehensive Plan defines these areas as commerce centers for both residents and visitors which are walkable, dense, and interconnected. Appropriate future development in Community Mixed-Use areas includes adaptive re-use, multi-family dwellings, offices, personal service establishments, small-scale commercial uses. The Comprehensive Plan goes on to emphasize the importance of compact development patterns, open space and park facilities, and pedestrian amenities as development principles in these areas.

In general, the Comprehensive Plan would be supportive of the adaptive reuse of the former hotel

for multi-family housing, particularly as an objective of the City moving forward is to facilitate the provision of diverse and attainable housing stock in all neighborhoods, including providing “missing-middle” housing.

While the plan is supportive of the general use, staff have identified concerns with the proposed development’s ability to meet the specific principles of development for a Community Mixed-Use area. The site is largely void of existing greenspace except for an inaccessible portion of the property adjoining Old Church Street; the plan calls for the integration of open space and community spaces. Outside of vending machines and electric vehicle charging stations, no on-site amenities for residents have been proposed. Appropriate amenities could include recreational facilities or a parklet on-site. There is existing sidewalk abutting the property, but pedestrian-scale lighting, additional plantings along the street, and decorative fencing are all features the Comprehensive Plan would support to improve the pedestrian friendliness for the site.

## **PUBLIC INPUT**

As of the writing of this report, staff have received no telephone calls, emails, or letters in support of or in opposition to the request.

## **RECOMMENDATION**

On January 2, 2025, Planning Commission recommended approval of the special use permit with conditions in a 4 (yeas) – 2 (nays) – 1 (abstention) vote.

Staff recommended approval of the Special Use Permit subject to the following conditions:

- 1) The development shall include on-call management and maintenance staff as well as on-site security surveillance and security staff at all hours.
- 2) Secure laundry facilities shall be provided for and remain accessible to residents.
- 3) At least twenty (20) percent of the apartment units shall be offered as furnished units.
- 4) The existing parking area shall be milled, repaved, and restriped prior to issuance of any certificate of occupancy for the property. At least one parking space per unit shall be provided unless a waiver is granted by the Board of Zoning Appeals.
- 5) At least two (2) electric vehicle charging stations shall be installed in the parking area.
- 6) The existing chain link fence along the street frontage shall be removed or replaced with an ornamental-style fence.
- 7) The development shall integrate additional greenspace in the form of a green roof, a conversion of a portion of the parking area, or in another form submitted to and approved as acceptable by the Planning Department. The greenspace shall be installed prior to issuance of any certificate of occupancy for the property.
- 8) The development shall include at least two of the following resident amenities: public art, a clubhouse, co-workspace, a dog park, or a fitness center. A floorplan identifying such amenities shall be provided to the Planning Department for approval prior to the issuance of any building permits for the development.
- 9) High quality construction materials shall be used for repairs and improvements to the existing structure; materials shall be submitted for approval by the Zoning Administrator prior to the issuance of any building permits for the development.
- 10) The development shall include improvements to the street frontage and existing landscaping

strip along South Crater Road to include tree plantings of native species, street furniture, and pedestrian-scale lighting. A plan identifying these features shall be provided to the Planning Department for approval and the features installed prior to the issuance of any Certificate of Occupancy for the property.

- 11) This permit may be revoked by the City of Petersburg City Council or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State, or local regulations.

Please note that the conditions of approval require that all site improvements are in place prior to any residents occupying the building. If the permit is approved with the proposed conditions, the applicant will not be able to use the site for multi-family development until the conditions are satisfied.

CITY COUNCIL  
MEETING

FEBRUARY 2025



## 2024-SUP-02:

Request by Fortune Founders LLC for a special use permit for multiple-family dwellings as authorized and controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District

# Subject Property

---

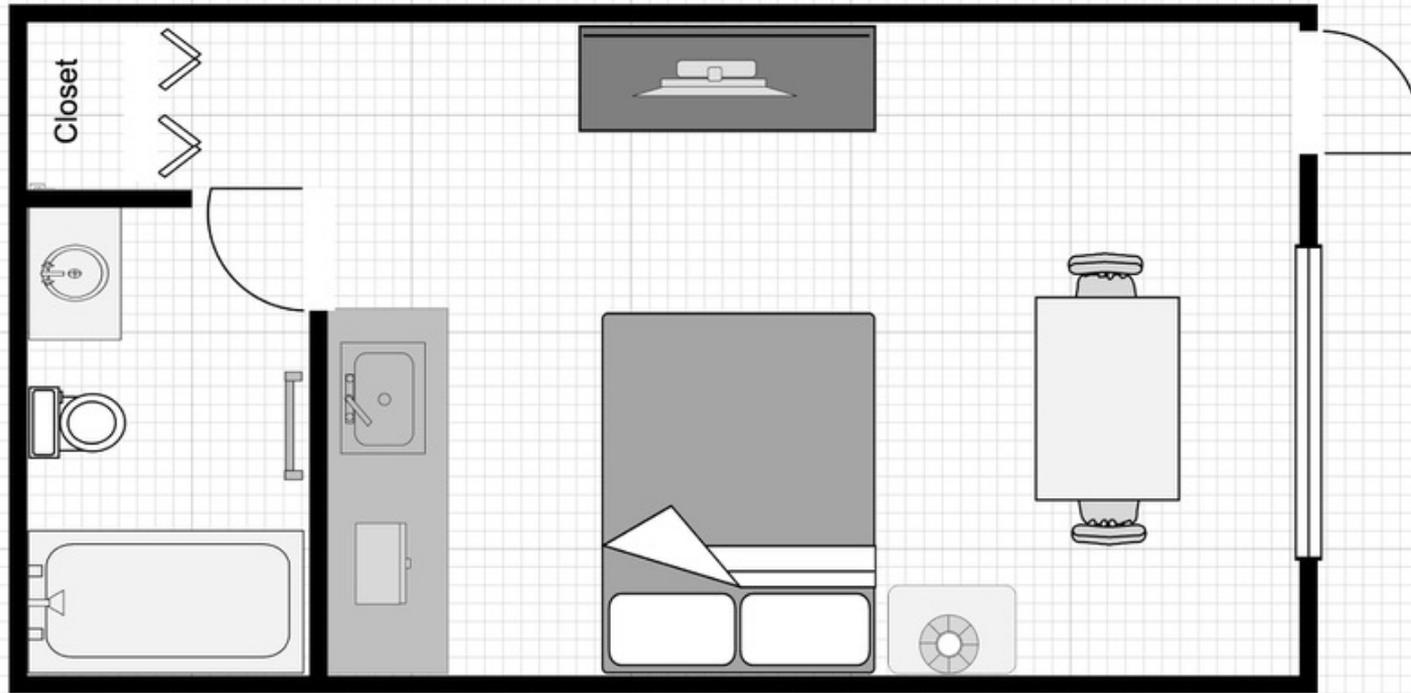


# Request and Background

---

- Applicant seeking to convert former Oyo hotel into multiple-family dwelling development with up to 75 units
- Property currently vacant and in need of repair
- Per application, development will include management office, laundry and vending facilities, electric vehicle charging stations; 10-20 % of rooms will be furnished
- Public hearing held December 5, 2024. Commission deferred action and requested applicant be present at meeting and provide additional information

# Typical Floor Plan



C  
U  
R  
R  
E  
N  
T  
  
C  
O  
N  
D  
I  
T  
I  
O  
N  
S



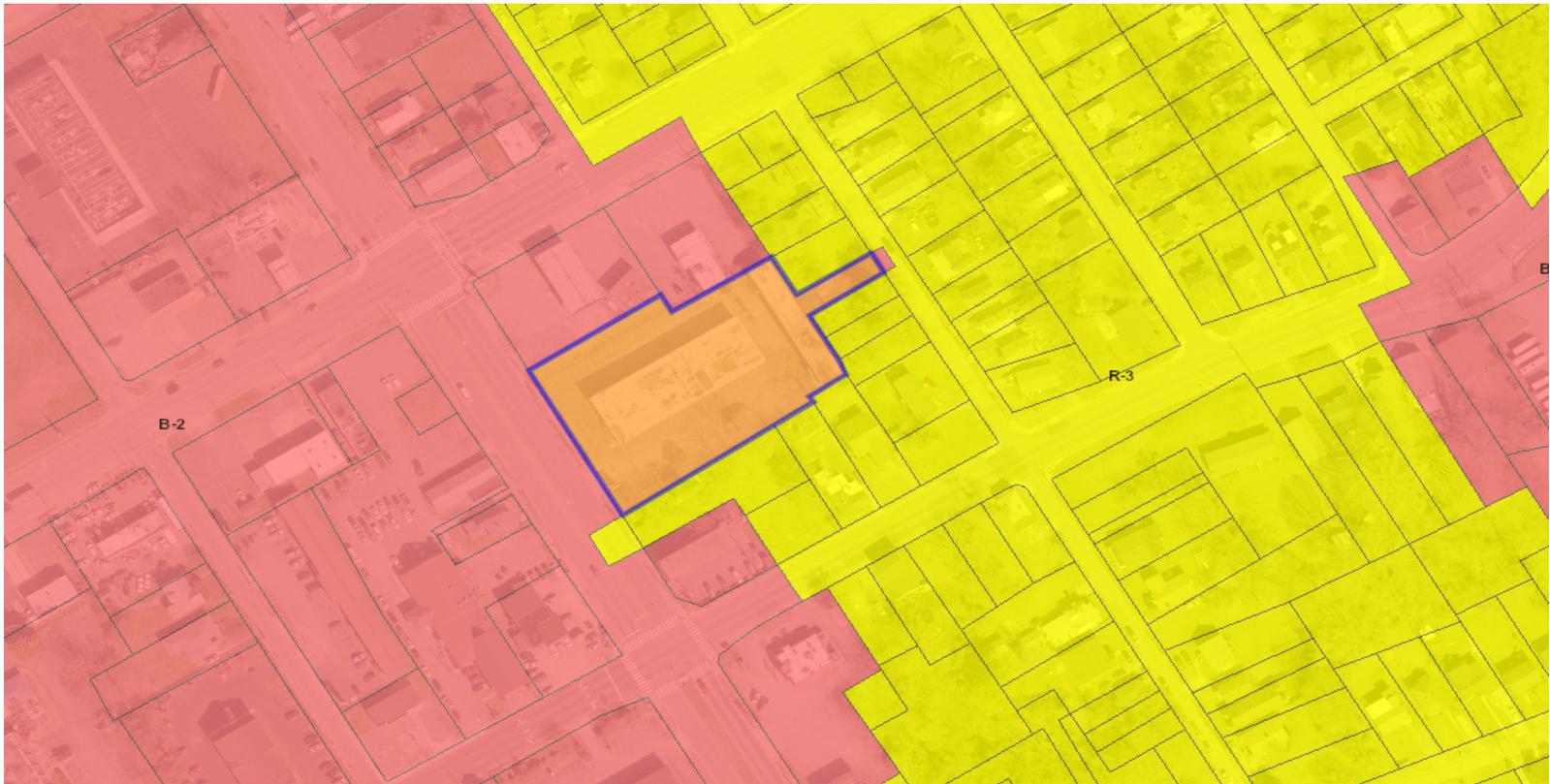
# Comprehensive Plan Considerations

---

- Community Mixed-Use on Future Land Use Map - “interconnected commerce centers for residents and visitors”.
- Principle land uses include adaptive reuse, multi-family dwellings, offices, personal services and small-scale office and retail uses.
- Goal of creating diverse and attainable housing stock, including “missing-middle” housing.

# Adjoining Zoning/Uses

---



# Proposed Conditions

---

- 1) The development shall include on-call management and maintenance staff as well as on-site security surveillance and security staff at all hours.
- 2) Secure laundry facilities shall be provided for and remain accessible to residents.
- 3) At least twenty (20) percent of the apartment units shall be offered as furnished units.
- 4) The existing parking area shall be milled, repaved, and restriped prior to issuance of any certificate of occupancy for the property. At least one parking space per unit shall be provided unless a waiver is granted by the Board of Zoning Appeals.
- 5) At least two (2) electric vehicle charging stations shall be installed in the parking area.
- 6) The existing chain link fence along the street frontage shall be removed or replaced with an ornamental-style fence.
- 7) The development shall integrate additional greenspace in the form of a green roof, a conversion of a portion of the parking area, or in another form submitted to and approved as acceptable by the Planning Department. The greenspace shall be installed prior to issuance of any certificate of occupancy for the property.

# Conditions cont.

---

- 8) The development shall include at least two of the following resident amenities: public art, a clubhouse, co-workspace, a dog park, or a fitness center. A floorplan identifying such amenities shall be provided to the Planning Department for approval prior to the issuance of any building permits for the development.
- 9) High quality construction materials shall be used for repairs and improvements to the existing structure; materials shall be submitted for approval by the Zoning Administrator prior to the issuance of any building permits for the development.
- 10) The development shall include improvements to the street frontage and existing landscaping strip along South Crater Road to include tree plantings of native species, street furniture, and pedestrian-scale lighting. A plan identifying these features shall be provided to the Planning Department for approval and the features installed prior to the issuance of any Certificate of Occupancy for the property.
- 11) This permit may be revoked by the City of Petersburg City Council or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State, or local regulations.

# Additional Considerations

---

- Use is supported by Comprehensive Plan in general, but there are site-specific concerns.
- Conditions are proposed to ensure the development provides resident amenities and uses the development principles of a Community Mixed-Use land use as outlined in the Comprehensive Plan.
- All site improvements must be in place prior to any residents occupying the building; the applicant will not be able to use the site for multi-family development until the conditions are satisfied.

# Recommendation

---

Planning Commission recommended approval with the proposed conditions with a 4 (yeas) – 2 (nays) – 1 (abstention) vote.

Staff recommended approval of the special use permit with the conditions, as drafted.

# Sample Motion

---

I move that we **APPROVE/DENY/AMEND** the request by Fortune Founders LLC for a special use permit for multiple-family dwellings as authorized and controlled by the R-5 Multiple Dwelling District Standards at 25 South Crater Road, Parcel ID 012260023, in the B-2, General Commercial District **WITH CONDITIONS**

IF DENIED: state the reason why.

IF AMENDED: with the following amendment...

**AN ORDINANCE TO APPROVE A PETITION FOR A SPECIAL USE PERMIT WITH CONDITIONS FOR MULTIPLE-FAMILY DWELLINGS AS AUTHORIZED AND CONTROLLED BY THE R-5 MULTIPLE DWELLING DISTRICT STANDARDS AT 25 SOUTH CRATER ROAD PARCEL IDENTIFICATION NUMBER 012260023 IN THE B-2, GENERAL COMMERCIAL DISTRICT**

WHEREAS, the City of Petersburg Zoning Ordinance establishes zoning districts and permitted uses within each district; and

WHEREAS, the property is located at 25 S Crater Road, Tax Parcel Number: 012260023 and is in the B-2, General Commercial zoning district; and

WHEREAS, the City received a petition from Fortune Founders, LLC owner of property at 25 South Crater Road, Parcel Identification Number 012260023 for a special use permit pursuant to Article 23, Section 4 (37) of the Zoning Ordinance to convert the former Oyo Hotel into multiple-family dwelling units subject to the regulations of the R-5 Multiple Dwelling District; and

WHEREAS, the PetersburgNEXT Comprehensive Plan designates the property as Community Mixed-Use on the Future Land Use Map and Community Mixed-Use areas are supportive of adaptive reuse and multiple-family residential dwellings with community amenities; and

WHEREAS, City Council approves several conditions to ensure that a residential development at the property would be in conformance with the Comprehensive Plan as listed below to mitigate potential adverse impacts to surrounding properties and general welfare:

1. The development shall include on-call management and maintenance staff as well as on-site security surveillance and security staff at all hours.
2. Secure laundry facilities shall be provided for and remain accessible to residents.
3. At least twenty (20) percent of the apartment units shall be offered as furnished units.
4. The existing parking area shall be milled, repaved, and restriped prior to issuance of any certificate of occupancy for the property. At least one parking space per unit shall be provided unless a waiver is granted by the Board of Zoning Appeals.
5. At least two (2) electric vehicle charging stations shall be installed in the parking area.
6. The existing chain link fence along the street frontage shall be removed or replaced with an ornamental-style fence.
7. The development shall integrate additional greenspace in the form of a green roof, a conversion of a portion of the parking area, or in another form submitted to and approved as acceptable by the Planning Department. The greenspace shall be installed prior to issuance of any certificate of occupancy for the property.
8. The development shall include at least two of the following resident amenities: public art, a clubhouse, co-workspace, a dog park, or a fitness center. A floorplan identifying such amenities shall be provided to the Planning Department for approval prior to the issuance of any building permits for the development.
9. High quality construction materials shall be used for repairs and improvements to the existing structure; materials shall be submitted for approval by the Zoning Administrator prior to the issuance of any building permits for the development.
10. The development shall include improvements to the street frontage and existing landscaping strip along South Crater Road to include tree plantings of native species, street furniture, and

pedestrian-scale lighting. A plan identifying these features shall be provided to the Planning Department for approval and the features installed prior to the issuance of any Certificate of Occupancy for the property.

