

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
April 10, 2018

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, April 10, 2018, at 6:00 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
Courtney D. Lynch, Brookland District
Patricia S. O'Bannon, Tuckahoe District

Other Officials Present:

John A. Vithoulkas, County Manager
Joseph P. Rapisarda, Jr., County Attorney
Michael L. Wade, Sheriff
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
W. Brandon Hinton, Deputy County Manager for Administration
Douglas A. Middleton, Deputy County Manager for Public Safety
Anthony J. Romanello, Deputy County Manager for Community Services
Randall R. Silber, Deputy County Manager for Community Development

Mr. Thornton called the meeting to order at 6:00 p.m. and led the recitation of the Pledge of Allegiance.

Pastor Richard Dunn of Meadowood Church of God delivered the invocation.

PUBLIC HEARING

- 85-18 Resolution - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2018-19 and Allocation of Car Tax Relief for Tax Year 2018.

Mr. Thornton thanked staff for its work on the budget and thanked those persons who were attending the meeting to provide input on the budget. He reviewed the protocol for persons wishing to speak during the public hearing on this item and asked speakers to limit their remarks to five minutes.

Brandon Hinton, Deputy County Manager for Administration, noted that under state law the Board must defer action on this budget at least seven days and will be asked to act on this item at its April 24, 2018, meeting after all tax rate public hearings have been completed. He narrated a slide presentation that covered highlights of the proposed budget for Fiscal Year (FY) 2018-19. These included an increase in the full exemption from the Business, Professional,

Occupational, and License (BPOL) tax; additional funding for the Division of Police, Division of Fire, and Sheriff's Office; the largest locally-funded expansion of bus transit in 25 years; funding for several major roadway projects; the fourth year of ongoing funding to satisfy federal stormwater requirements without the imposition of an additional fee; a community revitalization fund to assist in the development of older neighborhoods; additional tax relief for senior citizens through the Real Estate Advantage Program (REAP); funding for the construction of Fairfield Area Library, which is scheduled to open in October 2019; funding for several major recreation and parks projects; a merit-based salary increase for all employees and an additional increase for employees who have worked for Henrico for six or more years; and additional funding for outside agencies. In summary, Mr. Hinton explained that every dollar is being strategically budgeted to maintain the quality of services and the proposed budget builds upon the County's economic development efforts, addresses the need for fiscal structure, and rewards the County's hard-working employees.

Following his presentation, Mr. Hinton responded to several questions from Mr. Nelson relating to increases in expenditures for the school division during the past two years. Mr. Nelson pointed out County expenditures for the school division's general budget have increased between \$80 and \$90 million over the course of the past eight fiscal years. Mrs. Lynch asked Mr. Hinton to research whether any of the funding increases were targeted to relieve compression in teacher pay.

The following pre-registered speakers addressed the board during the advertised public hearing on this item:

- Jason Young, Executive Director of Community Brain Injury Services, thanked the Board for its 16th consecutive year of financial support of the organization's Mill House program and for increasing the County's donation to the 2008 funding level.
- Karen Stanley, Chief Executive Officer of CARITAS, thanked the Board for annually supporting her organization and its programs, which include an emergency shelter, furniture bank, the Healing Place residential recovery facility, and the Works workforce development program.
- Karen LaForge, Executive Director of The READ Center, thanked the Board for its support and explained The READ Center is an adult literacy center that serves low-literacy adults.
- Timothy McDermott, Chief Development Officer for FeedMore, expressed gratitude for the County's support of his organization, which serves food-insecure children, families, and seniors in Henrico County and 34 other cities and counties.
- Martin Wegbreit, Director of Litigation for the Central Virginia Legal Aid Society, explained his organization offers free legal services to residents in Henrico and in other cities and counties in the region and

thanked the Board for including the organization in this year's proposed budget.

- Kenneth Ragland, a retired Henrico Police Division Sergeant and Executive Director of the Henrico Police Athletic League (PAL), thanked the Board for its generous donation this year and explained the funds will be used to continue to build positive relationships between police officers and youth.
- Cathy Easter, Executive Director of Safe Harbor, thanked the Board for the additional level of funding for her organization as recommended in this year's proposed budget.
- Sara Dimick, Executive Director of OAR of Richmond (Opportunity Alliance and Reentry, formerly known as Offender Aid and Restoration), thanked the Board for its support and partnership. Harriet Scruggs, the organization's Assistant Director, elaborated on the organization's partnerships and multi-disciplinary team approach.
- Mahmud Chowdhury, Chairperson of the Asian American Society of Central Virginia, invited the Board to the Asian American Celebration to be held on May 19 at the Greater Richmond Convention Center and thanked the Board for supporting his organization for the past 20 years. Juli Laghi, the organization's Vice Chairperson, elaborated on an award her organization received from the National Association for Ethnic Studies and thanked the County for its support.
- David Fisk, Executive Director of Richmond Symphony, addressed the Board on behalf of the Arts and Cultural Funding Consortium, which is managed by CultureWorks. He expressed gratitude for the County's proposed increase in funding to the consortium for the coming fiscal year. Lisa Streat, Chair of the Culture Works Board of Directors, also thanked the Board for its financial support and for the County's partnership with the consortium.
- Nita Grignol, Co-Chair of Parents for Community-Based Services, expressed eternal gratitude to the Board for funding day support services for special education graduates since 1994.
- Jeannine Chewning, a Hermitage High School teacher and President of the Henrico Education Association, expressed concerns regarding turnover rates and salary levels for the school division's experienced teachers.
- Harold "Bud" Cothorn, a resident of the Brookland District and retired public school administrator, thanked the Board for its tireless work and for scheduling a joint work session with the School Board. He voiced concerns pertaining to compression in salary scales for Henrico's teachers and applauded Mrs. Lynch for bringing this topic to the forefront.

- Jason Vick, President of Henrico Professional Firefighters Association, noted Henrico firefighters face compensation and salary compression issues similar to what teachers and law enforcement officers experience.
- Jim Livingstone, President of the Henrico Fraternal Order of Police Lodge #4, thanked the Board for its continued support of all public safety officers and asked that a comprehensive study be completed to determine how all employees can be compensated fairly and in a manner that is fiscally responsible to the citizens they serve.
- Stuart Huffer, a resident of Henrico County, expressed support for expanding the budget to include additional pay raises for teachers.

The following persons who were not pre-registered to speak addressed the Board during the public hearing.

- Arthur Garthwright, a resident of the Fairfield District, commended Mrs. Lynch for asking questions. He expressed concerns relating to the condition of Glen Lea Elementary School and suggested meals tax revenues could be used to fund higher teacher salaries.
- Kristi Kinsella, a resident of the Brookland District and co-founder of the group Equitable Advocates, asked the Board at its upcoming meeting with the School Board to consider ways to help teachers, students, and staff other than by increasing teacher salaries.
- Mark Hile, a resident of the Three Chopt District, thanked the Board and the County's budget staff for their wise and judicious allocation of funds over the years. He suggested the Board not single out an individual group of employees for additional compensation and expressed appreciation to police officers and first responders for putting their lives on the line every day for Henrico citizens.
- Susan Rubis, a resident of Glen Allen, agreed with Mr. Hile's comments and questioned why state lottery funds are not being directed to public schools as originally intended.
- Beth Vann-Turnbull, Executive Director of Housing Families First, pointed out her organization is located in eastern Henrico and provides shelter and permanent housing placement for families experiencing homelessness across the region.
- Dana Smith, a resident of the Fairfield District, thanked the Board for managing a well-run county and not raising property taxes. He thanked Mr. Vithoukas for his hard work in helping maintain the County's excellent bond rating. Mr. Smith asked to Board to address the pay of teachers and other County employees in the same fiscally responsible manner as it has done in the past.

Mr. Rapisarda explained for the residents who were present that state law required deferral of this item.

On motion of Mr. Branin, seconded by Mr. Nelson, the Board voted to defer this item to the April 24, 2018, meeting.

The vote of the Board was as follows:

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

No: None

The Board recessed at 7:51 p.m. and reconvened at 8:06 p.m.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved the minutes of the February 27, 2018, Regular and Special Meetings.

