

## Appendix A: Application Form for Grant Requests for All Categories

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Virginia Department of Conservation and Recreation  
Virginia Community Flood Preparedness Fund Grant Program

Name of Local Government:

Henrico County

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Category of Grant Being Applied for (check one):

☒ Capacity Building/Planning

☐ Project

☐ Study

NFIP/DCR Community Identification Number (CID) 510077

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If a state or federally recognized Indian tribe, Name of tribe N/A

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Bentley Chan, PE  
Name of Authorized Official: Director, Henrico DPU

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Signature of Authorized Official:

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Mailing Address (1): 4305 E. Parham Road

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Mailing Address (2):

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City: Henrico State: Virginia Zip: 23228

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Telephone Number: (804) 501-4280 Cell Phone Number: ( ) N/A

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Email Address: cha70@henrico.us

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Allen Shue, PE, CFM  
**Contact Person (If different from authorized official):** Associate, Greeley and Hansen

**Mailing Address (1):** 9020 Stony Point Parkway

**Mailing Address (2):** Suite 475

**City:** Richmond **State:** VA **Zip:** 23235

**Telephone Number:** (804) 204-2425 **Cell Phone Number:** (914) 275-2554

**Email Address:** ashue@greeley-hansen.com

Is the proposal in this application intended to benefit a low-income geographic area as defined in the Part 1 Definitions? Yes X No     

**Categories (select applicable project):**

**Project Grants (Check All that Apply)**

- ☐ Acquisition of property (or interests therein) and/or structures for purposes of allowing floodwater inundation, strategic retreat of existing land uses from areas vulnerable to flooding; the conservation or enhancement of natural flood resilience resources; or acquisition of structures, provided the acquired property will be protected in perpetuity from further development.
- ☐ Wetland restoration.
- ☐ Floodplain restoration.
- ☐ Construction of swales and settling ponds.
- ☐ Living shorelines and vegetated buffers.
- ☐ Structural floodwalls, levees, berms, flood gates, structural conveyances.
- ☐ Storm water system upgrades.
- ☐ Medium and large scale Low Impact Development (LID) in urban areas.
- ☐ Permanent conservation of undeveloped lands identified as having flood resilience value by *ConserveVirginia* Floodplain and Flooding Resilience layer or a similar data driven analytic tool.
- ☐ Dam restoration or removal.
- ☐ Stream bank restoration or stabilization.
- ☐ Restoration of floodplains to natural and beneficial function.
- ☐ Developing flood warning and response systems, which may include gauge installation, to notify residents of potential emergency flooding events.

### **Study Grants (Check All that Apply)**

- ☐ Studies to aid in updating floodplain ordinances to maintain compliance with the NFIP or to incorporate higher standards that may reduce the risk of flood damage. This must include establishing processes for implementing the ordinance, including but not limited to, permitting, record retention, violations, and variances. This may include revising a floodplain ordinance when the community is getting new Flood Insurance Rate Maps (FIRMs), updating a floodplain ordinance to include floodplain setbacks or freeboard, or correcting issues identified in a Corrective Action Plan.
- ☐ Revising other land use ordinances to incorporate flood protection and mitigation goals, standards and practices.
- ☐ Conducting hydrologic and hydraulic studies of floodplains. Applicants who create new maps must apply for a Letter of Map Revision or a Physical Map Revision through the Federal Emergency Management Agency (FEMA). For example, a local government might conduct a hydrologic and hydraulic study for an area that had not been studied because the watershed is less than one square mile. Modeling the floodplain in an area that has numerous letters of map change that suggest the current map might not be fully accurate or doing a detailed flood study for an A Zone is another example.
- ☐ Studies and Data Collection of Statewide and Regional Significance.
- ☐ Revisions to existing resilience plans and modifications to existing comprehensive and hazard.
- ☐ Other relevant flood prevention and protection project or study.

### **Capacity Building and Planning Grants**

- ☐ Floodplain Staff Capacity.
- ☐ Resilience Plan Development
  - ☐ Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.
  - ☒ Resource assessments, planning, strategies and development.
    - Policy management and/or development.
    - Stakeholder engagement and strategies.

**Title of Work:** "Identifying Restoration Opportunities at Stream Utility Crossings"

**Location of Project (Include Maps):** Henrico County; County-wide

**NFIP Community Identification Number (CID#):**(See appendix F 510077

**Is Project Located in an NFIP Participating Community?**   ☒ Yes   ☐ No

**Is Project Located in a Special Flood Hazard Area?**   ☒ Yes   ☐ No

**Flood Zone(s) (If Applicable):** Preliminary: Zone AE and Zone A

**Flood Insurance Rate Map Number(s) (If Applicable):** Preliminary Throughout County

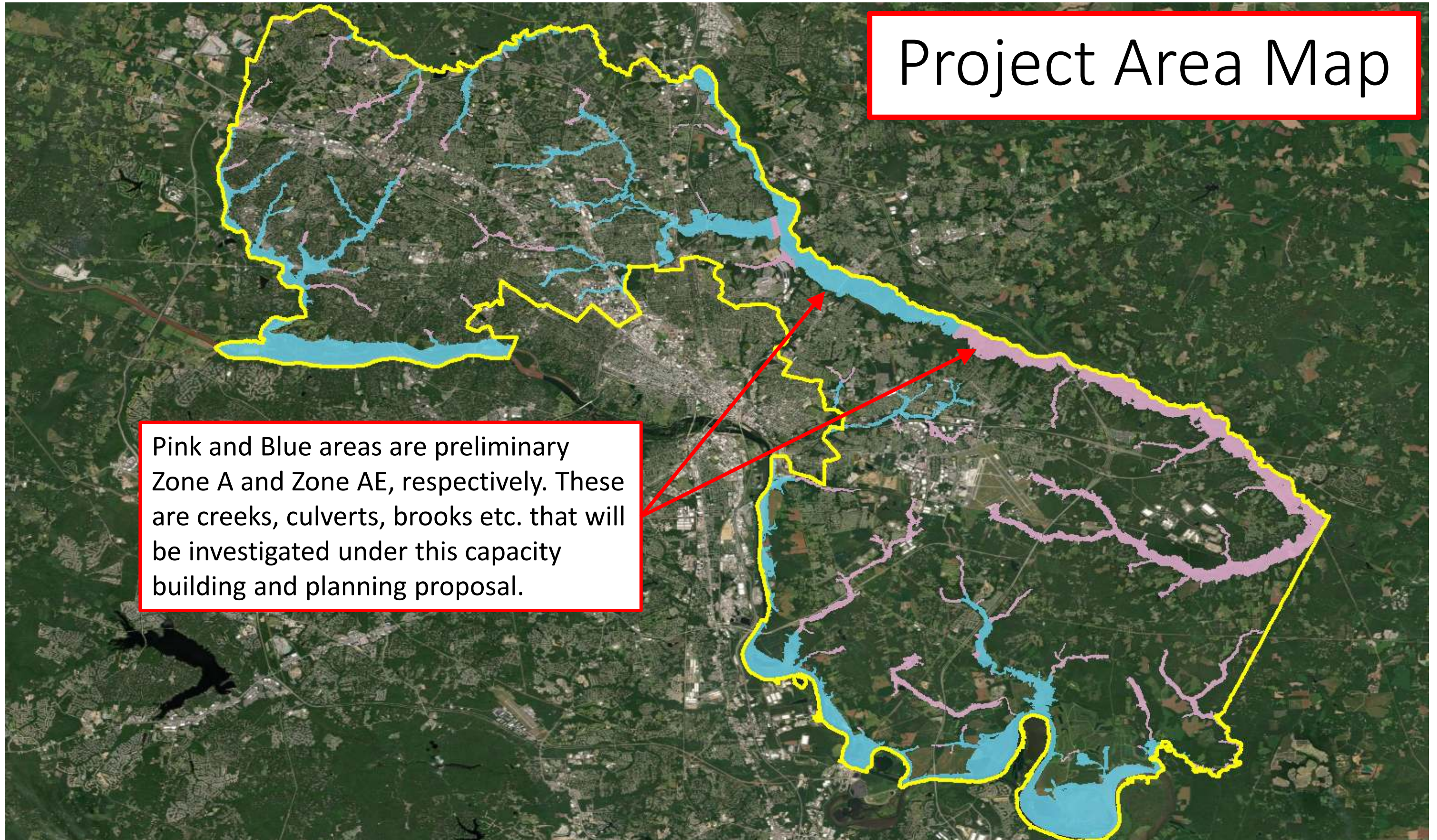
**Total Cost of Project:** \$126,060

**Total Amount Requested** \$ 94,545



# Project Area Map

Pink and Blue areas are preliminary Zone A and Zone AE, respectively. These are creeks, culverts, brooks etc. that will be investigated under this capacity building and planning proposal.





