

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
September 26, 2023

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, September 26, 2023, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

Frank J. Thornton, Chairman, Fairfield District
Tyrone E. Nelson, Vice-Chairman, Varina District
Thomas M. Branin, Three Chopt District
Patricia S. O'Bannon, Tuckahoe District
Daniel J. Schmitt, Brookland District

Other Officials Present:

John A. Vithoulkas, County Manager
Andrew R. Newby, County Attorney
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board
Michael Y. Feinmel, Deputy County Manager for Public Safety
W. Brandon Hinton, Deputy County Manager for Administration
Monica Smith-Callahan, Deputy County Manager for Community Affairs
Cari M. Tretina, Deputy County Manager/Chief of Staff
Steven J. Yob, Deputy County Manager for Community Operations
Benjamin A. Sheppard, Director of Public Relations

Mr. Nelson, Vice-Chairman of the Board of Supervisors delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, the Board approved the minutes of the September 12, 2023, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

MANAGER'S COMMENTS

Mr. Vithoulkas recognized Bentley Chan, Director of Public Utilities, and his team for being the recipient of the National Association of Clean Water Agency (NACWA) 2022 Peak Performance Gold Award. The Peak Performance Awards recognize NACWA member agency facilities for excellence in permit compliance. The County's Water Reclamation Facility was recognized for its complete and consistent permit compliance during the 2022 calendar year.

Mr. Vithoulkas next recognized John Zannino, Director of Recreation and Parks and his team. Over 400 delegates, exhibitors, speakers, and volunteers from around the state gathered earlier this month at the 70th Annual Conference of the Virginia Recreation and Park Society held in Williamsburg, Virginia. The conference is a learning exchange and provides an opportunity for recreation and park professionals to discuss areas of common interest.

Highlighting each year's conference is a formal presentation of awards. This state-wide program honors individuals, departments, and organizations throughout Virginia who have demonstrated excellence in any of several areas during the previous year.

Henrico County Recreation and Parks received an award in the Best New Renovation/Addition (Parks, Playgrounds, Blueways, Greenways or Trails): 200,000+ population category for the Dorey Park Baseball Stadium. This stadium project upgraded an existing baseball field to a collegiate-style stadium at Dorey Park Complex in Eastern Henrico. They also received an award in the Best New DEI (Diversity, Equity, and Inclusion) Initiative: 200,000+ population category for the DEI Discussion Group. The DEI discussion group was initiated by staff and is available to all employees in the Division. The group provides a safe place for employees to discuss topics on a personal level, learn from others' experiences, and create a DEI-driven culture within the Division. The Manager congratulated the team on all their success.

The Manager next remarked that, since 1968, Americans have observed Hispanic Heritage Month, first as a weeklong celebration and then in 1988 it was enacted into law to be a monthlong observation from September 15 to October 15. Mr. Vithoulkas recognized Alex Ramos and his family. Mr. Ramos is a Henrico firefighter and a newly naturalized American citizen as of March 15, 2023. Mr. Ramos thanked the Manager and stated it was an honor for him to share his story and speak more about Hispanic Heritage Month. This year's theme is "Todos Somos, Somos Uno," (We Are All, We Are One) which is fitting as we are One Henrico, providing programs and services to all residents.

Though Hispanic Heritage Month is observed for 30 days, the legacy, culture, and historic contributions of Hispanic Americans, whose ancestors came from Spain, Mexico, the Caribbean and Central and South America should be, and are, celebrated every day.

Mr. Ramos thanked the Board of Supervisors and the County Manager for their leadership and support to ensure that Henrico is strategic in their services to and recruitment of Hispanic Americans. As a Henrico firefighter of Nicaraguan descent, Mr. Ramos stated he is honored to represent his culture and to assist Latin residents in an emergency by speaking to them in their native language.

Mr. Ramos shared a recent example of how his ability to speak the language assisted during a time of need. A lady who was visiting from Latin America got lost after dropping off her niece at school. She found her way to a nearby fire station to ask for help. When there was an obvious language barrier, the staff at the station called Mr. Ramos to assist. During the conversation, he learned she had been walking for six hours trying to find her way back to the family's home. While talking to her, he was able to calm her down, figure out where her family lived, and got her back to her family who had called the police to assist in finding her.

Mr. Ramos noted we are fortunate to live in a diverse community. There are many residents whose first language is not English, so we understand the freedom of speaking in our native tongue. He noted for him to be able to help his community and brothers and sisters in the fire department while speaking Spanish is a great honor, and he thanked the Board and the Manager for the opportunity to do so. The Manager thanked Mr. Ramos for sharing his story and invited him and his family up to the dais to meet the Board.

BOARD OF SUPERVISORS' COMMENTS

There were no comments from the Board.

RECOGNITION OF NEWS MEDIA

Maggie Marshall with WTVR Channel 6 was present from the media.

PRESENTATIONS

264-23 Resolution - Honoring the Late Helen Epps Harris.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

Mr. Thornton presented a resolution honoring the late Helen Epps Harris for her excellent leadership and dedication to the County, its residents, and her community. Accepting the resolution was her son Pastor Emanuel Harris and her daughter Elder Alaine Jackson. Pastor Harris thanked Mr. Thornton and the Board for recognizing his mother stating she was a woman of faith and noting she was about equity and inclusion. She would be pleased that Henrico is a place of inclusion. Ms. Jackson joined the words of her brother and noted they came from South Carolina to receive the recognition and are so appreciative of the kinds words and recognition. Mr. Thornton noted the many important and selfless works of Ms. Harris in service of this great community, and he shared a special quote from the great Martin Luther King.

Mr. Branin presented a proclamation recognizing October 2 – 6, 2023, as Customer Service Week. Accepting the proclamation was Rebecca Slough, Senior Human Resources Analyst – Organizational Learning and Talent Development Division of the Department of Human Resources. Mrs. Slough stated it was an honor to accept the proclamation in honor of all the County employees and noted it is the heart of our culture to provide exceptional customer engagement.

Mr. Nelson presented a proclamation recognizing October 2 – 8, 2023, as Active Aging Week. Accepting the proclamation was Ashlee Giles, Advocate for the Aging, and Shelia Cunningham with Recreation and Parks. Ms. Giles thanked the Manager and the Board for the proclamation for recognizing Active Aging Week, noted the different activities that will be celebrated during the week, and encouraged everyone to participate in the events. Mr. Vithoulkas recognized Ms. Cunningham for celebrating 42 years of service with the County and thanked her for all her years of service.

PUBLIC HEARING ITEMS

265-23 Resolution - Amendments to FY 2023-24 Annual Fiscal Plan - September 2023.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

266-23 Ordinance - To Create the New Henrico RECAP Program and Provide Additional Real Estate Tax Relief for Elderly Individuals and Individuals with Disabilities by Amending and Reordaining Section 20-78 Titled “Elderly or permanently and totally disabled persons” and Sections 20-90 through 20-107 Titled “Reserved” of the Code of the County of Henrico.

The following individuals spoke regarding this item:

Andrea Nelson, a resident of the Brookland District, asked if the Board could consider raising the net worth limit of the RECAP program from 700,000 to \$1 million.

Marie Williamson commended the Board on the proposal to provide real estate tax relief for senior citizens but felt having an audit on one’s personal assets provided an unnecessary barrier to the RECAP program.

Mr. Branin explained this is a new, groundbreaking program of which the County could be rightly proud. He noted that we can make changes and modifications to the program over time, just like with REAP. He thanked both speakers for coming forward and sharing their ideas.

On motion of Mr. Branin, seconded by Mrs. O’Bannon, and by unanimous vote, the Board approved this item – see attached ordinance.

267-23 Ordinance - To Expand the County’s Ability to Jointly and Cooperatively Procure Goods and Services by Amending and Reordaining Section 16-49 Titled “Reserved” of the Code of the County of Henrico.

Oscar Knott, Purchasing Director, responded to a question from Mr. Thornton regarding this item.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached ordinance.

PUBLIC COMMENTS

Promila Rajput, a resident of the Tuckahoe District, shared concerns about possible money laundering schemes in the County.

Shoshana Spiggle, a resident of the Brookland District and a member of the Jewish and LGBTQ+ communities, voiced concerns about a speaker event held at the Belmont Recreation Center this past weekend and how the event was booked.

Walter Nickerson, a resident of the Three Chopt District, voiced similar concerns to those raised by Ms. Spiggle.

John Martin Owens, a resident of the Brookland District, requested the County consider installing a traffic light on Nuckols Road at the exit of the public use area of the Springfield Landfill.

Christopher Malmquist, a resident of the Fairfield District, voiced concerns about interactions with the Police Division and asked the Manager and Board to investigate.

GENERAL AGENDA

268-23 Resolution - Award of Contract - Twin Hickory Splash Park - Three Chopt District.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

269-23 Resolution - Award of Contract - Three Chopt Water Storage Tanks 1 and 2 Repairs and Repainting - Tuckahoe District.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

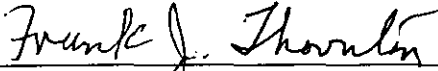
270-23 Resolution - Award of Contract - Water Reclamation Facility Clarifier Rehabilitation Phase 3 Project - Varina District.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

271-23 Resolution - Award of Contract - Fall Line Trail - Pedestrian Accommodations at Spring Park - Fairfield District.

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

There being no further business, the meeting was adjourned at 8:25 p.m.



