



CITY OF EMPORIA

AGENDA
EMPORIA CITY COUNCIL
Regular Meeting
Tuesday, August 4, 2015 - 6:30 P.M.

OPENING PRAYER

ROLL CALL

APPROVAL OF MINUTES

July 21, 2015 ~ Public Hearing and Regular Meeting

APPROVAL OF AGENDA

NEW BUSINESS

- 15-63. Strategic Goals and Priorities - Request for Direction Regarding Education Component
- 15-64. Police Officer Uniform Patches - Request to Approve New Patch Design
- 15-65. Electronic Summons System Assessment - Request to Conduct a Public Hearing
- 15-66. Justice Assistance (JAG) - Appropriation Ordinance

PUBLIC COMMENT

CLOSED SESSION

Closed meeting pursuant to Virginia Code §2.2-3711 (A) (3) Acquisition of real property for a public purpose and disposition of publicly held real property pertaining to the location of the Social Services building where discussion in open session would adversely affect our negotiation strategy.

PUBLIC HEARING

1. **Conditional Use Permit Request – 200 Purdy Road**
 2. **Zoning Code Amendments – Floodplain Ordinance**
 3. **Relocation of Polling Place for District 5 – Request to Amend Ordinance**
 4. **Capital Projects Financing – Request to Adopt Bond Resolution**
-

Emporia's City Council held a Public Hearing on Tuesday, July 21, 2015, at 6:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Mary L. Person presided over the session.

The following City Council members were present:

Councilman F. Woodrow Harris
Councilman James E. Ewing, III
Councilwoman Carolyn S. Carey
Councilwoman L. Dale Temple
Councilwoman Carol Mercer
Councilwoman Deborah D. Lynch

Others present:

Mary L. Person, Mayor
C. Butler Barrett, City Attorney
Brian S. Thrower, City Manager
Dr. Edwin C. Daley, Assistant City Manager
Tessie S. Wilkins, City Clerk
W. S. Harris, Jr., Treasurer
Royal Jones, Public Works Director
Ken Ryals, Emergency Service Coordinator
Sheila Cutrell, Finance Director
Todd Anderson, Captain

Absent:

Councilwoman Doris T. White

1. Conditional Use Permit Request – 200 Purdy Road

Mr. Thrower reported that Fosho Foods, LLC has submitted a conditional use permit application to operate a "Food Processing" establishment at 200 Purdy Road. He also reported that the parcels are identified as City Tax Map Numbers 100-91- and 100-9-1A and are zoned C-2 Commercial District. He further reported that the "Food Processing and Wholesale Distribution of Food Products" is a permitted use in the C-2 Commercial District with conditional use permit.

Mr. Thrower stated that in Sec. 90-77 (a) of the City's zoning code, "C-2 commercial districts shall be utilized to accommodate general business areas or for auto or highway-oriented commercial uses, and wholesaling operations which, by nature or space requirements, do not lend themselves to being concentrated within a centralized, C-1 district area."

Mr. Thrower stated that according to the application, Fosho Foods, LLC plans to “upfit (the) building to use for (as) a USDA inspected facility to cook and wholesale certain foods.” He also stated that the application states, “We will cook approximately 1 day a week, and the facility will have the proper ventilation needed and additional improvements made to the existing facility.”

He recommended that Fosho Foods, LLC be granted a conditional use permit. He stated that the applicant will be required to adhere to all other zoning and building code requirements before permits are issued. He also stated that at its July 14, 2015 meeting, the Planning Commission also voted six to zero to recommend approval of this request.

Mayor Person asked if there was anyone present who wished to speak regarding this matter.

With there being no comments to come before City Council, Mayor Person declared the first public hearing closed and proceeded to the second public hearing.

2. Zoning Code Amendments- Floodplain Ordinance

Mr. Thrower stated that he has been working with the Virginia Department of Conservation and Recreation (DCR) staff to update the City’s Floodplain Ordinance in accordance with the Federal Emergency Management Agency (FEMA) regulations.

Mr. Thrower stated that at its July 14, 2015 meeting, the Planning Commission voted six to zero to table this item because they wanted more information from DCR staff. He also stated that Council can either table this item or approve the ordinance.

Mayor Person asked if there was anyone present who wished to speak regarding this matter.

With there being no comments to come before City Council, Mayor Person declared the second public hearing closed and proceeded to the third public hearing.