## **B. Scope of Work Narrative – Planning and Capacity Building**

### **Title of Work:**

“Identifying Restoration Opportunities at Stream Utility Crossings”

### **Description of the Problem:**

Henrico County is home to more than 300,000 residents and spans nearly 250 square miles in central Virginia, with streams, creeks, and brooks coursing throughout serving as vital conduits to convey stormwater away from residents. Additionally, there are miles of storm and sanitary sewers which cross or run parallel to these bodies of water.

Despite their importance, no comprehensive data exists cataloging the condition of the water bodies or the locations of sewers in them. As a result, minimal to no maintenance is performed on these assets which continually degrade over time. Meaning that the conveyance capacity of the water bodies continually decreases worsening flooding conditions and erosion, exposing sewers and manholes. Additionally, because it is unknown what sewer utilities exist in these water bodies, ageing stormwater outfalls can increase the severity of soil erosion, while damaged sanitary sewers with dislodged joints become submerged in stormwater triggering sanitary sewer overflows (SSOs) and backing up into homes.

The accompanying photo log demonstrates only the a few known areas that would benefit from the dual approach restoration and identification, with the assistance of the Fund, a comprehensive approach can be undertaken to identify needs throughout the County.

### **Proposed Planning and Programmatic Approach:**

To restore these water bodies and renew the sewer assets within them, the County must first identify and prioritize the natural and built assets most in need. With this strong data basis in hand, the County will be empowered to pursue a programmatic and efficient strategy to protect its residents from external floods and from within the built infrastructure.

To maximize the benefit of identification and prioritization, the proposed scope of work is to perform a system wide desktop analysis of the sanitary sewer systems near or crossing creeks and other waterways to address two needs at the same time; develop a ranking matrix to prioritize the water bodies and sewer inspections based on the known condition information and risk analysis (both likelihood and consequence of failure); conduct preliminary field investigation to further refine the inspection prioritization; and based on the data collected, develop a list of water bodies and sewers to be further inspected (including CCTV). The following section details the proposed tasks to perform the investigations and prioritization.

## **Proposed Scope of Work:**

### **Task 1 – Desktop Analysis**

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1. **Delineation and GIS Basemap:** Perform a system wide desktop analysis of the storm and sanitary sewer systems to identify sewer reaches near or crossing creeks and other waterways. The GIS database, sewer Atlas maps and contour information provided by the County will be used for the delineation.
2. **Review Existing Records:** The following records will be reviewed (if available) to obtain an understanding of the existing system characteristics:
  - a. **Contractor Repairs and Improvements:** The data on contractor repairs and improvements, performed by County's crew and County's Annual Services Contractor within the last 5 years will be obtained from the County and analyzed to locate problem areas and rehabilitation histories. This data will be used as one of the indicators for potential problem areas and for developing the priority ranking of the reaches.
  - b. **Existing Service Calls History:** The service calls recorded into County's Citizens' Request System (CRS) and Customer Information System (CIS) within the last 5 years will be obtained from County's Department of Information Technology and analyzed to quantify and locate the types and frequencies of sewer problems. This data will be used as one of the indicators for potential problem areas and for developing the priority ranking of the reaches.
  - c. **SSO Reports Submitted to DEQ:** SSO reports submitted to DEQ in the last 5 years will be obtained from the County. The results will be used to identify potential capacity and/or O&M related issues within the system.
3. **GIS Mapping:** The sewer problem history based on the evaluation of the above data will be incorporated into project GIS to prepare mapping which will help visualize the extent and location of problems.
4. **Problem Areas Identification and Prioritization:** A GIS map will be used to identify the problem areas in the wastewater collection system near waterways and to prepare a priority ranking of the reaches. Rating criteria will be developed to identify the critical areas and the extent of field investigation within the wastewater collection system.
5. **Field Investigation Plan (FIP):** The results of the desktop analysis will be used to develop a FIP and the proposed extent of the work within the wastewater collection system. The FIP will include tables and field maps, utilizing GIS mapping, to outline the location and types of field investigations required.
6. **County Meeting:** A meeting will be scheduled with the County to review the FIP.

### **Task 2 - Field Investigations:**

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The field investigations will be conducted based on the FIP approved by the County in Task 1. Field investigations will be assigned to critical reaches first, followed by non-critical reaches. Information from the field investigations will be used to evaluate the condition of the wastewater collection system near or crossing creeks or other bodies of water. The following types of field investigations will be conducted concurrently:

1. **Checks (aerial creek crossings):** Checks will include visual inspection of the aerial sewer crossing and manholes and may include, but not limited to documentation of the following: condition of pipe/encasement; manhole material type; system flow characteristics; O&M issues; and evidence of surcharging and I/I on a check form included in Appendix A. Digital photos of each aerial crossing and manhole checked will be taken to supplement the documented information. The selection of aerial crossings and manholes to be checked will be based on the results of the desktop analysis and FIP. Checks will be conducted for up to 200 manholes along the aerial sewer crossings. The results of the checks will be used for selection and prioritization of sewer reaches for CCTV inspections.

2. **Inspection (buried creek crossings):** This will include inspection of the manholes using a zoom camera and may include, but not limited to documentation of the following: evidence of surcharging, overflows, infiltration, grease, blockage and direction of flow. Inspections will be conducted for up to 100 manholes along the buried creek crossings. The purpose of a manhole inspection program is to obtain a condition assessment of the mainline sanitary sewer manholes and to identify sewer problems such as surcharging, grease blockages etc. The zoom camera will also be used for identification of major problems in the sewer for approximately 30-50 feet upstream and downstream of the manhole. The condition of the manholes will be documented using the inspection included in Appendix B. The results of the inspections will be used for selection and prioritization of sewer reaches for CCTV inspections.

### Task 3 – Recommendation Memorandum and CCTV Assignment Sheets

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1. Prepare a draft memorandum summarizing the field investigation data and prioritize sewer reaches in need of CCTV investigation to identify potential rehabilitation needs and stream reaches in need of restoration.
2. Submit the draft memorandum to the County for review and comments. Conduct a meeting with the County to review the draft memorandum.
3. Incorporate the review comments and submit the final memorandum and CCTV assignment sheets to the County.
4. Review of the CCTV has not been included with this work order; CCTV review and rehabilitation recommendation will be authorized as an amendment to this work order (Phase II). Rehabilitation recommendations under this amendment will consider available funding and the overall CSMP implementation schedule. For sewers that need attention immediately or in the next 2-3 years, begin working on obtaining utility easements, either permanent or temporary construction easements. For streams that were identified as stream restoration project candidates, conduct a total maximum daily load (TMDL) credit analysis and incorporate the information in the TMDL action plan development. Prioritization will be developed on the combined benefit of stream restoration and utility failure risk.

### Task 4 – Project Management

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1. This task will include monthly invoicing; general communications; and coordination for completion of the project.

### Task 5 – Schedule

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1. The performance of this work is anticipated to take 24 weeks.