11. This permit may be revoked by the City of Petersburg City Council or its designated agent for failure by the applicant to comply with any of the listed conditions or any provision of Federal, State, or local regulations; 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 a petition for a Special Use Permit for multiple-family dwellings as authorized and controlled by the R-5 Multiple Dwelling District standards at 25 South Crater Road subject to the aforementioned conditions.

1) The development shall include on-call management and maintenance staff as well as on-site security surveillance and security staff at all hours.\*

**The building will have on-call management and maintenance staff. We can install on-site security surveillance with recording capabilities, however, if the security staff is required, we propose for after hours on site service. In our past experience, we have not seen an increase in crime upon conversion of the units at our other multi-residential units that would require around the clock security staff.**

2) Secure laundry facilities shall be provided for and remain accessible to residents.

**The entry doors will have keycard access to ensure that only the residents have access to the facility and provide a level of security to ensure only residents have access.**

3) At least twenty (20) percent of the apartment units shall be offered as furnished units.

**We plan on starting with 10 percent of furnished units and expand as demand increases. Starting with a smaller portion of furnished units allows us to gather residents' feedback and adjust according to the supply and demand.**

4) The existing parking area shall be milled, repaved, and restriped prior to issuance of any certificate of occupancy for the property. At least one parking space per unit shall be provided unless a waiver is granted by the Board of Zoning Appeals.

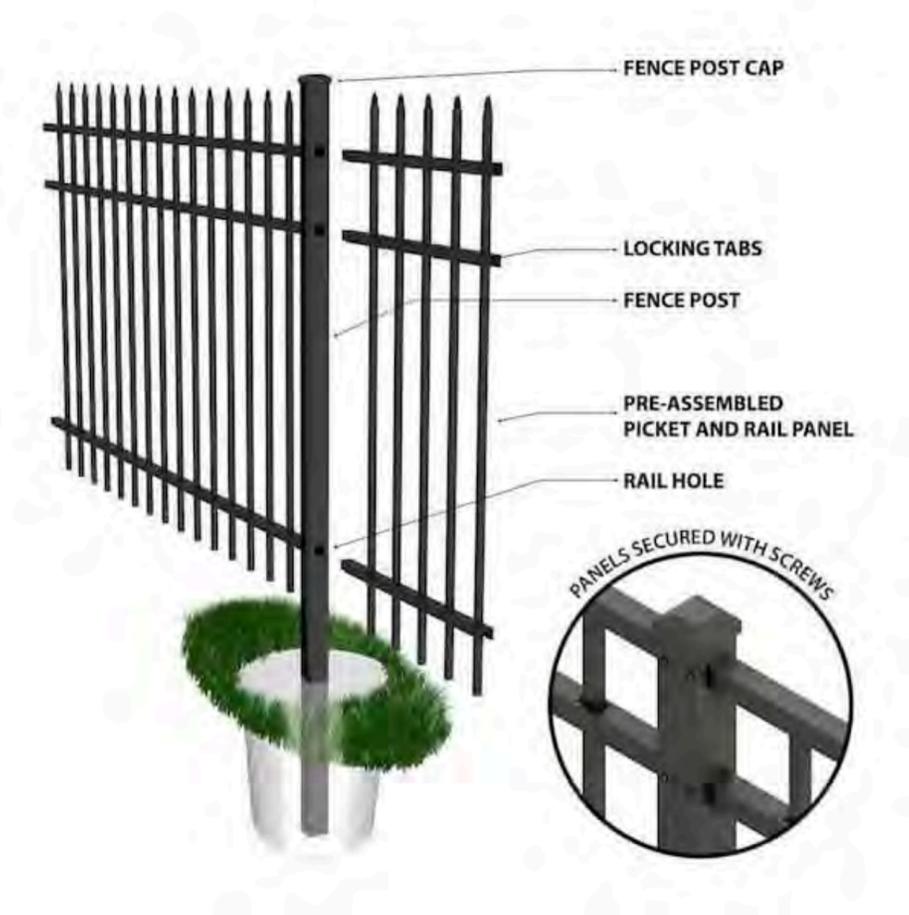
**Currently, the parking lot has enough parking spaces to accommodate the request as well as a few guest parking spots.**

5) At least two (2) electric vehicle charging stations shall be installed in the parking area.

**The current plan is to have one designated charging station on site that residents can use while charging. As demand increase, we will expand the charging stations, up to 5 spots. We are looking into adding real-time performance monitoring charging stations that allow drivers to pay via mobile phone app for security purposes.**

6) The existing chain link fence along the street frontage shall be removed or replaced with an ornamental-style fence.

**We propose to install an ornamental-style fence as shown in the image. This way the property maintenance a secure perimeter and restricts access to only to the front of parking lot entrance.**



7) The development shall integrate additional greenspace in the form of a green roof, a conversion of a portion of the parking area, or in another form submitted to and approved as acceptable by the Planning Department. The greenspace shall be installed prior to issuance of any certificate of occupancy for the property.

**We are going to create a greenspace at the front right corner of the lot to satisfy requests outlined in item 8 and 10 below. We plan on creating a sitting area with benches and table for residents to lounge while their dogs are utilizing the dog park. Area will be sections off with decorative fencing to further add to the curb appeal requested in item 10**

8) The development shall include at least two of the following resident amenities: public art, a clubhouse, co-workspace, a dog park, or a fitness center. A floorplan identifying such amenities shall be provided to the Planning Department for approval prior to the issuance of any building permits for the development.

**We can add a co-workspace and a dog park.**

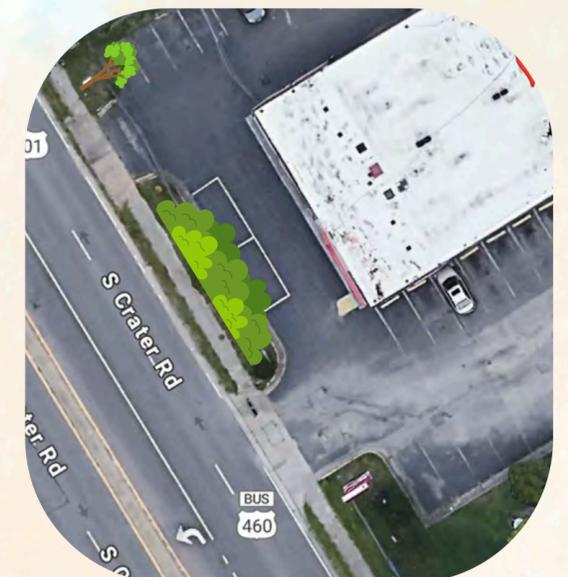


9) High quality construction materials shall be used for repairs and improvements to the existing structure; materials shall be submitted for approval by the Zoning Administrator prior to the issuance of any building permits for the development.

**We purchase all of our materials from vendors such as Home Depot, Lowes, Becon, ABC Supply, Floor and Decor.**

10) The development shall include improvements to the street frontage and existing landscaping strip along South Crater Road to include tree plantings of native species, street furniture, and pedestrian-scale lighting. A plan identifying these features shall be provided to the Planning Department for approval and the features installed prior to the issuance of any Certificate of Occupancy for the property.

**We will designate a space to for this as outlined in item 7 above and addition to other greenery as shown in the picture.**



Welcome to  
City Studio Apartments  
located at 25 S Crater Rd  
Petersburg VA

# Our Mission

**To provide friendly, safe community for  
singles and couples looking to start or  
get back on their feet**

# Project Advantages at a Glance

- **Carefully vetting residents ensures a harmonious living environment, where responsible individuals can thrive, contributing to a positive and respectful community within our studio apartments.**
- **Create a safe community for residents looking to build their credit by establishing themselves as tenants or looking to get back on their feet because of past financial impact that affected their ability to rent larger units in the local area.**
- **Aid in the local housing crisis by expanding residential availability when offering residence to those with low income that otherwise cannot afford larger apartments and utilities on their own in effort to minimize homelessness in the area.**
- **Studio apartments can aid residents in saving money so they can seek out to live in more desirable neighborhoods once their financial situation improves.**

# Project Advantages at a Glance

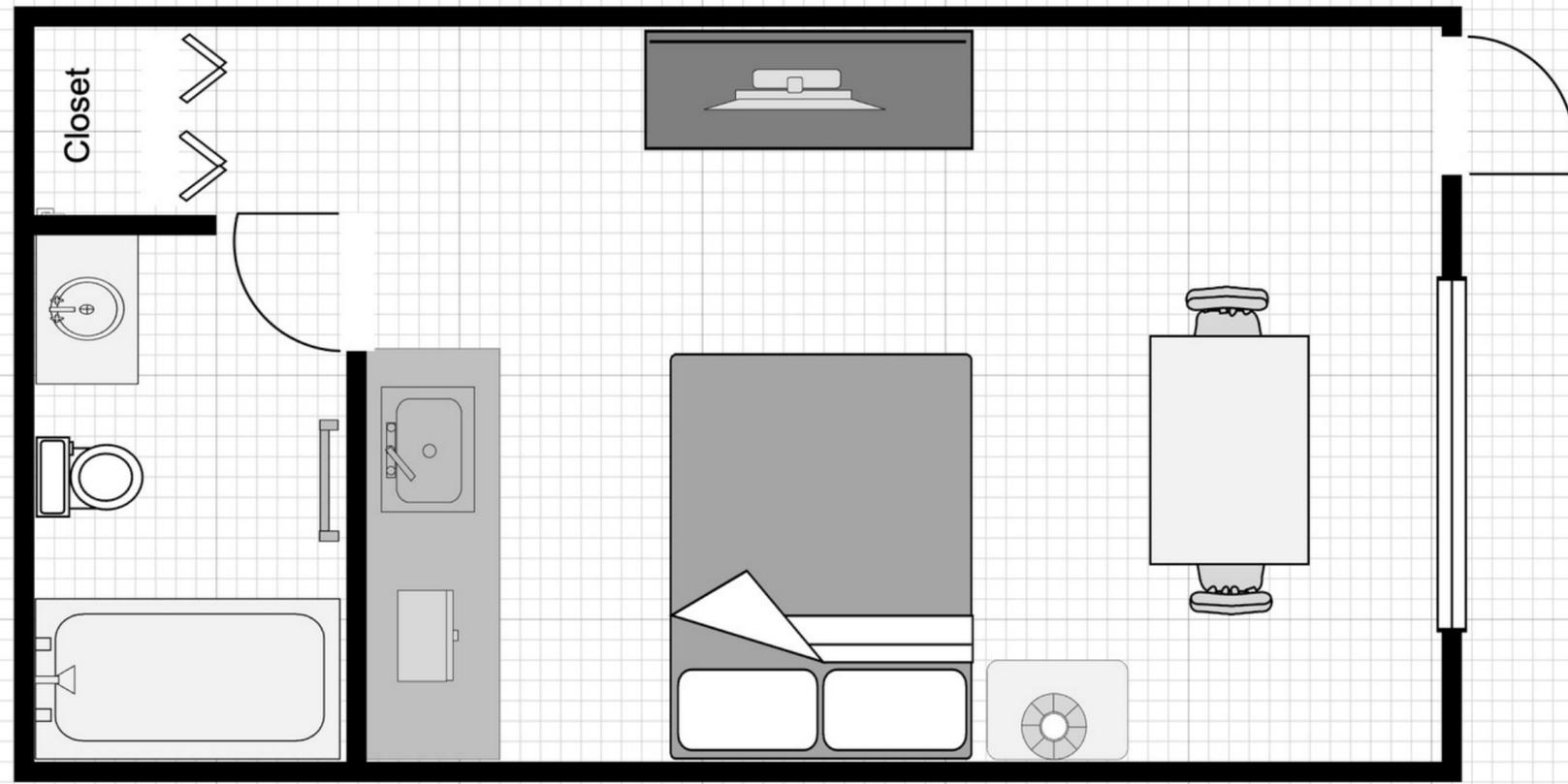
## Cont'd

- **Provide on-site security surveillance to help minimize crime in the area and aid in creating a safe environment for tenants and nearby business**
- **On-call management and maintenance staff at residents' leisure.**
- **Secure laundry facility access to all residents.**
- **Access to vending machines and ice machines for residents' leisure.**
- **Each unit will provide water, electricity, cable and internet at no additional expense to the residents.**
- **10% to 20% of the 75 total units will be furnished.**
- **Studios use less energy and have lower carbon footprints, which can help the environment.**
- **Electronic charging stations for eco-friendly electrical cars.**
- **Opening residential opportunities as new business developments are expending in the city.**

# Welcome to City Studio Apartments at 25 S Crater Rd



# Room Design



# **Our Portfolio**

**We have successfully converted two other properties with the same concept and had tremendous success and positive impact to the local community and residence**

- 15910 Warwick Blvd Newport News Va**
- 877 George Washington Hwy  
Chesapeake VA**

# Our work quality and vision





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** Garry Cozier - Budget Manager

**FROM:** Randall Williams

**RE:** **A Public Hearing for Consideration of an Appropriation Ordinance to Amend the FY25 Streets Fund Budget, Increasing the Urban Highway Maintenance Funding for Street Operations - Pages 164-171**

**PURPOSE:** To increase the FY25 Street Operations Urban Highway Funding in the amount of \$64,460 to ensure that it agrees with the amount approved by the Commonwealth Transportation Board (CTB) in FY 2025.

**REASON:** To increase the FY25 Street Operations Urban Highway Funding in the amount of \$64,460 to ensure that it agrees with the amount approved by the Commonwealth Transportation Board (CTB) in FY 2025. The City adopted a funding level of \$7,968,326.

**RECOMMENDATION:** Approve ordinance and amend Streets Fund Budget

**BACKGROUND:** The Commonwealth Transportation Board (CTB) oversees transportation funding, statewide planning, project selection, and other initiatives in Virginia. The CTB serves as the policy board for the Virginia Department of Transportation (VDOT) and the Department of Rail and Public Transportation (DRPT). Annually, in the month of June, it awards Urban Highway Maintenance Funding for localities for the upcoming fiscal year. In FY 2025 that amount was \$8,032,786 for the City of Petersburg.

**COST TO CITY:** \$64,460

**BUDGETED ITEM:** AMENDMENT

**REVENUE TO CITY:** \$64,460

**CITY COUNCIL HEARING DATE:** 2/18/2025

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:** Public Works, Streets Division

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:** 24-ORD-19

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. CTB Resolution - Petersburg
2. FY25 Streets Amendment Ordinance



# COMMONWEALTH of VIRGINIA

## Commonwealth Transportation Board

W. Sheppard Miller, III  
Chairperson

1401 East Broad Street  
Richmond, Virginia 23219

(804) 482-5818  
Fax: (804) 786-2940

*Agenda item # 10*

### RESOLUTION OF THE COMMONWEALTH TRANSPORTATION BOARD

June 18, 2024

#### MOTION

**Made By:** Mr. Coleman **Seconded By:** Mr. Lawson

**Action:** Motion carried, unanimously.

#### **Title: Payments to Cities, Certain Towns, and Warren County for Maintenance to Certain Roads and Streets – FY 2025**

**WHEREAS**, the Commonwealth Transportation Board (CTB) is authorized under § 33.2-319 of the *Code of Virginia* to approve payments to cities and certain towns for street maintenance, construction and reconstruction purposes; and

**WHEREAS**, § 33.2-319 of the *Code of Virginia* provides that for the purpose of calculating street allocations to the eligible cities and towns, and for making street payments, the Department of Transportation shall divide affected roads and streets into two categories: 1) Principal and Minor Arterial Roads, and 2) Collector Roads and Local Streets; and

**WHEREAS**, the Department has established a state functional classification system and an urban street inventory depicting those roads and streets eligible to receive subject street payments; and

**WHEREAS**, such street payments shall be based on the number of moving-lane miles of such roads and streets available to peak-hour traffic in each category in each locality; and

**WHEREAS** §§ 46.2-1140.1, 46.2-1143, 46.2-1148, and 46.2-1149.1 of the *Code of Virginia* provide that a percentage of collected overweight permit fees are to be paid to localities based on the moving-lane miles in the locality eligible for maintenance payments; and

**WHEREAS**, the City of Chesapeake is the only locality that maintains moveable structures in Virginia, a set aside amount of \$1M off the top of the payments to Cities, Certain Towns, and

Resolution of the Board  
Payments to Cities, Certain Towns, and Warren County for Maintenance  
to Certain Roads and Streets – FY 2025  
June 18, 2024  
Page 2 of 2

Warren County Maintenance Payments prior to distribution of funds should be paid to the City of Chesapeake; and

**WHEREAS**, the Appropriations Act includes a provision (Item 442 E) authorizing the Commonwealth Transportation Board to make payments to jurisdictions in which the Virginia Port Authority owns tax-exempt real estate; (ii) stating that such payments shall be treated as other Commonwealth Transportation Board payments to localities for highway maintenance; and (iii) requiring such payments to be made on a pro rata basis in accord with § 58.1-3403 (D).; and

**WHEREAS**, funds allocated by the CTB for the above referenced street payments shall be paid in equal sums for each quarter of the fiscal year; and

**WHEREAS**, no payment shall be made without the approval of the Board.

**NOW, THEREFORE BE IT RESOLVED**, that the road/street mileage eligible for quarterly payments to the Towns and Cities for Principal/Minor Arterial Roads and Collector Roads and Local Streets listed in Attachment A be increased by 25.05 in centerline miles. This increase is the net result of additions/deletions of Principal/Minor Arterial Roads and Collector Roads and Local Streets as functionally classified by the Transportation and Mobility Planning Division and effective for payment beginning July 1, 2024, as indicated on Attachment A.

