

Director of Media

SUFFOLK CITY COUNCIL
MEETING OF OCTOBER 21, 2020



WORK SESSION

Begins at 4:30 P.M.

REGULAR SESSION

Begins at 6:00 P.M.

**SUFFOLK CITY COUNCIL
WORK SESSION
October 21, 2020
4:30 p.m.
City Council Chamber**

- 1.* Appointments
- 2.* Acquisition of Real Property – Tax Map Parcel 26*1

* Proposed Items for Closed Session

SUFFOLK CITY COUNCIL AGENDA
October 21, 2020
6:00 p.m.
City Council Chamber

1. **Call to Order**
2. **Nonsectarian Invocation**
3. **Approval of the Minutes**
4. **Special Presentations**
 - A. COVID-19 Update
 - B. EDA Covid-19 Small Business Grant Update
5. **Removal of Items from the Consent Agenda and Adoption of the Agenda**
6. **Agenda Speakers**
7. **Consent Agenda** – An ordinance to accept and appropriate a Justice Assistance Grant from the U. S. Department of Justice in support of the Suffolk Police Department and Office of the Commonwealth’s Attorney
8. **Consent Agenda** – A resolution of the City Council of the City of Suffolk, Virginia approving the issuance of revenue refunding bonds by the Western Tidewater Regional Jail Authority
9. **Public Hearing** – An ordinance to grant a Conditional Use Permit to establish a day care (family day home), 5-12 children, on property located at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126, Account Number 304668400; CUP2020-014
10. **Ordinance** – An ordinance authorizing the City Manager to provide hazardous pay bonuses to City employees for work performed during the COVID-19 Pandemic
11. **Resolutions**
12. **Staff Report** – Suffolk Executive Airport and Economic Development Update
13. **Motion** – A motion to schedule a public hearing on November 4, 2020, to consider the adoption of an ordinance authorizing the acquisition of right of way and easements for the Route 17 and Crittenden Road Intersection Improvements Project (UPC 111089)

14. **Motion** – A motion to schedule a City Council Work Session, for Wednesday, November 4, 2020, at 4:00 p.m., unless cancelled
15. **Non-Agenda Speakers**
16. **New Business**
17. **Announcements and Comments**
18. **Adjournment**

Work Session of the Suffolk City Council was held in the City Council Chamber, 442 West Washington Street, on Wednesday, July 15, 2020, 5:30 p.m.

PRESENT

Council Members -

Linda T. Johnson, Mayor, presiding

Leroy Bennett, Vice Mayor

Michael D. Duman

Donald Z. Goldberg

Roger W. Fawcett

Timothy J. Johnson

Curtis R. Milteer, Sr.

Lue R. Ward, Jr.

Patrick G. Roberts, City Manager

Helivi L. Holland, City Attorney

Erika S. Dawley, City Clerk

ABSENT

None

Mayor Johnson advised that there were no items on the agenda for today's Work Session, therefore, a motion was in order for a Closed Meeting at this time.

CLOSED MEETING

City Clerk Dawley presented the Closed Meeting motion for City Council's consideration:

1. Pursuant to Virginia Code Sections 2.2-3711(A)(8) and (A)(1), the consultation with legal counsel employed by a public body regarding specific legal matters requiring the legal advice of such counsel, and the discussion, consideration, or interviews of prospective candidates for appointment and the assignment, appointment, and performance of specific public officers or appointees of the City, specifically the appointments as shown on the attached list for vacancies or term expirations for Community Policy and Management Team, Early Childhood Development Commission, Fine Arts Commission, Human Services Advisory Board, Local Board of Building Code Appeals, Paul D. Camp Community College Board, Southeastern Virginia Alcohol Action Safety Program, Tidewater Youth Services Commission and Wetlands Board; and
2. Pursuant to Virginia Code Section 2.2-3711(A)(1), the discussion, consideration, or interviews of prospective candidates for appointment; and the assignment, appointment, and performance of specific public officers or appointees of the City, specifically the performance review of the Real Estate Assessor.

Vice Mayor Bennett, on a motion seconded by Council Member Duman, moved that City Council convene in a closed meeting for the above referenced purposes, by the following roll call vote:

AYES:	Mayor L. Johnson, Vice Mayor Bennett, and Council Members Duman, Goldberg, Fawcett, T. Johnson, Milteer and Ward	8
NAYS:	None	0

City Council convened in Closed Meeting at 5:31 p.m. The Closed Meeting concluded at 5:57 p.m.

Teste: _____
Erika S. Dawley, MMC, City Clerk

Approved: _____
Linda T. Johnson, Mayor

AGENDA: October 21, 2020, Regular Session

ITEM: Special Presentation – COVID-19 Update

The City Manager or designee will provide an update related to COVID-19.

AGENDA: October 21, 2020, Regular Session

ITEM: Special Presentation - EDA Covid-19 Small Business Grant Update

Staff will provide an update on the recently completed Second Round of EDA Covid-19 Small Business Grants and recommendations for future activity.

**Removal of Items from the Consent
Agenda and Adoption of the Agenda**

Agenda Speakers

AGENDA: October 21, 2020, Regular Session

ITEM: Consent Agenda – An ordinance to accept and appropriate a Justice Assistance Grant from the U. S. Department of Justice in support of the Suffolk Police Department and Office of the Commonwealth’s Attorney

The City has received a \$29,044 Justice Assistance Grant (JAG) from the U.S. Department of Justice in support of the Suffolk Police Department and the Office of the Commonwealth’s Attorney. The funding will be used to assist crime prevention activities and prosecution efforts including:

- Suffolk Police Department - \$24,687 for training and equipment.
- Office of the Commonwealth’s Attorney - \$4,357 for postage and supplies.

Adoption of the attached ordinance is necessary to accept and appropriate these funds to the appropriate line item in the Consolidated Grants Fund budget for Fiscal Year 2020-2021.

BUDGET IMPACT:

Adoption of the ordinance will increase the planned revenues and expenditures of the Consolidated Grants Fund by \$29,044 for the above-noted purpose and does not require local fund support.

RECOMMENDATION:

Adopt the attached ordinance

ATTACHMENTS:

Ordinance
Award Letter

ORDINANCE NUMBER _____

AN ORDINANCE TO ACCEPT AND APPROPRIATE A JUSTICE ASSISTANCE GRANT FROM THE U. S. DEPARTMENT OF JUSTICE IN SUPPORT OF THE SUFFOLK POLICE DEPARTMENT AND OFFICE OF THE COMMONWEALTH'S ATTORNEY

WHEREAS, the City has received funds in the amount of \$29,044 from the U.S. Department of Justice, Justice Assistance Grant Program to assist crime prevention activities of the Suffolk Police Department and prosecution efforts of the Office of the Commonwealth's Attorney, and;

WHEREAS, the funds received need to be accepted and appropriated to the Consolidated Grants Fund Budget for Fiscal Year 2020-2021 to assist with training, equipment, and, supplies.

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Suffolk, Virginia, that:

1. The sum of \$29,044 shall be reflected as budgeted in the following accounts in the Fiscal Year 2020-2021 Consolidated Grants Fund budget:

Revenue

211-31100-202114_433010	DOJ/JAGCrimePrev 9/23	\$24,687
211-22100-202114_433010	DOJ/JAGCrimePrev 9/23	<u>4,357</u>
		<u>\$29,044</u>

Expenditure

211-31100-202114_55500	Training (Police)	\$8,400
211-31100-202114_58200	Capital Outlay (Police)	16,287
211-22100-202114_55210	Postage (CWA)	1,338
211-22100-202114_56012	Books and Subscriptions (CWA)	<u>3,019</u>
		<u>\$29,044</u>

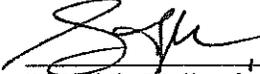
2. The fund amount totaling \$29,044 is hereby appropriated for use as referenced in this ordinance and the budget approved by Ordinance Number 20-O-028, as amended. The City Manager be, and is hereby authorized and directed to do all things necessary to effectuate this action.

3. This ordinance shall be effective upon passage and shall not be published.

READ AND PASSED: _____

TESTE: _____
Erika S. Dawley, City Clerk

Approved as to Form:


Assistant City Attorney for
Helvi L. Molland, City Attorney



Department of Justice (DOJ)
Office of Justice Programs

Office of the Assistant Attorney General

Washington, D.C. 20531

September 19, 2020

Mr. Patrick Roberts
City of Suffolk
442 West Washington Street
Suffolk, VA 23434-5360

Dear Mr. Roberts:

On behalf of Attorney General William P. Barr, it is my pleasure to inform you that the Office of Justice Programs (OJP), U.S. Department of Justice (DOJ), has approved the application by City of Suffolk for an award under the OJP funding opportunity entitled "JAG Local: Eligible Allocation Amounts \$25,000 or More." The approved award amount is \$29,044. These funds are for the project entitled City of Suffolk FY20 Justice Assistance Grant.