### **Supporting Reference Information**

1. Plans for maintaining capacity, as necessary, over the long term.
  - a. Henrico County DPU has available yearly allocation for the inspections, maintenance, training, and operation of the portable emergency generator
2. Links to Supporting Documentation
  - a. Henrico County Current Floodplain Ordinance
    - i. <https://henrico.us/works/design/floodplain/build-responsibly/floodplain-permits/>
  - b. Richmond - Crater Hazard Mitigation Plan 2017
    - i. Pertains to entire Richmond metropolitan area, including Henrico County. Document attached in this package.
  - c. Henrico County approved Resilience Plan for CFPF
    - i. [Henrico County Approved Resilience Plan and Approval Letter August 2021](#)

# Photo Log

## Known Restoration Opportunities at Utility Crossings



*Figure 1 - Behind Tuckahoe Library*



*Figure 2 - 406 September Drive*

**Photo Log**

**Known Restoration Opportunities at Utility Crossings**



*Figure 3 & 4 - Along Gillies Creek*

# **Photo Log**

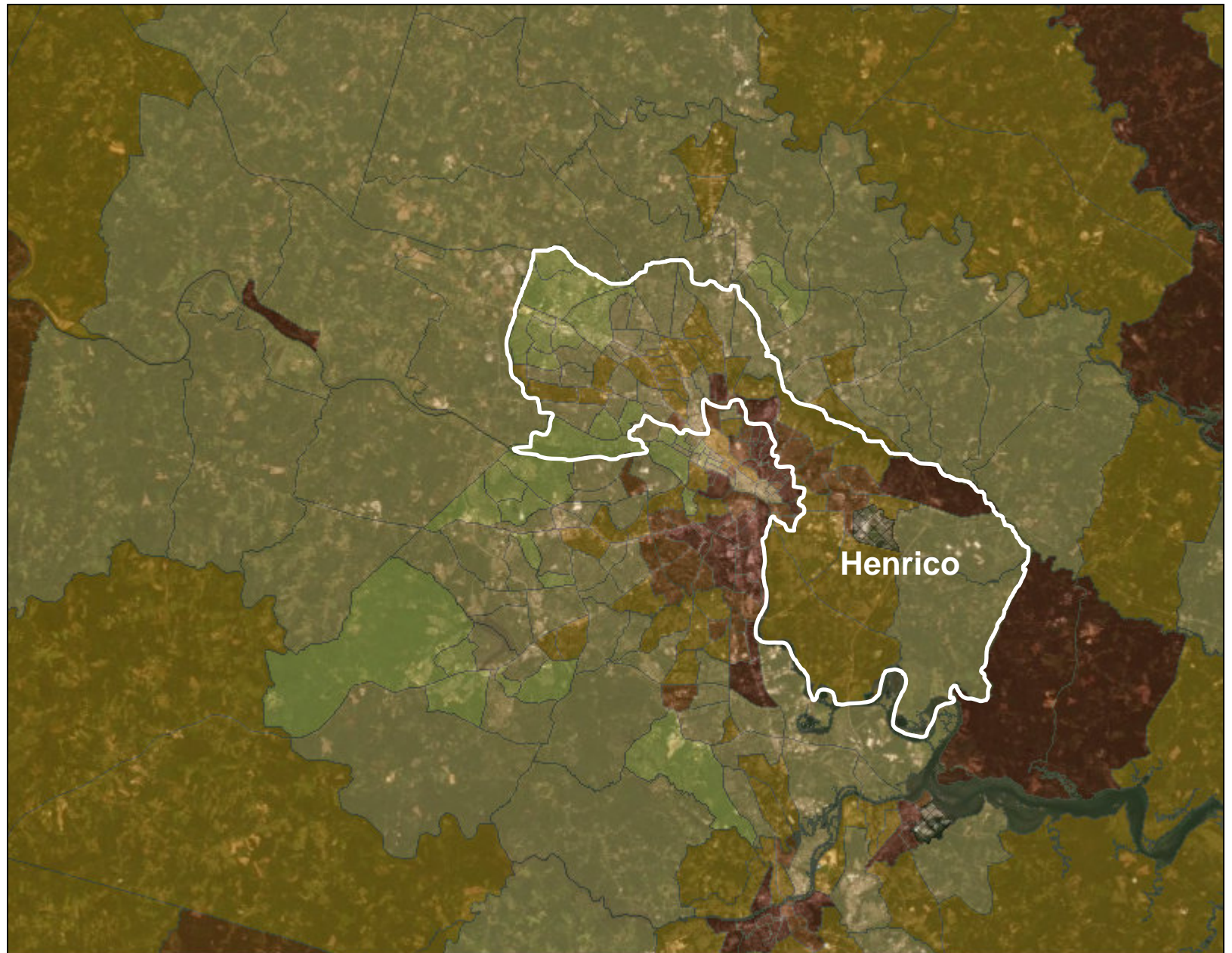
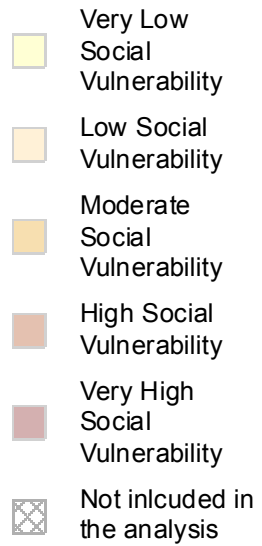
## **Known Restoration Opportunities at Utility Crossings**



*Figure 5 - 2608 Hollybrook Avenue*

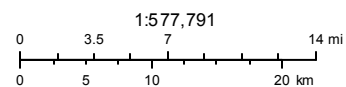


**Social Vulnerability  
Index Score**



January 28, 2022

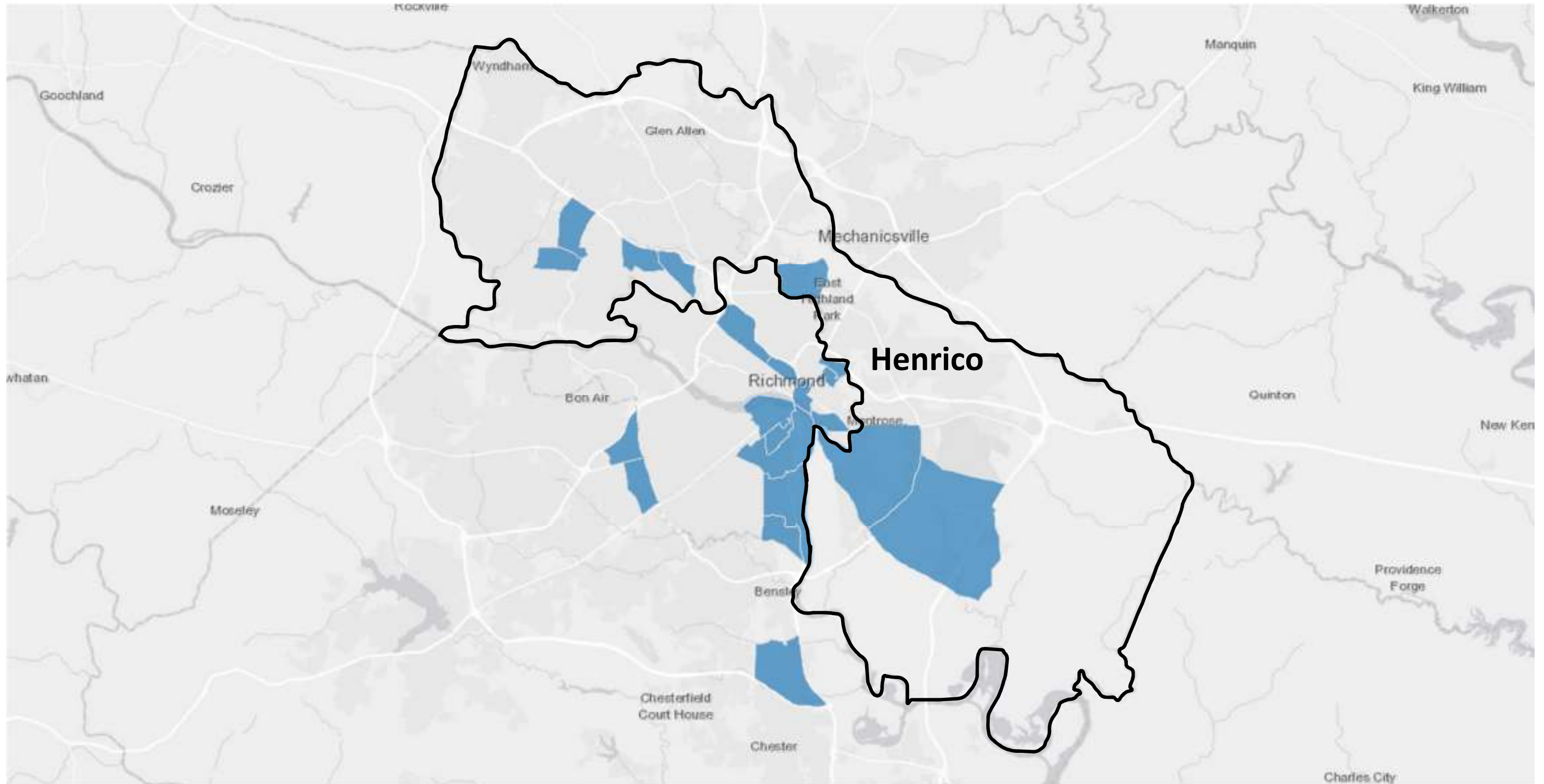
Source: Esri, Maxar, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Created from the Virginia Vulnerability Viewer