**BE IT FURTHER RESOLVED**, that the mileage for the calculations of street payments and the yearly and quarterly payments for FY 2025 for each locality pursuant to § 33.2-319 are hereby approved as indicated on Attachment B, which includes payments pursuant to the provisions of the Appropriations Act relating to payments to jurisdictions in which the Virginia Port Authority owns tax-exempt real estate and the set-aside amount for the City of Chesapeake's moveable structures.

**BE IT FURTHER RESOLVED**, that the distribution of the overweight permit fees for each locality are hereby approved as indicated on Attachment C, subject to provisions of §§ 46.2-1140.1, 46.2-1143, 46.2-1148, and 46.2-1149.1 of the *Code of Virginia*.

####

## Decision Brief

### Payments to Cities, Certain Towns, and Warren County for Maintenance of Certain Roads and Streets - FY 2025

**Issue:** Each quarter, pursuant to Commonwealth Transportation Board (CTB) approval, the Virginia Department of Transportation (VDOT) distributes street payments for highway maintenance, construction and reconstruction to cities and towns qualifying for these payments under § 33.2-319 of the *Code of Virginia*. In addition, language in the Appropriations Act provides for assistance payments for roadway maintenance activities to localities in which the Virginia Port Authority owns tax-exempt real estate, (Appropriations Act Provision) with such payments to be treated by the CTB in the same manner as other payments to localities for highway maintenance. Finally, pursuant to overweight vehicle permit statutes set forth in Title 46.2 of the *Code of Virginia*, certain overweight permit fee revenue collected by the Department of Motor Vehicles (DMV) is to be distributed to localities for maintenance along with VDOT's quarterly maintenance payments to the localities. CTB approval of the allocations/payments to localities calculated and proposed by VDOT for FY 2025 pursuant to the above-referenced laws is sought.

#### **Facts:**

- Pursuant to § 33.2-319, for the purpose of calculating allocations, VDOT is required to divide affected roads and street into two categories: 1) Principal and Minor Arterial Roads and 2) Collector Roads and Local Streets.
  - Payments are to be based on the number of moving-lane-miles of roads and streets available to peak-hour traffic in each category in each locality.
  - By statute, these payments, which take into account locality system changes, will become effective on July 1, 2024.
  - Pursuant to this statute, VDOT is to recommend to the CTB an annual rate per category to be computed using the base rate of growth planned for the Department's Highway Maintenance and Operations program and the CTB is to establish the annual rates of such payments as part of its allocation for such purpose.
  - In accord with § 33.2-319, VDOT proposes an FY25 payment rate for principal and minor arterials of \$29,094.20 per moving-lane mile available to peak hour traffic.
  - For collectors and locals, the proposed FY25 rate is \$17,082.15 per such moving-lane-mile.
- The Appropriations Act includes a provision (Item 442.E.) appropriating funds for, and authorizing the Commonwealth Transportation Board to make payments to, jurisdictions in which the Virginia Port Authority owns tax- exempt real estate; (ii) stating that such payments shall be treated as other CTB payments to localities for highway maintenance and (iii) requiring such payments to be made on a pro rata basis in accord with § 58.1-3403 (D).
  - The following localities qualify for payments pursuant to this item: Warren County and the cities of Norfolk, Portsmouth, and Newport News.
- Per §§ 46.2-1140.1, 46.2-1143, 46.2-1148, and 46.2-1149.1 of the *Code of Virginia* overweight permit fee revenue will be distributed on the basis of moving-lane-mileage to localities along with their quarterly maintenance payments.
- The City of Chesapeake is the only locality that maintains moveable structures in Virginia. Moveable structures cost considerably more to maintain than stationary structures. To assist the City of Chesapeake with the costs associated with maintenance of its moveable structures, in June 2004, the CTB approved an additional \$1M allocation to the City of Chesapeake starting in FY05 for these movable structures after a review of actual cost data provided by the

CTB Decision Brief

Payments to Cities, Certain Towns, and Warren County for Maintenance of Certain Roads and Streets - FY 2025

June 18, 2024

Page Two

city. Since that approval, \$1M has been allocated off the top of the Urban Maintenance Payments prior to distribution of funds and \$250,000 has been added to the City of Chesapeake's quarterly maintenance payment distribution. VDOT is recommending that the Commonwealth Transportation Board continue allocating the additional supplemental funds of \$1M to the City of Chesapeake for its moveable structures.

**Recommendations:** VDOT recommends that the street mileage adjustments shown in Attachment A be approved. VDOT also recommends that the calculations and payments as shown on Attachment B be approved, and a \$1M set-aside for the City of Chesapeake's moveable structure maintenance and payments pursuant to the Appropriations Act Provision. The maintenance payments represent a 2.9% overall budget increase from FY24. VDOT recommends that the distribution of the annual overweight permit fee revenue as shown on Attachment C be approved.

**Action Required by CTB:** The *Code of Virginia* requires a majority vote of the CTB to approve these actions. The CTB will be presented with a resolution for a formal vote.

**Result, if Approved:** Approval will authorize VDOT to make payments to the specified localities for highway maintenance, construction, and reconstruction commensurate with the additional mileage and new payment rates, along with distributions of the additional revenues attributable to the overweight permit fees based on lane miles, and will authorize payments to jurisdictions eligible for payments pursuant to the Appropriations Act Provision addressing payments to jurisdictions in which the Virginia Port Authority owns tax-exempt real estate.

**Options:** Approve, Deny, or Defer.

**Public Comments/Reactions:** None.

Comb PA/MA	8.40	30.73	\$	29,094.20	\$223,516.18	\$894,064.73
Comb COL/LOC	79.94	164.42	\$	17,082.15	\$702,161.64	\$2,808,646.57
Totals:	88.34	195.15			\$925,677.83	\$3,702,711.30

Principal Arterials	6.42	24.40	\$	29,094.20	\$177,474.61	\$709,898.45
Minor Arterials	11.36	33.65	\$	29,094.20	\$244,754.95	\$979,019.79
Collectors	6.50	13.58	\$	17,082.15	\$57,993.89	\$231,975.55
Locals	102.52	205.02	\$	17,082.15	\$875,545.43	\$3,502,181.73
Totals:	126.80	276.65			\$1,355,768.88	\$5,423,075.53
Comb PA/MA	17.78	58.05	\$	29,094.20	\$422,229.56	\$1,688,918.24
Comb COL/LOC	109.02	218.60	\$	17,082.15	\$933,539.32	\$3,734,157.29
Totals:	126.80	276.65			\$1,355,768.88	\$5,423,075.53

**Petersburg**

Principal Arterials	17.00	59.56	\$	29,094.20	\$433,212.62	\$1,732,850.48
Minor Arterials	20.49	45.51	\$	29,094.20	\$331,019.25	\$1,324,076.99
Collectors	22.45	44.91	\$	17,082.15	\$191,789.80	\$767,159.21
Locals	124.80	246.38	\$	17,082.15	\$1,052,174.83	\$4,208,699.32
Totals:	184.74	396.36			\$2,008,196.50	\$8,032,786.00
Comb PA/MA	37.49	105.07	\$	29,094.20	\$764,231.87	\$3,056,927.47
Comb COL/LOC	147.25	291.29	\$	17,082.15	\$1,243,964.63	\$4,975,858.53
Totals:	184.74	396.36			\$2,008,196.50	\$8,032,786.00

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2024 AND ENDING JUNE 30, 2025 FOR THE SPECIAL REVENUE STREET OPERATIONS FUND.**

---

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

- I. That appropriations for the fiscal year commencing July 1, 2024, in the Streets Fund, are made for the following resources and revenues of the City, for the fiscal year ending June 30, 2025.

<b>Previously adopted Revenues</b>	<b>\$7,968,326</b>
<b>ADD:</b>	<b><u>\$64,460</u></b>
FY25 increase by the Commonwealth Transportation Board (CTB) (3-204-024040-0615)	
<b>Total Revenue</b>	<b>\$8,032,786</b>

- 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:

<b>Previously adopted Expenditures</b>	<b>\$7,968,326</b>
<b>ADD:</b>	
Urban Maintenance Highway Expenditures	<b><u>\$64,640</u></b>
<b>Total Expense</b>	<b>\$8,032,786</b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** Garry Cozier - Budget Manager

**FROM:** March Altman, Jr.

**RE:** **A Public Hearing Amending the FY25 Grants Fund Budget, to Accept and Appropriate Ordinances for Several Grants - Pages 172-184**

**PURPOSE:** A public hearing for the following grants: VDOF Urban & Community Forestry Grant, DEQ ARPA Grant Modification, FY25 DEQ Litter Grant, & VDH OEMS RSAF Grant.

**REASON:** A public hearing for the following grants: VDOF Urban & Community Forestry Grant, DEQ ARPA Grant Modification, FY25 DEQ Litter Grant, & VDH OEMS RSAF Grant.

**RECOMMENDATION:** Accept Ordinance & Appropriate Funds

**BACKGROUND:** Virginia Department of Forestry (VDOF) Urban & Community Forestry Grant - \$149,795.50

Department of Environmental Quality (DEQ) ARPA Grant modification (increase) - \$5,000,000

Department of Environmental Quality (DEQ) Litter Grant - \$12,303

Virginia Department of Health Office of Emergency Medical Services (VDH OEMS) Rescue Squad Assistance Fund (RSAF) - \$38,441.61 (50% match)

**COST TO CITY:** \$5,181,319.31

**BUDGETED ITEM:** GRANTS

**REVENUE TO CITY:** \$5,181,319.31

**CITY COUNCIL HEARING DATE:** 2/18/2025

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:** Planning & Community Development, Public Works & Utilities, Fire Rescue & Emergency Services

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. Grant Ordinance - VDOF U&CFG
2. FY25 Poor Creek Subaward Modification
3. DEQ Sub-Award Modification
4. Grant Ordinance - FY25 DEQ Litter Grant
5. FY25 Litter Grant Award
6. Grant Ordinance - FY25 RSAF Grant
7. FY25 RSAF

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025, FOR THE GRANTS FUND**

---

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

- I. That appropriations for the fiscal year commencing July 1, 2024, in the Grants Fund, are made for the following resources and revenues of the City, for the fiscal year ending June 30, 2025.

**Previously adopted Revenues** **\$0.00**

**ADD:**

VDOF Urban & Community Forestry Grant (3933-2024)

**Total Revenue** **\$149,795.50**

- 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:**

VDOF Urban & Community Forestry Grant (3933-2024)

**Total Expense** **\$149,795.50**

**AN ORDINANCE, AS AMENDED, SAID ORDINANCE MAKING APPROPRIATION  
FOR THE FISCAL YEAR COMMENCING ON JULY 1, 2024 & ENDING ON  
JUNE 30, 2025 IN THE GRANTS FUND**

---

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

I. That appropriations for the fiscal year commencing July 1, 2024, and ending June 30, 2025, are made from the following resources and revenues anticipated for the fiscal year.

**Revenue:**

Previously Appropriated	\$ 29,551,500.00
Add: DEQ Poor Creek Subaward Modification	<u>\$ 5,000,000.00</u>
<b>Total Revenue</b>	<b><u>\$34,551,500.00</u></b>

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

**Expenditures:**

Previously Appropriated	\$ 29,551,500.00
Add: DEQ Poor Creek Subaward Modification	<u>\$ 5,000,000.00</u>
<b>Total Expenditures</b>	<b><u>\$ 34,551,500.00</u></b>



*Commonwealth of Virginia*

**VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY**

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219  
P.O. Box 1105, Richmond, Virginia 23218  
(800) 592-5482

[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Secretary of Natural and Historic Resources

Michael S. Rolband, PE, PWD, PWS Emeritus  
Director  
(804) 698-4020

**SUBAWARD MODIFICATION**

**Date:** May 14, 2024  
**Original Agreement:** ARPA Grant, #2022AP-02  
**Modification Number:** 1

\*\*\*

**PARTIES**

This Subaward Modification is between:

Commonwealth of Virginia (the "Department")  
Department of Environmental Quality  
1111 East Main Street, Suite 1400  
Richmond, VA 23219

*and*

The City of Petersburg (the "Subrecipient")  
135 North Union Street  
Petersburg, VA 23803

**I. MODIFICATIONS**

The parties to this Subaward Modification agree to the following changes:

1. Addition of \$5,000,000.00 in Federal Funds
2. Addition of \$17,368,376.25 in Other Funding
3. Changes in Other Funding source allocations
4. Reallocation of funds within Project Categories
5. Revised Project Budget

**II. INCLUDED WITH THIS PACKAGE**

- Updated Project Budget (Exhibit B)
- Updated Schedule 1 (Exhibit D)

- Updated Subaward Summary (Exhibit E)

**III. PRE-AWARD COSTS**

The Department will reimburse for pre-award costs incurred between March 3, 2021 and the date this Modification is fully executed for eligible activities as outlined in the updated Work Plan and Project Budget included with this Modification package. Subrecipient shall report on these pre-award activities in accordance with the Programmatic Reporting section below.

**IV. FINANCIAL REPORTING REQUIREMENTS**

An updated Schedule 1 must be submitted with each invoice.

**V. PROGRESS REPORTING REQUIREMENTS**

No changes.

**VI. OTHER REPORTING**

No changes.

**VII. NO OTHER CHANGES**

Except for the changes provided herein, all other project objectives, terms and conditions of the Original Subaward and previous Modifications remain unchanged and in full force and effect.

**VIII. ONE AGREEMENT**

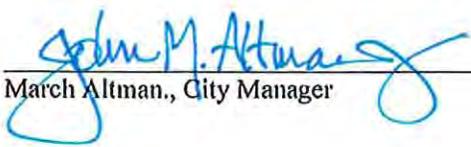
This Subaward Modification amends the Subaward and any previous Modifications. All must be read together and constitute one agreement.

\*\*\*

In witness thereof, the parties have caused this Subaward Modification to be duly executed intending to be bound thereby.