3. Relocation of Polling Place for District 5 – Request to Amend Ordinance

Mr. Thrower stated that the Emporia Electoral Board is requesting the City to change the District 5 polling place from the Greensville-Emporia Department of Social Services to the Emporia Volunteer Fire Department. He also stated that the Electoral Board is requesting the change due to the fact that the area the Electoral Board had been using at the Social Services building is no longer available for use. He further stated that the only area available for use at the Social Services building is the lobby, which is not large enough.

He recommended that Council adopt the ordinance that amends City Code Section 30-36 and changes the District 5 polling place from the Greensville-Emporia Department of Social Services to the Emporia Volunteer Fire Department.

Mayor Person asked if there was anyone present who wished to speak regarding this matter.

Debra Brown, NAACP President, of 604 Temple Avenue, Emporia, Virginia addressed Council stating that she was not in opposition with moving the poll if the conditions are not suitable but felt it does not give residents enough notice for this voting year. She also stated that residents should have six months to a year before moving the polling site.

Jessie O'Neary, of 1912 Sunnyside Road, Emporia, Virginia addressed Council stating that he was also concerned with moving the polling site at this time and not giving enough notice to the resident of District 5.

George Morrison, of 206 Hicksford Avenue, Emporia, Virginia addressed Council stating that he was also concerned with moving the poll site.

Mr. Thrower stated that moving the poll site could be done within 60 days of the general election and all citizens of the District would have to receive a letter notifying them of the change within 15 days of the general election which could be achieved at this time.

With there being no further comments to come before City Council, Mayor Person declared the third public hearing closed and proceeded to the fourth public hearing.

4. Capital Projects Financing – Request to Adopt Bond Resolution

Mr. Thrower stated that at the April 7, 2015 meeting, Council approved funding for the following capital projects: South Main Street - \$700,000.00, East Atlantic Street - \$ 700,000.00 and Animal Shelter - \$300,000.00. He also stated that an additional \$50,000.00 has been added to the Animal Shelter project to include engineering costs and \$50,000.00 is included for bond issuance costs for a total of \$1,800,000.00.

Mr. Thrower stated that Council had previously approved loan funding for improvements at the Water Treatment Plant from the Rural Development Administration. He also stated that the contractor will not complete the project prior to September 30, 2015 when this funding authorization expires. He further stated that it is therefore anticipated that \$1,500,000.00 plus \$50,000.00 bond issuance costs will be needed to complete this project.

Mr. Thrower stated that the funding for repayment of those bonds was included in the Fiscal Year 2016 Budget with an increase in the lodging tax.

Mr. Thrower stated that Mr. Roland Kooch from Davenport and Company assisted City staff with the solicitation of bank proposals for the financing of these projects. He also stated that Mr. Kooch is here to discuss the financing options and his recommendations.

Mr. Roland Kooch from Davenport and Company respectfully recommends that the City implement the 2015A Bond with Carter Bank and Trust for the following reasons:

- The Carter Bank and Trust proposal does not have any put conditions;
- Lowest 20 year fixed rate that is fixed for the life of the loan (i.e. through FY2035);
- Straightforward proposal that can be implemented by mid-August;
- Based on market conditions as of July 21, 2015, the Carter Bank and Trust proposal provides better overall results than a potential VRA pooled financing alternative; and

- Implementing a direct bank loan today based on a known rate proposal also eliminates potential interest rate risk and uncertainty of financing at a later date (i.e. VRA's Fall 2015 pooled financing).

Mr. Roland Kooch from Davenport and Company respectfully recommended that the City implement the 2015B Bond with First Citizens Bank for the following reasons:

- Lowest 3 year fixed rate that is prepayable anytime without penalty;
- Straightforward proposal that can be implemented by mid-August; and
- No additional bank closing costs.

Mayor Person asked if there was anyone present who wished to speak regarding this matter.

With there being no comments to come before City Council, Mayor Person declared the fourth public hearing closed.

Mary L. Person, Mayor

Tessie S. Wilkins, CMC
City Clerk

**MINUTES
EMPORIA CITY COUNCIL
CITY OF EMPORIA MUNICIPAL BUILDING
July 21, 2015**

Note to Reader: Although the printed agenda document for this City Council meeting is not part of these minutes, the agenda document provides background information on the items discussed by City Council during the meeting. A copy of the agenda document for this meeting may be obtained by contacting the Office of the City Clerk.

Emporia City Council held a regular meeting on Tuesday, July 21, 2015 at 6:30 p.m. in the Council Chambers of the Municipal Building, located at 201 South Main Street, Emporia, Virginia. Mayor Mary L. Person presided over the meeting with Carolyn Carey, Council Member offering the invocation.