# Qualified Opportunity Zones



## C. Budget Narrative

1. **Estimated total project cost:**

The total estimated cost for the “Identifying Restoration Opportunities at Stream Utility Crossings” project is **\$126,060**. Please find attached estimated cost of engineering services to perform this work.

2. **Amount of funds requested from the Fund:**

Henrico County DPU requests **\$94,545** from the Community Flood Preparedness Fund.

3. **Amount of cash funds available:**

Please find attached statement from the Henrico County DPU indicating the available projected CIP budget for the year ending FY2022 as **\$27.5 million**.

4. **Authorization to request for funding:**

Please find attached documentation Henrico County DPU indicating their authorization to request funding.

VA DCR Application for Identifying Restoration Opportunities at Stream Utility Crossings

Estimated Cost of Engineering Services

Estimated Labor Costs:

Tasks	Project Director	Project Manager	Engineer III	Engineer II	Engineer I	Total Hours	Estimated Labor Costs
Task 1 - Desktop Analysis							
1. Kickoff Meeting		2			2	4	\$660
2. Desktop Assessment - Indentify Buried and Aerial Crossings		1			24	25	\$2,975
3. Collect Data from County					12	12	\$1,380
4. Develop Ranking Criteria	1	1			4	6	\$981
5. Prioritize Reaches for Field Investigation		4			64	68	\$8,220
6. City Meeting to Review Prioritization Results		4			4	8	\$1,320
Task 2 - Field Investigation							
1. Perform Field Investigation of Aerial Crossings		8			400	408	\$47,720
2. Poll Camera Investigation of Buried Crossings		8			150	158	\$18,970
Task 3 - Recommendation Memorandum and CCTV Assignment							
1. Prepare Draft Memorandum		2			100	102	\$11,930
2. Draft Memorandum Review Meeting		2			8	10	\$1,350
3. Prepare Final Memorandum					70	70	\$8,050
4. Prepare CCTV Assignment Sheets	1	2			60	63	\$7,636
Task 4 - Project Management							
1. General Project Communications and Coordination		16			8	24	\$4,360
Subtotal Labor Hours	2	50	0	0	906	958	
Hourly Rate	\$306	\$215	\$145	\$130	\$115		
Total Estimated Labor Cost	\$612	\$10,750	\$0	\$0	\$104,190	\$115,552	\$115,552

Estimated Other Direct Costs:

Item	Cost	Multiplier	Total Estimate
1. Field Investigation Subcontractor	\$ 10,000	1.05	\$10,500
Subtotal Estimated Other Direct Costs	\$ 10,500		

Total Estimated Cost

Total Estimated Cost of Labor and Other Direct Costs	\$126,060





COMMONWEALTH OF VIRGINIA  
COUNTY OF HENRICO

DEPARTMENT OF PUBLIC UTILITIES  
804.501.4517

April 5, 2022

Virginia Department of Conservation and Recreation  
600 East Main Street  
24<sup>th</sup> Floor  
Richmond, VA 23219-2094

To whom it may concern:

The total design contract value for identifying restoration opportunities at stream utility crossings project is \$126,060, which includes the identification and prioritization of sanitary sewers crossing creeks and other waterways. The County of Henrico, Department of Public Utilities is an enterprise fund within the County of Henrico. Therefore, Public Utilities has a dedicated revenue stream and is appropriated Capital Improvement funds annually. Those dedicated revenues are projected to be \$27.5 million in FY2022 and part of those funds will cover the total estimated project cost prior to DCR grant reimbursement. The DPU is committed to contribute 25% of the project funds and the source of the funds is from the Sewer Line Rehabilitation project in the 2022 Water and Sewer Capital Improvement budget (copy enclosed).

Sincerely,

A handwritten signature in blue ink, appearing to read "Bentley P. Chan".

Bentley P. Chan, PE  
Director of Public Utilities

Enclosure

**COUNTY OF HENRICO, VIRGINIA**  
**PROPOSED REVENUES & EXPENDITURES - WATER & SEWER ENTERPRISE FUND**  
**FY 2020-21**

**Water and Sewer Enterprise Fund**

Revenues/Resources	FY 18-19 Actual	FY 19-20 Original	FY 20-21 Approved
<u>Water and Sewer Operating Budget:</u>			
Sale of Water	\$57,458,997	\$59,531,001	\$62,252,832
Sale of Sewer	57,593,466	58,909,374	61,440,215
Water Charges	6,847,766	4,785,606	5,189,550
Sewer Charges	6,879,189	4,863,316	5,199,853
Strong Waste Surcharge	375,933	600,000	370,000
City of Richmond	1,348,830	890,100	1,215,688
Interest Earnings	523,389	850,000	981,787
Other Water/Sewer Revenues	1,871,108	1,346,789	1,575,852
Transfer from General Fund	1,930,021	1,928,921	1,929,858
<b>Total Operating Revenues</b>	<b>194,828,699</b>	<b>193,705,107</b>	<b>140,155,635</b>

**Operating Expenditures**

<u>Water and Sewer Operating Budget:</u>			
Personnel	21,773,154	22,966,323	23,665,477
Operating	44,731,431	43,638,992	45,274,849
Capital Outlay	580,799	781,922	1,135,653
<b>Sub-Total Operating</b>	<b>67,085,384</b>	<b>67,387,237</b>	<b>70,075,979</b>
Debt Service	26,846,075	29,298,024	31,809,741
<b>Total Operating Expenditures</b>	<b>93,931,459</b>	<b>96,685,261</b>	<b>101,885,720</b>
Results of Operations (Prior to Capital Expenses)	(40,897,240)	(37,019,846)	(38,269,915)
Budget For Capital Use (Below)	(103,004,520)	(69,650,000)	(27,500,000)

Capital Budget Expenditures	FY 18-19 Actual	FY 19-20 Original	FY 20-21 Approved
Approved Capital Projects (FY2019-20 Budget)		69,650,000	
Approved Capital Projects (New FY2020-21 Budget)			27,500,000
Continuing Capital Projects (Previously Approved) (1)	103,004,520		
<b>Total Capital Budget Expenses:</b>	<b>103,004,520</b>	<b>69,650,000</b>	<b>27,500,000</b>
<b>Capital Budget Resources</b>			
Water and Sewer Revenues	28,648,730	61,150,000	27,500,000
Revenue Bonds	74,355,790	8,500,000	0
<b>Total Capital Budget Resources:</b>	<b>103,004,520</b>	<b>69,650,000</b>	<b>27,500,000</b>

**Notes:**

(1) This number plus the budget figure reflects Utilities estimate of capital spending from previously Board approved capital projects. FY2018-19 represents actual spending, as per the 2019 audit.

