

City of Fredericksburg, Virginia

## City Council

# AGENDA

Council Chambers

715 Princess Anne Street

Fredericksburg, Virginia 22401

Hon. Mary Katherine Greenlaw, Mayor  
Hon. William C. Withers, Jr., Vice-Mayor, Ward Two  
Hon. Kerry P. Devine, At-Large  
Hon. Matthew J. Kelly, At-Large  
Hon. Jason N. Graham, Ward One  
Hon. Timothy P. Duffy, Ph.D., Ward Three  
Hon. Charlie L. Frye, Jr., Ward Four

**June 23, 2020  
7:30 p.m.**

**Mary Katherine Greenlaw, Presiding**

**The City Council Meeting will hold an e-meeting pursuant to and in compliance with City Council Ord. 20-05. The public is encourage to access the meeting though the broadcast on Cox Channel 84 and Verizon Channel 42. The meetings can also be viewed on our**

**[www.regionalwebtv.com/fredcc](http://www.regionalwebtv.com/fredcc) or**

**Facebook live at**

**[www.facebook.com/FXBGgov](http://www.facebook.com/FXBGgov)**

## Agenda

**1. Call To Order**

"This Meeting is being held electronically by "Go to Meeting" application, pursuant to City

Council Ordinance 20-05, An Ordinance to Address Continuity of City Government during the Pendency of a Pandemic Disaster.

The members participating are: [List members by name]

Members of the public have been invited to access this meeting by public access television Cox Channel 84, Verizon Channel 42, online at [www.regionalwebtv.com/fredcc](http://www.regionalwebtv.com/fredcc) on Facebook Live at [facebook.com/FXBGgov](https://www.facebook.com/FXBGgov)

**2. Invocation**

Councilor Matthew J. Kelly

**3. Pledge Of Allegiance**

Mayor Mary Katherine Greenlaw

**4. Presentations**

- A. 100th Birthday Presentation For Virgie Bussart Gallahan Miller – Mary Katherine Greenlaw
- B. COVID-19 Update – Chief Mike Jones

**5. Public Hearing**

Citizens who wish to participate in the public hearing will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website [HTTPS://WWW.FREDERICKSBURGVA.GOV/677/PUBLIC-COMMENT](https://www.fredericksburgva.gov/677/public-comment) or (4) email to the Clerk of Council. Comments must be received at least one hour in advance of the meeting – for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 work session. The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting, through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting.

**6. Comments From The Public**

Citizens who wish to participate in the public comment period will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website [HTTPS://WWW.FREDERICKSBURGVA.GOV/677/PUBLIC-COMMENT](https://www.fredericksburgva.gov/677/public-comment) or (4) email to the Clerk of Council. Comments must be received at least one hour in advance of the meeting – for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 work session. The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting,

through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting.

## 7. Council Agenda

- A. Resolution 20-\_\_\_, Adopting A Three-Phase Plan For Community Response To Protests Calling For Reforms To Address Racial Inequality And Race Discrimination – Mayor Greenlaw

Documents:

[7A CIVIL UNREST PLAN.PDF](#)

## 8. Consent Agenda

- A. Resolution 20-\_\_\_, Approving The Virginia Juvenile Community Crime Control Plan For Fiscal Years 2021 And 2022

Documents:

[8A VJCCCAP.PDF](#)

- B. Transmittal Of The 2020 General Assembly Legislative Summary

Documents:

[8B LEGISLATIVE SUMMARY.PDF](#)

- C. Transmittal Of Boards And Commission Minutes

- C.i. Board Of Social Services – February 6, 2020

Documents:

[8C BSS 2-6-20.PDF](#)

## 9. Minutes

- A. Special Session – June 2, 2020

Documents:

[9A 06-02-20 SPECIAL SESSION MINUTES.PDF](#)

- B. Special Session – June 4, 2020

Documents:

[9B 06-04-20 SPECIAL SESSION MINUTES.PDF](#)

## 10. Boards And Commission Appointments

A. Rappahannock Emergency Medical - Scott Davis

Documents:

[10A.PDF](#)

B. Board Of Social Services – Brian Vaughan And Quincy Crecelius Click

Documents:

[10B.PDF](#)

C. Recreation Commission – David Dorsey And Quincy Crecelius Click

Documents:

[10C.PDF](#)

D. Parking Advisory Committee – James Tankersley

Documents:

[10D.PDF](#)

E. Economic Development Authority – Will MackIntosh, Susan Richey, Paul Janney, William Pasenelli

Documents:

[10E.PDF](#)

**11. City Manager Agenda**

A. Resolution 20-44, Second Read, Budgeting And Appropriating Funds For Fiscal Year (FY) 2021 Beginning July 1, 2020 Through June 30, 2021

Documents:

[11A FY2021 BUDGET.PDF](#)

B. Ordinance 20-11, Second Read, Suspending The Effective Date Of Ordinance 20-01, An Amendment To The Unified Development Ordinance To Require The Preservation And Accommodation Of Archaeological Resources

Documents:

[11B ARCHEOLOGY ORD.PDF](#)

C. Resolution 20-\_\_\_, Granting A Special Use Permit For A Recycling Center At 10 Harkness Boulevard

Documents:

[11C GREENCHIP SUP.PDF](#)

- D. Resolution 20-\_\_\_, Granting Special Exceptions For A Recycling Center At 10 Harkness Boulevard

Documents:

[11D GREENCHIP SE.PDF](#)

- E. Ordinance 20-\_\_\_, First & Second Read, Amending The Unified Development Ordinance §72-59 Signage, To Update Building Signage Standards In Commercial, Industrial, And Planned Development Districts And Update The Freestanding Sign Standards In Planned Development Districts

Documents:

[11E SIGN ORD AMEND.PDF](#)

- F. Resolution 20-\_\_\_, Amending The Comprehensive Plan To Update Fredericksburg's Transportation Projects Identified In The FAMPO 2040 Constrained Long Range Plan And Projects Not Yet Included In The Long Range Plan

Documents:

[11F TRANS COMP PLAN AMEND.PDF](#)

- G. Resolution 20-\_\_\_, Adopting A Small Business Assistance Program Using CARES Act Funding

Documents:

[11G BUSINESS ASST GRANT.PDF](#)

- H. Ordinance 20-\_\_\_, First & Second Read, Reducing The Salaries Of The Mayor And Members Of City Council In Light Of Reduced Revenue Projections Due To The Impacts Of COVID-19

Documents:

[11H COUNCIL SALARY REDUCTION.PDF](#)

- I. City Manager's Update

Documents:

[11I CITY MANAGER REPORT.PDF](#)

- J. Calendar

Documents:

12. **Adjournment**

June 23, 2020 draft City of Fredericksburg response and recovery plan – calls for reform to address racial inequality and race discrimination.

### **Immediate phase**

1. **Description:** the immediate phase, over the next three to six weeks, is a continuation of the incident response phase of emergency management. We anticipate that the community will continue to experience permitted and unpermitted demonstrations, including traffic and business disruption, especially in the downtown area. The continued disruption requires continued time, attention, and adaptation of City police and special events personnel. This time period will focus on gathering and preparing for the release of the information related to actions taken from Sunday, May 31<sup>st</sup> through the first week of June.

After this is accomplished a review by the Citizens Advisory Panel (and/or third party), and then the public will be prioritized. This phase will also include the planning for emergency recovery activities for the community.

2. **Goals:**
  - 2.1. Continue focus on safety for protesters and the public as the top priority. *Continued mutual de-escalation will be key to this period. Escalation or aggressive action at a point of conflict between protesters and the public (especially the driving public) during this period has the potential to lead to serious physical injury, generate greater conflicts, undermine the opportunity for change, and to prevent or delay the work planned for the next phases.*
  - 2.2. Formalize incident management team and have it meet regularly
  - 2.3. Complete administrative investigation of Use of Force Reports and Incident Command Reports; complete reports and submit for review by Citizen Advisory Panel
  - 2.4. Complete Professional Standards investigation into incidents of all uses of force
  - 2.5. Provide clear information to the public re: City goals and priorities, approach to enforcement
  - 2.6. Maintain/support Police Department and other City staff morale
  - 2.7. Reduce traffic conflicts and disruptions associated with protests
  - 2.8. Seek continuous public feedback for City's approach
  - 2.9. Obtain supplemental advisors as needed
  - 2.10. Discuss obtaining third party review of law enforcement actions of

May 31<sup>st</sup>/June 1<sup>st</sup>. *Consider alternative review structures, including one involving a group appointed by City Council working with subject matter expert/technical support. Consider an independent review approach or structure as an outgrowth of the Department's existing work to build trust, to be transparent and open and forthright with the community. Develop a review structure that will meet Council and community expectations, and that will advance the broader community work of this plan.*

2.11. Begin to identify reform topics for further consideration

**3. Actions:**

3.1. Continue to manage permitted protests

3.2. Continue to provide public safety for unpermitted protests

3.3. Communicate daily reports to the public

3.4. Improve outreach to the downtown business community

3.5. *Citizens Advisory Panel reviews its mission, membership, and bylaws; the panel should consider expansion to include representatives from youth movements. The CAP is an institution to build on, that will continue to be an asset to our community.*

3.6. Schedule and hold City Council special meetings as necessary; update on progress; provide for Council discussion and direction/course correction as needed

3.7. City Council approves this plan and requests periodic updates (use visual approach of the two-year priority quarterly updates?)

3.8. Invite "Whole of Community" to participate in the City Council's response to racial injustice. *Fredericksburg residents began this work with the community collaboration process around the slave auction block. Lay the groundwork for continued community discussions related to white privilege and racial disparities, why racial disparities persist.*

3.9. Identify proposed criminal justice reforms, compare to current Fredericksburg actions and make recommendations on a path forward. *Consider the myriad roles and responsibilities (including social services, mental health) police officers are asked to fill and whether some should be filled by other professionals, possibly in partnership with law enforcement officers. Is the City equipping our services to meet residents' needs, including housing, family dynamics, and poverty?*

**4. Incident management team:**

4.1. City Manager

4.2. Public Information Officer

4.3. Chief of Police

4.4. Police Department Public Information Officer

- 4.5. Police Captain
- 4.6. Coordinator of Emergency Management (esp. liaison with Department of Health and Virginia Department of Emergency Management Services)
- 4.7. City Attorney
- 4.8. Assistant City Attorney
- 4.9. Director of Economic Development & Tourism
- 4.10. Director of Public Works
- 4.11. Director of IT (Project Management subject matter expert)
- 4.12. Special Events Supervisor
- 4.13. *Add resource(s) as necessary to this team to provide diversity with respect to the black community and/or the youth-led protest movement*

#### **Intermediate Phase (end of June through end of August)**

- 5. **Description:** This phase is expected to be characterized by the wind-down of emergency response activities and the turn toward emergency recovery activities. The important work of this phase is to continue to generate actionable proposals for the community's work over the next biennium. This phase will likely include a special session of the Virginia General Assembly in August, which will include legislative proposals for criminal justice reform. This phase may begin earlier than end of June if emergency response phase ends earlier than expected.
  
- 6. **Goals:**
  - 6.1. Continue work to reduce community disruption associated with protest activities
  - 6.2. Turn the discussion to potential reform measures
  
- 7. **Actions:**
  - 7.1. Continue/maintain Immediate Term actions as needed
  - 7.2. Prepare for General Assembly Special Session
  - 7.3. Identify criminal justice reform proposals and assess whether Fredericksburg Police Department meets the proposed reform element
  - 7.4. Engage community stakeholders and encourage to continue to develop their proposed role in Whole of Community response; *be sure to include meetings with civic associations in this step*
  - 7.5. Plan for Whole of Community meeting(s)

- 7.6. Plan for City Council priority-setting two-day meeting – assess availability/desirability of facilitator

### **Strategic Planning Phase (September - January)**

8. **Description:** The Council will hear from its community stakeholders through one or a series of “Whole of Community” meetings, in order to obtain input to shape its deliberations during its two-day priority-setting meeting. The Council will then hold its multi-day meeting, informed by the community input. The Council will use the theme of racial equality to tie together its priorities for the next biennium and generate a draft statement of its Vision, Desired Future States, and Actions for community review.
9. **Goals:** The accomplishments of this phase will lay the groundwork for the longer-term City Council and community response to manifestations of racial inequality throughout the City.
10. **Activities:**
  - 10.1. City Council holds one or more “Whole of Community” meetings with stakeholders. These meetings may be in-person or virtual, depending on the current state of the COVID-19 pandemic and the risk to community health.
  - 10.2. City Council holds its strategic planning meeting. *Consider an extended format for this meeting, including the potential for a three-day meeting, or meetings on two consecutive weekends.*
  - 10.3. City Manager/consultant develops the product of the strategic planning meeting
  - 10.4. City Council publishes draft strategic plan for public input
  - 10.5. City Council adopts strategic plan and encourages its community stakeholders to adopt complementary action plans for the biennium. *Moving forward together as a whole community will be key to the achievement of a more racially just society. Move forward with confidence and humility.*



June 23, 2018  
Regular Meeting  
Resolution No. 20-

**MOTION:**

**SECOND:**

**RE: Adopting a three-phase plan for community response to protests calling for reforms to address racial inequality and race discrimination**

**ACTION: APPROVED: Ayes: 0; Nays: 0**

The City Manager presented a draft plan for the City's response to calls for reforms to address racial inequality and race discrimination, at a City Council special session on June 18, 2020. Council members provided input and comments on the plan at the special session, and the plan has been revised to reflect that input.

The plan lays out three phases of action that carry the City Council and administration through the end of calendar year 2020/early 2021 with a proposed outcome of the adoption of a Whole of Community commitment to dialogue and action. Under this plan, City Council would focus on the theme of persistent racial inequality at its biennial retreat, and its Vision, Desired Future States, and Priorities would reflect this focus. The Council will also be facing the continued effects of the COVID-19 public health crisis at its retreat.

The proposed plan offers the Council and the community a constructive path forward to address this most pressing issue.

Therefore, the City Council hereby resolves that:

- Council approves the draft plan and directs the City Manager to execute and carry out the plan, returning to Council periodically to report progress and to propose adjustments to the plan as needed.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

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***Clerk's Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20- adopted at a meeting of the City Council held June 23, 2020 at which a quorum was present and voted.*

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*Tonya B. Lacey, MMC*  
*Clerk of Council*



## **MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Danielle M. Hicks, Supervisor- 15<sup>th</sup> District Court Service Unit  
**DATE** May 13, 2020 (for the June 23, 2020 Council Meeting)  
**SUBJECT:** Virginia Juvenile Community Crime Control Act Plan (VJCCCA)

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### **ISSUE**

Approval by the City Manager and City Council for the City of Fredericksburg to participate in the Virginia Juvenile Community Crime Control Act for fiscal years 2021-2022.

### **RECOMMENDATION**

Be it resolved that the City Council will participate in the Virginia Juvenile Community Crime Control Act and accept funds appropriate for the purpose set forth in this Act until it notifies the Department of Juvenile Justice, in writing, that it no longer wishes to participate.

Be it further resolved that the City Manager is hereby authorized to execute a local plan on behalf of the City of Fredericksburg.

### **BACKGROUND**

A legislative study on the lack of alternatives to detention and substantial revisions to the juvenile code led the 1995 Virginia General Assembly to pass the Virginia Juvenile Community Crime Control Act (VJCCCA) to "establish a community-based system of progressive intensive sanctions and services that correspond to the severity of offense and treatment needs." (*Code of Virginia, §16.1-309.2*) The purpose of the VJCCCA is "to deter crime by providing immediate, effective punishment that emphasizes accountability of the juvenile offender for his actions as well as reduce the pattern of repeat offending." (*Code of Virginia, §16.1-309.2*)

This legislation changed the way Virginia administers community programs and increases funding for community-based juvenile justice programs. Since January 1996, funding is allocated to each local governing body through a formula based on a variety of factors including the number and types of arrest in a locality and the average daily cost for serving the child. To ensure that localities continue their prior commitment to youth, the locality must maintain the same level of contributions to these programs as they made in fiscal year 1995 in order to receive state funding.

Development of VJCCCA plans requires consultation with judges, court service unit directors and Comprehensive Services Act Community Policy and Management Teams. There are no specific

## **ITEM # 8A**

types of programs or services required in a plan. The intent is for programs and services to be developed to fit the needs of each particular locality.

In the City of Fredericksburg, the VJCCCA Grant has allowed the development of the following services:

- *Chaplin Youth Center Shelter Care (Alternative to Secure Detention)*
- *Electronic Incarceration Services*
- *Restorative Justice, Substance Abuse Education and Community Service through the Office on Youth*
- *Purchase of Individualized Services for Youth*

### **FISCAL IMPACT**

The total VJCCCA funding available to the City of Fredericksburg for each fiscal year is \$88,140.00. At this time, the state allocation for each fiscal year is \$54,975.00 and the City's Maintenance of Effort is \$33,165.

Thank you for your attention to this matter. Please contact me at (540) 372-1068, ext. 8827 or [Danielle.hicks@djj.virginia.gov](mailto:Danielle.hicks@djj.virginia.gov) if you have any questions or concerns.

Attachments: Resolution  
FY 2021-2022 Certification form requiring City Manager signature  
Support Letter from Judge Vance  
Support Letter from Vincent Butaitis, CSU Director  
Support Letter from Fredericksburg CPMT per CSA Coordinator Kristin Shores



June 23, 2020  
Regular Session  
Resolution No. 20-\_\_

**MOTION:**

**SECOND:**

**RE:** Approving the Virginia Juvenile Community Crime Control Plan for Fiscal Years 2021 and 2022

**ACTION:** APPROVED: Ayes: 0; Nays: 0

The City of Fredericksburg has been authorized for funding pursuant to the Virginia Juvenile Community Crime Control Act to continue delinquency prevention programs that have been functioning for the past several years; and

In order to participate in the grant, the City Council is required to provide “maintenance of effort” matching funds in the amounts of \$33,165 in both Fiscal Year 2021 and Fiscal Year 2022; and

The City Council of the City of Fredericksburg approves the Virginia Juvenile Community Crime Control Act Plan for Fiscal Years 2021 and 2022 as prepared by the Fifteenth Judicial District Court Service Unit for the use of these funds from the Department of Juvenile Justice; and

The City Council of the City of Fredericksburg does hereby authorize the City Manager to execute approval of this plan.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

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***Clerk’s Certificate***

*I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20-\_\_ duly adopted the City Council meeting held June 23, 2020 at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***



Valerie P. Boykin  
Director

**COMMONWEALTH OF VIRGINIA**  
*Department of Juvenile Justice*

Court Service Unit  
District 15  
615 Princess Anne Street, BA  
Fredericksburg, VA 22401  
(540) 372-1068

Vincent M. Butaitis  
Director  
Court Service Unit  
District 15

May 13, 2020

Vincent M. Butaitis  
Fifteenth District Court Service Unit  
615 Princess Anne St., BA  
Fredericksburg, VA 22401

Re: FY21 – FY22 Virginia Community Crime Control Act (VJCCCA) Plan

Dear Mr. Butaitis,

I am in receipt of the Fredericksburg VJCCCA Plan for FY21- FY22. The information has been reviewed and I support the proposed utilization of the VJCCCA funds.

I offer my ongoing appreciation to you and the Court Service Unit Staff for your continued assistance to the Fredericksburg Juvenile and Domestic Relations Court and to the other Courts of the Fifteenth Judicial District.

Sincerely,

A handwritten signature in black ink, appearing to read "J. Vance IV".

Judge Joseph A. Vance IV

Cc: Lesley Hull, DJJ Regional Community Programs Specialist  
Danielle M. Hicks, CSU Supervisor



Valerie P. Boykin  
Director

**COMMONWEALTH OF VIRGINIA**  
*Department of Juvenile Justice*

**Court Service Unit**  
**District 15**  
615 Princess Anne Street, BA  
Fredericksburg, VA 22401  
(540) 372-1068

Vincent M. Butaitis  
Director  
Court Service Unit  
District 15

**Memorandum**

**To:** The Honorable Joseph A. Vance, IV  
**From:** Danielle M. Hicks, Court Service Unit Supervisor  
**Subject:** FY21-FY22 Fredericksburg VJCCCA Plan Summary  
**Date:** May 13, 2020

Since 1996, the City of Fredericksburg has participated in the Virginia Juvenile Community Crime Control Act (VJCCCA) to establish a community-based system of intensive services and sanctions to deter crime by providing effective programs and accountability of juvenile offenders.

The total VJCCCA annual funding available to the City of Fredericksburg in FY19 and FY20 will be \$54,975 plus the local MOE of \$33,165 for a total of \$88,140.

The following chart lists the programs and their budgets:

VJCCCA FY21/FY22 Programs	Budget	Allocated
Shelter Care Services		\$35,000
Electronic Monitoring		\$26,500
Restorative Justice		\$3,000
Substance Abuse Group Education (SAGE)		\$3,000
Community Service		\$4,000
Supervision Plan Services		\$16,640
<b>TOTAL</b>		<b>\$88,140</b>

The detailed plan is attached for your review. A letter is also attached for your signature to be returned to me if this plan meets your approval. Please feel to contact me at 540-372-1068 x 8827 if you have any questions or concerns.

Sincerely,  
Danielle M. Hicks

Kristin Shores  
CSA Coordinator



City of Fredericksburg  
Department of Social Services  
Bass-Ellison Building  
608 Jackson Street, Suite 100  
Fredericksburg, VA 22401  
Office: (540) 372-1032  
Fax: (540) 372-1157

May 6, 2020

To Whom It May Concern:

The City of Fredericksburg Community Policy and Management Team (CPMT) reviewed the Fredericksburg Virginia Juvenile Community Crime Control Act Workbook. After careful consideration of the community's needs and the services listed, CPMT has approved the workbook and is in full support of the request.

The City of Fredericksburg CPMT is composed of the following individuals:

<u>Member</u>	<u>Agency</u>
Christen Gallik	Fredericksburg Department of Social Services
Vincent Butaitis	15 <sup>th</sup> Judicial District Juvenile Court Service Unit
Benjamin Nagle	Rappahannock Area Office on Youth
Jane Yaun	Rappahannock Area Community Services Board
Sue Keffer	Fredericksburg City Public Schools
Michelle Clayton	Fredericksburg Health Department
Mary Katherine Greenlaw	Fredericksburg City Council
Mark Whitley	Fredericksburg Fiscal Affairs
Gail Geise	Private Provider
Joanne Kaiman	Parent Representative

Sincerely,

Sue Keffer  
CPMT Chair



Valerie Boykin  
Director

**COMMONWEALTH OF VIRGINIA**  
*Department of Juvenile Justice*

**Court Service Unit  
District 15  
615 Princess Anne Street, BA  
Fredericksburg, VA 22401  
(540) 372-1068**

Vincent M. Butaitis  
Director  
Court Service Unit  
District 15

April 22, 2020

Board of Juvenile Justice  
Virginia Department of Juvenile Justice  
P.O. Box 1110  
Richmond, Virginia 23218-1110

Re: Fredericksburg Virginia Juvenile Community Crime Control Act (VJCCCA)

Dear Board Members:

I reviewed the FY21-22 VJCCCA Plan for the City of Fredericksburg and agree to assist in its implementation. I note that the services it establishes strengthen the Balanced Approach and local Continuum of Graduated Sanctions.

If there are any questions, please advise me. Thank you.

Sincerely,

A handwritten signature in black ink, appearing to read "Vincent Butaitis", with a horizontal line extending to the right.

Vincent Butaitis, Director  
15<sup>th</sup> District Court Service Unit

cc: Danielle Hicks, Supervisor

**Virginia Juvenile Community Crime Control Act**  
**Certification Form FY 2021 - FY 2022**  
**General Conditions**

The Department of Juvenile Justice has notified you of funding allocated to your locality. Will your locality make application to participate in the Virginia Juvenile Community Crime Control Act in FY2021 and FY2022?

Yes        No   

The Chief Administrative Officer submitting this local plan certifies that the participating jurisdiction:

- A. Will not contribute less funding for the implementation of this local plan than the amount required in §16.1-309.6 of the *Code of Virginia* ;  
<https://vacode.org/16.1-309.6/>
- B. Will not utilize funds provided by this Act to *supplant* funds established as the state pool of funds under §2.2-5211 in compliance with §16.1-309.3 C of the *Code of Virginia* ;  
<https://vacode.org/2.2-5211> <https://vacode.org/16.1->
- C. Will expend local maintenance of effort funds prior to expending state VJCCCA funding;
- D. Will comply with all provisions of §16.1-309.9 of the *Code of Virginia* which gives the Board of Juvenile Justice the authority to establish and enforce standards and to review the expenditures and services established by the local plan;  
<https://vacode.org/16.1-309.9/>
- E. Prior to development of this plan, consulted with the judges of the Juvenile and Domestic Relations District Court, the Directors of Court Service Units of the participating jurisdictions, the Community Policy and Management Teams established under §2.1-751 of the *Code of Virginia* and, the director of any Office on Youth (established pursuant to §66.26), if such office serves the jurisdictions); and
- F. Will submit routine reports and any other information to the Director of the Department of Juvenile Justice for each program or service funded by the Act in compliance with §16.1-309.3 E and §16.1-309.10 of the *Code of Virginia* and all applicable Departmental procedures.

Timothy J. Baroody  
Name of Chief Administrative Officer  
(County Administrator/City Manager)

\_\_\_\_\_ Title

\_\_\_\_\_ Signature

City of Fredericksburg  
Jurisdiction

\_\_\_\_\_ Date



**MEMORANDUM**

**TO:** Fredericksburg City Council  
**FROM:** Kathleen Dooley, City Attorney  
Dori Martin, Assistant City Attorney  
**DATE:** June 19, 2020  
**RE:** 2020 General Assembly Legislative Summary

2020 was an extraordinarily active year for the Virginia General Assembly. It passed 2, 218 pieces of legislation and suffered only 4 gubernatorial vetoes. The session featured sweeping legislation in a variety of policy areas, including the environment, gun control, and election reform. While the COVID-19 pandemic resulted in some last-minute shifts to delay the implementation of some new initiatives, and an anticipated special session later this summer may further alter the impacts of the new laws, the changes made this year have significantly altered the policy landscape of the Commonwealth.

The legislature enacted several bills that speak directly to City Council’s 2020 legislative priorities. It significantly increased local government authority to protect public safety by regulating the possession of firearms in locally-owned public buildings, on public property, and at public events. It also passed a bill that will increase the effectiveness of local gun buy-back programs, and gave localities authority to enact a tax on single-use plastic bags, beginning in January of 2021.

The following summary includes an overview of legislation that will have notable effects on City government. It is not a comprehensive list.<sup>1</sup> It includes bills that were successful, as well as some noteworthy failures and issues that were carried over to future sessions.

**Budget**

The state budget was dramatically affected by the economic downturn resulting from the COVID-19 pandemic. In response to the sudden change in economic conditions statewide, the Governor proposed a freeze of most new discretionary spending in his amendments to the budget bill, “unallotting” most new expenditures pending a revenue reforecast, which is expected to be completed later this summer. A special General Assembly session will likely

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<sup>1</sup> The Virginia Municipal League and Virginia Association of Counties have each published legislative summaries, which I have relied on heavily to compose this report. These publications provide some additional information about relevant legislation that is not highlighted in this memo.

## **ITEM #8B**

be called in August, and legislators will have an opportunity to revise the budget accordingly at that time. Some important aspects of the budget as it stands currently include:

### **Elections**

- Unallots \$2.5 million per year to support funding to fully reimburse state-established compensation levels for general registrars and electoral board members.

### **Environment**

- Unallots proposed supplemental Water Quality Improvement Fund deposits of \$25.4 million in FY 2022 and \$3.8 million in 2021, but retains the mandatory appropriation in FY 2021.
- Provides \$50 million in bond authorization for the Stormwater Local Assistance Fund (SLAF).
- Directs the Department of Environmental Quality (DEQ) to study cost-effective options to achieve wastewater nutrient load levels consistent with the Chesapeake Bay TMDL Phase III Watershed Improvement Plan.

### **Education**

- Unallots funding to continue the second phase of the Children's Services Act rate study for private special educational day placements, and directs the Office of Children's services to submit preliminary findings to the Joint Legislative Audit and Review Commission for incorporation into JLARC's CSA Study.
- Modifies funding from lottery proceeds to establish a separate fund to provide the state share of per-pupil funding, which will require local matching funds based on the Composite Index of Local Ability-to-Pay (LCI), beginning in year 2 of the biennium.
- Retains school counselor ratios at FY 2020 levels rather than requiring additional staffing as proposed by 2020 legislation.
- Unallots several proposed early childhood initiatives, including funding proposed to increase the Virginia Preschool Initiative's per-pupil allocation, provide support for students on wait lists, and create a pilot program for at-risk three-year-olds, as well as \$3 million in FY 2021 and \$5 million in FY 2022 to recruit and retain early childhood educators.
- Unallots proposed "no-loss" funding to localities that would ensure that no school division loses state funding relative to the division's FY 2020 distribution.
- Unallots \$5.3 million annually proposed to reduce or eliminate the cost of school breakfast and lunch for low-income students.
- Unallots \$26.2 million in FY 2021 and \$35.2 million in FY 2022 that would increase the maximum at-risk add-on distribution to localities based on their number of federal free lunch participants, which supports programs for students who are educationally at-risk.

### **Benefits and Retirement**

- Establishes a workgroup to study collective bargaining for state employees and report back by November 2021.

## **ITEM #8B**

- Directs administration officials to study the development of a statewide paid family and medical leave program for all employers.
- Unallots funding that would support proposed increased compensation for state employees, state-supported local employees, Constitutional officers and their employees, and sworn State Police employees.

### **Public Safety**

- Continues the administration's workgroup studying the effects of body-worn cameras on the state's public safety and judicial agencies.
- Provides \$4.5 million to implement the Community Policing Act.
- Unallots funding for additional public defenders.
- Unallots \$8.6 million per year for additional aid to localities with police departments.
- Unallots funding for the proposed expansion of local pretrial and probation services.

### **Health and Community Services**

- Unallots funding for a proposed new Medicaid adult dental benefit.
- Unallots proposed increases in funds for permanent supportive housing
- Unallots funding for implementation of STEP-VA, which would provide additional support for outpatient services, veterans' services and peer and family support services. Provides that Community Services Boards are not required to provide STEP-VA services beyond what was funded in 2019.
- Unallots \$1.2 million to increase TANF (Temporary Assistance to Needy Families) benefits and eligibility, but provides \$1.5 million in TANF funding for competitive grants for employment and training programs.
- Unallots funding for foster care prevention services for children and families, including funding to establish prevention services in local departments of social services.
- Unallots proposed increase of \$23 million per year for the Housing Trust Fund.

### **Public Libraries**

- Unallots \$1 million per year in proposed aid to local public libraries.

### **Legislation Addressing City Council's 2020 Legislative Priorities**

- **Water Quality Funding:** The City supported the Governor's proposed budget which provided \$120 million in Water Quality Improvement Funding for wastewater treatment plant upgrades. While the Funds basic appropriations were not reduced, the supplemental funding (already less than \$120 million) has been unallotted in the revised budget.
- **Distributed Solar:** HB 572, HB 1184, & SB 710, collectively named "The Solar Freedom Act," promotes the establishment of distributed solar and other renewable energy through 8 different measures. The bill
  - Increases the cap on the total amount of renewable energy that can be net metered in a utility's service area from 1% to 10% (this exceeds the VML recommendation of 5%, which City Council adopted as a priority);

## **ITEM #8B**

- Authorizes third-party power purchase agreements for all customers;
- Allows local governments in jurisdictions with populations greater than 1 million in Planning District 8 to install solar facilities of up to 5 megawatts (MW) on government-owned property;
- Allows net metering customers to attribute output from a single solar array to multiple meters;
- Removes the restriction on customers installing a net metered solar generation facility larger than that required to meet their previous year's energy demand;
- Raises the cap for net-metered nonresidential generation facilities from 1 MW to 3 MW; and
- Prohibits utility companies from assessing standby charges.
- **Regulation of Plastic Bags and Polystyrene Packaging.**
  - HB 534/SB 11 authorizes cities and counties to impose a 5-cent tax on certain disposable plastic bags beginning on January 1, 2021. (Plastic bags used to carry dry cleaning, prescription medication, garbage or pet waste, and meat, ice cream, or produce are exempt.) The money will be collected by the Virginia Department of Taxation and returned to the locality to fund environmental cleanup, environmental educational programs, pollution and litter mitigation, and providing reusable bags to low-income populations.
  - HB 533 prohibits certain food vendors from distributing prepared foods in single-use expanded polystyrene food containers. Chain restaurants will be required to comply by July 2023, while all other food vendors have until July 1, 2025, though the bill contains an economic hardship exemption. This bill has a reenactment clause, meaning it will not go into effect unless and until the 2021 Session of the General Assembly votes to reenact.
- **Children's Services Act (CSA).** City Council supported legislation sponsored by Sen. Richard Stuart, Del. Joshua Cole, and Del. Mark Cole (HB 762/SB 135), to expand eligibility for services under the CSA to students in public school special education programs, thereby reducing costs to the public of providing these services. Unfortunately, this legislation was carried over for further study; therefore, we expect to see it again in 2021.
- **Gun Safety.** 2020 was a significant year for gun safety measures in the General Assembly, and all of the City's legislative priorities were adopted!
  - HB 421/SB 35 authorizes any locality to pass an ordinance prohibiting the possession of firearms, ammunition, or components in any building, park, or recreation or community center facility owned by the locality, or any public street or other public place that is being used or is adjacent to a permitted public event. In addition to passage of an ordinance, the bill requires signage to be posted anywhere firearms are prohibited pursuant to this authority.
  - This bill also repeals state-imposed limitations on local government authority to sue firearm manufacturers and provides that firearm acquired through any locality-sponsored gun buy-back program shall be destroyed by the locality unless the person surrendering the firearm requests in writing that it be sold.

**Other Legislation**

**Elections**

- HB 1/SB 111 – No Excuses Absentee Voting. Allows any registered voter to vote by absentee ballot in any election in which she is qualified to vote.
- HB 19/SB 65 – Repeal of Voter ID. This bill removes the requirement that voters show a form of photo identification to be allowed to vote.
  - It requires voters to present only one of the following documents: Voter registration card, a valid Virginia driver’s license, a valid student ID from any institute of higher education, an employee identification card with a photograph, or a copy of a current utility bill, bank statement, government check, paycheck, or other government document showing the voter’s address.
  - If the voter does not present any of the above, she still may be allowed to vote after signing a statement confirming her identity.
- HB 108/SB 601 designates Election Day as a state holiday and removes Lee-Jackson day as a state holiday.
- HB 201 – Same-day Registration. This bill provides that any person who is qualified to vote may register to vote in person up to and including the day of the election at the general registrar’s office or at her polling place. This bill has a delayed effective date of October 1, 2022.
- HB 220 requires prepaid postage to be provided on the return envelopes for absentee ballots. This bill does not become effective unless reenacted by the General Assembly in 2021.
- HB 235/SB 219 – Automatic Voter Registration. This bill provides for the Department of Motor Vehicles to transmit voter registration information to the Department of Elections for any customer who 1) applies for or renews a driver’s license or special identification card, or 2) changes an address on an existing license if the person indicates that she is a U.S. Citizen aged 17 or older and does not decline the transmission.
- HB 238/SB 455 provides that any absentee ballot returned before noon on the third day after an election but postmarked on or before Election Day shall be counted.
- HB 239 adjusts the deadline for a voter to apply for an absentee ballot from the 7<sup>th</sup> day prior to an election to the 11<sup>th</sup> day prior to the election.
- HB 1678 extends the time at which polling places close on Election Day from 7:00 p.m. to 8:00 p.m. This bill will not become effective unless reenacted by the 2021 General Assembly.
- HB 1103 – Ranked Choice Voting. This bill provides that elections for local governing bodies may be conducted by ranked choice voting.
  - The governing body may, in consultation with the local registrar and electoral board, decide by majority vote to conduct the election by ranked choice voting.
  - The State Board of Elections is authorized to promulgate regulations for the administration of these elections; however, the bill provides that any costs incurred by the Department of Elections related to technological changes

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necessary to implement a ranked choice voting system shall be charged to the localities that opt to use ranked choice voting.

- This bill has a delayed effective date of July 1, 2021 and sunsets on July 1, 2031.
- HB 1255/SB 717/SJ 18 – Redistricting Reform.
  - SJ 18 Proposes a constitutional amendment, subject to a voter referendum, which is set for November 2020, to establish the Virginia Redistricting Commission, composed of the following members:
    - 4 members of the House of Delegates (2 Democrat, 2 Republican)
    - 4 members of the Senate (2 Democrat, 2 Republican)
    - 8 members of the general public, selected by a panel of 5 retired circuit court judges
  - HB 1255/SB 717 sets the following criteria for drawing district boundaries:
    - Equal population, with a deviation of no more than 5% for state legislative districts,
    - Compliance with laws and judicial decisions relating to racial and ethnic fairness,
    - Preservation of communities of interest, which are geographically defined with similar social, cultural, and economic interests
    - Compactness and Contiguity,
    - Districts may not improperly dilute the voting power of minority populations nor favor or disfavor any political party.

This bill also reallocates incarcerated persons to the address at which they resided prior to incarceration, rather than the address of their correctional facility.
- SB 740 – Split Precincts. This bill requires each county and city precinct to be wholly contained within a single congressional, Senate, House of Delegates, and local election district. It requires that changes may only be made in years ending in 1, to coordinate with redistricting. Any governing body that is unable to establish a precinct with the minimum number of voters without splitting the precinct may request a waiver from the State Board of Elections to administer a split precinct.

### **Law Enforcement & Courts**

- HB 1250 – The Virginia Community Policing Act
  - The Community Policing Act is a sweeping law enforcement data collection measure aimed at reducing bias-based profiling in the performance of official police duties.
  - "Bias-based profiling" is defined in the Act to mean officer actions that are based solely on the real or perceived race, ethnicity, age, gender, or other noncriminal characteristics of an individual, except when such characteristics are used in combination with other identifying factors in seeking to apprehend a suspect who matches a specific description.
  - This bill establishes a statewide police database to include all traffic and investigatory stops and excessive force complaints. It requires law enforcement officers to collect the following data at each traffic or investigatory stop:
    - Race, Ethnicity, and Gender of the person stopped;

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- Location of and reason for the stop;
  - Whether a warning, summons, or citation was given or an arrest made;
  - If an arrest was made, then the crime or violation charged; and
  - Whether a search was conducted
- HB 262 prohibits law enforcement officers from inquiring into the immigration status of a person who 1) reports that he is a victim of a crime or a parent or guardian of a minor victim, or 2) is a witness in the investigation of a crime.
- HB 972/SB 2 decriminalizes simple marijuana possession and convenes a work group to study the impacts of legalizing the sale and personal use of marijuana.
- HB 246 - Body Cameras.
  - HB 246 requires localities who deploy a law enforcement body camera system to adopt and establish a written policy for the operation of body-worn cameras and make the policy available for public comment prior to its adoption.
  - The Department of Criminal Justice shall develop a model policy to be used as a guide.
  - This bill stops short of requiring law enforcement agencies to use body cameras; however, that issue is widely expected to come back next year or in a special session.
- HB 1023 provides that any law enforcement officer shall, if practicable, make an audiovisual recording of the entirety of any interrogation of a person in police custody. This bill was a recommendation of the Virginia Criminal Justice Conference.
- HB 1071 removes the crime of profane swearing in public, currently punishable as a Class 4 misdemeanor.
- SB 149 Increases the maximum amount a local government may assess against a criminal defendant as part of the costs in a criminal or traffic case in GDC or Circuit Court from \$10 to \$20. This assessment shall be used solely for the funding of courthouse security personnel or, at the request of the sheriff, security equipment. An ordinance is required to increase this assessment.
- SB 818 - The Behavioral Health Docket Act establishes behavioral health courts as a specialized court docket in Virginia, offering judicial monitoring of intensive treatment and supervision of offenders who have mental illness and co-occurring substance abuse issues.
- HB 742 authorizes a locality, by ordinance or regulation, to regulate the take-off or landing of unmanned aircraft, or drones, on property owned by the locality, in accordance with Department of Aviation regulations. This bill becomes effective on January 1, 2021.
- HB 1213 permits localities to appoint and train local government employees to enforce local ordinances by issuing summonses for misdemeanor violations of local ordinances (except for offenses listed in Title 18.2 (Criminal) or Title 46.2, Chapter 8 (Motor Vehicle)). This would prevent local officials from having to request a summons from a magistrate.

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- **Bills that were carried over:**
  - Several bills aimed at broader criminal justice reform were passed by or carried over this year due to the need for further study. However, recent events have ignited a renewed interest in this topic, and we may see some of these issues sooner rather than later, if the General Assembly convenes a special session this summer.
  - Bills to broadly reinstate parole and to reform the expungement process were referred to the Virginia State Crime Commission for study and policy recommendations.
  - Also passed by this year was a requirement that localities subsidize public defender salaries at the same rate as prosecutors' salaries. This bill, opposed by local government organizations, passed the house, but failed in the Senate.
  - Proposals aimed at reducing police misconduct have been reported in the media as likely to come back in special session. These proposals include:
    - Required police training on de-escalation;
    - Creation of state and local regional boards to review and investigate complaints regarding misconduct;
    - Banning the use of choke holds by police; and
    - Mandating use of body cameras in agencies statewide.

### **Environment & Natural Resources**

- HB 714/SB 94 – Virginia Energy Plan
  - This bill adopts findings that climate change is an urgent challenge for Virginia requiring swift decarbonization and a transition to clean energy
  - It establishes a policy for the Commonwealth to:
    - Ensure the adequate supply of natural gas to ensure the reliability of the electricity supply during the transition to renewable energy;
    - Establish greenhouse gas emissions reduction standards across all sectors of Virginia's economy that target net-zero carbon emissions by 2045;
    - Enact mandatory clean energy standards and strategies for reaching net-zero carbon in the electric power sector by 2040;
    - Identify pathways to net-zero carbon that maximize Virginia's energy reliability and resilience, economic development, and jobs;
    - Minimize negative impacts of climate change and the energy transition on low-income or minority communities and prioritize investment in those areas.
- HB 504 Chesapeake Bay Preservation Areas; Mature Trees – This bill provides for preservation of mature trees or planting of trees to be included as a water quality tool and means of providing natural resource benefits on the list of criteria for localities to use as they consider development in Chesapeake Bay Preservation Areas.
- HB 520 Directs DEQ to convene a work group including local government representatives to study the planting of trees as an urban land cover type and stormwater best management practice (BMP).
- HB 573 requires each incumbent electric utility to select one or more eligible generating facilities located in low-income communities for dedication to its community solar development pilot program for every dedication of an eligible

## **ITEM #8B**

facility located outside a low-income community. Low-income communities are defined as a census tract that qualifies for the Low-Income Tax Credit.

- HB 656/SB 875 authorizes a locality to incorporate generally accepted national standards for the use of solar panels and battery technologies for solar energy projects into its zoning ordinance.
- HB 657 permits a locality to waive the requirement that solar facilities be reviewed for substantial accord with the comprehensive plan.
- HB 868 gives electric consumers a “right to shop,” allowing them to purchase 100 percent renewable electricity from any licensed competitive supplier, including any incumbent electric utility. Currently, customers may only shop from a supplier that is not the incumbent utility in their area if their local utility does not offer an approved tariff for 100% renewably-produced energy. This bill has a reenactment clause and must be approved again by the 2021 General Assembly to take effect.
- HB 1042/SB 883 establishes the Virginia Council on Environmental Justice to advise the Governor on how to protect vulnerable communities from the impacts of pollution.
- SB 106 Prohibits hydraulic fracturing in certain groundwater management areas.
- **Continued to 2021**
  - HB 77 - The Green New Deal. This bill would establish a moratorium on fossil fuel-based energy generating facilities, import or export terminals for fossil fuels resources, use of eminent domain for fossil fuel pipelines, and fossil fuel refineries and exploration. It also requires at least 80% clean energy from retail electric suppliers for the years 2028-2035, graduating to 100% in 2036.
  - HB 672 would require local and regional planning commissions to consider the impacts of climate change in adopting a comprehensive plan, regional plan, or zoning ordinance.
  - HB 1624 would authorize localities to adopt an ordinance to provide for conservation or planting and replacement of trees during the land development process. (Currently, certain localities may adopt ordinances only for the conservation of trees.)

### **Transportation**

- HB 1414/SB 890 – The Omnibus Bill
  - This is a sweeping bill that overhauls and simplifies the Commonwealth’s entire transportation funding structure. It consolidates most existing funding sources and funnels them through a newly established Commonwealth Transportation Fund. From there, money flows out to four major funds:
    - \$80 Million annually (indexed for inflation) goes to a new Special Structure Fund;
    - \$80 million goes to improvements for Route 58 and the Northern Virginia Transportation District/NVTA
    - 51% of the remaining funds goes to the Highway Maintenance and Operating Fund; and
    - 49% goes to the Transportation Trust Fund.

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- It contains several different revenue provisions, including:
  - The bill converts the Commonwealth’s gas tax from a wholesale tax to a retail (cents per gallon) tax, and increases the tax by \$0.05 annually over the next two years, resulting in a total rate of \$0.262 per gallon. After 2 years, the tax will be adjusted in accordance with the Consumer Price Index.
  - It imposes a \$0.076 per gallon tax on gas distributors in any locality that doesn’t currently have a regional fuel tax, effective July 1, 2021.
  - It creates a new highway use fee on alternative fuel vehicles, with an option to pay a fee based on vehicle miles traveled, rather than the base fee.
  - Finally, it reduces the state registration fee by \$10 but allows localities to continue to levy registration fees equal to the current state fee.
- The bill also creates several new programs:
  - The Interstate Operations and Enhancements Program is created to improve safety, reliability, and traffic flow along interstate corridors.
  - The Special Structure Program designates revenues to repair, replace, and maintain large, indispensable, and unique bridges and tunnels.
  - The Transit Incentive Program dedicates revenue to developing creative approaches to promote transit use.
- Finally, the legislation creates a Virginia Passenger Rail Authority, whose purpose is to develop, maintain, and improve passenger rail facilities and increase passenger rail capacity across the Commonwealth.
  - The Commission is composed of a 15-member board, appointed by the Governor but independent of the state agencies. No legislators may be appointed.
  - It has the authority to:
    - Acquire railroad right of way, including by eminent domain;
    - Maintain and improve rail facilities;
    - Contract out the operation of rail service; and
    - Issue bonds backed by I-66 revenues for new construction to upgrade and replace the Long Bridge over the Potomac River.
- HB 543/SB 871 – Electric Power-assisted Bicycles.
  - This bill divides electric bicycles (e-bikes) into three classes based on type of motor and maximum speed.
  - It confirms that e-bikes have the same rights and privileges as bicycles, and limits local authority to regulate their operation to certain bicycle paths, shared-use paths, and trails. Enacting restrictions on the operation of Class 1 or 2 bicycles in these areas will require notice and public hearing; Class 3 bicycles may be prohibited in these areas without a public hearing.
  - The bill also requires operators of Class 3 e-bikes to wear helmets.
- HB 874/SB 160 prohibits a person from holding a handheld device while driving a motor vehicle. This bill has a delayed effective date of January 2, 2021.
- SB 758 – Electric Personal Delivery Devices.

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- This bill changes the weight limit of personal delivery devices from 50 to 500 pounds, and authorizes their use on sidewalks and crosswalks.
- It also gives localities limited authority to regulate them. Localities may by ordinance impose safety regulations on their operation, but must allow them to operate on the side of any roadway that has a speed limit of 25 miles per hour or less if a sidewalk is not available.

### **Labor and Employment**

- HB 582/SB 939 Collective Bargaining.
  - This bill permits local governments to adopt ordinances authorizing them to recognize a labor union or employee association as a bargaining agent of any group of public employees except Constitutional Officers and their employees, and collectively bargain with that association on any matter relating to employment.
  - It provides that if a governing body has not adoption an ordinance or resolution providing for collective bargaining, and that body receives certification from a majority of public employees in a unit considered by those employees to be appropriate for bargaining, that body must take a vote within 120 days on whether to adopt a collective bargaining ordinance.
  - The prohibition against striking for public employees applies, regardless of the adoption of a collective bargaining ordinance.
  - This legislation becomes effective on May 1, 2021.
- HB 696 authorizes localities to prohibit discrimination in housing, employment, public accommodations, credit, and education on the basis of sexual orientation and gender identity.
- HB 757 prohibits localities from inquiring on any job application whether the applicant has been arrested, charged, or convicted of any crime (with certain exceptions). Employers may ask about arrests or convictions only during or after a staff interview of the prospective employee. This does not apply to school board employees or state agencies that are expressly permitted to inquire into criminal history.
- HB 395/SB 7 – Minimum Wage.
  - This bill increases the minimum wage from the current level of \$7.25 per hour on a graduated scale as follows:
    - \$9.50 per hour effective May 1, 2021
    - \$11.00 per hour effective January 1, 2022
    - \$12.00 per hour effective January 1, 2023
    - \$13.50 per hour effective January 1, 2025
    - \$15.00 per hour effective January 1, 2026
    - Adjusted based on the Consumer Price Index for every year starting on January 1, 2027.
  - The bill must be reenacted before July 1, 2024, or the minimum wage will be adjusted to the CPI beginning in 2025.
- HB 827/SB 712 – Virginia Human Rights Act; Pregnancy Discrimination.
  - This bills requires employers to make reasonable accommodation for the known limitations of a person related to pregnancy, childbirth, or medical

## **ITEM #8B**

conditions, if such accommodation is necessary to assist such person in performing her job responsibilities.

- It also prohibits adverse employment actions or hiring discrimination based on a request or likelihood that the employee will request a reasonable accommodation.
- The bill creates a cause of action against any employer who denies any of the rights afforded by the bill and permits the court to award compensatory damages, back pay, and other relief.
- Notice of these rights must be posted by the employer in the workplace by October 2020.
- HB 1514/SB 50 prohibits discrimination on the basis of hair texture, type, and protective hair styles, such as braids or locks.
- HB 1049 prohibits discrimination in employment, public accommodations, public contracting, apprenticeship programs, housing, banking, and insurance on the basis of sexual orientation or gender identity.

### **Taxation and Finance**

- HB 1434/SB 763 – Local Tax Exemption for Solar Energy Equipment
  - This bill changes the local property tax exemption for certain solar energy projects from an 80% exemption for the life of the project to a phased reduction.
  - Projects will receive an 80% exemption in the first 5 years, 70% in years 6-10, and 60% for all remaining years in service.
  - The Sunset date after which new projects will not qualify for the exemption is extended from January 1, 2024 to July 1, 2030.
- HB 342 exempts from meals tax any vendor at a local farmers market or roadside stand if the vendor's annual income is less than or equal to \$2,500.
- HB 537/SB 727 increases the maximum duration of a local real estate tax exemption for structures in redevelopment or conservation areas from 15-30 years.
- HB 755 – Real Property Taxes for Blighted and Derelict Properties.
  - This bill provides that blighted and derelict structures shall constitute a separate class of property for local taxation in certain localities.
  - Localities may, by ordinance, levy a tax on blighted properties and derelict structures at a rate that exceeds the general real property tax rate by 5% and 10%, respectively, imposed upon a determination by the assessor that a property constitutes a blighted property.
  - Delinquent tax lands may be sold six months after a locality has incurred abatement costs for building that have been condemned or declared blighted or derelict.
  - Qualifying localities are those that score 107 or higher on the DCHD fiscal stress index.
- HB 785/SB 588 Local Taxing Authority. The main purpose of this bill is to remove some restrictions on county taxing authority and authorize counties to impose certain new taxes, which cities already may impose. However, it is relevant to cities, as it establishes a new restriction on cigarette taxes imposed by all localities, imposing a maximum rate of \$0.40 per pack of cigarettes. Any locality that currently charges a rate higher than \$0.40 may not increase that rate.

## **ITEM #8B**

- HB 1268 Veteran Personal Property Exemption.
  - This bill provides a personal property tax exemption for a motor vehicle that is owned and used primarily by a military veteran who has a 100% service connected total and permanent disability.
  - Must be approved by voter referendum at the November 3, 2020 election to become effective.

### **FOIA**

- SB 941 authorizes any political subdivision or local board, commission, or authority to adopt a resolution to set a day to which a regular meeting may be postponed automatically if the regularly scheduled meeting cannot occur due to inclement weather. If such resolution has been adopted, no further advertising for the postponed matters is required.



**City of Fredericksburg**  
**Department of Social Services**  
*Helping people triumph over hardships to promote  
healthier futures within our community*

**Christen Gallik, Director**  
608 Jackson St, Ste 100  
Fredericksburg, VA 22401  
540.372.1032  
540.372.1157 (fax)

**City of Fredericksburg Department of Social Services**  
**Board of Directors Meeting**  
**Meeting Minutes – February 6, 2020**  
**DSS Conference Room – 608 Jackson Street, Suite 100, Fredericksburg, VA 22401**

- A. **Call to Order** – Meeting was called to order at 4:00 by Tim Duffy, Vice Chair, and a quorum was established. Present for the meeting: Tim Duffy, Vice Chair sitting in as Chair in Bea Paolucci's absence, Debe Fults, Christen Gallik, Beth Girone, Thom Schiff, and Christian Zamas.
- B. **Approval of Minutes** for December 20, 2019 – One abstention.  
  
Move: Debra Fults. Second: Christian Zamas. Status: Passed.
- C. **Director's Report**
1. **Budget** – The City of Fredericksburg DSS Financial Report for December, 2019 was presented and discussed.
  2. **Management Report** – Ms. Gallik's Management Report was presented and discussed.
  3. **Agency Reviews** – Ms. Gallik, Director, stated that since the last meeting there was one review of a SNAP case and the reviewer determined it to be a valid denial.
- D. **Old Business** – There was no old business to discuss.
- E. **New Business**
1. **Election of Chair and Vice Chair** – A slate of officers was presented and voted upon: Bea Paolucci, Chair, and Tim Duffy, Vice Chair.  
  
Move: Christian Zamas. Second: Debra Fults. Status: Passed.
  2. **Legislative Updates 2020** – Legislative updates pertaining to DSS were shared and discussed.
  3. **Employee Appreciation Breakfast** – Board agreed to providing an appreciation breakfast for staff on April 22, 2020. More details and assignments to come.
- F. **Executive Session** – There was no need to go into Executive Session.

G. **Items for Consent/Approval**

1. Energy Share Program – DSS Administration - Board was asked for approval to begin administering the Energy Share Program currently run by the Salvation Army and funded by Dominion Energy. Board approved to begin June 1, 2020.

Move: Debra Fults. Second: Christian Zammas. Status: Passed.

- H. **Adjournment** – The meeting adjourned at 4:45 p.m. The next meeting is scheduled for April 2, 2020 at 4:00 p.m.

- I. Respectfully Submitted:

Christen Haller

Beth Girone, Assistant Director  
Assistant Director

6/4/2020

Date

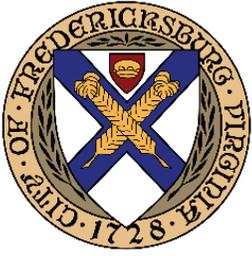
**APPROVED**

Tim Duffy CHAIR FOR

Tim Duffy, Vice Chair

June 4, 2020

Date



CITY OF FREDERICKSBURG, VIRGINIA  
CITY COUNCIL  
**MINUTES**

Council Chambers, 715 Princess Anne Street  
Fredericksburg, Virginia 22401

HON. MARY KATHERINE GREENLAW, MAYOR  
HON. WILLIAM C. WITHERS, JR., VICE -MAYOR, WARD TWO  
HON. KERRY P. DEVINE, AT-LARGE  
HON. MATTHEW J. KELLY, AT-LARGE  
HON. JASON N. GRAHAM, WARD ONE  
HON. DR. TIMOTHY P. DUFFY, WARD THREE  
HON. CHARLIE L. FRYE, JR., WARD FOUR

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**June 2, 2020**

**The Council** of the City of Fredericksburg, Virginia, held a special session on Tuesday, June 2, 2020, beginning at 3:00 p.m. using electronic communication through GoToMeeting pursuant to and in compliance with the City Council Ordinance 20-05, an ordinance to address Continuity of City Government during the pendency of a pandemic disaster.

**City Council Present.** Mayor Mary Katherine Greenlaw. Vice-Mayor William C. Withers, Jr., Council members Kerry P. Devine, Dr. Timothy P. Duffy, Charlie L. Frye, Jr., Jason N. Graham and Matthew J. Kelly.

**Also Present.** City Manager Timothy J. Baroody, City Attorney Kathleen Dooley, Police Chief Brian Layton and Clerk of Council Tonya B. Lacey.

**Opening Prayer and Pledge of Allegiance.** Council was led in prayer by Councilor Matthew J. Kelly followed by the Pledge of Allegiance led by Mayor Mary Katherine Greenlaw.

**Report on Events Related to the May 31, 2020 Declaration of Emergency.** City Manager Baroody offered history on what had recently unfolded recently in the City after the Killing of George Floyd in Minnesota. He said in order to protect the citizens he took Governor Northam's lead in

declaring an emergency the day after the Police Department was lit on fire. He said they were supporting the freedom of speech and he asked Chief Layton to offer more history.

Chief Layton reported that it had been a hard couple days for the Police Department, residents and visitors. He said on May 31, someone fire bombed the police facility and that same day the City experienced four planned protest. Three of the protest went well. One protest that occurred was very large and they did not know it was going to be as large as it was and they went mobile on the sidewalks and after about ten minutes it grew so large it took to the streets and the police were not prepared to block the streets. He said there was dangerous behavior with them walking in the wrong direction on the streets. The group went to Route 1 and shut down lanes and they proceeded south on Route 1. Chief Layton said they were not sure where they were headed and several of the nearly 300 were getting agitated and they headed toward the police department and they tear gassed the protesters. He said they were scared that they were coming to finish the job that occurred earlier in the morning.

The police declared an unlawful assembly and they headed back downtown. The next day a curfew was put into place so that what occurred the night before would not happen again. He said there was no enforcement of the curfew until 1 ½ hours to 2 hours after it had passed. There were 20 arrests and

all were released on summons. Chief Layton noted that there was some vandalism but there were many well behaved people in the group but there were agitators in the group as well.

Chief Layton said they were facing many challenges with the large protest. He said there had been lawlessness in the protest. There are more protest planned and they were working with a community member who reached out and asked for the police department's help and he said this would help to create unity between the police, City government and the protestors.

Councilor Graham asked for an explanation on what happens when law enforcement from other jurisdiction come to aid the City and what was the chain of command. Chief Layton explained that when they call for mutual aid they are specific about what they need. Those that come report to the incident command post and the incident commander, from the City, is in charge of anyone who comes to assist the City.

Councilor Devine asked to Chief Layton to elaborate on the measures that were or were not used. Chief Layton said they used tear gas and they also deployed rubber ball grenades. The grenades are thrown on the ground and it deploys small rubber ball and a noise that strikes below the knees. This device is used to encourage protestors to leave but they are not intended to hurt anyone. Councilor Devine said she wanted to dispel the rumors that police shot

rubber projectiles. Chief Layton said there have been no injuries throughout the protest. He said they will do their best to work with the protesters although there were challenges.

Councilor Kelly said he was happy to hear that there was dialogs going on and he said there was a lot of inflammatory information and name calling going on and he was happy to hear they were working on it. Councilor Kelly said their seemed to be some understanding from all sides that everyone needed to step back a little. He also noted that the City's Police Department was well trained and has had few issues and those few were dealt with properly. Councilor Kelly also noted that most of the protesters had been acting properly. He said there needed to be discussions and he asked the public to take a breather so that they could come together to discuss.

Councilor Frye said he reached out to one of the gentlemen whom he thought was trying to organize. He told him there was a better way to get involved and he thought they may be the group that had reached out to the Police Department. Councilor Frye clarified that there had not been any incidents in the City. He believes many of the protester may believe there have been incidents here.

Vice-Mayor Withers said everyone on the Council and the staff was here to work for a better City. He said he was in support of peaceful protest and he

asked those who want to protest peaceful to get away from those who want to cause problems and let them stand alone.

Dr. Duffy asked if the public would have access to the videos and asked what affect the vandalism to the fallen police officers memorial has had on staff. Chief Layton said the videos would be made available. He said the vandalism to the memorial struck them to the core he said it was an attack on the Police Department. Chief Layton said those officers were heroes. He said the police officers would continue to be the professionals they have been trained to be.

Councilor Duffy said it was important for the city government to lean into the protest and support the free speech and the Black Live Matter movement. He said this was a way for the City to come together and he would be willing to review any policies that may have caused the City to use the tear gas.

Mayor Greenlaw said majority of the citizens believe that the primary goal of the Police Department was to keep everyone safe including the protesters. She said the City recognizes the passion and they want to be sure it is expressed in a safe manner. She noted that the Police Department has had a good record with races and it was recognized in a letter from the NAACP. Mayor Greenlaw noted that the police has had more officers active in the community and would continue to do so.

**Resolution 20-41, Approved, Confirming the City Manager's Declaration of a Local Emergency and Ratifying Emergency Orders #2 and #3 in Response to Civil Unrest (D20-\_\_).** Councilor Graham made a motion to approve Resolution 20-41, confirming the City Manager's Declaration of a Local Emergency and ratifying Emergency Orders #2 and #3 in response to civil unrest; motion was seconded by Vice-Mayor Withers.

Councilor Kelly clarified that this action was for the protection of everyone, the protester, the police officers, the residents and visitors because some have looked at it as a punitive effort.

The motion passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

**Resolution 20-42, Approved, Fredericksburg City Council Message to our Community.** Clerk of Council Lacey read into record the following resolution:

*On May 25, George Floyd was killed by Minneapolis police officers while in their custody. He was just the latest black person to die at the hands of law enforcement, joining a horrifically long list of Americans who have suffered similar fates. Americans nationwide are justifiably angry and frustrated, and they have taken this anger to the streets in protest. City Council shares that outrage and joins with protesters in their calls for justice.*

*Fredericksburg's vision for our City is to be a city that works for everyone, a community where the people are writing the next chapters of Fredericksburg's history. Those chapters are being written now, by protesters, by residents, by every member of this community. We began a robust and engaged community dialogue in 2017, where hundreds of community members sat together to tell the story of the City, a complete story that*

*recognizes the many significant local African American contributions. We look forward to writing the next chapter of our story in a way that reflects our mutual and strong desire for justice for all, equality, respect, and peace.*

*The City Council calls upon the Fredericksburg community to exercise patience and understanding, and to show compassion to one another at this time. We must listen to each other. We are one community. We are in this together. Fredericksburg united will prevail through this period of unrest, as we have prevailed in the past.*

*Therefore, the City Council hereby resolves that:*

- We join the community in condemning acts of violence by law enforcement against black people;*
- We recognize that the expression of public concern is the essence of democracy and a caring populace, and we continue to support peaceful and meaningful demonstrations in our community.*
- We call on the Fredericksburg to come together, to listen to one another, and to write justice, equality, respect, and peace into the future of the City.*
- We pledge ourselves to this continuing experiment in self-governance, and we recognize the role of peaceful protest as an essential element of our democracy.*

Mayor Greenlaw made a correction to the 3<sup>rd</sup> bullet and stated it should read, We call on the “*Citizens of*” Fredericksburg to come together, to listen to one another, and to write justice, equality, respect, and peace into the future of the City.

Councilor Kelly made a motion to approve Resolution 20-42, Fredericksburg City Council message to our community; motion was seconded by Councilor Graham.

Councilor Frye said he was looking forward to seeing how everyone could work together and start a community dialog so that the Council could hear more for everyone.

Councilor Duffy said he would like to add the language “*love each other*” in the third paragraph after listen to each another. He also said he would like the phrase “*Black Lives Matter*” added to the resolution. Councilor Frye suggested changing the title of the resolution to “Black Lives Matter” and Councilor Duffy was supportive to that.

Mayor Greenlaw said the message needed to refer to the most recent events and she stated that Fredericksburg was a community where, all live matter, and every citizen was valued. Vice-Mayor Withers agreed and said there was a wide range of races in the City.

Councilor Frye explained that every time someone says, Black Lives Matter, someone else says well all lives matter but he noted that if all lives matter why is there a continuous fight for black lives. He said whenever this statement is made it mutes the point that black lives matter. Councilor Frye says the reason they say Black Lives Matter is because they don’t feel like their lives matter and they feel they are harassed and killed because the color of their skin. He said if all lives matter, why are black people crying out for their lives.

Councilor Graham said it could be powerful if the final bullet of the resolution said Black Lives Matter.

Councilor Kelly stated that this is what makes Fredericksburg different, in this time in where everyone does not agree on something but we all can have a civil conversation. He said he does not have an issue adding this on the resolution. He said it was important to have a document that says what they are working towards even if they cannot reach it and maybe the next generation could achieve it.

Councilor Frye said by adding it makes it a powerful statement in itself and he said it also makes a statement if the Council could all agree to add it. Mayor Greenlaw said it also

reinforces the first bullet point and she said she now understands the significance of adding Black Lives Matter instead of saying we care about all citizens.

Vice-Mayor Withers made a motion to pass Resolution 20-42 with the addition of the Black Lives Matter statement included; motion was seconded by Councilor Frye.

Dr. Duffy was in agreement with what the Council was doing, he said this was a new phase of the Civil Rights Movement and he would be supportive.

City Attorney Dooley identified the three edits to the proposed resolution the first being in the third paragraph which should read, The City Council calls upon the *people of* Fredericksburg to exercise patience and understanding, and to show compassion to one another at this time.; the next sentence should read, We must listen to each other *and love each other*; and third bullet, We call on the *people of* Fredericksburg to come together, to listen to one another, and to write justice, equality, respect, and peace into the future of the City; and the addition of a fifth bullet to read, "*Black Lives Matter*". Vice-Mayor Withers accepted those changes as well as the seconder of the motion.

The motion passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

Councilor Graham reminded the protesters to make sure they wore mask because there was still an ongoing pandemic.

**Adjournment.** There being no further business to come before the Council at this time, Mayor Greenlaw declared the meeting officially adjourned at 4:15 p.m.