The award document, including award conditions, is enclosed. The entire document is to be reviewed carefully before any decision to accept the award. Also, the webpage entitled "Legal Notices: Special circumstances as to particular award conditions" (ojp.gov/funding/Explore/LegalNotices-AwardReqs.htm) is to be consulted prior to an acceptance. Through that "Legal Notices" webpage, OJP sets out -- by funding opportunity -- certain special circumstances that may or will affect the applicability of one or more award requirements. Any such legal notice pertaining to award requirements that is posted through that webpage is incorporated by reference into the award.

Please note that award requirements include not only award conditions, but also compliance with assurances and certifications that relate to conduct during the period of performance for the award. Because these requirements encompass financial, administrative, and programmatic matters, as well as other important matters (e.g., specific restrictions on use of funds), it is vital that all key staff know the award requirements, and receive the award conditions and the assurances and certifications, as well as the application as approved by OJP. (Information on all pertinent award requirements also must be provided to any subrecipient of the award.)

Should City of Suffolk accept the award and then fail to comply with an award requirement, DOJ will pursue appropriate remedies for non-compliance, which may include termination of the award and/or a requirement to repay award funds.

Please direct questions regarding this award as follows:

- For program questions, contact Kathy Manning, Program Manager at (202) 616-1722; and
- For financial questions, contact the Customer Service Center of OJP's Office of the Chief Financial Officer at (800) 458-0786, or at ask.ocfo@usdoj.gov.

We look forward to working with you.

Sincerely,

Katharine T. Sullivan
Principal Deputy Assistant Attorney General

Encl.

AGENDA: October 21, 2020, Regular Session

ITEM: Consent Agenda – A resolution of the City Council of the City of Suffolk, Virginia approving the issuance of revenue refunding bonds by the Western Tidewater Regional Jail Authority

Attached for City Council's consideration is a resolution approving the issuance of revenue refunding bonds by the Western Tidewater Regional Jail Authority. The purpose of the refunding is to secure debt savings for the Western Tidewater Regional Jail Authority and its member jurisdictions which include the cities of Franklin and Suffolk and the County of Isle of Wight. A moral obligation pledge is required by each member jurisdiction in order to issue the revenue refunding bonds.

RECOMMENDATION:

Adopt the attached resolution

ATTACHMENT:

Resolution

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUFFOLK,
VIRGINIA APPROVING THE ISSUANCE OF REVENUE REFUNDING
BONDS BY THE WESTERN TIDEWATER REGIONAL JAIL AUTHORITY**

WHEREAS, the Western Tidewater Regional Jail Authority (the "Authority") was created pursuant to Article 3.1, Chapter 3, Title 53.1 of the Code of Virginia of 1950, as amended, by the City of Franklin, Virginia, the County of Isle of Wight, Virginia, and the City of Suffolk, Virginia (collectively, the "Member Jurisdictions"); and,

WHEREAS, as authorized by a resolution adopted by the board of directors of the Authority on October 14, 2020, the Authority proposes to issue its revenue refunding bonds in an aggregate principal amount of up to \$6,580,000 (the "2020 Bonds") for the purpose of (a) refunding the Authority's Revenue Refunding Bond, Series 2014B, issued on May 9, 2014 and its Revenue Bond, Series 2015, issued on August 11, 2015 (collectively, the "Refunded Bonds"); and (b) paying the costs of issuing the 2020 Bonds; and,

WHEREAS, the goal of the Authority in refunding the Refunded Bonds is to secure debt service savings for the Authority and the Member Jurisdictions; and,

WHEREAS, the financing of the 2020 Bonds requires a "moral obligation" pledge by each of the Member Jurisdictions to pay its pro rata share of any debt service on the 2020 Bonds for which the Authority's net revenues are insufficient; and,

WHEREAS, Section 4.1(b) of the Amended and Restated Service Agreement dated as of April 15, 2011 (the "Service Agreement"), by and among the Authority and its Member Jurisdictions sets forth provisions for actuating the moral obligation pledge; and,

WHEREAS, Section 5.9 of the Service Agreement requires the consent of each of the Member Jurisdictions to the issuance by the Authority of the 2020 Bonds.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Suffolk, Virginia (the "City"), that:

1. The City hereby consents to the Authority's issuance of the 2020 Bonds for the purposes described in Recitals B and C above, subject to the adoption of similar resolutions by the governing bodies of the other Member Jurisdictions.

2. The City hereby pledges and agrees that if during any fiscal year the Authority lacks sufficient funds to pay scheduled debt service on the 2020 Bonds or any other bonds issued in accordance with the Service Agreement, or to fulfill any debt service reserve funding requirements, the City will pay, subject to the conditions contained in Section 4.1(b) of the Service Agreement and the limitations set forth below, a portion of such insufficiency equal to its pro rata share as determined pursuant to Section 3.2 of the Service Agreement. Any such payment will be subject to the appropriation of funds by the City Council of the City and shall constitute a moral, non-binding payment obligation. In no event shall the obligation of the City under Section 4.1(b) of the Service Agreement be deemed to constitute a debt within the meaning of the Constitution of Virginia.

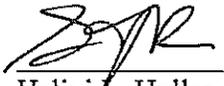
3. This resolution shall be effective upon adoption.

READ AND ADOPTED: _____

TESTE: _____

Erika S. Dawley
City Clerk

Approved as to form:

 Assistant City Attorney for

Helivi L. Holland
City Attorney

AGENDA: October 21, 2020, Regular Session

ITEM: Public Hearing – An ordinance to grant a Conditional Use Permit to establish a day care (family day home), 5-12 children, on property located at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126, Account Number 304668400; CUP2020-014

Attached for your consideration is information pertaining to Conditional Use Permit Request CUP2020-014, submitted by Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners, in accordance with Sections 31-306 and 31-406 of the Unified Development Ordinance, to grant a Conditional Use Permit to establish a day care (family day home), 5-12 children, on property located at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126. The affected area is further identified as being located in the Sleepy Hole Voting Borough, zoned PD, Planned Development Overlay District. The 2035 Comprehensive Plan designates this area as part of the Inner Ring Suburban Use District.

The Planning Commission, at their meeting of September 15, 2020, voted 7 to 0 to approve a resolution recommending **approval** of this request.

ATTACHMENTS:

- Staff Report
- General Location Map
- Zoning / Land Use Map
- Project Narrative
- Proposed Ordinance
- Exhibit A – Planning Commission Recommendation
- Exhibit B – Property Map
- Exhibit C – Survey
- Exhibit D – Floor Plan

STAFF REPORT

DESCRIPTION

CONDITIONAL USE PERMIT: Conditional Use Permit Request CUP2020-014, in accordance with Section(s) 31-306 and 31-406 of the Unified Development Ordinance, to establish a day care (family day home), 5-12 children.

APPLICANT: Submitted by Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners.

LOCATION: The affected property is located at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126.

PRESENT ZONING: PD, Planned Development Overlay District.

EXISTING LAND USE: The subject property is 7,276 square feet in size. The property features a 2 story single family dwelling with an attached garage that is currently being used for a family day home for the care of up to 4 children.

PROPOSED LAND USE: The applicant proposes to use the existing house as a family day home to allow for the care of up to 12 children.

SURROUNDING LAND USES:

- North - Residential properties zoned PD, Planned Development Overlay District.
- South - Residential properties zoned RLM, Residential Low Medium zoning district.
- East - Residential properties zoned PD, Planned Development Overlay District.
- West - Residential properties zoned PD, Planned Development Overlay District.

COMPREHENSIVE PLAN: The City's 2035 Comprehensive Plan identifies this property as being located within the Northern Growth Area, Inner Ring Suburban Use District.

CHESAPEAKE BAY PRESERVATION AREA DESIGNATION: This property is located within the Chesapeake Bay Preservation Area Overlay District, and is designated as a Resource Management Area.

PUBLIC NOTICE: This request has been duly advertised in accordance with the public notice requirements set forth in Section 15.2-2204 of the Code of Virginia, as amended, and with the applicable provisions of the Unified Development Ordinance. Notice to the applicant, containing a copy of the staff report, was also sent on September 11, 2020 and October 16, 2020.

CASE HISTORY: The subject property is located within the Steeplechase Subdivision.

STAFF ANALYSIS

ISSUE

The applicant proposes to expand an existing family day home to provide care for up to 12 children. The residential home is a two story house 2,510 square feet in size with 4 bedrooms and 2 baths that is currently providing care for 4 children. Licensing through the Virginia Department of Social Services will be required if the request is approved and care is provided for 5 through 12 children. The current hours of operation are 6:00 am – 5:00 pm Monday through Friday and are proposed to stay the same. The age range of the children that are cared for is 1 year to 12 years old. The applicant currently has one employee to help care for the children.