County of Henrico, Virginia  
Approved Capital Budget  
FY2020-21

Project Number	Project Name	Approved FY2020-21
<b>Capital Projects Fund</b>		
<u>G.O. Bonds - General Government - 2016</u>		
28001	Richmond - Henrico Turnpike	\$ 5,000,000
	Subtotal - Public Works	\$ 5,000,000
23004	Deep Run Park	\$ 4,000,000
23005	Taylor Park	5,000,000
	Subtotal - Recreation and Parks	\$ 9,000,000
	Subtotal - G.O. Bonds - General Government - 2016	\$ 14,000,000
	<b>Total - Capital Projects Fund</b>	<b>\$ 14,000,000</b>
<b>Enterprise Fund - Public Utilities</b>		
<u>Other Local Revenue</u>		
00782	New Sewer Connections	\$ 300,000
00772	Sewer Line Extensions	500,000
00732	Sewer Line Rehabilitation	4,000,000
00743	Sewer Pump Station Improvements	400,000
00737	Sewer Relocation, Adjustments & Crossings	200,000
00725	Plan Review and Inspection	2,000,000
06492	Roof Replacement	50,000
08172	Water Reclamation Facility Improvements	500,000
07027	Rooty Branch Sewers	1,500,000
06159	Almond Creek Force Main	600,000
06157	Almond Creek Sewer Pump Station Replacement	4,600,000
	Subtotal - Other Local Revenue	\$ 14,650,000
<u>Revenue Bonds</u>		
01076	Strawberry Hill Basin Sewer Rehabilitation	\$ 5,000,000
	Subtotal - Revenue Bonds	\$ 5,000,000
	Subtotal - Sewer	\$ 19,650,000

County of Henrico, Virginia  
Approved Capital Budget  
FY2020-21

Project Number	Project Name	Approved FY2020-21
<b>Enterprise Fund - Public Utilities</b> (Continued)		
<u>Other Local Revenue</u>		
00771	New Water Connections	\$ 150,000
00770	Water Line Extensions	300,000
00768	Water Line Rehabilitation	4,000,000
00769	Water Pumping Station Improvements	500,000
00780	Water Meters	1,000,000
00767	Water Relocation, Adjustments & Crossings	200,000
08171	Water Treatment Facility Improvements	1,500,000
00811	Information Technology Projects	200,000
	Subtotal - Water	<u>\$ 7,850,000</u>
	<b>Total - Enterprise Fund - Public Utilities</b>	<u><u>\$ 27,500,000</u></u>
	<b>TOTAL APPROVED CAPITAL BUDGET FOR FY2020-21</b>	<u><u>\$ 41,500,000</u></u>





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 95-22  
Page No. 1 of 1

Agenda Title: RESOLUTION — Authorization to Submit Applications — Community Flood Preparedness Fund

For Clerk's Use Only:

Date: 3/8/2022

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmidt Seconded by (1) Brannin  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Brannin, T.

☒

Nelson, T.

☒

O'Bannon, P.

☒

Schmitt, D.

☒

Thornton, F.

WHEREAS, the Virginia Department of Conservation and Recreation's ("DCR") Community Flood Preparedness Fund ("CFPF") was established to provide grant funding for regions and localities across Virginia to reduce the impacts of flooding, including flooding driven by climate change ("Flood Preparedness Projects"); and,

WHEREAS, the CFPF program reimburses eligible recipients up to 90% of the approved costs of Flood Preparedness Projects; and,

WHEREAS, the County must submit applications for CFPF funding through DCR; and,

WHEREAS, the County has identified two Flood Preparedness Projects that are eligible for CFPF funds:

- (1) planning for stream restoration and utility rehabilitation at utility stream crossings; and
- (2) installation of an emergency generator at the Gambles Mill Sewage Pump Station to provide redundant power for continuous operation of the pump station.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors authorizes the Director of Public Utilities to submit applications for CFPF funding for the projects identified above.

Comment: The Director of Public Utilities recommends approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:  
A Copy Teste

Clerk, Board of Supervisors

Copy to:

Date:

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

Page No. 1 of 5  
Agenda Item No. 87A-21

Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2021-22 and Allocation of Car Tax Relief for Tax Year 2021**

<p>For Clerk's Use Only:</p> <p>Date: <u>4/13/2021</u></p> <p>( ) Approved ( ) Denied ( ) Amended ( ) Deferred to:</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Nelson</u> Seconded by (1) <u>O'Bannon</u> (2) <u>Branin</u> (2) <u>Shaw</u></p> <p>REMARKS: <span style="font-size: 2em; font-weight: bold;">APPROVED</span></p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> <tr> <td>Branin, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	YES	NO	OTHER																							
Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

**WHEREAS**, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing at 6:00 p.m., on March 23, 2021, to consider the proposed Operating and Capital Annual Fiscal Plans for FY 2021-22; and,

**WHEREAS**, the Board wishes to approve the proposed Plans with the changes noted below.

**NOW, THEREFORE, BE IT RESOLVED** that the proposed Operating and Capital Annual Fiscal Plans for FY 2021-22 are hereby approved for informative and fiscal planning purposes only, with the changes noted.

**OPERATING ANNUAL FISCAL PLAN**  
**ESTIMATED OPERATING RESOURCES**

<u>01- GENERAL FUND:</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
General Property Taxes	\$ 531,320,000	\$ 531,320,000
Other Local Taxes	170,610,000	170,610,000
Permits, Fees, & Licenses	6,754,000	6,754,000
Fines & Forfeitures	2,085,000	2,085,000
Use of Money & Property	11,334,700	11,334,700
Charges for Services	3,710,500	3,710,500
Miscellaneous	3,969,000	3,969,000
Recovered Costs	4,338,000	4,338,000
Total from Local Sources	\$ 734,121,200	\$ 734,121,200
Non-Categorical Aid	\$ 14,057,000	\$ 14,057,000
Shared Expenses	17,200,000	17,200,000
Categorical Aid	362,395,040	362,395,040
Total from State	\$ 393,652,040	\$ 393,652,040
Categorical Aid - Total Federal	\$ 385,000	\$ 385,000
<b>GENERAL FUND REVENUE</b>	<b>\$ 1,128,158,240</b>	<b>\$ 1,128,158,240</b>
Operating Transfers	\$ (183,357,196)	\$ (183,357,196)
From (To) Fund Balance	39,124,300	39,124,300
<b>GENERAL FUND RESOURCES</b>	<b>\$ 983,925,344</b>	<b>\$ 983,925,344</b>

By Agency Head

By County Manager

Certified:  
A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date: \_\_\_\_\_

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**11 – SPECIAL REVENUE FUND:**

Permits, Fees, & Licenses	\$ 1,059,905	\$ 1,059,905
Fines & Forfeitures	283,360	283,360
Use of Money & Property	143,108	143,108
Charges for Services	31,573,153	31,573,153
Miscellaneous	9,091,888	9,091,888
Recovered Costs	618,008	618,008
Total from Local Sources	<u>\$ 42,769,422</u>	<u>\$ 42,769,422</u>
Non-Categorical Aid	\$ 4,239,382	\$ 4,239,382
Categorical Aid	52,381,040	52,381,040
Total from State	<u>\$ 56,620,422</u>	<u>\$ 56,620,422</u>
Categorical Aid - Total Federal	\$ 63,016,717	\$ 63,016,717
<b>SPECIAL REVENUE FUND REVENUE</b>	<b>\$ 162,406,561</b>	<b>\$ 162,406,561</b>
Operating Transfers	\$ 36,906,981	\$ 36,906,981
From (To) Fund Balance	1,574,041	1,574,041
<b>SPECIAL REVENUE FUND RESOURCES</b>	<b><u>\$ 200,887,583</u></b>	<b><u>\$ 200,887,583</u></b>

