

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
August 11, 2020

The Henrico County Board of Supervisors convened a special meeting on Tuesday, August 11, 2020, at 5:15 p.m., in the Board Room of the Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

Members of the Board Present:

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

Other Officials Present:

John A. Vithoukaskas, County Manager
J.T. (Tom) Tokarz, Acting County Attorney
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Monica L. Smith-Callahan, Deputy County Manager for Community Affairs
Cari M. Tretina, Assistant to the County Manager/Chief of Staff
Steven J. Yob, P.E., Deputy County Manager for Community Operations
Steven W. Knockemus, Assistant Director of Public Relations

Mr. Schmitt called the meeting to order at 5:23 p.m., noting that Mr. Schmitt had been briefly delayed but was on his way.

Mr. Vithoukaskas referred to the items on this special meeting agenda.

Education Budget Amendment – CARES Act Funds

Mr. Vithoukaskas recognized the following members of general government and Henrico County Public Schools (HCPS) staff who were present to address this item: Meagan Coates, Director of Finance; Chris Sorensen, Chief Financial Officer; and Dr. Amy Cashwell, Superintendent of Schools. Ms. Coates pointed out there was an introduction of resolution on the Board's 7:00 p.m. general agenda for receipt of a request for amendments to the County's Fiscal Year 2020-21 annual fiscal plan for CARES Act and capital initiatives act funding. She informed the Board that the County has received \$28.8 million in CARES Act funding and is awaiting another payment in an identical amount. The County has allocated about \$21 million of the first payment, mostly to cover personnel and personal protective equipment (PPE). Proposed funding for the school system will come from the next payment. All CARE Act funds must be spent by the end of December 2020.

Mr. Sorensen narrated a slide presentation titled *Reopening Schools – September 2020 Budget*. He began by reviewing how HCPS is budgeting for the virtual reopening of the schools. Mr. Sorensen identified the following budget goals that have been developed by

HCPS: providing for the safety and wellness of staff, students, and the community; maximizing equitable support systems and opportunities for high quality instruction; supporting teachers and families; and addressing the social and emotional needs of students and staff. He advised the Board that the HCPS agency directors and leadership team have developed the necessary personnel and supplies budget to accomplish these goals. School officials reported at a School Board meeting several weeks ago that they would need \$29.9 million more than their current budget allocations to address COVID-related issues during the upcoming school year. Once the School Board approved a fully virtual return-to-school plan, the budget increase was revisited and revised to \$22.3 million. An anticipated funding gap of \$7.2 million will remain after the \$15.1 million that is expected to come from the CARES Act allocation to HCPS next month, and school officials will monitor needs during the school year and communicate with the County's general government finance officials to determine an appropriate course of action. Mr. Sorensen noted that although Henrico's public schools will begin the year in virtual mode for nearly all students, school facilities will still need to be cleaned and maintained because some staff will be working in them and some students will be attending limited in-person classes or activities at certain schools. He concluded his presentation by identifying the following immediate funding priorities comprising the anticipated \$15.1 million allocation: facilities (cleaning supplies and temporary day custodians); transportation (cleaning supplies and additional bus assistant hours); student and staff safety (wipes for classroom desks, hand sanitizers, cloth and disposable masks, gowns, face shields, gloves, cots, and additional temporary clinic assistants); student supports (digital resources, temporary psychologists, temporary social workers, and counselors); technology (hot spots and iPod and Chromebook replacement and repairs); school nutrition (supplies for meal delivery to classrooms); and post-virtual return (overtime for facilities staff, additional temporary school security, additional bus drivers, and instructional assistants). Mr. Vithoukas alerted the Board that no additional CARES Act funding beyond the second CARES Act payment is anticipated, and County staff does not intend to recommend an additional allocation to HCPS beyond the anticipated \$15.1 million allocation next month. In response to a question from Mr. Branin, Mr. Sorensen clarified that this breakdown of funding priorities was first shared with general government staff the previous week.