ROLL CALL

The following City Council members were present:

Councilman F. Woodrow Harris
Councilman James E. Ewing, III
Councilwoman Carolyn S. Carey
Councilwoman L. Dale Temple
Councilwoman Carol Mercer
Councilwoman Deborah D. Lynch

Others present:

Mary L. Person, Mayor
C. Butler Barrett, City Attorney
Brian S. Thrower, City Manager
Dr. Edwin C. Daley, Assistant City Manager
Tessie S. Wilkins, City Clerk
W. S. Harris, Jr., Treasurer
Royal Jones, Public Works Director
Ken Ryals, Emergency Service Coordinator
Sheila Cutrell, Finance Director
Todd Anderson, Captain

Absent:

Councilwoman Doris T. White

MINUTES APPROVAL

Councilwoman Temple moved to approve the minutes from the Tuesday, June 16, 2015, Public Hearing and Regular meeting minutes as presented, seconded by Councilwoman Mercer, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

APPROVAL OF BILLS

A listing of the July 21, 2015 bills was presented to City Council members.

General Fund	\$	547,989.25
Utility Fund	\$	204,804.17

Councilwoman Temple moved to approve the July 21, 2015 bills as presented, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

FINANCIAL AND TAX REPORTS

Honorable W. S. Harris, Jr., City Treasurer provided his report to City Council members. There were no questions regarding his report.

Honorable W.S. Harris, Jr., City Treasurer provided the City Council members with highlights of the City's financial position. He requested that the City Council members authorize him to submit the names of all individuals owing delinquent taxes to the local newspaper for publishing in accordance with Section 58.1-3924 of the Code of Virginia.

Councilman Harris moved to approve that the names of all individuals owing delinquent taxes be submitted by the treasurer to the local newspaper for publishing with the understanding that those individuals who pay, prior to publishing, will have their names stricken from the listing prior to submission. Councilwoman Lynch seconded the motion, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

COMMISSIONER OF THE REVENUE REPORT

Honorable Joyce E. Prince, Commissioner of the Revenue provided her report to City Council members. There were no questions regarding her report.

PERMIT AND INSPECTION REPORT

Randy C. Pearce, Building/Fire Official provided his report to City Council members. There were no questions concerning his report.

POLICE REPORT

Ricky Pinksaw, Chief of Police provided his report to City Council members. There were no questions concerning his report.

CITY SHERIFF REPORT

Sam C. Brown, Sheriff provided his report to City Council members. There were no questions concerning his report.

CITY ATTORNEY REPORT

C. Butler Barrett, City Attorney had no matters to report to City Council members.

AGENDA APPROVAL

Councilwoman Lynch moved to approve the agenda with the deletion of Closed Session, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

UNFINISHED BUSINESS

15-24. Old Elementary School Auditorium – Request to Demolish and Report from Davenport and Company on Cost to Finance Renovations

Mr. Thrower stated that the PPEA proposal to renovate the old elementary school auditorium from Kenbridge Construction was rejected at the April 7, 2015 meeting and the deposit has been returned.

Mr. Thrower reported that a request to demolish the existing facility was tabled.

Mr. Thrower stated that the Kenbridge Proposal for renovation was defeated and the deposit check was returned to the developer. He also stated that the proposal cannot be re-considered.

Mr. Thrower reported that a motion to “Remove item 15-24 from the table” would enable the Council to consider the following alternatives:

1. A motion directing staff to solicit new PPEA proposals would result in new proposals similar to the Kenbridge proposal. The motion should indicate whether or not a new city hall should be included.

A new financing plan would be required since the 1 cent increase in the meals tax will be used for additional schools funding and the 1 cent increase in the lodging tax will be used for existing capital projects debt service.

2. Approval of the request to demolish will result in the elimination of the building.
3. Failure to adopt option 1 or option 2 will result in the building’s continued deterioration.

Mr. Thrower stated that Mr. Roland Kooch from Davenport and Company is here to discuss financial options for renovating the auditorium and/or a new or renovated city hall.

He recommended that given the fact that City Council previously rejected his recommendation to accept Kenbridge’s proposal to renovate the old elementary school property and apparently have no intentions to invest any significant amount of City funding on the project, he recommended that Council authorize staff to move forward with demolition of the property. He stated that Council approved \$100,000.00 in the FY16 budget to be used that purpose.

Mr. Roland Kooch from Davenport and Company stated that the Civic Center debt amount issued was \$3,000,000.00. He also stated that assuming Carter Bank proposed rate at 2.95% for a 20 year amortization and \$100,000.00 cost of issuance that the annual debt service was be \$207,406.65. He further stated that its equivalent to a 5.9 cent real estate tax increase. He stated that with an additional operating costs of \$70,000.00 that is equivalent to a 2.0 cent real estate tax increase.