**51 – WATER AND SEWER ENTERPRISE FUND:**

Fines & Forfeitures	\$ 159,485	\$ 159,485
Charges for Services	135,779,291	135,779,291
Miscellaneous	2,557,472	2,557,472
<b>W&amp;S ENTERPRISE FUND REVENUE</b>	<b><u>\$ 138,496,248</u></b>	<b><u>\$ 138,496,248</u></b>
Operating Transfers	\$ 1,932,108	\$ 1,932,108
From (To) Retained Earnings	(36,156,652)	(36,156,652)
<b>W&amp;S ENTERPRISE FUND RESOURCES</b>	<b><u>\$ 104,271,704</u></b>	<b><u>\$ 104,271,704</u></b>

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

Use of Money & Property	\$ 400,000	\$ 400,000
Recovered Costs	22,561,406	22,561,406
<b>C.A.M. FUND REVENUES</b>	<b><u>\$ 22,961,406</u></b>	<b><u>\$ 22,961,406</u></b>
Operating Transfers	0	0
<b>C.A.M. FUND RESOURCES</b>	<b><u>\$ 22,961,406</u></b>	<b><u>\$ 22,961,406</u></b>

**62 – TECHNOLOGY REPLACEMENT FUND:**

Operating Transfers	\$ 3,000,000	\$ 3,000,000
From (To) Retained Earnings	1,314	1,314
<b>TECH. REPLACE. FUND RESOURCES</b>	<b><u>\$ 3,001,314</u></b>	<b><u>\$ 3,001,314</u></b>

**63 – RISK MANAGEMENT/WORKPLACE SAFETY FUND:**

Recovered Costs - Total Revenue	\$ 1,000,000	\$ 1,000,000
Operating Transfers	9,493,570	9,493,570
<b>RISK MANAGEMENT/WORKPLACE SAFETY RES.</b>	<b><u>\$ 10,493,570</u></b>	<b><u>\$ 10,493,570</u></b>

**64 – HEALTHCARE FUND:**

Interest on Investment	\$ 400,000	\$ 400,000
Miscellaneous	200,000	200,000
Recovered Costs	142,438,275	142,438,275
<b>HEALTHCARE FUND RESOURCES</b>	<b><u>\$ 143,038,275</u></b>	<b><u>\$ 143,038,275</u></b>

**71 – DEBT SERVICE FUND:**

Operating Transfers - TOTAL RESOURCES	<u>\$ 78,346,649</u>	<u>\$ 78,346,649</u>
<b>DEBT SERVICE FUND RESOURCES</b>	<b><u>\$ 78,346,649</u></b>	<b><u>\$ 78,346,649</u></b>

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**82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:**

Shared Expenses - Local	\$ 534,082	\$ 534,082
Shared Expenses - State	1,565,294	1,565,294
<b>JRJDC AGENCY FUND REVENUE</b>	<b>\$ 2,099,376</b>	<b>\$ 2,099,376</b>
Operating Transfers	\$ 3,451,088	\$ 3,451,088
From (To) Fund Balance	133,512	133,512
<b>JRJDC AGENCY FUND RESOURCES</b>	<b>\$ 5,683,976</b>	<b>\$ 5,683,976</b>

**83 – FIDUCIARY FUNDS**

Recovered Costs	\$ 75,000	\$ 75,000
Operating Transfers	4,525,000	4,525,000
<b>OPEB, LINE OF DUTY AND LTD RESOURCES</b>	<b>\$ 4,600,000</b>	<b>\$ 4,600,000</b>

**90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:**

Operating Transfers - TOTAL RESOURCES	\$ (125,273,753)	\$ (125,273,753)
<b>TOTAL OPERATING RESOURCES</b>	<b>\$ 1,431,936,068</b>	<b>\$ 1,431,936,068</b>

Including: REVENUE TOTAL	\$ 1,597,654,773	\$ 1,597,654,773
OPERATING TRANSFERS	(170,911,553)	(170,911,553)
FUND BALANCE/RETAINED EARNINGS	5,192,848	5,192,848
	<b>\$ 1,431,936,068</b>	<b>\$ 1,431,936,068</b>

**ESTIMATED OPERATING REQUIREMENTS**

**Department**

**01- GENERAL FUND:**

	<b>Manager Proposed</b>	<b>Board Approved</b>
General Government Administration	\$ 64,023,716	\$ 64,023,716
Judicial Administration	10,276,583	10,276,583
Public Safety	215,015,894	215,015,894
Public Works	54,651,170	54,651,170
Health & Welfare	2,687,497	2,687,497
Education	560,920,241	560,920,241
Recreation, Parks, & Culture	42,355,130	42,955,130 *
Community Development	20,627,148	20,627,148
Miscellaneous	13,367,965	12,767,965 *
<b>TOTAL GENERAL FUND</b>	<b>\$ 983,925,344</b>	<b>\$ 983,925,344</b>

**11 – SPECIAL REVENUE FUND:**

Judicial Administration	\$ 2,555,354	\$ 2,555,354
Public Safety	3,940,367	3,904,967 *
Public Works	18,289,050	18,289,050
Health & Welfare	74,893,137	74,893,137
Education	100,959,675	100,959,675
Miscellaneous	250,000	285,400 *
<b>TOTAL SPECIAL REVENUE FUND</b>	<b>\$ 200,887,583</b>	<b>\$ 200,887,583</b>

**51 – WATER AND SEWER ENTERPRISE FUND:**

Public Utilities - Operations	\$ 73,918,961	\$ 73,918,961
- Debt Service	30,352,743	30,352,743
<b>TOTAL W&amp;S ENTERPRISE FUND</b>	<b>\$ 104,271,704</b>	<b>\$ 104,271,704</b>

**61 – CENTRAL AUTO MAINTENANCE FUND:**

Central Auto. Maint. - TOTAL FUND	\$ 22,961,406	\$ 22,961,406
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**62 – TECHNOLOGY REPLACEMENT FUND:**

Technology Replacement - TOTAL FUND	\$ 3,001,314	\$ 3,001,314
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**63 – RISK MANAGEMENT/WORKPLACE SAFETY FUND:**

Finance	\$ 10,493,570	\$ 10,493,570
TOTAL RISK MANAGEMENT/WORKPLACE SAFETY	\$ 10,493,570	\$ 10,493,570

**64 – HEALTHCARE FUND:**

Healthcare - TOTAL FUND	\$ 143,038,275	\$ 143,038,275
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**71 – DEBT SERVICE FUND:**

General Government	\$ 32,711,095	\$ 32,711,095
Education	45,635,554	45,635,554
TOTAL DEBT SERVICE FUND	\$ 78,346,649	\$ 78,346,649

**82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:**

JRJDC - Operations	\$ 5,683,976	\$ 5,683,976
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**83 – FIDUCIARY FUND:**

OPEB - GASB 45	\$ 2,750,000	\$ 2,750,000
Long-Term Disability	600,000	600,000
Line of Duty Act (LODA)	1,250,000	1,250,000
TOTAL FIDUCIARY FUND	\$ 4,600,000	\$ 4,600,000

**90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:**

Interdepartmental Billings - CAM	\$ (22,961,406)	\$ (22,961,406)
- Healthcare	(102,312,347)	(102,312,347)
TOTAL ADJUSTMENTS	\$ (125,273,753)	\$ (125,273,753)
TOTAL OPERATING REQUIREMENTS	\$ 1,431,936,068	\$ 1,431,936,068