The vote of the Board was as follows:

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

No: None

MANAGER'S COMMENTS

On April 9, Henrico police and fire crews responded to a crash at the intersection of Parham Road and West Broad Street involving four vehicles and a pedestrian, who sustained serious injuries and was transported to a Level II trauma center. This accident is an example of the dangers that are present while individuals are standing in a median. The Department of Public Works, in collaboration with the Department of Social Services, has installed signage at several major intersections throughout Henrico County to promote both pedestrian and motorist safety. These signs discourage drivers from giving money to persons in the median and offer those persons support from Social Services. Police Chief Humberto Cardounel echoed Mr. Vithoulkas' comments regarding the dangers of panhandling in County medians and the availability of services for those in need. He and Mr. Vithoulkas responded to questions from Mr. Branin and Mr. Nelson pertaining to this issue.

BOARD OF SUPERVISORS' COMMENTS

Mrs. O'Bannon announced she attended a Western Henrico Rotary Club meeting on April 9, where two of Henrico's first responders were honored as winners of the club's *Service Above Self* Award. Lt. Chris Ray of the Division of Fire and Officer Steven Shoul of the Police Division were nominated by their peers for their on-duty and off-duty performance and for making a difference in the lives of others. Lieutenant Ray, who has been involved in several Fire Division initiatives, including a fourth-grade fire safety education program, designated the Henrico Firefighters Association as the recipient of a \$1,000 donation from the club. Officer Shoul, who has spent the past four years working as a school resource officer, mostly at Highland Springs High School, designated the Highland Springs High School lacrosse team that he coaches as the recipient of a \$1,000 donation from the club.

RECOGNITION OF NEWS MEDIA

No media representatives were present.

BOARD OF SUPERVISORS' COMMENTS (continued)

Mr. Thornton recognized the following Boy Scouts who were present earlier in the meeting for the public hearing on the 2018-19 annual fiscal plans: Logan Moore from Boy Scout Troop 715, sponsored by Three Chopt Presbyterian Church; and Christian Jozic from Boy Scout Troop 720, sponsored by Mount Vernon Baptist Church.

PRESENTATIONS

Mr. Thornton presented a proclamation recognizing April 8 - 14, 2018, as Library Week. Accepting the proclamation was Gail Atkins, Library Advisory Board Vice Chair and Varina District Representative. Joining her were Harmohinder Singh-Sandhu, Fairfield District Representative on the Library Advisory Board; Jerry McKenna, Library Director; and Barbara Weedman, Assistant Library Director.

Mr. Nelson presented a proclamation recognizing April 15 - 21, 2018, as Volunteer Week. Accepting the proclamation were Shanone Sport, Human Resources Analyst for Organizational Learning and Talent Development, and Don Unger, a first responder with Tuckahoe Volunteer Rescue Squad. Joining them was Paula Reid, Director of Human Resources.

RESIGNATION

86-18 Resolution - Resignation of Member - Richmond Metropolitan Transportation Authority Board of Directors.

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

PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS

87-18 Stanley Martin: Request to conditionally rezone from R-3 One-Family
REZ2018- Residence District and M-1 Light Industrial District to R-6C General
00012 Residence District (Conditional) Parcel 765-748-4555 and part of Parcel 765-
Tuckahoe 749-6000 containing 13.49 acres located at the northwest intersection of W.
Broad Street (U.S. Route 250) and Willard Road.

Andy Condlin presented this case on behalf of the applicant. He pointed out the existing M-1 zoning on the subject site, which is next to a single-family residential neighborhood, would allow for an opportunity to have significantly more invasive uses than the proposed R-6C zoning. Mr. Condlin suggested the proposed zoning will provide for the revitalization of this area. He noted the proffered conditions for this case include a buffer, limited construction hours, fencing, and sidewalks. In response to questions from Mrs. O'Bannon, Mr. Condlin stated the applicant resolved concerns

relating to buffers and traffic that were previously brought forward by two residents in the adjoining neighborhood.

Gary Dinkins, a resident of Lockwood Road whose property adjoins the subject site, spoke in opposition to this item. He expressed concerns regarding the volume of traffic that will be generated by the proposed development. Mr. Condlin explained how a new sidewalk and planned road improvements on Willard Road will help accommodate additional traffic. John Cejka, Traffic Engineer, also addressed traffic issues and responded to questions from Mrs. O'Bannon. He stated he feels the road will be sufficient to handle the traffic as the County works with the Virginia Department of Transportation on signal timing.

Mrs. O'Bannon noted the applicant responded to many of the comments that were made at neighborhood meetings. She remarked that the proposed development will provide a good transition between commercial property on Broad Street and the neighboring residential community and should encourage community revitalization and increase home values.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

1. **Concept Plan.** The Property shall be developed in general conformance with Exhibit A attached (see case file) entitled "Broad Street Residential Conceptual Plan, Tuckahoe District, Henrico County, Virginia", dated March 23, 2018, and prepared by The Bay Companies (the "Concept Plan"). The exact locations, footprints, configurations, size, and details of the lots, drives, roads, buildings and other improvements shown on the Concept Plan are illustrative and are subject to change and may be updated from time to time as required for final engineering design, compliance with governmental regulations or as otherwise approved at the time of Plan of Development review of the Property.
2. **Density.** No more than 200 dwelling units will be developed on the Property.
3. **Minimum Finished Floor Area.** The minimum finished floor area for any dwelling unit shall be 1,350 square feet.
4. **Sound Suppression Measures.** Dwelling units shall be constructed with a minimum certified sound transmission class (STC) of fifty-four (54) between units. A cross section detail, reviewed and approved by a certified architect or engineer as to the methodology accomplishing the STC, shall be included in the building permit application.
5. **Architecture.** To minimize visual repetition of buildings, no two adjacent buildings shall have the same identical individual elevation

sequence pattern across the front of the building. The side of each end unit shall include at least two (2) windows and the rear of each unit shall include at least two (2) windows. Buildings constructed on the Property shall generally be in conformance with Exhibit B (see case file) dated December 20, 2017 and attached hereto and by this reference made a part hereof unless otherwise approved by the Planning Commission at the time of Plan of Development review.

6. **Building Materials.** All buildings shall have exposed exterior walls (above grade and exclusive of trim) of stone, stone veneer, brick, hardi-plank, vinyl or a combination of the foregoing unless different architectural treatment and/or materials are specifically approved with respect to the exposed portion of any such wall, at the time of Plan of Development review. A minimum of thirty (30) percent in the aggregate for each unit and an average of thirty-five (35) percent in the aggregate for all units, of the exterior portions of the front building wall surfaces of each building, excluding windows, doors, breezeways, gables and architectural design features, shall be of brick, stone or stone veneer construction.
7. **Chimneys.** The exposed portions of all fireplace chimneys shall be of brick, stone, cultured stone, or siding similar to the exterior treatment of the building. The exposed bases of all chimneys shall be of the same material as the dwelling foundation. This proffer shall not apply to direct-vent gas fireplaces or appliances.
8. **Foundations.** The exposed exterior portions of all foundations below the first floor level shall be finished with brick, stone or cultured stone. On the front side and rear elevations of each building, there shall be a minimum of twelve (12) inches of brick, stone or cultured stone visible above grade. For reasons associated with required site grading, the requirements of this proffer may be modified or waived by the Director of Planning for individual side or rear façades.
9. **Foundation Planting.** Each ground floor unit shall have a minimum of four (4) shrubs planted in the front planting bed.
10. **Exterior Lighting.** Each home shall have exterior wall lights at the front door. Any pole mounted lights provided in the front yard of any lot shall be wired separately to allow such lights to stay on at night, shall not exceed 6 feet in height and shall be of a decorative, residential style. Street lighting parking lot lighting, and common area lighting shall be of a decorative, residential style and not to exceed 15 feet in height. Any lighting on the rear of a home shall be produced from concealed sources of light (such as shoebox type fixtures) and shall be directed to minimize glare on public roads and adjacent properties.
11. **Construction.** The hours of exterior construction activities, including operation of bulldozers and other earthmoving equipment

shall be between 7:00 am. and 7:00 p.m. Monday through Friday and 7:30 am. and 5:00 pm. on Saturdays, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work such as concrete pours and utility connections. Signs, in both English and Spanish, stating the above-referenced provisions, shall be posted and maintained at all entrances to the Property prior to any land disturbance activities thereon.