**CITY OF PETERSBURG**

By:

  
March Altman., City Manager

5.30.2024  
Date

**COMMONWEALTH OF VIRGINIA – DEPARTMENT OF ENVIRONMENTAL QUALITY**

By:

Edwards Alvie  
xqp92569  
Alvie Edwards, Director of Administration

Digitally signed by: Edwards Alvie  
xqp92569  
DN: CN = Edwards Alvie xqp92569  
OU = COV-Users, End-Users, DEQ  
Date: 2024.05.31 13:04:52 -0400  
Date

Virginia Department of Environmental Quality  
 ARPA Grant Agreement #2022AP-02, Modification 01

<b>EXHIBIT E</b> <b>Subaward #2022AP-02</b> <b>Subaward Summary</b>		
<i>Provided by the Department (Pass-Through Entity) to the Grantee (Subrecipient), as required by 2 CFR 200.332            Please keep for your records.</i>		
Subrecipient Name	City of Petersburg	
Subrecipient Identification		
a. UEI	YS41NNRGL78	
Federal Award Identification Number (FAIN) / Date of Award	SLFRP1026	5/18/21
Subaward Period of Performance		
a. Start Date	9/1/2023	
b. End Date	12/31/2026	
Total Amount of Federal Funds Obligated to Subrecipient	Initial	\$ 29,551,500.00
	Mod 01	\$ 5,000,000.00
	<i>Total Federal:</i>	<i>\$ 34,551,500.00</i>
Total Match Required by Subrecipient	Initial	\$ 6,715,225.50
	Mod 01	\$ 17,368,376.25
	<i>Total Match:</i>	<i>\$ 24,083,601.75</i>
Federal Award Project Description	Construction of water and wastewater facilities within the boundaries of the City of Petersburg, VA.	
Name of Federal Awarding Agency	U.S. Department of Treasury	
Name of Pass Through Entity	Virginia Department of Environmental Quality	
Assistance Listings Number & Title	ALN 21.027 - Coronavirus State and Local Fiscal Recovery Funds	
Is the award R & D?	No	
Indirect Cost Rate for the:		
a. Federal Award	N/A	
b. Subaward	N/A	

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025, FOR THE GRANTS FUND**

---

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

- I. That appropriations for the fiscal year commencing July 1, 2024, in the Grants Fund, are made for the following resources and revenues of the City, for the fiscal year ending June 30, 2025.

<b>Previously adopted Revenues</b>	<b>\$0.00</b>
<b>ADD:</b>	
FY25 DEQ Litter Grant	
<b>Total Revenue</b>	<b>\$12,303</b>

- 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:

<b>Previously adopted Expenditures</b>	<b>\$0.00</b>
<b>ADD:</b>	
FY25 DEQ Litter Grant	
<b>Total Expense</b>	<b>\$12,303</b>

---

FY2025 Non-Competitive Litter Prevention and Recycling Grant

---

From ceds@deq.virginia.gov <ceds@deq.virginia.gov>

Date Wed 11/6/2024 12:38 PM

To March Altman <maltman@petersburg-va.org>; Randall Williams <rwilliams@petersburg-va.org>

Cc Randall Williams <rwilliams@petersburg-va.org>

**CAUTION: External! - Do not open attachments or click links unless you know the content is safe.**



## *Commonwealth of Virginia*

### *VIRGINIA DEPARTMENT OF ENVIRONMENTAL QUALITY*

1111 E. Main Street, Suite 1400, Richmond, Virginia 23219

P.O. Box 1105, Richmond, Virginia 23218

(800) 592-5482 FAX (804) 698-4178

[www.deq.virginia.gov](http://www.deq.virginia.gov)

Travis A. Voyles  
Acting Secretary of Natural  
and Historic Resources

Michael S. Rolband, PE, PWD,  
PWS Emeritus, PE, PWD, PWS  
Emeritus  
Director  
(804) 698-4020

November 6, 2024

March Altman  
City Manager  
City of Petersburg  
135 N Union Street  
Petersburg, VA 23803

Dear March Altman:

I am pleased to inform you that a total grant award of **\$12,303.00** has been approved for the **City of Petersburg** Litter Prevention and Recycling Program activities and the Extended Polystyrene (EPS) campaign for the period of July 1, 2024 to June 30, 2025.

The total grant award amount above includes the following:

Non-Competitive Grant Award: \$12,303.00

Processing of the grant awards is underway, and a payment for this amount should be received within the next two weeks if funds can be transferred electronically (EDI) or in thirty days if processing by check is required.

If you have any questions or need additional information, please contact Prina Chudasama at [prina.chudasama@deq.virginia.gov](mailto:prina.chudasama@deq.virginia.gov) or at (804) 659-1530.

Sincerely,

A rectangular box with a thin black border, used to redact the signature of Sanjay Thirunagari.

Sanjay Thirunagari  
Programs Manager  
Division of Land Protection & Revitalization

This e-mail message and any attached files are for the sole use of the intended recipient(s) and may contain privileged, confidential or otherwise protected from disclosure information. If you are not the intended recipient, please contact the sender by reply e-mail and destroy all copies of the original message. If you are not the intended recipient you are notified that disclosing, copying, distributing or taking any action in reliance on the contents of this information is strictly prohibited.

**AN ORDINANCE MAKING APPROPRIATIONS FOR THE FISCAL YEAR COMMENCING JULY 1, 2024, AND ENDING JUNE 30, 2025, FOR THE GRANTS FUND**

---

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

- I. That appropriations for the fiscal year commencing July 1, 2024, in the Grants Fund, are made for the following resources and revenues of the City, for the fiscal year ending June 30, 2025.

**Previously adopted Revenues** **\$0.00**

**ADD:**

VDH OEMS Rescue Squad Assistance Fund (RSAF) Grant

**Total Revenue** **\$19,220.81**

- 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:**

VDH OEMS Rescue Squad Assistance Fund (RSAF) Grant

**Total Expense** **\$19,220.81**



## COMMONWEALTH of VIRGINIA

Department of Health

PO BOX 2448  
RICHMOND, VA 23218

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

January 01, 2025

John Michalek  
Petersburg Fire Department  
1151 Fort Cross Drive  
Petersburg, VA 23805

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 February 28, 2025.

**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](http://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 February 28, 2025 invoices for all items awarded funding must be submitted to OEMS by July 31, 2025. You must contact OEMS prior to the February 28, 2025 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](mailto:Michael.Berg@vdh.virginia.gov) or Linwood P. Pulling, Grant Specialist at (804) 888-9105, [Linwood.Pulling@vdh.virginia.gov](mailto:Linwood.Pulling@vdh.virginia.gov) or 1-800-523-6019 for additional grant information.

Congratulations,

RACHEL STRADLING  
Interim EMS Director

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

January 1, 2025 - December 31, 2025 Grant Period

**Agency Name: Petersburg Fire Department**

**Grant Number: CR-C03/12-24**

Item Type (Item)	Status	Quantity Funded	Funding % Level	Amount Funded
FDA and Board of Pharmacy Comp	FUNDED	1	50 / 50	\$10,000.00
<b>Conditions:</b>				
<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>				
<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>				
Stryker Performance Load Sys.	FUNDED	1	50 / 50	\$14,944.43
<b>Conditions:</b>				
<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>				
<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>				
Stryker Power-Pro XT Stretcher	FUNDED	1	50 / 50	\$13,497.18
<b>Conditions:</b>				
<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>				
<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>				
<b>Total:</b>				<b>\$38,441.61</b>



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** March Altman, Jr., City Manager

**FROM:** Brian Moore

**RE:** **Public Hearing for the Consideration of an Ordinance Authorizing the City Manager to Execute a Purchase Agreement Between the City of Petersburg and PBURG ROE PROPERTIES LLC Towards the Sale of City-Owned Property at 125 West Tabb Street (Parcel 011230037) - Pages 185-214**

**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 PBURG ROE PROPERTIES LLC towards the sale of City-owned property at 125 West Tabb Street (parcel 011230037).

**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 approval of an ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and PBURG ROE PROPERTIES LLC toward the sale of City - owned property located at 125 West Tabb Street (parcel 011230037).

**BACKGROUND:** The Department of Economic received a proposal from PBURG ROE PROPERTIES LLC to purchase City - owned property located at 125 West Tabb Street (parcel 011230037).

The proposed purchase price for the parcel is \$20,000, which is 28.4% of the total assessed value, \$70,400. The purchaser price will also pay all applicable closing costs.

PBURG PROPERTIES LLC will provide financial documentation supporting their ability to purchase the property.

Property Information:

The zoning of the parcel at 125 West Tabb Street (parcel 011230037) is B-3.

**COST TO CITY:** N/A

**BUDGETED ITEM:** N/A

**REVENUE TO CITY: \$20,000**

**CITY COUNCIL HEARING DATE: 2/18/2025**

**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. Purchase Agreement with Attachment A
2. PBURG ROE PROPERTIES LLC Ordinance
3. 125 West Tabb Street

**CITY OF PETERSBURG  
REAL ESTATE PURCHASE AGREEMENT**

Assessed Value: \$70,400.00

Consideration: \$20,000.00

Tax Map No.: # 011230037

This Commercial Real Estate Purchase Agreement (the "Agreement") is dated February 4, 2025, between the CITY OF PETERSBURG, a municipal corporation of the Commonwealth of Virginia, hereinafter referred to a "Seller" and party of the first part, PBURG ROE PROPERTIES, 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: 125 West Tabb Street, Petersburg, Virginia, Tax Map Number: #011230037 and further described as Book 333, Pages 657-658 as indicated in the recorded deed for the property (**Attachment A**) which is herein adopted and incorporated as if set forth fully herein (hereinafter "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 TWENTY THOUSAND and 00/100 dollars (\$20,000.00) (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 THOUSAND and 00/100 dollars (\$2,000.00)) (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. Purchaser may close on the Property prior to completion of the Due Diligence Period with reasonable advance notice to Seller. At Closing, 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.

Purchaser shall be responsible for paying all closing costs associated with the purchase including but not limited to any real estate commission, Seller's attorney fees, applicable grantor's tax (if any), and the cost associated with preparation of the deed and other Seller's documents required hereunder.

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 Deposit shall be returned to the Purchaser and one percent (1%) of the Purchase Deposit 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.

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  
March Altman, City Manager  
135 North Union Street  
Petersburg, VA 23803

(copy) The City of Petersburg  
Anthony C. Williams, City Attorney  
135 N. Union Street  
Petersburg, VA 23803

PURCHASER:

PBURG ROE PROPERTIES, LLC  
c/o Barry Roebuck  
122 N Market Street  
Petersburg, VA 23803

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 his 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. **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.**
  - a. The purchaser agrees the property, which is currently used as a parking lot, will remain a parking lot. No buildings or improvements will be developed on the property.

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and years first written.

**PURCHASER:**

PBurg Roe Properties, LLC

By:  Barry Roebuck

Title: Member/Manager

Date: 2/3/2025

**SELLER:**

The City of Petersburg, Virginia

By: \_\_\_\_\_, John M. Altman, Jr.,

Title: City Manager

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

**ESCROW AGENT:**

By: \_\_\_\_\_,

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

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

Approved as to form: Date: \_\_\_\_\_

By: \_\_\_\_\_, Anthony Williams

Title: City Attorney

THIS DEED, Made this 6th day of March, 1925, by and between BLAND-ST. CLOUD OPERATING CORPORATION, a Virginia corporation, hereinafter called the Grantor, party of the first part, and CITY OF PETERSBURG, a municipal corporation of the Commonwealth of Virginia, hereinafter called the Grantee, party of the second part.

WITNESSETH: That for and in consideration of the sum of TEN DOLLARS (\$10.00) and other valuable consideration, cash in hand paid, receipt whereof by the Grantor is hereby acknowledged, the said Grantor doth hereby grant and convey, with GENERAL WARRANTY and with English covenants of title, unto the said Grantee, the following described property, to-wit:

1. All that certain lot or parcel of land with the improvements thereon and appurtenances thereto belonging, lying on the south side of West Tabb Street, in the City of Petersburg, Virginia, adjoining on the east the property presently owned by the Grantee, and described as follows: Beginning at a point on the south side of West Tabb Street, corner with the property now owned by the City of Petersburg; and running thence along the eastern line of the property of the City of Petersburg southwardly 151.6 feet to a point; thence running eastwardly and parallel with the southern line of West Tabb Street 55 feet to a corner; thence northwardly and parallel to the eastern line of the property of the City of Petersburg 50.3 feet; thence eastwardly and parallel with the southern line of West Tabb Street 20.4 feet to a corner; thence northwardly and parallel to the property of the City of Petersburg 8.1 feet; thence eastwardly and parallel to the southern line of West Tabb Street 14.6 feet to the property now owned by First and Merchants Corporation; thence northwardly along the line of the property of First and Merchants Corporation 94 feet to the southern line of West Tabb Street; thence westwardly along the southern line of West Tabb Street 90.4 feet to the point of beginning. The metes and bounds of said property are shown on a plat of the same made by R. D. Budd, C.E., dated March 11, 1911, recorded in the Clerk's Office of the Circuit (formerly Hastings) Court of the City of Petersburg, Virginia in Deed Book 78, at page 552. The property above described was conveyed to the Grantor by deed from Petersburg Investment Corporation, dated June 1, 1925, and recorded in the aforesaid Clerk's Office in Deed Book 109, at page 158.
2. All those certain lots or parcels of land with the appurtenances thereto belonging, lying in the City of Petersburg, Virginia at the intersection of the northern line of West Tabb Street with the eastern line of Bartow Alley, fronting 84.6 feet on the northern line of West Tabb Street and running

back therefrom northwardly 126.4 feet on its eastern line, and 125.8 feet on its western line, with a rear width of 71 feet, more or less; said property being designated as Lots Nos. One (1) and Two (2) on a plat of the property of the W. C. Lunaden Estate, dated June 30, 1904, which is recorded in the aforesaid Clerk's Office in Deed Book 69, at page 93. This conveyance includes a parcel of land shown on said plat as a ten foot alley which was reserved as an outlet for Lot No. 2 as shown on said plat to Bartow Alley. The property above described was conveyed to the Grantor by deed from Mattie L. Spivey, widow, dated October 25, 1962, which is recorded in the aforesaid Clerk's Office in Deed Book 252, at page 277.

IN WITNESS WHEREOF, The Grantor has caused its corporate name to be signed hereto and its corporate seal to be hereunto affixed and attested by its duly authorized officers, all as of the day and year first hereinabove

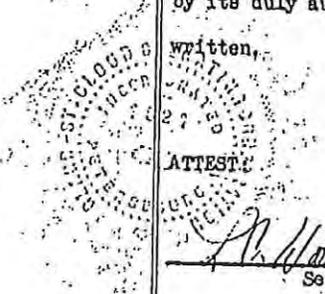
written,

BLAND-ST. CLOUD OPERATING CORPORATION

By Sarahel S. Morgan  
President

ATTEST:

A. Wade Jr.  
Secretary



STATE OF VIRGINIA,

City of Petersburg, to-wit:

The foregoing instrument was acknowledged before me this 17th day of March, 1975, by Sarahel S. Morgan and A. C. Wade, Jr. president and secretary, respectively, of Bland-St. Cloud Operating Corporation on behalf of said corporation.

My commission expires March 18, 1978.

Samuel Norman Spear  
Notary Public

VIRGINIA: In the Clerk's Office of the Circuit Court of the City of Petersburg March 18th 1975 The foregoing Instrument was this day filed in said office and, with the certificate, admitted to record at 3:00 P.M.

I hereby certify that the taxes imposed by Sec. 58-541 of the Code in the amount of \$ 87.50 have been paid to this office.

Walter L. Parrish Clerk

4/14/75: Delivered Walter L. Parrish, Clerk City Council, Petg.