Chairman, Board of Supervisors
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 204-23

Page No. 1 of 2

Agenda Title: RESOLUTION - Honoring the Late Helen Epps Harris

For Clerk's Use Only: Date: <u>9/26/2023</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<p align="center">BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Branin, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>O'Bannon, P.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Schmitt, D.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Thornton, F.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, Helen E. Harris was the daughter of the late Rev. Dr. Andrew Clay and Helen Virginia Christian Epps; and

WHEREAS, Mrs. Harris at the tender age of 16 became the youngest in the State of Virginia to pass the real estate exam and began working at her father's real estate company as a realtor; and

WHEREAS, she was a proud member of the Armstrong High School class of 1957 and a graduate of The Virginia Union University, class of 1961; and

WHEREAS, while at Virginia Union University, she pledged with the illustrious Delta Sigma Theta Sorority, Inc.; and

WHEREAS, Mrs. Epps was a committed community leader becoming the first President of the Henrico County Civic League, where under her leadership it created a "community of involvement;" and

WHEREAS, because of her leadership, she was instrumental in helping organize the Henrico County Community Leaders, a group that devised and implemented short- and long-term strategies regarding the lack of diversity and the observance of the Rev. Dr. Martin Luther King's holiday in Henrico County Public Schools; and

WHEREAS, after the success of implementing the Rev. Dr. Martin Luther King's holiday in the County, she was instrumental in the 1995 election of the first African American to the Henrico County Board of Supervisors, co-founder of the Civic League, and current Supervisor Mr. Frank J. Thornton; and

WHEREAS, Mrs. Harris continued to serve her community in numerous important positions, including as a member of the County's Board of Zoning Appeals and Board of Real Estate Review and Equalization; as a Director of Self-Study for Accreditation; on the Richmond, Virginia Seminary; and as a Facilitator/Organizer with the Save our Public Schools Group; and

By Agency Head _____

By County Manager _____

[Signature] Acting
County
Manager

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Copy to: _____

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS**

Agenda Title: RESOLUTION – Honoring the Late Helen Epps Harris

WHEREAS, Mrs. Harris was a woman of faith; she accepted Jesus Christ at an early age at Cedar Street Baptist Church and later in life became a leader at St. Peter Baptist Church, where she taught Vacation Bible School and New Members classes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, wishes to recognize the late Helen Epps Harris for her excellent leadership and dedication to this County, its residents, and her community.

BE IT FURTHER RESOLVED that the Clerk of the Board of Supervisors shall prepare a copy of this resolution as a sincere expression of the County's appreciation for the tireless and selfless service of Helen Epps Harris.

Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

Honoring the Late Helen Epps Harris

WHEREAS, Helen E. Harris was the daughter of the late Rev. Dr. Andrew Clay and Helen Virginia Christian Epps; and

WHEREAS, Mrs. Harris at the tender age of 16 became the youngest in the State of Virginia to pass the real estate exam and began working at her father's real estate company as a realtor; and

WHEREAS, she was a proud member of the Armstrong High School class of 1957 and a graduate of The Virginia Union University, class of 1961; and

WHEREAS, while at Virginia Union University, she pledged with the illustrious Delta Sigma Theta Sorority, Inc.; and

WHEREAS, Mrs. Epps was a committed community leader becoming the first President of the Henrico County Civic League, where under her leadership it created a "community of involvement;" and

WHEREAS, because of her leadership, she was instrumental in helping organize the Henrico County Community Leaders, a group that devised and implemented short- and long-term strategies regarding the lack of diversity and the observance of the Rev. Dr. Martin Luther King's holiday in Henrico County Public Schools; and

WHEREAS, after the success of implementing the Rev. Dr. Martin Luther King's holiday in the County, she was instrumental in the 1995 election of the first African American to the Henrico County Board of Supervisors, co-founder of the Civic League, and current Supervisor Mr. Frank J. Thornton; and

WHEREAS, Mrs. Harris continued to serve her community in numerous important positions, including as a member of the County's Board of Zoning Appeals and Board of Real Estate Review and Equalization; as a Director of Self-Study for Accreditation; on the Richmond, Virginia Seminary; and as a Facilitator/Organizer with the Save our Public Schools Group; and

WHEREAS, Mrs. Harris was a woman of faith; she accepted Jesus Christ at an early age at Cedar Street Baptist Church and later in life became a leader at St. Peter Baptist Church, where she taught Vacation Bible School and New Members classes.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, wishes to recognize the late Helen Epps Harris for her excellent leadership and dedication to this County, its residents, and her community.

BE IT FURTHER RESOLVED that the Clerk of the Board of Supervisors shall prepare a copy of this resolution as a sincere expression of the County's appreciation for the tireless and selfless service of Helen Epps Harris.



Frank J. Thornton

Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

CUSTOMER SERVICE WEEK

October 2 – 6, 2023

WHEREAS, customer service is an ever-changing process that is a critical part of the success of any organization, especially local government; and

WHEREAS, the County of Henrico is continually striving to ensure that customer service remains an integral part of our employees' daily lives; and

WHEREAS, the County's customer service initiatives focus on communication, education, training, and recognition; and

WHEREAS, the County continues to be recognized locally, nationally, and internationally for the quality of service it provides to all its customers; and

WHEREAS, each County employee and County agency must continue to promote excellence in customer service as evidenced by the Henrico Way.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of the County of Henrico, Virginia hereby recognizes the week of October 2 - 6, 2023, as Customer Service Week and salutes and thanks each and every County employee for the quality of service so willingly given to both the internal and external customers of the County.



Frank J. Thornton

Frank J. Thornton, Chairman
Board of Supervisors

Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

ACTIVE AGING WEEK

October 2 - 8, 2023

WHEREAS, residents of the County of Henrico aged 50 and older are integral to the history, diversity, and experience of the community; and

WHEREAS, the Henrico community benefits from the numerous contributions of this population group; and

WHEREAS, the International Council on Active Aging has designated October 2 - 8, 2023, as Active Aging Week and as a time each year to celebrate activity, volunteerism, engagement, and healthy aging among adults over the age of 50; and

WHEREAS, the County of Henrico delivers services and offers programs through the Department of Recreation and Parks, the Advocate for the Aging, and other County departments to assist older adults in remaining healthy and living independently, and addresses opportunities for engagement, exercise, and socialization; and

WHEREAS, the County's Advocate for the Aging works to address the social determinants of health for older adults and improve the quality of life for older adults living in Henrico County; and

WHEREAS, the County will offer opportunities to celebrate Active Aging Week, including intergenerational activities promoting health and wellness, life-long learning, social inclusion, and opportunities for older adults to share wisdom and experience with other generations.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of Henrico County, Virginia, hereby recognizes the week of October 2 - 8, 2023, as Active Aging Week and calls this observance to the attention of all Henrico residents.





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. **205-23**
Page 1 of 15

Agenda Title: **RESOLUTION - Amendments to FY 2023-24 Annual Fiscal Plan - September 2023**

For Clerk's Use Only: Date: <u>9/26/2023</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Nelson</u> Seconded by (1) <u>Branin</u> (2) _____ (2) _____ REMARKS: APPROVED		YES NO OTHER
			Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Thompson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>

WHEREAS, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing on September 26, 2023, to consider proposed amendments to the Annual Fiscal Plan for FY 2023-24; and,

WHEREAS, those citizens who appeared and wished to speak were heard.

NOW, THEREFORE, BE IT RESOLVED by the Board that the Annual Fiscal Plan for FY 2023-24 is amended and the following funds are:

(1) Reappropriated for expenditure in the amounts and for the purposes indicated for continuing programs, such funds having already been appropriated for expenditure in the previous fiscal year (FY 2022-23) for those same approved purposes, but for some acceptable reason having not been expended or encumbered as of June 30, 2023, those unencumbered balances are reappropriated in FY 2023-24 to provide funding to meet those same continuing needs; and,

(2) Appropriated for expenditure for certain new requests for programs in the amounts and for the purposes indicated.

COMMENTS: The Director of Finance recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

Shel S. Min

By County Manager

W. A. L. ACTING CM

Certified:

A Copy Teste:

Copy to: _____

Clerk, Board of Supervisors

Date: _____



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **265-23**
Page 2 of 15

AMENDMENTS TO FY2023-24
ANNUAL FISCAL PLAN - SEPTEMBER 2023

SUMMARY

1.	Reappropriation for Continuing Programs:	
	General Fund	\$ 14,308,096
	Special Revenue Fund	<u>116,000</u>
	Total Reappropriations for Continuing Programs	\$ 14,424,096
2.	New Amendments/Appropriations:	
	General Fund	\$ 9,479,621
	Special Revenue Fund	<u>20,026,412</u>
	Total Operating Funds	\$ 29,506,033
	Capital Projects Fund	10,987,531
	Water & Sewer Capital Projects	<u>15,000,000</u>
	Total New Amendments/Appropriations	\$ 55,493,564
	GRAND TOTAL REAPPROPRIATIONS/NEW AMENDMENTS/ APPROPRIATIONS	<u>\$ 69,917,660</u>



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. **25-23**
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**1. REAPPROPRIATIONS OF UNENCUMBERED BALANCES
FOR CONTINUING PROGRAMS**

The following amendment requests are for reappropriation of unencumbered balances budgeted in fiscal year 2022-23 for specific approved purposes. These funds, if approved for reappropriation in fiscal year 2023-24, will be used for those same purposes as budgeted for in the prior fiscal year's budget, since for some acceptable reason they could not be expended or encumbered as of June 30, 2023:

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department 04 - Circuit Court

04001 – Circuit Court Clerk \$ 270,952

0000 00000 Funds were received in fiscal year 2022-23 from the Commonwealth of Virginia Compensation Board for the Clerk's Technology Trust Fund. An unencumbered balance of \$270,952 as of June 30, 2023, is to be reappropriated in fiscal year 2023-24. These funds will be used to automate land records and provide secure remote access to land record images.