12. **Roads.** Prior to the issuance of any Certificate of Occupancy, the applicant shall provide the Planning Department with certification from a licensed engineer that the built roadways within the project were constructed according to the approved subdivision plan, and in compliance with Henrico County road design standards and specifications (except as to pavement width, turning radii, cul-de-sac dimensions, curb type, and underdrains), to include proper compaction of the sub-base soils, utility trenches, base stone, and asphalt surface. The internal roadways shall be private and shall be maintained by the Association.
13. **Garages.** Each dwelling Unit shall have a minimum of a one (1) car attached garage.
14. **Driveways.** Driveways shall be constructed of either cobblestone, brick, asphalt, pre-cast pavers, concrete or other similar materials approved by the Director of Planning.
15. **Sidewalks.** A continuous sidewalk a minimum of four (4) feet in width shall be provided in front of all buildings. A sidewalk constructed to Henrico County standards shall be constructed along the boundary line of the Property with Willard Road.
16. **Trash.** There shall be no central trash receptacles.
17. **Entrance Feature.** Any detached entrance sign shall be ground mounted monument style and not exceed 10 feet in height.
18. **Common Amenities.** A central recreational gathering and multi-use area shall be built on the Property in the area generally as shown on the Concept Plan (Exhibit A), (see case file). Such recreational area shall include various improvements, such as benches, tables, gazebo, landscaping and other passive or active amenities, to facilitate community activities. All common amenities and common areas shall be maintained by an association for the benefit of the residents and their guests.
19. **Buffer Requirements.** Any buffer within the Property required herein may be landscaped, including supplemental plantings, signage, berms and/or fencing and other purposes as approved by the Planning Commission at the time of landscape plan review. Roads, sidewalks, utility easements (including drainage), common owned

fencing/walls adjacent to any roads or drives, and signage shall be permitted within such buffer; provided, any such road or utility easements shall be extended generally perpendicular through such buffer. All buffers, whether in common area or a lot, shall be maintained by an association applicable to the Property. All buffers designated on the Concept Plan (see case file) as "25' BUFFER" shall be planted to the equivalent of a Transitional Buffer 25, unless the buffer is adjacent to residentially zoned property at the time of the Plan of Development review of the Property, in which case such buffer will be planted to the equivalent of a Transitional Buffer 35.

20. **Underground Utility Lines.** All utility lines on the Property shall be underground, except for existing utilities, junction boxes, meters, utility lines in wetlands areas, and utility lines required to be above ground by the utility company.
21. **Best Management Practices.** Best Management Practice structures shall be located outside of any landscaped buffer within the Property, except as a landscaping amenity or water related feature, or unless approved at the time of subdivision review. Any wet pond best management practice structures shall include an aeration feature to move water within such structure.
22. **Protective Covenants.** Prior to or concurrent with the final approval of the initial Plan of Development for the Property, a document setting forth covenants shall be recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia, setting forth controls on the development and maintenance of the Property and establishing one or more owners' associations.
23. **Condominium Act.** Any Condominiums constructed on the Property shall comply with the Virginia Condominium Act.
24. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

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

No: None

88-18
PUP2018-
00003
Brookland

Brian Zachariasen: Request for a Provisional Use Permit under Sections 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow 24-hour operation of a gym on part of Parcel 773-736-6272 located on the south line of W. Broad Street (U.S. Route 250) approximately 660' east of Willow Lawn Drive.

Mr. Zachariasen presented the case. He reviewed security measures currently in place on the subject site and noted his business has received many requests from its membership base for 24-hour operation.

Stuart Huffer, a resident of Sandy Bluff Drive in the Three Chopt District, spoke in opposition to this item. He objected to granting a gym a 24-hour operation after the County previously disallowed a CVS pharmacy at the corner of West Broad Street and Willow Lawn Drive from having 24-hour operation.

Mrs. Lynch characterized the gym as a great use of the subject site and noted customer needs are changing and this is a 24-hour society. She pointed out the applicant is taking the Police Division's security recommendations very seriously and is working with the division on a security plan.

On motion of Mrs. Lynch, seconded by Mr. Nelson, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following conditions:

1. This permit shall apply only to the tenant space occupied by Gold's Gym as shown on Exhibit A (see case file).
2. Prior to operating for 24-hours, the applicant shall submit a paper and a digital copy of a security plan for review and approval by the Director of Planning and Chief of Police. The security plan shall contain information regarding:
 - a. Standard operating procedures pertaining to employees, facility security, security personnel and all other crime prevention measures (including: a security alarm, placement and views of interior and exterior security cameras, physical security measures (door locks, hinges, access control (ex. Keycard access)), landscaping, lighting, etc. and describes how the security plan is designed to reduce crime from occurring during the proposed extended hours of operation.
 - b. Trespassing enforcement authorization, including the placement of "no trespassing" signage, shall be provided to the Police Division prior to 24-hour operation.
 - c. Prior to operating for 24-hours, the applicant shall meet with Henrico Police to ensure security measures are in place as described in the approved security plan.
3. Extended hours of operation shall not result in loitering, criminal activity, traffic or public nuisance in the area surrounding the business. In the event that evidence (i.e. police calls to the premises or complaints) indicates the extended hours of operation are having an adverse effect (i.e. increased public nuisance, loitering, excessive noise outside the building, criminal assault, traffic, etc.) on the surrounding

area, the Board of Supervisors may hold a public hearing to consider revoking the provisional use permit.

4. The owner and/or operator of the establishment shall install and maintain a security camera and video system designed by a security specialist. The security system shall include the following items:
 - a. Exterior surveillance cameras monitoring the entrance(s), parking area(s), and any other areas deemed necessary by the Division of Police. Such security cameras shall provide clear imagery of the establishment's patrons and their vehicles.
 - b. Tapes or digital files showing recorded activities in the areas under surveillance shall be preserved for a period of thirty (30) days. Authorized representatives of the Henrico County Police Department and the Henrico County Planning Department shall have access to such tapes upon request.
5. The owner and/or operator of the establishment shall provide adequate lighting for the entrances, exits, and parking areas serving the business. Adequate lighting shall be defined as lighting sufficient for clear visual and security camera surveillance.

The vote of the Board was as follows:

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

No: None

89-18
PUP2018-
00004
Varina

WOVA Properties LLC: Request for a Provisional Use Permit under Sections 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow 24-hour operation of a gym on part of Parcel 813-718-3411 located on the west line of S. Laburnum Avenue approximately 660' north of its intersection with Gay Avenue.

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

On motion of Mr. Nelson, seconded by Mrs. Lynch, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item subject to the following conditions:

1. All proffered conditions accepted with case C-32C-86 shall be made a part of the Provisional Use Permit.
2. This permit shall apply only to the tenant space occupied by Gold's Gym as shown on Exhibit A (see case file).
3. Prior to operating for 24-hours, the applicant shall submit a paper and a digital copy of a security plan for review and approval by the Director

of Planning and Chief of Police. The security plan shall contain information regarding:

- a. Standard operating procedures pertaining to employees, facility security, security personnel and all other crime prevention measures (including: a security alarm, placement and views of interior and exterior security cameras, physical security measures (door locks, hinges, access control (ex. Keycard access)), landscaping, lighting, etc. and describes how the security plan is designed to reduce crime from occurring during the proposed extended hours of operation.
 - b. Trespassing enforcement authorization, including the placement of "no trespassing" signage, shall be provided to the Police Division prior to 24-hour operation.
 - c. Prior to operating for 24-hours, the applicant shall meet with Henrico Police to ensure security measures are in place as described in the approved security plan.
4. The owner and/or operator of the establishment shall install and maintain a security camera and video system designed by a security specialist. The security system shall include the following items:
 - a. Exterior surveillance cameras monitoring the entrance(s), parking area(s), and any other areas deemed necessary by the Division of Police. Such security cameras shall provide clear imagery of the establishment's patrons and their vehicles.
 - b. Tapes or digital files showing recorded activities in the areas under surveillance shall be preserved for a period of thirty (30) days. Authorized representatives of the Henrico County Police Department and the Henrico County Planning Department shall have access to such tapes upon request.
5. The owner and/or operator of the establishment shall provide adequate lighting for the entrances, exits, and parking areas serving the business. Adequate lighting shall be defined as lighting sufficient for clear visual and security camera surveillance.
6. Extended hours of operation shall not result in loitering, criminal activity, traffic or public nuisance in the area surrounding the business. In the event that evidence (i.e. police calls to the premises or complaints) indicates the extended hours of operation are having an adverse effect (i.e. increased public nuisance, loitering, excessive noise outside the building, criminal assault, traffic, etc.) on the surrounding area, the Board of Supervisors may hold a public hearing to consider revoking the provisional use permit.