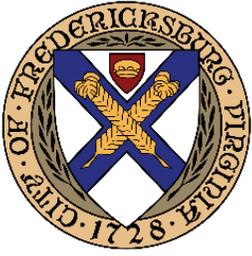
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Mary Katherine Greenlaw, Mayor

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Tonya B. Lacey, Clerk of Council, CMC

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CITY OF FREDERICKSBURG, VIRGINIA  
CITY COUNCIL  
**MINUTES**

Council Chambers, 715 Princess Anne Street  
Fredericksburg, Virginia 22401

HON. MARY KATHERINE GREENLAW, MAYOR  
HON. WILLIAM C. WITHERS, JR., VICE -MAYOR, WARD TWO  
HON. KERRY P. DEVINE, AT-LARGE  
HON. MATTHEW J. KELLY, AT-LARGE  
HON. JASON N. GRAHAM, WARD ONE  
HON. DR. TIMOTHY P. DUFFY, WARD THREE  
HON. CHARLIE L. FRYE, JR., WARD FOUR

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**June 4, 2020**

**The Council** of the City of Fredericksburg, Virginia, held a special session on Thursday, June 4, 2020, beginning at 10:00 a.m. using electronic communication through GoToMeeting pursuant to and in compliance with the City Council Ordinance 20-05, an ordinance to address Continuity of City Government during the pendency of a pandemic disaster.

**City Council Present.** Mayor Mary Katherine Greenlaw. Vice-Mayor William C. Withers, Jr., Council members Kerry P. Devine, Dr. Timothy P. Duffy, Charlie L. Frye, Jr., Jason N. Graham and Matthew J. Kelly.

**Also Present.** City Manager Timothy J. Baroody, City Attorney Kathleen Dooley, Police Chief Brian Layton and Clerk of Council Tonya B. Lacey.

**Opening Prayer and Pledge of Allegiance.** Council was led in prayer by Councilor Matthew J. Kelly followed by the Pledge of Allegiance led by Mayor Mary Katherine Greenlaw.

**Resolution 20-43, Approved, Ratifying Emergency Order #3**

**Amended, Extending the Fredericksburg Curfew (D20-\_\_).** Clerk of Council

Lacey read into the record the following Resolution:

*City Council convened in a special meeting on June 2, 2020 and adopted Resolution 20-41, confirming the City Manager's Declaration of a Local Emergency and Ratifying Emergency Orders #2 and #3 in response to civil unrest. The curfew declared in Emergency Order #3 expired at 6 a.m. on Wednesday, June 3, 2020.*

*The City Council has received, and is grateful to acknowledge, expressions of support for the City's actions from residents and business and property owners, including many who participated in peaceful protest of the death of George Floyd. These expressions of support are deeply appreciated. Many have written to express support for an extension of the local curfew.*

*The curfew, along with the decisions by protest organizers to work with City officials, the commitment of protest participants to peaceful protest, and the compassion and understanding of members of the community, have all contributed to easing of tension, the reduction of unlawful activity, and the restoration of a fragile peace in the City.*

*However, credible threats of ongoing unlawful activities persist, as summarized in the City Manager's Emergency Order #3 Amended, issued on June 3, 2020.*

*Therefore, the City Council hereby resolves that:*

- 1. City Council ratifies the City Manager's Emergency Order #3 as Amended, Extending Fredericksburg Curfew.*
- 2. City Council commends the people and businesses of Fredericksburg who are rising to the challenges presented by this current situation, and calls on the people of Fredericksburg to continue to come together as a community.*
- 3. City Council commends protest organizers who heeded the call to work with City officials, including law enforcement, to plan for and execute a safe and peaceful protest on June 2, 2020.*

City Manager Baroody said he regretted that he had to put a curfew in place but he said it was important to continue to carry the curfew on through the weekend and have it expire on Monday morning. He said they want to support peaceful protest and would continue but he had received numerous email asking the City to stay the course with a continued curfew through the weekend. He asked the Council for a revised Emergency Order out of abundance of caution. He said he was doing this for the safety of the citizens and property owners not because of the protesters. He noted that they were planning a forum to happen in a matter of weeks to have a broader conversation with the protesters.

Councilor Kelly made a motion to approve Resolution 20-43, ratifying Emergency Order #3 amended, extending the Fredericksburg curfew; motion was seconded by Vice-Mayor Withers and passed by the following recorded votes. Ayes (7). Councilors Greenlaw, Withers, Devine, Duffy, Frye, Graham and Kelly. Nays (0).

**Adjournment.** There being no further business to come before the Council at this time, Mayor Greenlaw declared the meeting officially adjourned at 10:11 a.m.

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Mary Katherine Greenlaw, Mayor

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Tonya B. Lacey, Clerk of Council, CMC

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**MEMORANDUM**

A handwritten signature in blue ink, appearing to be 'T. B. Lacey', is positioned to the right of the memorandum header.

**TO:** Mayor Greenlaw and City Council  
**FROM:** Tonya B. Lacey, Clerk of Council  
**DATE:** June 18, 2020  
**SUBJECT:** Rappahannock Emergency Medical Services Council Appointment

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**BACKGROUND**

The term for Scott Davis is expiring on June 30, 2020. Mr. Davis is eligible and is seeking a second term on the REMS Council.

**RECOMMENDATION**

At the June 23, regular session, Council is requested to reappoint Mr. Davis to the REMS Council. The reappointment application is attached for your review and consideration.

Attachments: Applications



**MEMORANDUM**

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**TO:** Mayor Greenlaw and City Council  
**FROM:** Tonya B. Lacey, Clerk of Council  
**DATE:** June 18, 2020  
**SUBJECT:** Board of Social Services Appointment

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**BACKGROUND**

As of June 30, Brian Vaughan's first term will expire and he is seeking reappointment to his second term. I have also received an application from Quincy Crecelius Click who is interested in serving on the Board.

**RECOMMENDATION**

At the June 23, regular session, Council is requested to make one (1) appointment to the Board of Social Services. The appointment applications are attached for your review and consideration.

Attachments: Applications



**MEMORANDUM**

**TO:** Mayor Greenlaw and City Council  
**FROM:** Tonya B. Lacey, Clerk of Council  
**DATE:** June 23, 2020  
**SUBJECT:** Recreation Commission Appointment

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**BACKGROUND**

As of June 30, Mr. David Dorsey's appointment to the Recreation Commission will expire. Mr. Dorsey will complete his first term to the Commission and he is seeking a second term. I have also received an application from Quincy Crecelius Click who is interested in serving on the Commission.

**RECOMMENDATION**

At the June 23, regular session, Council is requested to make one (1) appointment to the Recreation Commission. The appointment applications are attached for your review and consideration.

Attachments: Applications



**MEMORANDUM**

**TO:** Mayor Greenlaw and City Council  
**FROM:** Tonya B. Lacey, Clerk of Council  
**DATE:** June 18, 2020  
**SUBJECT:** Parking Advisory Committee Appointment

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**BACKGROUND**

The term for James Tankersley will expire on June 30, 2020 and Mr. Tankersley is eligible and interested in serving a second term.

**RECOMMENDATION**

At the June 23, regular session, Council is requested to reappoint Mr. Tankersley to the Parking Advisory Committee. The reappointment application is attached for your review and consideration.

Attachments: Applications



**MEMORANDUM**

A handwritten signature in blue ink, appearing to be 'T. Lacey', is positioned to the right of the memorandum header.

**TO:** Mayor Greenlaw and City Council  
**FROM:** Tonya B. Lacey, Clerk of Council  
**DATE:** June 18, 2020  
**SUBJECT:** Economic Development Authority Appointment

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**BACKGROUND**

As of April 30, there were two openings on the EDA. The terms of Will MackIntosh and William Beck have expired. Mr. MackIntosh has completed an unexpired term and Mr. Beck has completed his first term but he does not wish to be reappointed. Mr. MackIntosh is willing to continue serving and has submitted an application. I have also received applications from Paul Janney, Susan Richey, and William Pasenelli, they are all eligible and seeking appointment to the EDA.

**RECOMMENDATION**

At the June 23, regular session, Council is requested to make two (2) appointments to the EDA. The appointment applications from the applicants are attached for your review and consideration.

It is also recommend that we adjust the member expiration date from April 30 to June 30 due to the conflict with the budget season, which makes it difficult to get interviews completed.

Attachments: Applications



## **MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Brenna Erford, Budget Manager  
Mark Whitley, Assistant City Manager  
**DATE:** June 16, 2020 (Update - for June 23 Council Meeting)  
**SUBJECT:** Fiscal Year (FY) 2021 Operating and Capital Budget Resolution

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### **ISSUE**

The City Council is asked to approve the FY 2021 Operating and Capital budget.

### **RECOMMENDATION**

*{Update: Staff recommends approval of the attached resolution on second reading. First reading was approved on June 9, 2020.}*

*Original Memorandum:* Staff recommends approval of the attached resolution on first reading. Second reading is scheduled to take place on June 23, 2020.

### **BACKGROUND**

#### ***{Update for Second Reading}***

*{The City Council adopted the budget on first reading on June 9, 2020. The City Council, in the June 9 work session, requested through proposition several evaluations and changes be made in the resolution between first and second reading.*

*The staff also has some recommended amendments for second reading. All of the changes are detailed in a separate memorandum, which is attached.}*

#### *Original Background*

#### **General Background**

This resolution is the main budget resolution for the City for FY 2021.<sup>1</sup>

The FY 2021 Budget includes numerous changes to the City Manager's Recommended Budget initially presented on March 10, 2020, in response to the COVID-19 pandemic and associated public health mitigation measures. Several significant sources of local revenue are expected to decrease and significant unrestricted federal and state fiscal aid appears unlikely to materialize. Widespread business closures ordered by the Governor in the interest of public health depressed local consumption tax collections in the fourth quarter of FY20, particularly the meals tax, hotel lodging tax, and amusements

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<sup>1</sup> The Fredericksburg City Public Schools budget was heard separately this year due to the COVID-19 pandemic and is not included in this budget resolution.

tax. With U.S. retail expenditure contracting 16.7% nationwide in April, the City anticipates its local sales tax allocation may also contract. The FY21 revenue forecast reflects reduced sales tax expectations and the anticipation of a less than full recovery to average FY20 monthly collections. It is unclear what the ultimate revenue impact will be to the City given heightened unemployment and macroeconomic conditions due to the pandemic, and this budget presents conservative expectations of revenue performance and recovery in line with this uncertainty.

### **Public Hearing**

A public hearing was held on the budget on May 26, 2020. Several comments were heard in support of funding for various agencies. There was an additional comment voicing concern over pay reductions for City staff members.

Written comments on the budget may continue to be received as part of the special public hearing process instituted as a result of the pandemic until June 9, 2020.

### **General Fund**

The revised General Fund budget of \$94,324,942 is a decrease of \$6,727,633, or 6.6% from the FY 2020 General Fund amended appropriation of \$101,052,575. The line item details associated with the General Fund for both revenues and expenditures are attached to this memorandum for review.

#### *General Fund Expenditures*

Major expenditure changes from the FY 2021 City Manager's Recommended Budget include:

- Removes the proposed 4% across-the-board pay increase for City employees;
- Removes all nine (9) new full-time positions and one (1) new part time position;
- Reduces the Public Safety Pay Plan Reserve to \$100,000 from \$500,000;
- Reduces the City's transfer to the Fredericksburg City Public Schools (FCPS);
- Increases the amount of debt service savings from \$150,000 to \$1,734,577 due to the successful refinance of the City's 2011 (A) General Obligation bond issue;
- Assumes the continuation of City staff furloughs;
- Reduction in the General Fund transfer to the Capital funds from \$2,313,000 in the amended FY 2020 budget to \$1,633,554;
- Reduces City support for the Central Rappahannock Regional Library, the Rappahannock Regional Jail, the Rappahannock Juvenile Center Commission, and other partner agencies.

The City has already implemented numerous changes to reduce costs since the start of the crisis, including staff furloughs, pay reductions, and reduced capital projects. The first reading budget is constructed utilizing the savings from these measures. Staff will continue to monitor the impacts of unemployment and recessionary conditions on City revenues with the hope that these measures can be at least partially reversed during FY 2021.

#### *General Fund Revenues*

Due to the pandemic, the overall economic conditions have been adjusted significantly since the March 10 Recommended Budget for FY 2021. City staff continue to monitor the revenue projections and make adjustments and now recommend the overall General Fund revenues, not including the use

of fund balance, be forecast for \$90,696,456. This is a slight positive adjustment to the revenue level that was prepared for the public hearing – particularly for sales tax, although the meals tax and the lodging tax estimates have been reduced slightly. The overall revenue forecast prepared for first reading is \$8,959,269 less than the March 10 forecast of \$99,655,725.

The decrease in the overall health of the local economy has direct impacts on major excise taxes such as sales tax, meals tax, lodging tax, and admissions taxes. Business license tax revenue, which is based upon business revenue, is also likely to be lower next fiscal year. Other revenues for the City, such as real estate taxes and personal property taxes, may see declines moving forward in an economic downturn as collections decrease.

#### *Use of Fund Balance*

The first read Recommendation for the use of General Fund balance is a total of \$3,628,486. Of that total, \$1,633,554 is the amount used from the fund balance committed for capital projects. In addition, City Council, on March 20, assigned \$2,000,000 of unassigned fund balance for pandemic response. This assigned fund balance is available to cover the difference.

The original recommended budget of March 10, 2020 included a planned use of fund balance of \$3,823,000 – the majority of which, \$3,323,000, was for capital projects.

#### *General Fund Contingency*

The General Fund Contingency is usually included in the budget at a level of \$500,000. Given the uncertainties surrounding this upcoming fiscal year, staff recommends increasing the amount of General Fund Contingency from the amount that is usually included in the General Fund to \$750,000. Staff also recommends that the City Manager be granted authority to move amounts of contingency up to \$250,000 as needed for the organization to reverse, at least partially, pay cuts or furloughs. In addition, the resolution is asked to authorize, but not fund, two positions in FY 2021: IT Security Manager, Assistant Director of Human Resources. All of the positions recommended for inclusion in the March 10 budget were high priorities – but of those these two are very important to meeting the City's service obligations.

{Update for Second Reading: As a result of the reductions identified in the City Council propositions, the General Fund Contingency for second reading is \$798,447.}

#### *Special Note – General Fund Attrition Savings*

Over the past several years, the City budget has included an allowance for turnover and attrition savings in the General Fund of \$250,000. The City utilizes a system where a negative number is created in the budget, which has the effect of reducing the total expenditures in the General Fund. Towards the end of the fiscal year, the staff transfers positive budget savings as they become available to the Attrition Savings line item until it reaches a zero balance.

For the FY 2021 March 10 Recommended Budget, the staff recommended that the normal amount of the Attrition Savings line be increased to \$350,000. During the review period, the staff also executed a “premium freeze” on health insurance premiums, for both employees and the City. The City's share of health insurance premiums would remain in the operating funds for both June and July 2020. The savings for July 2020 would be included in the FY 2021 budget. The Attrition Savings credit was increased by \$400,000 – to a total of \$750,000 – to account for these additional expenditure savings.

### **Overview of Other Main Operating Funds**

City Grants Fund – The City Grants Fund is recommended for funding at **\$1,480,419**, which is a slight decline from the original FY 2020 budget level of \$1,546,735 (4.29%). The current FY 2020 amended budget for the City Grants Fund is \$2,262,528. It is common throughout the year to amend the City Grants Fund as grants are awarded to the City.

Major programs funded through the City Grants Fund include the Farmer’s Market, the Victim Witness Program, the Community Development Block Grant Program, and the regional tourism program. The first read budget is constructed on a reduction of the transfer to the regional tourism program (from \$171,000 to \$70,000) from each partner and the use of the program’s fund balance to maintain the program.

The City has been notified of an allocation of \$2,533,279 from the federal government through the CARES Act. The City is prohibited from using these funds to supplant local or intergovernmental revenue losses, and they must be used for “necessary expenditures” resulting from the pandemic and associated public health response. The City must use these funds before December 31, 2020.

City staff recommends the utilization of the City Grants Fund for the accounting of much of the funding received through the federal CARES Act grant for pandemic response. Other funds (such as capital funds) may be impacted as well. Staff will be recommending supplemental budget adjustments to the City Grants Fund, rather than including the amount in the original FY 21 budget, to assist in compliance with funding restrictions. A broad allocation of these funds will be reviewed by City Council at the June 9 work session and ultimately approved by City Council at a later meeting.

### Stormwater Management Fund

The City’s Stormwater Management Fund is recommended for first reading funding at **\$863,505**. This is slightly lower than the FY 2020 Amended budget of \$970,805.

This fund was created relatively recently, in FY 2017, to assist with tracking activities related to the management of stormwater in the City. The revenue for this fund is from the equivalent of two cents (\$0.02 / \$100) on the real estate tax rate.

### Water Operating Fund & Wastewater Operating Fund

The first reading for the Water Operating Fund is recommended for **\$6,531,735**. This is higher than the FY 2020 revised funding level of \$5,786,218. The first reading for the Wastewater Operating Fund is **\$8,702,585**, which is lower than the FY 2020 revised funding level of \$9,390,257.

The original March 10 Recommended budget included a water fee increase of 9% and sewer fee increase of 10% effective July 1; however, due to the economic conditions staff now recommends postponing the consideration of the fee increase to January 2021.

### Transit Operating Fund

The Transit Operating Fund is recommended on first reading for **\$7,224,829**. This is a slight increase over the FY 2020 amended funding level of \$6,687,093.

FRED Transit will receive \$7,535,930 in Federal Transit Administration Section 5307 funds that can be used to operate, maintain and manage the public transit system, which includes funds that allow an agency to prevent, prepare for, and respond to COVID-19. Section 5307 funds can only be used on a reimbursement basis. Staff and FRED Transit are working through methods to utilize these funds to support FRED and benefit the region.

*{Update: The final version of the FRED Transit budget is \$7,224,831. To clarify, the FRED Transit award of Section 5307 funding could cover expenses beginning in FY 2020 as well.}*

#### Parking Fund

The Parking Fund is recommended for first reading funding at **\$711,543**. This is approximately the same as the FY 2020 original budget of \$737,427. The amended budget for FY 2020 is \$1,060,166, which reflects carried over capital maintenance projects in the Sophia Street Parking Garage.

#### Social Services Fund

The Social Services Fund is recommended for FY 2021 for funding at **\$6,469,127**. This includes \$1,059,364 of local funding. The local funding is provided by a combination of the use of Social Services Fund Balance of \$138,388 and a transfer from the General Fund of \$920,976. The amended budget for the Social Services Fund for FY 2020 is \$6,500,234.

#### Children's Services Act Fund

The Children's Services Act Fund is recommended for FY 2021 for funding at **\$3,897,914**. This includes \$1,418,106 of local funding. The local funding is a combination of the use of the Children's Services Act Fund Balance of \$243,106 and \$1,175,000 in a transfer from the General Fund.

#### Multi-Purpose Stadium Fund

The Multi-Purpose Stadium Fund is included in the budget at **\$1,055,000** – which meets the City's funding commitment for the stadium of \$1,050,000 and includes a small amount in case there are fees or other costs associated with City events. The staff recommends the use of revenues derived from the stadium to meet this commitment.

#### Next Steps

*{Update: The attached resolution would represent second reading and final approval. Upon approval staff will continue to work on monitoring and potential amendments, as discussed.}*

The attached resolution adopts the budget, but appropriates all but three of the City's funds at 75% - similar to the Council's action to approve the Fredericksburg City Public School operating budget on May 20, 2020.<sup>2</sup> This is a change to the normal budget practice for the City, and is designed to provide flexibility to the City based on changing economic conditions. City staff will continue to monitor revenue collections and economic conditions on a regular basis and extend appropriation authority as soon as possible.

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<sup>2</sup> The Court Services Unit Fund, the Celebrate Virginia South Community Development Authority Fund, and the Multi-Purpose Stadium Fund are appropriated at 100%.

An additional item to monitor is the Commonwealth of Virginia General Assembly and the possibility of a special session to amend the state budget. The state's financial picture has also been impacted by the global pandemic, and staff anticipates that the state will likely reduce its support of local governments. The revenue projection for the City's "HB 599" Aid to Police Departments was reduced by \$100,000 in anticipation of state cuts to local aid, and staff will monitor these developments and recommend additional adjustments as necessary.

City Council can adjust the budget for second reading, and City Council is able to amend the budget at any time during the fiscal year as conditions warrant.

In addition, a full Capital Improvements Plan will be brought before the City Council for consideration later this summer, as additional events unfold. An explanation of the Capital Budget recommendations is provided through an additional, separate memorandum.

**FISCAL IMPACT**

The attached resolution budgets a total General Fund of \$94,324,942. The budget resolution also includes the Capital Funds, Debt Service Funds, the City Grants Fund, the Social Services Fund, the Children's Services Act Fund, the Storm Water Management Fund, the Fredericksburg Opportunity Fund, the Baseball Stadium Fund plus a variety of other Special Revenue Funds. It also includes the City's Enterprise Funds (Water, Wastewater, Transit, and Parking) and its fiscal agency funds.

cc: Doug Fawcett, Assistant City Manager  
Robyn Shugart, Director of Finance

Attachments: FY 2021 Budget Resolution  
Memorandum: "FY 2021 Budget Second Reading – Responses to Questions & Propositions"  
General Fund Revenue and Expenditure Line Item Details



June 23, 2020  
Regular Meeting  
Resolution No. 20-44

MOTION:

SECOND:

RE: Budgeting and Appropriating Funds for Fiscal Year (FY) 2021 Beginning July 1, 2020 through June 30, 2021

ACTION: APPROVED: Ayes: 0; Nays 0

FIRST READ: June 9, 2020 SECOND READ:

**Section 1.**

The City Manager has submitted to the City Council a proposed balanced FY 2021 budget necessary for the provision of City services.

A duly advertised public hearing was held on May 26, 2020 at which comments from the public concerning the budget were heard.

Given that economic conditions resulting from the COVID-19 pandemic may create the need for enhanced cash flow or reserves, the City deems it prudent and sound financial practice to adopt the FY 2021 operating and capital budget while appropriating the FY 2021 operating and capital budget at 75 percent (75%) of total annual revenue and expenditures. The City will conduct a mid-year review of the budget to revise revenue expectations as appropriate and complete the appropriations process.

The City Council has reviewed and made certain revisions to the budget.

**Therefore, the City Council resolves** that the annual GENERAL FUND budget for Fiscal Year 2021 shall be \$94,324,942. City Council further resolves that an appropriation of \$70,743,707 be made in the General Fund. The full budget amounts are shown as follows:

<u>Function</u>	
City Council .....	220,142
City Manager.....	962,025
Clerk of the Council .....	116,121
Clerk of the Circuit Court.....	822,856
Commissioner of the Revenue.....	1,080,075
Commonwealth's Attorney.....	1,538,036
Courts .....	344,555
Economic Development.....	950,752
Fire .....	6,034,458
Fire - EMS.....	1,949,286
Finance .....	812,220
Historic Resources .....	87,395
HR .....	462,220

Insurance .....	961,000
IT .....	1,965,284
Legal Services .....	403,270
Nondepartmental .....	136,000
Planning .....	714,861
Building .....	712,338
Board of Zoning Appeals .....	1,100
Parks, Recreation & Events.....	2,818,538
Police .....	8,784,373
Police – E911.....	1,466,675
Public Facilities.....	2,812,733
Public Information .....	91,582
Public Works .....	7,194,000
Risk Management .....	122,826
Sheriff .....	2,423,080
Transportation Division.....	162,789
Treasurer .....	878,281
Voter Registrar .....	469,533
Schools.....	29,199,266
Correction & Detention.....	3,995,952
Outside Agencies .....	2,708,809
Debt Service.....	6,542,534
Transfer to Capital.....	1,633,554
Transfer to Social Service .....	920,976
Transfer to Children's Services Act.....	1,175,000
Transfers - Others.....	602,000
Contingency .....	798,447
Attrition Savings .....	(750,000)
<b>TOTAL .....</b>	<b>\$94,324,942</b>

**The City Council further resolves** that the annual SOCIAL SERVICES FUND (Fund 201) budget for Fiscal Year 2021 shall be **\$6,469,127**. City Council further resolves that an appropriation of **\$4,851,845** be made in the Social Services Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Board of Social Services.

**The City Council further resolves** that the annual CHILDREN’S SERVICES ACT FUND (Fund 0204) budget for Fiscal Year 2021 shall be **\$3,897,914**. City Council further resolves that an appropriation of **\$2,923,436** be made in the Children’s Services Act Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Community Policy Management Team.

**The City Council further resolves** that the annual CITY GRANTS FUND (Fund 0210) budget for Fiscal Year 2021 shall be **\$1,480,419**. City Council further resolves that an appropriation of **\$1,110,314**

be made in the City Grants Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual ECONOMIC DEVELOPMENT AUTHORITY FUND (Fund 0215) budget for Fiscal Year 2021 shall be **\$150,000**. City Council further resolves that an appropriation of **\$112,500** be made in the Economic Development Authority Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City Economic Development Authority.

**The City Council further resolves** that the annual FREDERICKSBURG OPPORTUNITY FUND (Fund 0226) budget for Fiscal Year 2021 shall be **\$75,000**. City Council further resolves that an appropriation of **\$56,250** be made in the Fredericksburg Opportunity Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual BLIGHT ABATEMENT FUND (Fund 0228) budget for Fiscal Year 2021 shall be **\$95,000**. City Council further resolves that an appropriation of **\$71,250** be made in the Blight Abatement Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual STORMWATER MANAGEMENT FUND (Fund 0229) budget for Fiscal Year 2021 shall be **\$863,505**. City Council further resolves that an appropriation be made in the Stormwater Management Fund of **\$647,629**, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual GENERAL OBLIGATION BOND FUND (Fund 0401) budget for Fiscal Year 2021 shall be **\$2,910,701**. City Council further resolves that an appropriation of **\$2,183,026** be made in the General Obligation Bond Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual EDUCATION BOND FUND (Fund 0403) budget for Fiscal Year 2021 shall be **\$4,065,113**. City Council further resolves that an appropriation of **\$3,048,835** be made in the Education Bond Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual WATER ENTERPRISE FUND (Fund 501) budget for Fiscal Year 2021 shall be **\$6,531,735**. City Council further resolves that an appropriation of **\$4,898,801** be made in the Water Enterprise Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual WASTEWATER ENTERPRISE FUND (Fund 0502) budget for Fiscal Year 2021 shall be **\$8,702,585**. City Council further resolves that an appropriation of **\$6,526,939** be made in the Wastewater Enterprise Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual PUBLIC TRANSPORTATION FUND (Fund 0503) budget for Fiscal Year 2021 shall be \$7,224,831. City Council further resolves that an appropriation of \$5,418,623 be made in the Public Transportation Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual PARKING FUND (Fund 0504) budget for Fiscal Year 2021 shall be \$711,543. City Council further resolves that an appropriation of \$533,657 be made in the Parking Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual RIPARIAN LAND STEWARDSHIP FUND (Fund 0801) budget for Fiscal Year 2021 shall be \$99,382. City Council further resolves that an appropriation of \$74,537 be made in the Riparian Land Stewardship Fund, which monies are to be expended in accordance with law for purposes authorized and approved by City Council.

**The City Council further resolves** that the annual OPEB TRUST FUND (Fund 0805) budget for Fiscal Year 2021 shall be \$5,000. City Council further resolves that an appropriation of \$3,750 be made in the OPEB Trust Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the annual budget and appropriation of \$1,254,307 for Fiscal Year 2021 be made from the RAPPAHANNOCK REGIONAL CRIMINAL JUSTICE ACADEMY FUND (Fund 0736) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Rappahannock Regional Criminal Justice Academy Board.

**The City Council further resolves** that the annual budget and appropriation of \$1,492,571 for Fiscal Year 2021 be made from the RAPPAHANNOCK AREA OFFICE ON YOUTH FUND (Fund 738) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the Rappahannock Area Office on Youth and Chaplin Group Home Commission.

**The City Council further resolves** that the annual budget and appropriation of \$35,000 for Fiscal Year 2021 be made from the SPECIAL WELFARE REVENUE FUND (Fund 0739) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the City of Fredericksburg Social Services Board.

**The City Council further resolves** that the annual budget and appropriation of \$267,214 for Fiscal Year 2021 be made from the COURT SERVICES UNIT FUND (Fund 747) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council and the 15<sup>th</sup> District Juvenile and Domestic Relations Court Services Unit.

**The City Council further resolves** that the annual budget and appropriation of \$1,746,150 for Fiscal Year 2021 be made from the CELEBRATE VIRGINIA SOUTH COMMUNITY DEVELOPMENT AUTHORITY FUND (Fund 0753) which monies are to be expended in accordance with law

for purposes authorized and approved by the City Council and the Celebrate Virginia South Community Development Authority.

**The City Council further resolves** that the annual budget and appropriation of **\$1,055,000** for Fiscal Year 2021 be made from the MULTI-PURPOSE STADIUM FUND (Fund 0217) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council.

**The City Council further resolves** that the City Manager is authorized to make line-item changes within budget program totals and such changes shall be reported to the City Council by way of periodic financial reports. The City Manager is also authorized to utilize up to \$250,000 of the General Fund Contingency during FY 2021 to amend the budget for additional salary or benefit expenditures throughout the General Fund, and shall report to the City Council after such action is taken.

**The City Council further resolves** that at the close of the fiscal year the City Manager is authorized to maintain appropriations for encumbrances and grants.

**The City Council further resolves** that the City Manager is authorized to increase budgets and appropriations for the following items of non-budgeted restricted revenue that may occur during FY 2021:

1. Insurance recoveries received for damages to City properties for which City funds have been expended to make repairs.
2. Defaulted builder and developer securities to be used for uncompleted projects.
3. Asset forfeiture funds.
4. Donations under \$10,000 given for a specific purpose.

**The City Council further resolves** that the appropriations made herein shall become available for expenditures July 1, 2020 and shall expire June 30, 2021.

## **Section 2. Operating Fund Revenues.**

It is estimated that revenues and other sources will be available during the Fiscal Year beginning on July 1, 2020 and ending on June 30, 2021 to meet the foregoing budget according to the following sources:

### General Fund

Local Sources .....	\$80,477,225
The Commonwealth and Federal Government.....	9,289,231
Transfers from Other Funds .....	930,000
Fund Balance Committed/Assigned.....	1,633,554
Fund Balance (Assigned – Pandemic Response).....	1,994,932
<b>Total .....</b>	<b>\$94,324,942</b>

Social Services Fund – Operating

City Appropriation .....	\$920,976
Other Local Sources .....	57,680
Revenue from the Commonwealth .....	2,363,196
Revenue from the Federal Government.....	2,988,887
Fund Balance .....	138,388
<b>Total .....</b>	<b>\$6,469,127</b>

Children’s Services Act Fund

General Fund Transfer.....	\$ 1,175,000
The Commonwealth and Federal Government.....	2,479,808
Fund Balance .....	243,106
<b>Total .....</b>	<b>\$3,897,914</b>

City Grants – Other Miscellaneous

Other Local Sources .....	\$287,000
Revenue from the Commonwealth .....	249,741
Revenue from the Federal Government.....	502,013
Transfer from the General Fund .....	247,000
Fund Balance .....	194,665
<b>Total .....</b>	<b>\$1,480,419</b>

Economic Development Authority Fund

Transfer from General Fund.....	\$150,000
<b>Total .....</b>	<b>\$150,000</b>

Fredericksburg Opportunity Fund

Fund Balance .....	\$75,000
<b>Total .....</b>	<b>\$75,000</b>

Blight Abatement Fund

Other Local Sources .....	\$20,000
Fund Balance .....	\$75,000
<b>Total .....</b>	<b>\$95,000</b>

Storm Water Management Fund

Real Estate Property Tax .....	\$818,505
Other Local Sources .....	45,000
Fund Balance (Unassigned) .....	0
<b>Total .....</b>	<b>\$863,505</b>

Debt Service Funds

General Fund Transfer (General) .....	\$2,477,421
General Fund Transfer (Education) .....	4,065,113
R-Board Revenue .....	279,396
Fund Balance .....	153,884
<b>Total .....</b>	<b>\$6,975,814</b>

Water Fund

Local Sources .....	\$4,978,635
Fund Balance .....	1,553,100
<b>Total .....</b>	<b>\$6,531,735</b>

Wastewater Fund

Local Sources .....	\$7,362,585
Fund Balance .....	1,340,000
<b>Total .....</b>	<b>\$8,702,585</b>

Public Transportation Fund

Transit Sources .....	\$6,412,050
Fund Balance .....	812,781
<b>Total .....</b>	<b>\$7,224,831</b>

Parking Fund

Local Sources .....	\$579,013
Fund Balance .....	132,530
<b>Total .....</b>	<b>\$711,543</b>

Multi-purpose Stadium Fund

Local Sources .....	\$1,055,000
<b>Total .....</b>	<b>\$1,055,000</b>

Rappahannock Regional Criminal Justice Academy Fund

Academy Revenue .....	\$1,204,358
Surplus Fund Balance .....	\$49,949
<b>Total .....</b>	<b>\$1,254,307</b>

Rappahannock Area Office on Youth and Chaplin Group Home Fund

Office on Youth Revenues .....	\$1,492,571
<b>Total .....</b>	<b>\$1,492,571</b>

Special Welfare Fund

Local Sources .....	\$35,000
<b>Total .....</b>	<b>\$35,000</b>

Court Services Unit Fund

CSU Revenues .....	\$267,214
<b>Total .....</b>	<b>\$267,214</b>

Celebrate Virginia South CDA Fund

CDA Assessments.....	\$1,746,150
<b>Total .....</b>	<b>\$1,746,150</b>

Riparian Lands Fund

Local Sources .....	\$43,400
General Fund Transfer.....	55,000
Fund Balance .....	982
<b>Total .....</b>	<b>\$99,382</b>

OPEB Trust Fund

Fund Balance .....	\$5,000
<b>Total .....</b>	<b>\$5,000</b>

**Section 3. FY 2021 Capital Budget**

The City Manager has submitted to the City Council a FY 2021 capital budget for the City’s various capital funds.

**Therefore, the City Council resolves** that the annual PUBLIC WORKS CAPITAL FUND (Fund 302) budget for Fiscal Year 2021 shall be **\$14,096,000.** City Council further resolves that an appropriation of **\$10,572,000** be made in the PUBLIC WORKS CAPITAL FUND (Fund 0302) which monies are to be expended in accordance with law for purposes authorized and approved by the City Council. The budgeted projects are as follows:

<b><u>Rolling Stock</u></b>	
Front End Loader (financed or lease-purchase) .....	200,000
Street Sweeper (financed or lease-purchase) .....	270,000
<b><u>Stormwater Management</u></b>	
Learning Lane Stormwater.....	200,000
Culvert Replacements .....	150,000
Pond D .....	200,000
<b><u>Trails &amp; Parks</u></b>	
Pathway Improvements.....	30,000
Pedestrian Bridges .....	196,000
<b><u>Transportation</u></b>	
Annual Asphalt & Concrete Repair Program .....	850,000
Gateway Boulevard Extension .....	12,000,000
<b>Total Public Works Capital Fund .....</b>	<b>\$14,096,000</b>

**The City Council further resolves** that the annual WATER SYSTEM IMPROVEMENT FUND (Fund 0303) budget for Fiscal Year 2021 shall be **\$1,553,100.** City Council further resolves that an

appropriation of \$1,164,825 be made in the Water System Improvement Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council. The budgeted projects are as follows:

Internal System Improvements .....	\$650,000
Motts Run SCADA .....	250,000
Water Meter Replacements .....	150,000
Motts Run Plant Expansion .....	503,100
<b>Total Water System Improvement Fund .....</b>	<b>\$1,553,100</b>

**The City Council further resolves** that the annual WASTEWATER SYSTEM IMPROVEMENT FUND (Fund 0304) budget for Fiscal Year 2021 shall be **\$11,961,927**. City Council further resolves that an appropriation of **\$8,971,445** be made in the Wastewater System Improvement Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council. The budgeted projects are as follows:

Sewer Systems Improvements.....	\$405,000
Pump Station Upgrades.....	150,000
Celebrate Virginia Pump Station.....	150,000
Kenmore Avenue Relocation .....	275,300
Snowden Pump Station Renovation.....	950,000
NPS Farrell Lane Sewer Line Work .....	187,000
Replace Route 2 / 17 Pump Station.....	160,000
WWTP Oxidation Ditch Renovation.....	1,050,000
Massaponax Expansion/Consolidation.....	8,634,627
<b>Total Wastewater System Improvement Fund .....</b>	<b>\$11,961,927</b>

**The City Council further resolves** that the annual PUBLIC FACILITIES CAPITAL FUND (Fund 0305) budget for Fiscal Year 2021 shall be **\$1,853,550**. City Council further resolves that an appropriation of **\$1,390,163** be made in the Public Facilities Capital Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council. The budgeted projects are as follows:

**Information Technology**

Cybersecurity.....	47,500
NG911 Implementation.....	1,186,250
Technology Replacements .....	391,300

**Parks, Recreation & Events**

Alum Springs Park .....	100,000
Old Mill Park Parking Lot.....	85,000
Playground Equipment.....	43,500
<b>Total Public Facilities Capital Fund.....</b>	<b>\$1,853,550</b>

**The City Council further resolves** that the annual PUBLIC SAFETY CAPITAL FUND (Fund 0306) budget for Fiscal Year 2021 shall be **\$392,249**. **City Council further resolves that an appropriation \$294,187** be made in the Public Safety Capital Fund, which monies are to be expended in accordance with law for purposes authorized and approved by the City Council. The budgeted projects are as follows:

Animal Shelter Renovation.....	\$92,223
Police Body Cameras .....	112,697
LifePak Replacements.....	50,000
Public Safety Radios.....	137,329
<b>Total Public Safety Capital Fund.....</b>	<b>\$392,249</b>

**The City Council further resolves** that the appropriations made herein shall become available for expenditures July 1, 2020 and shall expire June 30, 2021.

#### **Section 4. Capital Fund Revenues**

It is estimated that revenues and other sources will be available during the FY beginning on July 1, 2020 and ending on June 30, 2021 to meet the foregoing budget according to the following sources:

Public Works Capital Fund

Local Revenue.....	\$225,000
Prior Year Capital Fund Balance.....	281,995
General Fund Transfer.....	574,005
Stormwater Management Fund Transfer.....	150,000
Debt Issuance .....	12,000,000
Debt Issuance (equipment).....	365,000
Motor Fuels Tax (used for transportation projects) .....	500,000
<b>Total Public Works Capital Fund.....</b>	<b>\$14,096,000</b>

Water Capital Improvement Fund

Transfer from Operating.....	\$1,553,100
<b>Total Water Capital Improvement Fund .....</b>	<b>\$1,553,100</b>

Wastewater System Improvement Fund

Transfer from Operating Fund .....	\$1,900,000
Debt Issuance .....	10,061,927
<b>Total Wastewater Capital Improvement Fund .....</b>	<b>\$11,961,927</b>

Public Facilities Capital Fund

Transfer from the General Fund .....	667,300
State Funding.....	1,186,250
<b>Total Public Facilities Capital Improvement Fund .....</b>	<b>\$1,853,550</b>

Public Safety Capital Fund

General Fund Transfer.....	\$392,959
<b>Total Public Safety Capital Improvement Fund .....</b>	<b>\$392,959</b>

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

\*\*\*\*\*

***Clerk's Certificate***

*I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20-44 duly adopted at the City Council meeting held June 23, 2020 at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***



## MEMORANDUM

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Mark Whitley, Assistant City Manager  
**RE:** FY 2021 Budget Second Reading – Responses to Questions & Propositions  
**DATE:** June 11, 2020

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This memorandum will detail the staff responses to the propositions and questions from the City Council at the budget worksession of June 9, 2020.

### **Propositions – City Council**

*#1 – Travel & Training – evaluate, reduce if able and add savings to Contingency*

The staff evaluated the FY 2021 First Read budget funding for the following line items: Subsistence & Lodging, Convention & Education, Mileage, and Fares, in the General Fund for potential savings opportunities. City Council also provided guidance to staff to reduce these line items in the City Council budget.

The evaluation produces reductions that total \$36,175. The budget resolution on second reading reflects the reduction in the various departments and the addition to the General Fund Contingency.

*#2 – Capital Equipment – evaluate, reduce if able and add savings to Contingency*

The FY 2021 Recommended Budget, as revised for first and second reading, has already reduced the funding available for capital equipment replacements.<sup>1</sup> The FY 2020 amended budget for General Fund capital outlay is currently \$1,467,923. The March 10 version of the Recommended Budget had an overall spending level for these lines of \$1,428,765. The current FY 2021 budget, based on second reading, is \$1,224,265.

The transfer from the General Fund to the Capital Funds, which accounts for larger capital projects, is also decreasing – from \$2,313,000 in the FY 2020 Amended Budget to a new recommended level of \$1,633,554.

There is some concern that additional significant reductions in these expenditures defers vehicle fleet or equipment replacements to future years, and creates replacement backlogs that are difficult to address in future cycles. Staff does not recommend further reductions in these line items and did not include any additional reductions in the second reading resolution.

*#3 – Clerk of the Circuit Court – check and make sure the proffered reductions have been made*

The Clerk of the Circuit Court, in working with the City Manager, reduced the budget for that office

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<sup>1</sup> The discussion here centers on the “8000” line items in the General Fund – small operating capital replacements such as vehicles, etc.

by \$10,200. This was proposed in lieu of pay reductions for the staff of the Clerk of Circuit Court's office. In reviewing the budget prior to second reading, the staff had not made those line item reductions.

This is now changed for second reading, and the savings have been added to the General Fund Contingency. As a note, \$1,250 of the budget reductions are included in the training line reductions noted in Council's Proposition #1.

*#4 – Check the Funding Level for the other Constitutional Officers*

Staff evaluated the funding levels on first reading for the other Constitutional Officers. All of the offices save the Sheriff were reduced in funding. The Sheriff's office funding increased by 1.03%.

The staff worked with the Commissioner of the Revenue to reduce the recommendation for the training lines, which is included in staff's response to Proposition #1. Staff does not recommend any further reductions in these offices at this time. There may be a need to re-evaluate if the Commonwealth significantly reduces support through the Compensation Board for these offices after the planned special session of the General Assembly later this summer.

*#5 – Reduce City Council Salary by 3% and add to General Fund Contingency*

This change has been made. The City Council's total budget, after taking this change into account along with the changes to the travel lines, went from \$230,464 on first reading to \$220,142 for second reading.

As a result of these changes the General Fund Contingency is increased from \$750,000 on first reading to \$798,447 for second reading.

**Staff Recommended Amendments for Second Reading**

The following amendments to the budget are recommended for second reading by the staff.

*#1 – Include Office on Youth Fund (fiscal agency)*

The City is the fiscal agent for the Rappahannock Area Office on Youth and Chaplin Youth Center Commission. The Commission met on June 11, 2020 and adopted a final budget of \$1,492,571. This is now included in the resolution for second reading.

*#2 – Amend Transit Operating Fund*

Staff recommends some internal adjustments to the Transit Operating Fund based on additional federal revenue. The City's contribution for the Transit Operating Fund is recommended to be \$131,553 – which may be paid for through surplus motor fuels taxes. This is lower than the City's contributions in prior years. Contributions from other local partners are lower as well. Additional federal aid to transit systems will be available to help support FREDericksburg Regional Transit in FY 2021.

The total operating budget is recommended to be \$7,224,831.

*#3 – Re-allocate funds within Economic Development and Tourism to part-time salaries*

Staff recommends the re-allocation of most of the funds for the downtown trolley into the part-time salary line for Economic Development and Tourism to assist with the funding needed for the

Visitor's Center. The downtown trolley is not going to run this summer due to the pandemic, but \$2800 would remain in the budget for next summer's service. Total funding for the department remains the same.

*#4 – Correct technical errors in Water Operating and Wastewater Operating Funds*

Staff made some internal adjustments to the Water Operating and Wastewater Operating Funds to correct the transfer to the General Fund from the contingencies within those funds. The total budget and total appropriation levels for both funds remain the same as for first reading.

*#5 – Drug Court Lease Funds*

After further consideration and communication with Judge Willis, the City has set up a separate set of accounts for this expense and moved it from the Circuit Court line items. The total expenditures remain the same.

*#6 – Reallocation of Revenues – General Fund*

The General Fund revenue figures have been re-categorized for second reading. In particular, telecommunication sales taxes are now classified as a revenue from the Commonwealth, and the fund balance source was updated and corrected. The total fund revenues remain the same.

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 2019 Revised Budget	FY 2019 Actual	FY 2020 Revised Budget	FY 2021 - June 23 Recommended	Change from FY 2020 Budget
RE Current Taxes	(\$30,700,000)	(\$30,916,106)	(\$32,520,000)	(\$32,450,000)	-0.22%
RE Delinquent Taxes	(\$895,000)	(\$1,011,485)	(\$450,000)	(\$450,000)	0.00%
RE Rollback Taxes	\$0	\$0	\$0	\$0	
RE Deferred Taxes	\$0	(\$519)	\$0	\$0	
PSC RE Current Taxes 2nd Cal	(\$820,000)	(\$919,283)	(\$950,000)	(\$950,000)	0.00%
PSC RE Current Taxes 1st Cal	(\$20,000)	\$15,729	(\$20,000)	(\$20,000)	0.00%
PP Current Taxes-2nd Cal	(\$4,800,000)	(\$5,114,130)	(\$5,200,000)	(\$4,980,000)	-4.23%
PP Current Taxes-1st Cal	(\$3,725,000)	(\$4,076,558)	(\$3,950,000)	(\$3,855,000)	-2.41%
PP Delinquent Taxes	(\$250,000)	(\$177,946)	(\$200,000)	(\$200,000)	0.00%
PP Mobile Current Taxes-2nd Ca	\$0	(\$405)	\$0	\$0	
PP Mobile Current Taxes-1st Ca	\$0	\$0	\$0	\$0	
PP Mobile Delinquent Taxes	\$0	(\$55)	\$0	\$0	
PPTRA Reimbursement	(\$1,728,000)	(\$1,728,833)	(\$1,728,800)	(\$1,728,800)	0.00%
MT Current Taxes-2nd Cal	(\$50,000)	(\$62,724)	(\$75,000)	(\$65,000)	-13.33%
MT Current Taxes-1st Cal	(\$25,000)	(\$51,686)	(\$50,000)	(\$50,000)	0.00%
MT Delinquent Taxes	(\$500)	(\$8,992)	(\$500)	(\$1,000)	100.00%
All Prop Taxes Penalties	(\$280,000)	(\$376,799)	(\$280,000)	(\$252,000)	-10.00%
All Prop Taxes Interest	(\$461,939)	(\$572,987)	(\$175,000)	(\$162,000)	-7.43%
Local Sales and Use Taxes	(\$11,500,000)	(\$11,925,147)	(\$11,700,000)	(\$11,200,000)	-4.27%
Telecommunications Sales Taxes	(\$1,650,000)	(\$1,525,200)	(\$1,575,000)	(\$1,400,000)	-11.11%
Commonwealth Sales Tax Adj	\$0	\$0	\$0	\$0	
Consumer Utility Taxes	(\$1,800,000)	(\$1,850,089)	(\$1,850,000)	(\$1,850,000)	0.00%
Business License Taxes	(\$6,200,000)	(\$6,301,232)	(\$6,300,000)	(\$5,670,000)	-10.00%
Business License Penalty	(\$20,000)	(\$18,692)	(\$25,000)	(\$12,500)	-50.00%
Business License Delinquent Ta	(\$150,000)	(\$162,607)	(\$150,000)	(\$150,000)	0.00%
Short-term Rental Taxes	(\$75,000)	(\$93,114)	(\$80,000)	(\$100,000)	25.00%
Motor Vehicle Licenses	(\$480,000)	(\$502,675)	(\$490,000)	(\$500,000)	2.04%
Unlicensed Vehicle Taxes	\$0	\$0	\$0	\$0	
Bank Stock Taxes	(\$825,000)	(\$944,752)	(\$840,000)	(\$840,000)	0.00%
Circuit Court Recordation Taxe	(\$500,000)	(\$703,388)	(\$500,000)	(\$540,000)	8.00%
Wills Recordation Taxes	\$0	\$0	\$0	\$0	
Tobacco Taxes	(\$500,000)	(\$474,305)	(\$500,000)	(\$600,000)	20.00%
Amusement Taxes	(\$420,000)	(\$530,822)	(\$450,000)	(\$280,000)	-37.78%
Hotel Lodging Taxes	(\$1,600,000)	(\$1,547,989)	(\$1,600,000)	(\$1,000,000)	-37.50%
Meals Taxes	(\$11,500,000)	(\$11,918,714)	(\$12,300,000)	(\$9,000,000)	-26.83%
Gasoline Taxes	(\$51,000)	(\$40,786)	(\$71,000)	(\$100,000)	40.85%
Animal Licenses	(\$10,000)	(\$9,365)	(\$10,000)	(\$10,000)	0.00%
Chickens & Bees Permits	\$0	\$0	\$0	\$0	
Entertainment Permits	\$0	\$0	\$0	\$0	
Precious Metal Permits	(\$800)	(\$650)	(\$800)	(\$800)	0.00%
Transfer Fees	(\$900)	(\$719)	(\$900)	(\$900)	0.00%
Taxi Permits	\$0	(\$3,849)	\$0	\$0	
Police Alarm Permits	(\$38,000)	(\$38,350)	(\$38,000)	(\$38,000)	0.00%
Outdoor Concert Permit Review	\$0	(\$400)	\$0	\$0	
Tow Truck Inspection Fees	\$0	\$0	\$0	\$0	
Weapons Permits	(\$3,000)	\$0	(\$3,000)	(\$3,750)	25.00%
Wells Fees	\$0	\$0	\$0	\$0	
Administrative Adjustments	\$0	(\$720)	\$0	\$0	

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 2019 Revised Budget	FY 2019 Actual	FY 2020 Revised Budget	FY 2021 - June 23 Recommended	Change from FY 2020 Budget
Mobile Bin & Storage Unit Fees	\$0	\$0	(\$1,000)	(\$1,000)	0.00%
Third Party Inspection Fees	\$0	\$0	(\$1,000)	(\$1,000)	0.00%
City Council Waivers & Appeals	\$0	(\$600)	\$0	\$0	
Parking Fines	(\$140,000)	(\$204,449)	(\$140,000)	(\$160,000)	14.29%
Court Fines & Forfeitures	(\$167,000)	(\$268,810)	(\$200,000)	(\$250,000)	25.00%
Interest on Fines	(\$7,000)	(\$8,689)	(\$7,000)	(\$7,000)	0.00%
Write Off Recoveries-Parking	(\$1,500)	\$0	(\$1,500)	(\$1,500)	0.00%
DUI Restitution	(\$20,000)	(\$27,177)	(\$20,000)	(\$25,000)	25.00%
Forfeiture Proceeds	(\$107,743)	(\$107,743)	\$0	\$0	
Interest on Investments	(\$360,000)	(\$454,177)	(\$225,000)	(\$225,000)	0.00%
Earnings on Investments	(\$100,000)	(\$171,449)	(\$125,000)	(\$125,000)	0.00%
Unrealized Gain/Loss	\$0	(\$164,298)	\$0	\$0	
General Property Rental	(\$35,000)	(\$31,012)	(\$35,000)	\$0	-100.00%
Maury School Rental	(\$3,750)	\$0	\$0	\$0	
Right-of-Way Lease	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)	0.00%
License to Use City Property	\$0	\$0	\$0	\$0	
Jail Admissions Fees	(\$10,000)	(\$11,863)	(\$10,000)	(\$10,000)	0.00%
Local Court Appt Attorney	(\$2,000)	(\$1,213)	(\$2,000)	(\$2,000)	0.00%
DNA Fees	(\$1,500)	(\$2,396)	(\$1,500)	(\$2,000)	33.33%
Local Jury Fees	\$0	\$0	\$0	\$0	
Special Event Applications	\$0	\$0	(\$5,000)	(\$5,000)	0.00%
Certified Letter Fees	\$0	\$0	\$0	\$0	
Administrative Fees	(\$125,000)	(\$142,583)	(\$135,000)	(\$145,000)	7.41%
Judgment Charges	\$0	\$0	\$0	\$0	
UT Penalties	(\$10,000)	(\$9,139)	(\$10,000)	(\$10,000)	0.00%
Payments in Lieu of Taxes	(\$27,500)	(\$30,557)	(\$30,000)	(\$31,000)	3.33%
Rebates & Refunds	\$0	\$0	\$0	\$0	
Miscellaneous Revenue	(\$5,000)	(\$3,484)	(\$5,000)	(\$6,625)	32.50%
Gifts & Donations	(\$30,000)	(\$30,000)	\$0	\$0	
United Way Special Events	\$0	\$0	\$0	\$0	
Charges for Copies	(\$10,000)	(\$6,668)	(\$7,000)	(\$7,000)	0.00%
Over/Short Cash	\$0	(\$164)	\$0	\$0	
Charges for NSF Checks	(\$5,500)	(\$4,845)	(\$5,500)	(\$5,000)	-9.09%
Court Ordered Restitutions	\$0	\$0	\$0	\$0	
Credit Card Fees	\$0	(\$15)	\$0	\$0	
Miscellaneous Court Fees	\$0	(\$8,978)	\$0	\$0	
Fiscal Agency Reimbursements	(\$10,000)	(\$5,885)	(\$10,000)	(\$10,000)	0.00%
Clerk's Salary Reimbursement	\$0	(\$750)	\$0	\$0	
Concert Reimb	(\$20,000)	(\$40,336)	(\$20,000)	(\$20,000)	0.00%
Freedom of Information Act Fee	\$0	(\$557)	\$0	\$0	
VML Safety Reimb Grant	(\$4,000)	\$0	(\$4,000)	(\$4,000)	0.00%
Slavery Museum Legal Reimb	\$0	\$0	\$0	\$0	
VEC Reimbursements	\$0	\$0	\$0	\$0	
Transit Reimbursements	(\$125,000)	(\$120,000)	(\$125,000)	(\$125,000)	0.00%
Street Light Reimbursement	\$0	\$0	\$0	\$0	
Credit Card Rebate	\$0	\$0	\$0	\$0	
Mobile Home Titling Taxes	(\$500)	(\$75)	(\$100)	\$0	-100.00%
Grantor's Taxes State Record	(\$150,000)	(\$167,301)	(\$150,000)	(\$155,000)	3.33%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 2019 Revised Budget	FY 2019 Actual	FY 2020 Revised Budget	FY 2021 - June 23 Recommended	Change from FY 2020 Budget
Rolling Stock Taxes	(\$10,000)	(\$18,384)	(\$15,000)	(\$15,000)	0.00%
Motor Vehicle Rental Taxes	(\$140,000)	(\$152,767)	(\$145,000)	(\$108,750)	-25.00%
Wireless E-911 Grants	(\$126,000)	(\$129,912)	(\$126,000)	(\$126,000)	0.00%
Street & Highway Maintenance	(\$2,950,000)	(\$3,022,051)	(\$3,080,000)	(\$3,080,000)	0.00%
HazMat Emergency Rescue	(\$21,600)	\$0	\$0	\$0	
Dept of Forestry Grant	\$0	\$0	\$0	\$0	
FEMA Disaster Relief – COVID19	\$0	\$0	\$0	\$0	
Entitlement Funds	\$0	\$0	\$0	\$0	
FEMA Disaster Relief – COVID19	\$0	\$0	\$0	\$0	
Cost Allocation	(\$30,000)	(\$94,526)	(\$30,000)	(\$90,000)	200.00%
Insurance Recoveries	\$0	(\$106,240)	(\$67,693)	\$0	-100.00%
Damage Recoveries	\$0	(\$3,042)	\$0	\$0	
Line of Duty Recoveries	\$0	\$0	\$0	\$0	
Sale of Land & Buildings	\$0	(\$600)	\$0	\$0	
Sale of Vehicles	(\$12,000)	\$0	(\$39,000)	(\$22,000)	-43.59%
Sale of Other Equipment	(\$500)	(\$30,432)	(\$500)	(\$15,000)	2900.00%
Bond Issues	\$0	\$0	\$0	(\$150,000)	
Transfer from School Operating	(\$300,000)	(\$300,000)	(\$300,000)	(\$300,000)	0.00%
Transfer from Water Utility	(\$300,000)	(\$300,000)	(\$315,000)	(\$315,000)	0.00%
Transfer from Sewer Utility	(\$300,000)	(\$300,000)	(\$315,000)	(\$315,000)	0.00%
Transfer from Courthouse Maint	\$0	\$0	\$0	\$0	
Transfer from Special Revenue	\$0	\$0	\$0	\$0	
Transfer from Public Trans	\$0	\$0	\$0	\$0	
Transfer from Capital	\$0	\$0	(\$463,500)	\$0	-100.00%
Surplus Fund Balance	(\$775,000)	\$0	(\$596,756)	\$0	-100.00%
Encumbrance Fund Balance	(\$225,851)	\$0	(\$573,626)	\$0	-100.00%
Committed Capital FB	(\$3,732,370)	\$0	(\$2,338,000)	(\$1,633,554)	-30.13%
Committed School Capital FB	\$0	\$0	\$0	\$0	
Assigned Fund Balance Rev	(\$275,000)	\$0	\$0	(\$1,994,932)	
Assigned Fund Bal Rev Det Stab	\$0	\$0	(\$635,000)	\$0	-100.00%
Dept Recovered Cost HR	\$0	(\$4,572)	\$0	\$0	
Jury Duty Compensation	(\$150)	\$0	\$0	\$0	
Rehabilitation Applications	(\$50)	(\$550)	(\$50)	(\$50)	0.00%
Comm of the Revenue Comp	(\$140,000)	(\$138,806)	(\$143,600)	(\$144,611)	0.70%
Dept Recovered Cost	\$0	\$0	\$0	\$0	
CDA Administrative Fees	(\$1,000)	(\$1,000)	(\$1,000)	(\$1,000)	0.00%
Treasurer Comp	(\$100,000)	(\$106,564)	(\$110,000)	(\$114,230)	3.85%
Dept Recovered Cost IT	\$0	(\$2,680)	\$0	\$0	
Registrar Comp	(\$40,000)	(\$42,436)	(\$41,500)	(\$41,500)	0.00%
Clerk of Circuit Court Comp	(\$345,000)	(\$324,130)	(\$345,500)	(\$355,827)	2.99%
Sheriff's Fees	(\$2,800)	(\$2,827)	(\$2,800)	(\$2,800)	0.00%
Courthouse Security Fees	(\$50,000)	(\$74,003)	(\$50,000)	(\$70,000)	40.00%
Security Center Reimbursement	(\$16,000)	(\$7,049)	(\$16,000)	(\$16,000)	0.00%
Concert Reimb	\$0	\$0	\$0	\$0	
Sheriff Comp	(\$540,000)	(\$557,079)	(\$575,000)	(\$582,019)	1.22%
Commonwealth Attorney Fees	(\$8,500)	(\$9,830)	(\$9,000)	(\$9,000)	0.00%
Dept Recovered Cost Comm Atty	\$0	(\$5,143)	\$0	\$0	
Commonwealth Attorney Comp	(\$645,000)	(\$645,374)	(\$665,900)	(\$672,494)	0.99%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 2019 Revised Budget	FY 2019 Actual	FY 2020 Revised Budget	FY 2021 - June 23 Recommended	Change from FY 2020 Budget
Discharge of Firearms Permit	\$0	(\$130)	\$0	\$0	
PD Visitor Parking Hang Tag	\$0	(\$175)	\$0	\$0	
False Alarm Fines	(\$15,000)	(\$34,057)	(\$25,000)	(\$25,000)	0.00%
E-Summons Fees	\$0	\$0	\$0	\$0	
E-Summons Fees-State	\$0	\$0	\$0	\$0	
Dept Recovered Cost PD	(\$4,000)	(\$1,400)	(\$4,000)	(\$4,000)	0.00%
UMW Parking Enforce Officer	\$0	(\$2,691)	\$0	\$0	
OT Reimbursement	(\$45,000)	(\$10,210)	(\$45,000)	(\$15,000)	-66.67%
RACSB OT Reimbursement	(\$20,000)	(\$13,455)	(\$20,000)	(\$20,000)	0.00%
Concert Reimb	\$0	\$0	\$0	\$0	
Fingerprint Card Fees	(\$8,500)	(\$7,915)	(\$8,500)	(\$8,500)	0.00%
Law Enforcement Assistance	(\$810,000)	(\$833,344)	(\$850,000)	(\$765,000)	-10.00%
Fire Inspection Fees	(\$20,000)	(\$26,445)	(\$25,000)	(\$25,000)	0.00%
Fire Reinspection Fees	(\$1,250)	(\$550)	(\$1,050)	(\$1,050)	0.00%
Gifts & Donations Fire Dept	\$0	\$0	\$0	\$0	
Dept Recovered Cost FD	\$0	(\$21,936)	\$0	\$0	
Concert Reimb	\$0	\$0	\$0	\$0	
Hazardous Materials Reimburse	\$0	(\$15,853)	\$0	\$0	
Fire Computer Grant	\$0	\$0	\$0	\$0	
EMS Fee For Service	(\$910,000)	(\$900,027)	(\$920,000)	(\$920,000)	0.00%
Building Permits	(\$450,000)	(\$728,266)	(\$465,000)	(\$552,500)	18.82%
Sign Permits	(\$12,000)	(\$10,580)	(\$12,000)	(\$12,000)	0.00%
Elevator Permits	\$0	(\$40)	\$0	(\$8,000)	
Weed Cutting Charges	\$0	\$1,057	\$0	\$0	
Public Right-of-Way Use Fees	(\$100,000)	(\$79,276)	(\$100,000)	(\$90,000)	-10.00%
Public Works Fees	\$0	\$0	\$0	\$0	
Dept Recovered Cost PW	\$0	(\$681)	\$0	\$0	
Sidewalk Rep Reimbursement	\$0	(\$10,160)	\$0	\$0	
Tree Reimbursements	\$0	(\$250)	\$0	\$0	
Refuse Disposal Permits	(\$1,200)	(\$4,410)	(\$1,200)	(\$1,200)	0.00%
Waste Collection & Disposal	(\$1,100,000)	(\$807,344)	(\$1,200,000)	(\$1,140,000)	-5.00%
Unbilled Revenue	\$0	(\$115,364)	\$0	\$0	
Recycling Collection Fees	\$0	\$0	\$0	(\$62,500)	
Health Dept Rent Reimbursement	(\$138,000)	(\$161,570)	(\$138,000)	(\$115,000)	-16.67%
DSS Rent Dept Reimbursement	(\$115,000)	(\$46,249)	(\$115,000)	(\$50,000)	-56.52%
Amtrak Cust Reimbursement	\$0	(\$6,240)	\$0	\$0	
Health Dept Cust Reimbursement	\$0	(\$23,636)	\$0	\$0	
DSS Utilities Reimbursement	\$0	(\$73,714)	\$0	(\$75,000)	
Custodial Reimbursements	(\$20,000)	(\$20,964)	(\$20,000)	(\$20,000)	0.00%
Courthouse Maintenance Fees	(\$45,000)	(\$44,735)	(\$45,000)	(\$30,000)	-33.33%
Dept Recovered Cost PRE	\$0	(\$1,471)	\$0	\$0	
Recreation Fees	(\$395,000)	(\$438,682)	(\$410,000)	(\$205,000)	-50.00%
Hurkamp Picnic in the Park	\$0	\$0	\$0	\$0	
Admission Fees Pool	(\$30,000)	(\$29,784)	(\$30,000)	(\$20,000)	-33.33%
Program Fees Pool	(\$5,000)	(\$11,174)	(\$5,000)	\$0	-100.00%
Concession Sales Pool	\$0	(\$764)	(\$500)	(\$7,000)	1300.00%
Gifts & Donations Pool	(\$50,000)	(\$53,988)	(\$50,000)	(\$30,000)	-40.00%
Marina & Boat Landing Fees	(\$45,000)	(\$57,178)	(\$45,000)	(\$28,000)	-37.78%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 2019 Revised Budget	FY 2019 Actual	FY 2020 Revised Budget	FY 2021 - June 23 Recommended	Change from FY 2020 Budget
Concession Sales Motts Run	\$0	\$0	\$0	(\$3,000)	
Sidewalk Cafe Permits	\$0	\$0	\$0	\$0	
Subdivision Review Fees	(\$25,000)	(\$33,880)	(\$25,000)	(\$25,000)	0.00%
Corridor Overlay Design Review	(\$1,000)	(\$120)	(\$200)	(\$200)	0.00%
Traffic Impact Analysis Fees	(\$1,000)	\$0	(\$1,000)	(\$1,000)	0.00%
Rezoning Fees	(\$1,500)	(\$900)	(\$1,500)	(\$1,500)	0.00%
ARB Cert of Appropriateness	(\$1,500)	(\$7,260)	(\$1,500)	(\$5,000)	233.33%
Special Use Permits	(\$5,000)	(\$20,969)	(\$5,000)	(\$20,000)	300.00%
Home Occupation Permit	(\$5,000)	(\$7,615)	(\$5,000)	(\$5,000)	0.00%
BZA Variance Application Fee	(\$3,000)	(\$7,790)	(\$2,000)	(\$2,000)	0.00%
Site Plan Review	(\$80,000)	(\$152,262)	(\$80,000)	(\$51,000)	-36.25%
As-Built Plan Application Fees	(\$100)	(\$1,400)	(\$500)	(\$500)	0.00%
Perf Guarantee Intake Fees	(\$100)	(\$5,600)	(\$2,000)	(\$2,000)	0.00%
Perf Guarantee Reduction Rel	(\$1,000)	(\$1,700)	(\$1,000)	(\$1,000)	0.00%
Perf Guarantee Report Req Fees	(\$200)	\$0	(\$500)	(\$500)	0.00%
Perf Guarantee Default Act Fee	(\$1,000)	\$0	\$0	\$0	
Zoning Violations	(\$5,000)	(\$200)	(\$1,000)	(\$1,000)	0.00%
Sale of Maps, Plats, Surveys	(\$1,000)	(\$28)	(\$100)	(\$100)	0.00%
Sales Taxes on Maps Sold	(\$100)	\$0	\$0	\$0	
Visitor Center Souvenir Sale	(\$23,000)	(\$21,636)	(\$20,000)	(\$5,000)	-75.00%
Visitor Center Ticket Commissi	(\$11,000)	(\$10,902)	(\$11,000)	(\$2,750)	-75.00%
Dept Recovered Cost EDT	\$0	(\$699)	\$0	\$0	
ARB Cert of Appropriateness	\$0	\$0	\$0	\$0	
VSMP Construction Permits	\$0	\$0	\$0	\$0	
<b>Total Sources</b>	(\$98,150,403)	(\$96,869,171)	(\$101,052,575)	(\$94,324,942)	

