

The Petersburg City Council Advance was held on August 9-11, 2025 at the Kingsmill Resort in Williamsburg, Virginia. The Advance was called to order on August 9, 2025 at 2:00 p.m. The meeting was not recorded. No action was taken by Council during the advance.

1. ADVANCE ATTENDEES ON AUGUST 9, 2025:

Present from City Council:

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

Absent:

Present from City Administration:

City Manager John “March” Altman, Jr.
Deputy City Manager Kenneth Miller
City Attorney Anthony C. Williams
City Clerk Tangi R. Hill
Police Chief Travis Christian
Public Relations and Communication Director Joanne Williams

Facilitator:

Jane Dittmar, Virginia Institute of Government, Uva Cooper Center

DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum of the City Council was present.

ADVANCE SCHEDULE – SATURDAY, AUGUST 9, 2025

2:00 PM – Call to Order

Mayor Parham opened the session with remarks.

2:15 PM – Opening Exercise

Participants engaged in a warm-up focused on personal purpose and strategic visioning.
→ Featured activity: “My Why” 60-second elevator speech.

3:00 PM – Visioning Workshop

Small group breakout sessions explored future vision for Petersburg.
→ Each group reported out key themes and concepts.

3:45 PM – Break

4:00 PM – Rules & Bylaws Workshop

Briefing on current draft rules and redlines.

→ Small group exercises reviewed omissions and additions.

→ Groups reported out recommendations for refinement.

5:30 PM – Wrap-Up & Preview of Sunday

Meeting recessed.

2. ADVANCE ATTENDEES ON SUNDAY, AUGUST 10, 2025

Present from City Council:

Charles Cuthbert, Jr., Councilor – Ward 4

Marlow Jones, Councilor – Ward 1 (Late)

W. Howard Myers, Councilor – Ward 5

Arnold Westbrook, Jr., Councilor – Ward 7

Annette Smith-Lee, Councilor - Ward 6

Samuel Parham, Mayor – Ward 3

Darrin Hill, Vice Mayor – Ward 2

Absent:

Present from City Administration:

City Manager John “March” Altman, Jr.

Deputy City Manager Kenneth Miller

City Attorney Anthony C. Williams

City Clerk Tangi R. Hill

Police Chief Travis Christian

Public Relations and Communication Director Joanne Williams

Facilitator:

Jane Dittmar, Virginia Institute of Government, Uva Cooper Center

DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum of the City Council was present.

ADVANCE SCHEDULE – SUNDAY, AUGUST 10, 2025

9:00 AM – Call to Order

Mayor Parham reconvened the Advance.

9:00 AM – Strategic Goal: Economic Development

→ Reviewed current goal

→ Small group work identified values and gaps.

→ Groups reported out and voted on refinements.

11:30 AM – Lunch

12:00 PM – Strategic Goal: Neighborhood Vitality

- Reviewed current goal.
- Small group work and report out.
- Voting on proposed updates.

2:00 PM – Break

2:15 PM – Strategic Goal: Celebrate Petersburg

- Reviewed current goal
- Small group work and report out.
- Voting on proposed updates.

3:30 PM – Strategic Goal: Good Governance

- Reviewed current goal
- Small group work and report out.
- Voting on proposed updates.

4:30 PM – Plan Considerations

- Consensus discussion on structure, reporting, and updating.
- Review by Mayor Parham and City Manager Altman to edit prior to Council presentation

5:00 PM – Wrap-Up & Preview of Monday
Advance recessed.

3. ADVANCE ATTENDEES ON AUGUST 11, 2025:

Present City Council:

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

Absent:

Present from City Administration:

City Manager John “March” Altman, Jr.
Deputy City Manager Kenneth Miller
City Attorney Anthony C. Williams
City Clerk Tangi R. Hill

Police Chief Travis Christian
Public Relations and Communication Director Joanne Williams
Fire Chief Wayne Hoover
Interim Chief Financial Officer Leon Glaister
Budget Manager Garry Cozier

Facilitator:

Jane Dittmar, Virginia Institute of Government, Uva Cooper Center

Davenport Financial:

David Rose, Senior Vice President
Ben Wilson, Vice President
Gracie Caplice, Associate Vice President

DETERMINATION OF THE PRESENCE OF A QUORUM:

A quorum of the City Council was present.

ADVANCE SCHEDULE – MONDAY, AUGUST 11, 2025

9:00 AM – Call to Order

Mayor Parham reconvened the Advance.

Davenport Presentation

→ Presented by David Rose and Ben Wilson

10:30 AM – Break

→ Remarks by Gary Cozier, Budget Manager

10:45 AM – EMS Presentation

→ Presented by Chief Hoover, Fire Chief

12:15 PM – Wrap-Up & Next Steps

4. ADJOURNMENT

The City Council Advance adjourned at 12:30 p.m.

Adopted: 11/05/2025



Mayor, Samuel Parham

ATTEST:

A handwritten signature in dark ink, reading "Tangi R. Hill". The signature is written in a cursive style with a large initial "T".

City Clerk, Tangi R. Hill