Mr. Roland Kooch from Davenport and Company stated that the City Hall renovation amount issued was \$4,000,000.00 with the annual debt service of \$274,312.02 equivalent to a 7.8 cent real estate tax increase.

Mary Woodruff, of 2485 Blue Star Hwy, Jarratt, Virginia addressed Council stating that she was in opposition of demolishing the Old Elementary School Auditorium.

Danny White, of 111 Jefferson Street, Emporia, Virginia addressed Council stating that he was also in opposition of demolishing the Old Elementary School Auditorium. He also stated that this community needs a Civic Center to have big events. He further stated that he will support the Civic Center just like he supported other organizations in the community.

Charles Moore, of 705 Lakeside Drive, Emporia, Virginia addressed Council stating that he was also in opposition of demolishing the Old Elementary School Auditorium. He also stated that he support a Civic Center for the community.

Councilwoman Temple made a motion to remove item 15-24 from being table, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

Councilwoman Temple made a motion not to demolish the Old Elementary School Auditorium, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	no
Councilman James E. Ewing	no
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

NEW BUSINESS

15-54. Conditional Use Permit Request – 200 Purdy Road

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Councilman Harris made a motion to approve the conditional use permit requested for 200 Purdy Road, seconded by Councilwoman Mercer, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-55. Zoning Code Amendments – Floodplain Ordinance

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Councilman Harris made a motion to table this item until further direction from Planning Commission, seconded by Councilman Ewing which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-56. Relocation of Polling Place for District 5 – Request to Amend Ordinance

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Councilman Harris made a motion to adopt **Ordinance No. 15-24** to amend Section 30-36 Polling Places of the City Code of Ordinances of the City of Emporia, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-57. Capital Projects Financing – Request to Adopt Bond Resolution

Mr. Thrower stated that this item was the subject of the public hearing previously held.

Councilwoman Temple made a motion to adopt **Resolutions No. 15-06 and 15-07** authorizing the issuance and sale of a General Obligation Bond, Series 2015A and 2015B, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-58. Department of Emergency Management Grant Funds – Appropriation Ordinance

Mr. Thrower reported that on December 18, 2014 that the City of Emporia was awarded a grant allocation from the Department of Emergency Management in the amount of \$11,500.00. He also reported that at the close of FY15, there was \$6,675.00 remaining in unspent grant funds. He further reported that the appropriation ordinance for the use of these funds technically lapsed on June 30th with the close of the fiscal year. He stated that Council, would need to re-appropriate these remaining funds into the current operating budget.

He recommended that Council adopt the ordinance.

Councilman Ewing made a motion to adopt **Ordinance No. 15-25** to appropriate the sum of \$6,765.00 in grant fund from the Department of Emergency Management for the State Homeland Security Program, seconded by Councilwoman Lynch, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-59. CYC, Ltd. – Funding Request from June 16, 2015 Meeting

Mr. Thrower stated that at Council June 16, 2015 meeting, Dr. Thelma Atkins- Riley, President of the CYC, Ltd., requested that Council approve giving the CYC, Ltd. and additional \$10,000.00 over what was approved in the FY16 adopted budget. He also stated that she requested Council to approve this funding to primarily support pool operations this summer. He further stated that the funding in question was originally approved for the CYC, Ltd. in the adopted FY15 budget and was earmarked as a capital outlay to be used for demolition purposes only.

He recommended that Council do not recommend approving this funding for three primary reasons. He stated that this funding was not approved in the adopted FY16. He also stated that approving this funding, in his opinion, would violate the Financial Policy Guidelines adopted on October 21, 2014. He further stated that the CYC, Ltd. would most likely request this additional funding next fiscal year and will become more dependent on the City honoring this level of funding in future years, should Council approve the request. He stated that the buildings previously slated for demolition will deteriorate further over time causing additional neighborhood blight. He also stated that at some point in the future, the City would be faced with the prospect of issuing property maintenance violations and possibly demolishing the buildings at the City's expense.

Councilwoman Carey made a motion to adopt **Ordinance No. 15-26** to appropriate the sum of \$4,000.00 in grant funds from Unappropriated Fund Balance of the General Fund for the Community Youth Center, Ltd. for Operations, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	nay
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	nay
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-60. Meherrin Regional Library – Funding Request from June 16, 2015 Meeting

Mr. Thrower reported that at the June 16, 2015 meeting, Polly Duffey, Meherrin Regional Library System Director, requested an additional \$414.00 over what was approved in the adopted FY16 budget in order to address the loss of federal funding.