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Contingency</b>	\$441,360	\$0	\$20,910	\$798,947	3720.88%
<b>City Council</b>					
Reg Salaries & Wages CityCounc	\$86,000	\$85,462	\$86,000	\$82,450	-4.13%
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$6,580	\$6,423	\$6,580	\$6,307	-4.14%
Medical Insurance	\$32,400	\$12,910	\$15,000	\$11,100	-26.00%
Dental Insurance	\$1,000	\$254	\$1,000	\$255	-74.50%
Health Savings Employer	\$2,600	\$0	\$2,600		-100.00%
Workers Compensation	\$50	\$0	\$50	\$50	0.00%
Cell Phone Allowance	\$777	\$0	\$2,880	\$2,880	0.00%
Other Professional Services	\$88,000	\$87,273	\$90,000	\$90,000	0.00%
Printing & Binding	\$1,000	\$591	\$1,000	\$1,000	0.00%
Advertising	\$500	\$195	\$500	\$500	0.00%
Postal Service	\$200	\$143	\$200	\$200	0.00%
Telecommunication	\$2,100	\$2,752	\$2,600	\$2,600	0.00%
Mileage	\$500	\$415	\$500	\$500	0.00%
Subsistence & Lodging	\$6,204	\$6,766	\$7,500	\$4,000	-46.67%
Convention & Education	\$2,700	\$1,840	\$5,000	\$2,000	-60.00%
Visitor Accommodation	\$0	\$0	\$500	\$500	0.00%
Dues & Association Memberships	\$13,236	\$13,236	\$14,000	\$14,000	0.00%
Office Supplies	\$971	\$971	\$1,500	\$1,500	0.00%
Books & Subscriptions	\$0	\$0	\$100	\$100	0.00%
Promotional Materials	\$0	\$0	\$200	\$200	0.00%
<b>Total - City Council</b>	\$244,818	\$219,230	\$237,710	\$220,142	-7.39%
<b>Clerk of City Council</b>					
Reg Salaries & Wages ClerkCoun	\$64,400	\$64,382	\$66,340	\$68,434	3.16%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$4,930	\$4,761	\$5,075	\$5,235	3.15%
VRS	\$7,970	\$7,956	\$8,206	\$9,649	17.58%
Medical Insurance	\$13,200	\$11,161	\$12,670	\$11,100	-12.39%
Retiree Medical Insurance	\$1,800	\$2,309	\$1,800	\$1,800	0.00%
Dental Insurance	\$300	\$0	\$300	\$255	-15.00%
Retiree Drug Plan	\$540	\$561	\$540	\$1,800	233.33%
Group Life Insurance	\$850	\$842	\$870	\$961	10.46%
Workers Compensation	\$60	\$51	\$60	\$57	-5.00%
Cell Phone Allowance	\$480	\$480	\$480	\$480	0.00%
Maintenance Service Contracts	\$3,550	\$3,549	\$4,000	\$4,000	0.00%
Advertising	\$9,992	\$9,990	\$6,800	\$6,800	0.00%
Telecommunication	\$2,200	\$1,753	\$2,200	\$2,200	0.00%
Mileage	\$400	\$217	\$380	\$400	5.26%
Subsistence & Lodging	\$1,900	\$1,258	\$1,300	\$500	-61.54%
Convention & Education	\$1,050	\$1,296	\$1,550	\$1,000	-35.48%
Dues & Association Memberships	\$208	\$292	\$270	\$250	-7.41%
Office Supplies	\$892	\$853	\$1,200	\$1,200	0.00%
EDP Software Add	\$800	\$339	\$640	\$0	-100.00%
<b>Total - Clerk of Council</b>	\$115,522	\$112,051	\$114,681	\$116,121	1.26%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>City Manager's Office</b>					
Reg Salaries & Wages CityManag	\$648,127	\$648,054	\$653,280	\$636,485	-2.57%
OT Salaries & Wages	\$0	\$0	\$0	\$0	
Part Time Salaries & Wages	\$5,234	\$5,234	\$0	\$0	
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$44,389	\$44,571	\$45,264	\$48,691	7.57%
VRS	\$78,160	\$78,004	\$81,031	\$89,744	10.75%
Hybrid VRS	\$18,360	\$18,443	\$18,700	\$0	-100.00%
Medical Insurance	\$80,507	\$99,247	\$76,020	\$66,600	-12.39%
Retiree Medical Insurance	\$24,000	\$19,550	\$20,000	\$20,000	0.00%
Dental Insurance	\$1,716	\$1,484	\$1,800	\$1,530	-15.00%
Retiree Dental Insurance	\$300	\$254	\$300	\$275	-8.33%
Retiree Drug Plan	\$2,000	\$2,095	\$2,000	\$2,200	10.00%
Health Savings Employer	\$2,000	\$2,600	\$2,000	\$0	-100.00%
Group Life Insurance	\$8,281	\$8,261	\$8,558	\$9,010	5.28%
Long Term Disability	\$0	\$0	\$0	\$0	0.00%
Workers Compensation	\$900	\$1,395	\$1,400	\$1,400	0.00%
Cell Phone Allowance	\$1,440	\$1,240	\$1,440	\$1,440	0.00%
Other Professional Services	\$53,833	\$43,643	\$39,658	\$30,000	-24.35%
Printing & Binding	\$726	\$1,273	\$1,500	\$1,500	0.00%
Advertising	\$5,500	\$6,468	\$6,700	\$6,700	0.00%
Services from Other Govts	\$1,404	\$1,404	\$1,500	\$1,500	0.00%
Postal Service	\$1,474	\$1,689	\$1,200	\$1,200	0.00%
Telecommunication	\$11,500	\$11,084	\$11,000	\$11,000	0.00%
Mileage	\$12,500	\$2,350	\$12,500	\$12,500	0.00%
Fares	\$0	\$194	\$0	\$0	0.00%
Parking Passes	\$912	\$912	\$912	\$0	-100.00%
Subsistence & Lodging	\$4,000	\$4,018	\$4,000	\$3,000	-25.00%
Convention & Education	\$2,900	\$2,459	\$11,000	\$8,000	-27.27%
Dues & Association Memberships	\$5,000	\$3,128	\$5,000	\$5,000	0.00%
Office Supplies	\$5,550	\$3,500	\$3,500	\$3,500	0.00%
Books & Subscriptions	\$846	\$796	\$750	\$750	0.00%
Other Operating Supplies	\$0	\$0	\$2,000	\$0	-100.00%
Furniture & Fixture Replace	\$4,050	\$3,851	\$0	\$0	
EDP Equipment Add	\$3,000	\$2,980	\$0	\$0	
<b>Total - City Manager's Office</b>	<b>\$1,028,609</b>	<b>\$1,020,183</b>	<b>\$1,013,013</b>	<b>\$962,025</b>	<b>-5.03%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>City Attorney's Office</b>					
Reg Salaries & Wages LegalServ	\$224,900	\$224,713	\$231,520	\$244,143	5.45%
Part Time Salaries & Wages	\$13,000	\$13,085	\$8,000	\$7,840	-2.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$17,799	\$17,196	\$17,045	\$19,277	13.09%
VRS	\$27,820	\$27,768	\$28,639	\$34,424	20.20%
Hybrid VRS	\$0	\$0	\$0	\$0	
Medical Insurance	\$21,400	\$15,624	\$25,340	\$22,200	-12.39%
Retiree Medical Insurance	\$3,000	\$2,844	\$3,000	\$3,000	0.00%
Dental Insurance	\$600	\$509	\$600	\$510	-15.00%
Retiree Drug Plan	\$1,200	\$0	\$0	\$0	
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$2,950	\$2,941	\$3,033	\$3,462	14.14%
Long Term Disability	\$0	\$0	\$0	\$1,002	
Workers Compensation	\$200	\$214	\$200	\$232	16.00%
Cell Phone Allowance	\$480	\$480	\$480	\$480	0.00%
Legal Services	\$39,600	\$30,020	\$45,000	\$45,000	0.00%
Postal Service	\$200	\$47	\$100	\$100	0.00%
Telecommunication	\$700	\$640	\$810	\$810	0.00%
Mileage	\$300	\$0	\$300	\$300	0.00%
Parking Passes	\$304	\$304	\$304	\$0	-100.00%
Subsistence & Lodging	\$1,700	\$909	\$1,700	\$1,700	0.00%
Convention & Education	\$2,110	\$825	\$2,110	\$2,110	0.00%
Dues & Association Memberships	\$1,835	\$1,920	\$1,835	\$1,835	0.00%
Court Fees	\$500	\$79	\$400	\$400	0.00%
Office Supplies	\$1,500	\$727	\$1,000	\$1,000	0.00%
Books & Subscriptions	\$13,375	\$8,029	\$13,445	\$13,445	0.00%
EDP Equipment Replace	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$0	\$0	
<b>Total - City Attorney's Office</b>	<b>\$375,473</b>	<b>\$348,875</b>	<b>\$384,861</b>	<b>\$403,270</b>	<b>4.78%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Human Resources</b>					
Reg Salaries & Wages HR	\$210,200	\$240,724	\$233,300	\$222,376	-4.68%
OT Salaries & Wages	\$0	\$692	\$0	\$0	
Part Time Salaries & Wages	\$23,897	\$17,914	\$23,625	\$23,625	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$17,528	\$19,601	\$19,624	\$18,819	-4.10%
VRS	\$25,390	\$26,713	\$28,859	\$31,355	8.65%
Hybrid VRS	\$0	\$1,199	\$0	\$0	
Medical Insurance	\$39,600	\$15,070	\$38,010	\$44,400	16.81%
Retiree Medical Insurance	\$0	\$270	\$500	\$500	0.00%
Dental Insurance	\$900	\$509	\$900	\$510	-43.33%
Health Savings Employer	\$0	\$1,300	\$0	\$0	
Group Life Insurance	\$2,690	\$2,956	\$3,056	\$4,179	36.75%
Long Term Disability	\$250	\$257	\$1,015	\$706	-30.44%
Unemployment HR	\$0	\$0	\$0	\$0	
Workers Compensation	\$200	\$194	\$200	\$200	0.00%
Service Awards	\$11,000	\$3,429	\$17,570	\$10,000	-43.08%
Cell Phone Allowance	\$0	\$0	\$0	\$0	
Health Services	\$20,000	\$19,968	\$20,000	\$20,000	0.00%
Other Professional Services	\$30,226	\$16,679	\$30,600	\$30,000	-1.96%
Maintenance Service Contracts	\$7,000	\$7,608	\$7,000	\$9,000	28.57%
Printing & Binding	\$0	\$5,412	\$100	\$100	0.00%
Advertising	\$11,000	\$7,351	\$11,500	\$10,000	-13.04%
Postal Service	\$350	\$294	\$350	\$350	0.00%
Telecommunication	\$1,300	\$1,296	\$1,000	\$2,000	100.00%
Mileage	\$500	\$55	\$500	\$500	0.00%
Fares	\$0	\$0	\$0	\$0	
Parking Passes	\$760	\$760	\$760	\$0	-100.00%
Subsistence & Lodging	\$1,500	\$2,457	\$1,500	\$1,500	0.00%
Convention & Education	\$26,200	\$16,759	\$11,027	\$2,000	-81.86%
Tuition Reimbursement	\$0	\$0	\$10,000	\$10,000	0.00%
Leadership Training	\$0	\$0	\$20,000	\$10,000	-50.00%
Dues & Association Memberships	\$1,500	\$987	\$1,500	\$2,000	33.33%
Office Supplies	\$3,000	\$2,509	\$2,500	\$2,500	0.00%
Books & Subscriptions	\$100	\$0	\$100	\$100	0.00%
Education & Rec Supplies	\$2,000	\$5,469	\$2,000	\$5,500	175.00%
Furniture & Fixture Add	\$800	\$0	\$800	\$0	-100.00%
EDP Equipment Add	\$1,300	\$1,211	\$0	\$0	
EDP Software Additions	\$274	\$274	\$0	\$0	
<b>Total - Human Resources</b>	<b>\$439,465</b>	<b>\$419,917</b>	<b>\$487,896</b>	<b>\$462,220</b>	<b>-5.26%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Auditor &amp; Postage / Copy</b>					
Accounting & Auditing Services	\$87,300	\$87,250	\$85,000	\$90,000	5.88%
Other Professional Services	\$11,050	\$0	\$10,000	\$5,000	-50.00%
Printing & Binding	\$1,500	\$0	\$1,400	\$500	-64.29%
Books & Subscriptions	\$600	\$580	\$600	\$600	0.00%
Maintenance Service Contracts	\$3,600	\$2,964	\$3,600	\$3,600	0.00%
Office Supplies	\$400	\$638	\$400	\$400	0.00%
Telecommunication	\$0	\$0	\$0	\$0	
Equipment Lease/Rental	\$18,000	\$14,640	\$18,000	\$18,000	0.00%
Office Supplies	\$3,500	\$4,578	\$3,500	\$3,500	0.00%
<b>Total - Auditor &amp; Postage / Copy</b>	<b>\$125,950</b>	<b>\$110,650</b>	<b>\$122,500</b>	<b>\$121,600</b>	<b>-0.73%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Commissioner of the Revenue</b>					
Reg Salaries & Wages CommRev	\$539,700	\$539,352	\$622,220	\$622,220	0.00%
OT Salaries & Wages	\$5,500	\$4,095	\$8,000	\$8,000	0.00%
Part Time Salaries & Wages	\$66,000	\$73,215	\$68,000	\$70,000	2.94%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$51,959	\$46,781	\$53,414	\$53,567	0.29%
VRS	\$75,170	\$63,624	\$76,969	\$87,733	13.98%
Hybrid VRS	\$0	\$2,866	\$0	\$0	
Medical Insurance	\$145,200	\$44,124	\$139,370	\$122,100	-12.39%
Retiree Medical Insurance	\$15,000	\$17,922	\$15,000	\$15,000	0.00%
Dental Insurance	\$3,300	\$1,760	\$3,300	\$1,530	-53.64%
Retiree Dental Insurance	\$300	\$0	\$300	\$275	-8.33%
Retiree Drug Plan	\$5,000	\$5,821	\$5,000	\$5,600	12.00%
Group Life Insurance	\$7,960	\$7,042	\$8,151	\$8,683	6.53%
Long Term Disability	\$400	\$928	\$375	\$922	145.87%
Workers Compensation	\$900	\$878	\$900	\$1,000	11.11%
Other Professional Services	\$47,500	\$52,781	\$47,500	\$47,500	0.00%
Repairs & Maintenance	\$500	\$0	\$500	\$500	0.00%
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
Printing & Binding	\$6,000	\$4,917	\$6,000	\$6,000	0.00%
Advertising	\$500	\$149	\$800	\$500	-37.50%
Data Processing	\$0	\$0	\$0	\$0	
Postal Service	\$8,500	\$6,796	\$8,200	\$8,500	3.66%
Telecommunication	\$2,000	\$2,024	\$2,000	\$2,000	0.00%
Equipment Lease/Rental	\$3,545	\$3,520	\$3,545	\$3,545	0.00%
Mileage	\$1,900	\$676	\$1,900	\$1,900	0.00%
Parking Passes	\$1,520	\$1,520	\$0	\$0	
Subsistence & Lodging	\$1,400	\$707	\$1,400	\$1,400	0.00%
Convention & Education	\$2,400	\$1,494	\$2,400	\$2,400	0.00%
Dues & Association Memberships	\$2,000	\$1,070	\$2,000	\$2,000	0.00%
Office Supplies	\$5,580	\$2,922	\$6,000	\$6,000	0.00%
Books & Subscriptions	\$1,200	\$676	\$1,200	\$1,200	0.00%
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$1,820	\$1,820	\$0	\$0	
<b>Total - Comm of the Revenue</b>	<b>\$1,002,754</b>	<b>\$889,477</b>	<b>\$1,084,444</b>	<b>\$1,080,075</b>	<b>-0.40%</b>
<b>Assessors &amp; Board of Equaliz</b>					
Other Professional Services	\$295,000	\$6,558	\$288,439	\$0	-100.00%
Printing & Binding	\$0	\$0	\$0	\$0	
Other Operating Supplies	\$0	\$0	\$0	\$0	
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
Workers Compensation	\$0	\$0	\$0	\$0	
Advertising	\$0	\$0	\$0	\$2,500	
Board Member Compensation	\$0	\$0	\$0	\$5,500	
<b>Total - Assessors</b>	<b>\$295,000</b>	<b>\$6,558</b>	<b>\$288,439</b>	<b>\$8,000</b>	<b>-97.23%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Treasurer</b>					
Reg Salaries & Wages Treasurer	\$352,100	\$351,876	\$416,140	\$416,140	0.00%
OT Salaries & Wages	\$2,000	\$1,924	\$3,000	\$3,000	0.00%
Part Time Salaries & Wages	\$43,400	\$40,264	\$44,485	\$35,000	-21.32%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$34,163	\$29,039	\$35,467	\$34,742	-2.04%
VRS	\$49,620	\$41,899	\$51,477	\$58,676	13.98%
Hybrid VRS	\$0	\$1,374	\$0	\$0	
Medical Insurance	\$105,600	\$66,087	\$81,360	\$88,800	9.14%
Retiree Medical Insurance	\$15,000	\$21,867	\$22,000	\$22,000	0.00%
Dental Insurance	\$2,400	\$1,431	\$2,400	\$2,040	-15.00%
Retiree Dental Insurance	\$0	\$254	\$300	\$275	-8.33%
Retiree Drug Plan	\$4,400	\$5,239	\$5,000	\$5,600	12.00%
Group Life Insurance	\$5,260	\$4,583	\$5,451	\$5,961	9.36%
Long Term Disability	\$700	\$483	\$827	\$787	-4.84%
Workers Compensation	\$400	\$317	\$400	\$350	-12.50%
Cell Phone Allowance	\$480	\$480	\$480	\$480	0.00%
Other Professional Services	\$3,565	\$3,436	\$55,000	\$25,000	-54.55%
Repairs & Maintenance	\$250	\$0	\$500	\$500	0.00%
Maintenance Service Contracts	\$1,800	\$1,694	\$2,150	\$2,150	0.00%
Printing & Binding	\$19,000	\$12,475	\$21,200	\$21,200	0.00%
Advertising	\$4,000	\$3,247	\$4,000	\$4,000	0.00%
Services from Other Govts	\$0	\$0	\$3,000	\$1,900	-36.67%
Postal Service	\$40,000	\$36,348	\$44,000	\$44,000	0.00%
Telecommunication	\$1,600	\$761	\$1,600	\$1,600	0.00%
Equipment Lease/Rental	\$10,100	\$10,090	\$9,000	\$10,100	12.22%
Mileage	\$500	\$0	\$1,000	\$1,000	0.00%
Parking Passes	\$1,520	\$1,520	\$1,520	\$0	-100.00%
Subsistence & Lodging	\$0	\$0	\$1,500	\$1,500	0.00%
Convention & Education	\$750	\$440	\$2,250	\$2,250	0.00%
Dues & Association Memberships	\$1,100	\$1,025	\$600	\$600	0.00%
Court Fees	\$21,500	\$21,220	\$23,000	\$18,000	-21.74%
Banking Service Fees	\$43,900	\$33,588	\$22,000	\$30,000	36.36%
Office Supplies	\$4,000	\$1,425	\$3,427	\$4,000	16.72%
Books & Subscriptions	\$950	\$888	\$1,430	\$1,430	0.00%
Machinery & Equipment Add	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$573	\$0	-100.00%
EDP Software Additions	\$0	\$0	\$200	\$200	0.00%
Bond Fiscal Agent Fees	\$35,000	\$38,788	\$35,000	\$35,000	0.00%
<b>Total - Treasurer</b>	<b>\$805,058</b>	<b>\$734,063</b>	<b>\$901,737</b>	<b>\$878,281</b>	<b>-2.60%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Finance</b>					
Reg Salaries & Wages Finance	\$535,200	\$520,256	\$547,220	\$539,035	-1.50%
OT Salaries & Wages	\$0	\$9,473	\$0	\$0	
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$40,943	\$39,781	\$41,862	\$41,236	-1.50%
VRS	\$66,210	\$59,988	\$67,691	\$76,004	12.28%
Hybrid VRS	\$0	\$3,283	\$0	\$0	
Medical Insurance	\$105,600	\$71,531	\$101,360	\$88,800	-12.39%
Retiree Medical Insurance	\$2,000	\$5,489	\$10,000	\$10,000	0.00%
Dental Insurance	\$2,400	\$1,484	\$2,400	\$1,785	-25.63%
Retiree Drug Plan	\$900	\$3,143	\$950	\$3,300	247.37%
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$7,020	\$6,701	\$7,169	\$7,623	6.33%
Long Term Disability	\$300	\$553	\$571	\$632	10.68%
Workers Compensation	\$500	\$471	\$500	\$450	-10.00%
Cell Phone Allowance	\$480	\$360	\$480	\$960	100.00%
Other Professional Services	\$25,200	\$21,600	\$26,600	\$24,400	-8.27%
Printing & Binding	\$348	\$348	\$500	\$500	0.00%
Advertising	\$0	(\$89)	\$0	\$0	
Postal Service	\$700	\$274	\$500	\$420	-16.00%
Telecommunication	\$1,100	\$716	\$1,900	\$600	-68.42%
Equipment Lease/Rental	\$1,400	\$1,350	\$1,800	\$1,380	-23.33%
Space Lease/Rental	\$500	\$0	\$500	\$0	-100.00%
Mileage	\$1,300	\$626	\$1,500	\$1,000	-33.33%
Parking Passes	\$1,520	\$1,520	\$1,520	\$0	-100.00%
Subsistence & Lodging	\$1,000	\$662	\$2,000	\$2,000	0.00%
Convention & Education	\$2,500	\$2,245	\$5,500	\$5,500	0.00%
Dues & Association Memberships	\$577	\$444	\$825	\$845	2.42%
Office Supplies	\$4,496	\$4,422	\$6,500	\$5,500	-15.38%
Books & Subscriptions	\$30	\$30	\$250	\$250	0.00%
Other Operating Supplies	\$164	\$164	\$0	\$0	
EDP Equipment Replace	\$304	\$304	\$0	\$0	
Furniture & Fixture Add	\$2,681	\$2,680	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$4,200	\$0	-100.00%
EDP Software Add	\$0	\$0	\$0	\$0	
<b>Total - Finance</b>	<b>\$805,373</b>	<b>\$759,809</b>	<b>\$834,298</b>	<b>\$812,220</b>	<b>-2.65%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Information Technology</b>					
Reg Salaries & Wages IT	\$560,200	\$568,141	\$583,270	\$572,463	-1.85%
OT Salaries & Wages	\$12,700	\$15,129	\$12,700	\$22,633	78.21%
Part Time Salaries & Wages	\$0	\$2,543	\$2,800	\$20,600	635.71%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$43,827	\$43,131	\$45,806	\$47,101	2.83%
VRS	\$69,300	\$68,553	\$72,150	\$80,717	11.87%
Hybrid VRS	\$0	\$1,002	\$0	\$0	
Medical Insurance	\$105,600	\$93,003	\$101,360	\$111,000	9.51%
Retiree Medical Insurance	\$2,200	\$2,244	\$2,200	\$2,200	0.00%
Dental Insurance	\$2,400	\$2,035	\$2,400	\$2,805	16.88%
Retiree Drug Plan	\$900	\$1,048	\$900	\$1,100	22.22%
Health Savings Employer	\$2,000	\$0	\$2,000	\$0	-100.00%
Group Life Insurance	\$7,340	\$7,366	\$7,641	\$9,912	29.72%
Long Term Disability	\$0	\$591	\$583	\$1,588	172.38%
Workers Compensation	\$450	\$465	\$450	\$605	34.44%
Cell Phone Allowance	\$2,880	\$4,160	\$2,880	\$4,320	50.00%
Other Professional Services	\$31,629	\$29,739	\$102,398	\$75,000	-26.76%
Repairs & Maintenance	\$4,343	\$4,342	\$20,000	\$25,000	25.00%
Maintenance Service Contracts	\$690,654	\$690,935	\$801,600	\$887,000	10.65%
Advertising	\$0	\$0	\$0	\$0	
Postal Service	\$76	\$81	\$100	\$100	0.00%
Telecommunication	\$43,285	\$41,303	\$49,500	\$80,222	62.06%
Equipment Lease/Rental	\$0	\$0	\$0	\$0	
Mileage	\$20	\$20	\$460	\$104	-77.39%
Fares	\$0	\$0	\$0	\$0	
Parking Passes	\$1,216	\$1,216	\$2,736	\$0	-100.00%
Subsistence & Lodging	\$2,030	\$2,030	\$330	\$702	112.73%
Convention & Education	\$9,319	\$9,318	\$9,800	\$10,362	5.73%
Dues & Association Memberships	\$1,051	\$1,051	\$1,400	\$1,400	0.00%
Office Supplies	\$2,008	\$2,008	\$2,500	\$2,500	0.00%
Books & Subscriptions	\$287	\$286	\$350	\$350	0.00%
Other Operating Supplies	\$9,617	\$7,682	\$3,370	\$5,500	63.20%
EDP Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Add	\$0	\$0	\$0	\$0	
Communications Equipment Add	\$113,000	\$115,307	\$0	\$0	
EDP Equipment Add	\$60	\$60	\$22,000	\$0	-100.00%
EDP Software Add	\$10,186	\$10,185	\$0	\$0	
<b>Total - Information Technology</b>	<b>\$1,728,578</b>	<b>\$1,724,974</b>	<b>\$1,853,684</b>	<b>\$1,965,284</b>	<b>6.02%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Safety &amp; Risk Management</b>					
Reg Salaries & Wages RiskManag	\$53,000	\$52,061	\$60,560	\$70,325	16.12%
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$5,360	\$3,945	\$4,634	\$5,380	16.10%
VRS	\$8,660	\$5,278	\$7,491	\$9,916	32.37%
Hybrid VRS	\$0	\$786	\$0	\$0	
Medical Insurance	\$8,200	\$6,510	\$12,670	\$11,100	-12.39%
Dental Insurance	\$300	\$212	\$300	\$255	-15.00%
Group Life Insurance	\$920	\$642	\$793	\$997	25.73%
Long Term Disability	\$0	\$289	\$357	\$403	12.89%
Workers Compensation	\$100	\$40	\$100	\$100	0.00%
Health Services	\$5,000	\$1,258	\$5,000	\$5,000	0.00%
Other Professional Services	\$6,000	\$608	\$6,000	\$5,000	-16.67%
Telecommunication	\$600	\$714	\$600	\$600	0.00%
Parking Passes	\$152	\$152	\$152	\$0	-100.00%
Subsistence & Lodging	\$1,500	\$401	\$1,500	\$1,500	0.00%
Convention & Education	\$10,000	\$8,378	\$8,000	\$3,500	-56.25%
Dues & Association Memberships	\$200	\$0	\$800	\$800	0.00%
Office Supplies	\$250	\$108	\$0	\$1,000	
Motor Fuels	\$500	\$0	\$500	\$500	0.00%
Uniforms & Wearing Apparel	\$750	\$0	\$750	\$750	0.00%
Books & Subscriptions	\$1,000	\$0	\$1,000	\$1,000	0.00%
Education & Rec Supplies	\$2,550	\$0	\$2,200	\$2,200	0.00%
Other Operating Supplies	\$500	\$0	\$500	\$500	0.00%
Promotional Materials	\$2,000	\$24	\$2,000	\$2,000	0.00%
<b>Total - Safety &amp; Risk Management</b>	<b>\$107,542</b>	<b>\$81,407</b>	<b>\$115,907</b>	<b>\$122,826</b>	<b>5.97%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Insurance &amp; Non-Departmental</b>					
Unemployment Insurance Pgm	\$1,058	\$0	\$20,000	\$10,000	-50.00%
Disability Insurance Premium	\$10,000	\$0	\$12,000	\$0	-100.00%
Workers Compensation	\$0	\$0	\$0	\$0	
Payment for Health Premium	\$0	\$0	\$0	\$0	
Other Professional Services	\$12,915	\$0	\$40,500	\$40,000	-1.23%
Boiler Insurance	\$8,000	\$7,959	\$8,000	\$8,000	0.00%
Fire Insurance Real/Pers Prop	\$140,000	\$134,103	\$140,000	\$125,000	-10.71%
No Fault Property Damage	\$20,000	\$17,887	\$30,000	\$30,000	0.00%
Motor Vehicle Insurance	\$170,000	\$149,234	\$150,000	\$150,000	0.00%
Surety Bond/Crime Insurance	\$6,000	\$4,275	\$6,000	\$4,000	-33.33%
Local Government Liability	\$228,000	\$236,544	\$239,000	\$215,000	-10.04%
General Liability	\$70,000	\$68,615	\$80,000	\$75,000	-6.25%
Worker's Compensation	\$0	\$0	\$0	\$0	
Cyber Liability	\$0	\$0	\$0	\$15,000	
Fireman Accidental Death Ins	\$7,000	\$6,328	\$7,000	\$7,000	0.00%
Payment of Insurance Deductibl	\$5,000	\$0	\$3,000	\$10,000	233.33%
Line of Duty Insurance	\$220,000	\$223,820	\$230,000	\$272,000	18.26%
<b>Total - Insurance</b>	<b>\$897,973</b>	<b>\$848,765</b>	<b>\$965,500</b>	<b>\$961,000</b>	<b>-0.47%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Information Officer</b>					
Reg Salaries & Wages PIO	\$0	\$0	\$61,570	\$60,334	-2.01%
FICA Benefits	\$0	\$0	\$4,156	\$4,616	11.07%
VRS	\$0	\$0	\$7,616	\$8,507	11.70%
Hybrid VRS	\$0	\$0	\$0	\$0	
Medical Insurance	\$0	\$0	\$12,670	\$11,100	-12.39%
Dental Insurance	\$0	\$0	\$300	\$255	-15.00%
Group Life Insurance	\$0	\$0	\$807	\$847	4.96%
Long Term Disability	\$0	\$0	\$363	\$343	-5.51%
Unemployment PIO	\$0	\$0	\$0	\$0	
Workers Compensation	\$0	\$0	\$100	\$50	-50.00%
Cell Phone Allowance	\$0	\$0	\$480	\$480	0.00%
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
Printing & Binding	\$0	\$0	\$0	\$0	
Advertising	\$0	\$0	\$1,500	\$1,500	0.00%
Postal Service	\$0	\$0	\$500	\$500	0.00%
Telecommunication	\$0	\$0	\$500	\$500	0.00%
Mileage	\$0	\$0	\$250	\$250	0.00%
Fares	\$0	\$0	\$0	\$0	
Parking Passes	\$0	\$0	\$0	\$0	
Subsistence & Lodging	\$0	\$0	\$500	\$500	0.00%
Convention & Education	\$0	\$0	\$466	\$500	7.30%
Dues & Association Memberships	\$0	\$0	\$0	\$0	
Office Supplies	\$0	\$0	\$400	\$400	0.00%
Books & Subscriptions	\$0	\$0	\$1,034	\$0	-100.00%
Other Operating Supplies	\$0	\$0	\$0	\$0	
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
Communications Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$0	
EDP Software Replace	\$0	\$0	\$0	\$900	
EDP Equipment Add	\$0	\$0	\$0	\$0	
EDP Software Additions	\$0	\$0	\$0	\$0	
<b>Total - PIO</b>	<b>\$0</b>	<b>\$0</b>	<b>\$93,212</b>	<b>\$91,582</b>	<b>-1.75%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Voter Registrar</b>					
Reg Salaries & Wages Registrar	\$103,100	\$103,332	\$115,800	\$155,795	34.54%
OT Salaries & Wages	\$0	\$0	\$500	\$500	0.00%
Part Time Salaries & Wages	\$34,300	\$41,212	\$40,000	\$40,000	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$10,511	\$10,682	\$11,957	\$15,017	25.59%
VRS	\$12,750	\$12,467	\$14,324	\$21,967	53.36%
Hybrid VRS	\$0	\$258	\$0	\$0	
Medical Insurance	\$26,400	\$20,330	\$25,340	\$33,300	31.41%
Retiree Medical Insurance	\$5,000	\$5,160	\$5,000	\$5,000	0.00%
Dental Insurance	\$600	\$424	\$600	\$255	-57.50%
Group Life Insurance	\$1,350	\$1,348	\$1,517	\$1,724	13.65%
Long Term Disability	\$0	\$152	\$209	\$250	19.62%
Unemployment Registrar	\$0	\$0	\$0	\$0	
Workers Compensation	\$100	\$114	\$100	\$100	0.00%
Legal Services	\$0	\$0	\$0	\$0	
Other Professional Services	\$12,000	\$9,813	\$10,193	\$10,000	-1.89%
Temporary Help Service Fees	\$24,000	\$18,370	\$30,000	\$50,000	66.67%
Repairs & Maintenance	\$1,000	\$160	\$1,807	\$0	-100.00%
Maintenance Service Contracts	\$11,000	\$8,820	\$11,000	\$68,100	519.09%
Printing & Binding	\$13,000	\$7,431	\$18,000	\$20,000	11.11%
Advertising	\$200	\$180	\$1,000	\$1,000	0.00%
Board Member Compensation	\$0	\$0	\$0	\$0	
Postal Service	\$6,000	\$5,773	\$4,000	\$10,000	150.00%
Telecommunication	\$1,800	\$1,685	\$1,900	\$1,900	0.00%
Equipment Lease/Rental	\$1,000	\$387	\$1,200	\$1,500	25.00%
Mileage	\$1,200	\$539	\$1,200	\$1,500	25.00%
Parking Passes	\$1,064	\$1,064	\$1,064	\$0	-100.00%
Convention & Education	\$2,000	\$2,561	\$2,000	\$3,000	50.00%
Dues & Association Memberships	\$625	\$320	\$625	\$625	0.00%
Office Supplies	\$2,500	\$2,457	\$3,500	\$2,500	-28.57%
Other Operating Supplies	\$3,000	\$1,171	\$2,000	\$2,000	0.00%
Environmental Mgmt Supplies	\$0	\$0	\$0	\$0	
Machinery & Equipment Replace	\$30,200	\$29,058	\$30,000	\$0	-100.00%
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
Machinery & Equipment Add	\$3,500	\$191	\$0	\$23,500	
<b>Total - Voter Registrar</b>	<b>\$308,200</b>	<b>\$285,458</b>	<b>\$334,836</b>	<b>\$469,533</b>	<b>40.23%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Circuit Court</b>					
Reg Salaries & Wages CircCourt	\$71,900	\$71,919	\$73,323	\$71,123	-3.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$5,500	\$5,522	\$5,609	\$5,441	-3.00%
VRS	\$8,810	\$8,794	\$9,070	\$10,028	10.56%
Medical Insurance	\$7,600	\$0	\$7,600	\$0	-100.00%
Retiree Medical Insurance	\$0	\$865	\$0	\$1,500	
Dental Insurance	\$0	\$0	\$0	\$255	
Retiree Drug Plan	\$0	\$466	\$0	\$1,100	
Group Life Insurance	\$940	\$931	\$961	\$1,009	4.99%
Workers Compensation	\$100	\$65	\$100	\$65	-35.00%
Printing & Binding	\$100	\$0	\$400	\$400	0.00%
Services from Other Govts	\$8,000	\$0	\$8,000	\$5,000	-37.50%
Postal Service	\$400	\$122	\$300	\$300	0.00%
Telecommunication	\$2,500	\$2,345	\$2,500	\$2,500	0.00%
Equipment Lease/Rental	\$2,000	\$1,650	\$2,000	\$2,000	0.00%
Land Lease/Rental	\$0	\$0	\$0	\$0	#DIV/0!
Convention & Education	\$0	\$0	\$0	\$3,000	
Office Supplies	\$1,500	\$1,304	\$1,500	\$1,500	0.00%
Books & Subscriptions	\$1,000	\$180	\$1,000	\$1,000	0.00%
<b>Total - Circuit Court</b>	<b>\$110,350</b>	<b>\$94,162</b>	<b>\$112,363</b>	<b>\$106,221</b>	<b>-5.47%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>General District Court</b>					
Legal Services	\$3,000	\$2,280	\$3,000	\$3,000	0.00%
Repairs & Maintenance	\$500	\$0	\$500	\$500	0.00%
Maintenance Service Contracts	\$2,600	\$53	\$3,600	\$3,600	0.00%
Postal Service	\$0	\$0	\$0	\$0	
Telecommunication	\$3,500	\$3,226	\$2,500	\$2,500	0.00%
Surety Bond/Crime Insurance	\$700	\$0	\$0	\$0	
Equipment Lease/Rental	\$10,300	\$7,594	\$10,300	\$10,300	0.00%
Convention & Education	\$2,000	\$1,107	\$2,000	\$2,000	0.00%
Office Supplies	\$3,900	\$3,106	\$3,600	\$2,200	-38.89%
Books & Subscriptions	\$2,200	\$1,743	\$2,200	\$2,200	0.00%
<b>Total - GDC</b>	<b>\$28,700</b>	<b>\$19,109</b>	<b>\$27,700</b>	<b>\$26,300</b>	<b>-5.05%</b>
<b>Special Magistrate</b>					
Services from Other Govts	\$3,000	\$0	\$3,000	\$3,000	0.00%
<b>Total - Special Magistrate</b>	<b>\$3,000</b>	<b>\$0</b>	<b>\$3,000</b>	<b>\$3,000</b>	<b>0.00%</b>
<b>J&amp;DR Court</b>					
Legal Services	\$1,160	\$0	\$1,160	\$1,160	0.00%
Other Professional Services	\$1,000	\$977	\$1,000	\$1,000	0.00%
Telecommunication	\$3,300	\$3,149	\$3,300	\$3,300	0.00%
Equipment Lease/Rental	\$7,500	\$6,753	\$7,500	\$7,800	4.00%
Convention & Education	\$2,000	\$1,819	\$2,000	\$2,000	0.00%
Dues & Association Memberships	\$600	\$235	\$600	\$600	0.00%
Office Supplies	\$1,400	\$1,074	\$1,400	\$1,400	0.00%
Books & Subscriptions	\$2,500	\$1,183	\$2,500	\$2,500	0.00%
Other Operating Supplies	\$1,000	\$809	\$1,000	\$1,000	0.00%
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
<b>Total - J&amp;DR Court</b>	<b>\$20,460</b>	<b>\$15,998</b>	<b>\$20,460</b>	<b>\$20,760</b>	<b>1.47%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Clerk of Circuit Court</b>					
Reg Salaries & Wages ClerkCirc	\$456,900	\$445,566	\$475,550	\$457,147	-3.87%
OT Salaries & Wages	\$5,000	\$0	\$5,000	\$0	-100.00%
Part Time Salaries & Wages	\$76,010	\$37,780	\$61,100	\$45,000	-26.35%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Hybrid Disability Salaries & W	\$0	\$0	\$0	\$0	
FICA Benefits	\$41,150	\$36,473	\$41,436	\$38,797	-6.37%
VRS	\$56,510	\$47,460	\$58,826	\$64,458	9.57%
Hybrid VRS	\$0	\$6,356	\$7,316	\$0	-100.00%
Medical Insurance	\$132,000	\$60,692	\$126,700	\$111,000	-12.39%
Retiree Medical Insurance	\$7,500	\$17,194	\$20,000	\$20,000	0.00%
Dental Insurance	\$3,000	\$1,908	\$3,000	\$2,040	-32.00%
Retiree Dental Insurance	\$300	\$148	\$300	\$275	-8.33%
Retiree Drug Plan	\$4,400	\$4,910	\$5,000	\$5,000	0.00%
Health Savings Employer	\$0	\$2,600	\$0	\$0	
Group Life Insurance	\$5,980	\$5,699	\$6,230	\$6,487	4.13%
Long Term Disability	\$0	\$1,357	\$1,493	\$1,387	-7.10%
Unemployment Clerk Court	\$0	\$0	\$0	\$0	
Workers Compensation	\$500	\$386	\$500	\$400	-20.00%
Cell Phone Allowance	\$0	\$0	\$0	\$0	
Legal Services	\$750	\$0	\$750	\$250	-66.67%
Other Professional Services	\$15,000	\$15,374	\$20,000	\$15,500	-22.50%
Repairs & Maintenance	\$250	\$221	\$250	\$250	0.00%
Maintenance Service Contracts	\$12,978	\$4,498	\$22,000	\$20,000	-9.09%
Printing & Binding	\$4,500	\$4,451	\$500	\$3,500	600.00%
Postal Service	\$6,600	\$5,625	\$6,600	\$8,215	24.47%
Telecommunication	\$3,200	\$6,153	\$3,200	\$3,200	0.00%
Equipment Lease/Rental	\$10,000	\$9,874	\$10,000	\$10,000	0.00%
Mileage	\$665	\$170	\$665	\$0	-100.00%
Subsistence & Lodging	\$500	\$526	\$500	\$0	-100.00%
Convention & Education	\$500	\$0	\$500	\$0	-100.00%
Dues & Association Memberships	\$595	\$0	\$595	\$395	-33.61%
Office Supplies	\$12,000	\$5,278	\$8,005	\$7,055	-11.87%
Other Operating Supplies	\$2,500	\$443	\$2,500	\$2,500	0.00%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$995	\$0	-100.00%
EDP Equipment Add	\$0	\$7,022	\$0	\$0	
EDP Software Additions	\$7,022	\$0	\$0	\$0	
<b>Total - Clerk of Circuit Court</b>	<b>\$866,310</b>	<b>\$728,165</b>	<b>\$889,511</b>	<b>\$822,856</b>	<b>-7.49%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Sheriff</b>					
Reg Salaries & Wages Sheriff	\$1,180,100	\$1,178,450	\$1,244,483	\$1,269,575	2.02%
OT Salaries & Wages	\$27,500	\$20,313	\$27,500	\$27,500	0.00%
OT Special Salaries & Wages	\$17,000	\$21,575	\$17,000	\$17,000	0.00%
Part Time Salaries & Wages	\$258,992	\$268,236	\$257,275	\$260,000	1.06%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$113,494	\$109,151	\$118,309	\$120,417	1.78%
VRS	\$145,970	\$145,621	\$153,943	\$179,010	16.28%
Medical Insurance	\$313,600	\$311,766	\$301,410	\$255,300	-15.30%
Retiree Medical Insurance	\$28,000	\$27,326	\$22,000	\$22,000	0.00%
Dental Insurance	\$6,900	\$5,342	\$6,900	\$5,610	-18.70%
Retiree Dental Insurance	\$800	\$509	\$500	\$550	10.00%
Retiree Drug Plan	\$1,100	\$1,048	\$1,000	\$1,100	10.00%
Health Savings Employer	\$4,000	\$3,900	\$3,000	\$0	-100.00%
Group Life Insurance	\$15,440	\$15,422	\$15,905	\$17,463	9.80%
Workers Compensation	\$33,000	\$32,613	\$32,000	\$35,000	9.38%
Cell Phone Allowance	\$2,400	\$1,440	\$2,400	\$2,400	0.00%
Other Professional Services	\$1,500	\$1,080	\$1,800	\$1,800	0.00%
Repairs & Maintenance	\$0	\$0	\$0	\$0	
Maintenance Service Contracts	\$2,530	\$1,381	\$2,530	\$2,530	0.00%
Printing & Binding	\$2,125	\$2,027	\$2,300	\$2,500	8.70%
Advertising	\$315	\$0	\$315	\$315	0.00%
Services from Other Govts	\$4,500	\$2,750	\$4,500	\$4,500	0.00%
Postal Service	\$4,500	\$4,461	\$4,500	\$4,500	0.00%
Telecommunication	\$10,500	\$8,395	\$8,000	\$13,000	62.50%
Equipment Lease/Rental	\$3,310	\$2,439	\$3,310	\$3,310	0.00%
Mileage	\$200	\$0	\$200	\$200	0.00%
Subsistence & Lodging	\$600	\$1,085	\$600	\$600	0.00%
Convention & Education	\$1,500	\$695	\$2,500	\$3,000	20.00%
Other Youth Programs	\$1,800	\$635	\$1,800	\$1,800	0.00%
Dues & Association Memberships	\$1,300	\$1,300	\$1,500	\$1,500	0.00%
Office Supplies	\$3,000	\$2,096	\$3,000	\$3,000	0.00%
Motor Fuels	\$29,500	\$28,874	\$33,000	\$33,000	0.00%
Vehicle & Power Equip Supplies	\$13,000	\$11,814	\$12,954	\$15,000	15.79%
Police Supplies	\$11,000	\$27,810	\$14,500	\$9,500	-34.48%
Uniforms & Wearing Apparel	\$13,000	\$11,668	\$17,500	\$12,500	-28.57%
Books & Subscriptions	\$1,500	\$1,409	\$1,800	\$2,000	11.11%
Other Operating Supplies	\$1,100	\$374	\$1,100	\$1,100	0.00%
Regional Justice Academy	\$13,000	\$12,714	\$14,000	\$14,500	3.57%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Replace	\$65,000	\$64,838	\$62,996	\$80,000	26.99%
EDP Equipment Replace	\$175	\$88	\$0	\$0	
<b>Total - Sheriff</b>	<b>\$2,333,251</b>	<b>\$2,330,646</b>	<b>\$2,398,330</b>	<b>\$2,423,080</b>	<b>1.03%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>J&amp;DR Court Services Unit</b>					
Other Joint Payments	\$116,478	\$108,340	\$118,274	\$118,274	0.00%
<b>Total - J&amp;DR CSU</b>	<b>\$116,478</b>	<b>\$116,478</b>	<b>\$118,274</b>	<b>\$118,274</b>	<b>0.00%</b>
<b>Juries</b>					
Other Professional Services	\$5,000	\$0	\$3,000	\$3,000	0.00%
Jury Comp - State	\$25,000	\$28,530	\$25,000	\$25,000	0.00%
Subsistence & Lodging	\$1,500	\$1,276	\$1,500	\$1,500	0.00%
Subsistence & Lodging CA	\$500	\$31	\$500	\$500	0.00%
<b>Total - Juries</b>	<b>\$32,000</b>	<b>\$29,836</b>	<b>\$30,000</b>	<b>\$30,000</b>	<b>0.00%</b>
<b>Court Appointed Atty</b>					
Legal Services	\$12,000	\$960	\$10,000	\$10,000	0.00%
<b>Total - Court Appointed Atty</b>	<b>\$12,000</b>	<b>\$960</b>	<b>\$10,000</b>	<b>\$10,000</b>	<b>0.00%</b>
<b>Drug Court - City Expenses</b>					
Land Lease / Rental	\$0	\$0	\$7,500	\$30,000	300.00%
<b>Total - Drug Court - City Exp</b>	<b>\$0</b>	<b>\$0</b>	<b>\$7,500</b>	<b>\$30,000</b>	<b>300.00%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Commonwealth's Attorney</b>					
Reg Salaries & Wages ComAttny	\$957,100	\$940,825	\$1,056,490	\$1,045,929	-1.00%
Part Time Salaries & Wages	\$26,208	\$22,612	\$26,208	\$26,000	-0.79%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$75,223	\$71,921	\$76,539	\$82,003	7.14%
VRS	\$118,393	\$108,754	\$130,686	\$147,476	12.85%
Hybrid VRS	\$0	\$6,145	\$0	\$0	
Medical Insurance	\$129,104	\$112,227	\$174,531	\$155,400	-10.96%
Retiree Medical Insurance	\$1,800	\$2,292	\$2,200	\$2,200	0.00%
Dental Insurance	\$3,900	\$3,127	\$4,200	\$3,570	-15.00%
Retiree Dental Insurance	\$300	\$0	\$300	\$275	-8.33%
Retiree Drug Plan	\$850	\$1,513	\$950	\$2,200	131.58%
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$12,530	\$12,243	\$13,840	\$14,387	3.95%
Long Term Disability	\$700	\$1,531	\$1,552	\$2,146	38.27%
Workers Compensation	\$1,000	\$863	\$1,000	\$1,000	0.00%
Other Professional Services	\$450	\$1,031	\$450	\$450	0.00%
Temporary Help Service Fees	\$0	\$0	\$0	\$0	
Maintenance Service Contracts	\$900	\$1,238	\$900	\$900	0.00%
Electrical Service	\$0	\$0	\$0	\$0	
Postal Service	\$1,140	\$1,129	\$1,600	\$1,600	0.00%
Telecommunication	\$3,300	\$3,765	\$5,500	\$5,500	0.00%
Equipment Lease/Rental	\$6,260	\$6,776	\$6,100	\$7,100	16.39%
Mileage	\$1,700	\$1,291	\$1,700	\$1,700	0.00%
Parking Passes	\$3,191	\$3,191	\$3,191	\$0	-100.00%
Subsistence & Lodging	\$6,000	\$10,298	\$8,500	\$11,000	29.41%
Convention & Education	\$5,500	\$1,534	\$3,350	\$2,500	-25.37%
Witness Expenses	\$4,485	\$4,484	\$1,500	\$2,000	33.33%
Dues & Association Memberships	\$6,465	\$6,215	\$6,700	\$6,700	0.00%
Office Supplies	\$13,300	\$13,156	\$10,500	\$9,000	-14.29%
Books & Subscriptions	\$7,200	\$7,286	\$7,000	\$7,000	0.00%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$175	\$0	\$0	
EDP Software Add	\$60,696	\$28,882	\$30,963	\$0	-100.00%
<b>Total - Commonwealth's Atty</b>	<b>\$1,447,695</b>	<b>\$1,374,503</b>	<b>\$1,576,450</b>	<b>\$1,538,036</b>	<b>-2.44%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Police Department</b>					
Reg Salaries & Wages Police	\$4,259,600	\$4,236,567	\$4,504,489	\$4,514,590	0.22%
OT Salaries & Wages	\$210,000	\$281,399	\$210,000	\$230,000	9.52%
OT Special Salaries & Wages	\$60,000	\$27,925	\$60,000	\$30,000	-50.00%
Part Time Salaries & Wages	\$142,000	\$148,572	\$146,000	\$107,985	-26.04%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Compensatory Salaries & Wages	\$10,686	\$7,577	\$10,000	\$10,000	0.00%
OT Regular Salaries & Wages	\$125,000	\$153,722	\$125,000	\$125,000	0.00%
Holiday Salaries & Wages	\$50,000	\$42,584	\$50,000	\$50,000	0.00%
FICA Benefits	\$372,090	\$368,278	\$390,570	\$387,669	-0.74%
VRS	\$526,920	\$515,373	\$557,206	\$636,557	14.24%
Hybrid VRS	\$0	\$361	\$0	\$0	
Medical Insurance	\$1,021,400	\$922,889	\$926,270	\$932,400	0.66%
Retiree Medical Insurance	\$225,000	\$207,998	\$225,000	\$225,000	0.00%
Dental Insurance	\$24,150	\$18,103	\$24,300	\$20,910	-13.95%
Retiree Dental Insurance	\$4,600	\$4,202	\$4,600	\$4,600	0.00%
Retiree Drug Plan	\$15,500	\$17,874	\$15,500	\$19,000	22.58%
Health Savings Employer	\$7,000	\$0	\$7,000	\$0	-100.00%
Group Life Insurance	\$55,820	\$54,616	\$57,520	\$64,996	13.00%
Long Term Disability	\$250	\$213	\$212	\$416	96.23%
Line of Duty	\$69,200	\$60,550	\$80,000	\$50,000	-37.50%
Unemployment PD	\$0	\$0	\$0	\$0	
Workers Compensation	\$110,000	\$104,021	\$110,000	\$110,000	0.00%
Clothing Allowance	\$18,000	\$11,600	\$18,000	\$18,000	0.00%
Cell Phone Allowance	\$7,800	\$6,840	\$7,800	\$7,800	0.00%
Health Services	\$21,324	\$17,501	\$20,900	\$20,900	0.00%
Other Professional Services	\$61,820	\$61,757	\$86,608	\$81,400	-6.01%
Repairs & Maintenance	\$65,000	\$64,948	\$71,000	\$65,000	-8.45%
Maintenance Service Contracts	\$31,820	\$31,805	\$34,340	\$32,912	-4.16%
Printing & Binding	\$13,660	\$13,520	\$10,000	\$10,000	0.00%
Advertising	\$1,632	\$1,632	\$1,250	\$3,350	168.00%
Services from Other Govts	\$10,000	\$9,712	\$12,000	\$12,000	0.00%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
Informant Payments	\$4,667	\$4,666	\$8,000	\$8,000	0.00%
Postal Service	\$7,500	\$6,918	\$6,500	\$7,000	7.69%
Telecommunication	\$131,616	\$142,991	\$135,000	\$145,000	7.41%
Equipment Lease/Rental	\$29,705	\$29,694	\$24,000	\$30,000	25.00%
Mileage	\$0	\$0	\$0	\$0	
Fares	\$710	\$707	\$1,800	\$1,800	0.00%
Parking Passes	\$15,955	\$15,955	\$15,955	\$0	-100.00%
Subsistence & Lodging	\$12,622	\$12,571	\$11,000	\$18,500	68.18%
Convention & Education	\$26,415	\$25,906	\$27,052	\$31,315	15.76%
Visitor Accommodation	\$5,300	\$5,383	\$4,000	\$4,000	0.00%
Other Youth Programs	\$5,400	\$5,399	\$8,300	\$8,300	0.00%
Dues & Association Memberships	\$5,275	\$5,273	\$3,995	\$5,100	27.66%
Office Supplies	\$26,500	\$26,310	\$31,630	\$30,000	-5.15%
Motor Fuels	\$90,311	\$90,072	\$105,000	\$100,000	-4.76%
Vehicle & Power Equip Supplies	\$20,000	\$19,999	\$25,000	\$25,000	0.00%
Police Supplies	\$133,278	\$127,303	\$109,300	\$135,000	23.51%
Uniforms & Wearing Apparel	\$64,294	\$63,815	\$65,944	\$60,000	-9.01%
Books & Subscriptions	\$1,000	\$940	\$1,000	\$1,000	0.00%
Other Operating Supplies	\$21,243	\$21,054	\$15,300	\$25,000	63.40%
Regional Justice Academy	\$37,000	\$36,999	\$35,799	\$37,000	3.35%
Furniture & Fixture Replace	\$600	\$593	\$14,944	\$10,000	-33.08%
Motor Vehicle & Equip Replace	\$166,090	\$165,792	\$249,400	\$182,186	-26.95%
EDP Equipment Replace	\$5,100	\$4,800	\$0	\$0	
EDP Software Replace	\$4,850	\$4,400	\$6,337	\$5,440	-14.15%
EDP Equipment Add	\$400	\$400	\$9,413	\$0	-100.00%
EDP Software Add	\$0	\$0	\$0	\$0	
Improvements Add	\$0	\$0	\$0	\$12,920	
<b>Total - Police</b>	<b>\$8,336,103</b>	<b>\$8,210,078</b>	<b>\$8,680,234</b>	<b>\$8,653,046</b>	<b>-0.31%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Fire Department</b>					
Reg Salaries & Wages Fire	\$2,521,800	\$2,522,845	\$2,678,993	\$2,780,805	3.80%
OT Salaries & Wages	\$270,000	\$271,121	\$231,000	\$235,000	1.73%
Part Time Salaries & Wages	\$50,600	\$93,369	\$52,000	\$53,560	3.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Compensatory Salaries & Wages	\$100,000	\$111,425	\$100,000	\$110,000	10.00%
OT Regular Salaries & Wages	\$0	\$8,769	\$1,000	\$9,000	800.00%
Holiday Salaries & Wages	\$76,380	\$105,344	\$100,000	\$85,000	-15.00%
FICA Benefits	\$223,243	\$232,400	\$238,910	\$250,412	4.81%
VRS	\$307,630	\$308,735	\$331,391	\$392,094	18.32%
Medical Insurance	\$594,000	\$495,496	\$502,820	\$532,800	5.96%
Retiree Medical Insurance	\$200,000	\$190,244	\$200,000	\$200,000	0.00%
Dental Insurance	\$13,500	\$9,423	\$13,800	\$12,240	-11.30%
Retiree Dental Insurance	\$5,000	\$4,410	\$5,000	\$5,000	0.00%
Retiree Drug Plan	\$9,000	\$10,477	\$9,500	\$11,000	15.79%
Health Savings Employer	\$2,000	\$13,000	\$2,000	\$0	-100.00%
Group Life Insurance	\$32,580	\$32,695	\$34,205	\$39,000	14.02%
Workers Compensation	\$132,000	\$122,009	\$125,000	\$125,000	0.00%
Cell Phone Allowance	\$0	\$4,200	\$0	\$4,200	
Health Services	\$15,200	\$15,195	\$17,630	\$15,200	-13.78%
Other Professional Services	\$13,197	\$12,948	\$10,500	\$21,000	100.00%
Repairs & Maintenance	\$195,800	\$194,188	\$223,750	\$195,000	-12.85%
Maintenance Service Contracts	\$17,200	\$17,134	\$23,350	\$25,000	7.07%
Printing & Binding	\$3,160	\$3,301	\$3,500	\$2,000	-42.86%
Advertising	\$0	\$0	\$0	\$500	
Electrical Service	\$450	\$164	\$450	\$165	-63.33%
Postal Service	\$1,400	\$1,328	\$1,000	\$500	-50.00%
Telecommunication	\$50,840	\$57,805	\$60,500	\$56,300	-6.94%
Equipment Lease/Rental	\$0	\$0	\$0	\$0	
Mileage	\$0	\$0	\$500	\$500	0.00%
Parking Passes	\$8,967	\$8,967	\$8,967	\$0	-100.00%
Subsistence & Lodging	\$3,436	\$3,453	\$3,000	\$3,000	0.00%
Convention & Education	\$0	\$350	\$2,700	\$2,700	0.00%
Dues & Association Memberships	\$1,400	\$1,303	\$2,850	\$2,200	-22.81%
Office Supplies	\$13,300	\$13,157	\$11,500	\$11,500	0.00%
Linen Supplies	\$7,800	\$7,563	\$9,300	\$7,500	-19.35%
Motor Fuels	\$27,500	\$27,391	\$26,000	\$28,000	7.69%
Vehicle & Power Equip Supplies	\$19,264	\$18,597	\$23,257	\$25,000	7.49%
Uniforms & Wearing Apparel	\$40,300	\$38,749	\$49,000	\$48,000	-2.04%
Books & Subscriptions	\$4,500	\$4,396	\$4,500	\$4,500	0.00%
Other Operating Supplies	\$31,500	\$31,752	\$25,000	\$28,000	12.00%
Promotional Materials	\$4,500	\$4,455	\$4,500	\$4,000	-11.11%
Machinery & Equipment Replace	\$45,488	\$30,727	\$81,852	\$64,249	-21.51%
Furniture & Fixture Replace	\$0	\$0	\$0	\$15,000	
Communications Equip Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Replace	\$29,717	\$29,717	\$37,743	\$0	-100.00%
EDP Equipment Replace	\$681	\$366	\$1,100	\$0	-100.00%
Machinery & Equipment Add	\$0	\$0	\$0	\$26,690	
Furniture & Fixture Add	\$0	\$0	\$28,800	\$0	-100.00%
<b>Total - Fire</b>	<b>\$5,073,333</b>	<b>\$5,058,966</b>	<b>\$5,286,868</b>	<b>\$5,431,615</b>	<b>2.74%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Fire - Rescue</b>					
EMS Council	\$7,500	\$7,500	\$8,416	\$8,416	0.00%
City Contribution	\$200,000	\$200,000	\$200,000	\$100,000	-50.00%
<b>Fire - EMS</b>					
Reg Salaries & Wages EMS	\$718,500	\$640,694	\$896,500	\$928,067	3.52%
OT Salaries & Wages	\$45,000	\$128,537	\$60,000	\$70,000	16.67%
Part Time Salaries & Wages	\$42,900	\$23,881	\$45,000	\$40,000	-11.11%
Bonus Salaries & Wages	\$0	\$0	\$62,500	\$0	-100.00%
Compensatory Salaries & Wages	\$25,000	\$8,281	\$25,000	\$25,000	0.00%
OT Regular Salaries & Wages	\$0	\$293	\$0	\$0	
Holiday Salaries & Wages	\$18,000	\$14,816	\$18,000	\$18,000	0.00%
FICA Benefits	\$72,675	\$59,598	\$84,686	\$82,702	-2.34%
VRS	\$101,240	\$77,645	\$110,897	\$130,857	18.00%
Hybrid VRS	\$0	\$288	\$0	\$0	
Medical Insurance	\$204,600	\$114,742	\$196,385	\$188,700	-3.91%
Retiree Medical Insurance	\$9,000	\$8,242	\$9,000	\$9,000	0.00%
Dental Insurance	\$4,650	\$1,929	\$4,650	\$4,590	-1.29%
Retiree Dental Insurance	\$300	\$254	\$300	\$275	-8.33%
Health Savings Employer	\$1,000	\$0	\$1,000	\$0	-100.00%
Group Life Insurance	\$10,740	\$8,253	\$11,480	\$12,766	11.20%
Long Term Disability	\$150	\$170	\$0	\$513	
Workers Compensation	\$38,000	\$32,442	\$38,000	\$38,000	0.00%
Cell Phone Allowance	\$0	\$0	\$0	\$0	
Health Services	\$11,100	\$10,426	\$9,200	\$10,000	8.70%
Other Professional Services	\$26,895	\$25,701	\$10,900	\$20,000	83.49%
FRS Volunteer Coordinator	\$0	\$0	\$20,000	\$20,000	0.00%
Temporary Help Service Fees	\$11,300	\$10,653	\$6,400	\$0	-100.00%
Repairs & Maintenance	\$35,900	\$34,899	\$30,000	\$30,000	0.00%
Maintenance Service Contracts	\$24,600	\$20,875	\$27,306	\$32,000	17.19%
Parking Passes	\$1,824	\$1,824	\$1,824	\$0	-100.00%
Convention & Education	\$0	\$0	\$7,703	\$500	-93.51%
EMS Service Collection Fees	\$44,400	\$44,387	\$52,000	\$54,000	3.85%
Medical & Laboratory Supplies	\$52,600	\$50,513	\$63,000	\$60,000	-4.76%
Motor Fuels	\$33,300	\$32,791	\$32,000	\$32,000	0.00%
Vehicle & Power Equip Supplies	\$3,000	\$2,561	\$4,700	\$2,600	-44.68%
Uniforms & Wearing Apparel	\$8,255	\$8,204	\$17,000	\$17,000	0.00%
Books & Subscriptions	\$200	\$186	\$1,500	\$1,500	0.00%
Other Operating Supplies	\$0	\$0	\$0	\$0	
Machinery & Equipment Replace	\$6,700	\$5,956	\$10,000	\$12,800	28.00%
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$0	
Machinery & Equipment Add	\$1,800	\$980	\$0	\$0	
<b>Total - Fire EMS</b>	<b>\$1,553,629</b>	<b>\$1,370,022</b>	<b>\$1,856,931</b>	<b>\$1,840,870</b>	<b>-0.86%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Safety Radios</b>					
Repairs & Maintenance	\$0	\$0	\$8,000	\$8,000	0.00%
Maintenance Service Contracts	\$129,307	\$129,307	\$135,773	\$137,668	1.40%
Services from Other Govts	\$314,213	\$314,213	\$329,924	\$346,421	5.00%
Equipment Lease/Rental	\$3,934	\$3,934	\$4,052	\$4,174	3.01%
Communications Equip Replace	\$5,000	\$4,944	\$5,680	\$12,000	111.27%
Communications Equipment Add	\$9,200	\$8,999	\$25,000	\$32,032	28.13%
EDP Software Additions	\$0	\$0	\$10,000	\$0	-100.00%
<b>Total - Public Safety Radios</b>	<b>\$461,654</b>	<b>\$461,397</b>	<b>\$518,429</b>	<b>\$540,295</b>	<b>4.22%</b>
<b>Fire - HazMat</b>					
OT Salaries & Wages	\$8,000	\$11,015	\$8,000	\$11,000	37.50%
OT Regular Salaries & Wages	\$5,000	\$0	\$5,000	\$12,500	150.00%
FICA Benefits	\$995	\$0	\$995	\$1,798	80.70%
Workers Compensation	\$500	\$502	\$500	\$500	0.00%
Health Services	\$8,000	\$6,530	\$8,500	\$9,000	5.88%
Repairs & Maintenance	\$2,026	\$722	\$5,550	\$7,300	31.53%
Medical & Laboratory Supplies	\$2,000	\$0	\$0	\$500	
Uniforms & Wearing Apparel	\$4,000	\$3,725	\$0	\$6,000	
Books & Subscriptions	\$1,200	\$495	\$950	\$1,700	78.95%
Other Operating Supplies	\$2,500	\$2,411	\$1,500	\$1,000	-33.33%
Machinery & Equipment Replace	\$2,774	\$2,470	\$0	\$11,250	
EDP Software Replace	\$0	\$0	\$0	\$0	
EDP Software Additions	\$0	\$0	\$0	\$0	
<b>Fire - HazMat</b>	<b>\$36,995</b>	<b>\$27,870</b>	<b>\$30,995</b>	<b>\$62,548</b>	<b>101.80%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Regional Corrections</b>					
Juvenile Detention Center	\$510,852	\$510,851	\$351,236	\$400,790	14.11%
Regional Jail	\$3,120,000	\$3,086,764	\$4,083,235	\$3,595,162	-11.95%
<b>Total - Regional Corrections</b>	<b>\$3,630,852</b>	<b>\$3,597,615</b>	<b>\$4,434,471</b>	<b>\$3,995,952</b>	<b>-9.89%</b>
<b>CP&amp;B - Building Services</b>					
Reg Salaries & Wages Building	\$516,600	\$527,155	\$532,070	\$449,900	-15.44%
OT Salaries & Wages	\$8,000	\$5,026	\$12,000	\$12,000	0.00%
Part Time Salaries & Wages	\$18,100	\$20,504	\$18,100	\$0	-100.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$41,517	\$40,276	\$43,006	\$35,335	-17.84%
VRS	\$63,910	\$63,278	\$66,328	\$63,436	-4.36%
Hybrid VRS	\$0	\$34	\$0	\$0	
Medical Insurance	\$105,600	\$97,784	\$101,360	\$99,000	-2.33%
Retiree Medical Insurance	\$9,800	\$9,544	\$8,400	\$8,400	0.00%
Dental Insurance	\$2,400	\$1,505	\$2,400	\$2,295	-4.38%
Retiree Dental Insurance	\$0	\$42	\$0	\$275	
Retiree Drug Plan	\$800	\$0	\$0	\$0	
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$6,760	\$6,705	\$6,970	\$7,269	4.29%
Long Term Disability	\$0	\$20	\$0	\$0	
Unemployment Building	\$0	\$0	\$0	\$0	
Workers Compensation	\$4,000	\$3,209	\$4,000	\$3,528	-11.80%
Engineering Services	\$344	\$0	\$381	\$750	96.85%
Repairs & Maintenance	\$612	\$0	\$1,252	\$0	-100.00%
Printing & Binding	\$2,800	\$1,567	\$1,241	\$2,500	101.45%
Postal Service	\$1,200	\$1,418	\$1,200	\$1,500	25.00%
Telecommunication	\$5,600	\$4,268	\$5,600	\$5,600	0.00%
Equipment Lease/Rental	\$2,200	\$1,878	\$2,000	\$2,000	0.00%
Parking Passes	\$1,216	\$1,216	\$1,216	\$0	-100.00%
Subsistence & Lodging	\$650	\$475	\$1,103	\$1,800	63.19%
Convention & Education	\$1,200	\$409	\$1,400	\$2,000	42.86%
Dues & Association Memberships	\$1,000	\$510	\$1,000	\$1,000	0.00%
Office Supplies	\$4,462	\$4,438	\$5,227	\$5,000	-4.34%
Motor Fuels	\$5,000	\$4,128	\$4,980	\$5,200	4.42%
Uniforms & Wearing Apparel	\$1,250	\$756	\$1,250	\$1,250	0.00%
Books & Subscriptions	\$3,246	\$2,327	\$559	\$1,000	78.89%
Motor Vehicle & Equip Replace	\$0	\$0	\$31,297	\$0	-100.00%
EDP Equipment Replace	\$982	\$981	\$369	\$800	116.80%
EDP Equipment Add	\$0	\$0	\$441	\$500	13.38%
<b>Total - CP&amp;B Building</b>	<b>\$809,249</b>	<b>\$799,454</b>	<b>\$855,150</b>	<b>\$712,338</b>	<b>-16.70%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Police - Animal Control</b>					
Services from Other Govts	\$124,103	\$124,103	\$127,826	\$130,327	1.96%
<b>Total - Police Animal Control</b>	<b>\$124,103</b>	<b>\$124,103</b>	<b>\$127,826</b>	<b>\$130,327</b>	<b>1.96%</b>
<b>Medical Examiner</b>					
Other Professional Services	\$1,000	\$440	\$1,000	\$1,000	0.00%
<b>Total Medical Examiner</b>	<b>\$1,000</b>	<b>\$440</b>	<b>\$1,000</b>	<b>\$1,000</b>	<b>0.00%</b>
<b>Police E911 Communications</b>					
Reg Salaries & Wages E911 Comm	\$775,900	\$754,321	\$801,586	\$819,257	2.20%
OT Salaries & Wages	\$85,000	\$162,821	\$85,000	\$85,000	0.00%
Part Time Salaries & Wages	\$24,330	\$10,062	\$25,809	\$20,000	-22.51%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Compensatory Salaries & Wages	\$5,150	\$2,056	\$5,150	\$5,150	0.00%
Holiday Salaries & Wages	\$12,240	\$13,550	\$12,240	\$12,240	0.00%
Hybrid Disability Salaries & W	\$0	\$1,318	\$0	\$0	
FICA Benefits	\$69,034	\$70,225	\$71,128	\$72,036	1.28%
VRS	\$95,970	\$88,559	\$99,157	\$115,515	16.50%
Hybrid VRS	\$0	\$2,098	\$1,000	\$0	-100.00%
Medical Insurance	\$224,400	\$146,579	\$215,390	\$188,700	-12.39%
Dental Insurance	\$5,100	\$3,924	\$5,100	\$4,335	-15.00%
Group Life Insurance	\$10,160	\$9,601	\$10,271	\$11,269	9.72%
Long Term Disability	\$150	\$1,097	\$1,158	\$1,402	21.07%
Unemployment E911	\$0	\$0	\$0	\$0	
Workers Compensation	\$1,000	\$2,930	\$1,500	\$3,720	148.00%
Health Services	\$1,400	\$1,400	\$1,400	\$1,400	0.00%
Other Professional Services	\$1,500	\$1,500	\$1,500	\$1,400	-6.67%
Repairs & Maintenance	\$29	\$29	\$1,345	\$1,945	44.61%
Maintenance Service Contracts	\$18,481	\$18,480	\$50,140	\$54,456	8.61%
Postal Service	\$0	\$0	\$0	\$0	
Telecommunication	\$39,785	\$35,828	\$40,000	\$55,000	37.50%
Parking Passes	\$1,520	\$1,520	\$1,520	\$0	-100.00%
Subsistence & Lodging	\$149	\$149	\$0	\$0	
Convention & Education	\$5,851	\$5,778	\$6,000	\$7,000	16.67%
Office Supplies	\$2,300	\$2,299	\$2,950	\$3,050	3.39%
Police Supplies	\$0	\$0	\$0	\$0	
Uniforms & Wearing Apparel	\$1,712	\$1,711	\$2,800	\$2,800	0.00%
Books & Subscriptions	\$1,020	\$961	\$1,600	\$0	-100.00%
Other Operating Supplies	\$1,170	\$1,226	\$1,000	\$1,000	0.00%
Communications Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$242	\$241	\$0	\$0	
Machinery & Equipment Add	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$0	\$0	
<b>Police - E911</b>	<b>\$1,383,593</b>	<b>\$1,340,263</b>	<b>\$1,444,744</b>	<b>\$1,466,675</b>	<b>1.52%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works Engineering &amp; Admin</b>					
Reg Salaries & Wages EngAdmin	\$527,400	\$525,186	\$594,800	\$599,409	0.77%
OT Salaries & Wages	\$15,000	\$17,579	\$15,000	\$15,000	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$41,498	\$40,422	\$46,649	\$47,002	0.76%
VRS	\$65,240	\$65,102	\$73,576	\$84,517	14.87%
Hybrid VRS	\$0	\$0	\$0	\$0	
Medical Insurance	\$92,400	\$86,785	\$97,137	\$77,700	-20.01%
Retiree Medical Insurance	\$5,200	\$7,950	\$9,000	\$9,000	0.00%
Dental Insurance	\$2,100	\$1,781	\$2,300	\$1,785	-22.39%
Retiree Drug Plan	\$800	\$2,095	\$2,000	\$2,200	10.00%
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$6,910	\$6,894	\$7,792	\$7,507	-3.66%
Long Term Disability	\$0	\$0	\$307	\$247	-19.54%
Workers Compensation	\$5,000	\$3,298	\$5,000	\$3,488	-30.24%
Cell Phone Allowance	\$960	\$1,920	\$1,600	\$2,500	56.25%
Engineering Services	\$43,450	\$27,312	\$87,505	\$75,000	-14.29%
Other Professional Services	\$28,550	\$28,550	\$0	\$0	
Repairs & Maintenance	\$250	\$0	\$1,250	\$1,250	0.00%
Maintenance Service Contracts	\$1,416	\$693	\$2,000	\$2,000	0.00%
Printing & Binding	\$921	\$421	(\$200)	\$800	-500.00%
Advertising	\$679	\$0	\$800	\$800	0.00%
Postal Service	\$1,000	\$146	\$1,000	\$1,000	0.00%
Telecommunication	\$8,000	\$7,149	\$7,500	\$7,500	0.00%
Mileage	\$500	\$400	\$100	\$100	0.00%
Parking Passes	\$1,368	\$1,368	\$1,368	\$0	-100.00%
Subsistence & Lodging	\$1,000	\$677	\$1,800	\$1,800	0.00%
Convention & Education	\$2,500	\$2,728	\$2,500	\$2,500	0.00%
Dues & Association Memberships	\$1,350	\$1,145	\$1,350	\$1,800	33.33%
Office Supplies	\$4,000	\$3,745	\$7,284	\$2,284	-68.64%
Uniforms & Wearing Apparel	\$1,750	\$1,039	\$750	\$750	0.00%
Books & Subscriptions	\$748	\$731	\$300	\$300	0.00%
Other Operating Supplies	\$358	\$234	\$454	\$1,000	120.26%
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$378	\$376	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$4,716	\$0	-100.00%
EDP Software Additions	\$0	\$0	\$546	\$0	-100.00%
Improvements Add	\$0	\$0	\$0	\$0	
<b>Total - PW Eng &amp; Admin</b>	<b>\$860,726</b>	<b>\$835,727</b>	<b>\$976,184</b>	<b>\$949,239</b>	<b>-2.76%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works Street Maint</b>					
Reg Salaries & Wages StreetMai	\$521,600	\$520,950	\$557,800	\$536,401	-3.84%
OT Salaries & Wages	\$60,000	\$88,927	\$60,000	\$60,000	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$47,570	\$44,695	\$47,262	\$45,625	-3.46%
VRS	\$69,480	\$59,903	\$69,005	\$75,633	9.61%
Hybrid VRS	\$0	\$4,690	\$0	\$0	
Medical Insurance	\$171,600	\$125,148	\$164,710	\$144,300	-12.39%
Retiree Medical Insurance	\$5,400	\$13,689	\$10,000	\$10,000	0.00%
Dental Insurance	\$3,900	\$2,609	\$3,900	\$3,315	-15.00%
Retiree Dental Insurance	\$0	\$254	\$260	\$275	5.77%
Retiree Drug Plan	\$1,000	\$2,095	\$2,000	\$2,200	10.00%
Group Life Insurance	\$7,360	\$6,840	\$7,295	\$7,451	2.14%
Long Term Disability	\$500	\$1,368	\$1,465	\$1,150	-21.50%
Workers Compensation	\$33,500	\$26,019	\$32,000	\$29,000	-9.38%
Repairs & Maintenance	\$20,000	\$18,531	\$25,000	\$30,000	20.00%
Maintenance Service Contracts	\$10,000	\$18,954	\$10,000	\$30,000	200.00%
Printing & Binding	\$0	\$0	\$0	\$0	
Telecommunication	\$2,400	\$2,658	\$2,400	\$2,400	0.00%
Equipment Lease/Rental	\$0	\$0	\$6,000	\$6,000	0.00%
Mileage	\$1,000	\$1,088	\$600	\$600	0.00%
Convention & Education	\$3,600	\$3,087	\$3,000	\$6,000	100.00%
Office Supplies	\$0	\$0	\$0	\$0	
Repair & Maintenance Supplies	\$0	\$0	\$0	\$0	
Vehicle & Power Equip Supplies	\$38,000	\$36,514	\$43,000	\$43,000	0.00%
Uniforms & Wearing Apparel	\$4,700	\$4,700	\$4,700	\$5,455	16.06%
Other Operating Supplies	\$132,350	\$116,658	\$112,000	\$140,000	25.00%
Machinery & Equipment Replace	\$4,500	\$4,630	\$54,500	\$0	-100.00%
Motor Vehicle & Equip Replace	\$0	\$0	\$55,000	\$60,000	9.09%
Machinery & Equipment Add	\$0	\$0	\$0	\$0	
<b>Total - PW Street Maintenance</b>	<b>\$1,138,460</b>	<b>\$1,104,007</b>	<b>\$1,271,897</b>	<b>\$1,238,805</b>	<b>-2.60%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works - Streetlights</b>					
FICA Benefits	\$0	\$0	\$0	\$0	
Engineering Services	\$1,182	\$0	\$5,000	\$0	-100.00%
Repairs & Maintenance	\$17,500	\$8,712	\$10,500	\$7,500	-28.57%
Electrical Service	\$395,000	\$374,951	\$385,000	\$385,000	0.00%
Street Light Installation	\$5,000	\$173	\$5,000	\$5,000	0.00%
Repair & Maintenance Supplies	\$20,000	\$7,485	\$38,648	\$20,000	-48.25%
<b>Total PW - Streetlights</b>	<b>\$438,682</b>	<b>\$391,321</b>	<b>\$444,148</b>	<b>\$417,500</b>	<b>-6.00%</b>
<b>Public Works Snow Removal</b>					
OT Salaries & Wages	\$25,000	\$39,702	\$20,000	\$20,000	0.00%
FICA Benefits	\$1,530	\$2,915	\$1,350	\$1,530	13.33%
Workers Compensation	\$1,000	\$1,116	\$1,000	\$1,000	0.00%
Contractual Services	\$12,385	\$0	\$45,000	\$50,000	11.11%
Subsistence & Lodging	\$5,000	\$0	\$5,000	\$4,000	-20.00%
Chemicals	\$67,733	\$62,264	\$46,000	\$46,000	0.00%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Machinery & Equipment Add	\$0	\$0	\$15,000	\$0	-100.00%
<b>Total - PW Snow Removal</b>	<b>\$112,648</b>	<b>\$105,997</b>	<b>\$133,350</b>	<b>\$122,530</b>	<b>-8.11%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works - Ind Park Rail</b>					
Construction Contracts	\$23,850	\$19,786	\$15,500	\$15,500	0.00%
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
<b>Total PW - Ind Park Rail</b>	\$23,850	\$19,786	\$15,500	\$15,500	0.00%
<b>Public Works Traffic Maint</b>					
Reg Salaries & Wages Traffic	\$283,800	\$283,250	\$321,430	\$274,235	-14.68%
OT Salaries & Wages	\$18,000	\$19,881	\$18,000	\$19,000	5.56%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$25,837	\$22,238	\$25,967	\$22,432	-13.61%
VRS	\$39,560	\$32,946	\$39,760	\$38,667	-2.75%
Hybrid VRS	\$0	\$579	\$0	\$0	
Medical Insurance	\$79,200	\$65,595	\$76,020	\$66,600	-12.39%
Retiree Medical Insurance	\$2,000	\$2,244	\$2,000	\$2,000	0.00%
Dental Insurance	\$1,800	\$1,250	\$1,800	\$1,530	-15.00%
Retiree Drug Plan	\$0	\$1,048	\$0	\$1,100	
Health Savings Employer	\$2,000	\$0	\$2,000	\$0	-100.00%
Group Life Insurance	\$4,190	\$3,550	\$4,205	\$4,656	10.73%
Long Term Disability	\$250	\$228	\$494	\$222	-55.06%
Unemployment Traffic Engineeri	\$0	\$0	\$0	\$0	
Workers Compensation	\$13,000	\$10,125	\$12,000	\$12,000	0.00%
Engineering Services	\$2,200	\$0	\$2,200	\$30,000	1263.64%
Construction Contracts	\$10,000	\$0	\$20,000	\$17,000	-15.00%
Repairs & Maintenance	\$58,940	\$57,796	\$65,000	\$80,200	23.38%
Maintenance Service Contracts	\$10,000	\$0	\$26,000	\$16,915	-34.94%
Postal Service	\$0	\$0	\$0	\$0	
Telecommunication	\$25,000	\$25,789	\$27,000	\$34,992	29.60%
Mileage	\$900	\$499	\$900	\$900	0.00%
Subsistence & Lodging	\$1,000	\$0	\$1,905	\$2,700	41.73%
Convention & Education	\$5,700	\$4,453	\$4,500	\$12,540	178.67%
Dues & Association Memberships	\$550	\$0	\$540	\$510	-5.56%
Office Supplies	\$0	\$0	\$0	\$0	
Repair & Maintenance Supplies	\$101,000	\$43,003	\$100,211	\$55,000	-45.12%
Vehicle & Power Equip Supplies	\$0	\$0	\$0	\$0	
Uniforms & Wearing Apparel	\$3,105	\$3,093	\$3,300	\$3,697	12.03%
Books & Subscriptions	\$0	\$0	\$0	\$0	
Other Operating Supplies	\$29,107	\$17,092	\$30,592	\$30,000	-1.94%
Machinery & Equipment Replace	\$94,515	\$89,302	\$60,000	\$120,765	101.28%
Communications Equip Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$10,000	
Machinery & Equipment Add	\$15,300	\$13,655	\$110,000	\$0	-100.00%
EDP Equipment Add	\$0	\$0	\$638	\$0	-100.00%
EDP Software Add	\$815	\$815	\$270	\$0	-100.00%
<b>Total - PW Traffic Maintenance</b>	\$827,769	\$698,429	\$956,732	\$857,661	-10.36%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works City Shop</b>					
Reg Salaries & Wages City Shop	\$589,800	\$587,362	\$614,270	\$564,899	-8.04%
OT Salaries & Wages	\$5,500	\$3,835	\$8,000	\$8,000	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$45,541	\$43,863	\$47,604	\$43,827	-7.93%
VRS	\$72,960	\$71,036	\$75,985	\$79,651	4.82%
Hybrid VRS	\$0	\$1,057	\$0	\$0	
Medical Insurance	\$158,400	\$106,310	\$152,040	\$133,200	-12.39%
Retiree Medical Insurance	\$21,000	\$19,137	\$21,000	\$21,000	0.00%
Dental Insurance	\$3,600	\$2,565	\$3,600	\$3,060	-15.00%
Retiree Dental Insurance	\$300	\$254	\$250	\$275	10.00%
Retiree Drug Plan	\$4,200	\$5,239	\$5,000	\$5,800	16.00%
Group Life Insurance	\$7,720	\$7,634	\$8,047	\$8,504	5.68%
Long Term Disability	\$200	\$476	\$491	\$463	-5.70%
Unemployment Shop & Garage	\$37	\$0	\$0	\$0	
Workers Compensation	\$11,500	\$12,357	\$11,500	\$11,500	0.00%
Health Services	\$0	\$0	\$0	\$0	
Repairs & Maintenance	\$4,500	\$6,345	\$5,000	\$5,000	0.00%
Maintenance Service Contracts	\$1,400	\$1,258	\$400	\$1,400	250.00%
Printing & Binding	\$1,549	\$1,549	\$1,000	\$1,000	0.00%
Advertising	\$500	\$50	\$500	\$500	0.00%
Electrical Service	\$21,000	\$17,633	\$20,000	\$20,000	0.00%
Heating Service	\$15,000	\$13,091	\$14,340	\$15,000	4.60%
Water & Sewer Service	\$2,500	\$2,362	\$3,160	\$2,500	-20.89%
Postal Service	\$300	\$20	\$300	\$300	0.00%
Telecommunication	\$5,000	\$4,509	\$5,500	\$5,500	0.00%
Equipment Lease/Rental	\$3,900	\$3,807	\$5,500	\$4,800	-12.73%
Mileage	\$100	\$179	\$400	\$400	0.00%
Subsistence & Lodging	\$500	\$222	\$500	\$500	0.00%
Convention & Education	\$2,200	\$2,178	\$2,200	\$2,200	0.00%
Dues & Association Memberships	\$0	\$110	\$450	\$0	-100.00%
Office Supplies	\$6,500	\$6,075	\$4,500	\$6,000	33.33%
Repair & Maintenance Supplies	\$2,229	\$2,225	\$5,750	\$6,000	4.35%
Motor Fuels	\$181,211	\$144,986	\$163,000	\$175,000	7.36%
Vehicle & Power Equip Supplies	\$88,600	\$85,603	\$101,000	\$75,000	-25.74%
Uniforms & Wearing Apparel	\$5,840	\$5,839	\$5,400	\$5,650	4.63%
Books & Subscriptions	\$1,500	\$1,500	\$500	\$1,800	260.00%
Other Operating Supplies	\$11,000	\$11,437	\$13,900	\$10,100	-27.34%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Replace	\$3,665	\$3,621	\$3,250	\$3,250	0.00%
Motor Vehicle & Equip Replace	\$0	\$0	\$26,000	\$3,312	-87.26%
Machinery & Equipment Add	\$4,800	\$4,724	\$2,200	\$24,000	990.91%
Communications Equipment Add	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$2,271	\$2,233	\$0	\$0	
<b>Total - PW City Shop</b>	<b>\$1,286,823</b>	<b>\$1,182,683</b>	<b>\$1,332,537</b>	<b>\$1,249,391</b>	<b>-6.24%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works Urban Forestry</b>					
Maintenance Service Contracts	\$45,000	\$47,111	\$45,000	\$55,000	22.22%
Water & Sewer Service	\$0	\$100	\$0	\$0	
Agricultural Supplies	\$40,000	\$35,289	\$40,000	\$50,000	25.00%
<b>Total - PW Urban Forestry</b>	<b>\$85,000</b>	<b>\$82,500</b>	<b>\$85,000</b>	<b>\$105,000</b>	<b>23.53%</b>
<b>Public Works Street Sanitation</b>					
Reg Salaries & Wages StreetSan	\$509,400	\$501,258	\$583,770	\$513,321	-12.07%
OT Salaries & Wages	\$15,000	\$11,792	\$15,000	\$20,000	33.33%
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$40,128	\$37,154	\$59,659	\$40,799	-31.61%
VRS	\$63,010	\$57,166	\$72,212	\$72,378	0.23%
Hybrid VRS	\$0	\$2,664	\$0	\$0	
Medical Insurance	\$184,800	\$159,945	\$190,050	\$166,500	-12.39%
Retiree Medical Insurance	\$8,100	\$2,970	\$9,000	\$9,000	0.00%
Dental Insurance	\$4,200	\$2,850	\$4,500	\$4,080	-9.33%
Retiree Dental Insurance	\$0	\$0	\$0	\$0	
Retiree Drug Plan	\$850	\$1,851	\$1,000	\$2,200	120.00%
Group Life Insurance	\$6,680	\$6,336	\$7,648	\$7,714	0.86%
Long Term Disability	\$500	\$1,109	\$1,393	\$1,388	-0.36%
Unemployment Street Sanitati	\$0	\$0	\$0	\$0	
Workers Compensation	\$27,500	\$22,693	\$27,500	\$23,000	-16.36%
Temporary Help Service Fees	\$6,459	\$6,459	\$7,500	\$20,000	166.67%
Maintenance Service Contracts	\$4,115	\$4,112	\$5,000	\$13,000	160.00%
Advertising	\$600	\$0	\$600	\$600	0.00%
Telecommunication	\$1,200	\$1,458	\$1,200	\$1,200	0.00%
Mileage	\$0	\$0	\$0	\$0	
Convention & Education	\$0	\$0	\$1,500	\$1,500	0.00%
Vehicle & Power Equip Supplies	\$0	\$0	\$0	\$0	
Uniforms & Wearing Apparel	\$4,620	\$4,862	\$6,215	\$5,800	-6.68%
Other Operating Supplies	\$29,926	\$29,480	\$28,500	\$30,000	5.26%
Machinery & Equipment Replace	\$32,200	\$1,922	\$8,650	\$2,944	-65.97%
Motor Vehicle & Equip Replace	\$0	\$0	\$35,000	\$90,000	157.14%
Motor Vehicle & Equip Add	\$0	\$0	\$29,500	\$5,500	-81.36%
<b>Public Works Street Sanitation</b>	<b>\$939,288</b>	<b>\$856,082</b>	<b>\$1,095,397</b>	<b>\$1,030,924</b>	<b>-5.89%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works - Refuse Collection</b>					
Reg Salaries & Wages Refuse	\$311,300	\$295,195	\$329,020	\$322,440	-2.00%
OT Salaries & Wages	\$15,000	\$7,634	\$15,000	\$12,000	-20.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$28,027	\$21,992	\$26,318	\$25,585	-2.79%
VRS	\$43,460	\$36,367	\$40,700	\$45,464	11.71%
Hybrid VRS	\$0	\$377	\$0	\$0	
Medical Insurance	\$118,800	\$90,267	\$114,030	\$99,900	-12.39%
Retiree Medical Insurance	\$12,600	\$20,038	\$9,000	\$9,000	0.00%
Dental Insurance	\$2,700	\$1,770	\$2,700	\$2,295	-15.00%
Retiree Dental Insurance	\$600	\$509	\$600	\$550	-8.33%
Retiree Drug Plan	\$800	\$2,095	\$2,000	\$3,300	65.00%
Group Life Insurance	\$4,600	\$3,891	\$345	\$4,405	1176.81%
Long Term Disability	\$0	\$222	\$535	\$481	-10.09%
Unemployment Refuse Collect	\$0	\$37	\$0	\$0	
Workers Compensation	\$21,000	\$15,379	\$21,000	\$18,000	-14.29%
Advertising	\$600	\$0	\$600	\$600	0.00%
Mileage	\$0	\$9	\$0	\$0	
Banking Service Fees	\$1,100	\$679	\$1,100	\$1,100	0.00%
Office Supplies	\$0	\$0	\$0	\$0	
Vehicle & Power Equip Supplies	\$17,500	\$14,126	\$27,500	\$25,000	-9.09%
Uniforms & Wearing Apparel	\$2,740	\$2,740	\$2,415	\$4,780	97.93%
Other Operating Supplies	\$3,750	\$1,766	\$750	\$1,000	33.33%
Machinery & Equipment Replace	\$0	\$0	\$45,000	\$80,000	77.78%
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Add	\$0	\$0	\$0	\$0	
<b>Total - PW Refuse Collection</b>	<b>\$584,577</b>	<b>\$515,093</b>	<b>\$638,613</b>	<b>\$655,900</b>	<b>2.71%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works - Refuse Disposal</b>					
Engineering Services	\$123,310	\$117,201	\$100,000	\$80,000	-20.00%
Other Professional Services	\$0	\$0	\$650	\$650	0.00%
Construction Contracts	\$0	\$0	\$10,000	\$10,000	0.00%
Repairs & Maintenance	\$22,340	\$22,340	\$3,000	\$3,000	0.00%
Maintenance Service Contracts	\$0	\$0	\$25,000	\$25,000	0.00%
Services from Other Govts	\$1,122	\$1,122	\$0	\$0	
Electrical Service	\$2,500	\$2,151	\$3,500	\$3,500	0.00%
Telecommunication	\$0	\$0	\$0	\$0	
Other Operating Supplies	\$878	\$554	\$2,000	\$2,000	0.00%
Fburg Stafford Landfill	\$252,000	\$229,475	\$286,000	\$240,000	-16.08%
Landfill Closure Costs	\$0	\$0	\$0	\$0	
Landfill Compactor Costs	\$0	\$0	\$0	\$0	
<b>Total - PW Refuse Disposal</b>	<b>\$402,150</b>	<b>\$372,842</b>	<b>\$430,150</b>	<b>\$364,150</b>	<b>-15.34%</b>
<b>Public Works - Recycling</b>					
Reg Salaries & Wages Recycle	\$76,100	\$75,912	\$78,210	\$76,646	-2.00%
OT Salaries & Wages	\$2,850	\$980	\$2,850	\$2,850	0.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$6,048	\$5,289	\$5,983	\$6,081	1.64%
VRS	\$9,420	\$9,380	\$9,675	\$10,807	11.70%
Medical Insurance	\$26,400	\$35,493	\$25,340	\$22,200	-12.39%
Dental Insurance	\$600	\$254	\$600	\$510	-15.00%
Group Life Insurance	\$1,000	\$993	\$1,024	\$1,076	5.08%
Workers Compensation	\$4,000	\$4,032	\$4,000	\$4,000	0.00%
Telecommunication	\$0	\$0	\$0	\$0	
Vehicle & Power Equip Supplies	\$2,300	\$1,056	\$2,300	\$2,300	0.00%
Uniforms & Wearing Apparel	\$770	\$781	\$800	\$930	16.25%
Other Operating Supplies	\$6,000	\$705	\$6,000	\$6,000	0.00%
Fburg Stafford Landfill Recyl	\$0	\$0	\$0	\$54,000	
<b>Total - PW Recycling</b>	<b>\$135,488</b>	<b>\$134,875</b>	<b>\$136,782</b>	<b>\$187,400</b>	<b>37.01%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Works - Public Facilities</b>					
Reg Salaries & Wages PF	\$547,900	\$547,345	\$561,760	\$482,903	-14.04%
OT Salaries & Wages	\$20,000	\$19,770	\$27,000	\$27,000	0.00%
Part Time Salaries & Wages	\$86,000	\$44,115	\$150,000	\$114,714	-23.52%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Hybrid Disability Salaries & W	\$0	\$2,267	\$0	\$0	
FICA Benefits	\$49,361	\$45,629	\$56,515	\$47,783	-15.45%
VRS	\$64,770	\$61,340	\$69,490	\$68,089	-2.02%
Hybrid VRS	\$0	\$6,300	\$0	\$0	
Medical Insurance	\$171,600	\$115,463	\$164,710	\$155,400	-5.65%
Retiree Medical Insurance	\$7,000	\$7,938	\$8,500	\$8,500	0.00%
Dental Insurance	\$3,900	\$3,201	\$3,900	\$3,315	-15.00%
Retiree Dental Insurance	\$300	\$0	\$0	\$0	
Retiree Drug Plan	\$3,500	\$4,191	\$4,000	\$4,500	12.50%
Health Savings Employer	\$0	\$3,900	\$0	\$0	
Group Life Insurance	\$6,870	\$7,163	\$7,359	\$7,743	5.22%
Long Term Disability	\$1,350	\$2,332	\$2,301	\$2,310	0.39%
Unemployment PF	\$0	\$0	\$0	\$0	
Workers Compensation	\$14,000	\$10,720	\$14,000	\$10,000	-28.57%
Clothing Allowance	\$3,800	\$3,450	\$3,800	\$3,800	0.00%
Cell Phone Allowance	\$0	\$0	\$0	\$0	
Engineering Services	\$0	\$0	\$0	\$0	
Other Professional Services	\$39,000	\$29,868	\$47,815	\$51,000	6.66%
Temporary Help Service Fees	\$0	\$0	\$4,725	\$13,000	175.13%
Repairs & Maintenance	\$61,659	\$59,950	\$43,745	\$40,000	-8.56%
Maintenance Service Contracts	\$315,000	\$309,482	\$326,400	\$245,000	-24.94%
Custodial Maintenance Contract	\$40,000	\$36,544	\$45,000	\$70,500	56.67%
Electrical Service	\$314,000	\$303,172	\$275,000	\$275,000	0.00%
Heating Service	\$52,400	\$41,768	\$51,000	\$51,000	0.00%
Water & Sewer Service	\$30,000	\$28,129	\$30,000	\$30,000	0.00%
Telecommunication	\$15,482	\$12,841	\$15,000	\$15,000	0.00%