# Petersburg, Virginia

Parcel: 011230037

## Summary

<b>Owner Name</b>	CITY OF PETERSBURG	<b>National Historic District:</b>	Courthouse
<b>Owner Mailing Address</b>	135 N. Union St Petersburg, VA 23803	<b>Enterprise Zone:</b>	Yes
<b>Property Use</b>	479	<b>Opportunity Zone:</b>	51730811300
<b>State Class:</b>	7 Exempt Local	<b>VA Senate District:</b>	16
<b>Zoning:</b>	B-3	<b>Va House District:</b>	63
<b>Property Address</b>	125 TABB ST Petersburg, VA	<b>Congressional District:</b>	4
<b>Legal Acreage:</b>	.243	<b>City Ward:</b>	4
<b>Legal Description:</b>	LOT 1-2 LUMSDEN ESTATE	<b>Polling Place:</b>	Union Train Station
<b>Subdivision:</b>	Olde Town (Not Platted)	<b>Primary Service Area:</b>	
<b>Assessment Neighborhood Name:</b>		<b>Census Tract:</b>	8102
<b>Local Historic District:</b>	Courthouse	<b>Elementary School:</b>	Pleasants Lane
		<b>Middle School:</b>	Vernon Johns Middle School
		<b>High School:</b>	Petersburg High School

## Improvements

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

## Ownership History

Previous Owner Name	Sale Date	Sale Price	Doc # or Deed Book/pg
	3/18/1975	\$87,500	333/657

## Assessments

Valuation as of	01/01/2021	01/01/2022	01/01/2023	01/01/2024	01/01/2025
<b>Effective for Billing:</b>	07/01/2021	07/01/2022	07/01/2023	07/01/2024	07/01/2025
<b>Reassessment</b>					
<b>Land Value</b>	\$49,000	\$49,000	\$49,000	\$49,000	\$49,000
<b>Improvement Value</b>	\$	\$21,400	\$21,400	\$21,400	\$21,400
<b>Total Value</b>	\$49,000	\$70,400	\$70,400	\$70,400	\$70,400

## Property Tax (Coming Soon)

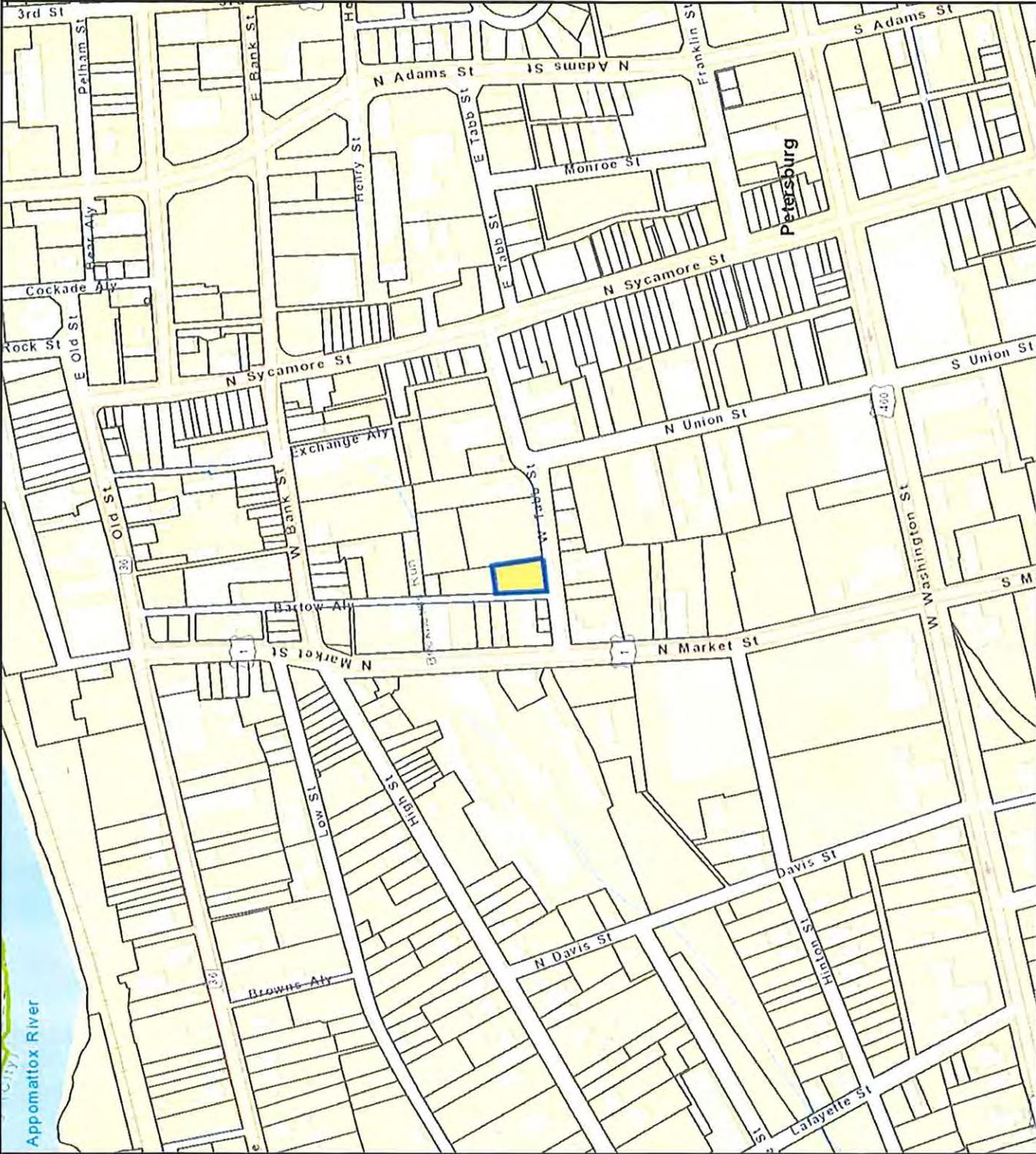
DISCLAIMER: This data is provided without warranty of any kind, either expressed or implied, including but not limited to, the implied warranties of merchantability and fitness for a particular purpose. Any person, firm or corporation which uses this map or any of the enclosed information assumes all 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

-  City Boundary
-  Parcels

Feet



**Parcel #: 011230037**

**Date: 2/3/2025**

*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.*

**ORDINANCE**

**An Ordinance authorizing the City Manager to execute a purchase agreement between the City of Petersburg and PBURG ROE PROPERTIES LLC for the sale of City-owned property at 125 West Tabb Street (parcel 011230037).**

WHEREAS, the City of Petersburg has received a proposal from PBURG ROE PROPERTIES LLC to purchase the City-owned property at 125 West Tabb Street (parcel 011230037); and

WHEREAS, the conveyance of this property shall be contingent upon the subsequent submission of a Development Agreement by PBURG ROE PROPERTIES 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 February 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 PBURG ROE PROPERTIES LLC to purchase the City-owned property at 125 West Tabb Street (parcel 011230037).

N Market & W Tabb Street Development  
**City Owned Parking Lot - Purchase Proposal**

Prepared by PBurg Roe Properties, LLC - 1.12.2025

Need additional, dedicated and owned parking  
in close proximity of shared development

# N Market & W Tabb Street **Development Properties**

**Artfullclutch, LLC**  
**AB Market Group, LLC**  
Barry Roebuck

**PBurg Roe Properties, LLC**  
Barry Roebuck

**Alter & Euterra**  
Corey and Lori Bullock

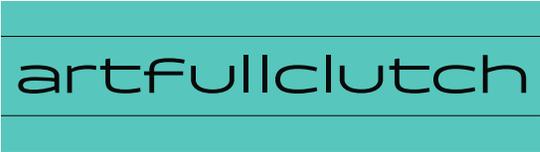


# N Market & W Tabb Street Development **Plan Detail**



## 122/136 N Market Street

- Art, Design & Music Studios
- Building repairs, restoration and upgrades **complete**
- Landscaping, beautification and security projects **complete**
- No need for additional parking. Parking on site



# N Market & W Tabb Street Development **Plan Detail**



## 124 W Tabb St. (1st Floor)

- Development of 600 sqft gourmet ice cream shop
- Multiple level, side yard patio with living screen entry
- Approved by the city and the ARB
- **Opening Spring 2025**
- Need for off-street parking

## N Market & W Tabb Street Development **Plan Detail**



### **124 W Tabb St. (2nd Floor)**

- Development of 2000 sqft wine bar and gourmet restaurant
- Approved by the city and the ARB
- **Opening soon**
- Need for off-street parking.

# N Market & W Tabb Street Development **Plan Detail**



## 129 W Tabb Street

- Historic “Petersburg Artillery” (Armory). Referred to as the **Gun House**
- 3000 sqft
- Current plan is to historically restore and develop into a small tasting room
- There will be a projected need for off-street parking

the  
Gun House

# N Market & W Tabb Street Development **Plan Detail**



## 201 N Market Street

- Current plan is to redevelop into a 4000+/- sqft indoor music hall
- Music venue for nationally touring artist primarily along the 95 and 85 corridors
- Current plan is to reclaim the pre-existing corner space and redevelop into a 2000+/- sqft stand-alone indoor retail / fresh food market
- There will be need for additional off-street parking.

## N Market & W Tabb Street Development **Parking Needs**

Additional dedicated parking needed for current & near future development projects as outlined



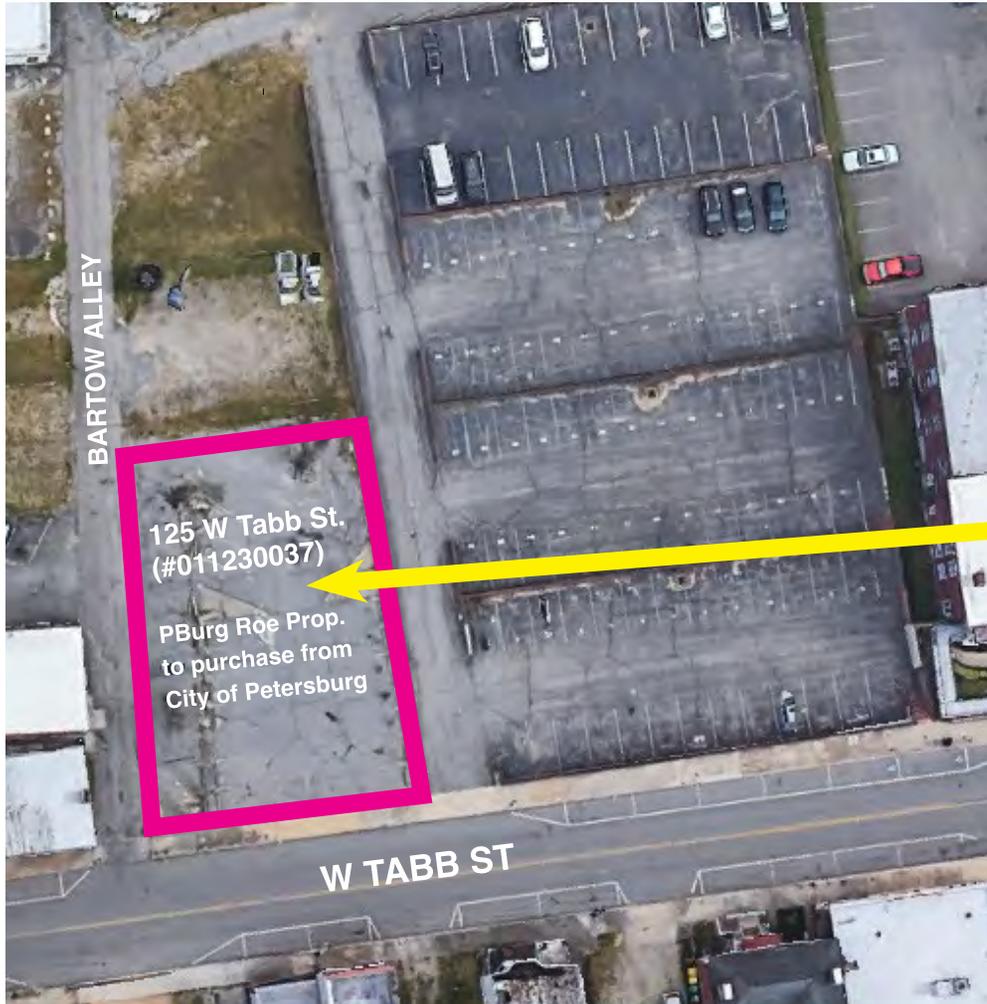
artfulclutch

alter

the Gun House

PBurg Roe NAPA

## N Market & W Tabb Street Development **Purchase Proposal**



**Need:** Additional dedicated parking is needed for current and near future development projects as outlined in this presentation



**Propose:** PBurg Roe Properties, LLC to purchase 125 W Tabb Street parcel #0112300037

## N Market & W Tabb Street Development **125 W Tabb Street Lot**



**Plan:** Clean, repair, patch, seal-coat, paint parking space markers, reset concrete tire bumpers and.....  
.....**Utilize**



We live, work and are invested in Petersburg

Barry Roebuck, Corey and Lori Bullock



Bollingbrook Street - Petersburg



East Bank Street - Petersburg



212 E. Bank St. Petersburg



North Market Street - Petersburg



East Bank Street - Petersburg



Studio/Gallery Staging - ArtistSpace Lofts - Petersburg



Branding in Petersburg



alter ice cream - Petersburg



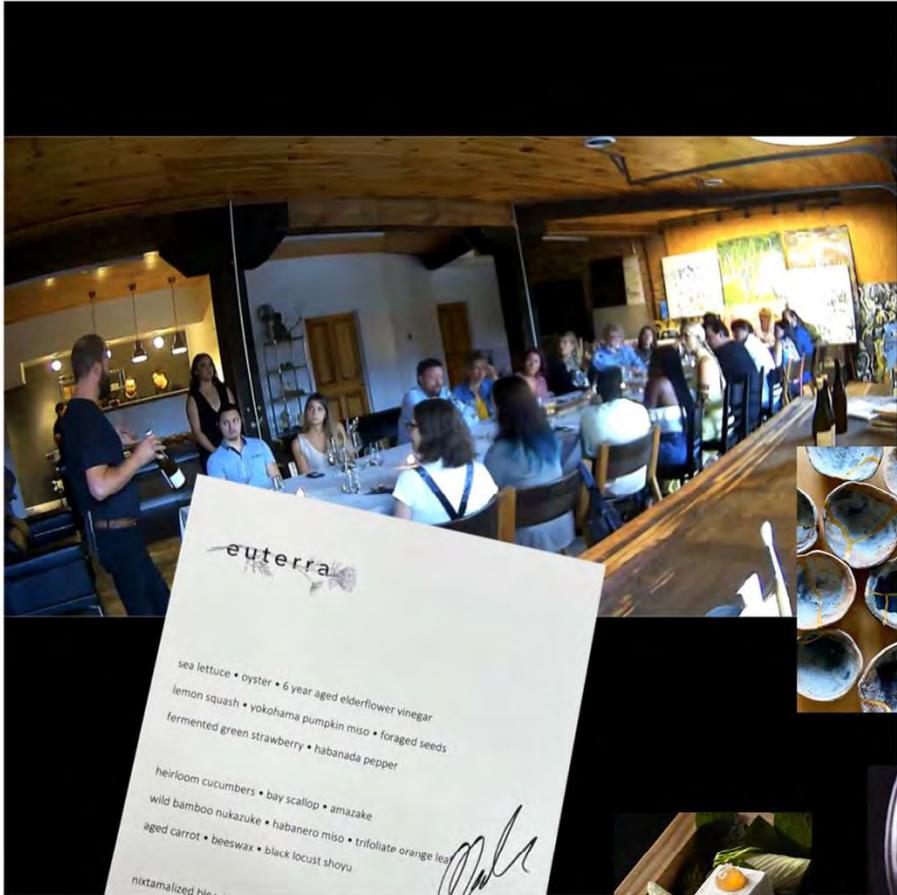
Original Paintings, Design & Installation - Petersburg



Old Towne Square Ideation - Petersburg



OS12 Restaurant Branding in Petersburg



euterra pop-up - Petersburg

Thank You

# Finance Monthly Update

February 18, 2025



**DEPARTMENT OF FINANCE**

# AGENDA

Budget to  
Actuals

Earned Interest  
Update

Budget  
Timeline



# BUDGET TO ACTUALS

GF Department	FY25 BUDGET	Expended Thru 1.31.2025: 58% of YR Completed	Remaining Budget Balance	% of Budget Expended
CITY COUNCIL	385,765	202,117	214,962	44.28%
CITY MANAGER	949,408	641,503	348,813	63.26%
CITY ATTORNEY	483,217	188,104	331,383	31.42%
HUMAN RESOURCES	823,350	730,983	201,626	75.51%
COMMISSIONER OF REVENUE	495,559	242,697	301,879	39.08%
ASSESSOR	629,870	321,902	372,677	40.83%
CITY TREASURER	331,372	235,610	140,588	57.57%
FINANCE	1,159,919	557,595	748,732	35.45%
CUSTOMER CARE & COLLECTIONS	957,196	401,710	655,779	31.49%
INFORMATION TECHNOLOGY	1,232,838	727,313	628,746	49.00%
PROCUREMENT	355,680	121,103	258,483	27.33%
REGISTRAR	604,892	332,605	310,945	48.59%
CIRCUIT CT. JUDGES & ADMIN	93,991	54,556	49,351	47.49%
GENERAL DISTRICT COURT	53,300	14,620	40,360	24.28%
MAGISTRATES	9,900	7,291	2,784	71.88%
JUVENILE & DOMESTIC RELATIONS	8,750	1,404	7,840	10.40%
CLERK of the CIRCUIT COURT	995,167	543,480	575,418	42.18%