Department 19 - Information Technology

19001 – Information Technology \$ 500,000

0000 00000 County funds are required annually to purchase and repair communications equipment for all County agencies as needed throughout the fiscal year. This unencumbered balance as of June 30, 2023, is to be reappropriated in fiscal year 2023-24, to fund these purchases.

Department 28 - Public Works

28004 – Construction \$ 9,632,753

0000 08807 Certain Public Works functions were funded in fiscal year 2022-23 from State Transportation Maintenance Allocation funds. The unencumbered balance of those funds as of June 30, 2023, are requested to be reappropriated in fiscal year 2023-24. This amount plus unappropriated State Transportation Maintenance Allocation funds will be transferred to the Capital Projects fund for paving improvements.

FUND 0102 - GENERAL FUND - School Board

Department 50 - Education

50331 – Construction and Maintenance \$ 3,904,391

0000 00000 To reappropriate unencumbered balances in support of the activities of the School Board. Funds will be used for School construction and maintenance projects.

Total GENERAL FUND \$ 14,308,096

FUND 1102 – SPECIAL REVENUE FUND - State and Federal Grants - County

Department 43 - Sports and Entertainment Authority

43001 – Sports and Entertainment Authority \$ 116,000

0000 00000 To reappropriate unencumbered balances in support of the activities of the Sports and Entertainment Authority. Funds will be used for advertising, training, association memberships, and office needs as the Authority expands its operations during fiscal year 2023-24.

Total SPECIAL REVENUE FUND \$ 116,000

Total Reappropriations \$ 14,424,096



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

2. NEW AMENDMENT REQUESTS

The following amendment requests represent new amendments/appropriations as represented by documentation presented to the County Manager, stating justification for the request and identifying the funding source:

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department 04 - Circuit Court

04001	- <u>Circuit Court Clerk</u>	\$	165,041
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0000 00000 To appropriate funding of \$165,041 from the Commonwealth of Virginia Compensation Board for the Clerk's Technology Trust Fund. These funds result from fees collected by the Clerk on documents recorded in the Clerk's Office and will be used for indexing, imaging, and enhancement of the current imaging system. This system covers land records as well as state highway plats, county road maps, and wills in order to provide better service to the public in the Records Room. This funding will also enable the Clerk's Office to update and replace aging equipment. In addition, \$270,952 of funding previously appropriated for these purposes but unspent as of June 30, 2023, is included in the reappropriation section of this document.

Department 12 - Police

12002	— Fiscal Records	\$	174,108
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12003	– Computer Operations	80,766
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0000 00000	To appropriate funds in the amount of \$254,874 for expansion of Division cell phone program to issue a phone to every officer and some civilians; costs include purchase of physical devices (phones, cases, cables, etc.) and supplement to service plans.
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Department 13 - Fire

13114	– Personnel and Recruitment	\$	120,000
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0000 00000	To appropriate funding for lease of a Division of Fire's Candidate Physical Ability Test (CPAT) building at 2263 Dabney Road.
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13122	- Operations - EMS	111,440
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0000 00000 - To appropriate additional funds collected by the Four-For-Life, Return to Locality Program for Emergency Medical Services, in the amount of \$111,440. Four-For-Life funding is received from the Commonwealth of Virginia, Department of Health, Office of Emergency Medical Services for the training of volunteer or salaried emergency medical service personnel of licensed, nonprofit emergency medical service agencies and the purchase of necessary equipment and supplies for those personnel. This will increase the fiscal year 2023-24 approved budget for Four-For-Life to \$316,440.

13153 – Specialty Teams

1739 00000	- <u>Special Ops Equipment Replacement Plan</u>	410,000
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To appropriate funding for the Division of Fire Special Operation Teams. Funding will be allocated for vehicle replacement.

Total Fire	\$ 641,440
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COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. **268-23**
Page 5 of 15

Department 28 - Public Works

28004 – Construction 2,667,266
0000 00000 To appropriate State Transportation Maintenance Allocation payments received but not appropriated in fiscal year 2022-23. These funds, in addition to the unencumbered balance reappropriated, will be transferred to the Capital Projects Fund for paving improvements.

Department 32 - Non-Departmental

32003 – Reserve - Miscellaneous
0952 00000 - Reserve for Contingency \$ 72,000
To appropriate funding of \$72,000 for payment to Hunton Andrews Kurth LLP for services provided in support of the County's Community Revitalization efforts.

FUND 0102 - GENERAL FUND - School Board

Department 50 - Education

50101 – Elementary School Education
0001 00000 - General Regular \$ 538,000
0235 00000 - Operations and Maintenance - Security Services 50,000
50121 – High School Education
0001 00000 - General Regular 1,016,000
0235 00000 - Operations and Maintenance - Security Services 50,000
50301 – Assistant Superintendent of Operations
0235 00000 - Operations and Maintenance - Security Services 4,025,000
To appropriate funding of \$5,679,000 to establish 75 School Security Officer, six Reading Specialist, and 10 English Language Learner Teacher positions, adding a total of 91 positions to the Henrico County Public Schools Complement. Funding will also cover operating costs for these positions.

Total Education	\$ 5,679,000
Total GENERAL FUND	\$ 9,479,621

FUND 1101 – SPECIAL REVENUE FUND - School Cafeteria

Department 50 - Education

50341 – National School Lunch Program
0245 00000 - School Food Services \$ 5,000,000
HCPS is seeking an appropriation of \$5,000,000 in unspent prior year revenue to the FY2024 SNS budget, which will allow us to comply with a spending plan submitted to and approved by the Commonwealth.

FUND 1102 – SPECIAL REVENUE FUND - State and Federal Grants - County

Department 03 - Sheriff

03002 – Investigations \$ 120,000
0000 09313 - FY2024 Residential Substance Abuse Treatment Program
To appropriate Virginia Department of Criminal Justice Services grant for Henrico's Residential Substance Abuse Treatment Program (RSATP). This program is funded with \$30,000 of State (25%) and \$90,000 of federal (75%) funds. These resources will be used for personnel costs, training, supplies, program incentives, and drug testing.



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Department 12 - Police

12035 – Metro Aviation \$ 1,500,000

0000 00000 To provide funding for a replacement aircraft for the Metro Aviation Unit. The \$1,500,000 cost of the aircraft will be split evenly among Henrico County, Chesterfield County, and the City of Richmond.

1823 00000 – Metro Aviation Special Operating and Capital 997

The Commonwealth of Virginia reimburses Henrico County's Metro Aviation Unit for State extraditions using the unit's airplane. Additional revenue received from the State in fiscal year 2022-23, but not appropriated for expenditure, will be used for operating and capital needs of the Metro Aviation Unit.

12800 – Grants

0000 08349 – Federal Task Forces 2,870

To appropriate federal funding of \$2,870 for the purchase of equipment for the Internet Crimes Against Children Taskforce.

0000 09525 – FY24 911 PSAP Grant 4,000

To appropriate a Virginia State Police Public Safety Answering Point (PSAP) grant. Funding will support a Henrico Officer attending a conference focusing on the prevention of auto theft. There is no local match for this grant.

0000 09529 ARPA23 344,213

To appropriate American Rescue Plan Act (ARPA) funding of \$344,213. Funds will be used to purchase various surveillance and breaching equipment, night vision for K9 team, and radios for School Resource Officers.

0000 09590 – DMV24 - Alcohol 236,400

To appropriate funding of \$236,400 from the Virginia Department of Motor Vehicles for overtime related to alcohol enforcement activities and travel costs for conferences. These federal funds are pass-through from the National Highway Traffic Safety Administration and are being administered by the Commonwealth. The County's local match will be satisfied through existing appropriation.

0000 09591 – DMV24 - Police Traffic Services 144,250

To appropriate funding of \$144,250 from the Virginia Department of Motor Vehicles for fuel costs and overtime related to speed patrols. These federal funds are pass-through from the National Highway Traffic Safety Administration and are being administered by the Commonwealth. The County's local match will be satisfied through existing appropriation.

Total Police \$ 2,232,730

Department 13 - Fire

13800 – Grants \$ 1,000

0000 00000 To appropriate a donation received from the Community Foundation, made for the benefit of Fire Station 9. Funds will be used to refresh appliances at the station.



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0000 09571	– <u>July 2023 RSAF Grant</u>	370,000
	To appropriate funding of \$370,000 from the Virginia Office of Medical Services (OEMS), through the Rescue Squad Assistance Fund (RSAF) Grant Program. Funding will supplement the purchase of an ambulance with a Stryker Power-PRO Cot System. No local match is required.	
	Total Fire	\$ 371,000
Department 22 - Social Services		
22011	– Joint Administration	
1301 00000	– <u>Administration</u>	\$ 253,242
	To provide Federal funding of \$82,866 for full-year funding for three Division Manager positions for the Department of Social Services. These positions were approved in a June 2023 amendment. An additional \$170,376 of local resources will come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund.	
22503	– Adoption Subsidy	
1302 00000	– <u>Purchase of Services</u>	875,041
	To increase the County allocation to the estimated level of need for State and federally mandated Title IV-E Adoption Program expenditures. This program is funded with \$437,521 of State (50%) and \$437,520 of federal (50%) funds. The total appropriation for this program in fiscal year 2023-24 will be \$2,314,561 after this addition. No County matching funds are required.	
22507	– Preventive Foster Care	
1302 00000	– <u>Purchase of Services</u>	175,966
	The Commonwealth of Virginia, Department of Social Services, will provide an additional \$880 of State (0.5%) and \$147,811 of federal (84.0%) funding. The County's required 15.5% match, \$27,275, will come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund and is included in the \$175,966 total. The total appropriation for this program in fiscal year 2023-24 will be \$201,432 after this addition. These funds are being used to provide the department with additional funding to pay State and federally mandated Family Preservation Program expenditures.	
22509	– Safe and Stable Families	
1302 09482	– <u>FY2023-24 CSA</u>	22,016
	The Commonwealth of Virginia, Department of Social Services, has awarded the County of Henrico, Policy and Management Team (CPMT) for the Comprehensive Services Act (CSA) Safe and Stable Family Program, an additional \$16,512 of federal (75.0%) and \$2,092 of State (9.5%) funding for fiscal year 2023-24. The County's required 15.5% match of \$3,412 will come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund and is included in the \$22,016 total. The total appropriation for this program in fiscal year 2023-24 will be \$191,015 after this addition.	
	Total Social Services	\$ 1,326,265