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
Equipment Lease/Rental	\$0	\$0	\$0	\$1,500	
Buildings Lease/Rental	\$88,500	\$87,818	\$90,000	\$90,657	0.73%
Mileage	\$600	\$445	\$600	\$600	0.00%
Parking Passes	\$1,672	\$1,672	\$1,672	\$0	-100.00%
Convention & Education	\$0	\$0	\$3,675	\$4,500	22.45%
Dues & Association Memberships	\$0	\$0	\$500	\$500	0.00%
Real Estate Taxes	\$10,000	\$9,131	\$10,000	\$10,000	0.00%
Condo Association Fees	\$12,604	\$12,604	\$12,795	\$13,500	5.51%
Office Supplies	\$2,836	\$2,773	\$1,700	\$1,700	0.00%
Janitorial Supplies	\$49,967	\$49,580	\$51,500	\$51,500	0.00%
Repair & Maintenance Supplies	\$48,800	\$48,114	\$48,000	\$48,000	0.00%
Motor Fuels	\$1,000	\$181	\$1,000	\$1,000	0.00%
Vehicle & Power Equip Supplies	\$5,000	\$4,911	\$5,000	\$5,000	0.00%
Uniforms & Wearing Apparel	\$3,242	\$3,214	\$5,000	\$5,000	0.00%
Other Operating Supplies	\$17,018	\$16,962	\$12,235	\$15,000	22.60%
Merchandise for Resale	\$0	\$0	\$0	\$0	
Environmental Mgmt Supplies	\$748	\$747	\$3,000	\$1,500	-50.00%
Machinery & Equipment Replace	\$0	\$0	\$7,635	\$7,635	0.00%
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$0	
EDP Software Replace	\$0	\$0	\$0	\$45,000	
Improvements Replace	\$93,496	\$78,478	\$169,318	\$98,500	-41.83%
Machinery & Equipment Add	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Add	\$0	\$0	\$26,000	\$0	-100.00%
EDP Equipment Add	\$1,956	\$1,006	\$2,765	\$0	-100.00%
Improvements Add	\$78,000	\$72,921	\$3,485	\$0	-100.00%
<b>Total - Public Facilities</b>	<b>\$2,263,331</b>	<b>\$2,097,435</b>	<b>\$2,367,900</b>	<b>\$2,127,649</b>	<b>-10.15%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Public Facilities - Court Maint</b>					
Part Time Salaries & Wages	\$80,943	\$80,853	\$19,400	\$19,400	0.00%
FICA Benefits	\$6,186	\$6,185	\$1,484	\$1,484	0.00%
Other Professional Services	\$0	\$0	\$0	\$0	
Repairs & Maintenance	\$12,000	\$13,559	\$21,200	\$18,500	-12.74%
Maintenance Service Contracts	\$161,000	\$99,783	\$204,309	\$155,000	-24.13%
Custodial Maintenance Contract	\$0	\$0	\$0	\$10,100	
Electrical Service	\$96,000	\$93,314	\$90,000	\$95,000	5.56%
Heating Service	\$18,000	\$9,317	\$16,000	\$12,000	-25.00%
Water & Sewer Service	\$10,000	\$10,397	\$13,000	\$10,000	-23.08%
Telecommunication	\$0	\$0	\$0	\$0	
Janitorial Supplies	\$5,000	\$5,000	\$8,000	\$8,000	0.00%
Repair & Maintenance Supplies	\$6,000	\$5,979	\$7,500	\$7,500	0.00%
Uniforms & Wearing Apparel	\$550	\$550	\$750	\$750	0.00%
Improvements Replace	\$0	\$0	\$0	\$0	
<b>Total - PF Court Maint</b>	<b>\$395,679</b>	<b>\$324,937</b>	<b>\$381,643</b>	<b>\$337,734</b>	<b>-11.51%</b>
<b>PF - Train Station Maint</b>					
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$0	\$0	\$0	\$0	
Workers Compensation	\$0	\$0	\$0	\$0	
Temporary Help Service Fees	\$1,562	\$0	\$10,000	\$10,000	0.00%
Repairs & Maintenance	\$47,500	\$32,836	\$48,175	\$50,000	3.79%
Maintenance Service Contracts	\$14,000	\$5,699	\$19,700	\$14,000	-28.93%
Custodial Maintenance Contract	\$0	\$0	\$0	\$28,600	
Electrical Service	\$10,000	\$9,648	\$8,500	\$8,500	0.00%
Telecommunication	\$2,000	\$2,029	\$2,000	\$2,000	0.00%
Repair & Maintenance Supplies	\$5,000	\$4,918	\$2,000	\$2,000	0.00%
<b>Total PF - Train Station Maint</b>	<b>\$80,062</b>	<b>\$55,129</b>	<b>\$90,375</b>	<b>\$115,100</b>	<b>27.36%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Contributions - Various</b>					
Local Health Department	\$414,280	\$414,280	\$414,280	\$414,280	0.00%
RACSB	\$272,529	\$272,529	\$286,306	\$286,306	0.00%
Civic Organizations	\$20,000	\$20,000	\$22,000	\$22,000	0.00%
Rapp Area on Aging	\$7,880	\$7,880	\$7,880	\$7,880	0.00%
Rapp Coun Dom Violence	\$14,350	\$14,350	\$14,350	\$14,350	0.00%
Hope House	\$18,660	\$18,660	\$18,660	\$18,660	0.00%
Rappahannock Legal Services	\$29,380	\$29,380	\$29,380	\$29,380	0.00%
Big Brothers Big Sisters	\$10,000	\$10,000	\$10,000	\$10,000	0.00%
Thurman Brisben Shelter	\$80,000	\$80,000	\$80,000	\$80,000	0.00%
Rapp Coun Against Sex Assault	\$4,140	\$4,140	\$4,140	\$4,140	0.00%
Ct Appoint Special Advocate	\$8,000	\$8,000	\$8,000	\$8,000	0.00%
Chaplin Group Home	\$79,731	\$79,731	\$88,951	\$88,951	0.00%
United Way	\$3,000	\$3,000	\$3,000	\$0	-100.00%
Fburg Area Food Bank	\$5,000	\$5,000	\$5,000	\$5,000	0.00%
Master Gardeners	\$5,000	\$5,000	\$5,000	\$0	-100.00%
Moss Free Clinic	\$12,000	\$12,000	\$12,000	\$12,000	0.00%
Sister City Assocation	\$3,000	\$2,172	\$2,500	\$2,000	-20.00%
SPCA	\$10,000	\$10,000	\$10,000	\$0	-100.00%
Healthy Families	\$9,000	\$9,000	\$9,000	\$9,000	0.00%
Boys & Girls Club	\$24,230	\$24,230	\$24,230	\$24,230	0.00%
Senior Visitor's Program	\$12,215	\$12,215	\$12,215	\$12,215	0.00%
DisAbility Resource Center	\$21,025	\$21,025	\$21,025	\$21,025	0.00%
Safe Harbor Child Advocacy	\$5,000	\$5,000	\$5,000	\$5,000	0.00%
Germanna Comm College	\$69,291	\$69,291	\$34,291	\$34,291	0.00%
<b>Total - Contributions - Various</b>	<b>\$1,137,711</b>	<b>\$1,136,883</b>	<b>\$1,127,208</b>	<b>\$1,108,708</b>	<b>-1.64%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Parks Administration</b>					
Reg Salaries & Wages ParkAdmin	\$302,200	\$278,686	\$319,426	\$307,991	-3.58%
OT Salaries & Wages	\$200	\$304	\$200	\$300	50.00%
Part Time Salaries & Wages	\$87,000	\$74,711	\$87,000	\$85,260	-2.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$29,789	\$26,263	\$31,064	\$30,107	-3.08%
VRS	\$37,380	\$33,985	\$39,830	\$43,427	9.03%
Hybrid VRS	\$0	\$0	\$0	\$0	
Medical Insurance	\$52,800	\$45,398	\$55,788	\$44,400	-20.41%
Dental Insurance	\$1,200	\$869	\$1,306	\$1,020	-21.90%
Group Life Insurance	\$3,960	\$3,599	\$3,926	\$4,362	11.11%
Long Term Disability	\$0	\$0	\$211	\$213	0.95%
Workers Compensation	\$700	\$447	\$749	\$700	-6.54%
Other Professional Services	\$4,850	\$4,667	\$6,500	\$6,500	0.00%
Repairs & Maintenance	\$0	\$0	\$7,000	\$2,000	-71.43%
Maintenance Service Contracts	\$9,050	\$5,572	\$11,300	\$9,984	-11.65%
Printing & Binding	\$520	\$517	\$1,500	\$1,800	20.00%
Advertising	\$2,000	\$311	\$2,000	\$2,000	0.00%
Postal Service	\$6,500	\$5,984	\$4,500	\$6,000	33.33%
Telecommunication	\$30,000	\$33,034	\$28,000	\$30,000	7.14%
Equipment Lease/Rental	\$6,200	\$6,145	\$6,200	\$6,200	0.00%
Mileage	\$1,200	\$320	\$1,200	\$1,200	0.00%
Parking Passes	\$456	\$456	\$456	\$0	-100.00%
Convention & Education	\$6,000	\$5,771	\$8,500	\$6,000	-29.41%
Visitor Accommodation	\$0	\$0	\$100	\$0	-100.00%
Dues & Association Memberships	\$2,000	\$1,421	\$2,000	\$2,000	0.00%
Credit Card Fees	\$19,000	\$27,663	\$22,000	\$30,000	36.36%
Office Supplies	\$10,968	\$9,918	\$11,850	\$10,500	-11.39%
Food Supplies	\$0	\$0	\$0	\$0	
Uniforms & Wearing Apparel	\$0	\$0	\$0	\$0	
Books & Subscriptions	\$1,000	\$948	\$0	\$0	
Education & Rec Supplies	\$0	\$0	\$0	\$0	
Other Operating Supplies	\$532	\$1,457	\$0	\$0	
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$2,250	
EDP Software Replace	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$650	\$0	-100.00%
<b>Total - Parks Administration</b>	<b>\$615,505</b>	<b>\$568,447</b>	<b>\$653,256</b>	<b>\$634,214</b>	<b>-2.91%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Parks Supervision</b>					
Reg Salaries & Wages ParkSuper	\$257,080	\$274,573	\$267,140	\$169,391	-36.59%
OT Salaries & Wages	\$500	\$306	\$2,000	\$500	-75.00%
Part Time Salaries & Wages	\$164,670	\$148,111	\$143,162	\$116,945	-18.31%
FICA Benefits	\$30,390	\$32,617	\$31,427	\$21,943	-30.18%
VRS	\$31,810	\$31,454	\$33,045	\$23,884	-27.72%
Hybrid VRS	\$0	\$2,264	\$0	\$0	
Medical Insurance	\$66,000	\$28,316	\$63,350	\$55,500	-12.39%
Dental Insurance	\$1,500	\$1,187	\$1,500	\$1,530	2.00%
Group Life Insurance	\$3,370	\$3,571	\$3,500	\$4,315	23.29%
Long Term Disability	\$0	\$1,129	\$1,212	\$875	-27.81%
Unemployment Parks & Rec Sprvs	\$307	\$306	\$0	\$0	
Workers Compensation	\$9,000	\$8,619	\$9,000	\$9,000	0.00%
Other Professional Services	\$107,000	\$95,176	\$148,253	\$100,000	-32.55%
Printing & Binding	\$17,680	\$17,497	\$19,000	\$19,000	0.00%
Advertising	\$8,500	\$8,134	\$10,000	\$9,000	-10.00%
Equipment Lease/Rental	\$2,250	\$322	\$2,250	\$2,250	0.00%
Convention & Education	\$5,500	\$5,628	\$7,500	\$6,000	-20.00%
Dues & Association Memberships	\$2,400	\$2,391	\$2,400	\$2,400	0.00%
Office Supplies	\$0	\$0	\$0	\$0	
Food Supplies	\$400	\$391	\$500	\$500	0.00%
Education & Rec Supplies	\$68,375	\$58,414	\$88,000	\$60,000	-31.82%
Other Operating Supplies	\$6,800	\$7,169	\$6,800	\$6,800	0.00%
Machinery & Equipment Replace	\$0	\$0	\$3,000	\$6,840	128.00%
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Add	\$7,000	\$3,581	\$11,250	\$0	-100.00%
<b>Total - Parks Supervision</b>	<b>\$790,532</b>	<b>\$731,156</b>	<b>\$854,289</b>	<b>\$616,673</b>	<b>-27.81%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Parks Maintenance</b>					
Reg Salaries & Wages ParkMaint	\$365,900	\$385,783	\$407,960	\$401,679	-1.54%
OT Salaries & Wages	\$19,400	\$11,478	\$21,000	\$15,000	-28.57%
Part Time Salaries & Wages	\$183,158	\$157,699	\$187,000	\$150,000	-19.79%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$43,903	\$41,206	\$47,121	\$43,351	-8.00%
VRS	\$45,250	\$44,792	\$50,465	\$56,637	12.23%
Hybrid VRS	\$0	\$1,742	\$0	\$0	
Medical Insurance	\$118,800	\$104,351	\$126,700	\$122,100	-3.63%
Retiree Medical Insurance	\$2,000	\$2,292	\$2,000	\$2,000	0.00%
Dental Insurance	\$2,700	\$2,396	\$3,000	\$2,805	-6.50%
Retiree Drug Plan	\$850	\$1,048	\$850	\$1,100	29.41%
Health Savings Employer	\$1,000	\$0	\$1,000	\$0	-100.00%
Group Life Insurance	\$4,800	\$4,928	\$5,344	\$6,062	13.44%
Long Term Disability	\$250	\$458	\$614	\$590	-3.91%
Unemployment P&R Maintenance	\$210	\$210	\$0	\$0	
Workers Compensation	\$15,000	\$12,378	\$15,000	\$15,000	0.00%
Clothing Allowance	\$0	\$0	\$3,700	\$0	-100.00%
Other Professional Services	\$0	\$0	\$27,500	\$17,300	-37.09%
Construction Contracts	\$0	\$0	\$0	\$0	
Temporary Help Service Fees	\$30,000	\$27,464	\$35,000	\$40,000	14.29%
Repairs & Maintenance	\$92,088	\$76,329	\$31,990	\$39,600	23.79%
Repairs & Maint - Riverfront	\$0	\$0	\$0	\$10,000	
Maintenance Service Contracts	\$46,995	\$46,879	\$20,000	\$17,000	-15.00%
Electrical Service	\$18,500	\$18,045	\$29,100	\$18,500	-36.43%
Water & Sewer Service	\$35,000	\$31,595	\$44,000	\$35,000	-20.45%
Telecommunication	\$0	\$0	\$0	\$0	
Equipment Lease/Rental	\$37,178	\$35,832	\$42,250	\$41,000	-2.96%
Convention & Education	\$2,000	\$1,090	\$2,000	\$2,000	0.00%
Dues & Association Memberships	\$1,500	\$904	\$1,750	\$1,750	0.00%
Office Supplies	\$0	\$0	\$0	\$0	
Agricultural Supplies	\$48,800	\$44,505	\$41,943	\$50,000	19.21%
Repair & Maintenance Supplies	\$35,408	\$34,868	\$37,000	\$37,000	0.00%
Motor Fuels	\$35,000	\$31,285	\$35,000	\$35,000	0.00%
Vehicle & Power Equip Supplies	\$19,000	\$18,986	\$24,000	\$24,000	0.00%
Uniforms & Wearing Apparel	\$7,000	\$4,277	\$3,300	\$7,000	112.12%
Education & Rec Supplies	\$0	\$146	\$0	\$0	
Other Operating Supplies	\$3,500	\$2,367	\$3,500	\$3,000	-14.29%
Machinery & Equipment Replace	\$21,150	\$16,843	\$4,295	\$0	-100.00%
Furniture & Fixture Replace	\$20,600	\$10,644	\$6,121	\$0	-100.00%
Motor Vehicle & Equip Replace	\$0	\$0	\$63,000	\$40,000	-36.51%
EDP Equipment Replace	\$0	\$0	\$0	\$0	
Improvements Replace	\$0	\$0	\$65,176	\$0	-100.00%
Machinery & Equipment Add	\$2,000	\$1,929	\$27,000	\$19,000	-29.63%
Furniture & Fixture Add	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Add	\$0	\$0	\$0	\$45,500	
EDP Equipment Add	\$0	\$0	\$0	\$2,142	
EDP Software Additions	\$0	\$0	\$0	\$2,000	
Improvements Add	\$0	\$0	\$0	\$5,000	
<b>Total - Parks Maintenance</b>	<b>\$1,258,940</b>	<b>\$1,174,748</b>	<b>\$1,415,679</b>	<b>\$1,308,116</b>	<b>-7.60%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Parks - Aquatics</b>					
OT Salaries & Wages	\$500	\$3,148	\$500	\$500	0.00%
Part Time Salaries & Wages	\$69,000	\$70,571	\$48,198	\$40,000	-17.01%
FICA Benefits	\$6,311	\$5,640	\$3,725	\$3,098	-16.83%
Unemployment Dixon Pool	\$0	\$0	\$0	\$0	
Workers Compensation	\$1,800	\$1,451	\$1,800	\$1,800	0.00%
Other Professional Services	\$35,000	\$34,641	\$60,000	\$55,000	-8.33%
Repairs & Maintenance	\$0	\$0	\$500	\$500	0.00%
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
Electrical Service	\$15,000	\$12,828	\$10,200	\$15,000	47.06%
Heating Service	\$1,000	\$999	\$1,000	\$1,000	0.00%
Water & Sewer Service	\$4,500	\$1,821	\$2,000	\$4,000	100.00%
Convention & Education	\$1,000	\$450	\$1,000	\$1,500	50.00%
Dues & Association Memberships	\$0	\$0	\$100	\$100	0.00%
Food Supplies	\$5,300	\$4,116	\$300	\$3,500	1066.67%
Repair & Maintenance Supplies	\$4,000	\$1,160	\$8,256	\$6,000	-27.33%
Uniforms & Wearing Apparel	\$1,500	\$734	\$3,500	\$2,000	-42.86%
Education & Rec Supplies	\$2,500	\$2,211	\$5,000	\$5,000	0.00%
Other Operating Supplies	\$0	\$0	\$0	\$0	
Chemicals	\$12,000	\$10,587	\$13,413	\$12,000	-10.53%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Replace	\$12,000	\$6,458	\$10,000	\$5,000	-50.00%
Machinery & Equipment Add	\$0	\$0	\$6,000	\$0	-100.00%
Furniture & Fixture Add	\$6,000	\$4,407	\$0	\$0	
<b>Total - Parks Aquatics</b>	<b>\$177,411</b>	<b>\$161,221</b>	<b>\$175,492</b>	<b>\$155,998</b>	<b>-11.11%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Parks - Motts Run Marina</b>					
OT Salaries & Wages	\$1,600	\$1,552	\$1,600	\$1,500	-6.25%
Part Time Salaries & Wages	\$76,855	\$78,720	\$71,750	\$65,000	-9.41%
FICA Benefits	\$5,355	\$6,141	\$5,489	\$5,087	-7.32%
Workers Compensation	\$0	\$1,753	\$0	\$0	
Repairs & Maintenance	\$3,600	\$2,820	\$1,900	\$8,300	336.84%
Electrical Service	\$1,500	\$899	\$0	\$2,800	
Equipment Lease/Rental	\$0	\$0	\$150	\$150	0.00%
Convention & Education	\$100	\$0	\$500	\$500	0.00%
Food Supplies	\$0	\$0	\$0	\$5,000	
Repair & Maintenance Supplies	\$7,900	\$7,528	\$7,871	\$7,500	-4.71%
Vehicle & Power Equip Supplies	\$0	\$0	\$2,000	\$2,000	0.00%
Uniforms & Wearing Apparel	\$1,000	\$0	\$2,000	\$1,000	-50.00%
Education & Rec Supplies	\$1,000	\$952	\$1,800	\$2,200	22.22%
Machinery & Equipment Replace	\$6,800	\$1,120	\$11,453	\$1,000	-91.27%
Motor Vehicle & Equip Replace	\$13,000	\$0	\$13,000	\$0	-100.00%
Improvements Replace	\$5,000	\$1,388	\$5,000	\$1,500	-70.00%
<b>Total - Parks Motts</b>	<b>\$123,710</b>	<b>\$102,872</b>	<b>\$124,513</b>	<b>\$103,537</b>	<b>-16.85%</b>
<b>Museum &amp; Library</b>					
Other Professional Services	\$0	\$0	\$0	\$0	
Fburg Area Museum	\$95,975	\$95,975	\$95,975	\$85,000	-11.44%
Fburg National Park Service	\$0	\$0	\$0	\$0	
Other Professional Services	\$0	\$0	\$0	\$0	
Cent Rapp Regional Library	\$1,300,990	\$1,300,990	\$1,463,835	\$1,363,835	-6.83%
<b>Total Museum &amp; Library</b>	<b>\$1,396,965</b>	<b>\$1,396,965</b>	<b>\$1,559,810</b>	<b>\$1,448,835</b>	<b>-7.11%</b>
<b>Library Maintenance</b>					
Other Professional Services	\$10,378	\$2,509	\$20,065	\$10,000	-50.16%
Repairs & Maintenance	\$18,000	\$8,979	\$25,615	\$17,000	-33.63%
Maintenance Service Contracts	\$57,000	\$57,000	\$57,000	\$57,000	0.00%
Custodial Maintenance Contract	\$24,200	\$24,200	\$25,000	\$31,750	27.00%
Electrical Service	\$56,220	\$56,220	\$54,500	\$54,500	0.00%
Heating Service	\$4,800	\$3,098	\$4,800	\$4,800	0.00%
Water & Sewer Service	\$7,480	\$6,088	\$9,200	\$9,200	0.00%
Janitorial Supplies	\$4,000	\$4,000	\$6,000	\$6,000	0.00%
Repair & Maintenance Supplies	\$11,653	\$8,814	\$12,000	\$12,000	0.00%
Improvements Replace	\$11,500	\$9,799	\$0	\$30,000	
<b>Total - Library Maint</b>	<b>\$205,231</b>	<b>\$180,707</b>	<b>\$214,180</b>	<b>\$232,250</b>	<b>8.44%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>CP&amp;B - Planning Division</b>					
Reg Salaries & Wages Planning	\$461,873	\$452,329	\$452,540	\$441,376	-2.47%
Part Time Salaries & Wages	\$18,766	\$19,342	\$28,624	\$0	-100.00%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Hybrid Disability Salaries & W	\$0	\$3,675	\$0	\$0	
FICA Benefits	\$36,768	\$35,433	\$36,809	\$33,765	-8.27%
VRS	\$57,160	\$49,098	\$55,975	\$62,234	11.18%
Hybrid VRS	\$0	\$5,133	\$0	\$0	
Medical Insurance	\$82,893	\$73,772	\$76,020	\$77,700	2.21%
Retiree Medical Insurance	\$3,300	\$11,029	\$6,000	\$6,000	0.00%
Dental Insurance	\$1,884	\$1,526	\$1,800	\$1,275	-29.17%
Retiree Dental Insurance	\$0	\$233	\$0	\$275	
Retiree Drug Plan	\$900	\$1,048	\$950	\$1,100	15.79%
Health Savings Employer	\$2,000	\$0	\$2,000	\$0	-100.00%
Group Life Insurance	\$6,049	\$5,743	\$5,935	\$6,088	2.58%
Long Term Disability	\$800	\$1,180	\$1,247	\$811	-34.96%
Unemployment Planning	\$0	\$0	\$0	\$0	
Workers Compensation	\$2,000	\$1,780	\$1,500	\$1,500	0.00%
Other Professional Services	\$2,500	\$2,500	\$4,000	\$4,000	0.00%
Repairs & Maintenance	\$0	\$0	\$1,000	\$1,000	0.00%
Maintenance Service Contracts	\$0	\$0	\$2,349	\$2,467	5.02%
Printing & Binding	\$1,100	\$1,058	\$5,000	\$5,000	0.00%
Advertising	\$23,274	\$23,274	\$15,000	\$25,000	66.67%
Services from Other Govts	\$0	\$0	\$0	\$0	
Postal Service	\$1,000	\$1,580	\$2,000	\$2,000	0.00%
Telecommunication	\$600	\$729	\$600	\$600	0.00%
Mileage	\$1,400	\$654	\$1,500	\$1,500	0.00%
Fares	\$1,486	\$822	\$0	\$0	
Parking Passes	\$1,064	\$1,064	\$1,064	\$0	-100.00%
Subsistence & Lodging	\$8,000	\$9,213	\$3,500	\$3,500	0.00%
Convention & Education	\$4,400	\$4,035	\$3,500	\$3,500	0.00%
Dues & Association Memberships	\$2,300	\$2,056	\$2,500	\$2,500	0.00%
Office Supplies	\$4,634	\$5,634	\$4,000	\$4,000	0.00%
Motor Fuels	\$500	\$489	\$500	\$500	0.00%
Vehicle & Power Equip Supplies	\$180	\$180	\$200	\$200	0.00%
Uniforms & Wearing Apparel	\$0	\$0	\$0	\$0	
Books & Subscriptions	\$1,500	\$1,486	\$4,600	\$4,600	0.00%
Other Operating Supplies	\$1,000	\$0	\$2,500	\$1,500	-40.00%
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$10,870	
EDP Software Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Add	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$0	\$0	
EDP Software Add	\$0	\$0	\$0	\$10,000	
<b>Total - Planning</b>	<b>\$729,331</b>	<b>\$716,096</b>	<b>\$723,213</b>	<b>\$714,861</b>	<b>-1.15%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Transportation Planning</b>					
Reg Salaries & Wages Transport	\$99,500	\$99,425	\$102,440	\$99,361	-3.01%
FICA Benefits	\$7,612	\$7,492	\$7,836	\$7,601	-3.00%
VRS	\$12,310	\$12,286	\$12,672	\$14,010	10.56%
Medical Insurance	\$13,200	\$15,122	\$12,670	\$11,100	-12.39%
Dental Insurance	\$300	\$254	\$300	\$510	70.00%
Group Life Insurance	\$1,310	\$1,301	\$1,342	\$2,647	97.24%
Workers Compensation	\$500	\$79	\$500	\$500	0.00%
Other Professional Services	\$18,595	\$18,595	\$0	\$0	
Repairs & Maintenance	\$0	\$0	\$0	\$0	
Maintenance Service Contracts	\$6,865	\$6,422	\$7,000	\$10,000	42.86%
Printing & Binding	\$0	\$0	\$0	\$0	
Advertising	\$61	\$61	\$1,000	\$1,000	0.00%
Postal Service	\$500	\$6	\$500	\$500	0.00%
Telecommunication	\$960	\$552	\$960	\$960	0.00%
Mileage	\$500	\$0	\$500	\$500	0.00%
Parking Passes	\$152	\$152	\$152	\$0	-100.00%
Subsistence & Lodging	\$500	\$0	\$500	\$500	0.00%
Convention & Education	\$500	\$56	\$500	\$500	0.00%
Dues & Association Memberships	\$250	\$189	\$250	\$250	0.00%
Office Supplies	\$250	\$280	\$400	\$750	87.50%
Books & Subscriptions	\$100	\$36	\$100	\$100	0.00%
Other Operating Supplies	\$8,000	\$7,416	\$8,000	\$12,000	50.00%
<b>Total - Transportation</b>	<b>\$171,965</b>	<b>\$169,724</b>	<b>\$157,622</b>	<b>\$162,789</b>	<b>3.28%</b>
<b>Community Agencies</b>					
Bluemont Concert	\$0	\$0	\$0	\$0	
Rapp River Basin Commission	\$1,000	\$1,000	\$1,000	\$1,000	0.00%
Heritage Festival	\$15,500	\$15,500	\$18,000	\$0	-100.00%
George Wash Reg Commission	\$23,916	\$23,916	\$24,073	\$24,073	0.00%
Payment to Regional Alliance	\$17,763	\$17,763	\$17,763	\$17,763	0.00%
Stafford Regional Airport Co	\$21,430	\$21,430	\$21,430	\$21,430	0.00%
Main Street Program	\$75,000	\$75,000	\$75,000	\$75,000	0.00%
GWRC Unsheltered Homeless	\$10,000	\$10,000	\$10,000	\$10,000	0.00%
<b>Total - Community Agencies</b>	<b>\$164,609</b>	<b>\$164,609</b>	<b>\$167,266</b>	<b>\$149,266</b>	<b>-10.76%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Board of Zoning Appeals</b>					
Board Member Compensation	\$300	\$250	\$300	\$300	0.00%
Subsistence & Lodging	\$300	\$0	\$300	\$300	0.00%
Convention & Education	\$500	\$0	\$500	\$500	0.00%
<b>Total - BZA</b>	<b>\$1,100</b>	<b>\$250</b>	<b>\$1,100</b>	<b>\$1,100</b>	<b>0.00%</b>
<b>Econ Development &amp; Tourism</b>					
Reg Salaries & Wages EDT	\$385,400	\$388,218	\$377,084	\$341,864	-9.34%
Part Time Salaries & Wages	\$150,000	\$138,590	\$148,000	\$143,000	-3.38%
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
FICA Benefits	\$40,958	\$38,835	\$40,212	\$36,480	-9.28%
VRS	\$47,680	\$44,291	\$46,328	\$48,203	4.05%
Hybrid VRS	\$0	\$3,432	\$0	\$0	
Medical Insurance	\$79,200	\$79,199	\$70,912	\$77,700	9.57%
Retiree Medical Insurance	\$12,500	\$17,903	\$17,000	\$17,000	0.00%
Dental Insurance	\$1,800	\$1,526	\$1,694	\$1,530	-9.68%
Retiree Dental Insurance	\$300	\$509	\$300	\$550	83.33%
Retiree Drug Plan	\$100	\$0	\$100	\$0	-100.00%
Health Savings Employer	\$2,000	\$2,600	\$2,000	\$0	-100.00%
Group Life Insurance	\$5,050	\$5,054	\$5,198	\$5,925	13.99%
Long Term Disability	\$0	\$1,226	\$1,258	\$930	-26.07%
Unemployment EDT	\$0	\$0	\$0	\$0	
Workers Compensation	\$1,000	\$738	\$951	\$1,000	5.15%
Clothing Allowance	\$0	\$0	\$0	\$0	
Cell Phone Allowance	\$1,440	\$1,440	\$1,440	\$1,920	33.33%
Other Professional Services	\$43,000	\$27,312	\$61,525	\$55,000	-10.61%
Repairs & Maintenance	\$1,000	\$123	\$1,000	\$1,000	0.00%
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
Downtown Trolley Service	\$0	\$7,200	\$10,800	\$2,800	-74.07%
Printing & Binding	\$25,000	\$22,521	\$25,000	\$25,000	0.00%
Advertising	\$158,400	\$98,924	\$113,413	\$80,000	-29.46%
Postal Service	\$2,000	\$1,930	\$1,709	\$2,000	17.03%
Messenger Services	\$750	\$433	\$750	\$750	0.00%
Telecommunication	\$3,500	\$3,072	\$3,500	\$3,500	0.00%
Equipment Lease/Rental	\$5,000	\$608	\$5,000	\$5,000	0.00%
Mileage	\$2,500	\$1,409	\$2,500	\$2,000	-20.00%
Fares	\$0	\$0	\$0	\$0	
Parking Passes	\$3,647	\$3,647	\$3,647	\$0	-100.00%
Subsistence & Lodging	\$6,000	\$1,400	\$6,000	\$5,000	-16.67%
Convention & Education	\$11,000	\$8,974	\$11,000	\$9,000	-18.18%
Visitor Accommodation	\$13,000	\$11,196	\$11,200	\$13,000	16.07%
Dues & Association Memberships	\$4,000	\$3,424	\$4,000	\$4,000	0.00%
Credit Card Fees	\$12,000	\$8,631	\$13,000	\$13,000	0.00%
Office Supplies	\$6,232	\$5,972	\$6,000	\$6,000	0.00%
Uniforms & Wearing Apparel	\$2,500	\$1,108	\$1,500	\$2,000	33.33%
Books & Subscriptions	\$600	\$384	\$600	\$600	0.00%
Merchandise for Resale	\$22,000	\$21,773	\$21,890	\$20,000	-8.63%
Promotional Materials	\$25,000	\$22,979	\$20,000	\$25,000	25.00%
Furniture & Fixture Replace	\$0	\$0	\$875	\$0	-100.00%
EDP Equipment Replace	\$368	\$183	\$291	\$0	-100.00%
EDP Software Replace	\$0	\$0	\$0	\$0	
EDP Software Additions	\$0	\$0	\$2,600	\$0	-100.00%
<b>Total - Econ Develop &amp; Tourism</b>	<b>\$1,074,925</b>	<b>\$976,762</b>	<b>\$1,040,277</b>	<b>\$950,752</b>	<b>-8.61%</b>

**General Fund Line Item Details**  
**June 23 2020 - Second Read Budget**

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Historic Resources</b>					
Reg Salaries & Wages HistoricR	\$0	\$0	\$0	\$65,692	
Part Time Salaries & Wages	\$0	\$0	\$0	\$0	
Bonus Salaries & Wages	\$0	\$0	\$0	\$0	
Hybrid Disability Salaries & W	\$0	\$0	\$0	\$0	
FICA Benefits	\$0	\$0	\$0	\$5,025	
VRS	\$0	\$0	\$0	\$9,263	
Hybrid VRS	\$0	\$0	\$0	\$0	
Medical Insurance	\$0	\$0	\$0	\$0	
Retiree Medical Insurance	\$0	\$0	\$0	\$0	
Dental Insurance	\$0	\$0	\$0	\$255	
Retiree Dental Insurance	\$0	\$0	\$0	\$0	
Retiree Drug Plan	\$0	\$0	\$0	\$0	
Health Savings Employer	\$0	\$0	\$0	\$0	
Group Life Insurance	\$0	\$0	\$0	\$904	
Long Term Disability	\$0	\$0	\$0	\$366	
Workers Compensation	\$0	\$0	\$0	\$0	
Legal Services	\$0	\$0	\$0	\$0	
Other Professional Services	\$0	\$0	\$0	\$0	
Archaeological Services	\$0	\$0	\$0	\$0	
Repairs & Maintenance	\$0	\$0	\$0	\$0	
Maintenance Service Contracts	\$0	\$0	\$0	\$0	
Printing & Binding	\$0	\$0	\$0	\$0	
Advertising	\$0	\$0	\$0	\$0	
Services from Other Govts	\$0	\$0	\$0	\$0	
Postal Service	\$0	\$0	\$0	\$0	
Telecommunication	\$0	\$0	\$0	\$0	
Mileage	\$0	\$0	\$0	\$0	
Fares	\$0	\$0	\$0	\$0	
Parking Passes	\$0	\$0	\$0	\$0	
Subsistence & Lodging	\$0	\$0	\$300	\$300	0.00%
Convention & Education	\$0	\$0	\$3,300	\$3,300	0.00%
Dues & Association Memberships	\$0	\$0	\$0	\$0	
Office Supplies	\$0	\$0	\$500	\$500	0.00%
Motor Fuels	\$0	\$0	\$0	\$0	
Vehicle & Power Equip Supplies	\$0	\$0	\$0	\$0	
Uniforms & Wearing Apparel	\$0	\$0	\$0	\$0	
Books & Subscriptions	\$0	\$0	\$0	\$0	
Other Operating Supplies	\$0	\$0	\$0	\$0	
Machinery & Equipment Replace	\$0	\$0	\$0	\$0	
Furniture & Fixture Replace	\$0	\$0	\$0	\$0	
Motor Vehicle & Equip Replace	\$0	\$0	\$0	\$0	
EDP Equipment Replace	\$0	\$0	\$0	\$0	
EDP Software Replace	\$0	\$0	\$0	\$450	
Furniture & Fixture Add	\$0	\$0	\$0	\$0	
EDP Equipment Add	\$0	\$0	\$0	\$0	
EDP Software Add	\$0	\$0	\$0	\$1,340	
<b>Total - Historic Resources</b>			<b>\$4,100</b>	<b>\$87,395</b>	<b>2031.59%</b>

## General Fund Line Item Details

### June 23 2020 - Second Read Budget

Account Description	FY 19 Amend Budget	FY 19 Actual	FY 20 Amend Budget	FY 21 - June 23 Recommended	% Change From FY 2020
<b>Clean &amp; Green Commission</b>					
Part Time Salaries & Wages	\$0	\$2,592	\$0	\$0	
FICA Benefits	\$0	\$198	\$0	\$0	
Printing & Binding	\$0	\$0	\$0	\$0	
Office Supplies	\$100	\$0	\$100	\$100	0.00%
Other Operating Supplies	\$6,300	\$1,379	\$6,300	\$6,300	0.00%
<b>Total Clean &amp; Green</b>	<b>\$6,400</b>	<b>\$4,170</b>	<b>\$6,400</b>	<b>\$6,400</b>	<b>0.00%</b>
<b>Tri-Co/City Con District</b>					
	\$2,000	\$2,000	\$2,000	\$2,000	0.00%
<b>Interfund Transfers &amp; Other</b>					
Reg Salaries & Wages Interfund	\$35,000	\$0	\$0	\$0	
Transfer to School Fund	\$28,970,392	\$28,970,392	\$30,244,710	\$29,199,266	-3.46%
Transfer to Parking Fund	\$0	\$0	\$0	\$50,000	
Transfer to Capital Fund	\$2,777,370	\$2,777,370	\$2,313,000	\$1,633,554	-29.38%
Transfer to Debt Service	\$8,273,000	\$8,271,477	\$8,622,580	\$6,542,534	-24.12%
Transfer to Public Assistance	\$940,000	\$940,000	\$1,000,000	\$920,976	-7.90%
Transfer to Victim Witness	\$50,000	\$50,000	\$50,000	\$50,000	0.00%
Transfer to Special Revenue Fu	\$0	\$0	\$0	\$0	
Transfer to Fburg Opp Fund	\$75,000	\$75,000	\$0	\$0	
Transfer to Blight Abatement F	\$0	\$0	\$0	\$0	
Transfer to Grants - Arts Comm	\$35,000	\$35,000	\$35,000	\$25,000	-28.57%
Transfer to Grants Fund	\$116,930	\$116,930	\$152,000	\$102,000	-32.89%
Transfer to Records Preservati	\$0	\$0	\$0	\$0	
Transfer to CSA Fund	\$1,320,000	\$1,320,000	\$1,400,000	\$1,175,000	-16.07%
Transfer to Courthouse Mainten	\$0	\$0	\$0	\$0	
Transfer to EDA Fund	\$181,640	\$181,640	\$154,650	\$150,000	-3.01%
Transfer to School Head Start	\$215,500	\$215,500	\$215,500	\$0	-100.00%
Transfer to Grants Reg Consume	\$121,000	\$121,000	\$121,000	\$70,000	-42.15%
Transfer to School Capital	\$1,354,000	\$1,354,000	\$764,000	\$0	-100.00%
Transfer to Env Section	\$134,000	\$134,000	\$0	\$0	
Transfer to Riparian Lands	\$52,125	\$52,125	\$55,000	\$55,000	0.00%
Transfer to Debt Service Court	\$0	\$0	\$0	\$0	
Transfer to Debt Service Educa	\$0	\$0	\$0	\$0	
Health Insurance Claims	\$0	\$0	\$0	\$0	
Savings from Refuse Reform	\$0	\$0	\$0	\$0	
Reserve for School Debt Servic	\$0	\$0	\$0	\$0	
Reserve for Jail Debt Service	\$561,148	\$0	\$0	\$0	
Attrition Savings	\$0	\$0	(\$220,000)	(\$750,000)	240.91%
Pay Plan Reserve	\$0	\$0	\$0	\$100,000	
Pay Plan Reserve ERP	\$0	\$0	\$70,000	\$0	-100.00%
OPEB	\$200,000	\$200,000	\$0	\$0	
<b>Total</b>	<b>\$98,152,903</b>	<b>\$94,538,733</b>	<b>\$101,052,333</b>	<b>\$94,324,942</b>	



**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Kate Schwartz, Historic Resources Planner  
**DATE:** June 16, 2020 (for the June 23, 2020 City Council meeting)  
**SUBJECT:** Suspend the effective date of City Code 72-50.5, “Archaeological Resources.”