# BUDGET TO ACTUALS

GF Department	FY25 BUDGET	Expended Thru 1.31.2025: 58% of YR Completed	Remaining Budget Balance	% of Budget Expended
SHERIFF	2,455,154	1,226,663	1,468,048	40.21%
COMMONWEALTH ATTORNEY	1,788,485	861,308	1,095,150	38.77%
VICTIM WITNESS - CITY	26,286	9,932	17,940	31.75%
POLICE DEPARTMENT	10,310,983	5,762,076	5,665,118	45.06%
911 EMERGENCY COMMUNICATIONS	2,117,415	878,646	1,362,823	35.64%
FIRE DEPARTMENT	9,408,256	4,998,214	5,347,724	43.16%
REGIONAL JAIL SERVICE	3,300,000	1,760,252	1,825,904	44.67%
11th DISTRICT COURT	112,237	64,173	56,267	49.87%
VJCCA SUB-TOTAL	216,725	108,569	126,928	41.43%
CODE ENFORCEMENT	1,397,632	612,281	919,651	34.20%
ANIMAL CONTROL	335,906	167,371	198,581	40.88%
ENGINEERING	482,503	391,510	145,627	69.82%
REFUSE COLLECTION	2,000,000	1,063,812	1,217,639	39.12%
GROUNDS	1,415,480	533,825	997,618	29.52%
FACILITIES MANAGEMENT	3,248,851	1,998,181	1,690,562	47.96%
CPO CENTER/VCRC	129,510	42,402	91,690	29.20%



# BUDGET TO ACTUALS

GF Department	FY25 BUDGET	Expended Thru 1.31.2025: 58% of YR Completed	Remaining Budget Balance	% of Budget Expended
SOCIAL SERVICES	11,248,378	5,693,023	6,553,444	41.74%
CHILDREN'S SERVICES ACT	4,267,024	2,398,961	2,206,628	48.29%
TRANSFER TO SCHOOLS	12,361,478	7,210,862	6,180,739	50.00%
RECREATION & LEISURE SERVICES	829,346	560,710	369,406	55.46%
CEMETERIES	85,040	21,340	67,831	20.24%
TURF MANAGEMENT	420,508	193,638	269,859	35.83%
GOV'T RELATIONS	1,054,856	480,750	714,285	32.29%
PUBLIC LIBRARY	1,492,208	744,862	868,392	41.80%
PLANNING	1,032,244	518,295	621,269	39.81%
ECONOMIC DEVELOPMENT	529,454	290,238	311,476	41.17%
NON-DEPARTMENTAL	7,287,686	3,974,234	4,224,006	42.04%
DEBT SERVICE	4,181,099	3,485,859	4,193,296	-0.29%
TRANSFER TO OTHER FUNDS	2,541,226	2,541,226	0	100.00%
<b>TOTALS</b>	<b>94,384,922</b>	<b>53,979,563</b>	<b>53,992,901</b>	<b>56.41%</b>



# BUDGET TO ACTUALS

Fund/Department	FY25 BUDGET	Expended Thru 1.31.2025: 58% of YR Completed	Remaining Budget Balance	% of Budget Expended
<b>GRANTS</b>				
Victim Witness Grant - Sub-Total	280,553	150,875	129,678	53.78%
Community Corrections - Sub-Total	533,064	297,312	235,752	55.77%
<b>TOTAL GRANTS FUND</b>	<b>813,617</b>	<b>448,187</b>	<b>365,430</b>	<b>55.09%</b>
<b>STREETS</b>				
Streets Operations Sub-Total	7,973,243	4,886,409	3,086,834	61.29%
<b>PUBLIC UTILITIES</b>				
Wastewater Sub-Total	8,257,414	4,238,563	4,018,851	51.33%
Water Sub-Total	6,876,659	4,466,255	2,410,404	64.95%
<b>TOTAL PUBLIC UTILITIES FUND</b>	<b>15,134,073</b>	<b>8,704,818</b>	<b>6,429,255</b>	<b>57.52%</b>
<b>STORMWATER</b>				
Stormwater Services Sub-Total	1,452,283	613,253	839,030	42.23%
<b>DOGWOOD</b>				
Dogwood Golf Sub-Total	1,197,550	762,631	536,919	58.68%
<b>MASS TRANSIT</b>				
Paratransit Sub-Total	246,630	164,943	81,687	66.88%
State/Projects Sub-Total	2,227,273	574,623	1,652,650	25.80%
Administration Sub-Total	3,938,858	2,046,479	1,892,379	51.96%
Maintenance Sub-Total	1,066,204	614,950	451,254	57.68%
<b>TOTAL MASS TRANSIT FUND</b>	<b>7,478,965</b>	<b>3,400,994</b>	<b>4,077,971</b>	<b>45.47%</b>

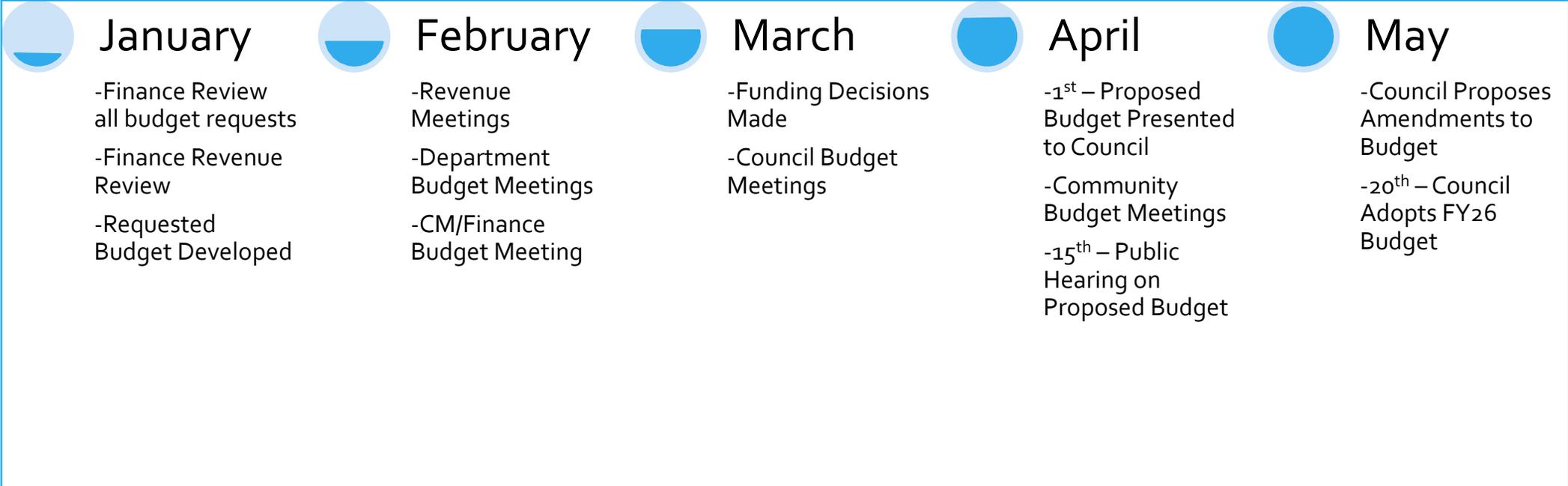


# Earned Interest Update

Category	Adopted Budget Projection	Total Funds in Account	JAN Earned Interest	TOTAL EARNED YTD
LGIP Investment Acct (Local Government Investment Pool)	\$1,400,000	\$42,000,000	\$164,434	\$1,142,451
AU Bank Interest Account	\$ -		\$31,053	\$278,622
<b>TOTAL EARNED INTEREST</b>				<b>\$1,421,073</b>



# FY26 BUDGET TIMELINE





# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** March Altman, Jr., City Manager

**FROM:** Tangi Hill

**RE:** **Appointments to the Social Services Advisory Board - Pages 223-241**

---

**PURPOSE:** To consider appointment to the Social Services Advisory Board.

**REASON:** There are five (5) expired terms on the Board. All terms expired on September 30, 2022. Social Services Director William D'Auito desires to reform the Board.

**RECOMMENDATION:** Council appoint 5 members to the Social Services Advisory Board for a 4-year term. Please note that terms are to be staggered.

**BACKGROUND:** The Social Services Advisory Board serves in an advisory capacity to the Director of Social Services with respect to the duties and functions imposed by the Code of Virginia; to interest itself in all matters pertaining to the social welfare of the people of the city; to meet with the Director of Social Services at least four (4) times a year for the purpose of making recommendations on policy matters concerning the department; to make an annual report to the City Council, concurrent with the budget presentation of the department, concerning the administration of the public welfare program; and to submit to the City Council, from time to time other reports that the board deems appropriate.

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** 2/18/2025

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. Parham Social Services
2. Social Services Applications
3. Add Apps for Boards



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Service Board  
(Board, Commission, or Authority)

1/14/25  
(Date of Application)

NAME: Parham Vondele k  
(Last First Middle initial)

HOME ADDRESS: 1015 Willcox Street Petersburg Va 23803  
(Street Apartment # ZIP)

804-605-3889 \_\_\_\_\_  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: vondeleparham@ymail.com

Registered Nurse @ Follow Your Heart Residential

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: n/a

Please indicate why you would like to serve

I am interested in serving on the Board of Commissioners for the city because I am passionate about contributing to the growth and improvement of our community. Having lived and worked here for 34 years, I deeply understand the unique challenges and opportunities we face. I believe my commitment to public service would enable me to make a meaningful contribution to the board's work.

Specifically, I am motivated by the opportunity to help shape policies that positively impact residents, ensure equitable development, and improve the quality of life for all. Whether it's addressing community needs, supporting local businesses, or enhancing city services, I am eager to collaborate with fellow board members and community leaders to create solutions that move our city forward.

I also value the opportunity to serve in a leadership role where I can listen to diverse voices, advocate for inclusive policies, and help foster a transparent and accountable governance structure. I am excited about the chance to give back to the city that has given me so much, and I am committed to working with dedication and integrity if given the privilege to serve.

---

---

---

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

  
(Applicant's signature)

Note: Please return the completed form to: Clerk of City Council, Room 210, City Hall, Petersburg, Virginia 23803, or email at [njackson@petersburg-va.org](mailto:njackson@petersburg-va.org)

This application will be kept on file for the time of your term. Afterwhich, you will be contacted for renewed interest in maintaining your application in an active status. If there are any changes to your contact information, please contact the Clerk of Council to update that information.

## **CITY OF PETERSBURG, VIRGINIA**

### **BOARDS AND COMMISSIONS**

Anti-Poverty Commission  
Appomattox River Water Authority  
Architectural Review Board  
Community Development Block Grant (CDBG) Advisory Board  
Commission on Community Relation Affairs  
Crater District Area agency on Aging  
Crater Youth Care Commission (Detention Home)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR BOARD, SOCIAL SERVICES  
(Board, Commission, or Authority)

11/10/2025  
(Date of Application)

NAME: JEFFERSON JA'SCOTTA B.  
(Last First Middle initial)

HOME ADDRESS: 217 WISTERIA LANE 34 23805  
(Street Apartment # ZIP)

(202) 446-7178 \_\_\_\_\_  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: JASCOTTAJEFFERSON2490@EMAIL.COM

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: N/A

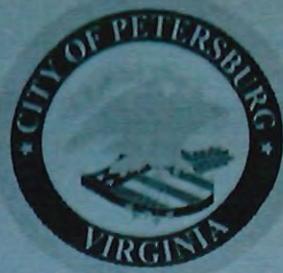
Please indicate why you would like to serve: THANK YOU FOR TAKING MY APPLICATION INTO CONSIDERATION. ADVOCACY IS A TRUE PASSION OF MINE. I WOULD LOVE THE OPPORTUNITY TO ADVOCATE EFFECTIVELY FOR INITIATIVES THAT CREATE POSITIVE ECONOMIC AND SOCIAL IMPACTS. THANK YOU.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed

[Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR CDBG - Social Service  
(Board, Commission, or Authority)  
(at large) 12-23-24  
(Date of Application)

NAME: Brown Tanya T.  
(Last) (First) (Middle initial)

HOME ADDRESS: 919 W. High St. Petersburg VA 23805  
(Street) (Apartment #) (ZIP)

804-496-8653 804-496-8653 6  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: TanyaBGreat@gmail.com

Self-Employed & Part-time sub for school system  
(Current occupation and place of employment - if retired, indicate former occupation)

Current membership in professional/community organizations: N/A

Please indicate why you would like to serve: Please Refer to resume

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Services Advisory Board  
(Board, Commission, or Authority)

12/16/2024  
(Date of Application)

NAME: Bessix, Raymon B.  
(Last First Middle initial)

HOME ADDRESS: 626 Gordon Drive 23805  
(Street Apartment # ZIP)

757-729-1138 N/A 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: bebebessix@gmail.com

Human Resources Information Systems Specialist (former occupation)  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Petersburg Triad,  
American Legion Auxiliary Post 1703, VCU Massey Cancer Champions.  
Petersburg Jr. Civic League

Please indicate why you would like to serve: I would like to serve on the advisory  
board to make a difference in the city of Petersburg as it relates to the  
welfare of our citizens.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Raymon B. Bessix  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Services Advisory Board  
(Board, Commission, or Authority)

November 20, 2024  
(Date of Application)

NAME: Gerschick Mary-Kate  
(Last First Middle initial)

HOME ADDRESS: 315 West Washington Street  
(Street Apartment # ZIP)

804-590-4404 \_\_\_\_\_  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: mgerschick@gmail.com marykategerschick1@gmail.com

Senior Instructional Designer and Developer for Marmon a Berkshire Hathaway Company  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Please indicate why you would like to serve: I have served in the past on this committee and feel that I was able to add value. I would welcome an opportunity to serve again.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

MKGerschick  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Services Advisory Board  
(Board, Commission, or Authority)

9/5/24  
(Date of Application)

NAME: Rhue Florence L.  
(Last First Middle initial)

HOME ADDRESS: 1952 S. Westchester Dr. 23805  
(Street Apartment # ZIP)

(804) 931-7778 N/A 2  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Rhues2@verizon.net

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Delta Sigma Theta Sorority, Inc., Petersburg Chapter, Petersburg Symphony Orchestra Board of Directors, Petersburg Chapter of Links, Inc.

Please indicate why you would like to serve: I worked at Social Services for 32 years, 4 of which as Director. The Department has remained dear to me and I look forward to continuing to share my knowledge + expertise to support the administration in its efforts to serve the citizens of Petersburg  
(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Florence L. Rhue  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Services Advisory Board  
(Board, Commission, or Authority)

July 16, 2023  
(Date of Application)

NAME: Lohr Genevieve K  
(Last First Middle initial)

HOME ADDRESS: 19 Guarantee Street 23803  
(Street Apartment # ZIP)

(417) 818-2831  5  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: genevieveklohr@gmail.com

Children's Clinician, James House; previously, Police Social Worker at the Petersburg Bureau of Police  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: I currently sit on the Community Advisory Board for People's Advantage Federal Credit Union (Petersburg, VA) and on the board of The Gathering at Washington Street. I also serve the community as a participant with Open Table and Petersburg contact for EveryDay Strong (United Way program).

Please indicate why you would like to serve: I have lived in this community for over three years and have worked in Petersburg for over 4 years; this city and the citizens who call it home are important to me and I am choosing to request to be appointed to this board in order to represent the best interests of the citizens. I have a combination of education and experience that would be valuable to this advisory board.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

  
\_\_\_\_\_  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Any open position for which I am qualified.  
(Board, Commission, or Authority)

08 July 2024  
(Date of Application)

NAME: Wilson, Xiomara C  
(Last First Middle initial)

HOME ADDRESS: 708 Tora Bora Rd. Fort Gregg-Adams, VA 23801  
(Street Apartment # ZIP)

(910) 978-1035 (804) 734-6472  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: xiomarcwilson@gmail.com

Financial Technician- Fort Gregg-Adams FMWR Garrison Command  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Richmond Association of Realtors, NAACP, NC Notary Public

Please indicate why you would like to serve: I am from Fayetteville, NC a town very similar to Petersburg. I have fallen in love with the city, it's history and character. I know that it's also a growing community. I work in financial management and have a dense background in housing (14 years in conventional and public housing) so I am aware of the issues our communities are facing in those sectors. I heard the Mayor speak at a Juneteenth event here on base and I would love to serve in any way possible

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Xiomara C Wilson  
(Applicant's signature)

received  
5/4/2023



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR SOCIAL SERVICES ADVISORY BOARD  
(Board, Commission, or Authority)

(Date of Application)

NAME: COLEMAN KAMEKO Y  
(Last First Middle initial)

HOME ADDRESS: 3317 SEATON ROAD 23805  
(Street Apartment # ZIP)

(804) 943-7301 (804) 458 5160 7  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: KAMEKO COLEMAN @ YATTOO.COM

(Current occupation and place of employment – if retired, indicate former occupation)  
EXECUTIVE ASSISTANT, HOPEWELL HOUSING AUTHORITY  
Current membership in professional/community organizations: \_\_\_\_\_

Please indicate why you would like to serve: I FIND IT REWARDING TO ASSIST INDIVIDUALS AND FAMILIES THAT HAVE LOWER INCOMES IN HELPING THEM GET AHEAD. I ALWAYS REACH FOR EMPATHY WHEN SERVING THE PUBLIC. ITS IMPORTANT TO

(Please use reverse side if additional space is needed)  
HAVE THAT ATTRIBUTE WHEN ASSISTING.