He recommended that Council do not approve this funding request given the fact that this funding was not approved in the adopted FY16 budget. He stated that approving this funding, in his opinion, would violate the Financial Policy Guidelines adopted on October 21, 2014.

Councilman Ewing made a motion to adopt **Ordinance No. 15-27** to appropriate the sum of \$414.00 from the Unappropriated Fund Balance of the General Fund for the Meherrin Regional Library for Operations, seconded by Councilwoman Temple, which passed as follows:

Councilman F. Woodrow Harris	nay
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	nay

Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-61. Emporia-Greenville Habitat for Humanity – Request from June 16, 2015 Meeting

Mr. Thrower stated that during the June 16, 2015 meeting, Cornell Hines, representing the Emporia-Greenville Habitat for Humanity, requested that City waive development fees associated with the construction of Habitat’s first home on Washington Street, which is part of the City’s W. Atlantic Street Neighborhood Improvement Project.

He recommended that Council approve waiving development fees associated with the construction of this home, as well as all other development fees for homes to be constructed in the future that are part of this project given the fact that Habitat is the City’s partner on the W. Atlantic Street Neighborhood Improvement Project.

Councilman Ewing made a motion to approve waiving development fees associated with the construction of this home, as well as all other development fees for homes to be constructed in the future that are part of this project, seconded by Councilman Temple, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

15-62. Boards and Commissions – Various Term Expirations

Mr. Thrower reported that the City of Emporia have several members on its Boards and Commissions whose terms has expired.

Mr. Thrower stated that on June 30, 2015, Mr. Edward V. Lankford, IV and Mr. Chris Thompson’s four-year term on the City of Emporia’s Planning Commission expired. He also stated that both d indicated that they wish to be considered for reappointment.

Councilwoman Temple made a motion to reappoint Mr. Edward V. Lankford, IV and Mr. Chris Thompson to serve another four-year term on the City of Emporia Planning Commission, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

Mr. Thrower stated that on July 1, 2015 Ms. Peggy Jones and Mr. Moe Ghassemi’s four-year term on the Southside Virginia Education Center Board of Directors expired. He also stated

that Mr. Ghassemi indicated that he does not wish to be considered for reappointment. He further stated that Ms. Jones indicated that she does wish to be considered for reappointment.

Councilwoman Carey nominated Peggy Jones and L. Dale Temple.

Councilman Ewing made a motion to appoint Ms. Peggy Jones and L. Dale Temple to serve a four-year term on the Southside Virginia Education Center Board of Directors, seconded by Councilwoman Carey, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	abstained

Mr. Thrower stated that on June 30, 2015 Mrs. Carolyn Carey's four-year term on the Social Services Board expired. He also stated that Mrs. Carey indicated that she does wish to be considered for reappointment.

Councilwoman Temple made a motion to reappoint Carolyn Carey to serve a four-year term on the Social Service Board, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	aye
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	abstained
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

Mr. Thrower stated that on June 30, 2015 the two-year term of Mr. William Robinson, III, Council Member F. Woodrow Harris and Dr. Angela Wilson on the Southside Community Criminal Justice Board expired. He also stated that all have indicated that they do wish to be considered for reappointment.

Councilwoman Temple made a motion to reappoint Mr. Robinson, Councilman Harris and Dr. Wilson to serve another two-year term on the Southside Community Criminal Justice Board, seconded by Councilman Ewing, which passed as follows:

Councilman F. Woodrow Harris	abstained
Councilman James E. Ewing	aye
Councilwoman Deborah D. Lynch	aye
Councilwoman Carolyn S. Carey	aye
Councilwoman Carol Mercer	aye
Councilwoman L. Dale Temple	aye

PUBLIC COMMENT

Mayor Person asked if anyone wished to bring a matter before City Council members adhering to the three-minute time limitation.

Jim Saunders, of 400 Battery Avenue, Emporia, Virginia addressed Council stating that he was concerned with the appearance of 205 Battery Avenue because it was making the neighborhood look bad.

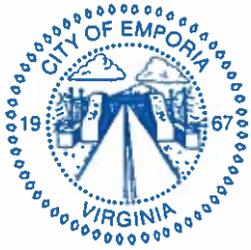
With there being no further comments to come before City Council, Mayor Person closed the public comment portion of the meeting.

ADJOURNMENT

With no further business to come before City Council, Mayor Person adjourned the meeting.