The applicant is proposing to utilize the living room, kitchen, and two adjoining rooms on the first floor of the home for the day care. The day care will utilize approximately 763 square feet of the home's 2,510 square feet, and will be located on the first floor of the home. The Department of Social Services requires fifty square feet of floor area including furniture for each child; therefore, the requested maximum of 12 children may be permitted. There is currently a two car garage, 4 car driveway, and available on-street parking. The home has a fenced in back yard that is approximately 1,200 square feet in area to be used as the outdoor play area. No improvements onsite are proposed. Lastly, the family day home will provide meals and snacks to the children throughout the day.

CONSIDERATIONS AND CONCLUSIONS

1. Section 31-406 of the Unified Development Ordinance (UDO) requires that a conditional use permit be obtained for a day care (family day home), 5-12 children within the PD, Planned Development Overlay District.
2. Supplemental standards are established in the UDO for a family day home, 5 to 12 children:

(a) Each family day home shall be located within a single-family detached structure.

The family day home is currently located within a single-family detached structure.

(b) Hours of operation. Family day homes shall be limited to operation between the hours of 6:00 a.m. to 8:00 p.m.

The current hours of operation are 6:00 am – 5:00 pm Monday through Friday and are proposed to stay the same.

(c) Indoor Space. Family day homes shall comply with the American Academy of Pediatrics and the American Public Health Association recommendation to provide thirty-five (35) square feet of indoor space per child which is free of furniture and equipment, or fifty (50) square feet of space if furniture and equipment are included.

The applicant proposes to utilize approximately 763 square feet of the home's 2,510

square feet for the day care, which provides adequate space for the care of up to 12 children at this site.

- (d) Fenced play areas. A fenced play area of not less than one thousand (1,000) square feet shall be provided. Such play areas shall be located as to provide maximum peace and tranquility to adjoining residential uses and to protect the safety of the children. Outdoor play activities on the premises shall be conducted within the fenced play area, and such activities shall be limited to the hours of 8:00 a.m. to 6:00 p.m.*

The home has a 6-foot white vinyl fence bordering the approximately 1,200 square foot back yard which meets the required minimum 1,000 square foot outdoor play area for a family day home. The privacy fence that borders the outdoor play area acts as a barrier and would help to reduce any noise that may be generated from the proposed use.

- (e) Traffic. The additional traffic generated by a family day home, excluding trips associated with the dwelling unit, shall not exceed twenty-four (24) vehicle round trips per day. For the purposes of this section, a "vehicle round trip" means one vehicle entering and exiting the site.*

The proposed use is not expected to exceed 24 vehicle round trips. The Department of Public Works, Traffic Engineering, has reviewed the proposed use and has no concerns.

- (f) Parking. In addition to the required parking for a residential use, each family day home shall provide a minimum of one (1) parking space plus one (1) parking space for each additional employee. The parking spaces shall be located on-site or on-street where provided by law. On-street parking shall be located no further than two hundred (200) feet from the property*

In addition to the 2 parking spaces required for the residential use, the proposed use will need 1 parking space for the family day home plus 1 parking space for the one employee that works for the family day home. The required minimum parking for this site is 4 parking spaces. The property has a 2 car garage and a driveway that can accommodate 4 cars. The subject property has 6 potential parking spaces on-site and there is availability for on-street parking. There is adequate parking for the residential use and proposed use.

3. A family day home serving 5 through 12 children, exclusive of the provider's own children, is required to be licensed through the Virginia Department of Social Services. This family day home is not currently licensed through the Virginia Department of Social Services since the home currently only cares for up to 4 children; however, the family day home will need to be licensed once the number of children increases to 5 or more. The applicant currently has one full time employee to help provide care for the children. The applicant will need to maintain compliance with the child to staff ratio set forth by the Virginia Department of Social Services.

4. The site is currently served by City water and sewer via a 5/8" water meter and gravity sewer lateral. No changes to the site or building are proposed; therefore, the Department of Public Utilities has no concerns in regard to the Conditional Use Permit request.
5. The Health department does not regulate a day care with twelve (12) or fewer children as a food establishment.
6. There is no proposed increase in impervious surface; therefore, the Department of Public Works, Engineering Division, has no concerns.
7. Pursuant to Section 31-306 of the Unified Development Ordinance (UDO), a conditional use permit recognizes uses that, because of their unique characteristics or potential impacts on adjacent land uses, are not generally permitted in certain zoning districts as a matter of right. Rather, such uses are permitted through the approval of a conditional use permit by City Council when the right set of circumstances and conditions are found acceptable.

Conditional Use Permit Approval Criteria, 31-306(c) – As may be specified within each zoning district, uses permitted subject to conditional use review criteria shall be permitted only after review by the Planning Commission and approval by the City Council, and only if the applicant demonstrates that:

- a) *The proposed conditional use shall be in compliance with all regulations of the applicable zoning district, the provisions of Article 6 of the Ordinance and any applicable supplemental use standards as set forth in Article 7 of the Ordinance.*

The proposed use for the care of 5 to 12 children is permitted only with the approval of a Conditional Use Permit in the PD, Planned Development Overlay District per the City's Unified Development Ordinance. All requirements as set forth in Articles 6 and 7 of the Unified Development Ordinance must be met.

- b) *The proposed conditional use shall conform to the character of the neighborhood within the same zoning district in which it is located. The proposal as submitted or modified shall have no more adverse effects on health, safety or comfort of persons living or working in or driving through the neighborhood, or shall be no more injurious to property or improvements in the neighborhood, than would any other use generally permitted in the same district. In making such a determination, consideration should be given to the location, type and height of buildings or structures, the type and extent of landscaping and screening on the site and whether the proposed use is consistent with any theme, action, policy or map of the Comprehensive Plan which encourages mixed uses and/or densities.*

The proposed use will utilize an existing residential home and will primarily operate indoors. The home has a 6-foot white vinyl fence bordering the approximately 1,200 square foot back yard which meets the required minimum 1,000 square feet outdoor play area for a family day home. The privacy fence that borders the outdoor play area

acts as a barrier and would help to reduce any noise that may be generated from the proposed use. Additionally, the use of the outdoor play area shall be limited between the hours of 8:00 am and 6:00 pm in accordance with the Supplemental Standards in Section 31-701 of the Unified Development Ordinance provided for a family day home. This use would have little to no impact on the surrounding neighbors.

- c) *Adequate measures shall be taken to provide ingress and egress so designed as to minimize traffic hazards and to minimize traffic congestion on the public roads.*

The driveway and on-street parking will be utilized for parking spaces during drop off and pick up time. The proposed use is not expected to exceed 24 vehicle round trips. The Department of Public Works, Traffic Engineering, has reviewed the proposed use and has no concerns with ingress or egress.

- d) *The proposed use shall not be noxious or offensive by reason of vibration, noise, odor, dust, smoke or gas.*

The applicant is required to abide by all city regulations pertaining to sound control and noise. There is a 6-foot privacy fence that borders the rear yard outdoor play area that acts as a barrier to help reduce any noise from the surrounding residential homes. Hours of operation are also proposed to limit impacts from noise that may be generated from the outdoor play area.

- e) *The proposed use shall not be injurious to the use and enjoyments of the property in the immediate vicinity for the purposes already permitted nor substantially diminish or impair the property values within the neighborhood.*

The proposed use of a family day home shall not diminish or impair property values within the neighborhood because the overall nature or appearance of the main structure will remain residential. Additionally, to protect the use, enjoyment, and values of neighboring property, the City has adopted Supplemental Standards in Section 31-701 of the Unified Development Ordinance that the applicant must abide by.

- f) *The establishment of the proposed use shall not impede the orderly development and improvement of surrounding property for uses permitted within the zoning district.*

The proposed family day home is located within an approved single family subdivision and should not impede the orderly development and improvement of the surrounding area.

- g) *The establishment, maintenance or operation of the proposed use shall not be detrimental to or endanger the public health, safety, morals, comfort or general welfare.*

Conditions are attached to limit any potential negative effects that may result from

this type of use, and the applicant must comply with all ordinances regarding noise. These conditions will help to ensure that public health, safety, morals, and welfare are not endangered.

- h) The public interest and welfare supporting the proposed conditional use shall be sufficient to outweigh the individual interests which are adversely affected by the establishment of the proposed use.*

The public interest and welfare should not be compromised by the proposed use of the family day home in this location. The individual interests of persons within the neighborhood should not be adversely affected by the proposed uses under the conditions proposed below.

