

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
January 15-16, 2021

The Henrico County Board of Supervisors convened a two-day retreat on Friday, January 15, 2021, at 8:30 a.m., in the Old Dominion Building at Richmond Raceway located at 600 E. Laburnum Avenue, Richmond, Virginia 23222.

Members of the Board Present:

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

Other Officials Present:

John A. Vithoukas, County Manager
J. T. (Tom) Tokarz, County Attorney
Tanya Brackett Harding, CMC, Assistant to the County Manager/Clerk to the Board
Monica Smith-Callahan, Deputy County Manager for Community Affairs
W. Brandon Hinton, Deputy County Manager for Administration
Anthony E. McDowell, Deputy County Manager for Public Safety
Benjamin A. Sheppard, Director of Public Relations & Media Services
Cari Tretina, Assistant to the County Manager/Chief of Staff
Steven J. Yob, Deputy County Manager for Community Operations

Mr. Schmitt called the meeting to order at 8:38 a.m.

Public Relations and Information Technology

Ben Sheppard, Director of Public Relations and Media Services, discussed the County's presence on the Twitter, Instagram, Facebook, and YouTube social media channels. He also described his department's resident communication engagement project to build a database of email addresses and phone numbers of County residents.

Mr. Sparrow discussed the efforts of the Department of Information Technology during the COVID-19 pandemic. He noted that 86.2% of Henrico's households has broadband usage, and a major objective is to determine where broadband coverage is lacking. IT has developed a broadband survey to try to pinpoint underserved areas.

Mr. Sparrow also discussed the federal Rural Digital Opportunity Fund that is intended to expand broadband access in rural areas. The FCC hopes to spend over \$20 billion for this purpose during the next 10 years.

Recreational Facilities

Neil Luther, Director of Recreation and Parks, updated the Board on current recreation projects at Glover Park, Belmont Golf Course, the planned indoor sports facility and convocation center at Virginia Center Commons, Three Lakes Park, Deep Run Park, the trail at Tuckahoe Creek, Dorey Park, and Taylor Park.

Mr. Luther also discussed the economic impact of sports tourism and broached the idea of potential tournament fees, noting that Henrico is the only locality in the area that does not charge for use of athletic fields. Mr. Luther suggested the concept of flat rates that would be simple to apply and cost competitive. Mr. Vithoulkas noted that no Board action is needed at this time and that the fees idea could be further explored if the Board wishes.

Andrew Newby, Deputy County Attorney, discussed the potential creation of a Henrico County Sports Authority as a separate political subdivision to address operation and maintenance matters for some sports facilities in the County. Mr. Vithoulkas stated the first step would be to allocate funds and staff in Recreation and Parks for planning and monitoring compliance with facility agreements.

The Board recessed at 10:36 a.m. and reconvened at 10:52 a.m.

Pedestrian Safety and Traffic Calming

Terrell Hughes, Director of Public Works, discussed the inventory of sidewalks, trails, and bike lanes and the County's projects to increase their number. Mr. Hughes also discussed crash statistics, development of a strategic safety plan with Police, Fire and Health, work with regional partners through PlanRVA, and more public outreach to help reduce vehicular accidents.

Mr. Hughes then addressed traffic calming efforts to reduce speeding and cut-through traffic with small infrastructure improvements. He would like to try pilot projects with before and after studies to measure their effectiveness.

The Board recessed at 11:38 a.m. and reconvened at 12:22 p.m.

COVID-19 Vaccination Efforts

Anthony McDowell, Deputy County Manager for Public Safety, updated the Board about the efforts to vaccinate law enforcement, teachers, school staff, additional essential workers, and residents age 65+ in Phase 1-B. The County does not know how many vaccine doses it will receive, and it will accelerate its vaccination efforts as vaccine becomes available.

Henrico County Public Schools

Mr. Vithoulkas recognized Dr. Amy Cashwell, Superintendent of Schools, and Roscoe Cooper, Fairfield School Board representative, who were physically present. Marcie Shea, Vice-Chairman of the School Board, was present via WebEx.

Lenny Pritchard, Chief of Operations, presented information regarding capital improvement planning and noted the impact of COVID on unstable enrollment numbers. The FY 2021-22

proposed funding includes bus replacements and bus technology upgrades, facilities improvements, technology upgrades, and mechanical and roofing upgrades. Since meals tax funding has been allocated to Schools, 371 projects at 69 facilities totaling \$69,673,717 have been completed.

Mac Beaton, Director of Workforce and Career Development, stated enrollment requests for career and technical education have exceeded the number of available seats by 1,000 per year. Schools wishes to expand its CTE enrollment capacity to meet the workforce needs of the business community.

Dr. Ingrid Grant, Chief of School Leadership, reported that during the COVID-19 pandemic over 50,00 devices and 3,400 hotspots have been deployed; over 1.75 million meals have been served; six schools have received 2020 VDOE highest achievement award; eight schools have received 2020 VDOE continuous school improvement awards; and Schools received 13 NACo awards.

Capital Improvement Plan

Brandon Hinton, Deputy County Manager for Administration, and Meghan Coates, Director of Finance, updated the Board on the Capital Improvement Plan. He noted the greatest need in Fire and EMS facilities is replacing aging assets. He also stated that drainage and stream restoration has become a major focus of the County.

Ms. Coates shared several slides showing long-term funding strategies and potential items for a future bond referendum. Mr. Vithoulkas stated these items could be incorporated into a budget discussion to have a referendum package ready for 2022.

The Board recessed at 2:00 p.m. and reconvened at 2:17 p.m.