Mary L. Person, Mayor

Tessie S. Wilkins, CMC
City Clerk



CITY OF EMPORIA

Memorandum

July 31, 2015

TO: The Honorable Mayor and City Council

FROM: Brian S. Thrower, City Manager *BST*

SUBJECT: Strategic Goals and Priorities – Request for Direction Regarding Education Component

ITEM #: 15-63

As you are aware, the start of the school year is approaching. With that said, I am seeking your guidance on whether you would like to pursue holding regular meetings with school leaders and continue receiving information from school board appointees.

Your adopted Goals and Priorities state the following:

- Develop a strategy to meet regularly with school leaders in order to identify and address educational issues, needs, and solutions and to work together in partnership to further educational attainment
- Develop a strategy by which appointed School Board Members provide the City Council with information regarding educational policies and progress on a regular basis

In particular, would you like to continue receiving updates from school board appointees on a quarterly basis at your City Council meetings? In addition, would you like to hold separate meetings with school system staff and board appointees on a regular basis outside of City Council meetings to discuss issues previously identified?

Recommendation

Your guidance is requested.

Attachment

Strategic Goals and Priorities



EMPORIA CITY COUNCIL STRATEGIC GOALS

Created April 11-12, 2014
Adopted May 6, 2014

Economic Development

Pursue economic development opportunities through collaboration and partnerships to increase and improve employment for our citizens.

Education

Support a culture of educational achievement and lifelong learning in order to develop and sustain a productive workforce ready for 21st century employers.

Cultural and Recreational Opportunities

Develop cultural facilities while supporting our existing recreational providers

City Appeal

Vitalize the overall appearance of the City to create an atmosphere that is attractive and appealing to citizens, businesses, and visitors

EMPORIA CITY COUNCIL 3-YEAR PRIORITIES

Economic Development

Pursue economic development opportunities through collaboration and partnerships to increase and improve employment for our citizens.

1	Identify properties in Emporia that we can develop or enhance to be attractive for potential business and purchase land for future development as appropriate
2	Implement a business recruitment initiative/marketing process that includes written/electronic materials <ul style="list-style-type: none"> • Ensure that we know what we are marketing • Consider whether a slogan/brand would be helpful to us • Individualize our marketing strategy as part of the comprehensive regional marketing/ strategic effort • Consider whether we should contract with a firm to do a retail recruitment study
3	Increase Emporia’s leadership presence in the collaborative efforts and partnerships in which we are involved (i.e. seek leadership positions, ensure regular attendance)
4	Identify and increase relationships with key players in state/related agencies in order to enhance our economic development presence, including crossing administrations (i.e. Rolls Royce, CCAM, VEDP, Port of Virginia, etc.)
5	Develop and implement a strategy to communicate our economic development successes
6	Continue our strategy to retain our existing businesses

Education

Support a culture of educational achievement and lifelong learning in order to develop and sustain a productive workforce ready for 21st century employers.

7	Develop a strategy to meet regularly with school leaders in order to identify and address educational issues, needs, and solutions and to work together in partnership to further educational achievement Potential discussion areas/needs: <ul style="list-style-type: none"> • Identify ways in which we need to be supportive at the State level • Need for a coordinator to enhance parental involvement in the schools • Develop a work ethics curriculum to be implemented at the 9th grade level • Guidance counselors should track each 8th grader throughout high school • Track GPAs to ensure college readiness • CCAM integration with the schools
---	---

8	Develop a strategy by which appointed School Board Members provide the City Council with information regarding educational policies and progress on a regular basis
9	Support efforts of the Virginia Growth Alliance to enhance career/technical education opportunities through regional partnerships

Cultural and Recreational Opportunities

Develop cultural facilities while supporting our existing recreational providers

10	Support our existing recreational facilities (CYC, YMCA, EGRA, Boys and Girls Club)
11	Establish a leadership/partnership role in developing the Civic Center as a cultural venue with multi-use potential for the City <ul style="list-style-type: none"> • Develop attraction to bring people downtown consistent with plan to create “hub” • Need to “drive the train” and realize we may have to spend money to make money

City Appeal

Vitalize the overall appearance of the City to create an atmosphere that is attractive and appealing to citizens, businesses, and visitors

12	Continue to address blighted areas in the City through redevelopment including: <ul style="list-style-type: none"> • West Atlantic • Belfield/Downtown project • South Main Street enhancement project
13	Continue to actively enforce property maintenance codes

EMPORIA CITY COUNCIL ROLES

What are the appropriate roles for the Council, City Manager and Mayor?
 Are there any roles that would enhance our progress on Strategic Goals and Priorities?