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Department 38 - Community Revitalization

38003	– CDBG	
0000 09573	– <u>FY23-24 CDBG - Administration</u>	\$ 322,000
0000 09574	– <u>FY23-24 CDBG - Commercial Assistance Program</u>	160,000
0000 09575	– <u>FY23-24 CDBG - CONNECT Program</u>	184,000
0000 09576	– <u>FY23-24 CDBG - Project HOMES Critical Home Repair</u>	579,427
0000 09577	– <u>FY23-24 CDBG - Habitat for Humanity: Critical Home Repairs</u>	50,000
0000 09578	– <u>FY23-24 CDBG - CCC - Homelessness Diversion and Prevention</u>	30,000
0000 09579	– <u>FY23-24 CDBG - OAR of Richmond Reentry</u>	13,000
0000 09580	– <u>FY23-24 CDBG - Better Housing Coalition - Carter Woods III</u>	200,000
0000 09581	– <u>FY23-24 CDBG - Affordable Housing Support</u>	112,000
0000 09582	– <u>FY23-24 CDBG - Henrico County Public Schools</u>	2,000
	Sub-Total CDBG	<u>\$ 1,652,427</u>

The United States Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG), as authorized by Title I of the Housing and Community Development Act of 1974, as amended, has awarded the County of Henrico, fiscal year 2023-24 grant funds in the amount of \$1,652,427 for these 10 programs/purposes.

38004	– HOME	
0000 09583	– <u>FY23-24 HOME - Administration</u>	\$ 102,000
0000 09584	– <u>FY23-24 HOME - project: HOMES Homeowner Rehabilitation Program</u>	597,904
0000 09585	– <u>FY23-24 HOME - HOME Inc Down Payment Assistance</u>	100,000
0000 09586	– <u>FY23-24 HOME - SCDHC Down Payment Assistance</u>	71,000
0000 09587	– <u>FY23-24 HOME - CHDO Activities - Affordable Housing Development</u>	153,700
	Sub-Total HOME	<u>\$ 1,024,604</u>

The United States Department of Housing and Urban Development (HUD), HOME Investment Partnerships Program, as authorized by the HOME Investment Partnerships Act of 1990, has awarded the County of Henrico, fiscal year 2023-24 grant funds in the amount of \$1,024,604 for these five programs/purposes.

Total Community Revitalization	<u>\$ 2,677,031</u>
--------------------------------	---------------------

Department 43 - Sports and Entertainment Authority

43001	– <u>Sports and Entertainment Authority</u>	\$ 236,917
0000 00000	To appropriate funding of \$236,917 for the addition of a Venue Operations Manager position and other personnel costs for the Sports and Events Center and the annual costs to maintain the fields recently acquired from St. Gertrude's. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund.	
43002	– <u>Sports and Events Center</u>	168,000
0000 00000	To appropriate funding of \$168,000 for the purchase of 10 stationary and 10 hand-held security scanners to be utilized at the Sports and Events Center. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund.	



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0000 00000 To appropriate funding of \$2,000,000 to pay a contract for the annual operation of the Sports and Events Center. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund. 2,000,000

Total Sports and Entertainment Authority \$ 2,404,917
Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County \$ 9,131,943

FUND 1104 – SPECIAL REVENUE FUND - Miscellaneous Sanitary District

Department 31 - Public Utilities

31708 – Virginia Center Commons Streetlight District

0000 09594 – VCC Streetlights \$ 1,200,000

To appropriate \$1,200,000 for construction of streetlights in the Virginia Center Commons area. Resources will come from fund balance in the Streetlight fund and will be repaid over time with revenues from the newly created Virginia Center Commons Service District.

FUND 1108 – SPECIAL REVENUE FUND - Capital Region Workforce Partnership

Department 27 - Capital Region Workforce Partnership

27004 – Workforce Partnership

0000 09470 – FY2023-24 WIOA Youth IS/OS \$ 386,641

0000 09471 – FY2023-24 Administrative 58,158

To appropriate \$444,799 of additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used for youth workforce training programs and associated administrative costs.

0000 09538 – Supplemental Training Grant 150,000

To appropriate additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used to provide on-the-job training reimbursement to employers to offset wages earned by program participants who are hired, as well as incentive payments to those hired based on job performance.

Total Capital Region Workforce Partnership \$ 594,799

FUND 1110 – SPECIAL REVENUE FUND - Mental Health and Developmental Services

Department 26 - Mental Health and Developmental Services

26102 – Long-Term Mental Illness Services

2329 00000 – State MH Permanent Supportive Housing \$ 573,951

To appropriate funds to expand capacity of the State Permanent Supportive Housing grant for individuals with serious mental illness. Funds will be used to add two Case Manager and one Peer Recovery Specialist positions. Each position is Complement III, funded entirely by State resources.

26102 – Long-Term Mental Illness Services

9578 00000 – STEP-VA Case Management 101,962

26108 – Medical Services

9577 00000 – STEP-VA Care Coordination 208,650

26111 – Collaborative Recovery Services

9579 00000 – STEP-VA Psych Rehab 95,500

26303 – Program Support

1509 00000 – STEP-VA Ancillary Funds 190,000

To appropriate \$596,112 of STEP-VA funds for case management, care coordination, and psychiatric rehabilitation steps. These are state funds in excess of originally budgeted amounts.



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26106	– Emergency Services	
9580 00000	– <u>State Marcus Alert Funds</u>	600,000
	To appropriate State Marcus Alert planning phase funds. Funds will be used to plan and support the Marcus Alert system to improve emergency responses to mental health crises.	
26107	– Substance Abuse	
2329 00000	– <u>State MH Permanent Supportive Housing</u>	624,600
	To appropriate State funding for a Permanent Supportive Housing grant focused on pregnant and parenting women with substance use disorders.	
26111	– Collaborative Recovery Services	
1521 00000	– <u>Jail Services</u>	16,000
1522 00000	– <u>Part C</u>	2,000
26204	– Community & Residential Resources Team	
1634 00000	– <u>Residential Services</u>	45,500
26303	– Program Support	
0000 00000	– <u>Program Support</u>	135,861
	To appropriate \$199,361, which is a portion of surplus fee revenue in excess of budgeted amounts. These funds will be used to replace furniture at five mental health support homes; appliances, furniture, and maintenance at developmental group homes; and maintenance at Hermitage Enterprises and the Woodman Road center.	
26205	– Day Support	
1645 09593	– <u>DARS LTESS Capacity Building Funds</u>	51,900
	To appropriate funds received in excess of budget from the Virginia Department of Aging. Funds will be used to build capacity to serve a variety of consumers as they age.	
26307	– Financial Management	
1686 00000	– <u>Mental Health Community Services Board Contributions</u>	1,873
	This amount represents donations received from the private sector during fiscal year 2022-23. These funds are to be used as determined by the Henrico Area Community Services Board (CSB) and/or the donors.	
Total Fund 1110 Special Revenue Fund - MH and DS		<hr/> \$ 2,647,797
FUND 1113 – SPECIAL REVENUE FUND - Forfeitures Commonwealth's Attorney State		
Department 05 – Commonwealth's Attorney		
05001	– Commonwealth's Attorney	
0000 00000	– <u>Forfeitures - Commonwealth's Attorney - State</u>	\$ 24,527
	Law enforcement special funds, which have been received by the County of Henrico, and not yet appropriated for expenditure, are to be used by the Commonwealth's Attorney for purposes determined and approved by the County Manager.	



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FUND 1114 – SPECIAL REVENUE FUND - Forfeitures Police State

Department 12 - Police

12850 – Asset Forfeiture

0000 00000 – Forfeitures - Police - State \$ 16,545

Law enforcement special funds which have been received by the County of Henrico, and not yet appropriated for expenditure, are to be used by Police for law enforcement projects as determined and approved by the County Manager.

FUND 1116 – SPECIAL REVENUE FUND - Forfeitures Police Treasury Federal

Department 12 - Police

12850 – Asset Forfeiture

0000 00000 – Forfeitures - Police - Treasury - Federal \$ 4,416

Law enforcement special funds which have been received by the County of Henrico, and not yet appropriated for expenditure, are to be used by Police for law enforcement projects as determined and approved by the County Manager.

FUND 1117 – SPECIAL REVENUE FUND - Forfeitures Police Justice Federal

Department 12 - Police

12850 – Asset Forfeiture

0000 00000 – Forfeitures - Police - Justice - Federal \$ 36,470

Law enforcement special funds which have been received by the County of Henrico, and not yet appropriated for expenditure, are to be used by Police for law enforcement projects as determined and approved by the County Manager.