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**ISSUE**

Shall the City Council amend Ordinance 20-01, “Amending the Unified Development Ordinance to Require the Preservation and Accommodation of Archaeological Resources,” Section III, “Effective Date,” to suspend the effective date, with the ordinance to be reapproved with a new effective date?

**RECOMMENDATION**

Approve the ordinance on second read suspending the effective date of the Archaeology Ordinance.

**BACKGROUND**

After many years in development, the City Council adopted Ordinance 20-01, “Amending the Unified Development Ordinance to Require the Preservation and Accommodation of Archaeological Resources,” on February 11, 2020, with an effective date of July 1, 2020. The ordinance incorporates archaeological investigation into the City’s land development review processes and requires obtaining consultant services for the City in accord with the professional services procurement process. The annual City funding for these on-call archaeological services was estimated to be \$100,000.

Due to general fund tax revenue shortfalls anticipated by the City as a result of the COVID-19 public health emergency, implementation of the ordinance is proposed to be suspended hopefully to next fiscal year. The ordinance cannot be effectively implemented without the consulting services of professional archaeologists. While some archaeological impacts can be evaluated by City historic resources staff during the administrative review processes, City staff does not have the ability to fully evaluate site significance, boundaries, scopes of work for evaluation and data recovery, or respond to unexpected discoveries. Though not required by City Code, City staff will encourage the mitigation of impacts to archaeological resources through existing administrative review processes, as a component of City projects, and as a component of special approvals for development projects.

The City Council should amend Ordinance 20-01, Section III, “Effective Date,” to suspend the effective date. The Archaeology Ordinance shall go into effect after it is re-ordained through the process set forth in Code of Virginia §15.2-2285 and City Code §77-22.1.

**Attachments**

1. Draft ordinance



June 23 2020  
Regular Meeting  
Ordinance No. 20-11

**MOTION:**

**SECOND:**

**RE:** Suspending the Effective Date of Ordinance 20-01, an Amendment to the Unified Development Ordinance to Require the Preservation and Accommodation of Archaeological Resources

**ACTION:** APPROVED: Ayes: 0; Nays: 0

**FIRST READ:** June 9, 2020 **SECOND READ:** \_\_\_\_\_

**Article I. Purpose.**

City Council adopted Ordinance No. 20-01, “Amending the Unified Development Ordinance to Require the Preservation and Accommodation of Archaeological Resources,” on February 11, 2010, with an effective date of July 1, 2020. The annual City funding for the procurement of services related to the new archaeological preservation ordinance was estimated to be \$100,000.

Due to general fund tax revenue shortfalls experienced by the City as a result of the COVID-19 public health emergency, the City Council wishes to delay the fiscal impact of the new ordinance. City Council has therefore decided to suspend the effective date of the ordinance, and to require the ordinance to be re-ordained through the process set forth in Code of Virginia §15.2-2285 and City Code §77-22.1 before taking effect.

**Article II. Amendment of Ordinance 20-01.**

Ordinance 20-01, “Section III – Effective Date,” is amended as follows:

~~This ordinance is effective on July 1, 2020.~~

*The effective date of this ordinance is suspended. This ordinance shall go into effect after it is re-ordained through the process set forth in Code of Virginia §15.2-2285 and City Code §77-22.1.*

**Sec. III. Effective date.**

This ordinance becomes effective immediately.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

Approved as to form:

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Kathleen Dooley, City Attorney

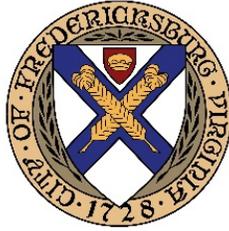
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***Clerk's Certificate***

*I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 20-11 duly adopted at a meeting of the City Council held June 23, 2020 at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***



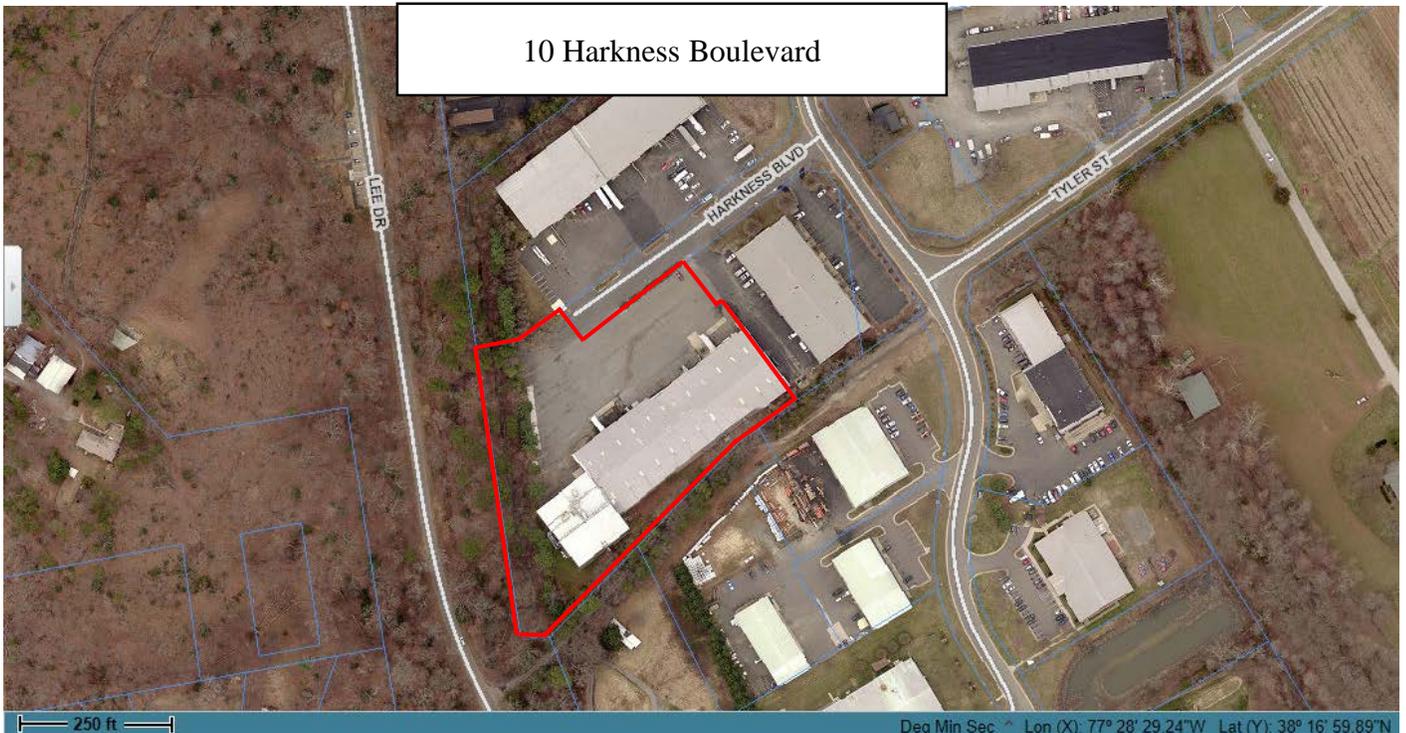
**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** James Newman, Zoning Administrator  
**DATE:** June 18, 2020 (for the June 23, 2020 meeting)  
**RE:** **GreenChip Inc. SUP2020-03** special use permit requests

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**ISSUE**

Proposed special use permit for a recycling center.



**RECOMMENDATION**

Approval subject to conditions:

1. The use shall be developed in substantial accordance with the application dated February 12, 2020, including the General Development Plan;
2. The use shall be limited to the operation of a recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment and recycling, with limited outdoor storage of baled commodities, as described in the application;
3. The use shall commence within 24 months of the date of adoption of this resolution. The use is

permitted only so long as it continues and is not discontinued for more than 24 months;

4. Deliveries shall be limited to the hours of 7:00 a.m. to 7:00 p.m.;
5. Outdoor storage shall be limited to a 2,000 square foot area as shown on the Generalized Development Plan.
6. Within six months of the commencement of the use the operator shall obtain and throughout the duration of operation shall maintain best industry standards for responsible recycling of electronic equipment, such as the R2 Electronic Recyclers and ISO 14001:2015 certifications.

#### **PLANNING COMMISSION VOTE – JUNE 27, 2020**

The Planning Commission continued the public hearing to June 17<sup>th</sup>, 2020. There was no public comment, and the Commission **voted 7-0 to recommend approval** subject to conditions listed in the staff report.

#### **JOINT PUBLIC HEARING – JUNE 10<sup>TH</sup>, 2020**

This item was heard at a Joint Public Hearing between City Council and the Planning Commission on June 10<sup>th</sup>, 2020. During discussion, a variety of issues were raised: whether the recycling work could be conditioned to be indoors only (the GDP shows all work being done inside and the site must be developed in accordance with the GDP); what impact it would have on the National Park (the Park Service had no objections to the application); ensuring that the outdoor storage area is screened (the GDP shows the storage being screened with a solid wall/fence). No vote was taken on this item at the June 10<sup>th</sup> meeting. No public comment was given.

#### **GENERAL BACKGROUND**

GreenChip Inc. wishes to operate a recycling center at 10 Harkness Boulevard. The center would dismantle and recycle both electronic goods and data. This property is 3.85 acres in size. The existing building was built in 1988, and is approximately 53,500 sq. ft. in area. The property is zoned General Industrial (I2).

Adjacent uses include the National Battlefield (to the west), a warehouse (to the north), light manufacturing, a driving clinic, education center (all to the east), and one single family residence (to the south). Per the applicant, the structure is vacant and has been for four years. There is no Certificate of Zoning Use on file with the City. The National Park Service was sent notice of the application on June 2<sup>nd</sup>.

The applicant currently operates in New York City, and is looking to expand its business. It dismantles electronic devices, processes electronic waste, repurposes materials and destroys data, for a variety of customers including the federal government. Materials are also sent to third-party processors for further recycling or reuse. This center would not process standard household waste, food waste, or other materials. The work is done inside the structure and there will be a screened outdoor storage area. The storage area will hold bales of plastic and metal that have already been processed. As shown on the General Development Plan (GDP) it will be screened.

The applicant will operate the property 24 hours a day. One proposed condition would limit deliveries to between 7am-7pm. It anticipates providing 20 new jobs, with a potential for up to 45 jobs within 3 years. The applicant does not anticipate any odors, visual impact, or other nuisance issues arising from

the use. It will maintain a 25 foot-wide landscaping buffer adjacent the single family residence and National Battlefield. Attached photographs taken on May 19<sup>th</sup> and 20<sup>th</sup> show what the existing landscaping buffer looks like from the adjacent residence as well as Lee Drive within the Battlefield Park.

### **SPECIAL EXCEPTIONS**

The applicant requires four special exceptions. The applicant seeks exceptions to the following Code Sections:

- a. 72-41.4.E.1, requiring a recycling center to be on a parcel with an area of at least 5 acres.  
*The subject parcel contains 3.85 acres.*
- b. 72-41.4.E.2, requiring a recycling center to be at least 250 feet from any residential zoning district.  
*The proposed recycling center is 30 feet from the closest residential zoning district.*
- c. 72-41.4.E.3, requiring no part of a recycling center other than a free standing office be located within 50 feet of a lot line.  
*The proposed recycling center is 30 feet from a lot line.*
- d. 72-41.4.E.9, requiring a recycling center within 500 feet of a property in a residential zoning district not be in operation between the hours of 7PM-7AM.  
*The proposed operating hours of the recycling center would be continuous with truck delivery limited to 7AM-7PM.*

These special exception requests are dealt with in a separate staff report.

### **HAZARDOUS MATERIAL AND INDUSTRY STANDARDS**

There will be no hazardous material stored or processed on site. The Virginia Department of Environmental Quality states that electronic waste is not hazardous material:

*"...because there is no class specific exemption for discarded consumer electronics at present, we must default to the basic waste determination and management provisions of the regulations. The regulations do not define e-waste as a listed hazardous waste. Therefore, it is the generator's responsibility to determine if his devices may exhibit a characteristic of a hazardous waste. The generator will bear sole responsibility to determine if his e-waste or its subcomponents are hazardous wastes and manage them accordingly."* – VA DEQ Electronics Waste Management Interim Recommendations

The applicant will be required to adhere to all applicable federal, state, and local regulations. It will comply with Occupational Health and Safety Management certification OHSAS 18001:2007. It will adhere to the International Organization for Standardization environmental management system requirements for ensuring the facility operates in such a way as to protect the environment (ISO 14001:2015. ISO 14001:2015 specifies the requirements for an environmental management system as part of an overall environmental management program (<https://www.epa.gov/ems/frequent-questions-about-environmental-management-systems>). This provides guidance on providing a safe work environment for employees, and was developed by the international certification body Certification Europe. It also adheres to the R2 standard set forth by the Sustainable Electronics Recycling International non-profit. The R2 Certified Electronics Recyclers program sets responsible recycling standards for the industry (<https://sustainableelectronics.org/sites/default/files/R2-2013%20Standard%20%5BENGLISH%5D.pdf>).

Both programs are recognized by the federal Environmental Protection Agency as best practices for the industry. Due to some concerns expressed by the Planning Commission regarding the nature of the items received and the recycling process on-site, staff recommends an additional condition that

the operator shall retain these two certifications for the duration of their use of the site. Per the applicant:

*“Green Chip proposes to recycle electronic equipment. We described the type of facility we intend to operate to several DEQ regulators in the solid waste and electronic waste fields. The proposed electronics recycling facility that Green Chip will operate at the 10 Harkness Boulevard location will not be considered a materials recovery facility or solid waste management facility by DEQ. Accordingly, no DPOR license would be required.*

*As DEQ's website notes, adherence to independent standards such as R2 and e-Stewards is helpful to ensure that electronic equipment recycling is conducted responsibly. Green Chip plans to obtain independent certifications for the Fredericksburg facility as it has done at its two locations in New York City.*

*Also, electronic equipment generally is considered a "universal waste" under federal law requiring certain storage and handling procedures to be maintained, which Green Chip does at its existing facilities and will do for the Fredericksburg facility, but is not subject to RCRA hazardous waste registration and reporting requirements.”*

### **USE STANDARDS**

A recycling center is subject to 13 use standards as laid out in Code §72-41.4.E. These standards were developed to deal with a typical household waste recycling center. The proposed use is an electronic waste recycling and repurposing facility. It accepts only electronic goods and intangible data.

**(1)** *The center shall be on a parcel with an area of at least five acres.*

This property is 3.85 acres. See special exception request SE2020-01.

**(2)** *The center shall be located at least 250 feet from any residential district, school, or day care.*

This property is approximately 30 feet from a residential zoned property. See special exception request SE2020-01.

**(3)** *Except for a freestanding office, no part of the center shall be located within 50 feet of any lot line.*

The existing structure is approximately 30 feet from a lot line. See special exception request SE2020-01.

**(4)** *All recycling activities and storage areas shall be effectively screened from view by walls, fences, or buildings. Such screening shall be designed and installed to ensure that no part of recycling activities or a storage area can be seen from rights-of-way or adjacent lots. In no case shall the height of recyclable or recovered materials, or non-recyclable residue stored in outdoor areas exceed 20 feet or the height of the principal building on the lot, whichever is greater.*

All recycling work will be done indoors. The 2,000 sq. ft. outdoor storage area will be screened as shown on the GDP.

**(5)** *All outdoor storage areas shall be surrounded by a solid fence or wall that is at least eight feet high.*

This will be done in accordance with the GDP.

**(6)** *Recyclable materials shall be contained within a leak-proof bin or trailer, and not stored on the ground.*

This will be required for outdoor storage.

***(7) There shall be no collection or storage of hazardous or biodegradable wastes on the site.***

The applicant states they will not be storing household waste or hazardous waste onsite or process any as part of their work.

***(8) Space shall be provided to park each commercial vehicle operated by the center.***

The applicant will be required to meet all parking requirements and this will be met while developing the site plan. The applicant will have up to 8 loading bays.

***(9) If the center is located within 500 feet of property in a residential zoning district or developed for residential use, it shall not be in operation between the hours of 7:00 p.m. and 7:00 a.m. The facility shall be administered by on-site persons during the hours the facility is open.***

The applicant wishes to operate a 24-hour continuous operation. Condition 2 would limit deliveries to between 7am-7pm. See special exception request SE2020-01.

***(10) The site shall be maintained free of fluids, odors, litter, rubbish, and any other non-recyclable materials. The site shall be cleaned of debris on a daily basis and shall be secured from unauthorized entry and removal of materials when attendants are not present.***

The applicant states they shall comply with this requirement.

***(11) Signage shall include the name and phone number of the facility operator and indicate any materials not accepted by the center.***

The applicant states they shall comply with this requirement.

***(12) Access to the center shall be from a collector or arterial street.***

The recycling center is in the Battlefield Industrial Park, which has direct access to Route 3, a primary arterial.

***(13) No dust, fumes, smoke, vibration or odor above ambient level shall be detectable on abutting properties.***

The applicant states that no dust, fumes, smoke, vibration or odor above ambient level shall be detectable on abutting properties. All work is done inside the facility.

**SPECIAL USE PERMIT ANALYSIS**

Special Use Permits applies to the property indefinitely per Virginia Code, regardless of ownership. They are evaluated according to the criteria contained in the UDO, Section 72-22.6, as follows:

**(1) The proposed special use at a specified location shall be:****(a) In harmony with the adopted Comprehensive Plan;**

The property lies within Land Use Planning Area 9: Downtown. The future land use map identifies this area General Industrial use. This category provides for “*The general industrial category allow for manufacturing, wholesale and limited ancillary retail uses, warehousing, offices, and distribution facilities. These districts are located where they can be served by adequate transportation access.*”

The relevant Opportunity listed for Land Use Planning Area 9 (on page 11(9)-1):

- Continue to develop the City/Battlefield Industrial Park

**(b) In harmony with the purpose and intent of the zoning district regulations;**

The purpose of the General Industrial (I2) Zoning District is *“to provide for medium to heavy industrial land uses in areas of the City appropriate to adequately serve the physical, transportation access, and environmental impacts of such industrial development. Outdoor storage areas shall be screened where visible from off-site areas.”*

The use of a recycling center in this space fits this definition well. It is a light industrial use, partially screened via landscape from non-industrial uses, with a planned outdoor storage area which will be screened by a solid fence.

**(c) In harmony with the existing uses or planned uses of neighboring properties.**

The recycling center is located within an existing, functioning Industrial Park. The property is adjacent to a single-family residence, and the National battlefield. During staff visits on May 19 and May 20, 2020, the structure is was from both locations, though it is screened better from the National Park. The structure has been in place since 1988. All proposed work will be inside, with no additions to the structure shown on the GDP. The outdoor storage area is shown on the GDP as being established adjacent to the woodland buffer with the Battlefield.

**In considering an application for a Special Use Permit, the City Council shall consider potential adverse impacts including:**

**1. Traffic or parking congestion;**

The site is situated on Harkness Drive and connects to the rest of the Industrial Park via Central Road. The applicant anticipates 10 delivery trucks per day and approximately 20 employee vehicles in the first year with more after. Operating at maximum capacity and staffing, they anticipate 220 vehicle trips per day.

**2. Noise, lights, dust, odor, fumes, vibration, and other factors which adversely affect the natural environment;**

No excessive noise, odor, fumes, or vibration are associated with the proposed use. Delivery of materials is subject to Condition 2 (between 7am – 7pm). All work is performed inside the structure. The outdoor space is used for storage in a screened-off area. It will be located adjacent to the wooded buffer with the Battlefield. The material being recycled is not quickly bio-degradable as regular household waste would be, will emit no noxious fumes that would harm neighboring properties, and will not be equipped with machinery that would affect neighboring properties through vibrations or other nuisance factors. All recycling work is done indoors.

**3. Discouragement of economic development activities that may provide desirable employment or enlarge the tax base;**

The use constitutes economic development.

**4. Undue density of population or intensity of use in relation to the community facilities existing or available;**

There are sufficient public utilities to serve the site.

**5. Reduction in the availability of affordable housing in the neighborhood;**

Not applicable, this Special Use application is for a commercial use in an existing building.

**6. Impact on school population and facilities;**

Not applicable, this Special Use application is for a commercial use in an existing building.

**7. Destruction of or encroachment upon conservation or historic districts;**

The location has an existing building and the area is an Industrial Park adjacent to the National Battlefield.

**8. Conformity with federal, state and local laws, as demonstrated and certified by the applicant; and**

The applicant states they have conformed to all federal, state, and local laws.

**9. Massing and scale of the project.**

The business will operate within the existing building, no expansion is proposed as part of this Special Use Permit. An outdoor storage area will be created.

**CONCLUSION**

The request meets the goals of the Comprehensive Plan. The use is in keeping with the character of development within the Industrial Park. The proposed development will bring jobs and increase the tax base. The Planning Commission **voted 7-0 to recommend approval** subject to conditions listed in the staff report.

**ATTACHMENTS:**

1. Resolution
2. Application
3. Narrative
4. GDP
5. Traffic Impact Analysis
6. Staff Pictures from May 19 and 20, 2020



June 23, 2020  
Regular Meeting  
Resolution 20-\_\_

**MOTION:**

**SECOND:**

**RE:            Granting a Special Use Permit for a Recycling Center at 10 Harkness Boulevard**

**ACTION:      APPROVED: Ayes: 0; Nays: 0**

Green Chip, Inc., as agent for Dominion Real Estate, LLC, owner, has applied to the City Council for a special use permit for a recycling center at 10 Harkness Boulevard. The application includes a General Development Plan entitled "Green Chip Recycling," dated February 2020, last revised February 10, 2020. The subject property is in the General Industrial (I-2) zoning district. A recycling center is permitted in the I-2 zoning district, but only by special use permit.

City Council, after notice and a public hearing, has considered the application in light of its conformity with the City's Comprehensive Plan, its harmony with the purposes and standards of the zoning district regulations, its compatibility with existing or planned uses of neighboring properties, and whether the proposed special use and related improvements will be designed, sited, landscaped, and otherwise configured so that the use will not hinder or discourage the appropriate development or use of adjacent, neighboring, or community land or structures, or impair their economic, social, or environmental value.

Therefore, the City Council hereby resolves that:

- City Council grants to a special use permit for a recycling center at 10 Harkness Boulevard (GPIN 7778-78-5342), in accordance with the following conditions:
  1. The use shall be developed in substantial accordance with the application dated February 12, 2020, including the General Development Plan;
  2. The use shall be limited to the operation of a recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment and recycling, with limited outdoor storage of baled commodities, as described in the application;
  3. The use shall commence within 24 months of the date of adoption of this resolution. The use is permitted only so long as it continues and is not discontinued for more than 24 months;
  4. Deliveries shall be limited to the hours of 7:00 a.m. to 7:00 p.m.;
  5. Outdoor storage shall be limited to a 2,000 square foot area as shown on the Generalized Development Plan.

6. Within six months of the commencement of the use the operator shall obtain and throughout the duration of operation shall maintain best industry standards for responsible recycling of electronic equipment, such as the R2 Electronic Recyclers and ISO 14001:2015 certifications.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

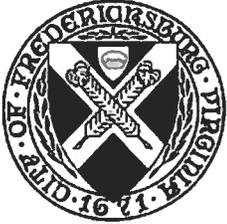
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***Clerk's Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20-\_\_, adopted at a meeting of the City Council held June 23, 2020, at which a quorum was present and voted.*

---

***Tonya B. Lacey, MMC***  
***Clerk of Council***



Application #SUP: 2020-03

Date: 2-11-20

Fee/Check#: CK 4966

**\$300.00 for an Individual Single-Family Lot; or  
\$750.00 + \$150.00 per Acre for All Others**

\$1,350

## APPLICATION SPECIAL USE PERMIT

APPLICANT NAME: Green Chip, Inc.

MAILING ADDRESS: 540 Kingsland Avenue, Brooklyn, NY 11222

TELEPHONE: (844) 783-0443 E-MAIL: bill@greenchiprecycling.com

THE UNDERSIGNED HEREBY APPLIES FOR A SPECIAL USE FOR: \_\_\_\_\_

Operation of an electronic equipment recycling center within an I-2 zoning district

THE SUBJECT PROPERTY IS DESCRIBED AS FOLLOWS:

Property Location 10 Harkness Boulevard, Fredericksburg, VA 22401 GPIN# 7778-78-5342

Property Owned By Dominion Real Estate, LLC

Owner's Mailing Address 608 Nalls Farm Way, Great Falls, VA 22066

Proposed Use of Property (*be specific*) Recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment, and recycling within existing building on Property.

HOURS OF OPERATION 24 hours 6 days a week NUMBER OF EMPLOYEES 20-45

Anticipated Number of Patrons or Clients 10-20

**Description of the development's impact on neighboring and adjacent properties (please submit a complete and accurate description on a separate sheet of paper):**

1. Compliance with Comprehensive Plan:
2. In harmony with the purpose and intent of the zoning district regulations:
3. In harmony with the existing uses or planned use of the neighboring properties:
4. Traffic Impact:

Special Use Permit Request  
(Application Continued)

I do hereby make oath or affirmation that to the best of my knowledge, the foregoing information contained in this application is true.

[Signature] \_\_\_\_\_ 2.10.20 \_\_\_\_\_  
Signature of Applicant Date

PRINT NAME OF APPLICANT William Monteleone

The above oath or affirmation was signed before me and witnessed by me this 10<sup>th</sup> day of FEB, 2020 in the County / City of QUEENS in the state of Virginia.

Notary Signature [Signature]  
Notary Registration # 01W46341246 Commission Expires 05/02/2020

ARTHUR MULLAKANDOV  
Notary Public, State of New York  
Registration #01MU6341246  
Qualified In Queens County  
Commission Expires 05/02/2020

\_\_\_\_\_  
Signature of Owner Date

PRINT NAME OF OWNER \_\_\_\_\_

The above oath or affirmation was signed before me and witnessed by me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in the County / City of \_\_\_\_\_ in the state of Virginia.

Notary Signature \_\_\_\_\_

Notary Registration # \_\_\_\_\_ Commission expires: \_\_\_\_\_

Special Use Permit Request  
(Application Continued)

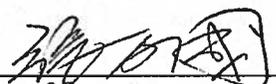
*I do hereby make oath or affirmation that to the best of my knowledge, the foregoing information contained in this application is true.*

\_\_\_\_\_  
Signature of Applicant \_\_\_\_\_ Date

PRINT NAME OF APPLICANT \_\_\_\_\_

The above oath or affirmation was signed before me and witnessed by me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in the County / City of \_\_\_\_\_ in the state of Virginia.

Notary Signature \_\_\_\_\_  
Notary Registration # \_\_\_\_\_ Commission Expires \_\_\_\_\_

 \_\_\_\_\_ Date 2/11/2020

PRINT NAME OF OWNER Wanguo Zhang

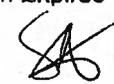
The above oath or affirmation was signed before me and witnessed by me this 11th day of FEBRUARY, 2020 in the County / City of RESTON / FAIRFAX in the state of Virginia.

Notary Signature Sewavi Akuete

Notary Registration # 7650719

Commission expires: 12/31/2020

Sewavi Akuete  
Notary Public  
Commonwealth of Virginia  
Reg. No. 7650719  
My Commission Expires 12/31/2024



**OWNERSHIP**

**Applicant is (Circle One):**

Property Owner      Agent of Owner      Lessee      Property Purchaser      Other

**If 'Other', describe:** \_\_\_\_\_

**Source of Property Title / Instrument #:**

\_\_\_\_\_  
Instrument #180000396  
\_\_\_\_\_

**If Property is owned by a Limited Liability Corporation (LLC):**

1. Attach a "Certificate of Fact of Existence" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the LLC (add additional sheets if needed):

\_\_\_\_\_  
See attached Certificate of Fact  
\_\_\_\_\_

See attached Articles of Organization  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OR**

**If Property is owned by a Corporation (Inc.):**

1. Attach a "Certificate of Good Standing" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the corporation (add additional sheets if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Commonwealth of Virginia



## State Corporation Commission

### CERTIFICATE OF FACT

I Certify the Following from the Records of the Commission:

That DOMINION REAL ESTATE, LLC is duly organized as a limited liability company under the law of the Commonwealth of Virginia;

That the limited liability company was formed on November 16, 2017; and

That the limited liability company is in existence in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



Signed and Sealed at Richmond on this Date:

February 10, 2020

*Joel H. Peck*

Joel H. Peck, Clerk of the Commission



**COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION**

**Office of the Clerk**

February 10, 2020

Margaret Macdonald  
1133 Warburton Avenue  
609S  
Yonkers, NY, 10701

**RECEIPT**

RE:                   DOMINION REAL ESTATE, LLC  
ID:                    S7154471  
WORK ORDER NO:  202002100347800

Dear Customer:

This is your receipt for \$6.00 to cover the fee for a certificate of fact of existence/registration with this office.

If you have any questions, please call (804) 371-9733 or toll-free in Virginia, (866) 722-2551.

Sincerely,

Joel H. Peck  
Clerk of the Commission

Delivery Method: Email

*Commonwealth of Virginia*



STATE CORPORATION COMMISSION

*Richmond, November 16, 2017*

*This is to certify that the certificate of organization of*

DOMINION REAL ESTATE, LLC

*was this day issued and admitted to record in this office and that the said limited liability company is authorized to transact its business subject to all Virginia laws applicable to the company and its business. Effective date: November 16, 2017*

*State Corporation Commission*

*Attest:*

*Joel H. Pesh*  
*Clerk of the Commission*



CISECOM

ARTICLES OF ORGANIZATION  
OF  
DOMINION REAL ESTATE, LLC

The undersigned, pursuant to Chapter 12 of Title 13.1 of the Code of Virginia, states as follows:

1. The name of the limited liability company is DOMINION REAL ESTATE, LLC.
2. The purpose for which the limited liability company is formed is to engage in any lawful business, purpose or activity for which a limited liability company may be formed under the Virginia Limited Liability Company Act.
3. The name of the limited liability company's initial registered agent is WANGUO ZHANG. The initial registered agent is an individual who is a resident of Virginia and a general partner of a general or limited partnership that is a member or manager of the limited liability company.
4. The address of the limited liability company's initial registered office, which is identical to the business office of the initial registered agent, is 608 NALLS FARM WAY, GREAT FALLS, VA 22066. The initial registered office is located in Fairfax County, Virginia.
5. The address of the limited liability company's principal office where the records of the limited liability company are to be kept is 608 NALLS FARM WAY, GREAT FALLS, VA 22066.

ORGANIZER:

/s/ WANGUO ZHANG Date: November 16, 2017  
WANGUO ZHANG

EIN: 82-5124792



Rezoning # \_\_\_\_\_  
Special Use/Exception # SUP2020-03  
SE2020-01

## CERTIFICATION OF NOTICE

TO: **Zoning Administrator**  
**715 Princess Anne Street**  
**Fredericksburg, VA 22401**

At least five days or prior to the public hearing, the applicant shall supply the Zoning Administrator with the following notice documents:

1. A copy of the notice sent
2. A list of the names of those persons to whom notice has been given
3. Copies of the post office receipts for certified or registered mail.
4. A certification statement that notice has been sent by certified or registered mail to those to whom notice is required to be given.

The applicant shall use the records and maps maintained in the City's office of real estate or GIS to determine the proper recipients of notice and reliance upon such records shall constitute compliance with the requirements of the UDO.

The undersigned hereby certifies that the notice to adjoining property owners (copy attached), as required, was sent to the attached list of property owners concerning the following issue on (DATE) 05/29/2020.

PROPERTY ADDRESS: 10 Harkness Boulevard, Fredericksburg, VA 22401

ISSUE DESCRIPTION: Applicant seeks a special use and special exception permit to operate an electronic equipment recycling center within an I-2 zoning district.

William J. Monteleone      William Monteleone  
Applicant Signature      Applicant Printed Name  
1844 783 0443      6.1.2020  
Telephone Number      Date

NOTE: Applicant to return all notice documents at least five days or prior to the public hearing to: Office of the Zoning Administrator, 715 Princess Anne Street, Fredericksburg, VA 22401

Dear Property Owner:

You are hereby notified of the following public hearing to be held by the City of Fredericksburg Planning Commission on the issues described below.

**PUBLIC MEETING DATE:                      June 10, 2020**

Copies of the application, may be examined online on the City's website at <https://www.fredericksburgva.gov/1098/Public-Notices>, or by request for a mailed copy. Contact 540-372-1179 to request a mailed copy.

The City Council and Planning Commission joint public hearing will be held in an e-meeting. Written comments on the hearings may be submitted in one of the following ways: (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website <https://www.fredericksburgva.gov/677/Public-Comment> or (4) email to the Clerk of Council. Comments received before 4:30 p.m. on June 10, 2020, will be read into the record at the June 10, 2020 joint City Council and Planning Commission meeting. The public comment period will be held open for receipt of additional written comments through 4:30 p.m. June 17, 2020 for the Planning Commission and 4:30 p.m. June 23 for City Council. It is anticipated that Planning Commission will vote on the applications on June 17 and Council will vote on the applications on June 23, 2020.

For questions, please contact Tonya B. Lacey, Clerk of Council, City Hall Suite 208, (540-372-1010), or Cathryn Eckles, Administrative Specialist, City Hall Suite 209 (540-372-1179), 715 Princess Anne Street.

**ISSUE DESCRIPTION:**

Green Chip, Inc. (Applicant), requests Special Use and Special Exceptions to develop an electronic equipment disassembly, data wiping, assessment, refurbishment and recycling center at GPIN 7778-78-5342. The Property consists of approximately 3.85 acres, is located along Harkness Boulevard and Lee Drive in the City/Battlefield Industrial Park. The Property is surrounded by four properties with general industrial uses and one side with residential property.

The Project (SUP2020-03 & SE2020-01), named "Green Chip, Inc.", will repurpose an existing warehouse and parking lot.

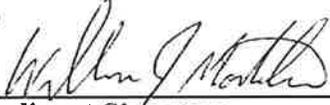
This Special Use and Special Exception request has been submitted in accordance with Section 72-22.5 and 72-22.7 of the City's Uniform Development Code ("UDO").

**PROPERTY ADDRESS:**    10 Harkness Boulevard

**GPIN NUMBER:**    GPIN # 7778-78-5342, consisting of 3.85 acres, more or less

As a citizen and party of interest, you are invited to attend the meeting and express your views concerning the above issue. If you have questions regarding the request, you can reach me at 814-238-4000.

Sincerely,



\_\_\_\_\_  
Applicant Signature

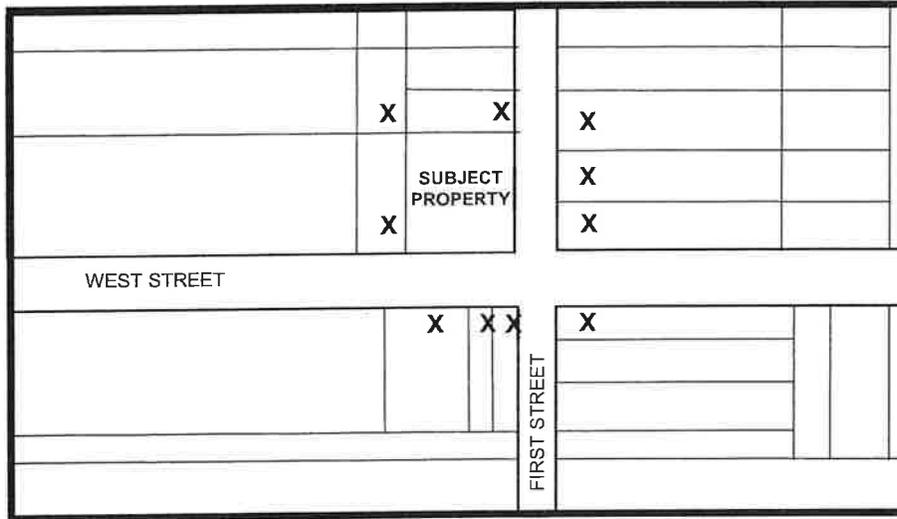
Green Chip, Inc.

\_\_\_\_\_  
Applicant printed name

12364984.2 045028.00001

**EXAMPLE DIAGRAM OF ADJOINING PROPERTY OWNERS**

**X = Property owners to be notified**



**PROPERTY OWNERS LIST**

10 Harkness Boulevard, Fredericksburg, VA 22401

7769-78-5342

**SUBJECT ADDRESS**

**GPIN #**

Adjoining property owner names and addresses can be obtained by visiting the City website at [www.fredericksburgva.gov](http://www.fredericksburgva.gov) and following the link to GIS, or by visiting the Office of Real Estate at City Hall, 715 Princess Anne Street, Room 107.

**Adjoining Property Owner's Name and Mailing Address**

<b>Property Address</b>	1 Harkness Blvd. & 310 Central Rd.	<b>GPIN NUMBER</b> 7778-78-5785 & 7778-78-8523
<b>Owner Name</b>	Battlefield Industrial Park, LLC	
<b>Mailing Address</b>	PO Box 7165	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	460 Central Rd.	<b>GPIN NUMBER</b> 7778-78-9244
<b>Owner Name</b>	C&S Properties Holding Co. Ltd.	
<b>Mailing Address</b>	PO Box 7134	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	478 Central Rd.	7778-78-7014
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	Sylvia Properties, LC	
<b>Mailing Address</b>	PO Box 636	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	119 Lee Dr.	7778-77-6732
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	McWhirt, Douglas C. & Bonnie	
<b>Mailing Address</b>	119 Lee Dr.	
<b>City, State, Zip</b>	Fredericksburg, VA 22401	

<b>Property Address</b>	602 Lee Dr.	7778-85-2666
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	United States of America National Military Park	
<b>Mailing Address</b>	120 Chatham Lane	
<b>City, State, Zip</b>	Fredericksburg, VA 22405	

<b>Property Address</b>		
		<b>GPIN NUMBER</b>
<b>Owner Name</b>		
<b>Mailing Address</b>		
<b>City, State, Zip</b>		

<b>Property Address</b>		
		<b>GPIN NUMBER</b>
<b>Owner Name</b>		
<b>Mailing Address</b>		
<b>City, State, Zip</b>		

**CITY OF FREDERICKSBURG**  
**SPECIAL USE PERMIT ZONING NARRATIVE**

**Applicant:** Green Chip, Inc., a New York limited liability company (“Applicant”)

**Members:** William (“Bill”) Monteleone, and Michael Allocco, Sr.

**Owner:** Dominion Real Estate, LLC

**Representative:** Charles W. Payne, Jr., Hirschler Fleischer,  
725 Jackson Street; STE 200  
Fredericksburg, VA 22401  
(540) 604-2108 Fax (540) 604-2101  
[cpayne@hirschlerlaw.com](mailto:cpayne@hirschlerlaw.com)

Maggie Macdonald, Sive, Paget & Riesel, P.C.  
560 Lexington Avenue, 15<sup>th</sup> Floor  
NYC, NY 10022  
(646) 378-7202; Fax (212) 421-1891  
[mmacdonald@sprlaw.com](mailto:mmacdonald@sprlaw.com)

**Engineer:** Bowman Consulting Group, Ltd.  
650A Nelms Circle  
Fredericksburg, VA 22406

**Project Name:** “10 Harkness Boulevard”

**Property:** GPIN # 7769-78-5342, consisting of 3.85 acres, more or less, subject to this application, located in the City of Fredericksburg, Virginia, and as generally described herein (collectively the “Property”). The Property is developed with a warehouse and parking lot.

**Request:** Special Use Permit in accordance with §72.22.6, et al. of the City’s Uniform Development Ordinance (“UDO”), to allow for a recycling center.

**Zoning:** General Industrial District (“I-2 District”)

**Date:** February 10, 2020

## **OVERVIEW**

The Applicant is requesting a special use permit (“SUP”) to operate a recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment and recycling within the existing building at the Property with limited outdoor storage of baled commodities (e.g. plastic and metals) (the “Proposed Use”) within the City’s General Industrial (I-2) District, all in accordance with §72-32.6 and §72-40.2, et al. of the UDO and the enclosed general development plan titled “General Development Plan Green Chip Recycling GPIN 7778-78-5342/10 Harkness Blvd City of Fredericksburg, Virginia Ward 4-Precinct 401” prepared by Bowman Consultants and dated February 2020, as last revised February 10, 2020 (the “GDP”). The Property consists of approximately 3.85 acres, and is located within the City/Battlefield Industrial Park. The Property is currently developed with a warehouse building and parking lot.

As noted above, the Property is zoned I-2. The UDO describes the purpose of the General Industrial District, in relevant part as being: “...established to provide medium to heavy industrial land uses in areas of the City appropriate to adequately serve the physical, transportation access, and environmental impacts of such industrial development. Outdoor storage areas shall be screened where visible from off-site areas.”

A SUP is required because a recycling center is considered a special use in the I-2 zoning district. For purposes of obtaining a special use permit for the proposed use, the Applicant must generally show, in relevant part, that the proposed use is in harmony with:

- (1) the adopted Comp Plan;
- (2) the purpose and intent of the zoning district regulations; and
- (3) existing uses or planned uses of neighboring properties.

The City’s Comprehensive Plan, dated September 8, 2015, as amended through February 12, 2019 (the “Comp Plan”), generally identifies the subject site being within the Land Use Planning Area 9: Braehead/National Park, and specifically identifies the site as being part of a sub-planning area encouraging industrial zoning.

The Proposed Use will complement the Applicant’s established electronic equipment recycling business located in New York by expanding the Applicant’s geographic range, and allowing the Applicant to better serve local residents, businesses and agencies. The Proposed Use will adhere to independently-audited and established industry standards for electronics recycling (R2 Rev. 7/2013), requiring the Applicant to implement an Environmental Health and Safety Plan and maintain certifications under ISO 14001:2015 and OHSAS 18001:2007. Each of these standards requires the Applicant to operate its electronic equipment recycling facility in a manner that protects the health and safety of its employees, and protects both public health and the environment through to the ultimate recycling point for each type of material handled.

The Proposed Use is not a typical recycling center use as is currently contemplated by the UDO, which typically involve large quantities of waste material stored and sorted outdoors in piles before

being processed. All of the Applicant's incoming inventory by contrast is stored indoors, and enters the facility through 8 loading bays where it is then segregated by equipment type. Equipment is manually disassembled and component parts are segregated, with some sorted at disassembly workstations and some component parts loaded onto conveyor belts for sorting. Commodities are stored together and metal and plastic are separately baled and loaded onto pallets before being sent on to downstream vendors for recycling. The Applicant is required, pursuant to the R2 Rev. 7/2013 standard, to perform audits of all of its downstream vendors.

Another aspect of the Applicant's operation that differentiates it from typical recycling centers is the fact that the highest and best use for many of the materials handled by the Applicant is re-use, not recycling. Each employee is trained to identify equipment that enters the facility that may be a candidate for testing, data wiping, refurbishing and resale. In addition, all equipment requiring data destruction is stored in secure containers and/or in a secure area until the data destruction is performed and validated.

Finally, the typical impacts associated with recycling centers – noise from outdoor materials movement and processing, odors from waste materials, and visual impacts from exposed piles of waste – are simply not applicable to the Applicant's operations. Virtually all of the materials received by the Applicant will be staged and stored indoors prior to recycling, and no recycling processes will occur outside of the building. The only proposed use for the parking lot area other than for employee parking and vehicle circulation is to temporarily store baled plastic and metal commodities after they have been segregated through the recycling process (see GDP for said 2,000 SF area). These plastics and metals would not have odor impacts, and would be stored in conformance with obligations for containment and screening. In addition, the Applicant is proposing an eight foot (8') solid fence around the proposed outside storage area, all as shown on the GDP.

Further and as shown on the GDP, vehicular access to the Property will be from Harkness Boulevard via Center Drive. It is anticipated the proposed operations will generate 220 vehicle trips per day of which 65 will be AM peak trips and 65 will be PM peak trips. This assumes max activity for the proposed project (e.g. number of employees and deliveries to and from the site).

Currently, the building is vacant and has been for approximately four years. Accordingly, the Applicant's operations will improve the overall productivity of the Battlefield Industrial Park, and will utilize the existing building thereby avoiding construction impacts and environmental impacts associated with outdoor operations. Further, the Applicant is poised to support the growing Information Technology ("IT") industry in the region, and to ensure that Fredericksburg is best-suited to attract IT businesses such as data centers and other technology-oriented businesses by providing critical asset management and disposition services upon which those businesses rely. In addition to economic development considerations, on a local level the Applicant would provide an outlet for local residents, agencies, schools and businesses to recycle their unwanted electronic equipment responsibly. By doing so, recyclable materials would be diverted from local landfills, which benefits the community and the environment. The Applicant's business model also includes profit-sharing in certain circumstances, so the benefit of resale of working electronics can be shared with the prior owner of the equipment.

From a tax generation and economic development perspective, this proposal will allow a new business to operate at a portion of the Battlefield Industrial Park that has been unproductive for many years. In this regard, it is anticipated that the Applicant will employ 20 new people in year one of operations and a total of 45 new people by year 3. In addition, it is anticipated that the project will generate approximately \$8 million in gross revenues and expend \$2 million in new equipment and personal property. It is further anticipated that the project will generate an estimated \$ \_\_\_\_\_ in overall gross City tax revenues in year one (1) and \$ \_\_\_\_\_ by year five (5). [Applicant to confirm after submission]

In addition, the proposed project will not adversely impact surrounding properties as the Property is surrounded by other industrial I-2 uses, except the National Park Service Property which adjoins one side of the Property with approximately fifty (50) feet of wooded buffer area between the parking lot and the adjoining National Park Service property line. In addition, the Applicant will maintain the twenty-five foot (25 ') perimeter landscape buffer as depicted on the GDP. Further, any outdoor storage will be screened via an eight foot (8') tall solid fence, all as shown on the GDP. The Proposed Use is also in conformance with the Comp Plan and UDO, all as described more particularly below.

**DISCLAIMER STATEMENT:**

No members of the City Council or Members of the Planning Commission or any member of their immediate household or family owns or has a financial interest in the Property, Existing Operation or Applicant.

**ENVIRONMENTAL ANALYSIS:**

The Property is not within the 100 year flood plain nor are there any slopes in excess of twenty percent (20%) that would be disturbed by the Applicant's operations. The site is further not located in a flood zone or in a river overlay district, and the site is not within any Chesapeake Bay Preservation Overlay District. Please also note that the entire site is within the Resource Management Area and there are no Resource Protection Areas on the Property.

The Applicant will not disturb any wetlands on the Property, all as shown on the GDP. The Applicant will utilize existing stormwater infrastructure as generally shown on the GDP.

There are also no known historical resources on the site.

**TRANSPORTATION**

Vehicular access to the Property will be from Harkness Boulevard via Center Drive. The only vehicles accessing the property will be trucks delivering equipment for recycling and trucks carrying commodities and equipment to downstream vendors for recycling (approximately 10 trucks per day), and employee cars (approximately 20 employees in the first year). It is anticipated the proposed operations will generate 220 vehicle trips per day of which 65 will be AM peak trips

and 65 will be PM peak trips. This assumes max activity for the proposed project (e.g. number of employees and deliveries to and from the site).

**PUBLIC FACILITIES/UTILITIES ASSESSMENT**

The following is an impact analysis to City public facilities and utilities regarding the Property and proposed use:

(1) **Water Treatment Storage & Transmission Facilities:**

Not applicable for the proposed use.

(2) **Sewage Transmission & Treatment Facilities:**

Not applicable for the proposed use.

(3) **Storm Sewerage and Storm Water Management on and off site:**

The Applicant will utilize existing stormwater infrastructure to manage stormwater at the Property.

(4) **Streets & Other Public Transportation Systems:**

The project will only utilize Harkness Boulevard via Center Drive for access to and from the Property. It is not anticipated that the Proposed Use will adversely impact city street or transportation systems.

**PUBLIC SCHOOLS, LIBRARIES & PARKS**

The project will not impact public schools, libraries or parks.

**MAINTENANCE & OPERATIONS**

The Applicant proposes to conduct all recycling operations indoors, and only accept deliveries and send shipments during business hours, 7:00 am to 7:00 pm. The Applicant is seeking a special exception to operate exclusively indoors earlier than 7:00 am and later than 7:00 pm.

**COMPREHENSIVE PLAN**

Relationship with the Comprehensive Plan:

- As noted above, the Proposed Use is consistent with the City’s Comp Plan and is located within Planning Area 9 and Sub-Planning Area 9A, which includes the City’s Battlefield Industrial Park.
- Planning Area 9 encourages the development and redevelopment of industrial uses within the said industrial park. Sub-Planning Area 9A encourages industrial uses.

- The Proposed Use will facilitate and support the following key factors, as applicable, for this planning area:
  - Continuing development/expansion of the City/Battlefield Industrial Park by putting into use a building that has been vacant for years.
  - Supporting new technology businesses in Fredericksburg and the greater region.
  - Providing the public and local businesses with an environmentally sound resource for electronics recycling and electronic asset management and disposition, and diverting recyclable materials from local landfills.
  - Introduction of new business to the City of Fredericksburg and increase tax revenues/jobs pertaining to the same.

### **CONSISTENCY WITH CITY UDO GOALS**

As noted herein, the Property is currently zoned I-2 District. The UDO requires a special use permit for the Proposed Use. Further any outside storage use shall be screened where visible from off-site areas in the I-2 District. In this regard, the requirements of Section 72-41.4 D. and E apply as follows:

#### **D. Outdoor Storage as a Principal Use.**

1. For any outdoor storage of baled commodities, the Applicant will construct an enclosed and minimum eight foot (8') high fence (in accordance with §72-56 of the UDO) as generally shown on the GDP.
2. No materials or equipment will be stored at a height that exceeds the aforesaid fencing height.
3. Customers and vehicles shall have adequate space to circulate through the storage area, subject to onsite rules and restrictions of the Applicant, all as generally shown on the GDP.

#### **E. Recycling Center.**

The Proposed Use, as may be applicable, shall comply with the following standards except where it is noted that the Applicant is seeking a Special Exception Permit due to the unique nature of this recycling center use. Generally, the Applicant's business thrives in a regulated environment, as evidenced by the rigorous independent certification standards the Applicant has availed itself to and has consistently maintained for over five (5) years. The electronics recycling industry is the subject of intense scrutiny, and regulations and enforcement ensure that bad actors are not able to undercut the business model of responsible, certified recyclers like the Applicant. It is in this context that the Applicant seeks certain Special Exceptions from the following requirements to accommodate the atypical, indoor nature of the proposed recycling center use.

1. The center shall be on a parcel with an area of at least five acres:

**Response:** The Applicant is seeking a special exception in light of the fact that all recycling operations will take place within the confines of an existing building on a 3.85 acre lot and not require additional acreage for such operations.

2. The center shall be located at least 250 feet from any residential district, school, or day care:

**Response:** The Applicant is seeking a special exception due to the fact that the Property is within 250 feet of a residential district. We do not believe this project, especially given the prior use and existing uses within the Battlefield Field Industrial Park, will adversely impact residential uses within 250 feet of the site. As noted above, all operations are indoors and only outdoor activity (other than typical employee and operational traversing) will be temporary storage. The storage area will include an 8 foot tall solid fence surrounding the said area and a 25 foot landscape buffer in the area shown on the GDP. Further, the nearby residential properties also located within heavy forested areas and the Applicant has further restricted no truck deliveries from 7:00 PM to 7:00 AM.

3. Except for a freestanding office, no part of the center shall be located within 50 feet of any lot line:

**Response:** The Applicant is seeking a special exception due to the fact that the recycling operations will occur within the confines of an existing building, and the existing building is located within 50 feet of the Property lot line. Please note above as to mitigation of potential impacts.

4. All recycling activities and storage areas shall be effectively screened from view by walls, fences, or buildings. Such screening shall be designed and installed to ensure that no part of recycling activities or a storage area can be seen from rights-of-way or adjacent lots. In no case shall the height of recyclable or recovered materials, or non-recyclable residue stored in outdoor areas exceed 20 feet or the height of the principal building on the lot, whichever is greater.

**Response:** The Proposed Use will be in compliance with the above requirements and screened as shown on the GDP.

5. All outdoor storage areas shall be surrounded by a solid fence or wall that is at least eight feet high.

**Response:** The storage area will include a minimum eight-foot (8') high and a twenty-five foot (25') landscape buffer all as shown on the GDP.

6. Recyclable materials shall be contained within a leak-proof bin or trailer, and not stored on the ground.

**Response:** Recyclable materials will be contained within a leak-proof container and stored in conformance with all applicable governmental requirements.

7. There shall be no collection or storage of hazardous or biodegradable wastes center.

**Response:** Not applicable to the Property or Proposed Use. Electronic equipment being collected and stored for recycling is not considered hazardous waste under local, state or federal law. Further, components of electronic equipment, such as batteries, are considered universal wastes, and will be handled as such pursuant to 40 C.F.R. 273 et seq.

8. Space shall be provided to park each commercial vehicle operated by the center.

**Response:** Adequate parking will be provided based on the number of employees and truck trips anticipated for the Facility, including 8 loading bays for trucks. No additional parking will be required.

9. If the center is located within 500 feet of property in a residential zoning district or developed for residential use, it shall not be in operation between the hours of 7:00 PM and 7:00 AM. The facility shall be administered by on-site persons during the hours the facility is open.

**Response:** The Applicant is seeking a Special Exception to allow operations solely within the building to occur between 7:00pm and 7:00am. The Applicant would not permit truck delivery traffic or movement of outdoor storage materials to occur between 7:00pm and 7:00am.

10. The site shall be maintained free of fluids, odors, litter, rubbish, and any other non-recyclable materials. The site shall be cleaned or debris on a daily basis and shall be secured from unauthorized entry and removal of materials when attendants are not present.

**Response:** The Proposed Use will comply with this requirement.

11. Signage shall include the name and phone number of the facility operator and indicate any materials not accepted by the center.

**Response:** The Proposed Use will comply with this requirement.

12. Access to the center shall be from a collector or arterial street.

**Response:** Access shall be to and from Harkness Boulevard via Center Drive, as shown on the GDP.

13. No dust, fumes, smoke, vibration or odor above ambient level shall be detectable on abutting properties.

**Response:** The Proposed Use will comply with this requirement

The Project will also be developed in accordance with §72-32.6, §72-4, and §72-5 of the UDO, all as the aforesaid may be applicable and/or otherwise modified or waived by the City's Zoning Administrator.

### **IMPACTS TO SURROUNDING PROPERTIES**

As noted above, the Proposed Use is located within the City's Battlefield Industrial Park and access is directly to and from Harkness Boulevard as shown on the GDP. The Property is currently developed with a warehouse building and a parking lot. The Proposed Use adjoins several I-2 zoned properties as more particularly provided on the GDP. We believe the proposed project will not adversely impact surrounding property owners for all the reasons provide aforesaid and below.

In regard to the foregoing, please note the following analysis under Section 72-22.6 D. 2 of the UDO:

(a) ***Traffic or parking congestion:*** As noted above, under our transportation section of this narrative, we do not believe the Proposed Use will adversely impact Harkness Boulevard. In regard to parking, the Existing Operation has more than adequate parking and loading bays for any new traffic to the site.

(b) ***Noise, lights, dust, odor, fumes, vibration, and other factors which adversely affect the natural environment:*** As noted above, the Proposed Use is within the City's industrial park and zoned I-2, as are many surrounding properties. All recycling activities will occur indoors and will be subject to the requirements of City Ordinance 10-98. In addition, the only outside storage associated with the Proposed Use will be for baled commodities (plastic and metals); thus there will be negligible noise associated with forklifts placing those baled commodities in their respective storage areas, and there will be virtually no fumes or vibrations. In addition, the surface of the storage areas where said materials will be located will be leakproof as noted in the GDP. Further, the Applicant will construct, as noted above, at least an eight foot (8') high fence around the storage area and the addition of a 25 foot landscape buffer all as shown on the GDP. The Applicant will also consider additional plantings along the lot line fronting Lee Drive to further insulate the Proposed Use from the adjacent residential area.

(c) ***Discouragement of economic development activities that may provide desirable employment or enlarge the tax base:*** This proposal will put a vacant building to productive use without any of the environmental impacts typically associated with recycling centers, in an area already zoned for industrial uses. In this regard, it is anticipated that the Applicant will employ 20 new people in year one of operations and a total of 45 new people by year 3. It is further anticipated that the project will generate approximately \$8 million in gross revenues and expend \$2 million in new equipment and personal property. It is further anticipated that the project will generate an estimated \$ \_\_\_\_\_ in overall gross City tax revenues in year one (1) and \$ \_\_\_\_\_ by year five (5). [Applicant to confirm after submission]

(d) ***Undue density of population or intensity of use in relation to the community facilities existing or available:*** Not applicable to the Proposed Use.

(e) ***Reduction in the availability of affordable housing in the neighborhood:*** Not applicable to the Proposed Use.

(f) ***Impact on school population and facilities:*** Not applicable to the Proposed Use.

(g) ***Destruction of or encroachment upon conservation or historic districts:*** Not applicable to the Proposed Use.

(h) ***Conformity with federal, state, and local laws, as demonstrated and certified by the applicant:***  
This project will be in conformance with applicable federal, state and local laws.

(i) ***Massing and scale of the project:*** The project will have no mass and scale impacts as it will utilize an existing building and parking lot.

***[CERTIFICATIONS AND AUTHORIZED SIGNATURES TO FOLLOW]***

**APPLICANT CERTIFICATIONS**

The Applicant hereby certifies that the use and development of the Property, and all improvements thereon, are subject to the final approval by the City of this amended special use permit application, and thereafter final site and construction plans for the Project.

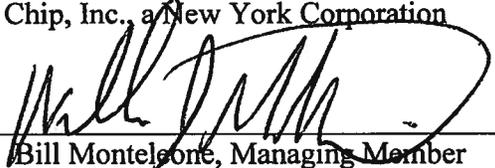
The Applicant further certifies that the Project will conform to all applicable City ordinances, regulations and performance standards, unless and except any waiver, modification, exception or variance is granted for this Project by the City, including without limitation as requested and provided in this application.

The Applicant further certifies that all information included herein and with this application is true and correct to the best of the Applicant's knowledge.

WITNESS the following authorized signatures:

**Applicant:**

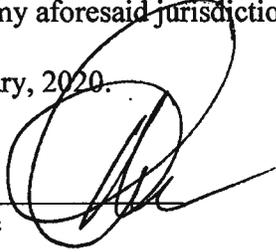
Green Chip, Inc., a New York Corporation

By:   
Bill Monteleone, Managing Member

STATE OF NEW YORK,  
COUNTY OF Queens, to wit:

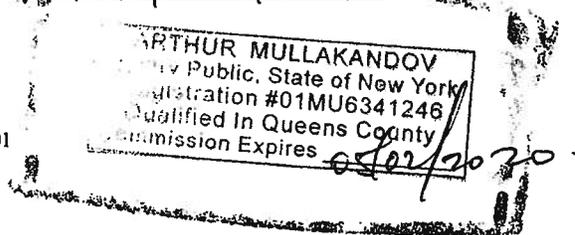
I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Bill Monteleone, in his capacity as Managing Member of Green Chip, Inc., a New York corporation, has personally acknowledged the same before me in my aforesaid jurisdiction.

GIVEN under my hand and seal this 10<sup>th</sup> day of February, 2020.

  
Notary Public

Print Name: ARTHUR MULLAKANDOV  
My Commission Expires: 05/02/2020  
Registration No.: #01MU6341246  
[SEAL]

12036346.1 045028.00001



# GENERAL DEVELOPMENT PLAN GREEN CHIP RECYCLING

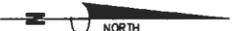
GPIN 7778-78-5342 / 10 HARKNESS BLVD  
CITY OF FREDERICKSBURG, VIRGINIA  
WARD 4 - PRECINCT 401  
RZ2020-\_\_

**VICINITY MAP LEGEND**

- ⊖ DENOTES TRANSIT BUS STOP
- ⊙ DENOTES POLICE DEPARTMENT
- ⊙ DENOTES FIRE STATION
- ⊙ DENOTES SCHOOL



VICINITY MAP  
SCALE: 1" = 1000'



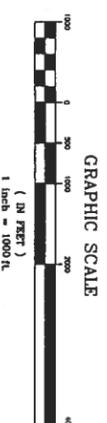
<b>OWNER</b>	DOMINION REAL ESTATE LLC 608 NALLS FARM WAY GREAT FALLS, VA 22066
<b>APPLICANT</b>	GREENCHIP, INC. 540 KINGSLAND AVENUE BROOKLYN, NY 11222 CONTACT: MS. MAGGIE MACDONALD
<b>LAND USE ATTORNEY</b>	HIRSCHLER FLEISCHER 725 JACKSON ST., SUITE 200 FREDERICKSBURG, VA 22401 PH: (540) 804-2108 FAX: (540) 804-2101 CONTACT: MR. CHARLES W. PAVNE, JR. <b>ENGINEER</b>
<b>ENGINEER</b>	BOWMAN CONSULTING GROUP 650A NELMS CIRCLE FREDERICKSBURG, VA 22406 PH: (540) 371-0268 FAX: (540) 371-3479 CONTACT: MR. WILLIAM E. DOWDANSON, JR., P.E.