Ms. Coates, Mr. Sorensen, Mr. Vithoukas, and Dr. Cashwell responded to numerous questions and concerns raised by members of the Board regarding HCPS's funding priorities and the level of CARES Act funding being requested by HCPS given that school instruction will be virtual for at least the first nine weeks of the fall semester.

Mr. Vithoukas explained a budget amendment that the Board will consider in September 2020 to allocate an additional \$2.5 million to three non-profit organizations so they can offer full-day care at a lower cost to families when public schools reopen virtually. The organizations that will provide those services are the Henrico Police Athletic League (PAL), Henrico Education Foundation (HEF), and YMCA of Greater Richmond. Mr. Nelson questioned why these organization were chosen rather than having the County's Division of Recreation and Parks operate the programs at County recreational facilities. Mr. Vithoukas responded that the recreation centers do not have sufficient capacity.

Mr. Vithoukas introduced Abigail Farris Rogers, Executive Vice President and Chief Advancement Officer for the YMCA of Greater Richmond, who elaborated on how HCPS will be partnering with the three organizations. Ms. Rogers pointed out these organizations were selected because they already each have a presence in the schools. Each organization plans

to target its programs to Henrico employees, first responders, low-income families, and other working families that lack affordable daycare options. Ms. Rogers responded to a series of questions and concerns raised by Mr. Nelson regarding this program's capacity, logistics, and funding. The YMCA intends to offer its services at six or seven schools initially, with the possibility of expanding to more locations. Although the YMCA's programs may attract between 100 and 150 students per school, the students will be kept in separate groups of no more than 13 students. Ms. Rogers noted that the YMCA will not offer any transportation or food service. Funding from the County will come through the federal CARES Act. If the funding is approved, the YMCA will use its portion of the \$2.5 million to reduce the cost of weekly childcare from \$162 per week to \$100 per week. It also will offer eligible families additional financial assistance based upon their income levels up to 90 percent of the remaining cost so that the lowest income families will pay just \$10 per week. Mr. Nelson stated that in exchange for receipt of the CARES Act funding, each of the three organizations should make a similar commitment. He emphasized that if the County is committing these funds the organizations need to carve out space for persons who cannot afford the programs. Ms. Rogers responded to questions from Mr. Schmitt about the application process. Mr. Nelson again addressed the issue of equity and said it is critical that the programs be placed strategically throughout the County, especially if transportation is not going to be provided. Dr. Cashwell informed the Board that Henrico PAL, which currently offers afterschool programs at Harvie, Lakeside, and Baker Elementary Schools, will offer full day-care at three sites that have not yet been determined. HEF currently operates its Community Learning Center at Ratchliffe and Glen Lea Elementary Schools as well as Moody Middle School and will offer a full-day program at one as-yet-unnamed location. Dr. Cashwell assured Mr. Schmitt that HCPS will be evaluating the process to prepare for an eventual in-person return to classrooms. Mr. Thornton stressed the importance of making the daycare programs available to the right groups and using the PAL program as a template for identifying families that are in special need of this assistance. He also stressed the importance of exercising flexibility within the programs and using them effectively. Mr. Sorensen responded to a question from Mrs. O'Bannon pertaining to the procedures that will be in place for health screening.

Mr. Sorensen and Dr. Cashwell responded to questions from Mr. Nelson relating to the status of the Achievable Dream Academy and how funding dedicated to the academy is currently being spent. Dr. Cashwell clarified for Mr. Nelson that the school day for Achievable Dream Academy students will be extended virtually.

Form Based and Zoning Code Updates

Mr. Vithoukias recognized Joe Emerson, Director of Planning. Mr. Emerson noted the Board previously received a letter from Mr. Vithoukias regarding a resolution on the August 11 regular regular meeting agenda to initiate ordinance amendments to create a new Form-Based Alternative Overlay District. Mr. Emerson recognized two members of his staff who were in the audience and who are experts on this matter, Senior Principal Planner Ben Blankinship and County Planner Ben Sehl.