The vote of the Board was as follows:

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

No: None

90-18
REZ2018-
00015
Fairfield

GMB Trading, LLC: Request to conditionally rezone from B-1C Business District (Conditional) and O-1 Office District to B-1C Business District (Conditional) Parcels 784-753-5104 and 784-752-5293 containing 1.044 acres located at the northwest intersection of Brook Road (U.S. Route 1) and Ridge Road.

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

On motion of Mr. Nelson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

1. **Conceptual Plan.** The Property shall be developed in general conformance with the conceptual rendering entitled "7500 BROOK ROAD, SCHEMATIC LAYOUT, HENRICO COUNTY, VIRGINIA", prepared by SILVERCORE Land Development Consultants, and dated December 4, 2017 (see case file) (the "Concept Plan"), Sheet 1 of 2, which is conceptual in nature and the exact locations, footprints, configurations, size, and details of the drives, roads, buildings and other improvements shown on the Concept Plan are illustrative and may be subject to change and may be updated from time to time as required for final engineering design, compliance with governmental regulations or as otherwise approved at the time of plan of development review of the Property.
2. **Landscaping.** A landscape strip a minimum of ten feet in width shall be provided as generally shown on the Concept Plan as "10' TRANSITIONAL BUFFER", which shall be planted per the transitional buffer 10 requirements of the Henrico County Code, provided that the buffer along Brook Road shall be planted to the requirements set forth in the West Broad Street Overlay District pursuant to Section 24-92.3(e)(2) of the Henrico County Code.
3. **Wall.** A screening wall constructed of stone, brick or other masonry product such as textured precast concrete product, a minimum of six (6) feet in height, shall be provided parallel to the rear (western) property line. Both sides of such wall are to be of a color and pattern similar to the building to be constructed, unless a different material, color or texture is requested and specifically approved at the time of Plan of Development review.
4. **Elevations.** Any building constructed on the Property shall be generally compatible with respect to building materials and architectural style with those shown on the conceptual elevations

entitled "ELEVATIONS", prepared by MICHAEL PELLIS ARCHITECTURE, and dated June 6, 2017 (see case file), which elevations are conceptual in nature and may be revised as approved by the Planning Commission at the time of Plan of Development review.

5. **Best Management Practice.** Any Best Management Practice (BMP) structures shall be located outside of the required buffers, except as a landscaping amenity, water-related feature or incorporated as a rain-garden type BMP with landscaping and if specifically permitted at the time of Plan of Development review. Any above-ground wet BMP structure shall include an aeration feature to move water within such structure.
6. **Loading Docks.** Any loading docks, not to include doors for at-grade deliveries, shall be screened from public view at ground level as approved at the time of Plan of Development review by use of a wall, landscaping, or such other method as may be approved at the time of Plan of Development review.
7. **Trash and Recycling Receptacles.** Dumpsters, central trash and recycling receptacles (not including convenience cans) shall be screened from public view with a masonry enclosure compatible with the architectural design of the building at ground level at the boundary of the property as approved at the time of Plan of Development review. The gates and doors on the refuse screen shall be of a substantial and durable material as approved at the time of Plan of Development review. Convenience cans shall be within or part of a decorative container. Trash pickup shall be limited to the hours between 8:00 AM and 5 PM Monday through Saturday.
8. **Parking Lot Cleaning.** Parking lot cleaning shall be limited to the hours between 8:00 AM and 5 PM Monday through Saturday, exclusive of snow removal.
9. **Drainage and Utilities.** Except for junction boxes, meters, pedestals, transformers, transmission mains, relocated and/or existing overhead utility lines or for technical or environmental reasons, all new utility lines shall be underground.
10. **Parking Lot Lighting.** Parking lot lighting standards within the Property shall not exceed fifteen feet in height as measured from the grade of the lighting standard, except as otherwise approved at the time of Plan of Development review. Parking lot lighting shall be produced from concealed sources of light and shall not exceed one-half (1/2) foot candle at the boundaries of the Property.
11. **Road Amenities.** Sidewalks shall be installed or refurbished in or adjacent to the rights-of-way for Brook Road and Ridge Road parallel to the boundary line of the Property, unless otherwise prohibited by law or government regulation. Street level lighting shall be

provided along the sidewalk on Brook Road as may be required at the time of Plan of Development review.

12. **Speakers.** No public address, speaker or paging systems shall be audible beyond the boundary line of the Property.
13. **Use Restrictions.** The following uses shall be prohibited:
 - a. Funeral home, mortuary and/or undertaking establishment;
 - b. Hospital or clinic for small animals, dogs, cats, birds and the like;
 - c. Parking lots, commercial;
 - d. Recycling collection facility;
 - e. Bars, for which purposes of this restriction shall mean a business establishment whose primary business is the sale of alcoholic beverages for on-premises consumption. This restriction shall not prohibit the sale of alcoholic beverages in restaurants as licensed by the Virginia Department of Alcoholic Beverage Control; and
 - f. Establishments whose primary business is check cashing and/or the making of payday loans as defined and regulated by Sections 6.2-2100 et seq. and 6.2-1800 et seq. of the Code of Virginia (1950), in effect as of the date of the approvals of these proffers (the foregoing shall not preclude banks, savings and loans or similar financial institutions that are not regulated by the foregoing Virginia Code sections).
14. **Signage.** Any detached signs shall be ground mounted, monument-type signs and shall not exceed six (6) feet in height.
15. **Construction Hours.** The hours of exterior construction, including operation of bulldozers and other earthmoving equipment, shall be between 7:00 a.m. and 7:00 p.m., Monday through Friday, between 8:00 a.m. and 5:00 p.m. on Saturday, and between 10:00 a.m. and 4:00 p.m. on Sunday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work, including, but not limited to, concrete pours or utility connections.
16. **Hours of Operation.** Hours of operation will be permitted between the hours of 6:00 a.m. and 10:00 p.m.
17. **Directional Signage.** Directional signage will be installed at the exit of the site onto Ridge Road prohibiting a right turn exiting the site, unless otherwise prohibited by law or government regulations.
18. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

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

No: None

PUBLIC COMMENTS

There were no comments from the public.

GENERAL AGENDA

91-18 Resolution - Signatory Authority - Waiver of Right to Repurchase Property of Bishop Memorial United Methodist Church - Varina District.

Steve Price, Director of Real Property, responded to questions from Mr. Branin and Mr. Nelson.

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

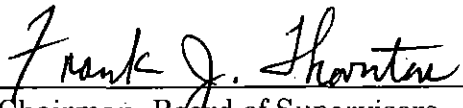
Mr. Price responded to further questions from Mr. Nelson pertaining to this item.

92-18 Resolution - Award of Construction Contract - Mountain Road and Robin Avenue Water Pumping Station Improvements - Fairfield and Varina Districts.

Chip England, Director of Public Utilities, responded to questions from Mrs. O'Bannon.

On motion of Mrs. O'Bannon, 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 9:20 p.m.



Chairman, Board of Supervisors
Henrico County, Virginia

**COUNTY OF HENRICO, VIRGINIA
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Page No. 1 of 8
Agenda Item No. 85-18

Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2018-19 and Allocation of Car Tax Relief for Tax Year 2018**

<p>For Clerk's Use Only:</p> <p>Date: <u>4/10/2018</u></p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input checked="" type="checkbox"/> Deferred to: <u>4/24/2018</u></p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="width: 50%;"></th> <th style="width: 10%;">YES</th> <th style="width: 10%;">NO</th> <th style="width: 10%;">OTHER</th> </tr> <tr> <td>Brannin, T.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Lynch, C.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;">✓</td> <td></td> <td></td> </tr> </table>		YES	NO	OTHER	Brannin, T.	✓			Lynch, C.	✓			Nelson, T.	✓			O'Bannon, P.	✓			Thornton, F.	✓		
	YES	NO	OTHER																							
Brannin, T.	✓																									
Lynch, C.	✓																									
Nelson, T.	✓																									
O'Bannon, P.	✓																									
Thornton, F.	✓																									

WHEREAS, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing at 6:00 p.m., on April 10, 2018, to consider the proposed Operating and Capital Annual Fiscal Plans for fiscal year 2018-19; and,

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


NOW, THEREFORE, BE IT RESOLVED that the proposed Operating and Capital Annual Fiscal Plans for fiscal year 2018-19 are hereby approved for informative and fiscal planning purposes only.