**SHEET INDEX**

SHEET NO.	SHEET DESCRIPTION
1	COVER SHEET
2	LEGEND, NOTES & TABULATIONS
3	BOUNDARY PLAT
4	EXISTING CONDITIONS & ENVIRONMENTAL ANALYSIS
5	SCHEDULIC PLAN
6	CONCEPTUAL LANDSCAPING PLAN

**PLANNING DIRECTOR APPROVAL**

DIRECTOR COMMUNITY PLANNING AND BUILDING DEPARTMENT CITY OF FREDERICKSBURG	DATE
--	------



<p>PLANNING STATUS</p> <p>02/10/20 1st SUBMISSION</p> <p>06/01/20 2nd SUBMISSION</p>		<p>CITY PROJECT NUMBER</p> <p>WARD 4: PRECINCT 401</p>	<p>COVER SHEET</p> <p>GENERAL DEVELOPMENT PLAN</p> <p>GREEN CHIP RECYCLING</p> <p>CITY OF FREDERICKSBURG, VIRGINIA</p>	<p>Bowman Consulting Group, Ltd. 650-A Nelms Circle Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0268 Fax: (540) 371-3479</p> <p>www.bowmanconsulting.com © Bowman Consulting Group, Ltd.</p>	
<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE NO. 100262-D-ZP-001</p>





DATE	DESCRIPTION	BY	CHKD
02/10/2014	DESIGN	HR	HR
06/07/2014	DRAWN	CHND	CHND
	SCALE	AS SHOWN	
	DATE	FEBRUARY 2020	
	FILE NO.	100262-0-ZP-001	



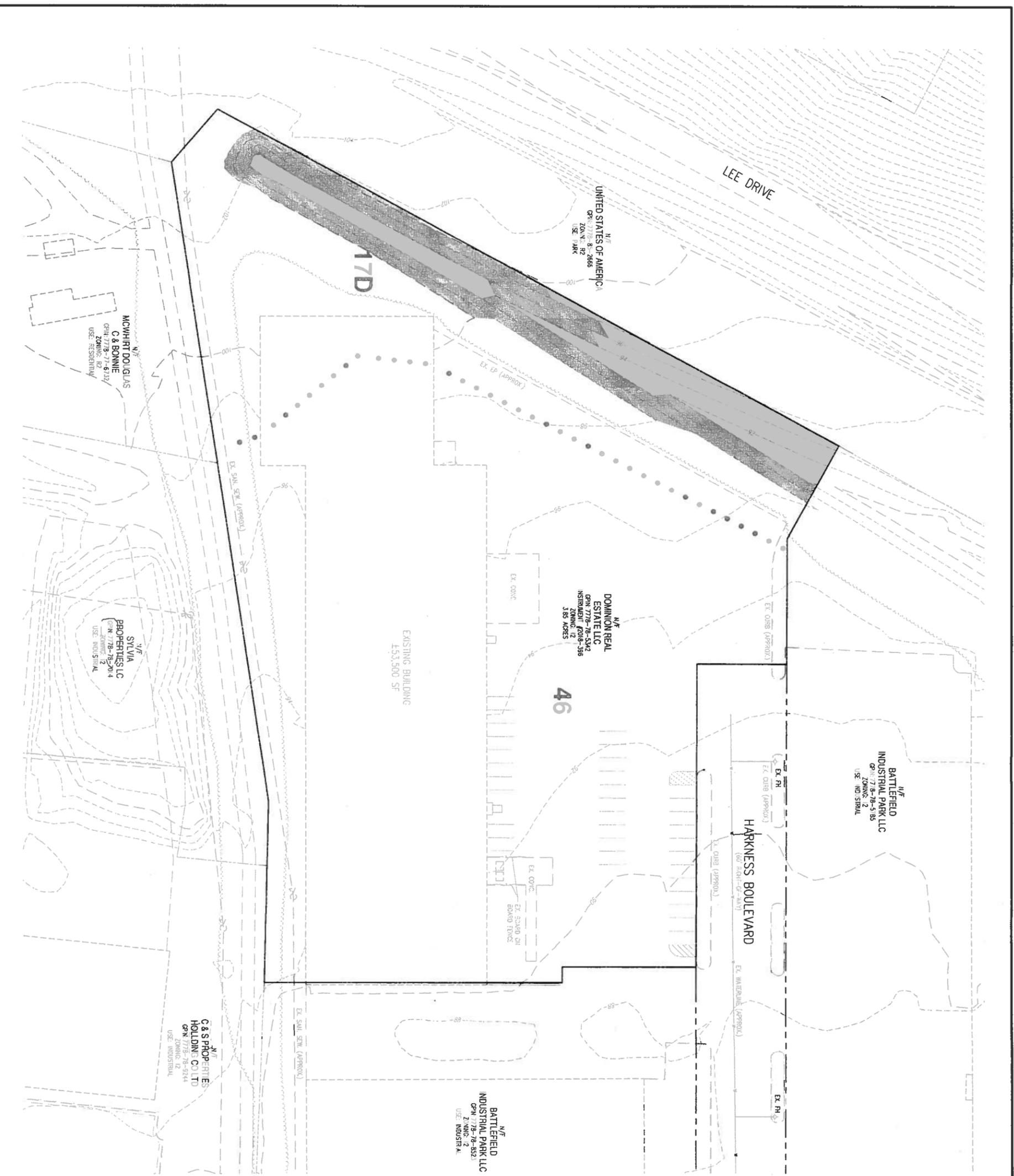
**LEGEND**

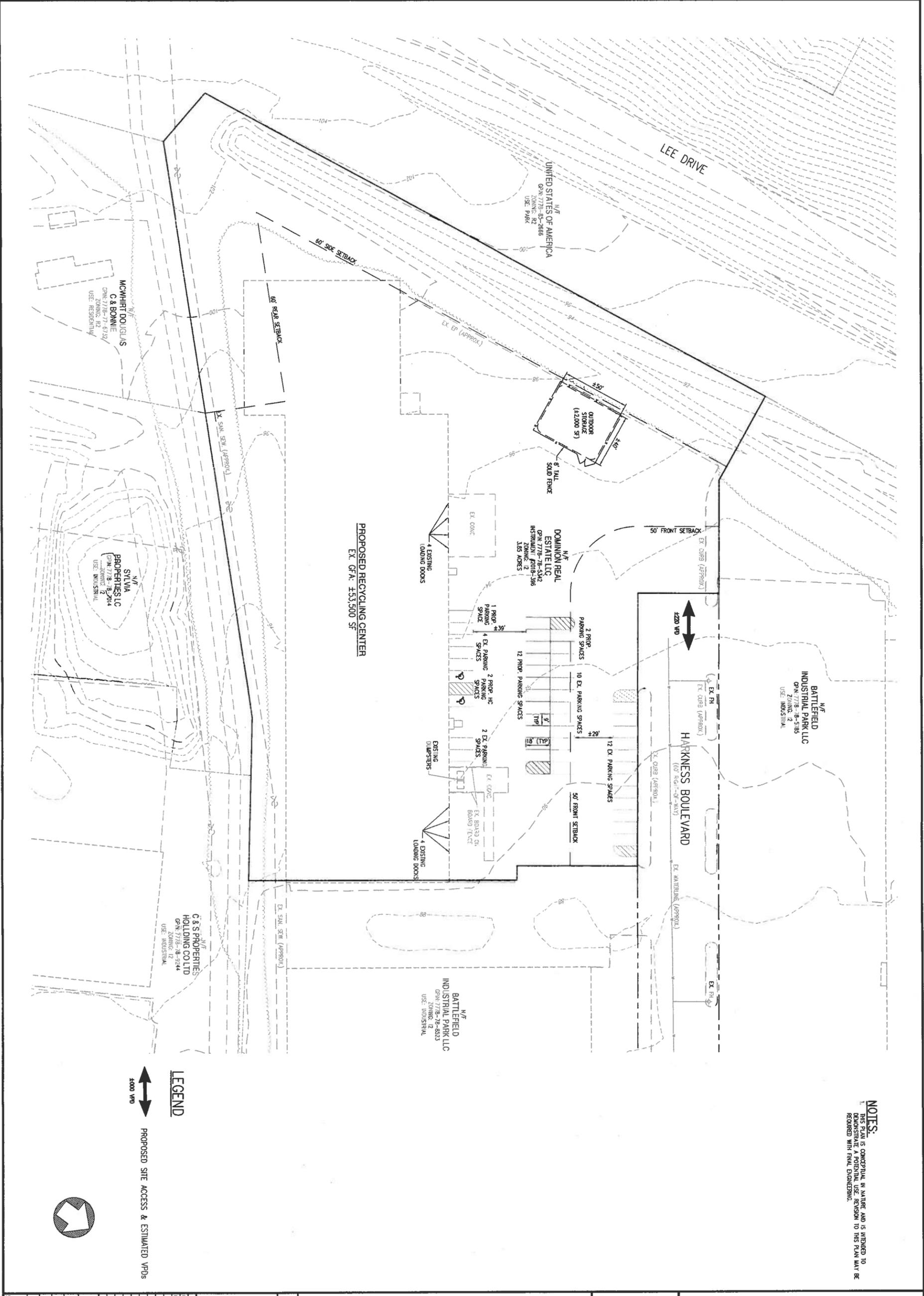
- DEMISED SLOPES > 25%
- SOILS
- EXISTING TREELINE

- NOTES:**
- PER CITY OF FREDERICKSBURG GIS INFORMATION, NO WETLANDS OR WATERS OF THE US ARE LOCATED ON THIS SITE.
  - THIS SITE IS LOCATED WITHIN THE CHEESAPEAKE BAY OVERLAY DISTRICT AND THE PARCEL DESCRIBED WITHIN THIS PLAN LIES WITHIN THE RMA FEATURES AND DOES NOT CONTAIN RPA FEATURES.
  - THE PROPERTY AS SHOWN HEREON IS NOT IN A 100-YEAR FLOODPLAIN. IT LIES IN ZONE "C" (UN-SHADED) AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP FOR CITY OF FREDERICKSBURG, VIRGINIA, COMMUNITY-PANEL NUMBER 510065003C, EFFECTIVE DATE SEPTEMBER 19, 2007.
  - THERE ARE NO KNOWN COLLECTIBLES OR HISTORIC SITES LOCATED ON THE SUBJECT PROPERTY.

**SOIL TYPES**

MAP UNIT SYMBOL	MAP UNIT NAME
17D	DISTROCHRETS-LUDULTS COMPLEX, STEEP
46	URBAN LAND-UDULTS COMPLEX, SMOOTHED



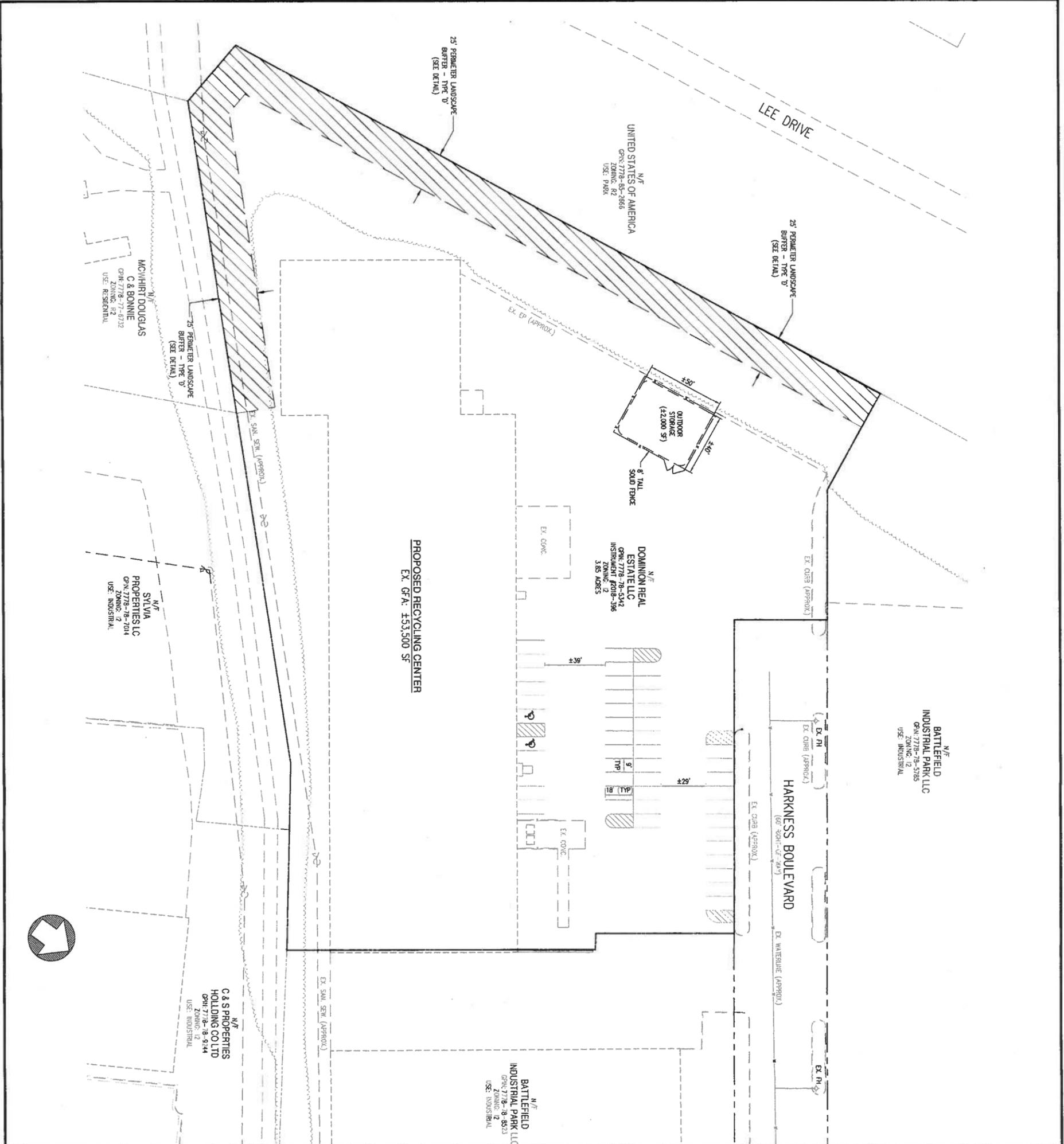


**NOTES:**  
 THIS PLAN IS CONCEPTUAL IN NATURE AND IS INTENDED TO  
 PROVIDE AN OVERALL GENERAL DEVELOPMENT PLAN. IT IS NOT  
 TO BE CONSIDERED A FINAL DESIGN OR CONSTRUCTION DOCUMENT.  
 RECORD WITH FINAL ENGINEERING.

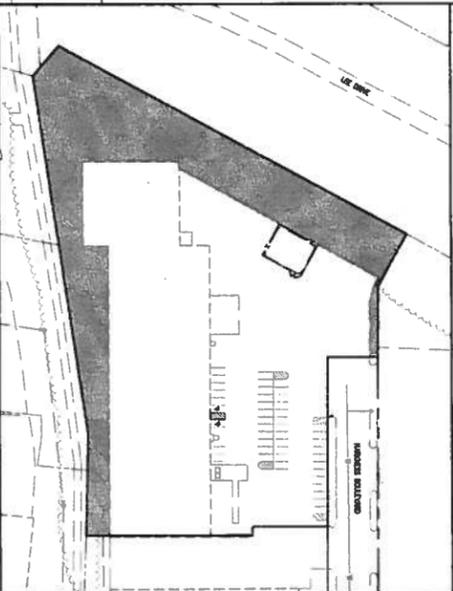
**LEGEND**  
 400' VPD  
 PROPOSED SITE ACCESS & ESTIMATED VPDs



<p>CITY PROJECT NUMBER</p> <p>WARD 4: PRECINCT 401</p>	<p><b>SCHEMATIC PLAN</b></p> <p><b>GENERAL DEVELOPMENT PLAN</b></p> <p><b>GREEN CHIP RECYCLING</b></p> <p>CITY OF FREDERICKSBURG, VIRGINIA</p>	<p>Bowman Consulting Group, Ltd.                  550-A Njems Circle                  Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0268                  Fax: (540) 371-3479                  www.bowmanconsulting.com                  © Bowman Consulting Group, Ltd.</p>	<p><b>Bowman</b>                  CONSULTING</p>
<p>PLAN STATUS</p> <p>02/10/20 1st SUBMISSION                  05/01/20 2nd SUBMISSION</p>	<p>COMMONWEALTH OF VIRGINIA</p> <p>REGISTERED PROFESSIONAL ENGINEER</p> <p>DAVID E. DUNCANSON JR.                  Lic. No. 0552065                  05/01/20</p>	<p>DATE DESCRIPTION</p> <p>WED WED WED</p> <p>DESIGN DRAWN CHD</p> <p>SCALE H. N/A</p> <p>LOG No. 100262-01-001</p> <p>DATE: FEBRUARY 2020</p> <p>FILE No. 100262-0-2P-001</p>	<p>SHEET 5 OF 6</p>

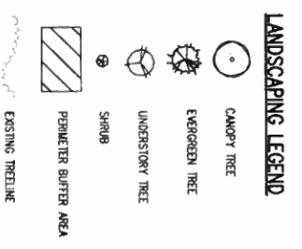
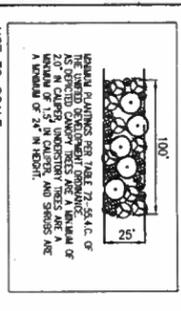


**PROPOSED OPEN SPACE**  
NOT TO SCALE



NOTE: SEE SHEET #2 FOR OPEN SPACE CALCULATIONS.

**BUFFER TYPE "D"**  
DETAIL



**NOTES**

1. THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO MINOR REVISION WITH FINAL ENGINEERING.
2. ALL LANDSCAPING SHALL BE PLANTED IN ACCORDANCE WITH SECTION 77-55 OF THE CITY OF FREDERICKSBURG UNIFIED DEVELOPMENT ORDINANCE (UDO), UNLESS WAIVED OR MODIFIED.
3. ALL LANDSCAPING SHALL BE MAINTAINED BY THE PROPERTY OWNER(S) IN ACCORDANCE WITH THE UDO.
4. ALL SIGNS (BUILDING AND FREE-STANDING) SHALL BE ERRECTED IN ACCORDANCE WITH SECTION 77-59 OF THE UDO. MORE SPECIFICALLY, NO SIGN SHALL BE ERRECTED UNTIL A SIGN DESIGN PACKAGE HAS BEEN SUBMITTED AND APPROVED BY THE DEVELOPMENT ADMINISTRATOR IN ACCORDANCE WITH SECTION 77-59 OF THE UDO. ADDITIONAL SIGNAGE SHALL BE SUBMITTED AND APPROVED BY THE DEVELOPMENT ADMINISTRATOR WITH THE UDO AND AN APPROVED SIGN DESIGN PACKAGE.
5. NO LAND DISTURBANCE IS ANTICIPATED ON THIS SITE. EXISTING TREES MAY BE CREDITED TOWARD THE PERIMETER BUFFER REQUIREMENTS. SUBJECT TO VERIFICATION OF A CERTIFIED ARBORIST.

	CITY PROJECT NUMBER _____	CONCEPTUAL LANDSCAPING PLAN GENERAL DEVELOPMENT PLAN GREEN CHIP RECYCLING WARD 4: PRECINCT 401 CITY OF FREDERICKSBURG, VIRGINIA	Bowman Consulting Group, Ltd. 850-A Nains Circle Fredericksburg, Virginia 22406 Phone: (540) 371-0288 Fax: (540) 371-3479 www.bowmanconsulting.com © Bowman Consulting Group, Ltd.	
	PLAN STATUS 02/10/20 1st SUBMISSION 06/01/20 2nd SUBMISSION			

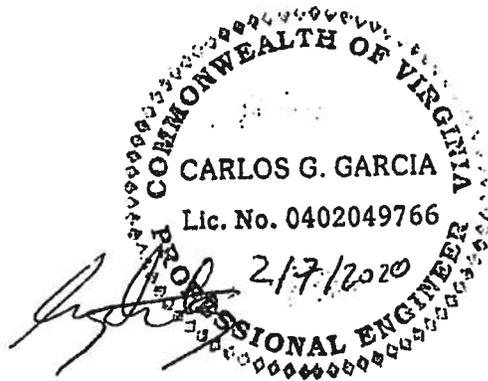
# Memorandum

To: Ms. Maggie MacDonald  
Green Chip, Inc.

From: Carlos G. Garcia, P.E.

Date: 02/07/2020

Re: Green Chip Recycling – Traffic Assessment



The purpose of this assessment is to evaluate the potential impact in the existing roadway network as a result of the proposed Green Chip Recycling Facility. Green Chip is proposing to occupy a current vacant space (10 Harkness Boulevard in Fredericksburg, VA) with a base operation of 20 employees and 10 truck deliveries with a goal of 45 employees and 20 truck deliveries in the future.

## Background Information

The existing site is located at 10 Harkness Boulevard in Fredericksburg, VA. The site can be accessed by Summit Street (Vehicles traveling eastbound on Route 3) and Tyler Street (Vehicles traveling westbound on Route 3). **Figure 1** depicts the existing site location.



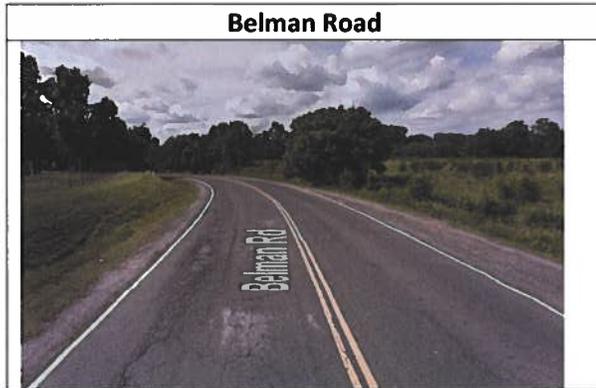
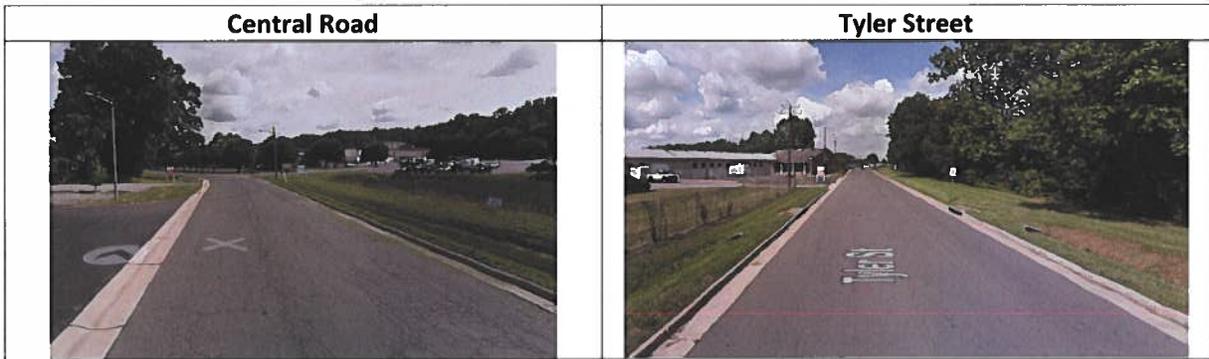
Figure 1. Site Location.

**Existing Roadway Network**

*Summit Street/Central Road* is an undivided two-lane local roadway that provides direct access (entering the site) for vehicles traveling eastbound on Route 3; the road also provides direct access for vehicles exiting the site with destination eastbound on route 3. The posted speed limit for this road is 25 MPH. The Summit Street and Route 3 intersection has a right-in/right-out configuration.

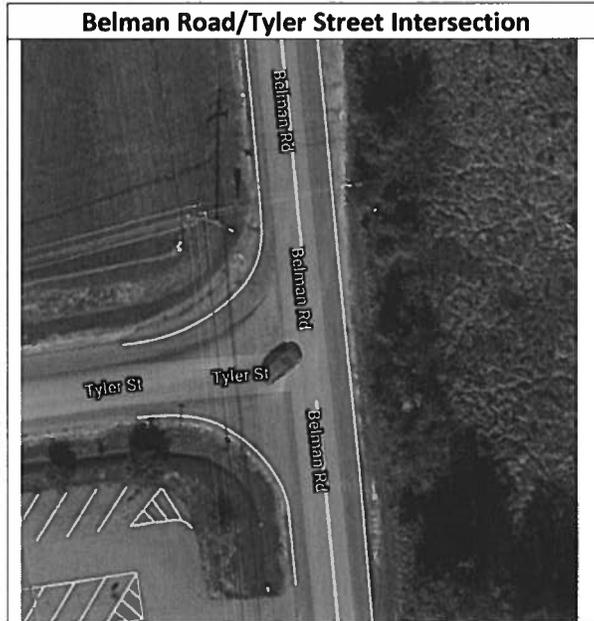
*Tyler Street* is an undivided two-lane local roadway that provides direct access (entering the site) via Belman Road for vehicles traveling westbound on Route 3; the road also provides direct access for vehicles exiting the site with destination westbound on route 3. The posted speed limit for this road is 25 MPH.

*Belman Road* is an undivided two-lane local roadway that provides direct access (entering the site) via Tyler Street for vehicles traveling westbound on Route 3; the road also provides direct access for vehicles exiting the site with destination westbound on route 3. The posted speed limit for this road is 35 MPH. The Belman Road and Route 3 intersection is signalized and provides full access to east/westbound traffic.



For purposes of this assessment, the intersection of Tyler Street and Belman Road was evaluated since most of the traffic from the site wanting to travel westbound on Route 3 will be turning left at the intersection.

The trip arrival/departure distribution was estimated to be a 45/55 split to/from Route 3. Approximately 45% of the new trips are expected to use Summit Street/Central Road and 55% of the trips are expected to use Belman Road and Tyler Street.



#### Traffic Data Collection

For this evaluation, Bowman collected traffic turning movement counts at the intersection of Tyler Street and Belman Road on an average day (Tuesday, February 4<sup>th</sup>, 2020) during the morning (7:00 am to 9:00 am) and evening (4:00 pm to 6:00 pm) peak periods. These counts were used to determine the peak hour volumes for the intersection and prepare capacity analysis for No-Build and Build conditions. The traffic data collected is included at the end of this assessment as an attachment.

#### Trip Generation

As previously mentioned, the Green Chip Recycling Facility is proposing to increase the operations of the facility by increasing the number of employees (from 20 to 45) and the number of truck deliveries (from 10 to 20 trucks per day).

As a conservative approach, this assessment assumes that 100% of the additional trips pertinent to the new employees and new truck deliveries (45 employees and 20 trucks) will occur during the peak hours with 55% of the trips will travel to/from the east.

Based on this assumption and the arrival departure distribution identified in this assessment, the intersection of Tyler Street and Belman Road is projected to have an additional 36 southbound trips turning right at the intersection during the morning peak hour. During the evening peak hour, the intersection is projected to have an additional 36 eastbound trips turning left at the intersection. The existing traffic volumes (No-Build Conditions) including the existing trips from the Green Chip Recycling Facility are depicted in **Figure 2**. The projected trips (Build Conditions) including the new trips from the expansion of the facility are also included in **Figure 2**.

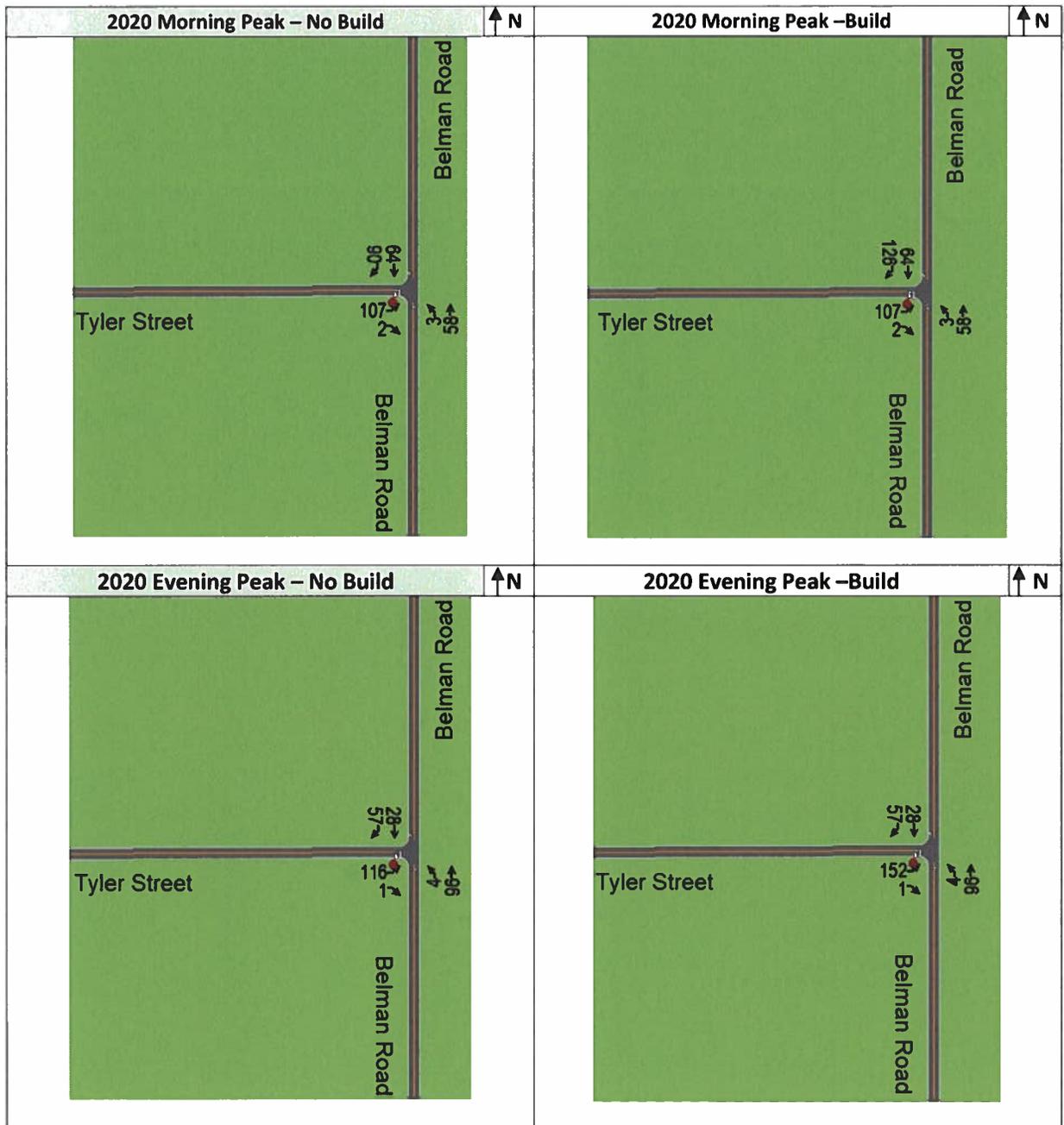


Figure 2. No-Build and Build Traffic Volumes.

## Capacity Analysis

The intersection of Tyler Street and Belman Road was analyzed for each scenario (No Build and Build) using the 2010 Highway Capacity Manual (HCM) methodologies using the computer software package Synchro 10. The analysis uses capacity, Level of Service (LOS), and control delay as the criteria for the performance of the intersections.

Typically, LOS “A” through “D” is considered acceptable, while LOS “E” and “F” are considered failing or unacceptable. Control delay is a measure of the total amount of delay experienced by an individual vehicle and includes delay related to deceleration, queue delay, stopped delay, and acceleration.

### Level of Service

The capacity analysis results are summarized in Table 1.

**Table 1. Tyler Street and Belman Road (Capacity Analysis)**

2020 No Build vs Build Conditions (Capacity Analysis)										
INTERSECTION			NO BUILD AM PEAK		BUILD AM PEAK		NO BUILD PM PEAK		BUILD PM PEAK	
			Conditions		Conditions		Conditions		Conditions	
			DELAY (S)	LOS	DELAY (S)	LOS	DELAY (S)	LOS	DELAY (S)	LOS
Tyler Street and Belman Road	Approach	Movement								
	EB	L/R	10.3	B	10.4	B	10.2	B	10.5	B
	NB	L/T	7.6	A	7.6	A	7.4	A	7.4	A
	SB	T/R	0.0	A	0.0	A	0.0	A	0.0	A

The results of the capacity analysis indicate that the intersection is expected to operate at acceptable levels of service B or better. The traffic operations along Belman Road are expected to remain acceptable at LOS A.

The levels of service of the intersection are not expected to change from No-Build conditions to Build conditions as a result of the proposed project. Minimal to negligible increases of delay would be expected (less than 1 second at Tyler Street). The results of the capacity analysis are included at the end of this assessment as an attachment.

Note that the analysis is based on the most conservative approach. The traffic generated by recycling facilities is normally distributed within a 10-hour period. Therefore, the roadway network is expected to experience lesser traffic volumes than the volumes evaluated in this assessment during the peak periods.

## Conclusions

- The results of the capacity analysis indicate that the intersection is expected to operate at acceptable levels of service B or better during the No-Build conditions / Build conditions. The proposed development is not expected to have a significant/detrimental impact on the existing roadway system.

# Bowman Consulting Group

3951 Westerre Parkway, Suite 150  
Richmond, VA, 23233

Belman Road and Tyler Street AM

File Name : Belman\_Tyler\_AM  
Site Code : 00000001  
Start Date : 2/5/2020  
Page No : 1

Groups Printed- Typical Vehicles - Heavy Vehicles

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total			
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total				
07:00 AM	16	0	0	0	16	0	0	0	0	0	9	0	0	9	0	19	29	0	48	73
07:15 AM	16	0	1	0	17	0	0	0	0	0	3	0	0	3	0	30	29	0	59	79
07:30 AM	17	0	1	0	18	0	0	0	0	0	7	0	0	7	0	18	23	0	41	66
07:45 AM	29	0	1	0	30	0	0	0	0	0	1	7	0	8	0	10	18	0	28	66
<b>Total</b>	<b>78</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>81</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>26</b>	<b>0</b>	<b>27</b>	<b>0</b>	<b>77</b>	<b>99</b>	<b>0</b>	<b>176</b>	<b>284</b>
08:00 AM	24	0	0	0	24	0	0	0	0	0	17	0	0	17	0	18	22	0	40	81
08:15 AM	31	0	0	0	31	0	0	0	0	0	3	17	0	20	0	18	35	0	53	104
08:30 AM	23	0	2	0	25	0	0	0	0	0	11	0	0	11	0	11	17	0	28	64
08:45 AM	29	0	0	0	29	0	0	0	0	0	13	0	0	13	0	17	16	0	33	75
<b>Total</b>	<b>107</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>58</b>	<b>0</b>	<b>61</b>	<b>0</b>	<b>64</b>	<b>90</b>	<b>0</b>	<b>154</b>	<b>324</b>
<b>Grand Total</b>	<b>185</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>84</b>	<b>0</b>	<b>88</b>	<b>0</b>	<b>141</b>	<b>189</b>	<b>0</b>	<b>330</b>	<b>608</b>
Apprch %	97.4	0	2.6	0		0	0	0	0		4.5	95.5	0	0		0	42.7	57.3	0	
Total %	30.4	0	0.8	0	31.2	0	0	0	0	0	0.7	13.8	0	14.5	0	23.2	31.1	0	54.3	
Typical Vehicles	148	0	4	0	152	0	0	0	0	0	4	65	0	69	0	135	146	0	281	502
% Typical Vehicles	80	0	80	0	80	0	0	0	0	0	100	77.4	0	78.4	0	95.7	77.2	0	85.2	82.6
Heavy Vehicles	37	0	1	0	38	0	0	0	0	0	0	19	0	19	0	6	43	0	49	106
% Heavy Vehicles	20	0	20	0	20	0	0	0	0	0	0	22.6	0	21.6	0	4.3	22.8	0	14.8	17.4

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
Peak Hour Analysis From 08:00 AM to 08:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 08:00 AM																					
08:00 AM	24	0	0	0	24	0	0	0	0	0	17	0	0	17	0	18	22	0	40	81	
08:15 AM	31	0	0	0	31	0	0	0	0	0	3	17	0	20	0	18	35	0	53	104	
08:30 AM	23	0	2	0	25	0	0	0	0	0	11	0	0	11	0	11	17	0	28	64	
08:45 AM	29	0	0	0	29	0	0	0	0	0	13	0	0	13	0	17	16	0	33	75	
<b>Total Volume</b>	<b>107</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>58</b>	<b>0</b>	<b>61</b>	<b>0</b>	<b>64</b>	<b>90</b>	<b>0</b>	<b>154</b>	<b>324</b>	
% App. Total	98.2	0	1.8	0		0	0	0	0		4.9	95.1	0	0		0	41.6	58.4	0		
PHF	.863	.000	.250	.000	.879	.000	.000	.000	.000	.000	.250	.853	.000	.000	.763	.000	.889	.643	.000	.726	.779
Typical Vehicles	94	0	2	0	96	0	0	0	0	0	3	47	0	50	0	61	50	0	111	257	
% Typical Vehicles	87.9	0	100	0	88.1	0	0	0	0	0	100	81.0	0	82.0	0	95.3	55.6	0	72.1	79.3	
Heavy Vehicles	13	0	0	0	13	0	0	0	0	0	11	0	0	11	0	3	40	0	43	67	
% Heavy Vehicles	12.1	0	0	0	11.9	0	0	0	0	0	0	19.0	0	18.0	0	4.7	44.4	0	27.9	20.7	

# Bowman Consulting Group

3951 Westerre Parkway, Suite 150  
Richmond, VA, 23233

Belman Road and Tyler Street PM

File Name : Belman\_Tyler\_PM  
Site Code : 00000001  
Start Date : 2/4/2020  
Page No : 1

Groups Printed- Typical Vehicles - Heavy Vehicles

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
04:00 PM	37	0	0	0	37	0	0	0	0	0	2	35	0	0	37	0	8	24	0	32	106
04:15 PM	27	0	1	0	28	0	0	0	0	0	0	17	0	0	17	0	7	10	0	17	62
04:30 PM	32	0	0	0	32	0	0	0	0	0	1	22	0	0	23	0	6	7	0	13	68
04:45 PM	20	0	0	0	20	0	0	0	0	0	1	22	0	0	23	0	7	16	0	23	66
<b>Total</b>	<b>116</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>28</b>	<b>57</b>	<b>0</b>	<b>85</b>	<b>302</b>
05:00 PM	37	0	0	0	37	0	0	0	0	0	3	27	0	0	30	0	3	8	0	11	78
05:15 PM	16	0	0	0	16	0	0	0	0	0	0	9	0	0	9	0	1	13	0	14	39
05:30 PM	17	0	0	0	17	0	0	0	0	0	1	11	0	0	12	0	9	5	0	14	43
05:45 PM	13	0	1	0	14	0	0	0	0	0	0	2	0	0	2	0	3	7	0	10	26
<b>Total</b>	<b>83</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>53</b>	<b>0</b>	<b>16</b>	<b>33</b>	<b>0</b>	<b>49</b>	<b>186</b>
<b>Grand Total</b>	<b>199</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>145</b>	<b>0</b>	<b>0</b>	<b>153</b>	<b>0</b>	<b>44</b>	<b>90</b>	<b>0</b>	<b>134</b>	<b>488</b>
Apprch %	99	0	1	0		0	0	0	0	0	5.2	94.8	0	0		0	32.8	67.2	0		
Total %	40.8	0	0.4	0	41.2	0	0	0	0	0	1.6	29.7	0	0	31.4	0	9	18.4	0	27.5	
Typical Vehicles	179	0	1	0	180	0	0	0	0	0	7	142	0	0	149	0	40	50	0	90	419
% Typical Vehicles	89.9	0	50	0	89.6	0	0	0	0	0	87.5	97.9	0	0	97.4	0	90.9	55.6	0	67.2	85.9
Heavy Vehicles	20	0	1	0	21	0	0	0	0	0	1	3	0	0	4	0	4	40	0	44	69
% Heavy Vehicles	10.1	0	50	0	10.4	0	0	0	0	0	12.5	2.1	0	0	2.6	0	9.1	44.4	0	32.8	14.1

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
Peak Hour Analysis From 04:00 PM to 04:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:00 PM																					
04:00 PM	37	0	0	0	37	0	0	0	0	0	2	35	0	0	37	0	8	24	0	32	106
04:15 PM	27	0	1	0	28	0	0	0	0	0	0	17	0	0	17	0	7	10	0	17	62
04:30 PM	32	0	0	0	32	0	0	0	0	0	1	22	0	0	23	0	6	7	0	13	68
04:45 PM	20	0	0	0	20	0	0	0	0	0	1	22	0	0	23	0	7	16	0	23	66
<b>Total Volume</b>	<b>116</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>28</b>	<b>57</b>	<b>0</b>	<b>85</b>	<b>302</b>
% App. Total	99.1	0	0.9	0		0	0	0	0	0	4	96	0	0		0	32.9	67.1	0		
PHF	.784	.000	.250	.000	.791	.000	.000	.000	.000	.000	.500	.686	.000	.000	.676	.000	.875	.594	.000	.664	.712
Typical Vehicles	101	0	0	0	101	0	0	0	0	0	3	94	0	0	97	0	25	24	0	49	247
% Typical Vehicles	87.1	0	0	0	86.3	0	0	0	0	0	75.0	97.9	0	0	97.0	0	89.3	42.1	0	57.6	81.8
Heavy Vehicles	15	0	1	0	16	0	0	0	0	0	1	2	0	0	3	0	3	33	0	36	55
% Heavy Vehicles	12.9	0	100	0	13.7	0	0	0	0	0	25.0	2.1	0	0	3.0	0	10.7	57.9	0	42.4	18.2

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

Intersection						
Int Delay, s/veh	3.5					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	107	2	3	58	64	90
Future Vol, veh/h	107	2	3	58	64	90
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	116	2	3	63	70	98

Major/Minor	Minor2	Major1		Major2	
Conflicting Flow All	188	119	168	0	0
Stage 1	119	-	-	-	-
Stage 2	69	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-
Pot Cap-1 Maneuver	801	933	1410	-	-
Stage 1	906	-	-	-	-
Stage 2	954	-	-	-	-
Platoon blocked, %				-	-
Mov Cap-1 Maneuver	799	933	1410	-	-
Mov Cap-2 Maneuver	799	-	-	-	-
Stage 1	904	-	-	-	-
Stage 2	954	-	-	-	-

Approach	EB	NB	SB
HCM Control Delay, s	10.3	0.4	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR
Capacity (veh/h)	1410	-	801	-	-
HCM Lane V/C Ratio	0.002	-	0.148	-	-
HCM Control Delay (s)	7.6	0	10.3	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.5	-	-

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

**Intersection**

Int Delay, s/veh 3.2

**Movement** EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	107	2	3	58	64	126
Future Vol, veh/h	107	2	3	58	64	126
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	116	2	3	63	70	137

**Major/Minor** Minor2 Major1 Major2

Conflicting Flow All	208	139	207	0	-	0
Stage 1	139	-	-	-	-	-
Stage 2	69	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	780	909	1364	-	-	-
Stage 1	888	-	-	-	-	-
Stage 2	954	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	778	909	1364	-	-	-
Mov Cap-2 Maneuver	778	-	-	-	-	-
Stage 1	886	-	-	-	-	-
Stage 2	954	-	-	-	-	-

**Approach** EB NB SB

HCM Control Delay, s	10.4	0.4	0
HCM LOS	B		

**Minor Lane/Major Mvmt** NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1364	-	780	-	-
HCM Lane V/C Ratio	0.002	-	0.152	-	-
HCM Control Delay (s)	7.6	0	10.4	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.5	-	-

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

**Intersection**

Int Delay, s/veh 4.1

**Movement** EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↕	↕	
Traffic Vol, veh/h	116	1	4	96	28	57
Future Vol, veh/h	116	1	4	96	28	57
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	126	1	4	104	30	62

**Major/Minor** Minor2 Major1 Major2

Conflicting Flow All	173	61	92	0	-	0
Stage 1	61	-	-	-	-	-
Stage 2	112	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	817	1004	1503	-	-	-
Stage 1	962	-	-	-	-	-
Stage 2	913	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	815	1004	1503	-	-	-
Mov Cap-2 Maneuver	815	-	-	-	-	-
Stage 1	959	-	-	-	-	-
Stage 2	913	-	-	-	-	-

**Approach** EB NB SB

HCM Control Delay, s	10.2	0.3	0
HCM LOS	B		

**Minor Lane/Major Mvmt** NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1503	-	816	-	-
HCM Lane V/C Ratio	0.003	-	0.156	-	-
HCM Control Delay (s)	7.4	0	10.2	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.6	-	-

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

**Intersection**

Int Delay, s/veh 4.8

**Movement** EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	152	1	4	96	28	57
Future Vol, veh/h	152	1	4	96	28	57
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	165	1	4	104	30	62

**Major/Minor** Minor2 Major1 Major2

Conflicting Flow All	173	61	92	0	-	0
Stage 1	61	-	-	-	-	-
Stage 2	112	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	817	1004	1503	-	-	-
Stage 1	962	-	-	-	-	-
Stage 2	913	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	815	1004	1503	-	-	-
Mov Cap-2 Maneuver	815	-	-	-	-	-
Stage 1	959	-	-	-	-	-
Stage 2	913	-	-	-	-	-

**Approach** EB NB SB

HCM Control Delay, s	10.5	0.3	0
HCM LOS	B		

**Minor Lane/Major Mvmt** NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1503	-	816	-	-
HCM Lane V/C Ratio	0.003	-	0.204	-	-
HCM Control Delay (s)	7.4	0	10.5	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.8	-	-

Looking towards  
Lee Drive /  
Battlefield



# Site and landscape screening towards Lee Dr/ Battlefield

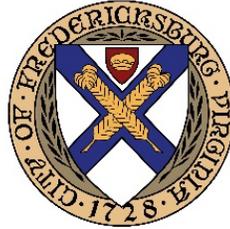




On Lee Drive looking towards the site



At the entrance to the SF Residence at 119 Lee Dr.



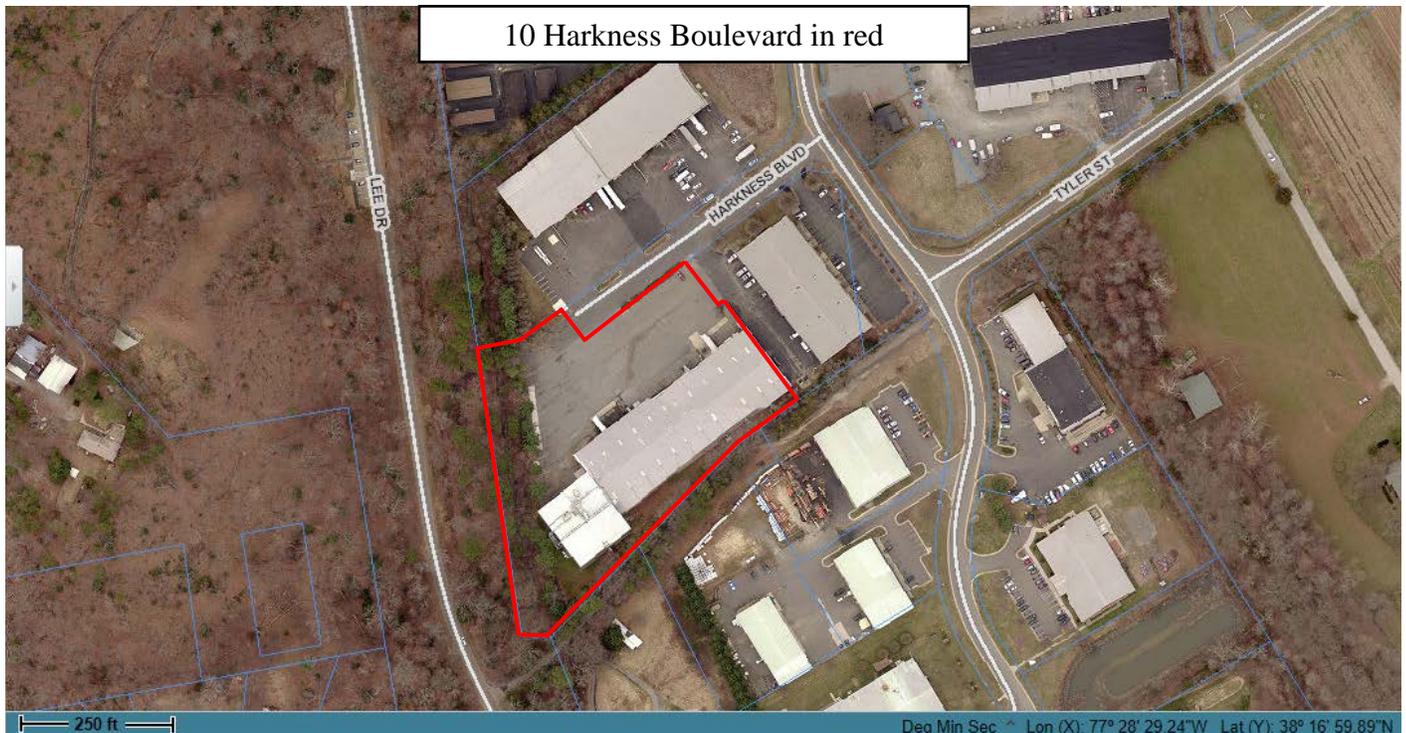
**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** James Newman, Zoning Administrator  
**DATE:** June 18, 2020 (for the June 23, 2020 Meeting)  
**RE:** **GreenChip Inc. SE2020-01** special exceptions requests

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**ISSUE**

Four proposed special exceptions for a recycling center.



**RECOMMENDATION**

Approval subject to conditions:

1. The use shall be developed in substantial accordance with the application dated February 12, 2020, including the General Development Plan;
2. The use shall be limited to the operation of a recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment and recycling, with limited outdoor storage of baled commodities, as described in the application;
3. The use shall commence within 24 months of the date of adoption of this resolution. The use is

permitted only so long as it continues and is not discontinued for more than 24 months;

4. Deliveries shall be limited to the hours of 7:00 a.m. to 7:00 p.m.;
5. Outdoor storage shall be limited to a 2,000 square foot area as shown on the Generalized Development Plan.
6. Within six months of the commencement of the use the operator shall obtain and throughout the duration of operation shall maintain best industry standards for responsible recycling of electronic equipment, such as the R2 Electronic Recyclers and ISO 14001:2015 certifications.

#### **PLANNING COMMISSION VOTE – JUNE 27, 2020**

The Planning Commission continued the public hearing to June 17<sup>th</sup>, 2020. There was no public comment, and the Commission **voted 7-0 to recommend approval** subject to conditions listed in the staff report.

#### **JOINT PUBLIC HEARING – JUNE 10<sup>TH</sup>, 2020**

This item was heard at a Joint Public Hearing between City Council and the Planning Commission on June 10<sup>th</sup>, 2020. During discussion, a variety of issues were raised: whether the recycling work could be conditioned to be indoors only (the GDP shows all work being done inside and the site must be developed in accordance with the GDP); what impact it would have on the National Park (the Park Service had no objections to the application); ensuring that the outdoor storage area is screened (the GDP shows the storage being screened with a solid wall/fence). No vote was taken on this item at the June 10<sup>th</sup> meeting. No public comment was given.

#### **GENERAL BACKGROUND**

GreenChip Inc. wishes to operate a recycling center at 10 Harkness Boulevard. The center would dismantle and recycle both electronic goods and data. This property is 3.85 acres in size. The existing building was built in 1988, and is approximately 53,500 sq. ft. in area. The property is zoned General Industrial (I2).

Adjacent uses include the National Battlefield (to the west), a warehouse (to the north), light manufacturing, a driving clinic, education center (all to the east), and one single family residence (to the south). Per the applicant, the structure is vacant and has been for four years. There is no Certificate of Zoning Use on file with the City. The National Park Service was sent notice of the application on June 2<sup>nd</sup>.

The applicant currently operates in New York City, and is looking to expand its business. It dismantles electronic devices, processes electronic waste, repurposes materials and destroys data, for a variety of customers including the federal government. Materials are also sent to third-party processors for further recycling or reuse. This center would not process standard household waste, food waste, or other materials. The work is done inside the structure and there will be a screened outdoor storage area. The storage area will hold bales of plastic and metal that have already been processed. As shown on the General Development Plan (GDP) it will be screened.

The applicant will operate the property 24 hours a day. One proposed condition would limit deliveries to between 7am-7pm. It anticipates providing 20 new jobs, with a potential for up to 45 jobs within 3 years. The applicant does not anticipate any odors, visual impact, or other nuisance issues arising from

the use. It will maintain a 25 foot-wide landscaping buffer adjacent the single family residence and National Battlefield. Attached photographs taken on May 19<sup>th</sup> and 20<sup>th</sup> show what the existing landscaping buffer looks like from the adjacent residence as well as Lee Drive within the Battlefield Park.

The regulations governing a recycling center are extensive and thorough. They were intended to govern a typical household waste/commercial waste recycling facility that dealt with a variety of materials, including food stuffs, waste, and a variety of recyclable materials. This facility will be more limited with much less of an impact compared to a standard recycling center. There will be no odor from containers contaminated with bio-degradable waste. The work done is indoors, done manually and with machines, with no vibrations, fumes, or other nuisance factors that will unduly emanate from the building. Most of the use standards were not designed with this particular facility's operation in mind; the recycling center these standards were created for is simply not what is happening at his facility. This is a type of specialized recycling and repurposing focusing on data management and electronic waste sorting, recycling, and repurposing (including resale of functioning electronics and their components to third parties).

### **PROPOSED SPECIAL EXCEPTION REQUEST**

The applicant requires four special exceptions. The applicant seeks exceptions to the following Code Sections:

- a. 72-41.4.E.1, requiring a recycling center to be on a parcel with an area of at least 5 acres.
- b. 72-41.4.E.2, requiring a recycling center to be at least 250 feet from any residential zoning district.
- c. 72-41.4.E.3, requiring no part of a recycling center other than a free standing office be located within 50 feet of a lot line.
- d. 72-41.4.E.9, requiring a recycling center within 500 feet of a property in a residential zoning district not be in operation between the hours of 7PM-7AM.

### **SPECIAL EXCEPTION ANALYSIS**

Unified Development Ordinance (UDO) §72-22.7 contains review criteria that the Planning Commission and City Council shall use when evaluating an application for a Special Exception. These criteria are:

#### ***1. Consistency with the Unified Development Ordinance***

The purpose of the General Industrial (I2) Zoning District is *“to provide for medium to heavy industrial land uses in areas of the City appropriate to adequately serve the physical, transportation access, and environmental impacts of such industrial development. Outdoor storage areas shall be screened where visible from off-site areas.”*

The use of a recycling center in this space fits this definition well, but the use standards do not fit this particular iteration of a recycling center. It is a light industrial use, partially screened via landscape from non-industrial uses, with a planned outdoor storage area which will be screened by a solid fence and which is adjacent to the wooded buffer with the Battlefield. A major site plan will be required for the proposed development. The property is not located within any overlay zone. The special exceptions would provide employment while increasing the commercial tax base. The business would help support local data management and electronics industry businesses.

#### ***2. Conformance with the Comprehensive Plan***

The property lies within Land Use Planning Area 9: Downtown. The future land use map identifies this area General Industrial use. This category provides for “*The general industrial category allow for manufacturing, wholesale and limited ancillary retail uses, warehousing, offices, and distribution facilities. These districts are located where they can be served by adequate transportation access.*”

The relevant Opportunity listed for Land Use Planning Area 9 (on page 11(9)-1):

- Continue to develop the City/Battlefield Industrial Park

The requested special exceptions and associated development are in accordance with goals of the Comprehensive Plan:

Goal 3 – Business Development:

“*Ensure the City can accommodate and capture its projected share of regional economic growth, by actively recruiting desired new businesses and providing for retail and office space development in areas identified for growth*” – pg. 1-9.

Business Opportunity Initiatives (pg.6-11)

1. Make the attraction of new businesses to the City a main focus of economic development along with business retention and expansion.

3. *Whether there has been a sufficient period of time for investigation and community planning with respect to the application.*

The Technical Review Committee has completed its review and the Applicant has submitted a revised application and GDP based on staff comments.

4. *Whether the special exception is consistent with the principles of good zoning practice, including the purposes of the district in which the special exception would be located, existing and planned uses of surrounding land, and the characteristics of the property involved.*

Section 72-12 of the UDO states that “*The City Council has adopted this chapter to promote the health, safety, convenience, and general welfare of the public, to plan for the future development of the community, and to accomplish the objectives of the Code of Virginia and the City of Fredericksburg Comprehensive Plan*”. As stated in that Code Section, zoning is intended to be a tool that provides for, amongst other things:

- A. *...Adequate light, air, convenience of access, and safety from fire, flood, impounding structural failure, crime, and other dangers;*
- C. *To facilitate the creation of a convenient, attractive, and harmonious community;*
- G. *To encourage economic development that provides desirable employment, including high wage jobs, and enlarge the tax base;*
- J. *To implement the Fredericksburg Comprehensive Plan and any special area plan adopted by the City;*

The property is not located within a floodplain or floodway. The development will provide employment for citizens and support other electronic and data industry business opportunities. The use will occur within an existing industrial building. It would be keeping in character with the scale of development in the Industrial Park. The use is in keeping with the future land use designation of general industrial.

**5. *Whether the proposed use or aspect of the development requiring the special exception is special, extraordinary or unusual.***

The lot is 3.85 acres in size with frontage along three streets (Harkness Boulevard, Lee Drive, and a service road), with no extreme contours, or undevelopable wetlands. The site is a prime spot for use, with an approximately 53,500 sq. ft. area building and ample paved area for parking, loading, and outdoor storage needs.

The proposed recycling center is unique in that most of the use standards were not designed with this particular facility's operation in mind; the recycling center these standards were created for is simply not what is happening at his facility. This is a type of specialized recycling and repurposing focusing on data management and electronic waste sorting, recycling, and repurposing (including resale of functioning electronics and their components to third parties). Green Chip Inc. is tailored for the information technology field, not the collection and processing of everyday waste from neighborhoods and businesses. The applicant states that they will provide an outlet for residents and business to drop off unwanted electronic waste, thereby avoiding having it sent to a landfill while at the same time repurposing or recycling it.

**6. *Whether the proposed exception potentially results in any adverse impacts on the surrounding neighborhood, or the community in general; and if so, whether there are any reasonable conditions of approval that would satisfactorily mitigate such impacts.***

The applicant will be bound by the noise ordinance just as all other operations in the Industrial Park are. There will no detectably fumes beyond the facility, conditioned limits on delivery times, and no aspect of the operation that would make it stand out negatively compared to surrounding business. The applicant will be required to adhere to all applicable federal, state, and local regulations. It will comply with Occupational Health and Safety Management certification OHSAS 18001:2007. It will adhere to the International Organization for Standardization environmental management system requirements for ensuring the facility operates in such a way as to protect the environment (ISO 14001:2015. ISO 14001:2015 specifies the requirements for an environmental management system as part of an overall environmental management program (<https://www.epa.gov/ems/frequent-questions-about-environmental-managment-systems>). This provides guidance on providing a safe work environment for employees, and was developed by the international certification body Certification Europe. It also adheres to the R2 standard set forth by the Sustainable Electronics Recycling International non-profit. The R2 Certified Electronics Recyclers program sets responsible recycling standards for the industry (<https://sustainableelectronics.org/sites/default/files/R2-2013%20Standard%20%5BENGLISH%5D.pdf>).

Both programs are recognized by the federal Environmental Protection Agency as best practices for the industry. Due to some concerns expressed by the Planning Commission regarding the nature of the items received and the recycling process on-site, staff recommends an additional condition that the operator shall retain these two certifications for the duration of their use of the site. Per the applicant:

*“Green Chip proposes to recycle electronic equipment. We described the type of facility we intend to operate to several DEQ regulators in the solid waste and electronic waste fields. The proposed electronics recycling facility that Green Chip will operate at the 10 Harkness Boulevard location will not be considered a materials recovery facility or solid waste management facility by DEQ. Accordingly, no DPOR license would be required.*

*As DEQ's website notes, adherence to independent standards such as R2 and e-Stewards is helpful to ensure that electronic equipment recycling is conducted responsibly. Green Chip plans to obtain independent certifications for the Fredericksburg facility as it has done at its two locations in New York City.*

*Also, electronic equipment generally is considered a "universal waste" under federal law requiring certain storage and handling procedures to be maintained, which Green Chip does at its existing facilities and will do for the Fredericksburg facility, but is not subject to RCRA hazardous waste registration and reporting requirements."*

### **CONCLUSION**

The request meets the goals of the Comprehensive Plan. The use is in keeping with the character of development within the Industrial Park. The proposed development will bring jobs and increase the tax base. The proposed conditions will limit adverse impacts. The Planning Commission **voted 7-0 to recommend approval** subject to conditions listed in the staff report.

### **ATTACHMENTS**

1. Resolution
2. Application
3. Narrative
4. GDP
5. Traffic Impact Analysis



June 23, 2020  
Regular Meeting  
Resolution 20-\_\_

**MOTION:**

**SECOND:**

**RE: Granting Special Exceptions for a Recycling Center at 10 Harkness Boulevard**

**ACTION: APPROVED: Ayes: 0; Nays: 0**

Green Chip, Inc., as agent for Dominion Real Estate, LLC, owner, has applied to City Council for four special exceptions for a recycling center at 10 Harkness Boulevard (GPIN 7778-78-5342). The requested special exceptions are to certain Principal Use Standards for a “recycling center” set out in City Code §72-41.4(E).

The application includes a General Development Plan entitled “Green Chip Recycling,” dated February 2020, last revised February 10, 2020. The request for special exceptions is being made in conjunction with an application for a special use permit for the recycling center use of the property.

The UDO defines a “recycling center” broadly, to include “any facility in which used materials are separated and processed prior to shipment to others for reuse in the manufacture of new or reconstructed products.” Green Chip proposes to use the subject property for an electronics recycling operation.

Therefore, the City Council hereby resolves that:

- Council makes the following findings with respect to the special exception applications: (a) the proposed use is unique and unlikely of recurrence; (b) the grant of the special exceptions is consistent with the City's Comprehensive Plan; (c) the special exceptions are consistent with the goals, purposes and objectives of the City's zoning ordinance; (d) there has been a sufficient period of time for investigation and community planning with respect to the applications; (e) the special exceptions are consistent with the principles of zoning and good zoning practice, including the purposes of the district in which the special exception would be located, existing and planned uses of surrounding land, the characteristics of the property involved, and the adverse impacts of the proposed use; (f) the proposed use or aspect of the development requiring the special exceptions is special, extraordinary or unusual; and (g) the applicant has demonstrated that its application meets all these criteria.
- Pursuant to Section 72.22.7 of the City of Fredericksburg Uniform Development Ordinance, Council hereby grants special exceptions for a recycling center use at 10 Harkness Boulevard (GPIN 7778-78-5342) from:
  1. Section 72-41.4(E)(1) requiring a recycling center to be on a parcel with an area of at least five acres;
  2. Section 72-41.4(E)(2) requiring a recycling center to be at least 250 feet from any residential zoning district;

3. Section 72-41.4(E)(3) requiring no part of a recycling center other than a free standing office to be located within 50 feet of any lot line;
4. Section 72-41.4(E)(9) prohibiting the operation of a recycling center between the hours of 7:00 p.m. and 7:00 a.m.

- The special exceptions are granted with the following conditions:

1. The use shall be developed in substantial accordance with the application dated February 12, 2020, including the General Development Plan;
2. The use shall be limited to the operation of a recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment and recycling, with limited outdoor storage of baled commodities, as described in the application;
3. The use shall commence within 24 months of the date of adoption of this resolution. The use is permitted only so long as it continues and is not discontinued for more than 24 months;
4. Deliveries shall be limited to the hours of 7:00 a.m. to 7:00 p.m.;
5. Outdoor storage shall be limited to a 2,000 square foot area as shown on the Generalized Development Plan.
6. Within six months of the commencement of the use the operator shall obtain and throughout the duration of operation shall maintain best industry standards for responsible recycling of electronic equipment, such as the R2 Electronic Recyclers and ISO 14001:2015 certifications.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

\*\*\*\*\*

***Clerk's Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20-\_\_, adopted at a meeting of the City Council held June 23, 2020, at which a quorum was present and voted.*

---

***Tonya B. Lacey, MMC***  
***Clerk of Council***



Application #SE: 2020-01  
Date: 2.11.20  
Fee/Check#: CK 4965  
**\$750.00 + \$150.00 Per Acre**  
\$1,350

## APPLICATION SPECIAL EXCEPTION

APPLICANT

NAME: Green Chip, Inc.

MAILING ADDRESS: 540 Kingsland Avenue, Brooklyn, NY 11222

TELEPHONE: (844) 783-0443 E-MAIL: bill@greenchiprecycling.com

THE UNDERSIGNED HEREBY APPLIES FOR AN EXCEPTION FOR: \_\_\_\_\_

(1) a recycling center to operate within an existing building on a parcel less than 5 acres; (2) a recycling center to operate within an existing building located within 250 feet of a residential district; (3) a recycling center to operate within an existing building located within 50 feet of any lot line; and (4) a recycling center to operate exclusively indoors between the hours of 7 p.m. and 7 a.m.

THE SUBJECT PROPERTY IS DESCRIBED AS FOLLOWS:

Property  
Location 10 Harkness Boulevard, Fredericksburg, VA 22401 GPIN# 7778-78-5342

Property Owned By Dominion Real Estate, LLC

Owner's Mailing Address 608 Nalls Farm Way, Great Falls, VA 22066

Proposed Use of Property (*be specific*) Recycling center for electronic equipment disassembly, data wiping, assessment, refurbishment, and recycling within existing building on Property.

HOURS OF OPERATION 24 hours <sup>6 days a week</sup> NUMBER OF EMPLOYEES 20-45

Anticipated Number of Patrons or Clients 10-2

Description of the development's impact on neighboring and adjacent properties, please be specific (attach additional sheet if necessary): Minimal. See attached Special Exception narrative.