RECOMMENDATION

Staff finds that the proposed use meets criteria for conditional use permits set forth in Section 31-306 of the Unified Development Ordinance, and that the use would not negatively impact the surrounding area. Accordingly, staff recommends **approval** of CUP2020-014 subject to the following conditions:

1. This Conditional Use Permit is granted to establish a day care (family day home), 5-12 children, in the principal structure at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126, as shown on Exhibit "B", "Property Map", Exhibit "C", "Survey", and Exhibit "D", "Floor Plan".
2. The maximum number of children to be served by this family day home shall be 12 children.
3. The applicant shall be responsible to ensure compliance with all local and state laws and ordinances of the City of Suffolk and the Commonwealth of Virginia; this includes but not limited to compliance with the Virginia Department of Social Services and Article 7, Supplemental Use Regulations, Section 31-701, Accessory Uses and Structures of the Unified Development Ordinance.

The Planning Commission, at their meeting of September 15, 2020, voted 7 to 0 to approve a resolution recommending **approval** of this request.

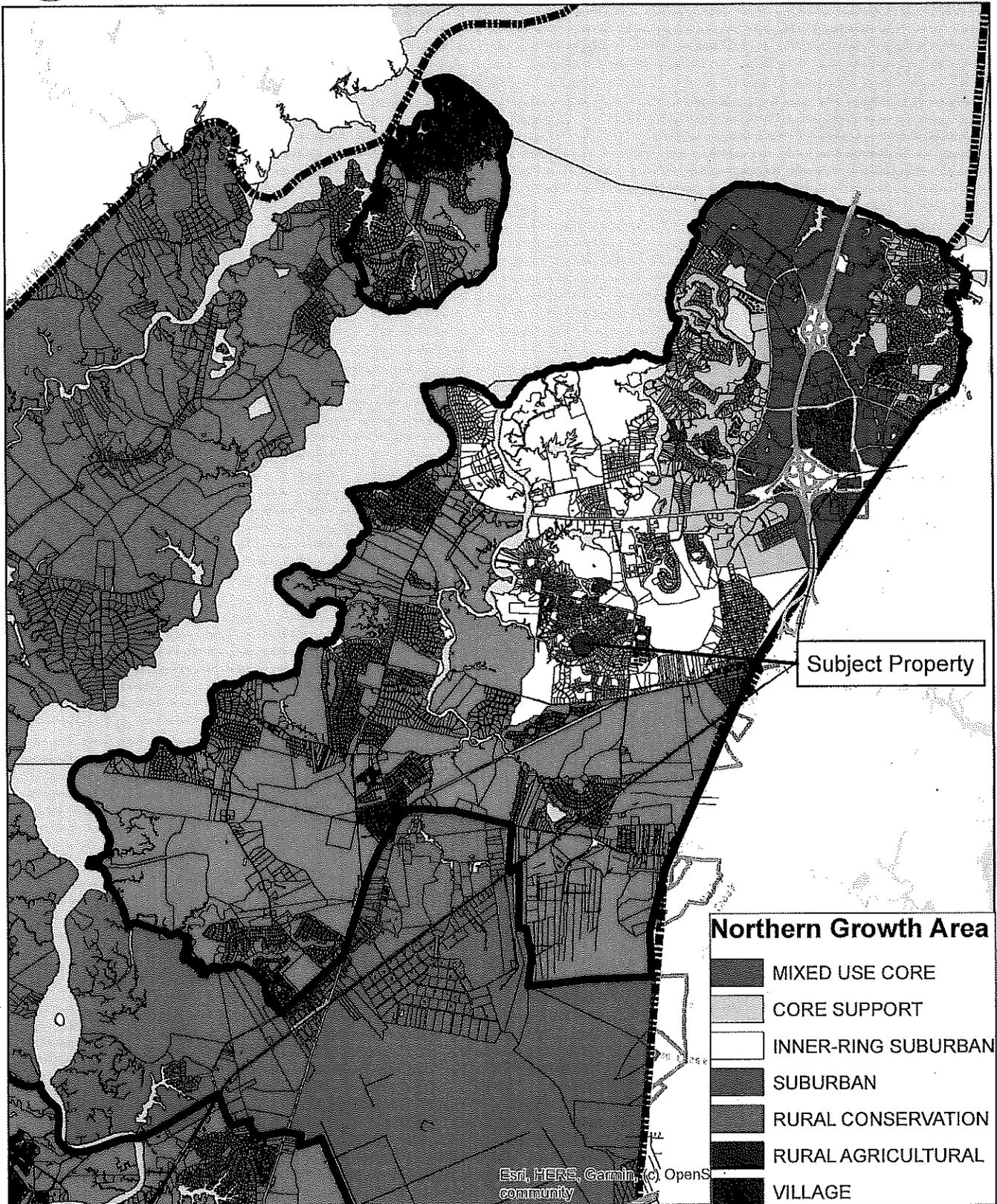
Attachments

- General Location Map
- Zoning / Land Use Map
- Project Narrative
- Proposed Ordinance
- Exhibit A – Planning Commission Recommendation
- Exhibit B – Property Map
- Exhibit C – Survey
- Exhibit D – Floor Plan



GENERAL LOCATION MAP

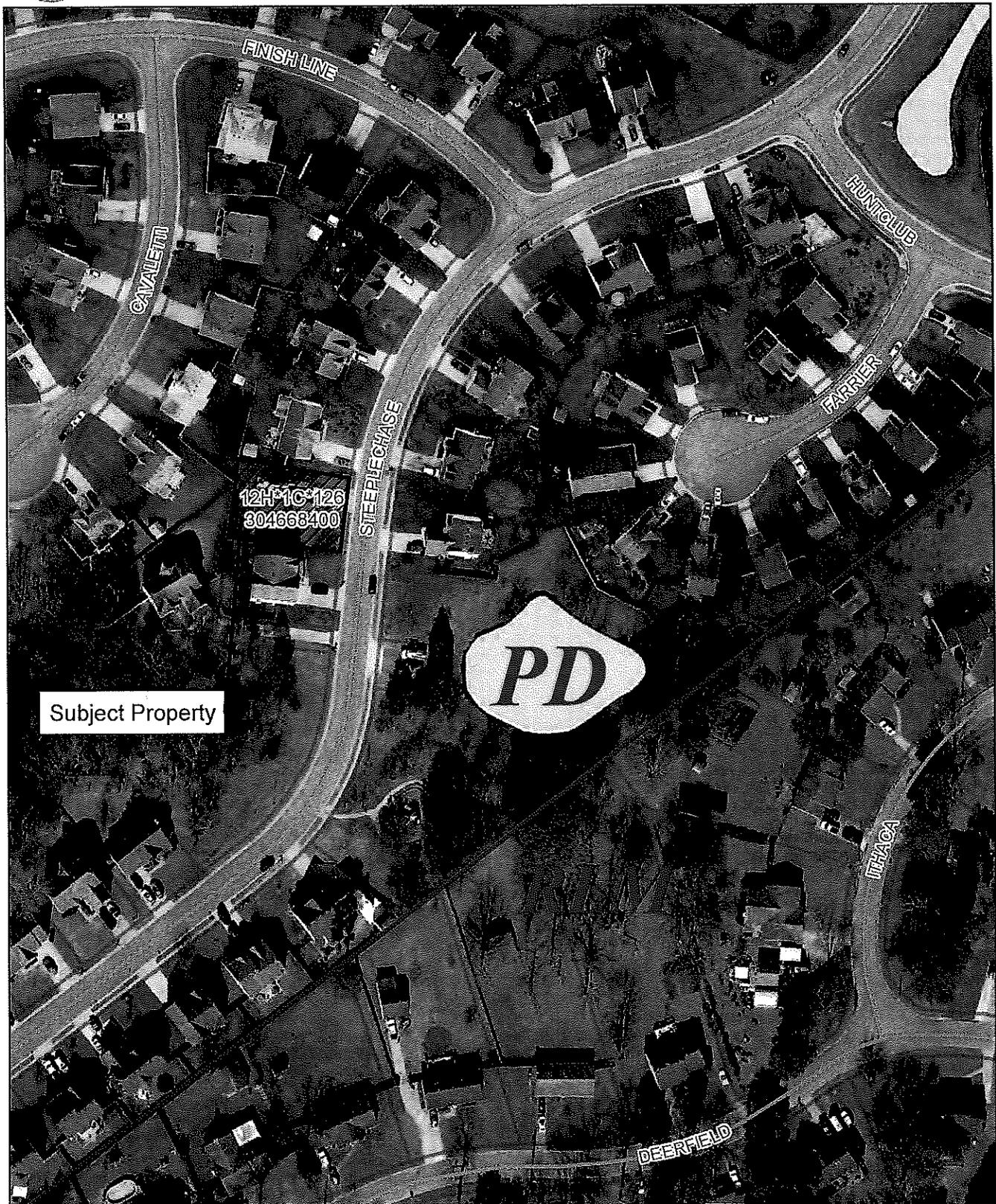
CUP2020-014





ZONING / LAND USE MAP

CUP2020-014



Subject Property

12H*1C*126
304668400

PD

Happy Hearts Daycare

6012 Steeplechase Lane
Suffolk, Va 23435
(757)779-3206
Happyheartscopycareva@gmail.com

August 27, 2020

My name is Dana Smith-Washington, owner of Happy Hearts Daycare. The location is at 6012 Steeplechase Lane, Suffolk, Virginia 23435. Currently I have one employee assisting me with my in-home daycare. I am applying for a conditional use permit because I would like to take my business to the next level of becoming Virginia state licensed. My goal is to be able to care for up to twelve children in my home, ages ranging from 1-12 years. My hours of operation are Monday - Friday starting at 6:00am - 5:00pm. I will only be using the first floor of my home for business. The kitchen will be used for cooking meals. All meals and snacks will be served daily. In my home on the first floor is a one-half bath that will be used throughout the course of the day along with the living room area. The backyard is fenced in all the way around as well as being locked at all times during playtime and all outside activities.