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Handwritten Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Social Services Advisory Board  
(Board, Commission, or Authority)

January 3, 2025  
(Date of Application)

NAME: Thompson, Cheryl, J.  
(Last First Middle initial)

HOME ADDRESS: 1129 Northampton Road 23805  
(Street Apartment # ZIP)

202-423-9203 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Cheryltspeaks@gmail.com

Team Lead - Public Health Analyst (Infectious Disease, Community Health) U.S. Dept. Health/Human Services  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: American Public Health Association,  
YMCA

Please indicate why you would like to serve: See the attached statement.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Cheryl Thompson  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Commission  
(Board, Commission, or Authority)

January 13, 2025  
(Date of Application)

NAME: Perez Andre T  
(Last First Middle initial)

HOME ADDRESS: 2022 Country Lane Court Petersburg, VA 23805  
(Street Apartment # ZIP)

804-943-9071 804-895-8946 Five  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Andreperetz21@yahoo.com

CEO (Chief Executive Officer) Frontline Crisis Stabilization  
(Current occupation and place of employment – if retired, indicate former occupation)

**Current membership in professional/community organizations:**

I am currently a volunteer with Flourishing You, a non-profit organization dedicated to supporting individuals experiencing mental health crises and substance abuse issues. My involvement includes providing direct support to those in need and contributing to the organization's mission of fostering recovery and well-being. Additionally, I volunteer with A Ray of Sunshine, where I work to address homelessness and community needs. This includes feeding and providing shelter for the homeless, assisting families with funeral expenses, and organizing Christmas gifts for children affected by gun violence. My contributions to these organizations are a result of my commitment to serving vulnerable populations and promoting meaningful change in our community.

**Please indicate why you would like to serve:**

I want to join the City of Petersburg to contribute my expertise and passion for making a difference in our community. With a strong background in working with local organizations, service providers, and stakeholders to address critical needs such as housing, healthcare, education, and safety. I am committed to driving initiatives that positively impact our community. I believe that my experience in leadership, program management and community development will bring valuable insights to the board's decision-making process. Joining this board represents an opportunity to collaborate with like-minded professionals and leverage my skills to further the organization's goals and create lasting change.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

*Andre Perez*



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/14/25  
(Date of Application)

NAME: Wesson Corey J  
(Last First Middle initial)

HOME ADDRESS: 1032 Sixth Street Petersburg VA 23803  
(Street Apartment # ZIP)

804-895-9560 same 1  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: WJRservices3412@gmail.com  
President of WJR save a life foundation.  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: non profit organization (WJR) providing community resources, weekly feedings to the homeless and MCH with local crisis organization.

Please indicate why you would like to serve: Petersburg has and always be my home. I want to be able to pour back into my community. This board will allow local organizations and advocates to help expand Petersburg. I want to be included!  
(Please use reverse side if additional space is needed)

***\*Please include/attach resume.***

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Corey Wesson  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/15/2025  
(Date of Application)

NAME: Jones Quiera J  
(Last First Middle initial)

HOME ADDRESS: 1338 Custer St 23803  
(Street Apartment # ZIP)

804-821-4477 6  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: \_\_\_\_\_

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Secretary and Treasurer of local nonprofit, WJR Save A Life Foundation.

Please indicate why you would like to serve: To make a direct impact on my community by helping shape policies, improve services and address local needs.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Quiera Jones  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Commission  
(Board, Commission, or Authority)

January 13, 2025  
(Date of Application)

NAME: Perez Andre T  
(Last First Middle initial)

HOME ADDRESS: 2022 Country Lane Court Petersburg, VA 23805  
(Street Apartment # ZIP)

804-943-9071 804-895-8946 Five  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Andreperetz21@yahoo.com

CEO (Chief Executive Officer) Frontline Crisis Stabilization  
(Current occupation and place of employment – if retired, indicate former occupation)

**Current membership in professional/community organizations:**

I am currently a volunteer with Flourishing You, a non-profit organization dedicated to supporting individuals experiencing mental health crises and substance abuse issues. My involvement includes providing direct support to those in need and contributing to the organization's mission of fostering recovery and well-being. Additionally, I volunteer with A Ray of Sunshine, where I work to address homelessness and community needs. This includes feeding and providing shelter for the homeless, assisting families with funeral expenses, and organizing Christmas gifts for children affected by gun violence. My contributions to these organizations demonstrate my commitment to serving vulnerable populations and promoting meaningful change in our community.

**Please indicate why you would like to serve:**

I want to join the City of Petersburg to contribute my expertise and passion for making a difference in our community. With a strong background in working with local organizations, service providers, and stakeholders to address critical needs such as housing, healthcare, education, and safety, I am committed to driving initiatives that positively impact our community. I believe that my experience in leadership, program management and community development will bring valuable insights to the board's decision-making process. Joining this board represents an opportunity to collaborate with like-minded professionals and leverage my skills to further the organization's goals and create lasting change.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

*Andre Perez*



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/14/25  
(Date of Application)

NAME: Wesson Corey J  
(Last First Middle initial)

HOME ADDRESS: 1032 Sixth Street Petersburg VA 23803  
(Street Apartment # ZIP)

804-895-9560 same 1  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: WJRservices3412@gmail.com

President of WJR save a life foundation.  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: non profit organization (WJR)-providing community resources, weekly feedings to the homeless and MOU with local crisis organization.

Please indicate why you would like to serve: Petersburg has and always be my home. I want to be able to pour back into my community. This board will allow local organizations and advocates to help expand Petersburg. I want to be included!

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Corey Wesson  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/15/2025  
(Date of Application)

NAME: Jones Quiera J  
(Last First Middle initial)

HOME ADDRESS: 1338 Custer St 23803  
(Street Apartment # ZIP)

804-821-4477 6  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: \_\_\_\_\_

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Secretary and Treasurer of local nonprofit, WJR Save A Life Foundation.

Please indicate why you would like to serve: To make a direct impact on my community by helping shape policies, improve services and address local needs.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Quiera Jones  
(Applicant's signature)



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** March Altman, Jr., City Manager

**FROM:** Tangi Hill

**RE:** **Appointments to the Economic Development Authority - Pages 241-271**

**PURPOSE:** To consider appointment to the Economic Development Authority.

**REASON:** There are six (6) expired terms and one (1) vacant position. Four terms expired on September 30, 2024, one on September 30, 2021, and one on January 30, 2024.

**RECOMMENDATION:** Council to appoint seven (7) members to the Economic Development to serve four (4) year terms. Please note that terms are to be staggered.

**BACKGROUND:** The Economic Development Authority shall have the powers to acquire, own, lease, and dispose of properties to the end that such authority may be able to promote industry and develop trade by inducing manufacturing, industrial, governmental and commercial enterprises to locate in or remain in the Commonwealth and further the use of its agricultural products and natural resources; to issue its bonds for the purpose of carrying out any of its powers.

**COST TO CITY:**

**BUDGETED ITEM:**

**REVENUE TO CITY:**

**CITY COUNCIL HEARING DATE:** 2/18/2025

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. Board and Commissions Application 2025 Ahkinyala Abdullah EDA

2. EDA Applications
3. Add Apps for Boards



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

1-17-25

(Date of Application)

NAME: Abdullah Ahkinyala M  
(Last First Middle initial)

HOME ADDRESS: 541 High Street Petersburg, VA 23803  
(Street Apartment # ZIP)

850-533-5011  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: aahkinyala@gmail.com

Professor at Virginia State University  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Board member of Petersburg EDA  
Member of Petersburg Chapter of Links, Incorporated,  
Member of Delta Omega Chapter of Alpha Kappa Alpha  
Sorority, Incorporated

Please indicate why you would like to serve: Civic engagement is very important to me. I want to  
contribute to the economic growth of Petersburg. I will  
leverage my relationships and skill set to assist the EDA with  
creating opportunities to enhance the economic health of  
Petersburg.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

AhMady de Abdullah  
(Applicant's signature)

Note: Please return the completed form to: Clerk of City Council, Room 210, City Hall, Petersburg, Virginia 23803, or email at [thill@petersburg-va.org](mailto:thill@petersburg-va.org)

This application will be kept on file for the time of your term. Afterwhich, you will be contacted for renewed interest in maintaining your application in an active status. If there are any changes to your contact information, please contact the Clerk of Council to update that information.

**CITY OF PETERSBURG, VIRGINIA**  
**BOARDS AND COMMISSIONS**

Anti-Poverty Commission  
Appomattox River Water Authority  
Architectural Review Board  
Community Development Block Grant (CDBG) Advisory Board  
Commission on Community Relation Affairs  
Crater District Area agency on Aging  
Crater Youth Care Commission (Detention Home)  
District 19 Community Services Board  
Economic Development Authority  
John Tyler Community College Board of Directors  
Petersburg Area Art Commission  
Planning Commission  
Petersburg Redevelopment & Housing Authority  
Social Services Advisory Board  
Virginia Gateway Region (formerly ABIDCO)

1600 S. Sycamore St.  
Petersburg, VA 23805

9-12-24

Dear Clerk of the City Council:

It is with great pleasure that I have served on the Petersburg Economic Development Authority board. I have become more knowledgeable about how the City of Petersburg functions during my tenure and as a result, I am encouraged about the growth of our beloved city. I am writing to request to continue my services as a member of the Economic Development Authority board. We have a good working group and I am excited to continue the work we have begun to help the city by supporting the initiatives which will help grow business opportunities in our area. I have appreciated serving and I hope my request to continue on will be granted.

Sincerely,

Ahkinyala Cobb-Abdullah  
Current Member of the  
Petersburg Economic Development Authority



City of Petersburg, Virginia
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR Economic Development Authority
(Board, Commission, or Authority)

MARCH 1st 2022
(Date of Application)

NAME: Taylor Richard B
(Last First Middle initial)

HOME ADDRESS: 828 WEST TUCKAHOE ST. APT B 23805
(Street Apartment # ZIP)

804-733-5421 (Home Phone # or Cell Phone#)
(Work Phone #)
4 (Ward)

Email Address: rhtaylor1943@gmail.com

Retired - Govt. Relations Manager, VIRGINIA HOUSING & COMM. AUTHORITY
(Current occupation and place of employment - if retired, indicate former occupation)

Current membership in professional/community organizations:

Petersburg Rotary Club, BRFTG, Friends of the Lower Appomattox River,
Appomattox River Soil & Water Conservation District

Please indicate why you would like to serve: To continue the successes we are
having in attracting new business & industry. My past service
on the EDA will bring stability & historical knowledge to the
Authority.

(Please use reverse side if additional space is needed)

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively
participate and attend the meeting at its scheduled date and time if appointed.

Richard B Taylor
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

Sept 26, 2024  
(Date of Application)

NAME: Sanders Winston T  
(Last First Middle initial)

HOME ADDRESS: 1221 Woodland Rd 23805  
(Street Apartment # ZIP)

804.301.0250 804.301.0250  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: WSanders0100@gmail.com

Engineering Management, PMP (retired)  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Petersburg EDA

Please indicate why you would like to serve: To continue our efforts to transform Petersburg into a world class city, by improving infrastructure, homeownership, Public education and removal of blighted properties.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume. no change**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Handwritten Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

9/30/24  
(Date of Application)

NAME: Rhue, sr. Samuel R  
(Last First Middle initial)

HOME ADDRESS: 1952 S. Westchester Dr. 23805  
(Street Apartment # ZIP)

(804) 931-9483 \_\_\_\_\_  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: rhues2@verizon.net

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Retired from  
Health Care + Education Careers

Please indicate why you would like to serve: Would like to continue  
my service to this community by promoting  
and helping to develop economic expansion  
opportunities  
(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Samuel R. Rhue, Sr.  
(Applicant's signature)



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR ECONOMIC DEVELOPMENT AUTHORITY  
(Board, Commission, or Authority)

NOV. 16, 2024  
(Date of Application)

NAME: PACKER MICHAEL R  
(Last First Middle initial)

HOME ADDRESS: 1245 WOODLAND RD. 23805  
(Street Apartment # ZIP)

804-731-4600 — 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: packer.m@verizon.net

LOCAL GOVERNMENT ATTORNEY  
(Current occupation and place of employment - if retired indicate former occupation)

Current membership in professional/community organizations: EDA

Please indicate why you would like to serve: WITH THE STRONG VOTE FOR THE CASINO AND AFTER TALKING WITH OTHER MEMBERS OF THE BOARD, I BELIEVE THAT THE EDH CAN HELP LEVERAGE NEW QUALITY ECONOMIC DEVELOPMENT.  
(Please use reverse side if additional space is needed)

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

9/13/2024  
(Date of Application)

NAME: ERB JOEL K  
(Last First Middle initial)

HOME ADDRESS: 416 HIGH STREET  
(Street Apartment # ZIP)

804-402-9305  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: falcon@joelerb.com

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: POPLAR LAWN FOUNDATION WHICH IS IN PROGRESS TO BE COMPLETE BY YEARS END.

Please indicate why you would like to serve: I LOVE THIS CITY... HELPING TO GROW THE ECONOMIC BASE IS CRITICAL TO A STRONG CITY & THE EDA HAS THE CAPABILITY TO ACT ON MANY CITY PLANS/PROPOSALS TO SUPPORT THE  
(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

2/12/2025  
(Date of Application)

NAME: Adih Kofi S  
(Last (First Middle initial)

HOME ADDRESS: 1000 Sunset Ave 23805  
(Street Apartment # ZIP)

804-829-3095/804-479-7108 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: kadih1@msn.com

Realtor and Army Officer  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_  
Petersburg Rotary, Community Development Block Grant Advisory Board

Please indicate why you would like to serve: Please see attached letter  
\_\_\_\_\_  
\_\_\_\_\_

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Kofi Adih  
(Applicant's signature)



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR EDA  
(Board, Commission, or Authority)

1/16/2025  
(Date of Application)

NAME: Wade Sr. Desmond R.  
(Last First Middle initial)

HOME ADDRESS: 1227 W. Washington Apt 28803  
(Street Apartment # ZIP)

757-585-0540 204-664-4362  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: DESMOND.R.WADE@DOMINIONENERGY.COM

DOMINION ENERGY - PROJECT MANAGER  
(Current occupation and place of employment - if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

NURSAVEALIFE FOUNDATION

Please indicate why you would like to serve: I would like to serve because of my interest in the city of Petersburg and the ongoing development of the city. I strongly believe that serving will allow for beneficial networking, ideas, and solutions that would help the future infrastructure/development  
(Please use reverse side if additional space is needed)

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Desmond R. Wade  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

January 10 2025  
(Date of Application)

NAME: Witiak Sarah Melissa  
(Last First Middle initial)

HOME ADDRESS: 22 Centre Hill Ct. Petersburg VA 23803  
(Street Apartment # ZIP)

814 571 8062 804 524 5023 4  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: smwitiak@smcm.edu

Associate Professor, Virginia State University  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: None

Please indicate why you would like to serve: I believe that the economic development of the city is of vital importance. As part of this group, I would like to bring my skills in data analysis to ensure that we build a sustainable, equitable economic environment for our citizens. I have experience writing grants, engaging community members. I work very hard and am persistent.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Sarah M. Witiak Digitally signed by Sarah M. Witiak  
Date: 2025.01.09 14:07:00 -05'00'  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

1/8/25  
(Date of Application)

NAME: Hoosier Barbara J.  
(Last First Middle initial)

HOME ADDRESS: 2335 Anderson St. 23805  
(Street Apartment # ZIP)

804 720-0404 N/A 2  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: bjean hood@gmail.com  
Retired (Special Education teacher)  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Petersburg Association of Neighborhoods - President for Pine Gardens, Petersburg Voices Speak Out - Legal Aid Justice Center

Please indicate why you would like to serve: I care about the city I live in and my neighborhood. I realize we, as a marginalized community face many challenges. I would offer my time, efforts and experiences to give back and be part of the solution.  
(Please use reverse side if additional space is needed)

**\*Please include/attach resume.** (over)

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Barbara Hoosier  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR ECONOMIC DEVELOPMENT AUTHORITY  
(Board, Commission, or Authority)

12/30/2024  
(Date of Application)

NAME: EDWARDS MICHAEL S  
(Last First Middle initial)

HOME ADDRESS: 409 GROVE AVENUE PETERSBURG VIRGINIA 23803  
(Street Apartment # ZIP)

804-720-0314  4  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: MEDWARDSPETG@GMAIL.COM

CITY OF PETERSBURG MASS TRANSIT- TRANSIT SUPERVISOR  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

CHAIRMAN- POLITICAL ACTION COMMITTEE PETERSBURG NAACP

Please indicate why you would like to serve: \_\_\_\_\_

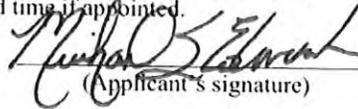
TO ENCOURAGE AND SUPPORT ECONOMIC GROTH WITHIN THE CITY PETERSBURG

BY ENSURING EVERYONE HAS AN EQUAL OPPORTUNITY TO OPEN/OPERATE A BUSINESS HERE

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

12-17-24  
(Date of Application)

NAME: Vargo Marie M.  
(Last First Middle initial)

HOME ADDRESS: 410 Grove Ave., Petersburg, VA 23803  
(Street Apartment # ZIP)

804-536-3095 804-743-4101 4  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: marievargo@comcast.net

Chief Executive Officer, Virginia Correctional Enterprises  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Board member, James House; Southeast Region Chair, National Correctional Industries Association; Board member, Virginia Executive Institute Alumni Association.