FUND 1131 - SPECIAL REVENUE FUND - Opioids Abatement

Department 03 - Sheriff

3005 – Administration

0000 00000 To appropriate Opioid Abatement funding to enhance medical services in the jails. \$ 70,200

Department 26 - Mental Health and Developmental Services

26107 – Substance Abuse

0000 00000 To appropriate funding for treatment and housing of individuals with substance use disorder who are pregnant and/or parenting. \$ 800,311

Department 32 - Non-Departmental

32001 – Non-departmental

0000 00000 To appropriate Opioid Abatement funding for the First Tee recovery league. \$ 14,404

Total Fund 1131 Special Revenue Fund - Opioid Abatement \$ 884,915



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FUND 1132 - SPECIAL REVENUE FUND - Green City CDA

Department 30 - Economic Development

30001 - Economic Development \$ 485,000

0000 00000 To provide funding for the Green City CDA for future public infrastructure costs on the site. Resources will come from the sale of the Best Plaza property.

Total SPECIAL REVENUE FUND \$ 20,026,412

Total OPERATING FUNDS \$ 29,506,033

CAPITAL FUNDS

FUND 2101 - General Capital Projects Fund

Department 03 - Sheriff

03999 - Sheriff Capital Projects

0000 08373 - Jail Security Upgrades \$ 1,102,134

To provide funding for upgrades and updates to the current camera and card key system's utilized by the Sheriff's Office. These improvements are designed to enhance general safety and improve response times in the event of an emergency incident.

Department 30 - Economic Development

30001 - Economic Development

0000 09509 - St. Gertrude's Athletic Campus Land Acquisition \$ 2,250,000

This amendment appropriates funding to reimburse the Economic Development Authority of Henrico County for the purchase of the St. Gertrude Athletic Campus on Scott Rd. This will support the second half of the purchase amount. Funding will come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Fund 2101 - General Capital Projects \$ 3,352,134

FUND 2109 - CAPITAL PROJECTS FUND - State and Federal Grant-Funded Capital Projects

Department 28 - Public Works

28004 - Construction

0000 09490 - Nuckols Road Pedestrian Improvements \$ 2,160,000

To appropriate \$2,160,000 from the Virginia Department of Transportation (VDOT) for pedestrian accommodations on the north side of Nuckols Road, from Capital One Way to Springfield Road, including crosswalks at the Capital One Way intersection and connection of ADA ramps. VDOT will reimburse 100% of project costs as part of its congestion mitigation and air quality improvement program.

0000 09535 - Safe Streets and Roads 4 All 320,000

To appropriate \$320,000 of federal funding from the US Department of Transportation Federal Highway Administration. Funds will be used to develop a comprehensive safety action plan. The total cost is estimated to be \$400,000, with the balance of \$80,000 coming from existing appropriation.



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0000 09592 – VDEM - Flood Mitigation Grant 147,969

To appropriate \$147,069 of federal funding received from the Virginia Department of Emergency Management (VDEM). Funds will be used to determine potential mitigation measures to reduce flood risks for Lakeside Park and neighboring properties, as well as constructing a trail head to connect the Lakeside neighborhood to the Fall Line Trail. The study will evaluate the feasibility and effectiveness of stream restoration at Upham Brook and Trumpet Branch. The total cost is estimated to be \$197,292, with the balance of \$50,223 coming from existing appropriation.

Total 2109 - State and Federal Grant-Funded Capital Projects \$ 2,627,969

FUND 2111 – CAPITAL PROJECTS FUND - Capital Initiatives Fund

Department 23 - Recreation and Parks

23101 – Director

0000 09454 – Deep Run HS Athletic Improvements \$ 115,428

To appropriate funds for improvements at the Deep Run High School baseball field. This project will include irrigation, laser grading, and new top dressing. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 09569 – Elko Pickleball Courts 432,000

This amendment will provide funding to convert aging tennis courts at the Elko Community Center into a new four court pickleball complex. Project includes lighting, electrical work, and stormwater compliance. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Recreation and Parks \$ 547,428

Department 32 - Non-Departmental

32001 – Non-Departmental

0000 08815 – Highland Springs High School Athletic Items 15,000

This amendment will provide funding to replace athletic items at Highland Springs High School. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 08823 – Varina High School Athletic Items 15,000

This amendment will provide funding for Varina Youth Sports Inc., which provides baseball and softball programs along with emphasizing the importance of positive social values and good citizenship. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 09532 – Metropolitan Junior Baseball League 20,000

This amendment will provide funding for the Metropolitan Junior Baseball League in support of youth athletic programming. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.



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0000 09456 - Glen Allen High School Athletic Facility Improvements 60,000

This amendment will provide funding to the Jaguars Athletic Association to support scoreboard improvements at Glen Allen High School Athletic facilities. Total cost of the project is \$90,000, with \$30,000 having been raised by the Jaguars Athletic Association. The County portion will come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total - Non-Departmental	\$ 110,000
Total Capital Initiatives Fund	\$ 657,428

FUND 2201 - Vehicle Replacement Reserve

Department 13 - Fire

13115 - Logistics \$ 2,600,000

0000 06692 - Fire Apparatus Replacement Plan

To appropriate funding for the purchase of a truck for Station 23 as part of the Apparatus Replacement Plan. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Department 15 - Emergency Management

15001 - Emergency Management

0000 06692 - Fire Apparatus Replacement Plan \$ 1,750,000

This amendment will provide funding for the purchase of a mobile command unit. Resources are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Fund 2201 - Vehicle Replacement Reserve	\$ 4,350,000
Total CAPITAL PROJECTS FUND	\$ 10,987,531

FUND 5102 - Water and Sewer Construction Fund

Department 31 - Public Utilities

31201 - Accounting

1000 06615 - Ridge Water Pressure Zone Improvements \$ 2,000,000

Funding of \$2,000,000 is needed to make improvements at the Ridge Water Pressure Zone. Improvements include construction of a new 3,000,000 gallon tank, demolishing two existing tanks, a water line along Ridge Avenue from Henrico Avenue to Westham Woods Drive, system interconnections, and pressure reducing valves.

1001 09316 - Farmington Drive Sewer Replacement 13,000,000

To provide initial funding for sewer and water improvements in the Farmington Drive area. The project will increase capacity in the approximately 11,000 feet of existing outfall sewer along Farmington Drive from Starling Drive to Quioccasin Road.

Total Public Utilities	\$ 15,000,000
Total New Amendments/Appropriations	\$ 55,493,564
GRAND TOTAL REAPPROPRIATIONS/	\$ 14,424,096
NEW AMENDMENTS/APPROPRIATIONS	\$ 69,917,660



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BE IT FURTHER RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the following appropriation for transfer between Operating funds and Capital funds accounts from the existing account listed below, to the account shown, be approved for the purpose indicated.

FROM:

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department 28 - Public Works

28004 - Construction

0000 00000

\$ (12,300,019)

TO:

CAPITAL FUNDS

FUND 2101 - CAPITAL PROJECTS FUND - General Capital Projects

Department 28 - Public Works

28004 - Construction

0000 08807 - Paving

\$ 12,300,019

Certain Public Works functions were funded in fiscal year 2023-24 from State Transportation Maintenance Allocation funds. The unencumbered balance of those funds as of June 30, 2023, are requested to be reappropriated in fiscal year 2023-24 for those same designated purposes. This funding of \$12,300,019 is to be transferred to the Capital Projects Fund via an interfund transfer from the General Fund for the paving improvement projects.



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Agenda Title: ORDINANCE — To Create the New Henrico RECAP Program and Provide Additional Real Estate Tax Relief for Elderly Individuals and Individuals with Disabilities by Amending and Reordaining Section 20-78 Titled “Elderly or permanently and totally disabled persons” and Sections 20-90 through 20-107 Titled “Reserved” of the Code of the County of Henrico

For Clerk's Use Only:

Date: 9/26/2023

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) O'Bannon
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

After a duly advertised public hearing, the Board of Supervisors of Henrico County, Virginia, adopted the attached ordinance.

Comments: The Director of Finance recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

[Signature]

By County Manager

[Signature] ACTING COUNTY MANAGER

Copy to: _____

Certified:

A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____

ORDINANCE — To Create the New Henrico RECAP Program and Provide Additional Real Estate Tax Relief for Elderly Individuals and Individuals with Disabilities by Amending and Reordaining Section 20-78 Titled “Elderly or permanently and totally disabled persons” and Sections 20-90 through 20-107 Titled “Reserved” of the Code of the County of Henrico

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That section 20-78 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 20-78. ~~Elderly or permanently and totally disabled persons~~ Reserved.

~~(a) Exemption authorized. Real estate tax exemption is provided for qualified property owners who are not less than 65 years of age or who are permanently and totally disabled and who are eligible according to other terms of this section. A dwelling jointly held by a husband and wife may qualify if either spouse is 65 years of age or older or is permanently and totally disabled. Persons qualifying for exemption are deemed to be bearing an extraordinary real estate tax burden in relation to their income and financial worth.~~

~~(b) Definitions. For purposes of this section, any reference to:~~

~~(1) “Dwelling” shall include an improvement to real estate exempt pursuant to this section and the land upon which such improvement is situated so long as the improvement is used principally for other than a business purpose and is used to house or cover any motor vehicle classified pursuant to subdivisions (A)(3) through (10) of Code of Virginia, § 58.1-3503; household goods classified pursuant to subdivision (A)(14) of Code of Virginia, § 58.1-3503; or household goods exempted from personal property tax pursuant to Code of Virginia, § 58.1-3504.~~

~~(2) “Real estate” shall include manufactured homes as defined in Code of Virginia, § 36-85.3.~~

~~(c) Administration. The exemption shall be administered by the director of finance or his authorized delegate according to the general provisions contained in this section. The director is hereby authorized and empowered to prescribe, adopt and enforce rules and regulations, including the requirement of answers under oath, as may be reasonably necessary to determine qualifications for exemption. The director may require production of certified tax returns and appraisal reports to establish income or financial worth.~~

(d) ~~"Permanently and totally disabled" defined.~~ A person shall be regarded as being permanently and totally disabled for purposes of this section if such person is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment or deformity which can be expected to result in death or can be expected to last for the duration of such person's life.