(Application Continued)

**Criteria for a Special Exception: Use Separate Sheets for Explanations and be Specific and Thorough.**

Whether the grant of the special exception is consistent with the City's Comprehensive Plan;

1. Whether the special exception is consistent with the goals, purposes and objectives of the City's zoning ordinance;
2. Whether there has been a sufficient period of time for investigation and community planning with respect to the application;
3. Whether the special exception is consistent with the principles of zoning and good zoning practice, including the purposes of the district in which the special exception would be located, existing and planned uses of surrounding land, the characteristics of the property involved, and the adverse impacts of the proposed use;
4. Whether the proposed use or aspect of the development requiring the special exception is special, extraordinary or unusual;
5. Whether the applicant has demonstrated that its application meets all these criteria;

*I do hereby make oath or affirmation that to the best of my knowledge, the foregoing information contained in this application is true.*

*[Signature]* 2.10.20  
 Signature of Applicant Date

PRINT NAME OF APPLICANT William Monteleone

The above oath or affirmation was signed before me and witnessed by me this 10<sup>th</sup> day of FEBRUARY, 2020 in the County / City of Queens in the state of NEW YORK

Notary Signature *[Signature]*  
 Notary Registration # 01MU6341246 Commission Expires 05/02/2020

ARTHUR MULLAKANDOV  
 Notary Public, State of New York  
 Registration #01MU6341246  
 Qualified In Queens County  
 Commission Expires

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

PRINT NAME OF OWNER \_\_\_\_\_

The above oath or affirmation was signed before me and witnessed by me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in the County / City of \_\_\_\_\_ in the state of Virginia.

Notary Signature \_\_\_\_\_  
 Notary Registration # \_\_\_\_\_ Commission expires \_\_\_\_\_

(Application Continued)

**Criteria for a Special Exception: Use Separate Sheets for Explanations and be Specific and Thorough.**

Whether the grant of the special exception is consistent with the City's Comprehensive Plan;

1. Whether the special exception is consistent with the goals, purposes and objectives of the City's zoning ordinance;
2. Whether there has been a sufficient period of time for investigation and community planning with respect to the application;
3. Whether the special exception is consistent with the principles of zoning and good zoning practice, including the purposes of the district in which the special exception would be located, existing and planned uses of surrounding land, the characteristics of the property involved, and the adverse impacts of the proposed use;
4. Whether the proposed use or aspect of the development requiring the special exception is special, extraordinary or unusual;
5. Whether the applicant has demonstrated that its application meets all these criteria;

*I do hereby make oath or affirmation that to the best of my knowledge, the foregoing information contained in this application is true.*

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
PRINT NAME OF APPLICANT

The above oath or affirmation was signed before me and witnessed by me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ in the County / City of \_\_\_\_\_ in the state of Virginia.

\_\_\_\_\_  
Notary Signature

\_\_\_\_\_  
Notary Registration #

\_\_\_\_\_  
Commission Expires

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
PRINT NAME OF OWNER

*Wangmo Zhang*

The above oath or affirmation was signed before me and witnessed by me this 11<sup>th</sup> day of FEBRUARY, 2020 in the County / City of RESTON / FAIRFAX in the state of Virginia.

\_\_\_\_\_  
Notary Signature

*Sewavi Akuete*

\_\_\_\_\_  
Notary Registration #

7650719

\_\_\_\_\_  
Commission expires

12/31/2024

*[Signature]*

**OWNERSHIP**

**Applicant is (Circle One):**

Property Owner      Agent of Owner      Lessee      Property Purchaser      Other

**If 'Other', describe:** \_\_\_\_\_

**Source of Property Title / Instrument #:**

\_\_\_\_\_  
Instrument #180000396  
\_\_\_\_\_

**If Property is owned by a Limited Liability Corporation (LLC):**

1. Attach a "Certificate of Fact of Existence" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the LLC (add additional sheets if needed):

\_\_\_\_\_  
See attached Certificate of Fact  
\_\_\_\_\_

See attached Articles of Organization  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**OR**

**If Property is owned by a Corporation (Inc.):**

1. Attach a "Certificate of Good Standing" from the State Corporation Commission; and
2. List the names and titles with authority to sign on behalf of the corporation (add additional sheets if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

# Commonwealth of Virginia



## State Corporation Commission

### CERTIFICATE OF FACT

I Certify the Following from the Records of the Commission:

That DOMINION REAL ESTATE, LLC is duly organized as a limited liability company under the law of the Commonwealth of Virginia;

That the limited liability company was formed on November 16, 2017; and

That the limited liability company is in existence in the Commonwealth of Virginia as of the date set forth below.

Nothing more is hereby certified.



Signed and Sealed at Richmond on this Date:

February 10, 2020

*Joel H. Peck*

Joel H. Peck, Clerk of the Commission



**COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION**

**Office of the Clerk**

February 10, 2020

Margaret Macdonald  
1133 Warburton Avenue  
609S  
Yonkers, NY, 10701

**RECEIPT**

RE:                   DOMINION REAL ESTATE, LLC  
ID:                    S7154471  
WORK ORDER NO:  202002100347800

Dear Customer:

This is your receipt for \$6.00 to cover the fee for a certificate of fact of existence/registration with this office.

If you have any questions, please call (804) 371-9733 or toll-free in Virginia, (866) 722-2551.

Sincerely,

Joel H. Peck  
Clerk of the Commission

Delivery Method: Email

*Commonwealth of Virginia*



STATE CORPORATION COMMISSION

*Richmond, November 16, 2017*

*This is to certify that the certificate of organization of*

DOMINION REAL ESTATE, LLC

*was this day issued and admitted to record in this office and that the said limited liability company is authorized to transact its business subject to all Virginia laws applicable to the company and its business. Effective date: November 16, 2017*

*State Corporation Commission*

*Attest:*

*Joel H. Pesh*  
*Clerk of the Commission*



CISECOM

ARTICLES OF ORGANIZATION  
OF  
DOMINION REAL ESTATE, LLC

The undersigned, pursuant to Chapter 12 of Title 13.1 of the Code of Virginia, states as follows:

1. The name of the limited liability company is DOMINION REAL ESTATE, LLC.
2. The purpose for which the limited liability company is formed is to engage in any lawful business, purpose or activity for which a limited liability company may be formed under the Virginia Limited Liability Company Act.
3. The name of the limited liability company's initial registered agent is WANGUO ZHANG. The initial registered agent is an individual who is a resident of Virginia and a general partner of a general or limited partnership that is a member or manager of the limited liability company.
4. The address of the limited liability company's initial registered office, which is identical to the business office of the initial registered agent, is 608 NALLS FARM WAY, GREAT FALLS, VA 22066. The initial registered office is located in Fairfax County, Virginia.
5. The address of the limited liability company's principal office where the records of the limited liability company are to be kept is 608 NALLS FARM WAY, GREAT FALLS, VA 22066.

ORGANIZER:

/s/ WANGUO ZHANG Date: November 16, 2017  
WANGUO ZHANG

EIN: 82-5124792



Rezoning # \_\_\_\_\_  
Special Use/Exception # SUP2020-03  
SE2020-01

## CERTIFICATION OF NOTICE

TO: **Zoning Administrator**  
**715 Princess Anne Street**  
**Fredericksburg, VA 22401**

At least five days or prior to the public hearing, the applicant shall supply the Zoning Administrator with the following notice documents:

1. A copy of the notice sent
2. A list of the names of those persons to whom notice has been given
3. Copies of the post office receipts for certified or registered mail.
4. A certification statement that notice has been sent by certified or registered mail to those to whom notice is required to be given.

The applicant shall use the records and maps maintained in the City's office of real estate or GIS to determine the proper recipients of notice and reliance upon such records shall constitute compliance with the requirements of the UDO.

The undersigned hereby certifies that the notice to adjoining property owners (copy attached), as required, was sent to the attached list of property owners concerning the following issue on (DATE) 05/29/2020.

PROPERTY ADDRESS: 10 Harkness Boulevard, Fredericksburg, VA 22401

ISSUE DESCRIPTION: Applicant seeks a special use and special exception permit to operate an electronic equipment recycling center within an I-2 zoning district.

William J. Monteleone      William Monteleone  
Applicant Signature      Applicant Printed Name  
1844 783 0443      6.1.2020  
Telephone Number      Date

NOTE: Applicant to return all notice documents at least five days or prior to the public hearing to: Office of the Zoning Administrator, 715 Princess Anne Street, Fredericksburg, VA 22401

Dear Property Owner:

You are hereby notified of the following public hearing to be held by the City of Fredericksburg Planning Commission on the issues described below.

**PUBLIC MEETING DATE:                      June 10, 2020**

Copies of the application, may be examined online on the City's website at <https://www.fredericksburgva.gov/1098/Public-Notices>, or by request for a mailed copy. Contact 540-372-1179 to request a mailed copy.

The City Council and Planning Commission joint public hearing will be held in an e-meeting. Written comments on the hearings may be submitted in one of the following ways: (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website <https://www.fredericksburgva.gov/677/Public-Comment> or (4) email to the Clerk of Council. Comments received before 4:30 p.m. on June 10, 2020, will be read into the record at the June 10, 2020 joint City Council and Planning Commission meeting. The public comment period will be held open for receipt of additional written comments through 4:30 p.m. June 17, 2020 for the Planning Commission and 4:30 p.m. June 23 for City Council. It is anticipated that Planning Commission will vote on the applications on June 17 and Council will vote on the applications on June 23, 2020.

For questions, please contact Tonya B. Lacey, Clerk of Council, City Hall Suite 208, (540-372-1010), or Cathryn Eckles, Administrative Specialist, City Hall Suite 209 (540-372-1179), 715 Princess Anne Street.

**ISSUE DESCRIPTION:**

Green Chip, Inc. (Applicant), requests Special Use and Special Exceptions to develop an electronic equipment disassembly, data wiping, assessment, refurbishment and recycling center at GPIN 7778-78-5342. The Property consists of approximately 3.85 acres, is located along Harkness Boulevard and Lee Drive in the City/Battlefield Industrial Park. The Property is surrounded by four properties with general industrial uses and one side with residential property.

The Project (SUP2020-03 & SE2020-01), named "Green Chip, Inc.", will repurpose an existing warehouse and parking lot.

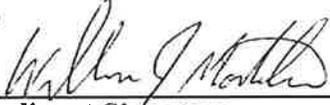
This Special Use and Special Exception request has been submitted in accordance with Section 72-22.5 and 72-22.7 of the City's Uniform Development Code ("UDO").

**PROPERTY ADDRESS:**    10 Harkness Boulevard

**GPIN NUMBER:**    GPIN # 7778-78-5342, consisting of 3.85 acres, more or less

As a citizen and party of interest, you are invited to attend the meeting and express your views concerning the above issue. If you have questions regarding the request, you can reach me at 814-238-4000.

Sincerely,



Applicant Signature

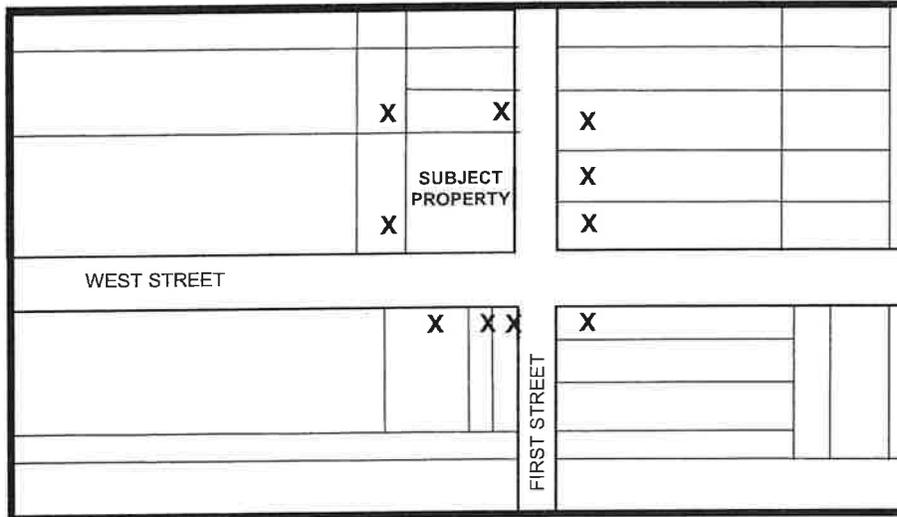
Green Chip, Inc.

Applicant printed name

12364984.2 045028.00001

**EXAMPLE DIAGRAM OF ADJOINING PROPERTY OWNERS**

**X = Property owners to be notified**



**PROPERTY OWNERS LIST**

10 Harkness Boulevard, Fredericksburg, VA 22401

7769-78-5342

**SUBJECT ADDRESS**

**GPIN #**

Adjoining property owner names and addresses can be obtained by visiting the City website at [www.fredericksburgva.gov](http://www.fredericksburgva.gov) and following the link to GIS, or by visiting the Office of Real Estate at City Hall, 715 Princess Anne Street, Room 107.

**Adjoining Property Owner's Name and Mailing Address**

<b>Property Address</b>	1 Harkness Blvd. & 310 Central Rd.	<b>GPIN NUMBER</b> 7778-78-5785 & 7778-78-8523
<b>Owner Name</b>	Battlefield Industrial Park, LLC	
<b>Mailing Address</b>	PO Box 7165	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	460 Central Rd.	<b>GPIN NUMBER</b> 7778-78-9244
<b>Owner Name</b>	C&S Properties Holding Co. Ltd.	
<b>Mailing Address</b>	PO Box 7134	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	478 Central Rd.	7778-78-7014
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	Sylvia Properties, LC	
<b>Mailing Address</b>	PO Box 636	
<b>City, State, Zip</b>	Fredericksburg, VA 22404	

<b>Property Address</b>	119 Lee Dr.	7778-77-6732
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	McWhirt, Douglas C. & Bonnie	
<b>Mailing Address</b>	119 Lee Dr.	
<b>City, State, Zip</b>	Fredericksburg, VA 22401	

<b>Property Address</b>	602 Lee Dr.	7778-85-2666
		<b>GPIN NUMBER</b>
<b>Owner Name</b>	United States of America National Military Park	
<b>Mailing Address</b>	120 Chatham Lane	
<b>City, State, Zip</b>	Fredericksburg, VA 22405	

<b>Property Address</b>		
		<b>GPIN NUMBER</b>
<b>Owner Name</b>		
<b>Mailing Address</b>		
<b>City, State, Zip</b>		

<b>Property Address</b>		
		<b>GPIN NUMBER</b>
<b>Owner Name</b>		
<b>Mailing Address</b>		
<b>City, State, Zip</b>		

**CITY OF FREDERICKSBURG**  
**APPLICATION FOR SPECIAL EXCEPTION**

Project Name: 10 Harkness Boulevard

Applicant: Green Chip, Inc., a New York limited liability company (“Applicant”)

Owner: Dominion Real Estate, LLC (the “Owner”)

Counsel: Charles W. Payne, Jr. Esq.  
Hirschler Fleischer  
725 Jackson Street; Ste. 200  
Fredericksburg, VA 22401  
(540) 604-2108 Fax (540) 604-2101  
[cpayne@hirschlerlaw.com](mailto:cpayne@hirschlerlaw.com)

Maggie Macdonald, Sive, Paget & Riesel, P.C.  
560 Lexington Avenue, 15<sup>th</sup> Floor  
NYC, NY 10022  
(646) 378-7202; Fax (212) 421-1891  
[mmacdonald@sprlaw.com](mailto:mmacdonald@sprlaw.com)

Engineer: Bowman Consulting  
650A Nelms Circle  
Fredericksburg, VA 22406

Property: GPIN # 7769-78-5342, consisting of 3.2 acres, more or less, subject to this application, located in the City of Fredericksburg, Virginia, and as generally described herein (collectively the “Property”). The Property is developed with a warehouse and parking lot.

GDP: Generalized Development Plan prepared by Bowman Consulting and titled “General Development Plan Green Chip Recycling GPIN 7778-78-5342/10 Harkness Blvd City of Fredericksburg, Virginia Ward 4-Precinct 401” prepared by Bowman Consultants and dated February 2020, as last revised February 10, 2020 (the “GDP”)

Request: Special Exception in accordance with Section 72-22.7, et al., of the City’s Uniform Development Code (“UDO”)

City Case No: Special Exception 020-\_\_\_

Date: February 10, 2020

---

## OVERVIEW

The purpose of this application is to respectfully request, pursuant to Section 72-22.7, et al. of the City of Fredericksburg's ("City") Uniform Development Code ("UDO"), a Special Exception to: (i) allow a recycling center to operate within an existing building on a parcel less than five (5) acres; (ii) allow a recycling center to operate within an existing building located within 250 of a residential district; (iii) to allow a recycling center to operate within an existing building located within 50 feet of any lot line; and (iv) allow a recycling center to operate exclusively indoors between the hours of 7:00pm and 7:00am, all as generally provided on GDP.

This request is being made in conjunction with that certain special use permit application requesting that the Applicant be permitted to operate a recycling center in the General Industrial District (I-2). All of the aforesaid proposed uses are generally shown and depicted on the aforementioned GDP.

In relevant part and as provided under the UDO, the purpose for a "special exception" is:

"...to provide needed Elasticity and usefulness of the zoning regulations, in extraordinary Or special circumstances."

We believe the Project meets this general criteria as well as the criteria requirements provided more particularly below.

## CRITERIA FOR SPECIAL EXCEPTION

### Overview

1. ***Whether the grant of the special exception is consistent with the City's Comprehensive Plan:***

The City's Comprehensive Plan, dated September 8, 2015, as amended February 12, 2019 ("Comp Plan") is a guide for future planning and growth within the City in a manner that embraces city values and community vision. The Comp Plan identifies the Property as within "Land Use Planning Area 9: Braehead/National Park, and specifically identifies the site as being part of a sub-planning area encouraging industrial zoning.

The proposed project is not a typical recycling center as contemplated by the UDO. The Applicant accepts used electronic equipment for testing, data wiping, resale, and recycling using manual and mechanical processes. The Applicant will use the existing building at the Property, which has been unused for approximately four (4) years, to responsibly recycle electronic equipment pursuant to rigorous industry standards certified by third party independent auditors. The Applicant will not conduct any recycling outdoors, eliminating the typical concerns associated with introducing a recycling center in any community. The applicant is seeking to stage certain baled commodities (plastic and metal) outdoors in advance of shipment on to recycling downstream vendors; however all such staging/storage will be conducted pursuant to the UDO's requirements for outdoor storage

at recycling centers and the storage area will be surrounded by an eight foot (8') solid fence, all as shown on the GDP.

The proposed project, which will allow the Applicant to open a state-of-the-art electronic equipment recycling facility, also supports several of the City's Business Opportunity Goals, as follows:

- Goal 3 (Business Development) – the Applicant is a New York-based electronics recycling company seeking to expand its business to Virginia. By locating in the City, the Applicant will not only bring a brand new business and employer to the area, but will also provide a valuable service for technology companies, data centers, and all businesses looking to locate in the area that have electronic equipment disposition needs, and/or need a certified vendor to assist with data destruction and asset disposition.
- Goal 4 (Community Character) – the Applicant is seeking to locate this recycling center in an area that is already zoned for General Industrial (I-2), consistent with the City's plan and historic growth pattern. The Applicant is not seeking to change the landscaping at the Property, and will be conducting all recycling operations within the existing building at the Property.
- Goal 7 (A Live Here/Work Here Community) – the Applicant has already corresponded with the Fredericksburg Regional Alliance to discuss opportunities for partnerships with local educational institutions to attract talent locally for employment. The Applicant is an example of an outside business that contacted the state and local economic development representatives to identify the Property as the appropriate location to expand operations in Virginia.

In addition, the proposed project is consistent with several of the City's Environmental Goals, as follows:

- Goal 5 (Sustainability) – Goal 5 of the Comp Plan focuses on strengthening existing policies and developing new policies to promote a sustainable future, and the Applicant's business will provide a critical service to support these types of policies. The Applicant will provide an environmentally-responsible outlet for the recycling of electronic equipment for local residents, agencies and businesses, and will help to divert this waste stream from local landfills. Not only will the Applicant provide an electronics recycling resource, but it will also provide a resource for allowing products that have not yet reached end-of-life to be safely wiped of all data, tested and re-used, the preferred option for sustainable product stewardship.
- Goal 6 (Livability) – One of the key goals of improving livability is the reuse or repurposing of existing structures to encourage the implementation of planned development. The Applicant is seeking to operate entirely within an existing structure that has been unused for approximately four years. By repurposing this existing building the Applicant will be improving the overall productivity of the Battlefield Industrial Park with a use consistent with the planned development of that industrial area, increasing the City's tax base, and bringing new jobs to the area without disturbing land or displacing an existing business.
- Goal 7 (Sustainability Leadership) – By welcoming a state-of-the-art, independently-certified responsible electronics recycler to the Battlefield Industrial Park, the City would

be demonstrating its commitment to growth of green business and supporting existing and future businesses to meet sustainability goals and implement sustainability policies.

- Goal 8 (City Leadership) – The City is poised to attract new technology businesses, data centers, and to support similar businesses coming online in the region. The information technology asset disposition services the Applicant is proposing to conduct at 10 Harkness Boulevard will provide critical support to these industries, and to local residents, agencies and businesses and will be an example of green industry consistent with leadership in creating a sustainable society.

The proposed project meets and furthers the Comp Plan’s goal for this area and will support new economic development opportunities, including supporting new and existing businesses and providing a sustainable option for electronic equipment reuse and recycling, resulting in a reduction in the amount of waste going to local landfills.

***2. Whether the special exception is consistent with the goals, purposes and objectives of the City’s zoning ordinance:***

The purpose of the General Industrial (I-2) District is “to provide for medium to heavy industrial land uses in areas of the City appropriate to adequately serve the physical, transportation access, and environmental impacts of such industrial development. Outdoor storage areas shall be screened where visible from off-site areas.”

As noted herein, the Property is located within “Land Use Planning Area 9: Braehead/National Park, and specifically identifies the site as being part of a sub-planning area encouraging industrial zoning. As noted above the Project is encouraged under the Comp Plan for I-2 uses and is proposed to be developed in accordance with the City’s UDO.

The Applicant is required to seek a Special Exception based on the use of the site as a recycling center under the definition in the UDO; however, the Applicant’s proposed use is not that of a typical recycling center. All recycling activities will be conducted indoors, and recycling in the context of electronic equipment includes manual and physical disassembly of equipment, testing, data wiping and resale of functional electronics. The typical environmental impacts associated with outdoor solid waste recycling simply are not applicable to the Applicant’s proposed use, and therefore the special exception sought to modify certain requirements related to typical recycling centers are, in fact, consistent with the City’s UDO.

***3. Whether there has been a sufficient period of time for investigation and community planning with respect to the application:***

We believe given the fact that the Applicant is proposing the use an existing building located within the General Industrial (I-2) District, the extensive industrial development in the immediate area and the fact that the Applicant is proposing to conduct all recycling activities within the existing building, there has been sufficient time for investigation and community planning with respect to this application.

**4. *Whether the special exception is consistent with the principals of zoning and good zoning practice, including the purposes of the district in which the special exception would be located, existing and planned uses of surrounding land, the characteristics of the property involved, and the adverse impacts of the proposed use:***

As noted above we believe this request for a special exception is consistent with the principles of zoning and good zoning practice, including within the district in which the special exception would be located. The use is also consistent with surrounding industrial uses in the immediate area and the City's Comp Plan.

**5. *Whether the proposed use or aspect of the development requiring a special exception is special, extraordinary or unusual.***

We certainly believe that the Applicant's proposal is special, extraordinary or unusual due primarily to the unique type of recycling proposed to be conducted, and the fact that the recycling activities will take place entirely within an existing building. In part due to the fact that the Applicant is seeking to repurpose an existing building already zoned for industrial use, the Applicant has requested a special exception to allow operation of a recycling center on a property less than 5 acres within 250 feet of a residential district and within 50 feet of a lot line. The Applicant is restricted in the size of the Property by the fact that the existing building is located on only 3.2 acres, and is further restricted by the location of the existing building in relation to adjacent residential districts and the configuration of the building in relation to the lot lines. However, the residential district closest to the Property is primarily comprised of the Lee Drive right of way, with over 275 feet of wooded area between the building and the Braehead residential area. The Applicant is committed to maintaining the existing twenty-five foot (25') landscape buffer as shown on the GDP. There is an additional 25' wooded area on-site adjacent to the National Park Service Property that would provide further benefits to the surrounding area. Further, the Applicant's request to operate its recycling operations indoors between the hours of 7:00 pm and 7:00 am would be in compliance with all applicable noise ordinances. The Applicant would not allow transport or delivery truck trips to occur during this window. This request will facilitate the immediate productive reuse of an existing building at the Property and enhance economic development opportunities in the Battlefield Industrial Park and the City as a whole. It will also assist in serving community by providing an outlet for recycling of electronic equipment and diverting electronic waste from landfills.

**6. *Whether the proposed exception potentially results in any adverse impact(s) on the surrounding neighborhood, or the community in general; and if so whether there are any reasonable conditions of approval that would satisfactorily mitigate such impacts.***

As noted above, the Applicant is seeking to use an existing building to operate a recycling center with recycling activities to take place entirely indoors. In order to mitigate any impacts to surrounding residential property owners, the Applicant has proposed to shield any outdoor storage of baled commodities (plastic and metals) consistent with the requirements for recycling centers in the UDO. The Applicant will also comply with all applicable noise regulations.

We respectfully request the City's approval of our Special Exception application and believe the foregoing information provided and all attached exhibits meet or exceed the criteria requirements for this application.

12036529.1 045028.00001

**CITY OF FREDERICKSBURG SPECIAL EXCEPTION APPLICATION**  
**OWNER'S NOTARIZED CONSENT**

I hereby authorize the applicant, Green Chip, Inc., or its successors and assigns (collectively "Applicant"), to file on my behalf all special exception, special use permit, or other land use or permitting applications necessary to obtain a special use permit and special exceptions for GPIN 7769-78-5342, and further authorize Applicant, at its sole cost and expense, to procure, file and provide all necessary studies, application content regarding said property, any proffer statements, plans and other application materials, and to undertake all other actions necessary to obtain approval for all of the same.

**OWNER'S ACKNOWLEDGMENT & CONSENT**

**Dominion Real Estate, LLC**  
a Virginia limited liability company

By:   
Name: Wanguo Zhang  
Title: owner

COMMONWEALTH OF VIRGINIA,  
CITY/COUNTY OF RESTON/FAIRFAX, to wit:

I, the undersigned, a Notary Public in and for the jurisdiction aforesaid, do hereby certify that Wanguo Zhang, as owner of **Dominion Real Estate, LLC**, a Virginia limited liability company, has personally acknowledged the same before me in my aforesaid jurisdiction.

GIVEN under my hand and seal this 11<sup>th</sup> day of FEBRUARY, 2020.

  
Notary Public

Print Name: SEWAVI AKUETE  
My Commission Expires: 12/31/2024  
Registration No.: 7650719  
[SEAL]

11266419.1 036505.00004

Sewavi Akuete  
Notary Public  
Commonwealth of Virginia  
Reg. No. 7650719  
My Commission Expires 12/31/2024

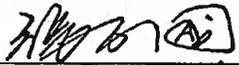


**No Lien Certification**

Special Use and Special Exception Permit Application for Green Chip Inc.  
Project: 10 Harkness Boulevard

There are no outstanding delinquent real estate taxes, nuisance charges, stormwater management utility fees, or any other charges that constitute a lien on the subject property, that are owed to the locality.

**Dominion Real Estate, LLC**  
a Virginia limited liability company

By:   
Name: Wanguo Zhang  
Title: Owner.

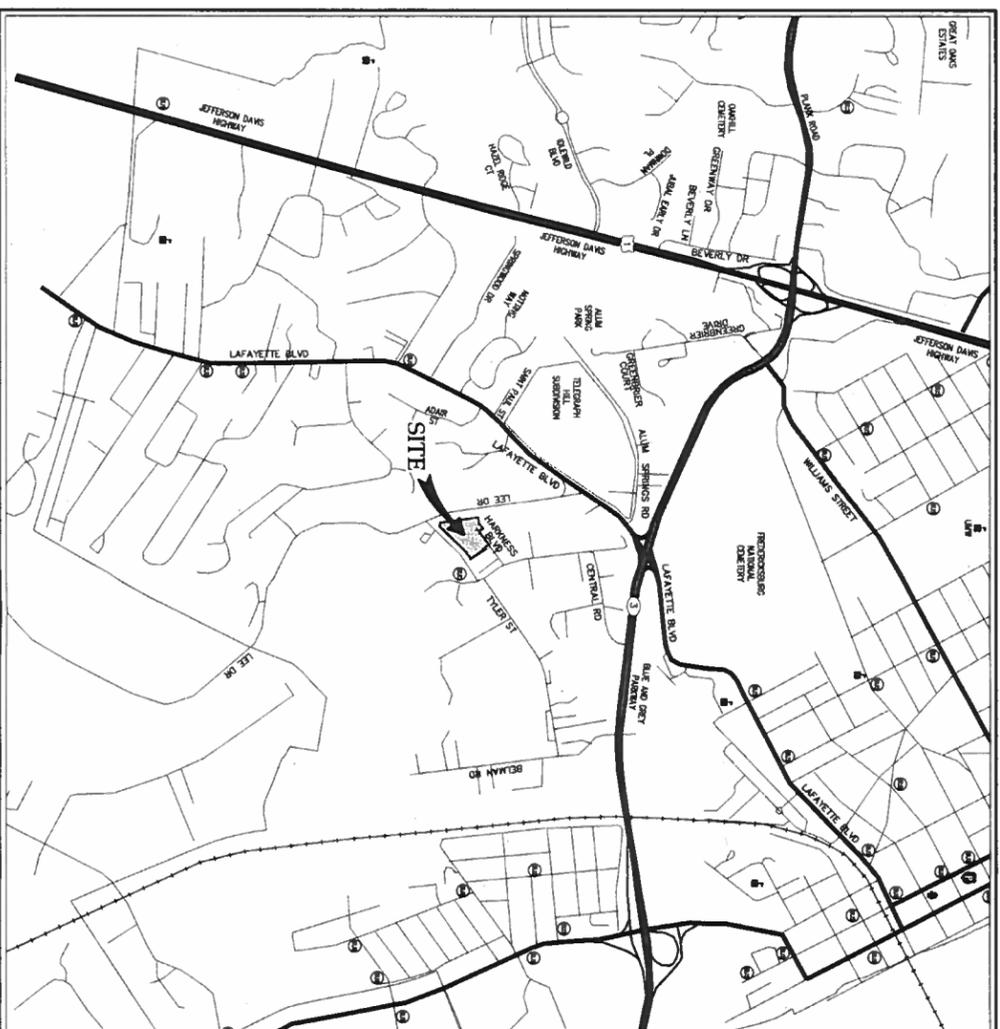
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# GENERAL DEVELOPMENT PLAN GREEN CHIP RECYCLING

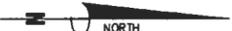
GPIN 7778-78-5342 / 10 HARKNESS BLVD  
CITY OF FREDERICKSBURG, VIRGINIA  
WARD 4 - PRECINCT 401  
RZ2020-\_\_

**VICINITY MAP LEGEND**

- DENOTES TRANSIT BUS STOP
- DENOTES POLICE DEPARTMENT
- DENOTES FIRE STATION
- DENOTES SCHOOL



VICINITY MAP  
SCALE: 1" = 1000'



<b>OWNER</b>	DOMINION REAL ESTATE LLC 608 NALLS FARM WAY GREAT FALLS, VA 22066
<b>APPLICANT</b>	GREENCHIP, INC. 540 KINGSLAND AVENUE BROOKLYN, NY 11222 CONTACT: MS. MAGGIE MACDONALD
<b>LAND USE ATTORNEY</b>	HIRSCHLER FLEISCHER 725 JACKSON ST., SUITE 200 FREDERICKSBURG, VA 22401 PH: (540) 804-2108 FAX: (540) 804-2101 CONTACT: MR. CHARLES W. PAVNE, JR. <b>ENGINEER</b>
<b>ENGINEER</b>	BOWMAN CONSULTING GROUP 650A NELMS CIRCLE FREDERICKSBURG, VA 22406 PH: (540) 371-0268 FAX: (540) 371-3479 CONTACT: MR. WILLIAM E. DOWDANSON, JR., P.E.

**SHEET INDEX**

SHEET NO.	SHEET DESCRIPTION
1	COVER SHEET
2	LEGEND, NOTES & TABULATIONS
3	BOUNDARY PLAT
4	EXISTING CONDITIONS & ENVIRONMENTAL ANALYSIS
5	SCHEDULIC PLAN
6	CONCEPTUAL LANDSCAPING PLAN

**PLANNING DIRECTOR APPROVAL**

DIRECTOR COMMUNITY PLANNING AND BUILDING DEPARTMENT CITY OF FREDERICKSBURG	DATE
--	------



<p>COVER SHEET GENERAL DEVELOPMENT PLAN GREEN CHIP RECYCLING</p> <p>WARD 4: PRECINCT 401      CITY OF FREDERICKSBURG, VIRGINIA</p>	<p>Bowman Consulting Group, Ltd. 650-A Nelms Circle Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0268 Fax: (540) 371-3479 www.bowmanconsulting.com © Bowman Consulting Group, Ltd.</p>	<p><b>Bowman</b> CONSULTING</p>
<p>DATE: FEBRUARY 2020 JOB No. 100262-01-001 SCALE: AS NOTED DESIGN: DRAWN: CHKD: WED WED WED DATE: FEBRUARY 2020 FILE No. 100262-D-ZP-001</p>	<p>PLANNING STATUS 02/10/20 1st SUBMISSION 06/01/20 2nd SUBMISSION</p>	<p>PROFESSIONAL ENGINEER WILLIAM E. DOWDANSON, JR. Lic. No. 058895 06/01/20</p>
<p>QTY PROJECT NUMBER</p> <p>SHEET 1 of 6</p>		



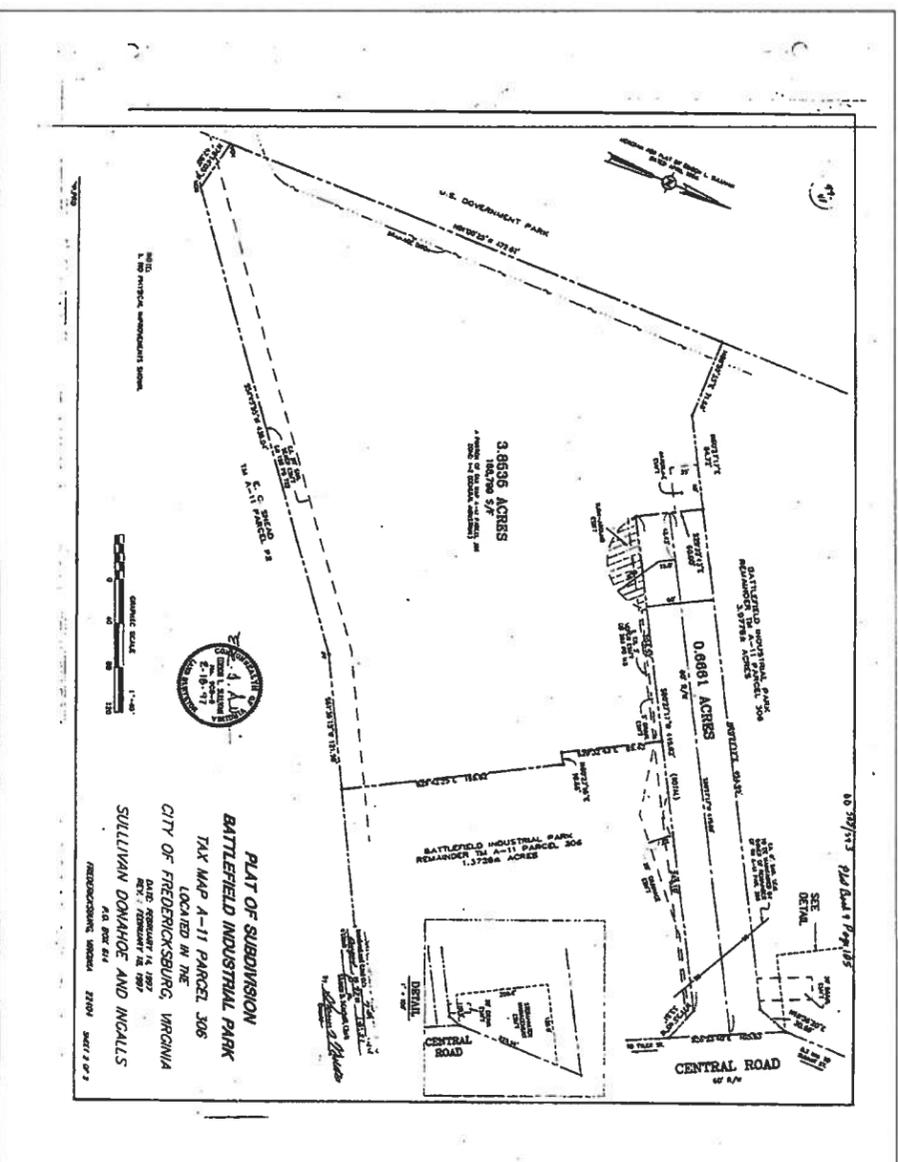
**DIVISION'S CONSENT AND DEDICATION**

THE CITY OF FREDERICKSBURG, VIRGINIA, HAS REVIEWED THE PLAT OF SUBDIVISION AND THE GENERAL DEVELOPMENT PLAN FOR THE BATTLEFIELD INDUSTRIAL PARK, TAX MAP 4-11 PARCEL 306, CITY OF FREDERICKSBURG, VIRGINIA, AND HAS CONSENTED TO THE SAME AND DEDICATED THE SAME TO THE CITY OF FREDERICKSBURG, VIRGINIA, FOR THE USE OF THE CITY OF FREDERICKSBURG, VIRGINIA, AS A PUBLIC HIGHWAY AND AS A PUBLIC UTILITY.

*[Signatures and Dates]*

**CITY OF FREDERICKSBURG, VIRGINIA**

**PLAT OF SUBDIVISION**  
**BATTLEFIELD INDUSTRIAL PARK**  
**TAX MAP 4-11 PARCEL 306**  
**LOCATED IN THE**  
**CITY OF FREDERICKSBURG, VIRGINIA**  
**SULLIVAN DONAHOE AND INCALLS**  
 PREPARED BY: SULLIVAN DONAHOE AND INCALLS  
 DATE: FEBRUARY 14, 2020



<p><b>BOUNDARY PLAT</b>  <b>GENERAL DEVELOPMENT PLAN</b>  <b>GREEN CHIP RECYCLING</b></p>		<p>Bowman Consulting Group, Ltd.          650-A Nolms Circle          Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0268          Fax: (540) 371-3479          www.bowmanconsulting.com</p>
<p>WARD 4: PRECINCT 401</p>	<p>CITY OF FREDERICKSBURG, VIRGINIA</p>	<p><b>Bowman</b>  <b>CONSULTING</b></p>
<p>PLAT STATUS</p> <p>02/10/20 1st SUBMISSION</p> <p>05/07/20 2nd SUBMISSION</p>	<p>CITY PROJECT NUMBER</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE No. 100262-D-ZP-001</p>
<p>DATE: FEBRUARY 2020</p> <p>JOB No. 100262-01-001</p> <p>SCALE: H: N/A          V: N/A</p> <p>DESIGN: H: N/A          DRAWN: C: N/A          CHECK: C: N/A</p>	<p>DATE: FEBRUARY 2020</p> <p>FILE No. 100262-01-001</p>	<p>SHEET 3 OF 6</p>

DATE	DESCRIPTION	BY	CHKD
02/10/20	1st SUBMISSION	MD	MD
06/07/20	2nd SUBMISSION	MD	MD

DATE	DESCRIPTION	BY	CHKD
02/10/20	1st SUBMISSION	MD	MD
06/07/20	2nd SUBMISSION	MD	MD

- NOTES:**
- PER CITY OF FREDERICKSBURG OS INFORMATION, NO WETLANDS OR WATERS OF THE US ARE LOCATED ON THIS SITE.
  - THIS SITE IS LOCATED WITHIN THE CHEESAPEAKE BAY OVERLAY DISTRICT AND THE PARCEL DESCRIBED WITHIN THIS PLAN LIES WITHIN THE RMA FEATURES AND DOES NOT CONTAIN RPA FEATURES.
  - THE PROPERTY AS SHOWN HEREON IS NOT IN A 100-YEAR FLOODPLAIN. IT LIES IN ZONE "C" (UN-SHADED) AREAS DETERMINED TO BE OUTSIDE THE 0.2% ANNUAL CHANCE FLOOD AS SHOWN ON FEMA FLOOD INSURANCE RATE MAP FOR CITY OF FREDERICKSBURG, VIRGINIA, COMMUNITY-PANEL NUMBER 510065003C, EFFECTIVE DATE SEPTEMBER 19, 2007.
  - THERE ARE NO KNOWN COLLECTERS OR HISTORIC SITES LOCATED ON THE SUBJECT PROPERTY.

**SOIL TYPES**

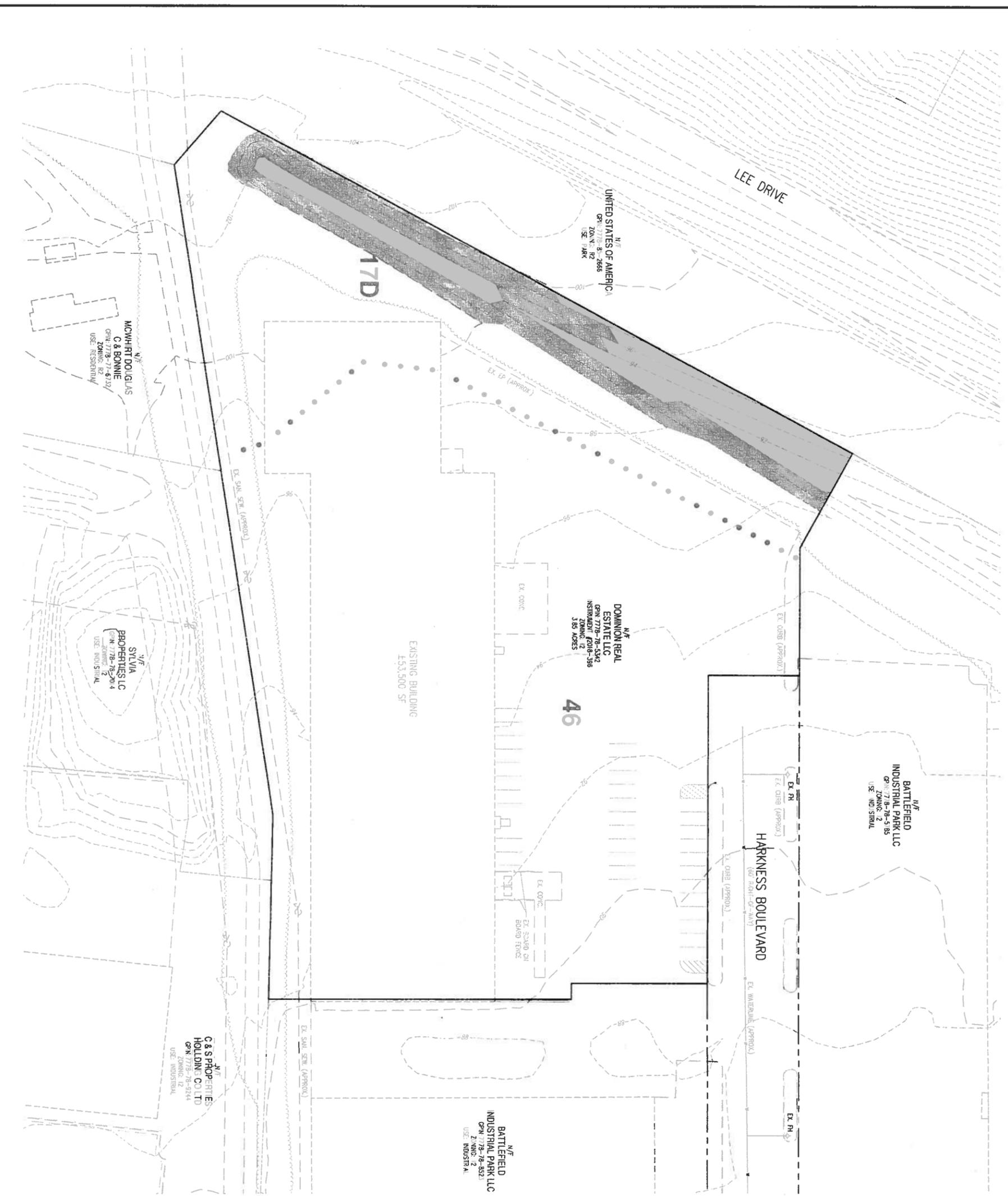
MAP UNIT SYMBOL	MAP UNIT NAME
17D	DISTROCHRETS-LUDLITS COMPLEX, STEEP
46	URBAN LAND-UDULTS COMPLEX, SMOOTHED

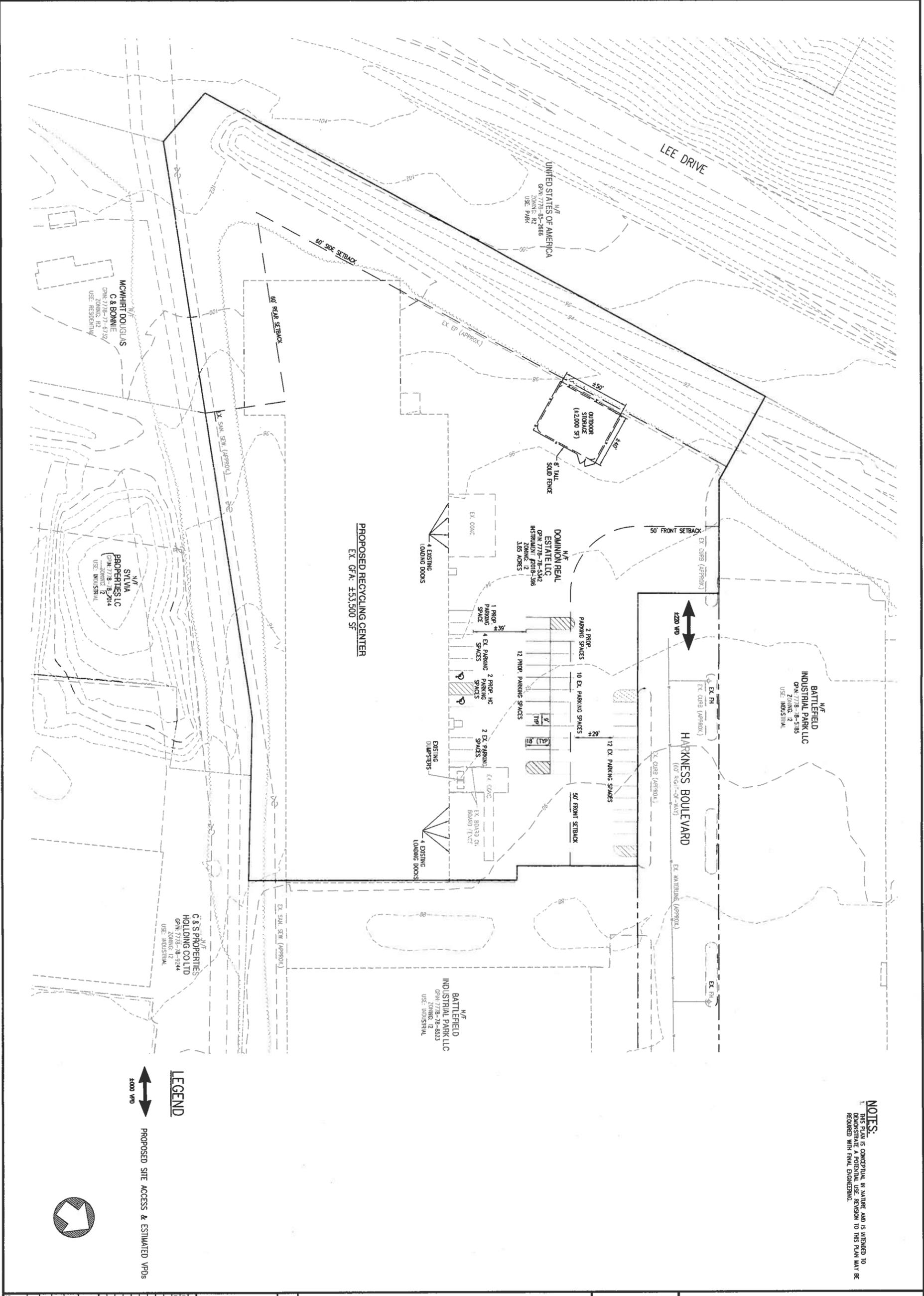
**LEGEND**

DEMOSLS SLOPES > 25%

SOILS

EXISTING TREELINE

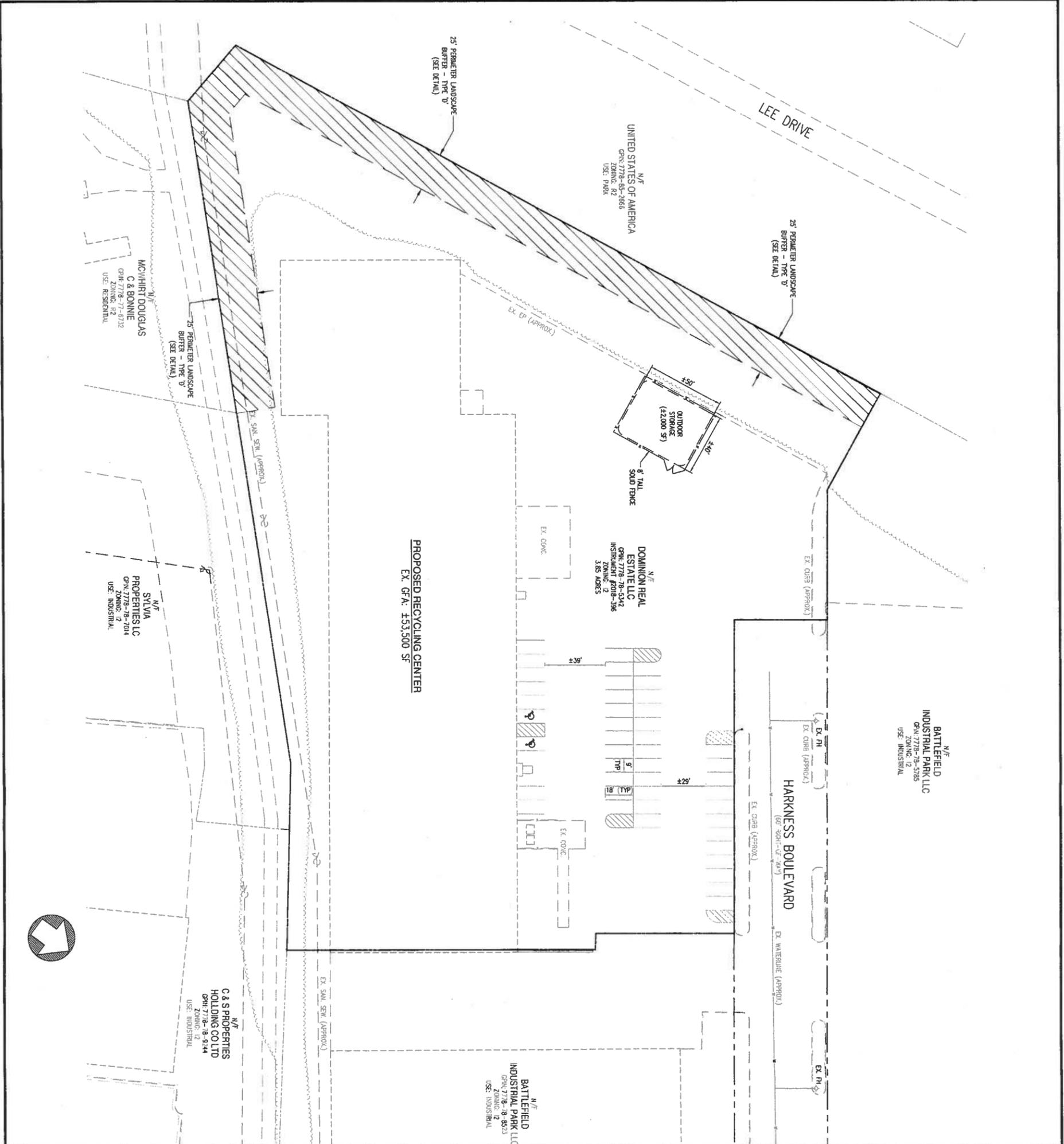


**NOTES:**  
 THIS PLAN IS CONCEPTUAL IN NATURE AND IS INTENDED TO  
 PROVIDE AN OVERALL GENERAL DEVELOPMENT PLAN. IT IS NOT  
 TO BE CONSIDERED A FINAL DESIGN OR CONSTRUCTION DOCUMENT.  
 RECORD WITH FINAL ENGINEERING.

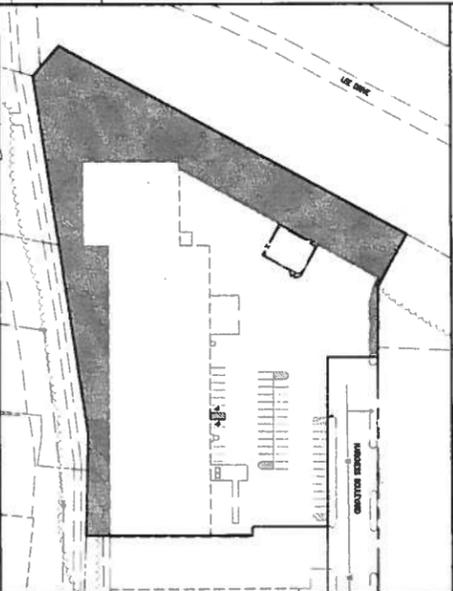
**LEGEND**  
 4000 VPD  
 PROPOSED SITE ACCESS & ESTIMATED VPDs



<p>CITY PROJECT NUMBER</p> <p>WARD 4: PRECINCT 401</p>	<p><b>SCHEMATIC PLAN</b></p> <p><b>GENERAL DEVELOPMENT PLAN</b></p> <p><b>GREEN CHIP RECYCLING</b></p> <p>CITY OF FREDERICKSBURG, VIRGINIA</p>	<p>Bowman Consulting Group, Ltd.                  550-A Njeme Circle                  Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0268                  Fax: (540) 371-3479                  www.bowmanconsulting.com                  © Bowman Consulting Group, Ltd.</p>	<p><b>Bowman</b>                  CONSULTING</p>
<p>PLAN STATUS</p> <p>02/10/20 1st SUBMISSION                  05/01/20 2nd SUBMISSION</p>	<p>COMMONWEALTH OF VIRGINIA</p> <p>REGISTERED PROFESSIONAL ENGINEER</p> <p>DAVID E. DUNCANSON JR.                  Lic. No. 0552065                  05/01/20</p>	<p>DATE DESCRIPTION</p> <p>WED WED WED</p> <p>DESIGN DRAWN CHD</p> <p>SCALE H. N/A</p> <p>LOG No. 100262-01-001</p> <p>DATE: FEBRUARY 2020</p> <p>FILE No. 100262-0-ZP-001</p>	<p>SHEET 5 OF 6</p>

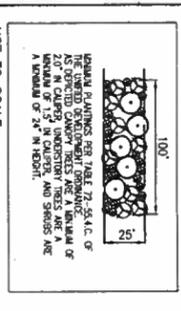


**PROPOSED OPEN SPACE**  
NOT TO SCALE



NOTE: SEE SHEET #2 FOR OPEN SPACE CALCULATIONS.

**BUFFER TYPE "D"**  
DETAIL



**LANDSCAPING LEGEND**

- CANOPY TREE
- EVERGREEN TREE
- UNDERSTORY TREE
- SHRUB
- PERIMETER BUFFER AREA
- EXISTING TREE LINE

**NOTES**

1. THIS PLAN IS CONCEPTUAL IN NATURE AND SUBJECT TO MINOR REVISION WITH FINAL ENGINEERING.
2. ALL LANDSCAPING SHALL BE PLANTED IN ACCORDANCE WITH SECTION 72-55 OF THE CITY OF FREDERICKSBURG UNIFIED DEVELOPMENT ORDINANCE (UDO), UNLESS WAIVED OR MODIFIED.
3. ALL LANDSCAPING SHALL BE MAINTAINED BY THE PROPERTY OWNER(S) IN ACCORDANCE WITH THE UDO.
4. ALL SIGNS (BUILDING AND FREE-STANDING) SHALL BE ERRECTED IN ACCORDANCE WITH SECTION 72-59 OF THE UDO. MORE SPECIFICALLY, NO SIGN SHALL BE ERRECTED UNTIL A SIGN DESIGN PACKAGE HAS BEEN SUBMITTED AND APPROVED BY THE DEVELOPMENT ADMINISTRATOR IN ACCORDANCE WITH SECTION 72-59 OF THE UDO. ADDITIONAL SIGNAGE SHALL BE SUBMITTED AND APPROVED BY THE DEVELOPMENT ADMINISTRATOR WITH THE UDO AND AN APPROVED SIGN DESIGN PACKAGE.
5. NO LAND DISTURBANCE IS ANTICIPATED ON THIS SITE. EXISTING TREES MAY BE CREDITED TOWARD THE PERIMETER BUFFER REQUIREMENTS. SUBJECT TO VERIFICATION OF A CERTIFIED ARBORIST.

<p><b>CONCEPTUAL LANDSCAPING PLAN</b> <b>GENERAL DEVELOPMENT PLAN</b> <b>GREEN CHIP RECYCLING</b></p>	<p>WARD 4: PRECINCT 401 CITY OF FREDERICKSBURG, VIRGINIA</p>	<p>Bowman Consulting Group, Ltd. 850-A Nains Circle Fredericksburg, Virginia 22406</p> <p>Phone: (540) 371-0288 Fax: (540) 371-3479 www.bowmanconsulting.com © Bowman Consulting Group, Ltd</p>
<p>CITY PROJECT NUMBER</p>		
<p>PLAN STATUS</p> <p>02/10/20 1st SUBMISSION</p> <p>05/01/20 2nd SUBMISSION</p>		
<p>DATE</p> <p>DESIGN</p> <p>SCALE</p> <p>JOB NO.</p> <p>DATE</p> <p>FILE NO.</p>	<p>DESCRIPTION</p> <p>DESIGN DRAWN CHND</p> <p>SCALE</p> <p>JOB NO.</p> <p>DATE</p> <p>FILE NO.</p>	
<p>SHEET 6 OF 6</p>		

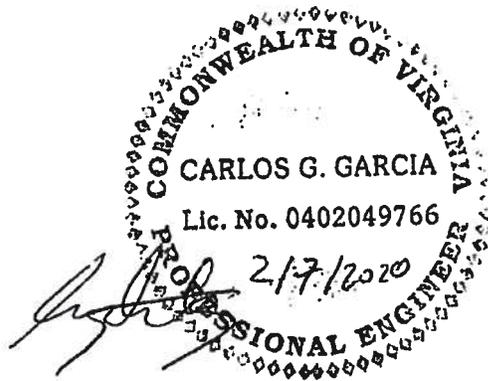
# Memorandum

**To:** Ms. Maggie MacDonald  
Green Chip, Inc.

**From:** Carlos G. Garcia, P.E.

**Date:** 02/07/2020

**Re:** Green Chip Recycling – Traffic Assessment



The purpose of this assessment is to evaluate the potential impact in the existing roadway network as a result of the proposed Green Chip Recycling Facility. Green Chip is proposing to occupy a current vacant space (10 Harkness Boulevard in Fredericksburg, VA) with a base operation of 20 employees and 10 truck deliveries with a goal of 45 employees and 20 truck deliveries in the future.

## Background Information

The existing site is located at 10 Harkness Boulevard in Fredericksburg, VA. The site can be accessed by Summit Street (Vehicles traveling eastbound on Route 3) and Tyler Street (Vehicles traveling westbound on Route 3). **Figure 1** depicts the existing site location.



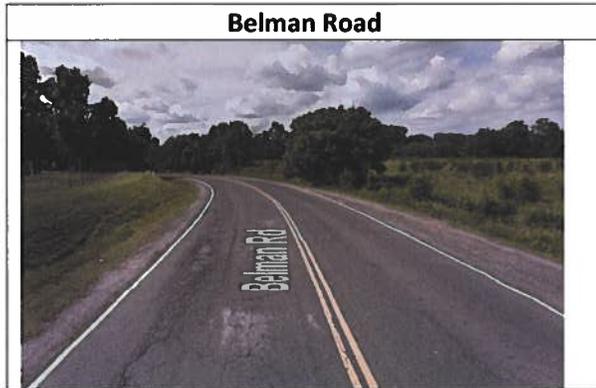
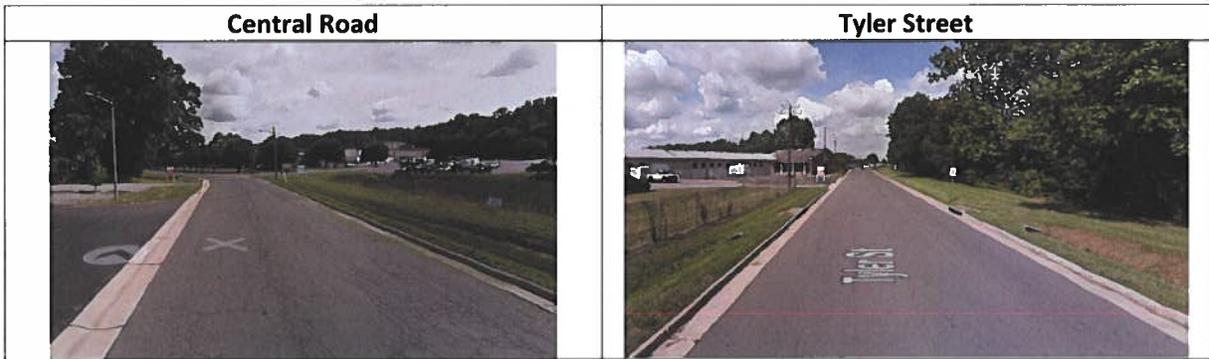
**Figure 1.** Site Location.

**Existing Roadway Network**

*Summit Street/Central Road* is an undivided two-lane local roadway that provides direct access (entering the site) for vehicles traveling eastbound on Route 3; the road also provides direct access for vehicles exiting the site with destination eastbound on route 3. The posted speed limit for this road is 25 MPH. The Summit Street and Route 3 intersection has a right-in/right-out configuration.

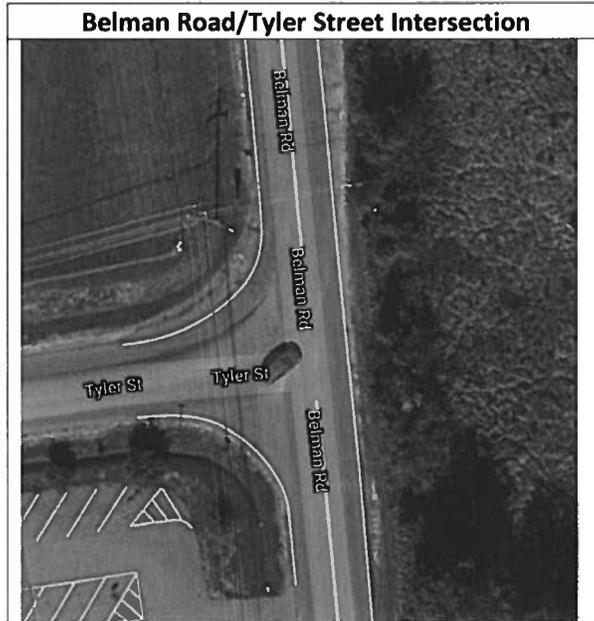
*Tyler Street* is an undivided two-lane local roadway that provides direct access (entering the site) via Belman Road for vehicles traveling westbound on Route 3; the road also provides direct access for vehicles exiting the site with destination westbound on route 3. The posted speed limit for this road is 25 MPH.

*Belman Road* is an undivided two-lane local roadway that provides direct access (entering the site) via Tyler Street for vehicles traveling westbound on Route 3; the road also provides direct access for vehicles exiting the site with destination westbound on route 3. The posted speed limit for this road is 35 MPH. The Belman Road and Route 3 intersection is signalized and provides full access to east/westbound traffic.



For purposes of this assessment, the intersection of Tyler Street and Belman Road was evaluated since most of the traffic from the site wanting to travel westbound on Route 3 will be turning left at the intersection.

The trip arrival/departure distribution was estimated to be a 45/55 split to/from Route 3. Approximately 45% of the new trips are expected to use Summit Street/Central Road and 55% of the trips are expected to use Belman Road and Tyler Street.



#### Traffic Data Collection

For this evaluation, Bowman collected traffic turning movement counts at the intersection of Tyler Street and Belman Road on an average day (Tuesday, February 4<sup>th</sup>, 2020) during the morning (7:00 am to 9:00 am) and evening (4:00 pm to 6:00 pm) peak periods. These counts were used to determine the peak hour volumes for the intersection and prepare capacity analysis for No-Build and Build conditions. The traffic data collected is included at the end of this assessment as an attachment.

#### Trip Generation

As previously mentioned, the Green Chip Recycling Facility is proposing to increase the operations of the facility by increasing the number of employees (from 20 to 45) and the number of truck deliveries (from 10 to 20 trucks per day).

As a conservative approach, this assessment assumes that 100% of the additional trips pertinent to the new employees and new truck deliveries (45 employees and 20 trucks) will occur during the peak hours with 55% of the trips will travel to/from the east.