Jail Diversion Efforts

Sara Harman, Program Coordinator, reported on jail diversion efforts. Total bookings for 2020 have decreased by 3,000. The jail has 323 inmates that are eligible to go to the Department of Corrections, but the Commonwealth has not taken them. It costs the County around \$80 per day for each such inmate, but the Commonwealth only pays \$4 per day per inmate. The Sheriff's office has received a treatment grant to provide medication-assisted treatment within the jail facility.

Sargeant Gills described the SmartLink smart phone application technology that provides an additional monitoring option for defendants as a condition of bond. Currently, 11 males and six females are using the app with good results.

Addiction Task Force Efforts

Laura Totty, Director of Mental Health and Developmental Services, and Shelby Johnson, Director of Community Corrections, presented information about addiction treatment efforts and the Recovery Roundtable. A short-term residential facility in partnership with a health care company is being studied to help adults safely detox. The proposed location for the 17,000 square foot facility is on Nine Mile Road to provide easy access to other County services. The proposed timetable for construction is 18-24 months.

Mrs. Johnson provided information about how residences qualify to become a recovery residence and the step-by-step process of registering.

New Pond and Lake Initiative

Terrell Hughes, Director of Public Works, described two pilot stormwater projects at Talley's Pond and Hoehn's Lake. Public Works will evaluate more ponds and lakes and started prioritizing the workload, the number of citizens who are impacted, the scope of the work, and the environmental impact.

Deputy County Manager Steve Yob discussed the long-term effects of stormwater on residential drainage. He described efforts to deal with Lake Overton that needs work on the dam, including an agreement with the HOA and a permanent easement for conversion to a BMP. The total project cost will be \$2.8 million, and the County will be seeking DEQ funding for a 50% match.

The Board adjourned for the day at 3:52 p.m. and reconvened at 8:36 a.m. on Saturday, January 16, 2021.

Members of the Board Present:

Daniel J. Schmitt, Chairman, Brookland District
Patricia S. O'Bannon, Vice-Chairman, Tuckahoe District
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Planning Policy Items

Joe Emerson, Director of Planning, stated that the Planning Commission has held its public hearing for the comprehensive revisions of the zoning and subdivision ordinances. Planning would like the Board to have its public hearing in June and adopt the revisions in July.

Mr. Emerson discussed commencement of the process for updating the County's Comprehensive Plan. Two Clarion Associates employees, Leigh Ann King, Project Manager, and Greg Dale, Project and Modeling Strategy, solicited the Board's input about the revision process.

Planner Seth Humphreys reviewed the upcoming redistricting process. The likely release date of the census data will be late May or June. County staff will be looking at magisterial district boundaries, precincts, and polling places. The County is tentatively scheduled to hold its first public hearing in March, conduct information sessions between March and May, introduce ordinances in June, and take action in July. Andrew Newby, Deputy County Attorney, outlined the legal criteria for redistricting decisions.

The Board recessed at 10:36 a.m. and reconvened at 10:46 a.m.

Public Utilities

Bentley Chan, Director of Public Utilities discussed the cost of possible County utility infrastructure improvements in areas with private septic and well systems in need of repair, such as Greendale Park, Greenwood Road, and Pouncey Tract West.

Public Utilities has been dealing with a 20% increase in refuse pickup volume and service disruptions due to a shortage in CDL drivers. Public Utilities has worked with Human Resources Department to hire more CDL drivers, purchased additional refuse trucks, added supplemental staffing, and did after-hours preventive maintenance and cleaning. As a result, there have not been any refuse collection delays since December.

The County charges \$15 per month for refuse collection, the lowest in the region. Public Utilities is considering an increase in the monthly charge to \$18 because the fee was last increased over 10 years ago. In public use areas of the landfill, the County charged \$3 per trip before the COVID-19 pandemic. This was suspended last March and will be reinstituted with contactless payment. The actual cost to the County is \$10 per trip.

For Bulky Waste pickups, the current charge is \$43 per collection, and the actual cost to the County is \$140 per collection. There are approximately 1,100 orders per year. Public Utilities is looking into using private contractors.

For the County's recycling program, the actual cost per household is \$4 per month and 140,434 households use the service. Kim Hynes, Director of the Central Virginia Waste Management Authority, stated there is a pending procurement for a new CVWMA recycling contract. There is some uncertainty about future CVWMA recycling services because Chesterfield County is looking at different recycling models.

The annual cost for the Community Cleanup program is \$30 per household. The program serves 29,508 households. Public Works will maintain the program at current budget amounts.

The County's cost for the bagged leaf program is \$7.00 per household. Public Utilities does not suggest any fees for this program which serves 103,599 households.

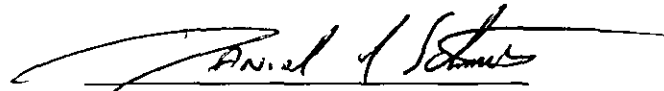
The County's vacuum leaf program charges \$30.00 per collection; the County's cost per collection is \$186. Public Utilities and Public Works will look at a pricing plan for the program.

Other Items

Meghan Coates, Director of Finance, reported that the County had received and spent approximately \$83 million in CARES Act funding by September 30, 2020.

Mr. Vithoulkas noted the extensive work of Emergency Coordinator Jackson Baynard and his COVID-19 team to develop a plan to get employees and residents vaccinated. Mr. Schmitt presented the wording for a resolution to be voted on at the January 26 meeting titled "Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-19 Pandemic." Mr. Baynard thanked the Board and the Manager on behalf of the entire Emergency Response team.

There being no further business, the meeting was adjourned at 12:40 p.m.

A handwritten signature in black ink, appearing to read "Daniel J. Schmitt", written over a horizontal line.

Chairman, Board of Supervisors
Henrico County, Virginia