Please indicate why you would like to serve: I have lived in Petersburg over 25 years and want to continue to serve my community in a new capacity with the Economic Development Authority. I previously served on the Planning Commission and want to continue public service in Petersburg.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

December 4, 2024  
(Date of Application)

NAME: Jarvela Benjamin A  
(Last First Middle initial)

HOME ADDRESS: 105 Hanover Ave., Colonial Hgts. 23834  
(Street Apartment # ZIP)

757-254-2970 757-254-2970  
(Home Phone #) (Work Phone #) (Ward)

Email Address: benjamin.jarvela@gmail.com

Communications & Public Affairs, Civica Rx - Petersburg, Va  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Crater Region Workforce Development Board

Please indicate why you would like to serve: \_\_\_\_\_  
To leverage my public and private sector experience and deep connections to the Petersburg  
region business community in aiding its continuing growth and redevelopment, as well as  
ensuring stable, sustainable growth for the long term.

(Please use reverse side if additional space is needed)

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Benjamin Jarvela  
(Applicant's signature)

Note: Please return the completed form to: Clerk of City Council, Room 210, City Hall, Petersburg, Virginia 23803.



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR EDA  
(Board, Commission, or Authority)

12/4/24  
(Date of Application)

NAME: BATTISTON JOSEPH  
(Last First Middle initial)

HOME ADDRESS: 18610 WATERFORD DR. SUTHERLAND VA 23885  
(Street Apartment # ZIP)

804 691 4581 SAME PROPERTY IN  
(Home Phone #) (Work Phone #) (Ward)  
CELL

Email Address: JOE\_TFI@YAHOO.COM

RETIRED, OWNER OF TFI HEALTHCARE  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: CHAIR OF  
PETERSBURG ARB.

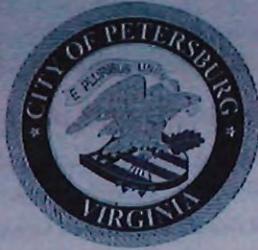
Please indicate why you would like to serve: SEE ATTACHED

(Please use reverse side if additional space is needed)

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

(Applicant's signature)

Note: Please return the completed form to: Clerk of City Council, Room 210, City Hall, Petersburg, Virginia 23803.



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

11.20.2024  
(Date of Application)

NAME: Brown Cheryl  
(Last First Middle initial)

HOME ADDRESS: 1860 Westover Ave Petersburg 23805  
(Street Apartment # ZIP)

202 421 0840 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: cbrown301@201.com

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations:

Residents of Petersburg Delta Sigma Theta  
Crossroads 247 Ministries OEX LLC

Please indicate why you would like to serve: My interest is to be

instrumental in the success of Petersburg Virginia  
by amplifying the voices of Residents of Petersburg  
via multiple media broadcasting platforms to rebrand and

(Please use reverse side if additional space is needed)

attract viable  
business to the  
region  
Specifically  
Petersburg

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

9/27/24

(Date of Application)

NAME: HARTSOCK, WILLIAM H.  
(Last First Middle initial)

HOME ADDRESS: 239 HIGH ST. 23803  
(Street Apartment # ZIP)

804-366-7418 804-524-9001 5  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: boltingbrook@comcast.net

Real Estate Agent - Napier Realtors ERA  
(Current occupation and place of employment - if retired, indicate former occupation)

Current membership in professional/community organizations: Board member - Architectural Review Board

Please indicate why you would like to serve: As a real estate agent in the Petersburg market, economic development is vital to my success, and in which I can be helpful

(Please use reverse side if additional space is needed)

**\*Please include/attach resume (Resume on file for ARB)**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

William Hartsock  
(Applicant's signature)



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR ECONOMIC DEVELOPMENT AUTHORITY, ANTI-POVERTY COMMISSION, PLANNING COMMISSION  
(Board, Commission, or Authority)

8/27/2024  
(Date of Application)

NAME: McDANIEL Tony W.  
(Last First Middle initial)

HOME ADDRESS: 6 HAMPTON CT. PETERSBURG, VA. 23805  
(Street Apartment # ZIP)

804-982-0966 804-371-1280 3  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: tonymcdaniel2@gmail.com

IT ENGINEER DEPARTMENT OF VETERANS SERVICES  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: MEMBER OF LOCAL CHURCH IN 6 WARD, HIGHER LEARNING MINISTRIES, LENDING HELPING HANDS,

Please indicate why you would like to serve: I AM PASSIONATE ABOUT SHAPING THE FUTURE OF OUR COMMUNITY. I AM COMMITTED TO ENSURING OUR CITY EVOLVES IN A WAY THAT ENHANCES SUSTAINABILITY, PROMOTES ECONOMIC VITALITY, AND PRESERVES OUR UNIQUE CHARACTER. I WANT TO HELP TO CREATE AN INCLUSIVE CITY  
(Please use reverse side if additional space is needed)

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



City of Petersburg, Virginia  
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR Any open position for which I am qualified.  
(Board, Commission, or Authority)

08 July 2024  
(Date of Application)

NAME: Wilson, Xiomara C  
(Last First Middle initial)

HOME ADDRESS: 708 Tora Bora Rd. Fort Gregg-Adams, VA 23801  
(Street Apartment # ZIP)

(910) 978-1035 (804) 734-6472  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: xiomaraCWilson@gmail.com

Financial Technician- Fort Gregg-Adams FMWR Garrison Command  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Richmond Association of Realtors, NAACP, NC Notary Public

Please indicate why you would like to serve: I am from Fayetteville, NC a town very similar to Petersburg. I have fallen in love with the city, it's history and character. I know that it's also a growing community. I work in financial management and have a dense background in housing (14 years in conventional and public housing) so I am aware of the issues our communities are facing in those sectors. I heard the Mayor speak at a Juneteenth event here on base and I would love to serve in any way possible

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Xiomara CWilson  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

7/25/2023  
(Date of Application)

NAME: Annan Kofi K  
(Last First Middle initial)

HOME ADDRESS: 106 W Old St, Apt D  
(Street Apartment # ZIP)

240-601-0871 571-732-3566 5  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: kofiannan321@yahoo.com

Owner, Soul Rebel LLC Restaurant; Executive Dir, Soul Rebel Cares  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Please indicate why you would like to serve: My experience as a small business owner and community organizer gives me a unique perspective that I believe could be beneficial to the community.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority, Social Services Advisory Board,  
Commission on Community Relation Affairs, Planning Commission  
(Board, Commission, or Authority)

11/16/2021

(Date of Application)

NAME: Pope Jessica S  
(Last First Middle initial)

HOME ADDRESS: 2332 Nelson Ct  
(Street Apartment # ZIP)

804-590-7934 804-319-4519 7th  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: jessicashanelb@gmail.com

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: \_\_\_\_\_

Currently employed with Suntrust now Truist at the corporate office in Richmond, VA

Please indicate why you would like to serve: I want to bring about change in the community  
and encourage people to use their voice. I also would like to help rebrand and change the way  
outsiders view our city. Lastly, I would like to encourage more business, retail, and children  
activities for the community.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Jessica Pope  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR ECONOMIC DEVELOPMENT AUTHORITY  
(Board, Commission, or Authority)

13 APRIL 2021  
(Date of Application)

NAME: BYERSON VIRGINIA H.  
(Last First Middle initial)

HOME ADDRESS: 15616 BOYDTON PLANK RD. DINWIDDIE 23841  
(Street Apartment # ZIP)

804 943 8511 N/A OPEN  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: virginabyerson@gmail.com

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Whispers of Love, Inc.

Please indicate why you would like to serve: Please see attachment

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Signature]  
(Applicant's signature)



City of Petersburg, Virginia
Boards, Commission, and Authority Application

(Please type or print clearly)

APPLICATION FOR Economic Development Authority
(Board, Commission, or Authority)

02/15/2021

(Date of Application)

NAME: Ingram, Patrick, R
(Last First Middle initial)

HOME ADDRESS: 836 S. Gillfield Dr. 23803
(Street Apartment # ZIP)

804-566-9121 703-307-7385 6
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Patrick.Ingram@patrickforpetersburg.com

Disease Intervention Specialist, Commonwealth of Virginia
(Current occupation and place of employment - if retired, indicate former occupation)

Current membership in professional/community organizations:

The Society for Collegiate Leadership and Achievement, The Mentor Collective, The Petersburg Community Coalition

Please indicate why you would like to serve:

I possess the ability to bring together major stakeholders to assist in problem-solving the issues that we face. Furthermore, I believe that citizens must have the ability to serve and act as a check and balance to the remainder of municipal government. I possess knowledge from government, non-profit, and business sectors, which will be advantageous to continue the positive growth of Petersburg. I look forward to providing my knowledge and guidance to support the City of Petersburg.

(Please use reverse side if additional space is needed)

\*Please include/attach resume.

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

[Handwritten signature]
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Economic Development Authority  
(Board, Commission, or Authority)

6-30-20

(Date of Application)

NAME: Crockett Raymond  
(Last First Middle initial)

HOME ADDRESS: 248 Southwood Dr. 23805  
(Street Apartment # ZIP)

804.861.2634 2  
(Home Phone #) (Work Phone #) (Ward)

Email Address: raycrockett47@yahoo.com

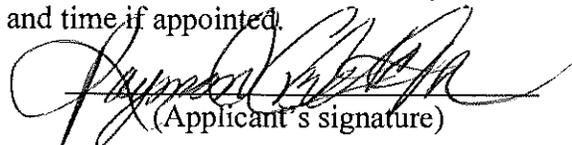
(Current occupation and place of employment – if retired, indicate former occupation)

CEO of Crocketts Food Center  
Current membership in professional/community organizations: Chairman of Deacon Board at Mount Hope Baptist Church, Prince George VA

Please indicate why you would like to serve: I would like to restore the economic development in our city.

(Please use reverse side if additional space is needed)

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

  
(Applicant's signature)

Note: Please return the completed form to: Clerk of City Council, Room 210, City Hall, Petersburg, Virginia 23803.



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Commission  
(Board, Commission, or Authority)

January 13, 2025  
(Date of Application)

NAME: Perez Andre T  
(Last First Middle initial)

HOME ADDRESS: 2022 Country Lane Court Petersburg, VA 23805  
(Street Apartment # ZIP)

804-943-9071 804-895-8946 Five  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: Andreperetz21@yahoo.com

CEO (Chief Executive Officer) Frontline Crisis Stabilization  
(Current occupation and place of employment – if retired, indicate former occupation)

**Current membership in professional/community organizations:**

I am currently a volunteer with Flourishing You, a non-profit organization dedicated to supporting individuals experiencing mental health crises and substance abuse issues. My involvement includes providing direct support to those in need and contributing to the organization's mission of fostering recovery and well-being. Additionally, I volunteer with A Ray of Sunshine, where I work to address homelessness and community needs. This includes feeding and providing shelter for the homeless, assisting families with funeral expenses, and organizing Christmas gifts for children affected by gun violence. My contributions to these organizations demonstrate my commitment to serving vulnerable populations and promoting meaningful change in our community.

**Please indicate why you would like to serve:**

I want to join the City of Petersburg to contribute my expertise and passion for making a difference in our community. With a strong background in working with local organizations, service providers, and stakeholders to address critical needs such as housing, healthcare, education, and safety, I am committed to driving initiatives that positively impact our community. I believe that my experience in leadership, program management and community development will bring valuable insights to the board's decision-making process. Joining this board represents an opportunity to collaborate with like-minded professionals and leverage my skills to further the organization's goals and create lasting change.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

*Andre Perez*



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/14/25  
(Date of Application)

NAME: Wesson Corey J  
(Last First Middle initial)

HOME ADDRESS: 1032 Sixth Street Petersburg VA 23803  
(Street Apartment # ZIP)

804-895-9560 same 1  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: WJRservices3412@gmail.com

President of WJR save a life foundation.  
(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: non profit organization  
(WJR)-providing community resources, weekly feedings  
to the homeless and MOU with local crisis organization.

Please indicate why you would like to serve: Petersburg has and always be  
my home. I want to be able to pour back into my  
community. This board will allow local organizations  
and advocates to help expand Petersburg. I want to be included!  
(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Corey Wesson  
(Applicant's signature)



**City of Petersburg, Virginia  
Boards, Commission, and Authority Application**

(Please type or print clearly)

APPLICATION FOR Board  
(Board, Commission, or Authority)

1/15/2025  
(Date of Application)

NAME: Jones Quiera J  
(Last First Middle initial)

HOME ADDRESS: 1338 Custer St 23803  
(Street Apartment # ZIP)

804-821-4477 6  
(Home Phone # or Cell Phone#) (Work Phone #) (Ward)

Email Address: \_\_\_\_\_

(Current occupation and place of employment – if retired, indicate former occupation)

Current membership in professional/community organizations: Secretary and Treasurer of local nonprofit, WJR Save A Life Foundation.

Please indicate why you would like to serve: To make a direct impact on my community by helping shape policies, improve services and address local needs.

(Please use reverse side if additional space is needed)

**\*Please include/attach resume.**

I understand the duties of this (Board, Commission, or Authority) and agree to actively participate and attend the meeting at its scheduled date and time if appointed.

Quiera Jones  
(Applicant's signature)



# City of Petersburg

## Ordinance, Resolution, and Agenda Request

**DATE:** February 18, 2025

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

**THROUGH:** March Altman, Jr., City Manager

**FROM:** Customer Care & Collections

**RE:** **Resolution to Extend Personal Property Tax Due Date - Pages 272-273**

---

**PURPOSE:** Consideration of a Resolution to Extend Personal Property Tax Due Date

**REASON:** Consideration of a Resolution to Extend Personal Property Tax Due Date

**RECOMMENDATION:** Approve resolution

**BACKGROUND:**

**CITY COUNCIL HEARING DATE:** 2/18/2025

**CONSIDERATION BY OTHER GOVERNMENT ENTITIES:**

**AFFECTED AGENCIES:**

**RELATIONSHIP TO EXISTING ORDINANCE OR RESOLUTION:**

**REQUIRED CHANGES TO WORK PROGRAMS:**

**ATTACHMENTS:**

1. Resolution - PP Extension

**A RESOLUTION TO PERSONAL PROPERTY DUE DATE EXTENSION**

---

**WHEREAS**, in accordance with Section 106-1 of the Petersburg City Code, and 58.1-3916 of the Code of Virginia, City Council sets the tax rate and dates upon which such taxes will be collected; and

**WHEREAS**, the City of Petersburg's Personal Property tax bills currently have a due date of February 28, 2025; and

**WHEREAS**, the Customer Care & Collections Department experienced a delay in mailing said bills during the quality control process; and

**WHEREAS**, the Customer Care & Collections Department, in conjunction with the CFO, have requested the due date for the personal property tax bills be extended to March 7, 2025

**WHEREAS**, Council believes it to be fair and just to the citizens under the circumstances to grant the request for extension proposed by the Customer Care & Collections Department.

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council and the City of Petersburg hereby extends the current due date for the personal property tax bills for this year only to March 7, 2025.