Dana Smith-Washington
CEO, Happy Hearts Daycare

ORDINANCE NO. _____

AN ORDINANCE TO GRANT A CONDITIONAL USE PERMIT TO ESTABLISH A DAY CARE (FAMILY DAY HOME), 5-12 CHILDREN, ON PROPERTY LOCATED AT 6012 STEEPLECHASE LANE, ZONING MAP 12H, PARCEL 1C*126, ACCOUNT NUMBER 304668400; CUP2020-014

WHEREAS, Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners, has requested a Conditional Use Permit for a day care (family day home), 5-12 children, on a certain tract of land situated in the City of Suffolk, Virginia, which land is designated on the Zoning Map of the City of Suffolk, Virginia, as Zoning Map 12H, Parcel 1C*126, and which land is depicted on Exhibit "B", "Property Map"; and,

WHEREAS, the procedural requirements of Article 3, Section 31-306 of the Code of the City of Suffolk, Virginia, 1998 (as amended), have been followed; and,

WHEREAS, in acting upon this request, the Planning Commission and City Council have considered the matters enunciated in Section 15.2-2284 of the Code of Virginia (1950), as amended, and Article 1, Section 31-102 and Article 3, Section 31-306(c)(1 through 8) of the Code of the City of Suffolk, 1998 (as amended), with respect to the purposes stated in the Code of Virginia (1950), as amended, Sections 15.2-2200 and 15.2-2283; and,

WHEREAS, the Planning Commission has made a recommendation as stated in Exhibit "A".

NOW, THEREFORE, BE IT ORDAINED by the Council of the City of Suffolk, Virginia, that:

Section 1. Exhibits.

Exhibit "A", "Planning Commission Recommendation", Exhibit "B", "Property Map", Exhibit "C", "Survey", and Exhibit "D", "Floor Plan", which are attached hereto, are hereby incorporated as part of this ordinance.

Section 2. Findings.

Council finds that the proposal for a conditional use permit, as submitted or modified with conditions herein, the expressed purpose of which is to establish a day care (family day home), 5-12 children, is in conformity with the standards of the Unified Development Ordinance of the City of Suffolk and that it will have no more adverse effects on the health, safety or comfort of persons living or working in or driving through the neighborhood, and will be no more injurious to property or improvements in the neighborhood than would any other use generally permitted in the same district, taking into consideration the location, type and height of buildings or structures, the type and extent of landscaping and screening on site and whether the use is consistent with any theme, action, policy or map of the Comprehensive Plan which encourages mixed uses and/or densities with the conditions set forth below.

These findings are based upon the consideration for the existing use and character of property, the Comprehensive Plan, the suitability of property for various uses, the trends of growth or change, the current and future requirements of the community as to land for various purposes as determined by population and economic studies and other studies, the transportation requirements of the community, the requirements for airports, housing, schools, parks, playgrounds, recreation areas and other public services, the conservation of natural resources, the preservation of flood plains, the preservation of agricultural and forestal land, the conservation of properties and their values, and the encouragement of the most appropriate use of land throughout the City.

These findings are based upon a determination that the most reasonable and limited way of avoiding the adverse impacts of a day care (family day home), 5-12 children, is by the imposition of the conditions provided herein.

Section 3. Permit Granted.

The conditional use permit for the Property be, and it is hereby, approved for the Property, subject to the following conditions and the general conditions set forth in Section 4 hereof. The Conditional Use Permit specifically permits a day care (family day home), 5-12 children, in compliance with Exhibit "C" (the "Survey"), and Exhibit "D" (the "Floor Plan"), and Sections 31-306 and 31-406 of the Code of the City of Suffolk.

Conditions

1. This Conditional Use Permit is granted to establish a day care (family day home), 5-12 children, in the principal structure at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126, as shown on Exhibit "B", "Property Map", Exhibit "C", "Survey", and Exhibit "D", "Floor Plan".
2. The maximum number of children to be served by this family day home shall be 12 children.
3. The applicant shall be responsible to ensure compliance with all local and state laws and ordinances of the City of Suffolk and the Commonwealth of Virginia; this includes but not limited to compliance with the Virginia Department of Social Services and Article 7, Supplemental Use Regulations, Section 31-701, Accessory Uses and Structures of the Unified Development Ordinance.

Section 4. General Conditions.

- (a) The Conditional Use Permit may be revoked by City Council upon failure to comply with any of the conditions contained herein, after ten days written notice to Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners, or their successors in interest, and a hearing at which such persons shall have the opportunity to be heard.
- (b) To the extent applicable, the requirements set forth in Section 31-306 of the Code of the City of Suffolk, Virginia shall be met.

- (c) The commencement of the use described in Section 3 of this ordinance shall be deemed acceptance by Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners, or any party undertaking or maintaining such use, of the conditions to which the Conditional Use Permit herein granted is subject.

Section 5. Severability.

It is the intention of the City Council that the provisions, sections, paragraphs, sentences, clauses and phrases of this ordinance are severable; and if any phrase, clause, sentence, paragraph, section and provision of this ordinance hereby adopted shall be declared unconstitutional or otherwise invalid by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality or invalidity shall not affect any of the remaining phrases, clauses, sentences, paragraphs, sections and provisions of this ordinance, to the extent that they can be enforced notwithstanding such determination.

Section 6. Recordation.

A certified copy of this ordinance shall be recorded, by the applicant, in the name of the property owner as grantor in the office of the Clerk of Circuit Court.

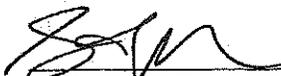
Section 7. Effective Date.

This ordinance shall be effective upon passage and shall not be published or codified. The conditional use authorized by this permit shall be implemented within two (2) years from the date of approval by the City Council and shall terminate if not initiated within that time period.

READ AND PASSED: _____

TESTE: _____
Erika Dawley, City Clerk

Approved as to Form:

 *Assistant City Attorney for*
Helivi L. Holland, City Attorney

CITY OF SUFFOLK PLANNING COMMISSION

A RESOLUTION TO PRESENT A REPORT AND RECOMMENDATION TO CITY COUNCIL RELATING TO CONDITIONAL USE PERMIT CUP2020-014

TO ESTABLISH A DAY CARE (FAMILY DAY HOME), 5-12 CHILDREN, ON PROPERTY LOCATED AT 6012 SREEPLECHASE LANE, ZONING MAP 12H, PARCEL 1C*126, ACCOUNT NUMBER 304668400

WHEREAS, Dana Smith Washington, applicant, on behalf of Lamar M. and Dana S. Washington, property owners, has requested the issuance of a Conditional Use Permit for a certain tract of land situated in the City of Suffolk, Virginia, which land is described and depicted on the proposed Ordinance attached hereto and incorporated herein by reference; and

WHEREAS, the specific request is to permit a day care (family day home), 5-12 children, in accordance with Sections 31-306 and 31-406 of the Unified Development Ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission of the City of Suffolk, Virginia, that:

Section 1. Findings.

The Suffolk Planning Commission finds that the proposal for a Conditional Use Permit, as submitted or modified herein:

- a) Will have no more adverse effects on the health, safety or comfort of persons living or working in or driving through the neighborhood,
- b) Will have more adverse effects on the health, safety or comfort of persons living or working in or driving through the neighborhood,
- c) Will be no more injurious to property or improvements in the neighborhood, or
- d) Will be more injurious to property or improvements in the neighborhood than would any other use generally permitted in the same district, taking into consideration the location, type and height of buildings or structures, the type and extent of landscaping and screening on site and whether the use is consistent with any theme, action, policy or map of the Comprehensive Plan which encourages mixed uses and/or densities.