OPERATING ANNUAL FISCAL PLAN
ESTIMATED OPERATING RESOURCES

01- GENERAL FUND:

	Manager Proposed	Board Approved
51/01 - General Property Taxes	\$ 461,625,000	\$ 461,625,000
02 - Other Local Taxes	159,760,000	159,760,000
03 - Permits, Fees, & Licenses	4,871,300	4,871,300
04 - Fines & Forfeitures	2,085,000	2,085,000
05 - Use of Money & Property	7,960,400	7,960,400
06 - Charges for Services	4,114,867	4,114,867
07 - Miscellaneous	4,442,000	4,442,000
08 - Recovered Costs	4,050,738	4,050,738
Total from Local Sources	\$ 648,909,305	\$ 648,909,305
 52/02 - Non-Categorical Aid	 \$ 16,170,500	 \$ 16,170,500
03 - Shared Expenses	18,120,000	18,120,000
04 - Categorical Aid	323,236,500	323,236,500
Total from State	\$ 357,527,000	\$ 357,527,000

By Agency Head 

By County Manager 

Routing:

Yellow to: _____

Copy to: _____

Certified:

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Clerk, Board of Supervisors

Date: _____

**COUNTY OF HENRICO, VIRGINIA
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53/03 - Categorical Aid - Total Federal	\$ 360,000	\$ 360,000
GENERAL FUND REVENUE	<u>\$ 1,006,796,305</u>	<u>\$ 1,006,796,305</u>
60/01 - Operating Transfers	\$ (176,456,566)	\$ (176,456,566)
62/01 - From (To) Fund Balance	41,519,279	41,519,279
GENERAL FUND RESOURCES	<u>\$ 871,859,018</u>	<u>\$ 871,859,018</u>
11 - SPECIAL REVENUE FUND:		
51/03 - Permits, Fees, & Licenses	\$ 1,028,347	\$ 1,028,347
04 - Fines & Forfeitures	282,681	282,681
05 - Use of Money & Property	258,799	258,799
06 - Charges for Services	32,362,043	32,362,043
07 - Miscellaneous	3,065,527	3,065,527
08 - Recovered Costs	585,828	585,828
Total from Local Sources	<u>\$ 37,583,225</u>	<u>\$ 37,583,225</u>
52/02 - Non-Categorical Aid	\$ 2,547,470	\$ 2,547,470
04 - Categorical Aid	39,852,608	39,852,608
Total from State	<u>\$ 42,400,078</u>	<u>\$ 42,400,078</u>
53/03 - Categorical Aid - Total Federal	\$ 62,074,517	\$ 62,074,517
SPECIAL REVENUE FUND REVENUE	<u>\$ 142,057,820</u>	<u>\$ 142,057,820</u>
60/01 - Operating Transfers	\$ 30,394,745	\$ 30,394,745
62/01 - From (To) Fund Balance	(545,841)	(545,841)
SPECIAL REVENUE FUND RESOURCES	<u>\$ 171,906,724</u>	<u>\$ 171,906,724</u>
51 - WATER AND SEWER ENTERPRISE FUND:		
51/06 - Charges for Services	\$ 124,693,339	\$ 124,693,339
07 - Miscellaneous	1,941,408	1,941,408
W&S ENTERPRISE FUND REVENUE	<u>\$ 126,634,747</u>	<u>\$ 126,634,747</u>
60/01 - Operating Transfers	\$ 1,930,021	\$ 1,930,021
62/01 - From (To) Retained Earnings	(36,146,912)	(36,146,912)
W&S ENTERPRISE FUND RESOURCES	<u>\$ 92,417,856</u>	<u>\$ 92,417,856</u>
52 - BELMONT GOLF COURSE ENTERPRISE FUND:		
51/06 - Charges for Services	\$ 1,126,738	\$ 1,126,738
BELMONT ENTERPRISE FUND RESOURCES	<u>\$ 1,126,738</u>	<u>\$ 1,126,738</u>

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61 – CENTRAL AUTO MAINTENANCE (C.A.M.) FUND:

51/05 - Use of Money & Property	\$ 300,000	\$ 300,000
08 - Recovered Cost	21,416,991	21,416,991
C.A.M. FUND REVENUES	<u>\$ 21,716,991</u>	<u>\$ 21,716,991</u>
60/01 - Operating Transfers	99,500	99,500
C.A.M. FUND RESOURCES	<u>\$ 21,816,491</u>	<u>\$ 21,816,491</u>

62 – TECHNOLOGY REPLACEMENT FUND:

60/01 - Operating Transfers	\$ 2,500,000	\$ 2,500,000
62/01 - From (To) Retained Earnings	378,100	378,100
TECH. REPLACE. FUND RESOURCES	<u>\$ 2,878,100</u>	<u>\$ 2,878,100</u>

63 – RISK MANAGEMENT FUND:

51/08 - Recovered Costs - Total Revenue	\$ 750,000	\$ 750,000
60/01 - Operating Transfers	8,965,327	8,965,327
RISK MANAGEMENT FUND RESOURCES	<u>\$ 9,715,327</u>	<u>\$ 9,715,327</u>

64 - HEALTHCARE FUND:

51/05 - Interest on Investment	\$ 100,000	\$ 100,000
07 - Miscellaneous	150,000	150,000
08 - Recovered Costs	116,009,266	116,009,266
HEALTHCARE FUND RESOURCES	<u>\$ 116,259,266</u>	<u>\$ 116,259,266</u>

71 – DEBT SERVICE FUND:

60/01 - Operating Transfers - TOTAL RESOURCES	\$ 63,468,451	\$ 63,468,451
DEBT SERVICE FUND RESOURCES	<u>\$ 63,468,451</u>	<u>\$ 63,468,451</u>

82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:

51/10 - Shared Expenses - Local	\$ 488,764	\$ 488,764
52/03 - Shared Expenses - State	1,578,339	1,578,339
JRJDC AGENCY FUND REVENUE	<u>\$ 2,067,103</u>	<u>\$ 2,067,103</u>
60/01 - Operating Transfers	\$ 3,158,722	\$ 3,158,722
62/01 - From (To) Fund Balance	108,052	108,052
JRJDC AGENCY FUND RESOURCES	<u>\$ 5,333,877</u>	<u>\$ 5,333,877</u>

83 – FIDUCIARY FUNDS

60/01 - Operating Transfers	\$ 4,375,000	\$ 4,375,000
08 - From (To) Fund Balance	75,000	75,000
OPEB, LINE OF DUTY AND LTD RESOURCES	<u>\$ 4,450,000</u>	<u>\$ 4,450,000</u>

90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:

60/01 - Operating Transfers - TOTAL RESOURCES	\$ (108,483,399)	\$ (108,483,399)
TOTAL OPERATING RESOURCES	<u><u>\$ 1,252,748,449</u></u>	<u><u>\$ 1,252,748,449</u></u>

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Including: REVENUE TOTAL	\$ 1,417,483,970	\$ 1,417,483,970
OPERATING TRANSFERS	(170,048,199)	(170,048,199)
FUND BALANCE/RETAINED EARNINGS	<u>5,312,678</u>	<u>5,312,678</u>
	\$ 1,252,748,449	\$ 1,252,748,449

* Indicates a change

TOTAL CHANGES IN ESTIMATED RESOURCES	\$ <u>0</u>
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ESTIMATED OPERATING REQUIREMENTS

<u>Department</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
01- GENERAL FUND:		
01 - Board of Supervisors	\$ 1,100,085	\$ 1,100,085
02 - Library	19,552,483	19,552,483
03 - Sheriff	40,846,900	40,846,900
04 - Circuit Court	3,278,634	3,278,634
05 - Commonwealth's Attorney	5,037,655	5,037,655
06 - General District Court	311,599	311,599
07 - Juvenile/Domestic Relations Court	2,518,829	2,518,829
08 - Electoral Board	1,608,371	1,608,371
09 - County Manager	3,762,628	3,762,628
10 - County Attorney	2,509,297	2,509,297
11 - Human Resources	6,372,260	6,372,260
12 - Police	76,111,840	76,111,840
13 - Fire	61,518,326	61,518,326
14 - Finance	14,104,509	14,104,509
16 - General Services	14,820,549	14,820,549
17 - Internal Audit	455,337	455,337
19 - Information Technology	15,158,222	15,158,222
21 - Agriculture & Home Extension	433,866	433,866
23 - Recreation & Parks	19,564,149	19,564,149
24 - Public Health	2,287,051	2,287,051
28 - Public Works	52,701,159	52,701,159
29 - Real Property	599,906	599,906
30 - Economic Development	17,499,201	17,499,201
32 - Non-Departmental	12,720,721	12,720,721
33 - Building Inspections	4,650,667	4,650,667
34 - Planning	4,522,435	4,522,435
35 - Permit Centers	931,027	931,027
38 - Community Revitalization	1,739,317	1,739,317
50 - Education	<u>485,141,995</u>	<u>485,141,995</u>
TOTAL GENERAL FUND	\$ 871,859,018	\$ 871,859,018