(e) ~~Criteria for exemption.~~ Exemption shall be granted to persons subject to the following provisions:

(1) The title to the property for which exemption is claimed is held, or partially held, on December 31 immediately preceding the taxable year, by the person claiming exemption.

(2) The person occupying the dwelling and owning title or partial title thereto is 65 years or older on December 31 of the year immediately preceding the taxable year or the person claiming exemption was permanently and totally disabled on December 31 of the year immediately preceding the taxable year and is so disabled when he files the affidavit or written statement required in subsection (f) of this section. A dwelling jointly held by husband and wife may qualify if either spouse is 65 years of age or over or is permanently and totally disabled. Such dwelling must be owned by and occupied as the sole dwelling of the person claiming exemption. Persons who are otherwise qualified for exemption but are confined to hospitals, nursing homes, convalescent homes or other institutions for physical or mental care shall not be disqualified for exemption so long as the real estate for which exemption is sought is not used by or leased to others for consideration.

(3) The gross combined income of the owner during the year immediately preceding the taxable year shall be determined by the director to be an amount not to exceed \$75,000.00. Gross combined income shall include only those sources of gross income that are subject to tax under federal income tax laws, regulations, rules, or policies, without regard to whether a tax return is actually filed, of the owner, the spouse and the owner's relatives living in the dwelling for which exemption is claimed. Gross combined income shall not include life insurance benefits or receipts from borrowing or other debt. For the purpose of this subsection, the first \$10,000.00 of annual income of each of the owner's relatives, other than a spouse, living in the dwelling and who does not qualify for the exemption provided by subsection (e)(4) of this section shall be excluded in computing gross combined income. The term "owner," as used in this subsection, shall also be construed as "owners."

(4) Notwithstanding subsection (e)(3) of this section, none of the income of the owner's relatives living in the dwelling and providing bona fide caregiving services to the owner, whether such relatives are compensated or not, will be counted towards the income limit. In addition, if an owner's relative living in the dwelling is permanently and totally disabled, none of the disability income

received by that relative will be counted towards the income limit.

~~(5) The net combined financial worth of the owner as of December 31 of the year immediately preceding the taxable year shall be determined by the director to be an amount not to exceed \$500,000.00. Net combined financial worth shall include the value of all assets, including the present value of all equitable interests, of the owners and spouse of any owner, excluding the fair market value of the dwelling and the land, not exceeding ten acres, upon which it is situated and for which exemption is claimed. The value of household furnishings is excluded from the computation of net worth.~~

~~(f) *Affidavit or written statement.* No later than April 1 of the taxable year, the person claiming an exemption must file in writing an affidavit or written statement with the director. In lieu of the filing of an annual affidavit or written statement, once a taxpayer is determined to be eligible, an affidavit or written statement may be filed on a three-year cycle with an annual certification by the taxpayer that no information contained on the last preceding affidavit or written statement filed has changed to violate the limitations and conditions provided in this section. Such annual certification must be filed not later than April 1 of the taxable year. Affidavits or written statements from first time applicants or in hardship cases, as determined by the director of finance, will be accepted through December 31 of the taxable year.~~

~~(1) Such affidavit or written statement shall set forth, in a manner prescribed by the director, the names of all owners, the location and assessed value of the property, the names of any related persons occupying the dwelling for which exemption is claimed, the gross combined income of all owners and owners' relatives who live in the residence, and the net combined financial worth of all owners and their spouses.~~

~~(2) If the person claiming exemption is under 65 years of age, such form shall have attached thereto a certification by the Social Security Administration, the Department of Veterans Affairs or the Railroad Retirement Board, or, if such person is not eligible for certification by any of these agencies, a sworn affidavit or written statement by two medical doctors who are either licensed to practice medicine in the state or are military officers on active duty who practice medicine with the United States Armed Forces, to the effect that such person is permanently and totally disabled as defined in subsection (d) of this section and stating the nature of the disability. A certification pursuant to 42 USC 423(d) by the Social Security Administration, so long as the person remains eligible for such Social Security benefits, shall be deemed to satisfy the definition in subsection (d) of this section. The affidavit or written statement of at least one of the doctors shall be based upon a physical examination of the person by such doctor. The affidavit or written statement of one of the doctors may be based upon medical information contained in the records of the Civil Service Commission which is relevant to the standards for determining permanent and~~

total disability as defined in subsection (d) of this section.

~~(3) If, after an audit and investigation, the director determines that the person is qualified for exemption, he shall certify that such person is so qualified and shall determine the amount of exemption applicable to the claimant's real estate tax liability. Such exemption shall apply only to the tax year for which issued. In order to avoid the payment of any penalty, the person to whom an exemption has been issued shall, on or before the past due date established for the payment of such real estate tax, present payment for the difference between such exemption and the full amount of the tax payment then due on the property.~~

~~(g) Amount of exemption. Each qualified applicant will receive a 100 percent real estate tax exemption up to an annual exemption of \$3,200.00. The tax exemption granted under this section applies only to the dwelling occupied by the applicant, and the land, not exceeding ten acres, upon which it is situated.~~

~~(h) Changes in income or other factors. A qualified taxpayer who loses eligibility for tax relief due to changes in respect to income, financial worth, ownership of property or other factors occurring during the taxable year for which the affidavit, written statement or certification mentioned in subsections (e) and (f) of this section is filed and having the effect of exceeding or violating the limitations or conditions provided in this section shall receive the exemption for the portion of the year during which he qualifies and lose the exemption only for the remainder of the year and the taxable year immediately following. When a change in ownership to a spouse who is less than 65 years of age or is not permanently and totally disabled results solely from the death of his qualified spouse, it shall result in a prorated exemption for the then current taxable year. Such prorated portion shall be determined by multiplying the amount of the exemption by a fraction wherein the number of complete months of the year such property was properly eligible for such exemption is the numerator and the number 12 is the denominator.~~

~~(i) False claims. Any person who knowingly falsely claims an exemption shall be guilty of a misdemeanor.~~

~~(j) Applicability to life estates and certain trusts; inapplicability to leaseholds and terms of years. For purposes of this section, a dwelling owned and occupied as the sole dwelling of a person claiming exemption shall include, among other forms of ownership, a dwelling (i) held by the person claiming exemption alone or in conjunction with his spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the person claiming exemption or the person claiming exemption and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a person claiming exemption alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. However, a dwelling owned and occupied as the sole dwelling of a person claiming exemption shall not include a dwelling held under a leasehold or term of years.~~

2. That a new Division 4 is added to Article II of Chapter 20 of the Code of the County of Henrico consisting of Sections 20-90 through 20-107 as amended and reordained as follows:

DIVISION 4. – EXEMPTIONS FOR ELDERLY OR PERMANENTLY AND TOTALLY DISABLED PERSONS

*State law reference – Exemptions, Code of Virginia, §§ 58.1-3210 et seq.

Sec. 20-90. Reserved Definitions.

As used in this Division, any reference to:

- (a) “Base amount” means the amount of real estate tax assessed on the qualified real estate in the later of (i) 2023 or (ii) the year before the taxpayer initially applies for RECAP. In addition, a taxpayer may reapply at any time to establish a new base amount equal to the real estate tax assessed on the qualified real estate in the immediately preceding tax year, but only if the new base amount will be lower than the previous base amount.**
- (b) “Dwelling” includes an improvement to real estate exempt or partially exempt pursuant to this division and the land upon which such improvement is situated so long as the improvement is used principally for other than a business purpose and is used to house or cover any motor vehicle classified pursuant to Code of Virginia, § 58.1-3503.A.3. through 10.; household goods classified pursuant to Code of Virginia, § 58.1-3503.A.14.; or household goods exempted from personal property tax pursuant to Code of Virginia, § 58.1-3504.**
- (c) “Gross combined income” includes only those sources of gross income that are subject to tax under federal income tax laws, regulations, rules, or policies, without regard to whether a tax return is actually filed, of the owner(s), the spouse and the owners’ relatives living in the dwelling for which exemption is claimed. Gross combined income does not include (i) life insurance benefits or receipts from borrowing or other debt, (ii) the first \$10,000 of annual income of each of the owners’ relatives, other than a spouse, living in the dwelling and who do not qualify for RECAP or REAP; (iii) the income of the owners’ relatives living in the dwelling and providing bona fide caregiving services to an owner, whether such relatives are compensated or not; and (iv) the disability income received by the owners’ relatives who are permanently and totally disabled and live in the dwelling.**
- (d) “Net combined financial worth” includes the value of all assets, including the present value of all equitable interests, of the owner(s) and spouse of any owner, excluding the fair market value of the qualified real estate for**

which the tax exemption or tax cap is claimed. The value of household furnishings is excluded from the computation of net worth.

- (e) "Permanently and totally disabled" means a person who is unable to engage in any substantial gainful activity by reason of any medically determinable physical or mental impairment or deformity which can be expected to result in death or can be expected to last for the duration of such person's life.
- (f) "Qualified real estate" means the dwelling occupied by the applicant or participant in REAP or RECAP, and the land, not exceeding 10 acres, upon which it is situated.
- (g) "Real estate" includes manufactured homes as defined in Code of Virginia, § 36-85.3.
- (h) "Real Estate Advantage Program" or "REAP" means the program established to provide the tax exemption in section 20-94 of this division.
- (i) "RECAP" means the program established to provide the tax cap in section 20-93 of this division.
- (j) "Tax cap" means the partial tax exemption provided in section 20-93 of this division.
- (k) "Tax exemption" means the exemption provided in REAP for that portion of the real estate tax owned by a qualified taxpayer as determined by section 20-94 of this division.