Mr. Emerson narrated a slide presentation that contained a status update on the form-based alternative overlay and zoning and subdivision code. Form-based zoning applies the principles of architecture and urban design to create a place where different uses can complement and reinforce each other. Where traditional zoning is focused on separating residential, commercial, and industrial uses, form-based zoning allows more flexibility to mix

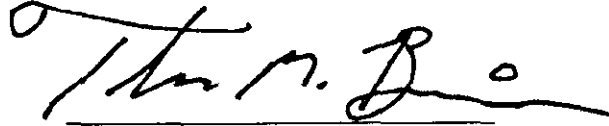
uses provided the built environment takes the prescribed form. The district is called an “alternative overlay” because it does not change the underlying zoning available to the property owner today but instead adds a new alternative. The County’s consultants have studied the following four areas of Henrico for inclusion as overlay districts: Brookfield Office Park, Parham/Broad Intersection, Williamsburg Road Corridor, and Virginia Center Commons. Charettes were held for each of these areas from January 2019 to March 2020. Elements of this approach were discussed with the Board during its January 2020 retreat. If the Board approves the initiating resolution, a draft ordinance will be presented to the Planning Commission at a work session in September 2020, followed by a public hearing in October 2020. Once the Commission makes a recommendation, a revised draft will be presented to the Board for its consideration and a Board public hearing.

Mr. Emerson next reviewed the three modules for the zoning and subdivision code update, each of which involve staff, stakeholder, and public review of a draft document. The timeframes are as follows: Module 1, May 2018 – January 2020; Module 2, May 2019 – March 2020; and Module 3, which began in July 2020. Code update review groups include local land-use attorneys; architects, engineers, and landscape architects; interested citizen groups; small-scale agriculture; and backyard chicken and beekeeping advocates. Major district and use changes within the Code update will address planned development districts; a simplified Urban Mixed-Use District; updated and consolidated industrial uses; accessory dwellings; backyard hens and beekeepers; and overall simplification, standardization, and streamlining of the Code. The update will also include major changes to the process, namely more approvals by administrative review for plans of development, subdivisions, temporary events, and property modifications. Mrs. O’Bannon expressed concerns pertaining to how plans of development will be reviewed in the future under the updated code. Mr. Emerson confirmed for Mr. Thornton that staff is reviewing where it is appropriate for homeowners to have backyard hens and bees. Mr. Vithoukaskas informed the Board that separate work sessions will be scheduled for each of the three modules.

Regular Meeting Agenda Items

Mr. Vithoukaskas reviewed the agenda for the 7:00 p.m. regular meeting. He advised the Board that applicants for the following three land use cases were requesting a deferral to October 13, 2020: REZ2020-00016 and PUP2020-00010 (Wilton Acquisition, LLC/Stanley Martin) and PUP2020-00009 (Skyway Towers, LLC). Mr. Vithoukaskas noted there would be three Manager’s Comments, two announcing new department head appointments and the third updating the Board on COVID-19. He briefly covered the three appointment and resignation items; four land use cases for which no deferral was being requested; and one other public hearing item that pertained to a new exemption to the County’s food and beverage tax in conformance with changes to the Code of Virginia. Mr. Vithoukaskas informed the Board that two citizens were signed up to speak during the public comment period. He referred to the 12 general agenda items and mentioned that the Board would be asked to consider a substitute paper for Agenda Item No. 208-20, the introduction of an ordinance to amend the County’s Chesapeake Bay Act Program.

There being no further business, the meeting was adjourned at 6:53 p.m.

A handwritten signature in black ink, appearing to read "Thomas M. De". The signature is written in a cursive style with a large initial "T" and a long horizontal stroke at the end.

Chairman, Board of Supervisors
Henrico County, Virginia