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11 – SPECIAL REVENUE FUND:

05 - Commonwealth's Attorney	\$ 1,234,990	\$ 1,234,990
07 - Juvenile/Domestic Relations Court	967,089	967,089
12 - Police	1,591,595	1,591,595
22 - Social Services	34,087,136	34,087,136
26 - Mental Health/Developmental Services	39,188,284	39,188,284
27 - CRWP	4,390,918	4,390,918
28 - Public Works	897,000	897,000
31 - Public Utilities - Solid Waste	13,632,122	13,632,122
- Street Lights	83,100	83,100
32 - Non-Departmental	50,000	50,000
36 - Community Corrections Program	2,040,556	2,040,556
50 - Education - Cafeterias	25,596,753	25,596,753
- Grants	48,147,181	48,147,181
TOTAL SPECIAL REVENUE FUND	\$ 171,906,724	\$ 171,906,724

51 – WATER AND SEWER ENTERPRISE FUND:

31 - Public Utilities - Operations	\$ 65,015,829	\$ 65,015,829
- Debt Service	27,402,027	27,402,027
TOTAL W&S ENTERPRISE FUND	\$ 92,417,856	\$ 92,417,856

52 - BELMONT GOLF COURSE ENTERPRISE FUND:

23 - Recreation & Parks - TOTAL FUND	\$ 1,126,738	\$ 1,126,738
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61 – CENTRAL AUTO MAINTENANCE FUND:

16 - Central Auto. Maint. - TOTAL FUND	\$ 21,816,491	\$ 21,816,491
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62 – TECHNOLOGY REPLACEMENT FUND:

37 - Technology Replacement - TOTAL FUND	\$ 2,878,100	\$ 2,878,100
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63 – RISK MANAGEMENT FUND:

11 - Risk Management - TOTAL FUND	\$ 9,715,327	\$ 9,715,327
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64 – HEALTHCARE FUND:

42 - Healthcare - TOTAL FUND	\$ 116,259,266	\$ 116,259,266
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71 – DEBT SERVICE FUND:

18 - General Government	\$ 24,574,700	\$ 24,574,700
50 - Education	38,893,751	38,893,751
TOTAL DEBT SERVICE FUND	\$ 63,468,451	\$ 63,468,451

82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:

40 - JRJDC - Operations	\$ 5,333,877	\$ 5,333,877
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83 – FIDUCIARY FUND:

11 - OPEB - GASB 45	\$ 2,750,000	\$ 2,750,000
11 - Long-Term Disability	600,000	600,000
11 - Line of Duty Act (LODA)	1,100,000	1,100,000
TOTAL FIDUCIARY FUND	\$ 4,450,000	\$ 4,450,000

90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:

60 - Interdepartmental Billings - CAM	\$ (21,816,491)	\$ (21,816,491)
- Healthcare	(86,666,908)	(86,666,908)
TOTAL ADJUSTMENTS	\$ (108,483,399)	\$ (108,483,399)
TOTAL OPERATING REQUIREMENTS	\$ 1,252,748,449	\$ 1,252,748,449

* Indicates a change

TOTAL CHANGE IN ESTIMATED OPERATING REQUIREMENTS	\$ 0
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**CAPITAL ANNUAL FISCAL PLAN
ESTIMATED CAPITAL RESOURCES**

<u>Source</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
<u>21 - CAPITAL PROJECTS FUND:</u>		
Motor Vehicle License Revenue	\$ 1,000,000	\$ 1,000,000
Education Meals Tax Revenue	9,000,000	9,000,000
G. O. Bonds - General	38,000,000	38,000,000
G. O. Bonds - Education	15,000,000	15,000,000
Fund Balance - General Fund	42,940,000	42,940,000
TOTAL CAPITAL PROJECTS FUND	\$ 105,940,000	\$ 105,940,000

22 - VEHICLE REPLACEMENT RESERVE:

Fund Balance - General Fund	\$ 8,624,800	\$ 8,624,800
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51 – WATER AND SEWER ENTERPRISE FUND:

Water & Sewer Fees/Charges	\$ 42,100,000	\$ 42,100,000
Water & Sewer Revenue Bonds	20,300,000	20,300,000
TOTAL WATER AND SEWER ENTERPRISE FUND	62,400,000	62,400,000
TOTAL CAPITAL RESOURCES	\$ 176,964,800	\$ 176,964,800

* Indicates a change

TOTAL CHANGE IN ESTIMATED CAPITAL RESOURCES	\$ 0
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ESTIMATED CAPITAL REQUIREMENTS

<u>Department</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
<u>21 - CAPITAL PROJECTS FUND:</u>		
02 Library	\$ 24,000,000	\$ 24,000,000
03 Sheriff	3,000,000	3,000,000
12 - Police	589,000	589,000
13 - Fire	2,000,000	2,000,000
16 - General Services	15,050,000	15,050,000
19 - Information Technology	1,650,000	1,650,000
23 - Recreation & Parks	21,851,000	21,851,000
28 - Public Works	11,300,000	11,300,000
50 - Education	26,500,000	26,500,000
TOTAL CAPITAL PROJECTS FUND	\$ 105,940,000	\$ 105,940,000
<u>22 - VEHICLE REPLACEMENT RESERVE:</u>		
12 - Police	\$ 2,624,800	\$ 2,624,800
13 - Fire	3,000,000	3,000,000
50 - Education	3,000,000	3,000,000
TOTAL VEHICLE REPLACEMENT RESERVE	\$ 8,624,800	\$ 8,624,800
<u>51 - WATER AND SEWER ENTERPRISE FUND:</u>		
31 - Public Utilities - Water	\$ 23,050,000	\$ 23,050,000
- Sewer	39,350,000	39,350,000
TOTAL WATER & SEWER ENTERPRISE FUND	\$ 62,400,000	\$ 62,400,000
TOTAL CAPITAL REQUIREMENTS	\$ 176,964,800	\$ 176,964,800

* Indicates a change

TOTAL CHANGE IN ESTIMATED CAPITAL REQUIREMENTS	\$ 0
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BE IT FURTHER RESOLVED that the funds included in the Operating and Capital Annual Fiscal Plans for any County department, office, or agency may be used as participating funds in any Federal or State aid program for like purpose upon appropriation by the Board of Supervisors; and,

BE IT FURTHER RESOLVED that the Schedule of Compensation attached hereto effective at the beginning of the 2018-19 fiscal year is approved; and,

BE IT FURTHER RESOLVED that the approved Operating Annual Fiscal Plan for fiscal year 2018-19 includes an increase in the personnel complement of 23 positions for general government and 60 positions for schools and funding for a 2.372% merit increase for all eligible general government and school employees, and for a 0.628% wage adjustment for all eligible general government and school employees hired before June 30, 2012, to be effective on June 23, 2018; and,

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Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2018-19 and Allocation of Car Tax Relief for Tax Year 2018**

BE IT FURTHER RESOLVED that in order to implement changes to the Personal Property Tax Relief Act of 1998 (the "PPTRA") made by legislation adopted by the Virginia General Assembly:

1. Any qualifying vehicle, as defined in the PPTRA, sitused within the County commencing January 1, 2018, shall receive personal property tax relief in the following manner:
 - a. Qualifying vehicles valued at \$1,000 or less shall receive 100% tax relief;
 - b. Qualifying vehicles valued at between \$1,001 to \$20,000 shall receive 52% tax relief;
 - c. Qualifying vehicles valued at \$20,001 or more shall receive 52% tax relief on the first \$20,000 of value only; and
 - d. All other vehicles which do not meet the definition of "qualifying vehicles" will not receive any form of tax relief under the PPTRA.
2. The amount of tax relief shall be a specific dollar amount offset against the total personal property taxes that would otherwise be due on a qualifying vehicle but for the PPTRA. The specific dollar amount of relief shall be shown on the tax bill for each qualifying vehicle, together with a general description of the criteria upon which relief has been allocated.

COMMENTS: This Board paper should be considered on April 10, 2018, but must be deferred until Tuesday, April 24, 2018, to comply with Virginia Code Section 15.2-2506, which states that "The hearing shall be held at least seven days prior to the approval of the budget...." The Director of Finance recommends approval of this Board Paper, and the County Manager concurs.