Sec. 20-91. Reserved. General provisions applicable to RECAP and REAP.

- (a) *Administration.* RECAP and REAP will be administered by the director of finance or his authorized designee. The director is authorized and empowered to prescribe, adopt, and enforce rules and regulations, including the requirement of answers under oath, as may be reasonably necessary to determine qualifications for RECAP or REAP. The director may require production of certified tax returns and appraisal reports to establish income or financial worth.
- (b) *Participation.* A qualifying taxpayer may participate in either RECAP or REAP but not both simultaneously.
- (c) *False claims.* Any person who knowingly falsely claims a tax exemption or tax cap under this division will be guilty of a misdemeanor.
- (d) *Applicability to life estates and certain trusts; inapplicability to leaseholds and terms of years.* For purposes of this division, a dwelling owned and

occupied as the sole dwelling of a person claiming a tax exemption or tax cap in REAP or RECAP includes, among other forms of ownership, a dwelling (i) held by the claimant alone or in conjunction with his spouse as tenant or tenants for life or joint lives, (ii) held in a revocable inter vivos trust over which the claimant or the claimant and his spouse hold the power of revocation, or (iii) held in an irrevocable trust under which a claimant alone or in conjunction with his spouse possesses a life estate or an estate for joint lives or enjoys a continuing right of use or support. However, a dwelling owned and occupied as the sole dwelling of a claimant does not include a dwelling held under a leasehold or term of years.

Sec. 20-92. Reserved Application for tax exemption or tax cap; change in circumstances.

(a) Application; affidavit or written statement. No later than April 1 of the taxable year, the person claiming a tax exemption or tax cap must file in writing an affidavit or written statement with the director. In lieu of the filing of an annual affidavit or written statement, once a taxpayer is determined to be eligible for a tax exemption or tax cap, an affidavit or written statement may be filed on a three-year cycle with an annual certification by the taxpayer that no information contained on the last preceding affidavit or written statement filed has changed to violate the limitations and conditions provided in this division. Such annual certification must be filed not later than April 1 of the taxable year. Affidavits or written statements from first-time applicants or in hardship cases, as determined by the director of finance, will be accepted through December 31 of the taxable year.

(1) Such affidavit or written statement must set forth, in a manner prescribed by the director, the names of all owners, the location and assessed value of the property, the names of any related persons occupying the dwelling for which tax exemption or tax cap is claimed, the gross combined income of all owners and owners' relatives who live in the residence, and the net combined financial worth of all owners and their spouses.

(2) If the person claiming a tax exemption or tax cap is under 65 years of age, such form must have attached thereto a certification by the Social Security Administration, the Department of Veterans Affairs or the Railroad Retirement Board, or, if such person is not eligible for certification by any of these agencies, a sworn affidavit or written statement by two medical doctors who are either licensed to practice medicine in the state or are military officers on active duty who practice medicine with the United States Armed Forces, to the effect that such person is permanently and totally disabled as defined in section 20-90 and stating the nature of the disability. A certification pursuant to 42 U.S.C. 423(d) by the Social Security Administration, so long as the person remains eligible for such Social Security benefits, will be deemed to

satisfy the definition in section 20-90. The affidavit or written statement of at least one of the doctors must be based upon a physical examination of the person by such doctor. The affidavit or written statement of one of the doctors may be based upon medical information contained in the records of the Civil Service Commission which is relevant to the standards for determining permanent and total disability as defined in section 20-90.

(3) If, after an audit and investigation, the director determines that the person is qualified for a tax exemption or tax cap, he will certify that such person is so qualified and will determine the amount of exemption applicable to the claimant's real estate tax liability. Such exemption will apply only to the tax year for which issued. In order to avoid the payment of any penalty, the person to whom a tax exemption or tax cap has been issued must, on or before the past-due date established for the payment of such real estate tax, present payment for the difference between such tax exemption or tax cap and the full amount of the tax payment then due on the qualified real estate.

(b) *Change in circumstances.* A qualified taxpayer who loses eligibility for a tax exemption or tax cap due to changes in respect to income, financial worth, ownership of property, or other factors occurring during the taxable year for which the affidavit, written statement or certification mentioned in this section is filed and having the effect of exceeding or violating the limitations or conditions provided in this division will receive the tax exemption or tax cap for the portion of the year during which he qualifies and lose the tax exemption or tax cap only for the remainder of the year and the taxable year immediately following. When a change in ownership to a spouse who is less than 65 years of age or is not permanently and totally disabled results solely from the death of his qualified spouse, it will result in a prorated tax exemption or tax cap for the then-current taxable year. Such prorated portion will be determined by multiplying the amount of the tax exemption or tax cap by a fraction wherein the number of complete months of the year such qualified real estate was properly eligible for such tax exemption or tax cap is the numerator and the number 12 is the denominator.

Sec. 20-93. Reserved RECAP established; qualifications; amount of tax cap.

(a) *Tax cap authorized.* RECAP is a program established to provide a tax cap for qualified property owners who are not less than 65 years of age or who are permanently and totally disabled and who are eligible according to the terms of this section. A dwelling jointly held by husband and wife may qualify if either spouse is 65 years of age or older or is permanently and totally disabled. Persons qualifying for a tax cap are deemed to be bearing an extraordinary real estate tax burden in relation to their income and financial worth.

(b) Qualifications. A tax cap will be granted to persons subject to the following provisions:

- (1) Title.** The title to the qualified real estate for which the tax cap is claimed must be held, or partially held, on December 31 immediately preceding the taxable year, by the person or persons claiming the tax cap.
- (2) Age or disability.** The person occupying the dwelling and owning title or partial title thereto is 65 years or older on December 31 of the year immediately preceding the taxable year or the person claiming the tax cap was permanently and totally disabled on December 31 of the year immediately preceding the taxable year and is so disabled when he files the affidavit or written statement required in section 20-92 of this division. A dwelling jointly held by husband and wife may qualify if either spouse is 65 years of age or over or is permanently and totally disabled. Such dwelling must be owned by and occupied as the sole dwelling of the person claiming the tax cap. Persons who are otherwise qualified for the tax cap but are confined to hospitals, nursing homes, convalescent homes or other institutions for physical or mental care are not disqualified for the tax cap so long as the real estate for which the tax cap is sought is not used by or leased to others for consideration.
- (3) Gross combined income.** The gross combined income of the owner(s) during the year immediately preceding the taxable year must be determined by the director to be an amount not to exceed \$105,000.
- (4) Net combined financial worth.** The net combined financial worth of the owner(s) as of December 31 of the year immediately preceding the taxable year must be determined by the director to be an amount not to exceed \$700,000.

(c) Amount of tax cap. Each qualified applicant will receive a partial tax exemption in an amount equal to any increase in real estate tax on the qualified real estate above the base amount, such that the taxpayer's annual real estate tax for the qualified real estate will not increase above the base amount so long as the taxpayer remains in RECAP.

Sec. 20-94. Reserved REAP established; qualifications; amount of tax exemption.

- (a) Tax exemption authorized.** REAP is a program established to provide a tax exemption for qualified property owners who are not less than 65 years of age or who are permanently and totally disabled and who are eligible according to the terms of this section. A dwelling jointly held by husband and wife may qualify if either spouse is 65 years of age or older or is permanently and totally disabled. Persons qualifying for a tax exemption are

deemed to be bearing an extraordinary real estate tax burden in relation to their income and financial worth.

(b) *Qualifications.* A tax exemption will be granted to persons subject to the following provisions:

(1) *Title.* The title to the qualified real estate for which the tax exemption is claimed must be held, or partially held, on December 31 immediately preceding the taxable year, by the person or persons claiming the tax exemption.

(2) *Age or disability.* The person occupying the dwelling and owning title or partial title thereto is 65 years or older on December 31 of the year immediately preceding the taxable year or the person claiming the tax exemption was permanently and totally disabled on December 31 of the year immediately preceding the taxable year and is so disabled when he files the affidavit or written statement required in section 20-92 of this division. A dwelling jointly held by husband and wife may qualify if either spouse is 65 years of age or over or is permanently and totally disabled. Such dwelling must be owned by and occupied as the sole dwelling of the person claiming the tax exemption. Persons who are otherwise qualified for the tax exemption but are confined to hospitals, nursing homes, convalescent homes or other institutions for physical or mental care are not disqualified for the tax exemption so long as the real estate for which the tax exemption is sought is not used by or leased to others for consideration.

(3) *Gross combined income.* The gross combined income of the owner(s) during the year immediately preceding the taxable year must be determined by the director to be an amount not to exceed \$75,000.

(4) *Net combined financial worth.* The net combined financial worth of the owner(s) as of December 31 of the year immediately preceding the taxable year must be determined by the director to be an amount not to exceed \$500,000.

(c) *Amount of tax exemption.* Each qualified applicant will receive a 100 percent real estate tax exemption up to an annual exemption of \$3,200. The tax exemption granted under this section applies only to the qualified real estate.

Secs. 20-95 – 20-107. Reserved.

3. That this ordinance will be in full force and effect on after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 267-23

Page No. 1 of 1

Agenda Title: ORDINANCE — To Expand the County's Ability to Jointly and Cooperatively Procure Goods and Services by Amending and Reordaining Section 16-49 Titled "Reserved" of the Code of the County of Henrico

For Clerk's Use Only:

Date: 9/26/2023

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Schmitt
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

After a duly advertised public hearing, the Board of Supervisors of Henrico County, Virginia, adopted the attached ordinance.