Council	City Manager	Mayor
<ul style="list-style-type: none"> • Policy • Doing what is right for the community • Communication with each other, with the community, and all concerned • Listening • Provide leadership for the City • Accentuate the positive more than the negative • Be the voice of the citizens • Be positive even if treated negatively • Be an advocate for fiscal appropriateness • Be proactive (i.e. burning issues) • Looking for right business in an entrepreneurial way 	<ul style="list-style-type: none"> • Operations • Communication with the Council • Communication with staff • Leadership skills • Initiative - coming up with ideas to enhance the City and its growth • Keeping abreast of new opportunities for the City such as grants; read a lot and inform the Council • Hiring/firing • Looking for right business in an entrepreneurial way 	<ul style="list-style-type: none"> • Be a figurehead to represent the City • Chief ceremonial officer • Tie-breaker • Run the Council meetings effectively and positively and in a timely way • Looking for right business in an entrepreneurial way



CITY OF EMPORIA

Memorandum

July 31, 2015

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Police Officer Uniform Patches – Request to Approve New Patch Design
ITEM #: 15-64

The Police Chief has been in discussions with our police officers regarding changing the design of the patch on police uniforms. The current patch reflects the City seal. All other City uniform patches also utilize the City seal. The new patch proposed by the Police Chief reflects the downtown water tower and train depot. According to the Police Chief, approximately 50% of our police department employees responded to a survey seeking input on patch designs. Of those 50%, employees chose the patch reflecting the water tower and train depot over the current City seal by a 3 to 1 margin. A patch reflecting the Greensville County Courthouse was previously rejected due to its similarity to the Greensville County seal.

Given the fact there is no specific City policy regarding the design of patches on City uniforms and deviation from the City seal, I am seeking your approval to move forward on the new patch design.

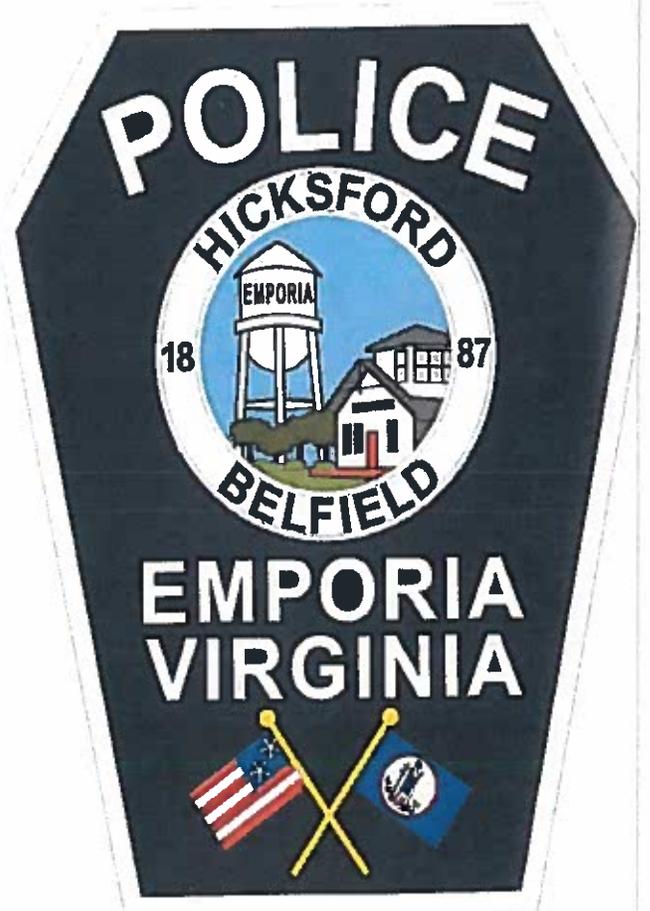
Recommendation

I recommend you authorize City staff to move forward with the new “Water Tower and Train Depot” Police Department patch design. I will also be bringing you a policy regarding City uniform patch designs in the near future for your consideration.

Attachments

Police Uniform Patch Options

AI
AI





CITY OF EMPORIA

Memorandum

July 31, 2015

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Electronic Summons System Assessment – Request to Conduct a Public Hearing
ITEM #: 15-65

Virginia State Code Section 17.1-279.1 permits a locality's governing body to adopt an ordinance that will assess up to an additional \$5.00 as part of the costs in each criminal or traffic case in the locality's district or circuit courts. The funds shall be held for disbursement to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

The Emporia Police Department promotes traffic safety and enforces violations of criminal law on a daily basis. When motorists are stopped by police it adds an element of danger, as both the motorists and officers are exposed to passing traffic. An electronic summons system would lessen the chance of accidents during the course of traffic stops and would also provide the motorist with a faster and more efficient transaction.