Section 2. Recommendation to Council.

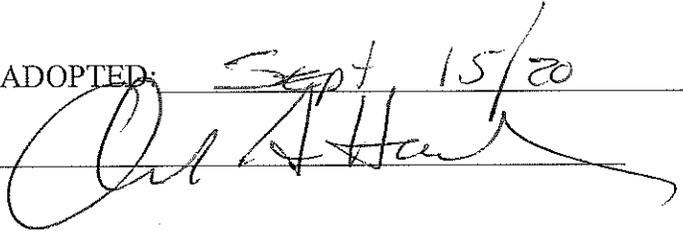
The Planning Commission recommends to City Council that the request, CUP2020-014, be:

- a) Granted as submitted, and that the City Council adopt the proposed Ordinance without modification.
- b) Denied, and that Council not adopt the proposed Ordinance.
- c) Granted with the modifications set forth on the attached listing of specific recommendations and that Council adopt the proposed Ordinance with such modifications.

READ AND ADOPTED:

Sept 15/20

TESTE:



CONDITIONAL USE PERMIT

CUP2020-014

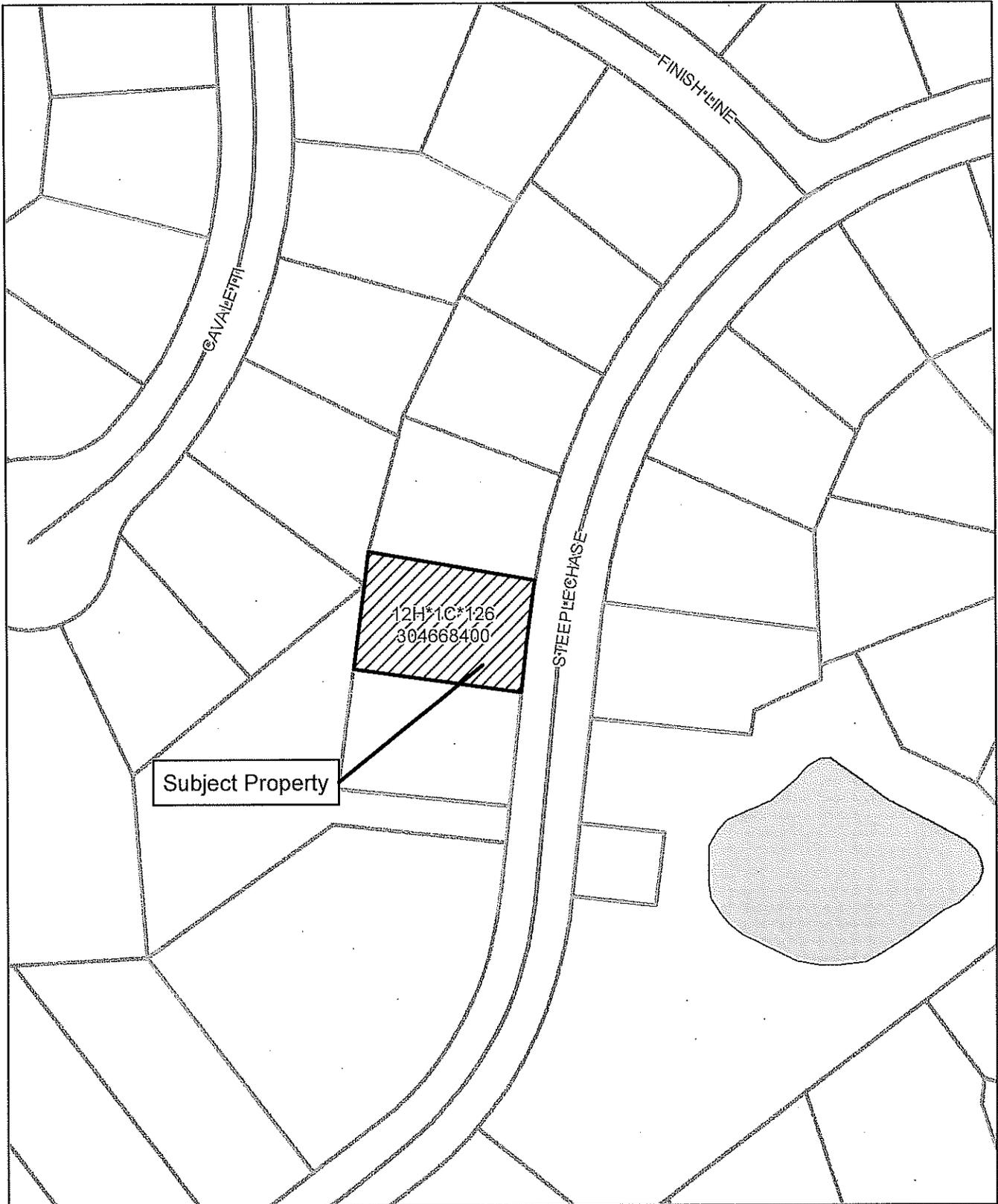
CONDITIONS

1. This Conditional Use Permit is granted to establish a day care (family day home), 5-12 children, in the principal structure at 6012 Steeplechase Lane, Zoning Map 12H, Parcel 1C*126, as shown on Exhibit "B", "Property Map", Exhibit "C", "Survey", and Exhibit "D", "Floor Plan".
2. The maximum number of children to be served by this family day home shall be 12 children.
3. The applicant shall be responsible to ensure compliance with all local and state laws and ordinances of the City of Suffolk and the Commonwealth of Virginia; this includes but not limited to compliance with the Virginia Department of Social Services and Article 7, Supplemental Use Regulations, Section 31-701, Accessory Uses and Structures of the Unified Development Ordinance.

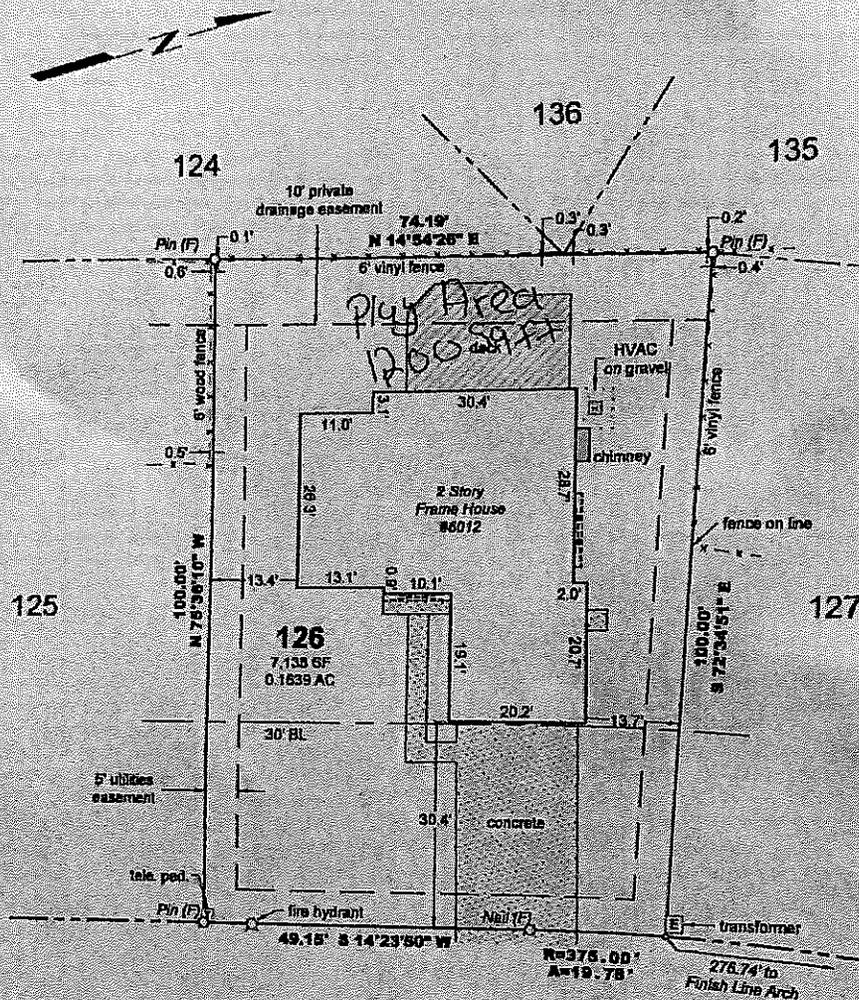


PROPERTY MAP CUP2020-014

EXHIBIT B



- 1 The land boundary survey shown hereon is based on a current field survey performed on August 16, 2017, and is subject to the provisions of the Virginia Land Surveying and Mapping Act of 1978. The easements appearing on this survey, if any, were depicted and/or noted in the referenced plat(s) and/or deed(s) unless otherwise noted.
- 2 This property appears to fall in flood zone(s) X as shown on the NFIP map for the city of Suffolk, map/apnal 510154 0126 E, effective 8/2/15. Base Flood Elevation = N/A. Finished Floor Elevation = N/A.