FY19 SCHEDULE OF COMPENSATION
County of Henrico, Virginia

<u>OFFICE, BOARD, COMMISSION, AUTHORITY OR JOB TITLE</u>	<u>RATE</u>
Board of Supervisors	\$54,525.33 per annum ⁽¹⁾
Board of Zoning Appeals.....	\$6,600.00 per annum
Electoral Board - General Election.....	\$4,343.90 per annum ⁽²⁾
Secretary, Electoral Board - General Election.....	\$8,681.86 per annum ⁽²⁾
Election Officials	\$150.00 base pay per workday ⁽³⁾
Assistant Chief Election Officials	\$180.00 base pay per workday ⁽³⁾
Chief Election Officials.....	\$200.00 base pay per workday ⁽³⁾
Planning Commission.....	\$20,000.00 per annum
Richmond Regional Planning District Commission	\$3,000.00 per annum
Capital Region Airport Commission	\$3,000.00 per annum
Board of Real Estate Review & Equalization.....	\$225.00 per month
School Board	\$19,359.41 per annum ⁽⁴⁾
Social Services Board.....	\$3,000.00 per annum
Volunteer Firefighters.....	\$2.00 per call
Economic Development Authority.....	\$200.00 per meeting
Parks and Recreation Advisory Commission	\$75.00 per meeting

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- (1) Acting pursuant to Va. Code Sec. 15.2-1414.2, on April 28, 2015, the Board determined its maximum annual compensation rates for calendar years 2016-2019 as follows: 2016-\$52,027.86; 2017-\$53,261.96; 2018-\$54,525.33; 2019-\$55,818.67. By the same action, the Board determined that its Chairman and Vice Chairman shall receive the additional sum of 15% and 10%, respectively, of the maximum annual compensation rate prevailing in each calendar year.
- (2) The annual compensation rate and effective date is set by the General Assembly and subject to the Governor's approval. To date the General Assembly has not approved a pay increase for FY19.
- (3) Rate approved by the Henrico County Board of Supervisors on October 14, 2008.
- (4) In accordance with Va. Code Sec. 22.1-32 (A), the maximum annual compensation rates were set prior to July 1, 2015. The Chairman receives an additional sum of \$2,000.00 per annum.

FY19 SCHEDULE OF COMPENSATION
County of Henrico, Virginia

<u>NAME AND OFFICE OR JOB TITLE</u>	<u>SALARY</u>
Heidi Barshinger Clerk of Circuit Court.....	\$ 145,895.69 ⁽⁵⁾
Mark J. Coakley General Registrar.....	\$ 94,748.99 ^{(6) (8)}
Michael L. Wade Sheriff.....	\$181,598.37 ^{(5) (7) (8)}

-
- (5) The Clerk of the Circuit Court and the Sheriff are elected positions. The annual compensation rates and effective dates are set by the General Assembly and subject to the Governor's approval. To date the General Assembly has not approved a pay increase for FY19.
- (6) The General Registrar is an appointed position and receives an annual compensation rate set by the General Assembly and subject to the Governor's approval. Compensation is paid by the governing body of the County and reimbursed annually as provided in the State's general appropriations act and pursuant to Va. Code Sec. 24.2-111. To date the General Assembly has not approved a pay increase for FY19.
- (7) Consistent with the Virginia Compensation Board's provisions, the current Sheriff (Michael L. Wade) earns the approved annual compensation base rate plus 9.3% for the Sheriff's Career Development Plan and accreditation. FY19 salary also reflects a 3% salary increase provided by the County of Henrico.
- (8) 2012 Va. Acts c. 822 requires persons employed by local government to contribute five percent of their creditable compensation for the employee contribution to the Virginia Retirement System. To comply with 2012 Va. Acts c. 822 and the non-supplant requirement, the current incumbent in this elected/appointed position, who was employed/hired on/before July 1, 2012, receives an additional amount equal to 5% of the salary approved by the General Assembly. Future incumbents in this position will not receive an additional 5% locality supplement for the VRS employee member contribution per 2012 Va. Acts c. 822.

Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

LIBRARY WEEK

April 8 - 14, 2018

WHEREAS, libraries are not just about what they have for people, but what they do for and with people; and

WHEREAS, librarians are leaders in their institutions and organizations, in their communities, in the nation, and in the world; and

WHEREAS, librarians continue to lead the way in leveling the playing field for all who seek information and access to technology; and

WHEREAS, libraries and librarians look beyond their traditional roles and provide transformative opportunities for education, employment, entrepreneurship, empowerment, and engagement as well as new services that connect closely with patrons' needs; and

WHEREAS, libraries are pioneers supporting democracy and effecting social change, with a commitment to providing equitable access to information for all library users; and

WHEREAS, libraries lead in working with diverse communities, including people of color, immigrants, and people with disabilities, and offer services and educational resources that transform communities, open minds, and promote inclusion and diversity; and

WHEREAS, communities around the world can connect at the library, and citizens can explore what's new at their library.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of Henrico County, Virginia, hereby recognizes April 8 - 14, 2018, as Library Week and encourages Henrico residents to participate in its observance by taking advantage of the wonderful library resources that are available and thanking their librarians and library workers for making printed materials and information accessible to all who walk through the library's doors or who visit the library online.



Barry R. Lawrence
Barry R. Lawrence, Clerk
April 10, 2018

Frank J. Thornton
Frank J. Thornton, Chairman
Board of Supervisors

Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

VOLUNTEER WEEK

April 15 - 21, 2018

WHEREAS, the County of Henrico has an active and viable Volunteer Services Program; and

WHEREAS, the Board of Supervisors is continually attempting to improve and expand County services to citizens at the least possible cost; and

WHEREAS, an average of 1,109 volunteers per month contributed 148,643 hours to the County during 2017, thereby providing many additional benefits to Henrico citizens and enriching the lives of our residents; and

WHEREAS, the value of these volunteer efforts is estimated to be over four million dollars; and

WHEREAS, the giving of oneself in service to another empowers the giver and the recipient and creates an opportunity to better oneself.

NOW, THEREFORE, BE IT PROCLAIMED that the Board of Supervisors of Henrico County, Virginia, hereby recognizes April 15 - 21, 2018, as Volunteer Week and salutes and thanks each and every volunteer for the services they have so generously and willingly given to the County.



Frank J. Thornton
Frank J. Thornton, Chairman
Board of Supervisors

Barry R. Lawrence
Barry R. Lawrence, Clerk
April 10, 2018



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 86-18

Page No. 1 of 1

Agenda Title: **RESOLUTION - Resignation of Member - Richmond Metropolitan Transportation Authority Board of Directors**

For Clerk's Use Only:

Date: 4/10/2018

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS: APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐
Lynch, C. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
O'Bannon, P. ☒ ☐ ☐
Thornton, F. ☒ ☐ ☐

WHEREAS, on June 24, 2014, Virgil R. Hazelett was reappointed to the Richmond Metropolitan Transportation Authority (the "Authority") Board of Directors for a four-year term ending June 30, 2018;

WHEREAS, Mr. Hazelett submitted his resignation from the Authority's Board of Directors by letter dated March 30, 2018, and directed to The Honorable Frank J. Thornton, Chairman of the Board of Supervisors.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby accepts the resignation of Virgil R. Hazelett from the Richmond Metropolitan Transportation Authority Board of Directors.

By Agency Head _____

By County Manager _____

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____

T
BRL
3/30/18

March 30, 2018

The Hon. Frank J. Thornton, Chairman
The Honorable Board of Supervisors
County of Henrico
Virginia

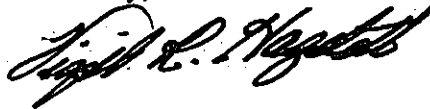
Dear Chairman Thornton:

It is with regret and sorrow that I submit my resignation as an appointee of the Henrico County Board of Supervisors to the Richmond Metropolitan Transportation Authority.

I have sincerely enjoyed working with the RMTA since the Board appointed me in 2013. However, there are some serious family medical issues that I am now facing that would prevent me from carrying out those duties in the manner in which Henrico County would best be served.

Please accept my resignation immediately and know that I will always care for the Henrico County Board of Supervisors and Henrico County itself.