An electronic summons system will improve efficiency and accuracy in the processing of summons. Our "dated" mobile hardware systems can be replaced/upgraded with these funds. It will allow electronic scanning of license information and immediate transmission to the State's electronic database. This will result in a more accurate data system and faster access to information by citizens and law enforcement. The demand for additional police department records personnel to enter summons information will be eliminated.

The accumulated funds will be held in a designated City account and will be utilized for the future purchase of electronic summons system equipment.

Recommendation

I recommend that you authorize conducting a public hearing on this matter at your August 18, 2015 meeting.

Attachments

Proposed Ordinance
State Code Section 17.1-279.1

Ordinance No. _____

**AN ORDINANCE TO ENACT A CERTAIN SECTION OF THE CODE OF
ORDINANCES OF THE CITY OF EMPORIA, VIRGINIA**

AN ENACTMENT

BE IT ORDAINED by the City Council of the City of Emporia, Virginia in regular session that the following section be enacted as follows:

Chapter 26 Courts

Sec. 26-9. Assessment for Electronic Summons System

There is hereby assessed an electronic summons system fee of Five dollars (\$5.00) as part of the costs in each criminal or traffic case in the city general district or circuit court in which the defendant is charged with a violation of any statute or ordinance. The assessment shall be collected by the clerk of the court in which the action is filed, remitted to the city treasurer, and held by such treasurer subject to appropriation by the city council to a local law-enforcement agency solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

State law reference – Additional assessment for electronic summons system. Code of Virginia, §17.1-279.1

This ordinance shall be in effect on and after its adoption.

Adopted: August 18, 2015

City of Emporia, Virginia

By _____
Mary L. Person
Mayor

Attest:

Form Approved:

City Clerk

City Attorney

§ 17.1-279.1. Additional assessment for electronic summons system

Any county, city, or town, through its governing body, may assess an additional sum not in excess of \$5 as part of the costs in each criminal or traffic case in the district or circuit courts located where such cases are brought in which the defendant is charged with a violation of any statute or ordinance, which violation in the case of towns arose within the town. The imposition of such assessment shall be by ordinance of the governing body, which may provide for different sums in circuit courts and district courts. The assessment shall be collected by the clerk of the court in which the action is filed, remitted to the treasurer of the appropriate county, city, or town, and held by such treasurer subject to disbursements by the governing body to a local law-enforcement agency solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system. The imposition of a town assessment shall replace any county fee that would otherwise apply.

2014, c. 325;2015, cc. 546, 643.



CITY OF EMPORIA

Memorandum

July 31, 2015

TO: The Honorable Mayor and City Council
FROM: Brian S. Thrower, City Manager *BST*
SUBJECT: Justice Assistance Grant (JAG) – Appropriation Ordinance
ITEM #: 15-66

The City of Emporia was awarded an Edward Byrne Memorial Justice Assistance Grant (JAG) from the United States Department of Justice. This \$8,526 grant will be used together with \$947 in matching funds from our current budget to purchase nine (9) Body Camera Systems.

These funds were not included in the FY16 operating budget, as the availability of grant funds changes each year. As such, you will need to adopt the attached ordinance to appropriate those funds into the budget. The Department of Justice will reimburse the City's General Revenue Account for \$8,526.

Recommendation

I recommend that you adopt the attached ordinance.

Attachment

Ordinance

Ordinance No. _____

Ordinance

An Ordinance To Appropriate The Sum Of
\$8,526.00 in DOJ Justice Assistance Grant (JAG)
Funds

BE IT ORDAINED by the Council of the City of Emporia, Virginia as follows:

1. That the sum of \$8,526.00 in Justice Assistance Grant funds from the Department of Justice be, and the same hereby is, appropriated into the City's Operating Budget for Fiscal Year 2015-2016.
2. Said appropriation shall be reflected in the 2015-2016 Operating Budget as the sum of \$8,526.00 in collected General Fund Revenues and the sum of \$8,526.00 appropriated to General Fund Expenditures for the purchase of nine (9) body camera systems, Account Number 31100-8103 Communications Equipment.
3. The City Manager is hereby authorized to do all things necessary to implement this ordinance.
4. This ordinance shall be in effect on and after its adoption.

Adopted: August 4, 2015

City of Emporia, Virginia

By _____
Mary L. Person
Mayor

Attest:

Form Approved:

City Clerk

City Attorney