STEEPLECHASE LANE (50')

DKT Associates
LAND SURVEYORS

1100 Granby Street
Suite 100
Norfolk, VA 23510

DKTAssociates.com Tel (757) 588-5888

COMMONWEALTH OF VIRGINIA

DENNIS TAFIAMBAS

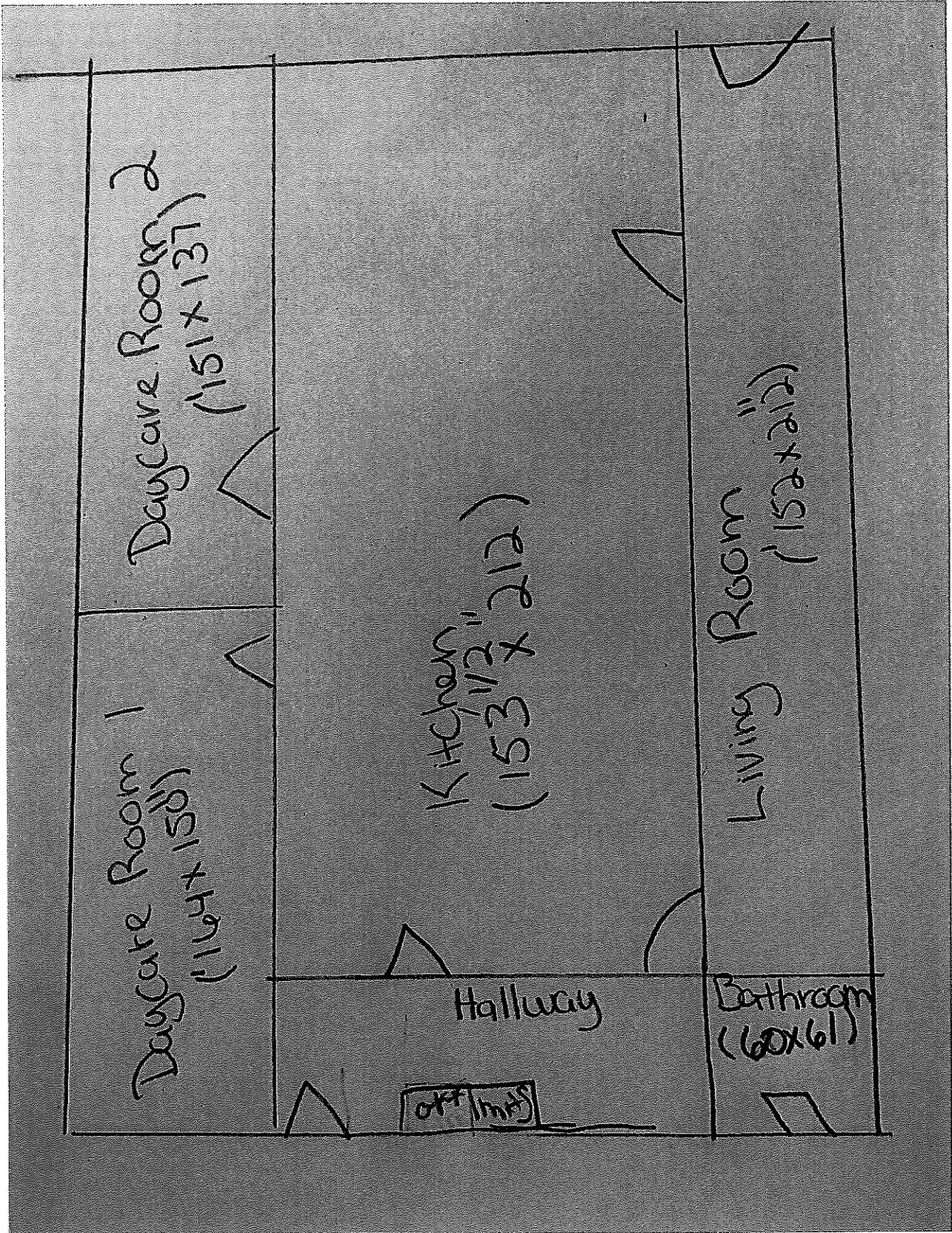
Lic. No. 002189
8/21/17

LAND SURVEYOR

Physical Survey of
Lot 126,
Steeplechase,
Phase 1, Section C
(P.C. 2 S. 99E & 100A-100D)
Suffolk, Virginia
August 21, 2017

For Lamar M. Washington &
Dana Smith-Washington

Job No:	15306	Scale:	1" = 20'
FB:	214/55	Size:	8.5 x 14
Drawn:	KR	Revised:	
Check:	DT	Sheet:	1 of 1



AGENDA: October 21, 2020, Regular Session

ITEM: Ordinance – An ordinance authorizing the City Manager to provide hazardous pay bonuses to City employees for work performed during the COVID-19 Pandemic

Since March 2020, the Commonwealth of Virginia and City of Suffolk have been under a state and local emergency due to the coronavirus (COVID-19) pandemic. City employees have continued to perform their job duties and functions during the pandemic including many who have operated in a front-line capacity which has increased their exposure risk to the coronavirus. In an effort to compensate employees for their hard work and dedication to serving the citizens of Suffolk during the pandemic, it is recommended that the City Council adopt an ordinance authorizing the City Manager to provide hazardous pay bonuses as follows:

- \$2,000 for full-time employees that qualify as Essential Hazard Duty Employees
- \$1,000 for part-time employees that qualify as Essential Hazard Duty Employees
- \$500 for all other employees (Full-Time)
- \$250 for all other employees (Part-Time)

Employees hired on or before September 30, 2020, will be eligible for a hazardous pay bonus.

Essential Hazard Duty Employee Definition

Employees who:

- Perform essential functions for the City. Essential functions are those functions deemed necessary to meet the basic needs of the City of Suffolk citizens.
- The function of which cannot be performed in a virtual or remote setting (teleworking).
- The function(s) must be performed face to face.
- The performance of such work increases the risk of contracting the virus through daily/frequent and direct contact with the general public or multiple in person contacts with a variety of staff in various locations.

What the definition does not include:

- Employees whose job responsibilities can be accomplished virtually or remotely (telework).
- Employees who can isolate themselves from other employees or the public due to the nature of their workspace, or their assigned tasks.
- Employees who were on administrative leave or emergency family and medical leave/EPFL between the periods of March 13, 2020 and October 30, 2020.
- Employees that were furloughed.

The estimated cost of the hazardous pay bonuses is \$2,441,771 and will require transfers totaling \$683,308 from the General Fund to the City's enterprise, special revenue, and internal service funds to provide the hazardous pay bonuses to City employees that are paid out of these separate cost centers.

RECOMMENDATION:

Adopt the attached ordinance

ATTACHMENT:

Ordinance

ORDINANCE NO. _____

AN ORDINANCE AUTHORIZING THE CITY MANAGER TO PROVIDE HAZARDOUS PAY BONUSES TO CITY EMPLOYEES FOR WORK PERFORMED DURING THE COVID-19 PANDEMIC

WHEREAS, Governor Ralph S. Northam issued Executive Order Number Fifty-One (2020) on March 12, 2020, declaring a state of emergency for the Commonwealth of Virginia arising from the coronavirus (COVID-19) pandemic; and,

WHEREAS, the City of Suffolk has been operating under a declaration of local emergency since March 13, 2020 due to the coronavirus (COVID-19) pandemic; and,

WHEREAS, City employees have continued to provide essential City services to the citizens of Suffolk during the state and local emergency and coronavirus (COVID-19) pandemic; and,

WHEREAS, the City has developed the following definition of City employees that have operated in a front-line capacity during the coronavirus (COVID-19) pandemic:

Essential Hazardous Duty Employee

Employees who:

- Perform essential functions for the City. Essential functions are those functions deemed necessary to meet the basic needs of the City of Suffolk citizens.
- The function of which cannot be performed in a virtual or remote setting (teleworking)
- The function(s) must be performed face to face.
- The performance of such work increases the risk of contracting the virus through daily/frequent and direct contact with the general public or multiple in person contacts with a variety of staff in various locations.

What the definition does not include:

- Employees whose job responsibilities can be accomplished virtually or remotely (telework).
- Employees who can isolate themselves from other employees or the public due to the nature of their workspace, or their assigned tasks.
- Employees who were on administrative leave or emergency family and medical leave/EPFL between the periods of March 13, 2020 and October 30, 2020.
- Employees that were furloughed.