Comments: The Purchasing Director recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

[Signature]

By County Manager

[Signature] Acting County Manager

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

ORDINANCE — To Expand the County's Ability to Jointly and Cooperatively Procure Goods and Services by Amending and Reordaining Section 16-49 Titled "Reserved" of the Code of the County of Henrico

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 16-49 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 16-49. Reserved Joint and cooperative procurement.

(a) The County may participate in, sponsor, conduct, or administer a joint procurement agreement on behalf of or in conjunction with one or more other public bodies, or public agencies or institutions or localities of the several states, of the United States or its territories, the District of Columbia, the United States General Services Administration, or the Metropolitan Washington Council of Governments, for the purpose of combining requirements to increase efficiency or reduce administrative expenses in any acquisition of goods, services, or construction.

(b) In addition, the County may purchase from another public body's contract or from the contract of the Metropolitan Washington Council of Governments or the Virginia Sheriffs' Association even if it did not participate in the request for proposal or invitation to bid, if the request for proposal or invitation to bid specified that the procurement was a cooperative procurement being conducted on behalf of other public bodies, except for:

(1) Contracts for architectural or engineering services; or

(2) Construction. This subdivision will not be construed to prohibit sole source or emergency procurements awarded pursuant to subsections E and F of Code of Virginia, § 2.2-4303.

Subdivision 2 does not apply to (i) the installation of artificial turf and track surfaces, (ii) stream restoration, (iii) stormwater management practices, or (iv) the installation of playground equipment, including all associated and necessary construction and maintenance.

When the County enters into a cooperative procurement agreement with a county, city, or town whose governing body has adopted alternative policies and procedures pursuant to subdivisions A 9 and A 10 of Code of Virginia, § 2.2-4343 the County will comply with the alternative policies and procedures adopted by the governing body of such county, city, or town.

(c) The County may purchase from any authority, department, agency or institution of the Commonwealth's contract even if it did not participate in the request for proposal or invitation to bid, if the request for proposal or invitation to bid specified that the procurement was a cooperative procurement being conducted on behalf of other public bodies. In such instances, deviation from the procurement procedures set forth in the Act and the administrative policies and procedures established to implement the Act is permitted, if approved by the Director of the Division of Purchases and Supply.

Pursuant to Code of Virginia, § 2.2-2012, such approval is not required if the procurement arrangement is for telecommunications and information technology goods and services of every description. In instances where the procurement arrangement is for telecommunications and information technology goods and services, such arrangement is permitted if approved by the Chief Information Officer of the Commonwealth. However, such acquisitions must be procured competitively.

Nothing herein prohibits the payment by direct or indirect means of any administrative fee that will allow for participation in any such arrangement.

(d) As authorized by the United States Congress and consistent with applicable federal regulations, and provided the terms of the contract permit such purchases, the County may purchase goods and nonprofessional services from a United States General Services Administration contract or a contract awarded by any other agency of the United States government.

(e) The County may participate in, sponsor, conduct, or administer a procurement for competitively solicited goods or services on behalf of or in conjunction with any entity when the procurement is being conducted for public entities.

(f) The County may purchase competitively solicited goods and services from any entity's contract when the solicitation specified that the procurement was being conducted on behalf of public entities.

2. That this ordinance will be in full force and effect on and after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 208-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Award of Contract — Twin Hickory Splash Park — Three Chopt District

For Clerk's Use Only:

Date: 9/26/2023

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Branin
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
O'Bannon, P. ☒ ☐ ☐
Schmitt, D. ☒ ☐ ☐
Thornton, F. ☒ ☐ ☐

WHEREAS, the County received one bid on August 30, 2023, in response to ITB 23-2572-8JEC and Addendum No. 1 for construction of the Twin Hickory Splash Park Rubber Surfacing Replacement project; and,

WHEREAS, the project consists of removing and replacing the rubber surface at the splash park playground, which includes a playground structure and a "tot" lot; and,

WHEREAS, the bid was as follows:

Bidder	Bid Amount
MTS Business Solutions, LLC Ashland, VA	\$259,757

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

- The contract is awarded to MTS Business Solutions, LLC, the lowest responsive and responsible bidder, pursuant to Invitation to Bid No. 23-2572-8JEC, Addendum No. 1, and the base bid submitted by MTS Business Solutions, LLC.
- The County Manager is authorized to execute the contract in a form approved by the County Attorney.
- The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comment: The Director of Recreation and Parks and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

By Agency Head

John Zammuto

By County Manager

Michael
Acting
County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date:



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **269-23**

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Three Chopt Water Storage Tanks 1 and 2 Repairs and Repainting – Tuckahoe District

For Clerk's Use Only: Date: <u>9/26/2023</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Branin</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; letter-spacing: 0.5em;">APPROVED</div>	<table style="width:100%; border-collapse: collapse;"> <tr> <th style="text-align: left;"></th> <th style="text-align: center;">YES</th> <th style="text-align: center;">NO</th> <th style="text-align: center;">OTHER</th> </tr> <tr> <td>Branin, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
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Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, the County received seven bids on August 22, 2023, in response to ITB 23-2561-7JL for repairs and repainting of Tanks 1 and 2 at the Three Chopt Water Pump Station on Horsepen Road; and,

WHEREAS, the project will repair and repaint the interior and exterior of 1.4 million gallon and 1.12 million gallon steel water tanks; and,

WHEREAS, the bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
D & M Painting Corporation Washington, PA	\$1,492,450
Nostos SS Contractors, LLC Nokesville, VA	\$1,819,136
George Kountoupes Painting Company Lincoln Park, MI	\$2,009,000
Suburban Contractors, LLC Manassas, VA	\$2,015,840
Worldwide Industries Corp. Butter, PA	\$2,327,500
Manolis Painting, Inc. Baldwin, MD	\$3,865,200
Southern Road & Bridge, LLC Tarpon Springs, FL	\$4,754,000

WHEREAS, after review and evaluation of the bids, it was determined that D & M Painting Corporation is the lowest responsive and responsible bidder with a bid of \$1,492,450.

By Agency Head [Signature] By County Manager [Signature] AC King
County
Manager

Copy to: _____

Certified:
A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **269-23**

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Three Chopt Water Storage Tanks 1
and 2 Repairs and Repainting – Tuckahoe District**

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract for \$1,492,450 is awarded to D & M Painting Corporation, the lowest responsive and responsible bidder, pursuant to ITB 23-2561-7JL and the bid submitted by D & M Painting Corporation.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 270 - 23

Page No. 1 of 1

Agenda Title: RESOLUTION – Award of Contract – Water Reclamation Facility Clarifier Rehabilitation Phase 3 Project – Varina District

For Clerk's Use Only:

Date: 9/26/2023

- (X) Approved
() Denied
() Amended
() Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Branin
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ✓
Nelson, T. ✓
O'Bannon, P. ✓
Schmitt, D. ✓
Thornton, F. ✓

WHEREAS, the County received three bids on August 15, 2023, in response to Invitation to Bid No. 23-2545-6JL and Addendum No. 1 for the Water Reclamation Facility Clarifier Rehabilitation Phase 3 Project; and,

WHEREAS, the project involves the rehabilitation of six 148' diameter secondary clarifiers at the Water Reclamation Facility; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
Clark Construction Group, LLC McLean, VA	\$11,015,000
Waco, Inc. Sandston, VA	\$11,354,000
Southwood Building Systems, Inc. Ashland, VA	\$12,120,100

WHEREAS, after review and evaluation of the bids, it was determined that Clark Construction Group, LLC is the lowest responsive and responsible bidder with a bid of \$11,015,000.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract for \$11,015,000 is awarded to Clark Construction Group, LLC, the lowest responsive and responsible bidder, pursuant to Invitation to Bid No. 23-2545-6JL, Addendum No. 1 and the bid submitted by Clark Construction Group, LLC.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date:



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 271-23

Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Contract — Fall Line Trail – Pedestrian Accommodations at Spring Park
— Fairfield District

For Clerk's Use Only:

Date: 9/26/2023

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Branim
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
O'Bannon, P. ☒ ☐ ☐
Schmitt, D. ☒ ☐ ☐
Thornton, F. ☒ ☐ ☐

WHEREAS, the County received two bids on August 29, 2023, in response to ITB No. 23-2573-8JL and Addendum No. 1 for the construction of the Fall Line Trail – Pedestrian Accommodations at Spring Park project; and,

WHEREAS, the project consists of the construction of approximately 1,400 linear feet of a 12-foot-wide shared-use path, sidewalk, curb ramp, and crosswalk improvements along Lakeside Avenue, Park Street, and within Spring Park, including installation of a new mast arm signal pole and controller cabinet and associated signals, pedestrian pushbuttons, junction boxes, and conduit across Lakeside Avenue as part of the Fall Line Trail in Henrico County; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
Blakemore Construction Corporation Rockville, VA	\$695,687.37
M & F Concrete, Inc. Manassas, VA	\$784,268.57

WHEREAS, the bid amounts were calculated by multiplying the estimated unit quantities listed in the bid documents times the unit prices set out in the bids; and,

WHEREAS, after a review and evaluation of the bids, it was determined that Blakemore Construction Corporation is the lowest responsive and responsible bidder for the unit price contract; and,

WHEREAS, the final contract amount will be determined upon completion of the project by multiplying the unit quantities authorized by the County times the unit prices submitted in the contractor's bid.

By Agency Head

By County Manager

ACW
county
manager

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **271-23**

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Fall Line Trail – Pedestrian Accommodations
at Spring Park — Fairfield District**

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract for \$695,687.37 is awarded to Blakemore Construction Corporation, the lowest responsive and responsible bidder, pursuant to ITB No. 23-2573-8JL, Addendum No. 1, and the base bid submitted by Blakemore Construction Corporation.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget.

COMMENT: The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



Fall Line Trail - Pedestrian Accommodations at Spring Park