Based on this assumption and the arrival departure distribution identified in this assessment, the intersection of Tyler Street and Belman Road is projected to have an additional 36 southbound trips turning right at the intersection during the morning peak hour. During the evening peak hour, the intersection is projected to have an additional 36 eastbound trips turning left at the intersection. The existing traffic volumes (No-Build Conditions) including the existing trips from the Green Chip Recycling Facility are depicted in **Figure 2**. The projected trips (Build Conditions) including the new trips from the expansion of the facility are also included in **Figure 2**.

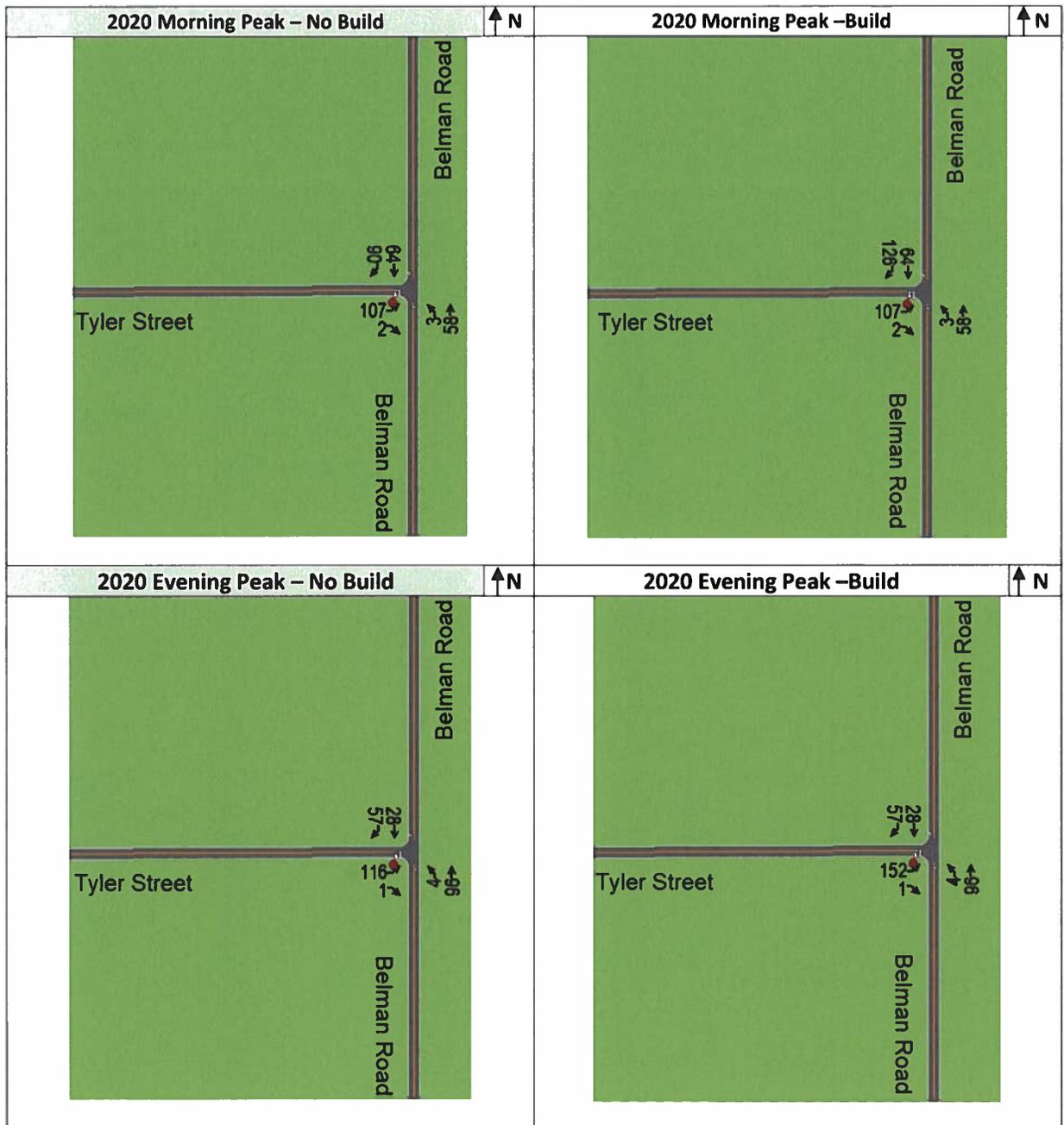


Figure 2. No-Build and Build Traffic Volumes.

## Capacity Analysis

The intersection of Tyler Street and Belman Road was analyzed for each scenario (No Build and Build) using the 2010 Highway Capacity Manual (HCM) methodologies using the computer software package Synchro 10. The analysis uses capacity, Level of Service (LOS), and control delay as the criteria for the performance of the intersections.

Typically, LOS “A” through “D” is considered acceptable, while LOS “E” and “F” are considered failing or unacceptable. Control delay is a measure of the total amount of delay experienced by an individual vehicle and includes delay related to deceleration, queue delay, stopped delay, and acceleration.

### Level of Service

The capacity analysis results are summarized in Table 1.

**Table 1. Tyler Street and Belman Road (Capacity Analysis)**

2020 No Build vs Build Conditions (Capacity Analysis)										
INTERSECTION			NO BUILD AM PEAK		BUILD AM PEAK		NO BUILD PM PEAK		BUILD PM PEAK	
			Conditions		Conditions		Conditions		Conditions	
			DELAY (S)	LOS	DELAY (S)	LOS	DELAY (S)	LOS	DELAY (S)	LOS
Tyler Street and Belman Road	Approach	Movement								
	EB	L/R	10.3	B	10.4	B	10.2	B	10.5	B
	NB	L/T	7.6	A	7.6	A	7.4	A	7.4	A
	SB	T/R	0.0	A	0.0	A	0.0	A	0.0	A

The results of the capacity analysis indicate that the intersection is expected to operate at acceptable levels of service B or better. The traffic operations along Belman Road are expected to remain acceptable at LOS A.

The levels of service of the intersection are not expected to change from No-Build conditions to Build conditions as a result of the proposed project. Minimal to negligible increases of delay would be expected (less than 1 second at Tyler Street). The results of the capacity analysis are included at the end of this assessment as an attachment.

Note that the analysis is based on the most conservative approach. The traffic generated by recycling facilities is normally distributed within a 10-hour period. Therefore, the roadway network is expected to experience lesser traffic volumes than the volumes evaluated in this assessment during the peak periods.

## Conclusions

- The results of the capacity analysis indicate that the intersection is expected to operate at acceptable levels of service B or better during the No-Build conditions / Build conditions. The proposed development is not expected to have a significant/detrimental impact on the existing roadway system.

# Bowman Consulting Group

3951 Westerre Parkway, Suite 150  
Richmond, VA, 23233

Belman Road and Tyler Street AM

File Name : Belman\_Tyler\_AM  
Site Code : 00000001  
Start Date : 2/5/2020  
Page No : 1

Groups Printed- Typical Vehicles - Heavy Vehicles

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total			
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total				
07:00 AM	16	0	0	0	16	0	0	0	0	0	9	0	0	9	0	19	29	0	48	73
07:15 AM	16	0	1	0	17	0	0	0	0	0	3	0	0	3	0	30	29	0	59	79
07:30 AM	17	0	1	0	18	0	0	0	0	0	7	0	0	7	0	18	23	0	41	66
07:45 AM	29	0	1	0	30	0	0	0	0	0	1	7	0	8	0	10	18	0	28	66
<b>Total</b>	<b>78</b>	<b>0</b>	<b>3</b>	<b>0</b>	<b>81</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>26</b>	<b>0</b>	<b>27</b>	<b>0</b>	<b>77</b>	<b>99</b>	<b>0</b>	<b>176</b>	<b>284</b>
08:00 AM	24	0	0	0	24	0	0	0	0	0	17	0	0	17	0	18	22	0	40	81
08:15 AM	31	0	0	0	31	0	0	0	0	0	3	17	0	20	0	18	35	0	53	104
08:30 AM	23	0	2	0	25	0	0	0	0	0	11	0	0	11	0	11	17	0	28	64
08:45 AM	29	0	0	0	29	0	0	0	0	0	13	0	0	13	0	17	16	0	33	75
<b>Total</b>	<b>107</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>58</b>	<b>0</b>	<b>61</b>	<b>0</b>	<b>64</b>	<b>90</b>	<b>0</b>	<b>154</b>	<b>324</b>
<b>Grand Total</b>	<b>185</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>190</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>84</b>	<b>0</b>	<b>88</b>	<b>0</b>	<b>141</b>	<b>189</b>	<b>0</b>	<b>330</b>	<b>608</b>
Apprch %	97.4	0	2.6	0		0	0	0	0		4.5	95.5	0	0		0	42.7	57.3	0	
Total %	30.4	0	0.8	0	31.2	0	0	0	0	0	0.7	13.8	0	14.5	0	23.2	31.1	0	54.3	
Typical Vehicles	148	0	4	0	152	0	0	0	0	0	4	65	0	69	0	135	146	0	281	502
% Typical Vehicles	80	0	80	0	80	0	0	0	0	0	100	77.4	0	78.4	0	95.7	77.2	0	85.2	82.6
Heavy Vehicles	37	0	1	0	38	0	0	0	0	0	0	19	0	19	0	6	43	0	49	106
% Heavy Vehicles	20	0	20	0	20	0	0	0	0	0	0	22.6	0	21.6	0	4.3	22.8	0	14.8	17.4

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
Peak Hour Analysis From 08:00 AM to 08:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 08:00 AM																					
08:00 AM	24	0	0	0	24	0	0	0	0	0	17	0	0	17	0	18	22	0	40	81	
08:15 AM	31	0	0	0	31	0	0	0	0	0	3	17	0	20	0	18	35	0	53	104	
08:30 AM	23	0	2	0	25	0	0	0	0	0	11	0	0	11	0	11	17	0	28	64	
08:45 AM	29	0	0	0	29	0	0	0	0	0	13	0	0	13	0	17	16	0	33	75	
<b>Total Volume</b>	<b>107</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>109</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>58</b>	<b>0</b>	<b>61</b>	<b>0</b>	<b>64</b>	<b>90</b>	<b>0</b>	<b>154</b>	<b>324</b>	
% App. Total	98.2	0	1.8	0		0	0	0	0		4.9	95.1	0	0		0	41.6	58.4	0		
PHF	.863	.000	.250	.000	.879	.000	.000	.000	.000	.000	.250	.853	.000	.000	.763	.000	.889	.643	.000	.726	.779
Typical Vehicles	94	0	2	0	96	0	0	0	0	0	3	47	0	50	0	61	50	0	111	257	
% Typical Vehicles	87.9	0	100	0	88.1	0	0	0	0	0	100	81.0	0	82.0	0	95.3	55.6	0	72.1	79.3	
Heavy Vehicles	13	0	0	0	13	0	0	0	0	0	11	0	0	11	0	3	40	0	43	67	
% Heavy Vehicles	12.1	0	0	0	11.9	0	0	0	0	0	0	19.0	0	18.0	0	4.7	44.4	0	27.9	20.7	

# Bowman Consulting Group

3951 Westerre Parkway, Suite 150  
Richmond, VA, 23233

Belman Road and Tyler Street PM

File Name : Belman\_Tyler\_PM  
Site Code : 00000001  
Start Date : 2/4/2020  
Page No : 1

Groups Printed- Typical Vehicles - Heavy Vehicles

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
04:00 PM	37	0	0	0	37	0	0	0	0	0	2	35	0	0	37	0	8	24	0	32	106
04:15 PM	27	0	1	0	28	0	0	0	0	0	0	17	0	0	17	0	7	10	0	17	62
04:30 PM	32	0	0	0	32	0	0	0	0	0	1	22	0	0	23	0	6	7	0	13	68
04:45 PM	20	0	0	0	20	0	0	0	0	0	1	22	0	0	23	0	7	16	0	23	66
<b>Total</b>	<b>116</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>28</b>	<b>57</b>	<b>0</b>	<b>85</b>	<b>302</b>
05:00 PM	37	0	0	0	37	0	0	0	0	0	3	27	0	0	30	0	3	8	0	11	78
05:15 PM	16	0	0	0	16	0	0	0	0	0	0	9	0	0	9	0	1	13	0	14	39
05:30 PM	17	0	0	0	17	0	0	0	0	0	1	11	0	0	12	0	9	5	0	14	43
05:45 PM	13	0	1	0	14	0	0	0	0	0	0	2	0	0	2	0	3	7	0	10	26
<b>Total</b>	<b>83</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>53</b>	<b>0</b>	<b>16</b>	<b>33</b>	<b>0</b>	<b>49</b>	<b>186</b>
<b>Grand Total</b>	<b>199</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>201</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>145</b>	<b>0</b>	<b>0</b>	<b>153</b>	<b>0</b>	<b>44</b>	<b>90</b>	<b>0</b>	<b>134</b>	<b>488</b>
Apprch %	99	0	1	0		0	0	0	0	0	5.2	94.8	0	0		0	32.8	67.2	0		
Total %	40.8	0	0.4	0	41.2	0	0	0	0	0	1.6	29.7	0	0	31.4	0	9	18.4	0	27.5	
Typical Vehicles	179	0	1	0	180	0	0	0	0	0	7	142	0	0	149	0	40	50	0	90	419
% Typical Vehicles	89.9	0	50	0	89.6	0	0	0	0	0	87.5	97.9	0	0	97.4	0	90.9	55.6	0	67.2	85.9
Heavy Vehicles	20	0	1	0	21	0	0	0	0	0	1	3	0	0	4	0	4	40	0	44	69
% Heavy Vehicles	10.1	0	50	0	10.4	0	0	0	0	0	12.5	2.1	0	0	2.6	0	9.1	44.4	0	32.8	14.1

Start Time	Tyler Street Eastbound				Westbound				Belman Road Northbound				Belman Road Southbound				Int. Total				
	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total	Left	Thru	Right	App. Total					
Peak Hour Analysis From 04:00 PM to 04:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 04:00 PM																					
04:00 PM	37	0	0	0	37	0	0	0	0	0	2	35	0	0	37	0	8	24	0	32	106
04:15 PM	27	0	1	0	28	0	0	0	0	0	0	17	0	0	17	0	7	10	0	17	62
04:30 PM	32	0	0	0	32	0	0	0	0	0	1	22	0	0	23	0	6	7	0	13	68
04:45 PM	20	0	0	0	20	0	0	0	0	0	1	22	0	0	23	0	7	16	0	23	66
<b>Total Volume</b>	<b>116</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>117</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>96</b>	<b>0</b>	<b>0</b>	<b>100</b>	<b>0</b>	<b>28</b>	<b>57</b>	<b>0</b>	<b>85</b>	<b>302</b>
% App. Total	99.1	0	0.9	0		0	0	0	0	0	4	96	0	0		0	32.9	67.1	0		
PHF	784	.000	.250	.000	791	.000	.000	.000	.000	.000	500	686	.000	.000	676	.000	875	594	.000	664	712
Typical Vehicles	101	0	0	0	101	0	0	0	0	0	3	94	0	0	97	0	25	24	0	49	247
% Typical Vehicles	87.1	0	0	0	86.3	0	0	0	0	0	75.0	97.9	0	0	97.0	0	89.3	42.1	0	57.6	81.8
Heavy Vehicles	15	0	1	0	16	0	0	0	0	0	1	2	0	0	3	0	3	33	0	36	55
% Heavy Vehicles	12.9	0	100	0	13.7	0	0	0	0	0	25.0	2.1	0	0	3.0	0	10.7	57.9	0	42.4	18.2

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

Intersection						
Int Delay, s/veh	3.5					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	107	2	3	58	64	90
Future Vol, veh/h	107	2	3	58	64	90
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	116	2	3	63	70	98

Major/Minor	Minor2	Major1		Major2	
Conflicting Flow All	188	119	168	0	0
Stage 1	119	-	-	-	-
Stage 2	69	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-
Pot Cap-1 Maneuver	801	933	1410	-	-
Stage 1	906	-	-	-	-
Stage 2	954	-	-	-	-
Platoon blocked, %				-	-
Mov Cap-1 Maneuver	799	933	1410	-	-
Mov Cap-2 Maneuver	799	-	-	-	-
Stage 1	904	-	-	-	-
Stage 2	954	-	-	-	-

Approach	EB	NB	SB
HCM Control Delay, s	10.3	0.4	0
HCM LOS	B		

Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR
Capacity (veh/h)	1410	-	801	-	-
HCM Lane V/C Ratio	0.002	-	0.148	-	-
HCM Control Delay (s)	7.6	0	10.3	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.5	-	-

HCM 6th TWSC  
3: Belman Road & Tyler Street

02/10/2020

**Intersection**

Int Delay, s/veh 3.2

**Movement** EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	107	2	3	58	64	126
Future Vol, veh/h	107	2	3	58	64	126
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	116	2	3	63	70	137

**Major/Minor** Minor2 Major1 Major2

Conflicting Flow All	208	139	207	0	-	0
Stage 1	139	-	-	-	-	-
Stage 2	69	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	780	909	1364	-	-	-
Stage 1	888	-	-	-	-	-
Stage 2	954	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	778	909	1364	-	-	-
Mov Cap-2 Maneuver	778	-	-	-	-	-
Stage 1	886	-	-	-	-	-
Stage 2	954	-	-	-	-	-

**Approach** EB NB SB

HCM Control Delay, s	10.4	0.4	0
HCM LOS	B		

**Minor Lane/Major Mvmt** NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1364	-	780	-	-
HCM Lane V/C Ratio	0.002	-	0.152	-	-
HCM Control Delay (s)	7.6	0	10.4	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.5	-	-

HCM 6th TWSC  
 3: Belman Road & Tyler Street

02/10/2020

**Intersection**

Int Delay, s/veh 4.1

**Movement** EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↕	↗	
Traffic Vol, veh/h	116	1	4	96	28	57
Future Vol, veh/h	116	1	4	96	28	57
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	126	1	4	104	30	62

**Major/Minor** Minor2 Major1 Major2

Conflicting Flow All	173	61	92	0	-	0
Stage 1	61	-	-	-	-	-
Stage 2	112	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	817	1004	1503	-	-	-
Stage 1	962	-	-	-	-	-
Stage 2	913	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	815	1004	1503	-	-	-
Mov Cap-2 Maneuver	815	-	-	-	-	-
Stage 1	959	-	-	-	-	-
Stage 2	913	-	-	-	-	-

**Approach** EB NB SB

HCM Control Delay, s	10.2	0.3	0
HCM LOS	B		

**Minor Lane/Major Mvmt** NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1503	-	816	-	-
HCM Lane V/C Ratio	0.003	-	0.156	-	-
HCM Control Delay (s)	7.4	0	10.2	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.6	-	-

HCM 6th TWSC  
3: Belman Road & Tyler Street

02/10/2020

Intersection

Int Delay, s/veh 4.8

Movement EBL EBR NBL NBT SBT SBR

Lane Configurations	Y			↑	↑	
Traffic Vol, veh/h	152	1	4	96	28	57
Future Vol, veh/h	152	1	4	96	28	57
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	165	1	4	104	30	62

Major/Minor Minor2 Major1 Major2

Conflicting Flow All	173	61	92	0	-	0
Stage 1	61	-	-	-	-	-
Stage 2	112	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	817	1004	1503	-	-	-
Stage 1	962	-	-	-	-	-
Stage 2	913	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	815	1004	1503	-	-	-
Mov Cap-2 Maneuver	815	-	-	-	-	-
Stage 1	959	-	-	-	-	-
Stage 2	913	-	-	-	-	-

Approach EB NB SB

HCM Control Delay, s	10.5	0.3	0
HCM LOS	B		

Minor Lane/Major Mvmt NBL NBT EBLn1 SBT SBR

Capacity (veh/h)	1503	-	816	-	-
HCM Lane V/C Ratio	0.003	-	0.204	-	-
HCM Control Delay (s)	7.4	0	10.5	-	-
HCM Lane LOS	A	A	B	-	-
HCM 95th %tile Q(veh)	0	-	0.8	-	-



**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Marne E. Sherman, Development Administrator  
**RE:** Proposed Amendments to Sign Regulations  
**DATE:** June 17, 2020 (for the June 23, 2020 Meeting)

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**ISSUE**

Shall the Unified Development Ordinance (UDO) be amended to:

- Update sign regulations to allow for additional building signage for multi-story buildings of three or more stories?
- Increase the proportion of signage permitted per building side in the Commercial, Industrial, and Planned Development Districts?
- Differentiate building signage standards for non-residential and mixed-use buildings vs. residential buildings in the Commercial and Planned Development Districts?
- Update the freestanding sign standards in all Planned Development Districts?

**RECOMMENDATION**

Approval of the draft ordinance on first and second read.

**PLANNING COMMISSION RECOMMENDATION – JUNE 17, 2020**

On June 17, 2020, the Planning Commission voted 7-0 to recommend approval of the draft ordinance with a condition that the ordinance be revised to maintain the current requirement that freestanding signs on individual pads and at certain major entrances in the Planned Development-Commercial District be limited to monument style signs.

The ordinance under review by City Council on June 24 has been updated to address the Planning Commission’s condition - see draft ordinance sections 72-56.B(6)(a)[2] and [3] and 72-56.B(6)(b)[2] and [3] which no longer propose changes to the current code requiring monument style signs.

**CITY COUNCIL AND PLANNING COMMISSION PUBLIC HEARING – JUNE 10, 2020**

On June 10, 2020, the City Council and the Planning Commission held a joint public hearing to discuss the proposed text amendments. One local business owner offered written comments endorsing the amendments and encouraging the Planning Commission and City Council to take action to approve the draft ordinance. The public can continue to offer written comments until the Planning Commission meeting on June 17 and the City Council meeting on June 23. Any additional comments received will be forwarded to the Planning Commission and City Council and read into the record at the meetings.

**PLANNING COMMISSION WORK SESSION – MAY 27, 2020**

On May 27, 2020, the Planning Commission held a work session to discuss the proposed text amendments. The Commissioners requested that staff consider the appropriateness of allowing one freestanding sign for

parcels along Interstate-95 within the Planned Development-Medical Campus (PD-MC) district in anticipated of the future Veterans Affairs (VA) clinic.

Staff consulted with VA development representatives, who stated that their intent is to use building mounted signage along Interstate-95 and that no interstate directed freestanding sign is needed or has been identified in the VA site selection criteria. Therefore, no changes to the draft ordinance were made.

## **BACKGROUND**

### *General Building Mounted Signage*

In 2019, business community stakeholders requested consideration of changes to the sign ordinance to allow for an increase in the proportion of building signage permitted per building side and additional amount of signage for buildings with multiple floors in all Commercial and Planned Development-Commercial, PD-C Districts. Specifically, owners of multi-tenant buildings and multi-story buildings in Downtown, Central Park, and Celebrate Virginia noted that the code limits their ability to provide adequate advertising space to meet their tenants' needs.

Currently §72-59.6 permits one and a half square feet of building mounted signage per one linear foot of building frontage (the one primary front of a building) in the Commercial and Industrial Districts and one square foot of signage per one linear foot of the entire building perimeter in the Planned Development-Commercial District, regardless of the number of floors in a building. The code limits building mounted signage to a maximum of 200 square feet on any one building side in all Commercial, Industrial, and Planned-Development Districts, regardless of the length of the building.

Changes to increase building signage are recommended and should be relatively consistent in these districts to assist with clarity for all users of the code (staff, the public, and sign companies alike). The draft ordinance proposes:

- Increasing the maximum proportion of building signage permitted on any one building side to 250 square feet or 25 percent of the total building signage allowed, whichever is greater.
- Permitting an additional 0.25 square feet of signage per linear foot of frontage/building perimeter for multi-story buildings of three or more stories.

The changes would make the maximum permitted sign area on any one side of the building more proportionate to the overall scale of the building, crediting longer and taller buildings with more sign area per side.

### *Residential Building Mounted Signage*

As residential projects are being developed in Commercial and Planned Development-Commercial Districts (Valley Run Subdivision and Silver Collection Apartments as examples), it is appropriate to update the code to maintain building signage in residential developments at a residential scale. The proposed change would limit residential buildings to 0.5 square feet of signage per linear foot of building frontage, up to 50 total square feet maximum in Commercial Districts and 0.3 square feet of signage per linear foot of building perimeter, up to 50 square feet maximum in Planned Development Districts, consistent with the current regulations for building signage in Residential and Planned Development-Residential Districts.

### *Freestanding Signage*

In anticipation of the proposed Veterans Affairs Clinic (an institutional use) in PD-MC and the current Fredericksburg Park neighborhood development in Planned Development-Mixed Use, PD-MU, changes to

the code would permit overall “development signage” and address the oversight currently in the code, which precludes signage for institutional and residential uses. The proposed regulations are based on the current PD-C sign regulations and tailored to the scale of development in the PD-MC and PD-MU districts. Amendments for freestanding signs in PD-MC and PD-MU include:

- “Development Signage.” In districts of at least 20 acres, allowing a freestanding sign at a major entrance on a public street right-of-way greater than 70 feet in width. The sign shall not exceed 30 feet in height. The sign shall not exceed 200 square feet. Up to 100 square feet of the total sign area can be used as off-premises signs for uses within the district.
- “Development Signage.” In districts of at least 20 acres, allowing a freestanding sign at each existing major intersection at the boundary of the district, not to exceed 15 feet in height and 100 square feet in sign area.
- Institutional and Residential Uses. Signage on individual parcels would be updated to be consistent with the PD-C standards – generally one sign per parcel, 10 feet in height and 100 square feet in size for single-user signs and 150 square feet in size for multi-user signs.

General “development signage” regulation updates in the PD-C District are recommended to:

- Preclude large scale signage in smaller PD-C districts (less than 150 acres).
- Reduce the tallest permitted sign from 175 feet in height to 150 feet in height. For perspective, the existing Central Park sign along I-95 is 138 feet in height. New signs should be limited to a similar height.
- Define major entrances as public streets with right-of-ways that are greater than 70 feet in width.

## **PUBLIC INPUT PRIOR TO PUBLIC HEARING**

Through March and April, staff reached out to three sign companies and four private landowners for comment on the proposed ordinance amendments. One company and one landowner endorsed the amendments, one sign company offered editorial changes, which were incorporated, and the remaining stakeholders offered no comment.

## **ATTACHMENTS**

Draft Ordinance (Text Amendments)



June 23, 2020  
Regular Meeting  
Ordinance No. 20-\_\_

**MOTION:**

**SECOND:**

**RE:** Amending the Unified Development Ordinance §72-59 Signage, to Update Building Signage Standards in Commercial, Industrial, and Planned Development Districts and Update the Freestanding Sign Standards in Planned Development Districts

**ACTION:** APPROVED: Ayes: 0; Nays: 0

**FIRST READ:**\_\_\_\_\_ **SECOND READ:**\_\_\_\_\_

### **Sec. I Introduction.**

The purpose of these amendments is to update the Unified Development Ordinance sign regulations for Commercial, Industrial, and Planned Development Districts. Over the last 12 to 18 months, staff conducted independent research and gathered input from the business community to develop updated standards to reflect the current state of neighborhood development in these districts.

The amendments will increase the amount of building mounted signage allowed per side and for buildings with multiple floors in the Commercial, Industrial, and Planned Development Districts and provide a standard for building mounted signage on residential buildings in the Commercial and Planned Development Districts. The update will also revise the freestanding sign standards in all Planned Development Districts to provide for freestanding “development signage” and for institutional and residential uses in these districts, as these uses are beginning to increase in number. Finally, the changes will also update the freestanding sign regulations in the Planned Development – Commercial District to preclude large scale signage in smaller PD-C districts, reduce maximum sign height, and define major entrances.

The City Council adopted a resolution to initiate this text amendment at its meeting on May 12, 2020. The Planning Commission held its public hearing on the amendment on June 10, 2020, after which it voted to recommend the amendment to the City Council. The City Council held its public hearing on this amendment on June 10, 2020.

In initiating these amendments, the City Council has considered the factors listed in Code of Virginia § 15.2-2284. The City Council has determined that public necessity, convenience, general welfare, and good zoning practice favor the amendments.

**Sec. II. City Code amendment.**

Article 72-5, Development Standards, Section 72-59, Signage, of the Fredericksburg City Code, is hereby amended as follows:

Section 72-59.6, Sign regulations by type of sign: building-mounted and freestanding, subsection A (1) is hereby amended to delete the language shown in strikethrough and add the underlined language as follows:

**72-59.6 Sign regulations by type of sign: building-mounted and freestanding.**

A. Residential, Planned Development-Residential, Commercial, and Industrial Districts.

(1) Building-mounted signs are permitted as follows:

<b>Building-Mounted Signs</b>			
<b>Zoning District</b>	<b><del>Residential and planned development-residential</del> <u>Planned Development - Residential</u></b>	<b>Commercial</b>	<b>Industrial</b>
<b>Maximum area</b>	0.5 square feet of signage per linear foot of building front (up to 50 square feet)	<p><b><u>Non-residential and Mixed-use Buildings:</u></b></p> <p>1.5 square feet of signage per linear foot of building front (up to 200 250 square feet or 25% of the total building-mounted signage allowed, whichever is greater, per building side)</p> <p>and</p> <p><u>Additional 0.25 square feet of signage per linear foot of building front for buildings with three or more stories</u></p> <p><b><u>Residential Buildings:</u></b></p> <p><u>0.5 square feet of signage per linear foot of</u></p>	1.5 square feet of signage per linear foot of building front (up to 200 250 square feet or 25% of the total building-mounted signage allowed, whichever is greater, per building side)

Building-Mounted Signs			
Zoning District	<del>Residential and planned development-residential</del> <u>Planned Development - Residential</u>	Commercial	Industrial
		building front (up to 50 square feet)	
<b>Illumination</b>	No	Yes	Yes
<b>Maximum projection</b>	42 inches from wall	42 inches from wall	42 inches from wall
<b>Minimum clearance if projecting more than 6 inches</b>	8 feet above pedestrian travel way, 15 feet above vehicle travel path		
<b>Other</b>	Only permitted for nonresidential uses permitted as a principal use.	Each building containing a commercial use in C-D may have additional building-mounted signage advertising off-premises nonresidential uses, of up to 4 square feet per off-premises use and up to 16 square feet total.	Three or more businesses that are not adjacent to an arterial or collector road may jointly erect 1 freestanding sign off-site, which shall not exceed 10 feet in height and 100 square feet in area. The sign shall be located within 1,000 feet of the businesses being advertised and be on property zoned I-1 or I-2.

Section 72-59.6, Sign regulations by type of sign: building-mounted and freestanding, subsection B, Planned Development Districts, is hereby amended to delete the language shown in strikethrough and add the underlined language as follows:

- B. Planned Development Districts. A signage design package is required for all signs in PD-C, PD-MU, PD-MC Districts that will have multiple land uses or multiple development phases.
  - (1) The Zoning Administrator may approve minor amendments to a signage design package. The Zoning Administrator has the sole discretion to determine whether an amendment to a package is minor.
  - (2) Signage design package review process.

- (a) The applicant shall submit a signage design package for approval by the Zoning Administrator with either the final site design for the first phase of development or before construction of the first phase of lot or site development.
- (b) The Zoning Administrator shall review the proposed signage design package within 60 days. The package may be returned to the applicant for changes or modifications. A changed or modified package that addresses departmental comments and is resubmitted shall be approved or denied within 45 days. The applicant may file an appeal of the Zoning Administrator's decision to the BZA.
- (3) A signage design package:
  - (a) Shall contain only signs with consistent colors and fonts (excepting business logos), lighting, and construction materials.
  - (b) May contain any types of signs that the Zoning Administrator deems to be consistent with the overall planned development district.
  - (c) Specify the types of materials proposed for construction or use on the project's various signs. Sign poles, supports, panels, attachments, lettering and visible base materials must be identified. Individual purchasers or lessees of project property may select sign materials for their individual signs where the package so allows.
- (4) Upon approval of the signage design package by the Zoning Administrator, all new signs within the boundaries of the PD-C, PD-MU, or PD-MC project shall adhere to the standards of the approved signage design package.
- (5) All signage design packages shall be in conformance with all sign permit requirements of § 72-59.
- (6) In addition to the general signage design package regulations, the regulations in this section apply to signs in all PD-C districts.
  - (a) In PD-C districts of at least 150 acres, PD-C development projects will be permitted the following signs:
    - [1] A freestanding sign not to exceed 1,000 square feet in sign panel area or ~~475~~ 150 feet in height, which may be illuminated.
    - [2] A monument sign at a major entrance ~~52 feet in width~~ adjacent to a public street right-of-way greater than 70 feet in width. The sign shall not exceed 60 feet in height (excluding architectural treatments). The sign shall not exceed 200 square feet, except that up to 30 users in the

development may each have up to 130 additional square feet of space on the monument sign as an off-premises sign.

[3] A monument sign at each existing major intersection at the boundary of the ~~parcel~~ district, not to exceed 15 feet in height and 250 square feet in sign area.

(b) Individual parcels within a PD-C may be permitted:

[1] ~~Building-mounted signage, signs of up to one square foot for each linear foot of building perimeter, up to 200 square feet of signage per building side.~~

<u><b>Non-residential and Mixed-use Buildings</b></u>	<u><b>Residential Buildings</b></u>
<p><u>Building-mounted signage of up to one square foot for each linear foot of building perimeter (up to 250 square feet of total building-mounted signage or 25% of the total building-mounted signage allowed, whichever is greater, per building side)</u></p> <p><u>and</u></p> <p><u>Additional 0.25 square feet of building-mounted signage per linear foot of building front for buildings with three or more stories.</u></p>	<p><u>Building-mounted signage of up to 0.3 square feet per linear foot of building perimeter (up to 50 square feet of total building-mounted signage per building side)</u></p>

[2] A monument sign up to 10 feet high and 100 square feet in area. A monument sign identifying more than one user may be up to 150 square feet in area.

[3] An off-premises monument sign up to 10 feet high and 100 square feet in area if the subject of the sign is on a site or lot of at least 100,000 square feet that does not abut a four-lane major thoroughfare, and the sign is located within 300 feet of the subject.

[4] Two signs are permitted for each stacking lane of an accessory drive-through use. The signs shall not be included in calculating the number of freestanding signs or in calculating the total aggregate sign area. One sign is limited to six feet in height and 30 square feet in area. One sign is limited to six feet in height and 15 square feet in area. Signs shall be installed within 10 feet of the drive-through lane.

- (7) In addition to the general signage design package regulations, the regulations in this section apply to signs in all PD-MU and PD-MC districts.
- (a) ~~Commercial, industrial, or retail properties housing one or more tenants may not exceed 1.5 square feet of sign area for each linear foot of building frontage. No total sign area, including the area of any freestanding sign, may exceed 200 square feet in area.~~

In PD-MU and PD-MC districts of at least 20 acres, development projects will be permitted the following signs:

[1] A freestanding sign at a major entrance adjacent to a public street right-of-way greater than 70 feet in width. The sign shall not exceed 30 feet in height. The sign shall not exceed 200 square feet. Up to 100 square feet of the total sign area can be used as off-premises signs for uses within the district.

[2] A freestanding sign at each existing major intersection at the boundary of the district, not to exceed 15 feet in height and 100 square feet in sign area.

- (b) ~~Freestanding signs for commercial, industrial, or retail properties may not exceed 15 feet in height.~~ Individual parcels within a PD-MU and PD-MC may be permitted:

[1] Building-mounted signage.

<b><u>Non-residential and Mixed-use Buildings</u></b>	<b><u>Residential Buildings</u></b>
<p><u>Building-mounted signage of up to one square foot for each linear foot of building perimeter, up to 250 square feet of total building-mounted signage or 25% of the total building-mounted signage allowed, whichever is greater, per building side</u></p> <p><u>and</u></p> <p><u>Additional 0.25 square feet of building-mounted signage per linear foot of building front for buildings with three or more stories</u></p>	<p><u>Building-mounted signage of up to 0.3 square feet per linear foot of building perimeter, up to 50 square feet of total building-mounted signage per building side</u></p>

[2] A freestanding sign up to 10 feet high and 100 square feet in area. A freestanding sign identifying more than one user may be up to 150 square feet in area.

[3] An off-premises freestanding sign up to 10 feet high and 100 square feet in area if the subject of the sign is on a site or lot of at least 100,000 square feet that does not abut a four-lane major thoroughfare, and the sign is located within 300 feet of the subject.

~~(e)~~[4] Two signs are permitted for each stacking lane of an accessory drive-through use. The signs shall not be included in calculating the number of freestanding signs or in calculating the total aggregate sign area. One sign is limited to six feet in height and 30 square feet in area. One sign is limited to six feet in height and 15 square feet in area. Signs shall be installed within 10 feet of the drive-through lane.

**Sec. III. Effective date.**

This ordinance becomes effective immediately.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

Approved as to form:

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Kathleen Dooley, City Attorney

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***Clerk's Certificate***

*I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 20- duly adopted at a meeting of the City Council meeting held June 23, 2020 at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC  
Clerk of Council***



**MEMORANDUM**

**TO:** Timothy J. Baroody, City Manager  
**FROM:** Erik F. Nelson, Transportation Administrator  
**DATE:** June 18, 2020  
**RE:** **Comprehensive Plan Amendment**

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**ISSUE**

The City of Fredericksburg needs its Comprehensive Plan to clearly support the four applications it will submit to the Virginia Department of Transportation’s Smart Scale program.

**PLANNING COMMISSION ACTION**

At its meeting on May 28, 2020, City Council referred the proposed amendment to the Planning Commission. The Commission and the City Council held a joint public hearing on June 10, 2020. There have been no public comments received on this issue. The Planning Commission recommended approval of the proposed amendment at its meeting on June 17, 2020, by a unanimous vote.

**RECOMMENDATION**

That the City Council adopt the proposed amendment to Chapter 3 of its Comprehensive Plan, as recommended by the Planning Commission at its June 17, 2020 meeting.

**BACKGROUND**

The Commonwealth of Virginia provides significant transportation funding through the Virginia Department of Transportation’s Smart Scale program. By an August 3, 2020 deadline, City staff will submit applications to fund the following projects:

<b>Project</b>	<b>Total Cost/ Requested Funds</b>	<b>Leveraged Funds</b>
Gateway Boulevard, extended – VA Route 3 to Cowan Boulevard	\$49,469,371/ \$29,369,371	ROW donation valued at \$8.1 million; City funds \$12 million
U.S. Route 1 STARS – Route 3 off-ramp signals/Spotsylvania Avenue intersection improvements	\$8,373,474	None
U.S. Route 1 STARS – Augustine Avenue intersection improvements	\$1,710,339	None

## ITEM # 11F

Idlewild Boulevard to VCR Trail - 900 foot trail, 70 foot bridge, crosswalk at Kings Mill	\$1,904,311/ \$1,504,311	\$400,000 in Congestion Management/Air Quality funds
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Code of Virginia Section 15.2-2230 requires that a jurisdiction's Comprehensive Plan be reviewed every five years. While portions of Fredericksburg's overall plan has been under review during the development of several Small Area Plans, the list of transportation projects had not been reviewed within that five-year window. To address this need, staff combined Tables 3-2 and 3-3 in the existing Comp Plan. The revised Table 3-2 removes completed projects and ensures planned projects are better defined. In addition, the new table arranges planned projects by type – such as interstate, roadway, bridge, and bicycle-pedestrian.

### **Summary of changes:**

**Interstate** – The northbound off-ramp at Route 3 is inserted to support the Gateway Blvd project; the VCR Trail tunnel is added from the Fredericksburg Pathways Plan.

**Roadways** – Completed projects are deleted; planned projects are better defined. There are no new roadway projects.

**Bridges** – Completed projects are deleted; planned projects are given more definition. Two new bridges are added (from Fredericksburg Pathways Plan) to remove the at-grade crossings of the VCR Trail at the Blue and Gray Parkway and U.S. Route 1.

**Bicycle-Pedestrian Facilities** – A note is added to reference the many projects contained in the adopted Fredericksburg Pathways Plan (2018).

Only the new table is proposed as an amendment. The chapter text is scheduled to be reviewed by the Planning Department as part of an overall Comprehensive Plan review at a later date.

### **FISCAL IMPACT**

The City's four Smart Scale applications request \$41 million through the Smart Scale program, for projects estimated to cost \$61 million. There are no financial obligations associated with the amended table.

### **Attachments:**

Resolution adopting the Comprehensive Plan Amendment

Table 3-2 (as amended in 2020) to replace Tables 3-2 and 3-3 in the existing Comp Plan



June 23, 2018  
Regular Meeting  
Resolution No. 18-

**MOTION:**

**SECOND:**

**RE: Amending the Comprehensive Plan to update Fredericksburg’s Transportation Projects Identified in the FAMPO 2040 Constrained Long Range Plan and Projects Not Yet Included in the Long Range Plan**

**ACTION: APPROVED: Ayes: 0; Nays: 0**

The purpose of this amendment is to amend the Comprehensive Plan to update Fredericksburg’s transportation projects identified in Tables 3-2 and 3-3, “FAMPO 2040 Constrained Long Range Plan,” and “Projects Not Yet Included in the Long Range Plan,” respectively. These tables are found in Chapter 3, “Transportation.

The City Council and Planning Commission held a joint public hearing on these amendments on June 10, 2020. The Planning Commission recommended adoption of the amendments at its meeting on June 17, 2020. City Council finds that these amendments will improve the public health, safety, convenience, and welfare of residents and plan for the future development of the City to the end that transportation systems be carefully planned.

Therefore, the City Council hereby resolves that Chapter 3 of the Comprehensive Plan is amended to adopt the tables titled, “Interstate Highway Projects,” “Roadway Projects,” “Bridge Projects,” and “Bicycle-Pedestrian Projects,” as submitted for approval.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

\*\*\*\*\*

***Clerk’s Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 20- adopted at a meeting of the City Council held June 23, 2020 at which a quorum was present and voted.*

---

***Tonya B. Lacey, MMC  
Clerk of Council***

**Fredericksburg Comprehensive Plan (2015)**  
**Amendments to Chapter 3 – Transportation**

**Interstate Highway Projects**

<b>Interstate Project</b>	<b>Location</b>	<b>Description</b>	<b>Comments</b>
Interstate-95 interchange	Mile Post 131	Construct new interchange	Interchange Justification Report (IJR) required first step
Interstate-95 northbound off-ramp	State Route 3 interchange	Reconfigure and signalize off-ramps	Modifications to make Gateway Boulevard intersection functional
Interstate-95 bicycle-pedestrian crossing	VCR Trail	Tunnel through embankment	Coordinate with Spotsylvania County and Kingswood HOA

**Roadway Projects**

<b>Street Name</b>	<b>Location</b>	<b>Description</b>	<b>Comments</b>
Lafayette Boulevard	Charles Street and Kenmore Avenue	Two roundabouts, bus pull-off, and bicycle-pedestrian facilities	Included in VDOT's Six Year Improvement Program
Lafayette Boulevard	St. Paul Street to South City Limits	Reconfigure roadway, to include roundabouts, multi-use trail and sidewalks	Study in progress
Gateway Boulevard 1	Between State Route 3 and Cowan Boulevard	New 4-lane, divided roadway, with internal roundabouts, multi-use trail, and sidewalks	Route 3 intersection includes modifications of Mahone Drive
Gateway Boulevard 2	Between Cowan Boulevard and Fall Hill Avenue	New 4-lane, divided roadway, with multi-use trail and sidewalks	
William Street	From Interstate-95 to Dixon Street	Operational improvements	Included in VDOT's Six Year Improvement Program
U.S. 1 Bypass	Princess Anne Street and Hanson Avenue	Operational improvements	Included in VDOT's Six Year Improvement Program
U.S. 1 Bypass	Augustine Avenue	Operational improvements	
U.S. 1 Bypass	Route 3 off-ramp and Spotsylvania Avenue	Off ramp signals; intersection improvements	

Dixon Street (Route 2/17)	Dixon Park to Beulah-Salisbury Road	Widen to 4-lane, divided roadway, with multi-use trail and sidewalks	Similar Tidewater Trail improvements as road extends into Spotsylvania County
Lansdowne Road	Intersection at Dixon Street		Included in VDOT's Six Year Improvement Program
Lansdowne Road	From Tidewater Trail to West City Limits	Widen to 4-lane, divided roadway, with multi-use trail	Similar improvements as road extends into Spotsylvania County
Carl D. Silver Parkway	Celebrate Virginia, South	New 4-lane divided roadway	
Fall Hill Avenue/Cowan Boulevard Connector	Connecting road	To Be Determined	Road needed to retrofit a grid pattern over the existing network
Re-establish two-way traffic pattern	Fall Hill Avenue and Washington Avenue	Restripe existing streets	

### Bridge Projects

Bridge Name	Location	Description	Comments
Falmouth Bridge	U.S. Route 1 Bypass, in both City and Stafford	Replace bridge	Includes bicycle-pedestrian route
Rappahannock Canal Bridge	U.S. Route 1 Bypass	Replace entire bridge	Includes bicycle-pedestrian connections
VCR Trail Bridge	Hazel Run	New bridge	Active Smart Scale project
VCR Trail Crossing 1	Blue & Gray Parkway	New bridge	Grade separation project
VCR Trail Crossing 2	U.S. Route 1 Bypass	New bridge	Grade separation project

### Bicycle-Pedestrian Projects

Bicycle-pedestrian projects, as contained in the Fredericksburg Pathways Plan, adopted in July 2018, and in Small Area Plans, as they are formally adopted.



*Willi D. Freehling*

**MEMORANDUM**

**TO:** Timothy J. Baroody, Fredericksburg City Manager  
**FROM:** Bill Freehling, Director, Economic Development and Tourism  
**RE:** Business Assistance Grant program  
**DATE:** June 18, 2020 (for June 23, 2020, meeting)

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**ISSUE**

Should City Council adopt a small business assistance program using CARES Act funding?

**RECOMMENDATION**

Council should discuss the program and approve it either as is or with revisions that can be quickly implemented.

**BACKGROUND**

Fredericksburg City Council at its June 9, 2020, work session tentatively approved appropriating \$500,000 of its roughly \$2.5 million CARES Act allocation to a business-assistance grant program. Staff was asked to develop a proposal for how this program could work. City staff on June 16 vetted an initial proposal with the recently formed Business Assistance Committee (Mike Adams, George Snead, Michele Mansouri, Suzy Stone, Beth Black and Lee Murray) to get feedback on the program.

Below is the recommendation of staff and the committee, following a short introduction.

Earlier this year, the City of Fredericksburg and its Economic Development Authority (EDA) partnered on a \$250,000 small business grant program that led to 107 businesses getting grants of up to \$3,600. An EDA committee reviewed each application and scored it based on factors including the business' track record, the extent to which the business was affected by COVID-19, and the impact the grant would have. Businesses that scored higher got a larger percentage of their requested grant funds. The EDA received dozens of positive comments about the program, but some have expressed concern that the process was not sufficiently transparent to the public as to how the evaluation process worked. As such, for the second grant round staff and the committee seek to create a process that is **simple and removes any potential subjective bias**.

Staff and the committee believe the best way to do this the second time around is to create stringent standards for businesses to qualify, and then to do random drawings for qualifying businesses (assuming demand for the grants exceeds supply of the funds). This is similar to how Loudoun, Chesterfield and Prince William counties are handling their grant processes. Random drawings are

## **ITEM #11G**

completely objective, transparent and understandable for all. The public could watch the drawings live or recorded to remove any doubt of fairness.

Staff and the committee recommend that qualifying businesses be divided into three separate buckets for the three drawings based on their 2019 gross receipts (pro-rated for those open for only part of 2019). These three below categories are consistent with how the City divides businesses when calculating business license taxes.

- **Category 1:** Businesses with 2019 gross receipts of less than \$100,000. **Businesses in this category could qualify for a \$2,500 grant.**
- **Category 2:** Businesses with 2019 gross receipts between \$100,000 and \$350,000. **Businesses in this category could qualify for a \$5,000 grant.**
- **Category 3:** Businesses with 2019 gross receipts of more than \$350,000, but no more than \$2.5 million. **Businesses in this category could qualify for a \$7,500 grant.**

The exact amount allocated to each of the three tranches would be determined by the Business Assistance Committee once the applications are in and it is clearer where the demand for the grants primarily exists. For example only, if Council wished to award 33 grants to each category of businesses, the math would work like this:

- **Category 1:** \$82,500 allocated (33 grants of \$2,500 each)
- **Category 2:** \$165,000 allocated (33 grants of \$5,000 each)
- **Category 3:** \$247,500 allocated (33 grants of \$7,500 each)
- **Total grants:** \$495,000

The remaining \$5,000 could be used to pay for advertising the grant application to the business community.

To qualify for the drawings, staff and the committee recommend that businesses must meet the following criteria. The application would ask about each of the below.

- Have one or more physical locations in the City of Fredericksburg, including the principal place of business. Home-based businesses qualify.
- Be current on all City tax obligations prior to March 1, 2020, and be fully permitted.
- Have been in business in the City of Fredericksburg with all appropriate permits and licenses since at least July 1, 2019.
- Gross receipts in 2019 cannot have exceeded \$2.5 million.
- Have been impacted by the COVID-19 pandemic.
- Be a for-profit business.
- Agree to allow the Commissioner of the Revenue and Planning offices to confirm information about gross receipts, up-to-date tax status and permitting.
- Whether they received a grant in the first round of funding (the committee could decide to fund these businesses at only half of the allowed amount, for example).
- Complete an application form, certify that all answers are true and accurate, and agree to the application's terms and conditions.

## **ITEM #11G**

All businesses meeting these criteria would be entered into the drawings. Here is a possible timeline if Council takes action June 23:

- June 24-26: Application developed.
- June 29: Application window opens (ample publicity would kick off at this time and occur throughout the application window).
- July 10: Application window closes.
- Mid-July: Staff reviews applications, determines which ones satisfy criteria, meets again with the Business Assistance Committee on funding allocations, prepares for the three drawings.
- Late July: Public drawings held to determine grant recipients. Checks disbursed.

Staff looks forward to input.

### **FISCAL IMPACT**

This would be funded from the City's CARES Act allocation and hence would have no effect on the City's FY20 or 21 budgets.

### **ATTACHMENT**

Resolution



June 23, 2020  
Regular Meeting  
Resolution 20-\_\_

**MOTION:**

**SECOND:**

**RE: Adopting a Small Business Assistance Program Using CARES Act Funding**

**ACTION: APPROVED; Ayes: 0; Nays: 0**

Fredericksburg City Council at its June 9, 2020, work session tentatively approved appropriating \$500,000 of its roughly \$2.5 million CARES Act allocation to a business-assistance grant program. Staff was asked to develop a proposal for how this program could work.

Earlier this year, the City of Fredericksburg and its Economic Development Authority (EDA) partnered on a \$250,000 small business grant program that led to 107 businesses getting grants of up to \$3,600. The EDA received dozens of positive comments about the program, but some have expressed concern that the process was not sufficiently transparent to the public as to how the evaluation process worked. As such, for the second grant round staff seeks to create a process that is simple and removes any potential subjective bias.

Staff believes the best way to do this the second time around is to create stringent standards for businesses to qualify, and then to do random drawings for all qualifying businesses (assuming demand for the grants exceeds supply of the funds).

To qualify for the drawings, businesses must meet the following criteria. An application would be developed to ask about each of the below.

- Have one or more physical locations in the City of Fredericksburg, including the principal place of business.
- Be current on all City tax obligations prior to March 1, 2020, and be fully permitted.
- Have been in business in the City of Fredericksburg with all appropriate permits and licenses since at least July 1, 2019.
- Gross receipts in 2019 cannot have exceeded \$2.5 million.
- Have been impacted by the COVID-19 pandemic.
- Be a for-profit business.
- Agree to allow the Commissioner of the Revenue and Planning offices to confirm information about gross receipts, up-to-date tax status and permitting.
- Whether they received a grant in the first round of funding (the Business Assistance Committee could decide to fund these businesses at only half of the allowed amount, for example).
- Complete an application form, certify that all answers are true and accurate, and agree to the application's terms and conditions.

All businesses meeting these criteria would be entered into the drawings, as further described in the staff memo accompanying this resolution. City staff has vetted the proposal with the Business Assistance Committee to get feedback on the program.

Therefore, the City Council of the City of Fredericksburg, Virginia, hereby resolves to adopt the Small Business Assistance program as laid out in the staff memo and to allocate \$500,000 of its CARES Act funding to the program.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

\*\*\*\*\*

***Clerk's Certificate***

*I certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Resolution No. 1x- adopted at a meeting of the City Council held June 23, 2020, at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***



**MEMORANDUM**

**TO:** City Council  
**FROM:** Kathleen Dooley, City Attorney  
**DATE:** June 15, 2020  
**RE:** Proposed reduction in Council salaries

**Issue:**

City Council members expressed an interest in reducing their salaries by 3%, at their meeting on June 9, 2020. The City's projected revenues for fiscal year 2021 have been negatively impacted by the decline in business activity associated with the COVID-19 pandemic. Accordingly, the salaries or wages of City staff have been reduced by 2% (for salaries under \$70,000) and 3% (for salaries above \$70,000).

**Recommendation:**

City Council is fully authorized to reduce the compensation of Council members and the Mayor by adoption of the attached ordinance. However, under state law, the restoration of these salaries could not take place until July 1, 2022 – the timing and procedural requirements for an increase in compensation for members of city councils is restricted so that there is an election for city council that takes place before the increase can become effective.

In the last recession, in the spring of 2010, some City Council members informally considered foregoing their compensation altogether, but this was not permitted by state law (which states that members "shall" be paid an annual salary.) At that time, if memory serves, members decided to make personal donations to either the City or a local charitable organization.

**Background:**

The Virginia Code governs the compensation of members of local governing bodies. Section 15.2-1414.5 is the requirement that each member of the council of each city shall be allowed and paid an annual salary. Section 15.2-1414.6 establishes the procedure for establishing this salary. The adoption of an ordinance is required, and maximum salary levels are established according to population ranges for cities.

Section 15.2-1414.6 also provides that: "[n]o increase in the salary of a member of council shall take effect until July 1 after the next regularly scheduled general election of council members." The ordinance proposing the increase in salary must be adopted at least four months prior to the date of the next municipal election. The next municipal election in Fredericksburg is May 2022, at which time the Ward seats will be up for election.

City Code §2-31 sets out the compensation for City Council members as \$12,000 annual salary. City Code §2-82 provides that the compensation for Mayor shall be \$13,000 annual salary.

**Fiscal Impact:**

The fiscal impact of this proposed change is approximately \$4,000.



June 23, 2020  
Regular Meeting  
Ordinance No. 20-\_\_

**MOTION:**

**SECOND:**

**RE:** Reducing the Salaries of the Mayor and Members of City Council in Light of Reduced Revenue Projections Due to the Impacts of COVID-19

**ACTION:** APPROVED: Ayes: 0; Nays: 0

It is hereby ordained by the Fredericksburg City Council that Chapter 2 of the City Code is amended as follows:

**Sec. I. Introduction.**

The City's fiscal year 2021 budget revenue projections have been substantially reduced due to the impacts of the COVID-19 pandemic on business activities that generate local tax revenues, including projected business license, sales, meals, lodging, and admission tax revenues. As a result, City employees have been asked to accept across-the-board wage and salary reductions, with exceptions for public safety personnel. The highest rate of across-the-board salary reduction is 3%.

City Council members earn compensation for their service, in accordance with state law. The Virginia Code requires compensation for members of local governing bodies to be established by ordinance. The office of Mayor is compensated at \$13,000 per year under City Code §2-82, and members of Council are compensated at the rate of \$12,000 per year under City Code §2-31.

Council members wish to reduce their compensation by 3%, the rate of reduction applied to City employees who earn more than \$70,000 annually.

**Sec. II. City Code Amendment.**

**1. Sec. 2-31. Compensation of City Council members.**

Each member of the City Council, excluding the Mayor, shall be allowed and paid out of the City levy an annual salary of ~~\$12,000~~ 11,640, payable in equal monthly installments, for services in attending the meetings of the City Council and in discharging the duties imposed by law upon ~~him~~ the City Council member.

**2. Sec. 2-82. Compensation of Mayor.**

The Mayor shall be allowed and paid out of the City levy an annual salary of ~~\$13,000~~ 12610, payable in equal monthly installments, for ~~his~~ services in attending the meetings of the City Council and in discharging the duties imposed by law upon ~~him~~ the Mayor.

**Sec. III. Effective Date.**

This ordinance shall take effect July 1, 2020.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

Approved as to form:

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Kathleen Dooley, City Attorney

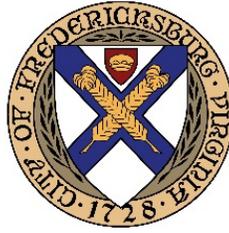
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***Clerk's Certificate***

*I, the undersigned, certify that I am Clerk of Council of the City of Fredericksburg, Virginia, and that the foregoing is a true copy of Ordinance No. 20- duly adopted at a meeting of the City Council meeting held June 23, 2020 at which a quorum was present and voted.*

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***Tonya B. Lacey, MMC***  
***Clerk of Council***



**MEMORANDUM**

**TO:** Mayor Greenlaw and Members of City Council  
**FROM:** Timothy J. Baroody, City Manager  
**DATE:** June 18, 2020 (for June 23 Council meeting)  
**SUBJECT:** City Manager's Update

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Highlights of major activities and other notable developments:

**Special Council Meeting Held** – Council met on June 18, 2020, to discuss a DRAFT roadmap ahead for addressing the actions of the past several weeks and expected actions moving forward. That DRAFT is now before Council for potential formal adoption on June 23, 2020.

A blue graphic with white stars at the top and bottom. The text reads: "City of Fredericksburg voters", "Due to COVID-19 all Election Day Voting will take place at the Dorothy Hart Community Center at 408 Canal St.", "JUNE 23, 2020 PRIMARY ELECTIONS", "Polls will be open from 6:00a.m. to 7:00p.m.", and "If you have an absentee ballot for this election it must be returned to the Voter Registrar's office by 7:00p.m. on June 23." There are two American flags crossed in the center.

**June 23 Primary Elections** – Due to COVID-19, Tuesday, June 23 Election Day voting will take place only at the Dorothy Hart Community Center located at 408 Canal Street. No other Polling Place will be open. Voters who wish to cast a ballot will be offered drive-thru voting. Our Officers of Election will be wearing masks and practicing CDC Polling Place guidelines. We ask that only eligible voters appear to vote, wear a mask, and, listen to Officer of Elections instructions. If you have received an absentee ballot for this election, you **must** return it to the Voter Registrar's office by 7:00 p.m. on Election

Day. A red ballot drop box is located at the front of 601 Caroline St. for absentee ballot drop off. Sample ballots and absentee ballot return information is located here: <https://www.fredericksburgva.gov/534/Voter-Registrar> Thank you for voting.

**Chatham Bridge Closure** – The bridge will close at approximately **5 a.m. on Monday, June 22 through October 2021** for improvements. At that time, detour signs will be unveiled to guide motorists along the [posted detour route](#): Route 3 Business, Blue & Gray Parkway, Dixon Street and Charles Street. Stay updated: [www.virginiadot.org](http://www.virginiadot.org) and at [www.fxbgbridge.com](http://www.fxbgbridge.com)

The \$23.4 million rehabilitation project by the Virginia Department of Transportation (VDOT) and project contractor Joseph B. Fay Co. is needed to improve the bridge’s condition and remove the existing 15-ton vehicle weight limit. The project will also enhance pedestrian access. The bridge path will connect with existing sidewalks in downtown Fredericksburg and Stafford County’s Belmont-Ferry Farm Trail. A scenic overlook will provide a refuge for pedestrians to stop at the bridge midpoint. New light posts will be installed, and new bridge railings will keep the distinctive open view of the Rappahannock River. [View a simulation video](#) of the new bridge.



**Upcoming Council Meetings** – The second reading of the City Budget is on June 23. All council meetings will be held virtually until further notice. The public is encouraged to access the meetings through the broadcast on Cox Channel 84 and Verizon Channel 42. The meetings can also be viewed on our [www.regionalwebtv.com/fredcc](http://www.regionalwebtv.com/fredcc) or Facebook live at [www.facebook.com/FXBGgov](http://www.facebook.com/FXBGgov)

Citizens who wish to participate in the public comment period will be able to send their comments in writing by (1) dropping them in the Deposit Box at City Hall, (2) U.S. Mail, (3) through a form on our website <https://www.fredericksburgva.gov/677/Public-Comment> or (4) email to the Clerk of Council. Comments must be received at least one hour in advance of the meeting – *for example, comments will be accepted until 4:30 p.m. on nights with a 5:30 p.m. work session.* The plan is to read these comments out loud during the public comment portion of the City Council meeting. The standard rules apply to public comments: the person must identify himself or herself by name and address, including zip code, limit his or her remarks to 5 minutes or less (read aloud), and address a topic of City business. Public comments submitted during the meeting, through the Facebook Live streaming video, will not be considered part of the official public comments of the meeting. See [www.fredericksburgva.gov](http://www.fredericksburgva.gov) for more details or call (540) 372-1010.

**COVID-19 (Coronavirus)** – Information is continuing to be provided by Fire Chief Mike Jones through written updates on Monday and Friday’s and shared through our website and social media platforms. See [www.fredericksburgva.gov](http://www.fredericksburgva.gov) for full details. Stay vigilant and practice social distancing, wear a mask in public settings, and frequent hand washing.

Also stay updated in the following ways: follow the [Virginia Department of Health for updates](#), be notified when we make City Government related updates on this page by subscribing to the "[Fredericksburg News](#)" News Flash, subscribe to [FredericksburgAlert.com](#) for announcements for City Government, City Schools and also any changes in trash pickups, traffic, events and more.

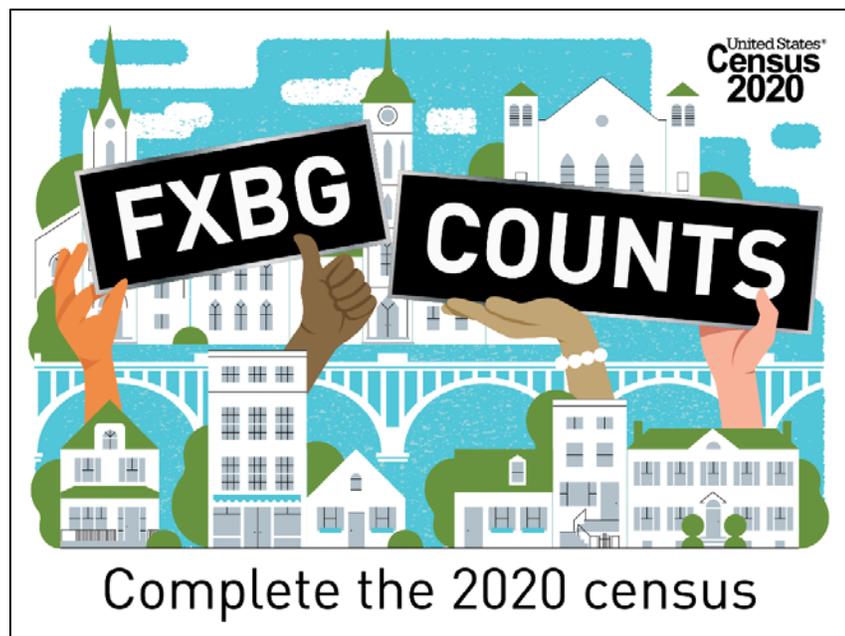


**Where to Buy Face Coverings in FXBG** – With Virginia [Gov. Ralph Northam’s face-covering order](#) going into effect, many people may be in the market for the product. Fortunately, many Fredericksburg businesses are selling them. Among the merchants we know are selling face coverings are Alan Furs, Angel Rides Inc., Crown Trophy Fredericksburg, the Fredericksburg Visitor Center ([online sales only](#)), Goolrick’s Modern Pharmacy, J&Zs Boutique, Lady Legacy, Monkee’s of Fredericksburg and Studio Dior Hair Salon.

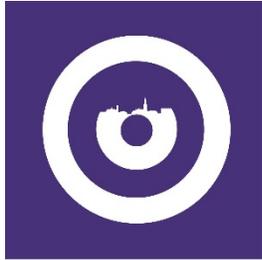
[The Visitor Center face covering](#) is branded with the FXBG Love Local logo and is selling for \$10 each or five for \$40. It’s a reusable cotton face covering with a filter pocket and adjustable ear loops. For additional questions or concerns about face-covering guidelines, please call the Virginia COVID hotline at 877-ASK-VDH3.

**Census 2020** –So far, only 61% of Fredericksburg households have responded to the Census. Every person counted brings \$20,000 to the community, so it's important we count everyone! It's easy and safe to respond online at [www.2020census.gov](http://www.2020census.gov)

Responding is easy and confidential. You have three options for responding: 1) Online. 2) By phone. 3) By mail.



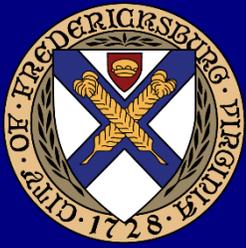
Go to: <https://2020census.gov/en.html>



**Fred Focus**

**Fred Focus** – The [Fredericksburg Department of Economic Development and Tourism](#) is pleased to bring you Fred Focus, a weekly e-newsletter that goes out every Thursday and keeps you up-to-date on Fredericksburg business and tourism information and events. This week's [edition](#).

**\*\*\*\* All meetings are subject to change due to COVID-19 impacts \*\*\*\***



## CITY COUNCIL MEETINGS & EVENTS CALENDAR

City Hall Council Chambers, 715 Princess Anne Street, Fredericksburg, VA 22401

6/18/20	5:30 p.m.	Special Council Meeting	Virtual
6/23/20	5:30 p.m.	Work Session <ul style="list-style-type: none"><li>• Interview of EDA applicants (2)</li><li>• Budget Discussion</li></ul>	Virtual
	7:30 p.m.	Regular Session Second reading of City Budget	Virtual
7/1/20	Noon	Council Oath of Office Ceremony	Fred Nats Stadium
7/14/20	5:30 p.m.	Work Session	Virtual
	7:30 p.m.	Regular Session	Virtual

**Future Work Session Topics: Economic Development Incentives, Action on UDO Text Amendment from 2018: Paying Taxes at Approval Instead of Application, and New FEMA Flood Plain Maps.**

Updated June 18 at 1 p.m.