WHEREAS, it is the desire of the City Council of the City of Suffolk to provide a one-time hazardous pay bonus to City staff as follows:

- \$2,000 for full-time employees that qualify as Essential Hazard Duty Employees
- \$1,000 for part-time employees that qualify as Essential Hazard Duty Employees
- \$500 for all other employees (Full-Time)
- \$250 for all other employees (Part-Time)

WHEREAS, the hazardous pay bonus will be provided to City employees that were hired on or before September 30, 2020.

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Suffolk, Virginia that the City hereby authorizes the City Manager to do all things necessary to authorize hazardous pay bonuses to City employees for work performed during the COVID-19 pandemic.

BE IT FURTHER ORDAINED by the City Council of the City of Suffolk, Virginia that:

1. The sum of \$683,308 be, and is hereby, transferred as follows:

Transfer From:

Rev. 100-441050.165	Interfund Transfers	(\$ 683,308)
Exp. 100-93000_50000.210	Transfer to Road Maintenance Fund	(\$ 230,640)
Exp. 100-93000_50000.211	Transfer to Grants Fund	(\$ 18,839)
Exp. 100-93000_50000.212	Transfer to Transit Fund	(\$ 538)
Exp. 100-93000_50000.213	Transfer to Law Library Fund	(\$ 538)
Exp. 100-93000_50000.220	Transfer to Aviation Fund	(\$ 6,459)
Exp. 100-93000_50000.501	Transfer to Public Utilities Fund	(\$ 211,801)
Exp. 100-93000_50000.514	Transfer to Stormwater Fund	(\$ 64,321)
Exp. 100-93000_50000.520	Transfer to Refuse Fund	(\$ 75,355)
Exp. 100-93000_50000.601	Transfer to Fleet Management Fund	(\$ 38,216)
Exp. 100-93000_50000.603	Transfer to Information Technology Fund	(\$ 25,836)
Exp. 100-93000_50000.606	Transfer to Risk Management Fund	<u>(\$ 10,765)</u>

Transfer to:

Rev. 210_441050.165	Rd. Maint.Fund - Interfund Transfer -- General Fund	\$ 230,640
Exp. 210-41200_51100.02	Rd. Maint. Fund - Salaries and Wages	\$ 172,500
Exp. 210-41200_51100.06	Rd. Maint. Fund -- Salaries and Wages -- PT	\$ 250
Exp. 210-41200_52100	Rd. Maint. Fund -- FICA	\$ 13,215
Exp. 210-41400_51100.02	Traffic Engineering -- Salaries and Wages	\$ 41,500
Exp. 210-41400_52100	Traffic Engineering -- FICA	\$ 3,175
Rev. 211_441050.165	Grants Fund -- Interfund Transfer -- General Fund	\$ 18,839
Exp. 211-91400_59905	Grants Fund -- Local Cash Match Requirements	\$ 18,839
Rev. 212_441050.165	Transit Fund - Interfund Transfer - General Fund	\$ 538
Exp. 212-88000_51100.02	Transit Fund -- Salaries and Wages	\$ 500
Exp. 212-88000_52100	Transit Fund -- FICA	\$ 38
Rev. 213_441050.165	Law Libr. Fund -- Interfund Transfer - General Fund	\$ 538
Exp. 213-21900_51100.06	Law Libr. Fund -- Salaries and Wages -- PT	\$ 500
Exp. 213-21900_52100	Law Libr. Fund -- FICA	\$ 38
Rev. 220_441050.165	Aviation Fund -- Interfund Transfer -- General Fund	\$ 6,459
Exp. 220-150000_51100.02	Aviation Fund -- Salaries and Wages	\$ 4,000
Exp. 220-150000_51100.06	Aviation Fund -- Salaries and Wages -- PT	\$ 2,000
Exp. 220-150000_52100	Aviation Fund -- FICA	\$ 459
Rev. 501_441050.165	Utility Fund -- Interfund Transfer -- General Fund	\$ 211,801
Exp. 501-89510_51100.02	Utility Fund -- Admin. -- Salaries and Wages	\$ 8,000
Exp. 501-89510_52100	Utility Fund -- Admin -- FICA	\$ 612
Exp. 501-89520_51100.02	Utility Fund -- Cust. Serv. -- Salaries and Wages	\$ 27,000
Exp. 501-89520_51100.06	Utility Fund -- Cust. Serv.-- Salaries and Wages -- PT	\$ 250
Exp. 501-89520_52100	Utility Fund -- Cust. Serv. -- FICA	\$ 2,085
Exp. 501-89530_51100.02	Utility Fund -- Line Maint. -- Salaries and Wages	\$ 52,000
Exp. 501-89530_52100	Utility Fund -- Line Maint. -- FICA	\$ 3,978

Exp. 501-89540_51100.02	Utility Fund – Maintenance – Salaries and Wage	\$ 44,000
Exp. 501-89540_52100	Utility Fund – Maintenance – FICA	\$ 3,366
Exp. 501-89550_51100.02	Utility Fund – Water Production – Salaries and Wages	\$ 48,500
Exp. 501-89550_52100	Utility Fund – Water Production – FICA	\$ 3,710
Exp. 501-89560_51100.02	Utility Fund – Engineering – Salaries and Wages	\$ 17,000
Exp. 501-89560_52100	Utility Fund – Engineering – FICA	\$ 1,300
Rev. 514_441050.165	Strmwtr Fund – Interfund Transfer – General Fund	\$ 64,321
Exp. 514-82220_51100.02	Strmwtr Fund – Engineering – Salaries and Wages	\$ 55,500
Exp. 514-82220_52100	Strmwtr Fund – Engineering – FICA	\$ 4,246
Exp. 514-51310_51100.02	Strmwtr Fund – Mosquito – Salaries and Wages	\$ 3,500
Exp. 514-51310_51100.06	Strmwtr Fund – Mosquito – Salaries and Wages – PT	\$ 750
Exp. 514-51310_52100	Strmwtr Fund – Mosquito – FICA	\$ 325
Rev. 520_441050.165	Refuse Fund – Interfund Transfer – General Fund	\$75,355
Exp. 520-42320_51100.02	Refuse Fund – Salaries and Wages	\$70,000
Exp. 520-42320_52100	Refuse Fund – FICA	\$ 5,355
Rev. 601_441050.165	Fleet Fund – Interfund Transfer – General Fund	\$38,216
Exp. 601-12520_51100.02	Fleet Fund – Salaries and Wages	\$35,500
Exp. 601-12520_52100	Fleet Fund – FICA	\$ 2,716
Rev. 603_441050.165	IT Fund – Interfund Transfers – General Fund	\$25,836
Exp. 603-12510_51100.02	IT Fund – Salaries and Wages	\$24,000
Exp. 603-12510_52100	IT Fund – FICA	\$ 1,836
Rev. 606_441050.165	Risk Fund – Interfund Transfer – General Fund	\$10,765
Exp. 606-12550_51100.02	Risk Fund – Salaries and Wages	\$10,000
Exp. 606-12550_52100	Risk Fund – FICA	<u>\$ 765</u>

2. The transfers totaling \$683,308 are hereby appropriated for use as referenced in this ordinance and the budget approved by Ordinance Number 20-O-028, as amended. The City Manager be, and is hereby authorized and directed to do all things necessary to effectuate this action.

3. This ordinance shall be effective upon passage and shall not be published.

READ AND PASSED: _____

TESTE: _____

Erika S. Dawley, City Clerk

Approved as to form:

KD Carter

_____ Helivi L. Holland, City Attorney

for

Resolutions

AGENDA: October 21, 2020, Regular Session

ITEM: Staff Report – Suffolk Executive Airport and Economic Development Update

Staff will provide and update on activity at the Suffolk Executive Airport as well as highlights of recent Economic Development Activity.

AGENDA: October 21, 2020, Regular Session

ITEM: **Motion** – A motion to schedule a public hearing on November 4, 2020, to consider the adoption of an ordinance authorizing the acquisition of right of way and easements for the Route 17 and Crittenden Road Intersection Improvements Project (UPC 111089)

This project will enhance safety and provide improved access to Crittenden Road from U.S. Route 17 (Bridge Road). The intersection improvements involve relocating the Crittenden Road Intersection with Bridge Road to align with the entrance to the Cedar Point community. Improvements also include traffic signal upgrades and added pedestrian features.

RECOMMENDATION:

Approve the motion

**A motion to schedule a City Council
Work Session for Wednesday,
November 4, 2020, at 4:00 p.m., unless
cancelled**

Non-Agenda Speakers

New Business

Announcements and Comments