\* Indicates a change

**CAPITAL ANNUAL FISCAL PLAN  
ESTIMATED CAPITAL RESOURCES**

**Source**

**21 - CAPITAL PROJECTS FUND:**

	Manager Proposed	Board Approved
Central Virginia Transit Authority	\$ 22,500,000	\$ 22,500,000
Education Meals Tax Revenue	9,000,000	9,000,000
G. O. Bonds - General	48,400,000	48,400,000
G. O. Bonds - Education	19,000,000	19,000,000
Bond Premiums	12,305,685	12,305,685
General Fund - Stormwater Dedication	2,348,000	2,348,000
Designated Capital Reserve	12,440,000	12,440,000
VPSA Bonds	54,055,000	54,055,000
Fund Balance - General Fund	10,825,000	10,825,000
TOTAL CAPITAL PROJECTS FUND	\$ 190,873,685	\$ 190,873,685

**22 - VEHICLE REPLACEMENT RESERVE:**

Fund Balance - General Fund	\$ 11,024,800	\$ 11,024,800
TOTAL VEHICLE REPLACEMENT RESERVE	\$ 11,024,800	\$ 11,024,800

**51 – WATER AND SEWER ENTERPRISE FUND:**

Water & Sewer Fees/Charges	\$ 33,300,000	\$ 33,300,000
TOTAL WATER AND SEWER ENTERPRISE FUND	\$ 33,300,000	\$ 33,300,000
TOTAL CAPITAL RESOURCES	\$ 235,198,485	\$ 235,198,485

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**ESTIMATED CAPITAL REQUIREMENTS**

<u>Department</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
<u><b>21 - CAPITAL PROJECTS FUND:</b></u>		
General Government	\$ 101,318,685	\$ 101,318,685
Education	89,555,000	89,555,000
TOTAL CAPITAL PROJECTS FUND	\$ 190,873,685	\$ 190,873,685
<u><b>22 - VEHICLE REPLACEMENT RESERVE:</b></u>		
Public Safety	\$ 6,324,800	\$ 6,324,800
Education	4,700,000	4,700,000
TOTAL VEHICLE REPLACEMENT RESERVE	\$ 11,024,800	\$ 11,024,800
<u><b>51 - WATER AND SEWER ENTERPRISE FUND:</b></u>		
Public Utilities - Water	\$ 5,200,000	\$ 5,200,000
- Sewer	28,100,000	28,100,000
TOTAL WATER & SEWER ENTERPRISE FUND	\$ 33,300,000	\$ 33,300,000
TOTAL CAPITAL REQUIREMENTS	<u>\$ 235,198,485</u>	<u>\$ 235,198,485</u>

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

**BE IT FURTHER RESOLVED** that the Schedule of Compensation attached hereto effective at the beginning of FY 2021-22 is approved; and,

**BE IT FURTHER RESOLVED** that the approved Operating Annual Fiscal Plan for FY 2021-22 includes:

1. An increase in the personnel complement of 13 positions for General Government and 91.5 positions for Schools;
2. Continued funding for a 2% scale adjustment for all employees effective in the fourth quarter of FY 2020-21;
3. Continued funding for market adjustments for certain public safety, education, and other positions effective in the fourth quarter of FY 2020-21;
4. New funding for a 2.372% wage increase for all eligible General Government and Schools employees, to be effective on June 19, 2021; and
5. New funding for a wage increase ranging from 2.372% to 9.831%, based on length of service in Henrico County and other eligibility criteria, to be effective in the second quarter of FY 2021-22.

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

1. Any qualifying vehicle, as defined in the PPTRA, sitused within the County commencing January 1, 2021, shall receive personal property tax relief in the following manner:
  - a. Qualifying vehicles valued at \$1,000 or less shall receive 100% tax relief;
  - b. Qualifying vehicles valued at between \$1,001 to \$20,000 shall receive 48% tax relief;
  - c. Qualifying vehicles valued at \$20,001 or more shall receive 48% tax relief on the first \$20,000 of value only; and
  - d. All other vehicles which do not meet the definition of "qualifying vehicles" will not receive any form of tax relief under the PPTRA.
2. The amount of tax relief shall be a specific dollar amount offset against the total personal property taxes that would otherwise be due on a qualifying vehicle but for the PPTRA. The specific dollar amount of relief shall be shown on the tax bill for each qualifying vehicle, together with a general description of the criteria upon which relief has been allocated.

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

# FY22 SCHEDULE OF COMPENSATION County of Henrico, Virginia

<u>OFFICE, BOARD, COMMISSION, AUTHORITY OR JOB TITLE</u>	<u>RATE</u>
Board of Supervisors .....	\$ 58,498.11 per annum <sup>(1)</sup>
Board of Zoning Appeals.....	\$6,600.00 per annum
Electoral Board - General Election (members other than the Secretary).....	\$4,649.40 per annum <sup>(2)</sup>
Secretary, Electoral Board - General Election.....	\$9,289.80 per annum <sup>(2)</sup>
Election Officials .....	\$150.00 base pay per workday <sup>(3)</sup>
Assistant Chief Election Officials .....	\$180.00 base pay per workday <sup>(3)</sup>
Chief Election Officials.....	\$200.00 base pay per workday <sup>(3)</sup>
Planning Commission.....	\$20,000.00 per annum
Richmond Regional Planning District Commission .....	\$3,000.00 per annum
Capital Region Airport Commission .....	\$3,000.00 per annum
Board of Real Estate Review & Equalization.....	\$300.00 per month
School Board .....	\$21,786.60 per annum <sup>(4)</sup>
Social Services Board .....	\$3,000.00 per annum
Volunteer Firefighters.....	\$2.00 per call
Economic Development Authority.....	\$200.00 per meeting
Parks and Recreation Advisory Commission .....	\$75.00 per meeting
Housing Advisory Committee .....	\$225.00 per meeting

- 
- (1) Acting pursuant to Va. Code Sec. 15.2-1414.2, on April 23, 2019, the Board set the maximum annual salaries for calendar years 2020-2023 as follows: 2020-\$57,142.69; 2021-\$58,498.11; 2022-\$59,885.69; 2023-\$61,306.17, and the Chairman and Vice-Chairman receive the additional sum of 15% and 10%, respectively, of the annual salary prevailing in each calendar year. The Board elected to forgo the increase in its compensation previously authorized for 2021. Effective January 12, 2021 the pay for the Board will be adjusted to reflect the rate previously authorized for 2021.
- (2) The annual compensation rate and effective date are set by the General Assembly and subject to the Governor's approval. Salary amounts for FY22 are based upon current salaries and increases approved by the 2020 General Assembly. To date, the General Assembly has agreed to a 5% pay increase on July 1, 2021. However, the FY22 budget has not been approved by the Governor so the salary shown here may change.
- (3) Rate approved by the Henrico County Board of Supervisors on October 14, 2008.
- (4) Acting pursuant to Va. Code Sec. 22.1-32, on May 9, 2019, the School Board set the maximum annual salary for calendar year 2020 at \$21,359.41, and determined, in each calendar year 2021, 2022, and 2023, that each member of the School Board will receive a maximum increase equal to any wage increase established for School Board employees. For FY22, the pay increase is 2%. The Chairman receives an additional sum of \$2,000.00 per year.