Sincerely,



Virgil R. Hazelett

cc: John A. Vithoulikas, County Manager

RECEIVED

MAR 30 2018

County Manager / Board of Supervisors
Henrico, VA



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 91-18

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Waiver of Right to Repurchase Property of Bishop Memorial United Methodist Church — Varina District

For Clerk's Use Only:

Date: 4/10/2018

(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. ✓

Lynch, C. ✓

Nelson, T. ✓

O'Bannon, P. ✓

Thornton, F. ✓

WHEREAS, by deed dated August 16, 1954, the Board of Supervisors of Henrico County, Virginia conveyed property located at 3826 Nine Mile Road in the Varina Magisterial District to the Trustees of Bishop Memorial Methodist Church (the "Trustees"); and,

WHEREAS, the conveyance was subject to the following conditions:

- (1) that the property be used for Church purposes and that any building on the property be used as a place of worship and not as a parsonage or residence; and,
- (2) that, before conveying the property to any person, firm, or corporation, the Trustees, or their successors in office, offer the property to the Board of Supervisors for an amount equal to the amount of any such proposed conveyance and that no conveyance could occur until the Board of Supervisors evidenced in writing its refusal or waiver of its right to repurchase the property; and,

WHEREAS, the congregation of the Bishop Memorial United Methodist Church voted to close its church and transfer by deed of gift its real property to the Board of Missions of the Richmond District Virginia Conference of the United Methodist Church (the "Board of Missions"); and,

WHEREAS, the Board of Missions will continue to use the property for religious purposes, such as leasing the property to a new congregation or using the property for religious instruction; and,

WHEREAS, the Board of Missions has requested that the Board of Supervisors waive its right to repurchase the property.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Certified: _____

A Copy Teste: _____
Clerk, Board of Supervisors

Copy to: _____

Date: _____



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

Agenda Item No. 91-18

Page No. 2 of 2

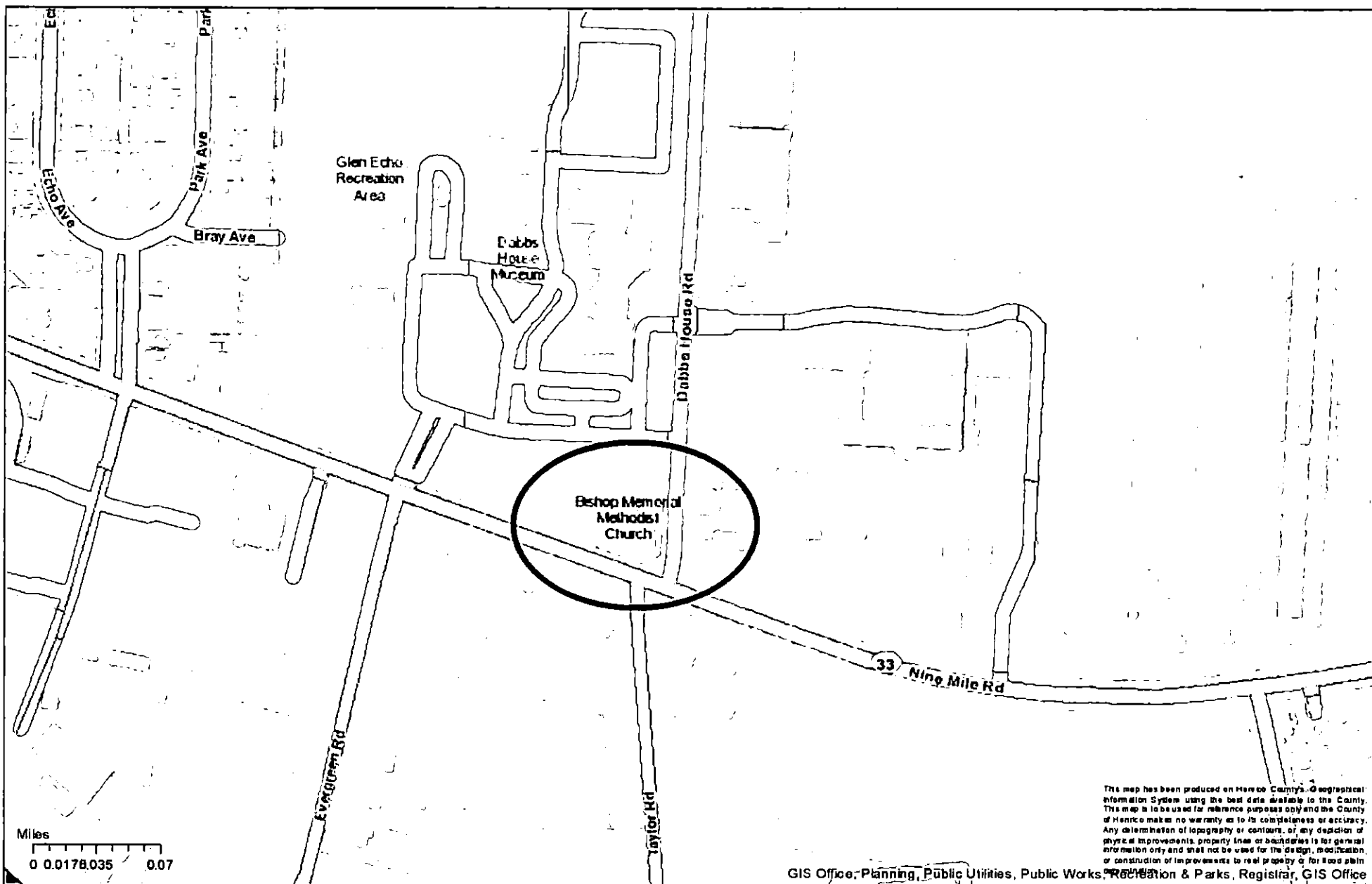
1

Agenda Title: RESOLUTION — Signatory Authority — Waiver of Right to Repurchase Property of Bishop Memorial United Methodist Church — Varina District

NOW, THEREFORE, BE IT RESOLVED by the Board that:

- (1) pursuant to the deed dated August 16, 1954, between the Board of Supervisors and the Trustees, the Board of Supervisors hereby waives its right to repurchase the property; and,
- (2) the Chairman of the Board of Supervisors be authorized and directed to execute a deed of gift between the Trustees and the Board of Missions, in a form approved by the County Attorney, to evidence its waiver of its right to repurchase the property.

Comments: The Real Property Department has processed this request through the Departments of General Services, Planning, Public Utilities and Public Works without objection: the County Manager concurs.



VICINITY MAP
BISHOP MEMORIAL UNITED METHODIST CHURCH - 3826 NINE MILE ROAD
COUNTY WAIVER OF RIGHT TO REPURCHASE
VARINA DISTRICT





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 92-18
Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Construction Contract — Mountain Road and Robin Avenue Water Pumping Station Improvements — Fairfield and Varina Districts

For Clerk's Use Only:

Date: 4/10/2018

- ☒ 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.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Lynch, C.	<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"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the County received six bids on February 28, 2018, in response to Invitation to Bid No. 18-1564-ICLE and Addendum No. 1 for the Mountain Road and Robin Avenue Water Pumping Station Improvements project in the Fairfield and Varina Districts; and,

WHEREAS, the project will include replacement of deteriorated emergency generators, valves, meters and associated electrical work; and,

WHEREAS, the bids were as follows:

Bidder	Bid Amount
E. Granville Wade, Jr., Inc. Mechanicsville, VA	\$ 1,985,000
Lisbon Buildings & Infrastructures, Inc. Red Oak, NC	\$ 2,149,500
Anderson Construction, Inc. Lynchburg, VA	\$ 2,241,950
Southwood Building Systems, Inc. Ashland, VA	\$ 2,400,200
MEB General Contractors, Inc. Chesapeake, VA	\$ 2,499,000
WACO, Inc. Sandston, VA	\$ 2,770,518

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____

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

Agenda Item No. 9248
Page No. 2 of 2

Agenda Title: RESOLUTION — Award of Contract — Mountain Road and Robin Avenue Water Pumping Station Improvements — Fairfield and Varina Districts

WHEREAS, after a review and evaluation of the bids, it was determined that E. Granville Wade, Jr., Inc. is the lowest responsive and responsible bidder with a bid of \$1,985,000.

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

1. The contract is awarded to E. Granville Wade, Jr., Inc., the lowest responsive and responsible bidder, in the amount of \$1,985,000 pursuant to Invitation to Bid No. 18-1564-1CLE, Addendum No. 1, and the bid submitted by E. Granville Wade, Jr., Inc.
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.

Comments: 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.