9)

# **FY21 SCHEDULE OF COMPENSATION** **County of Henrico, Virginia**

## NAME AND OFFICE OR JOB TITLE

## SALARY

Heidi Barshinger Clerk of Circuit Court.....	\$ 172,460.43 <sup>(5) (7)</sup>
Alisa Gregory Sheriff.....	\$ 171,959.70 <sup>(5) (6) (8)</sup>
Mark Coakley General Registrar.....	\$ 109,919.76 <sup>(6) (9)</sup>
Shannon Taylor <sup>(10)</sup> Attorney for the Commonwealth.....	\$ 195,371.85 <sup>(6) (10)</sup>

- 
- (5) The Clerk of the Circuit Court and the Sheriff are elected positions. The General Assembly sets the annual compensation and effective dates subject to the Governor's approval. Salaries for FY22 are based on current salaries and reflect the 5% pay increase effective July 1, 2021 as approved by the General Assembly in the 2021 Special Session I. The County adjusts these salaries if and as required by the General Assembly's actions.
- (6) 2012 Va. Acts c. 822 requires persons employed by local government to contribute five percent of their creditable compensation for the employee contribution to the Virginia Retirement System. To comply with 2012 Va. Acts c. 822 and the non-supplant requirement, the current incumbent in this elected/appointed position, who was employed or hired on or before July 1, 2012, receives an additional amount equal to 5% of the salary approved by the General Assembly. Future incumbents in this position will not receive an additional 5% locality supplement for the VRS employee member contribution per 2012 Va. Acts c. 822.
- (7) Salary reflects the current Clerk of the Circuit Court's certification.
- (8) Consistent with historical pay practice for this position, the current Sheriff will receive the longevity pay adjustment approved by the County Board of Supervisors. Consistent with the approved longevity pay formula, the current position incumbent will receive a pay supplement equal to 3-steps (7.286%) effective September 25, 2021.
- (9) Effective June 22, 2019 (FY20), the constitutional position of General Registrar was adopted into the County classification and compensation plan at grade HU.34. However, the General Assembly has approved repositioning the General Registrar classification/salary within the State's compensation system. If the budget approved by the General Assembly is approved by the Governor, the General Assembly's actions may result in this position/classification being returned to the Schedule of Compensation.
- (10) Effective June 22, 1988 (FY89), the constitutional position of Attorney for the Commonwealth was adopted into the County classification and compensation plan. The position is currently assigned to pay grade HU.49 and the current elected position incumbent (Taylor) receives the pay increases and wage adjustments approved by the County Board of Supervisors for county pay plans.

## Appendix D: Scoring Criteria for Capacity Building & Planning

Virginia Department of Conservation and Recreation  
Virginia Community Flood Preparedness Fund Grant Program

<b>Applicant Name:</b>	<b>Henrico County Department of Public Utilities</b>	
<b>Eligibility Information</b>		
<b>Criterion</b>	<b>Description</b>	<b>Check One</b>
<b>1. Is the applicant a local government (including counties, cities, towns, municipal corporations, authorities, districts, commissions, or political subdivisions created by the General Assembly or pursuant to the Constitution or laws of the Commonwealth, or any combination of these)?</b>		
<input checked="" type="checkbox"/> Yes	Eligible for consideration	<b>X</b>
No	Not eligible for consideration	-
<b>2. Does the local government have an approved resilience plan and has provided a copy or link to the plan with this application?</b>		
<input checked="" type="checkbox"/> Yes	Eligible for consideration under all categories	<b>X</b>
No	Eligible for consideration for studies, capacity building, and planning only	-
<b>3. If the applicant is <u>not a town, city, or county</u>, are letters of support from all affected local governments included in this application?</b>		
Yes	Eligible for consideration	N/A
No	Not eligible for consideration	-
<b>4. Has this or any portion of this project been included in any application or program previously funded by the Department?</b>		
Yes	Not eligible for consideration	-
<input checked="" type="checkbox"/> No	Eligible for consideration	<b>X</b>
<b>5. Has the applicant provided evidence of an ability to provide the required matching funds?</b>		
<input checked="" type="checkbox"/> Yes	Eligible for consideration	<b>X</b>
No	Not eligible for consideration	-
N/A	Match not required	-



<b>Capacity Building and Planning Eligible for Consideration</b>		<input checked="" type="checkbox"/> <b>Yes</b> <input type="checkbox"/> <b>No</b>
<b>Applicant Name:</b>	<b>Henrico County Department of Public of Utilities</b>	
<b>Scoring Information</b>		
<b>Criterion</b>	<b>Point Value</b>	<b>Points Awarded</b>
<b>6. Eligible Capacity Building and Planning Activities (Select all that apply)</b>		
Revisions to existing resilience plans and modifications to existing comprehensive and hazard mitigation plans.	55	-
Development of a new resilience plan.	55	-
Resource assessments, planning, strategies and development.	45	45
Policy management and/or development.	40	-
Stakeholder engagement and strategies.	25	-
Goal planning, implementation and evaluation.	25	-
Long term maintenance strategy.	25	25
Other proposals that will significantly improve protection from flooding on a statewide or regional basis.	15	-
<b>7. Is the area within the local government to which the grant is targeted socially vulnerable? (Based on <a href="#">ADAPT VA's Social Vulnerability Index Score.</a>)</b>		
Very High Social Vulnerability (More than 1.5)	15	-
High Social Vulnerability (1.0 to 1.5)	12	-
Moderate Social Vulnerability (0.0 to 1.0)	8	8
Low Social Vulnerability (-1.0 to 0.0)	0	-
Very Low Social Vulnerability (Less than -1.0)	0	-
<b>8. Is the proposed activity part of an effort to join or remedy the community's probation or suspension from the NFIP?</b>		
Yes	10	-
No	0	0
<b>9. Is the proposed project in a low-income geographic area as defined in this manual?</b>		
Yes	10	10
No	0	-
<b>10. Does this project provide "community scale" benefits?</b>		
Yes	20	-
No		0
<b>Total Points</b>		<b>88</b>

## Appendix D: Checklist All Categories

Virginia Department of Conservation and Recreation

Community Flood Preparedness Fund Grant Program

Scope of Work Narrative	
Supporting Documentation	Included
Detailed map of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
FIRMette of the project area(s) (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Historic flood damage data and/or images (Projects/Studies)	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current floodplain ordinance	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Non-Fund financed maintenance and management plan for project extending a minimum of 5 years from project close	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
A link to or a copy of the current hazard mitigation plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
A link to or a copy of the current comprehensive plan	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Social vulnerability index score(s) for the project area from <a href="#">ADAPT VA's Virginia Vulnerability Viewer</a>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
If applicant is not a town, city, or county, letters of support from affected communities	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Completed Scoring Criteria Sheet in Appendix B, C, or D	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Budget Narrative	
Supporting Documentation	Included
Authorization to request funding from the Fund from governing body or chief executive of the local government	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Signed pledge agreement from each contributing organization	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A



CFPF, rr &lt;cfpf@dcr.virginia.gov&gt;

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**CID\_510077 - Henrico County CFPF Round 3 Submission**

1 message

**Shue, Allen** <ashue@greeley-hansen.com>

Thu, Apr 7, 2022 at 8:43 PM

To: Virginia Department of Conservation &amp; Recreation &lt;cfpf@dcr.virginia.gov&gt;

Cc: "Chan, Bentley" &lt;cha70@henrico.us&gt;, "Claytor, Ralph" &lt;cla01@henrico.us&gt;, "Sossong, Marchelle" &lt;sos@henrico.us&gt;, "Logue, Kyle" &lt;klogue@greeley-hansen.com&gt;

Hello,

I am a consulting engineer assisting Henrico County (County) with submitting two grant applications for this round of the VA DCR Community Flood Preparedness Fund Grant.

Due to the size of the applications they are not able to be transmitted through email. Please find the following .zip files through the service WeTransfer:

- CID# 510077\_HenricoCounty.Gambles\_Mill\_PS\_Flood\_Mitigation\_and Resiliency\_CFPF-1
- CID# 510077\_HenricoCounty.Stream\_Restoration\_at\_Utility Xing\_CFPF-2

At this link:

- [Henrico County - CFPF Round 3 Applications](#)
- Please note that you will need to click through the splash page before clicking the download link.

Thank you very much for the consideration. Looking forward to speaking with you.

Regards,

Allen



Allen Shue, PE, CFM

Associate

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Richmond, VA 23235

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