

**AGENDA**

Board of Supervisors  
County of Prince George, Virginia  
Regular Meeting: May 23, 2023  
County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**Regular Meeting**

**Work Session**

**6:00 p.m.**

**Business Meeting**

**7:00 p.m.**

**\*Public Hearings Will Be Heard at 7:30 p.m.**

The meeting will be live-streamed at the following link:

[https://www.princegeorgecountyva.gov/live\\_stream/index.php](https://www.princegeorgecountyva.gov/live_stream/index.php)

Public comments may be made in person during any meeting. You may also submit any public comments on our website at

[https://www.princegeorgecountyva.gov/departments/board\\_of\\_supervisors/public\\_comment\\_for\\_m.php](https://www.princegeorgecountyva.gov/departments/board_of_supervisors/public_comment_for_m.php).

Any public comments received in person or by website form up until the public comment section is closed by the Chair of the Board of Supervisors on May 23 be entered into the meeting minutes if desired by the citizen.

**CALL TO ORDER**

Roll Call

**WORK SESSION**

Drug Court Update and Grant Discussion - Yolanda Hines, Drug Court Coordinator  
Convenience Center Update - Dean Simmons, General Services Director and Stephanie Kalantarians, GuernseyTingle

**INVOCATION**

**PLEDGE OF ALLEGIANCE TO U.S. FLAG**

**PUBLIC COMMENTS**

**ADOPTION OF AGENDA**

**ORDER OF CONSENSUS**

- C-1. Draft Minutes – May 9, 2023 Regular Meeting. [2]
- C-2. Resolution: Authorizing Prince George County to Enter into an Amendment to the Pro-Rata Share Agreement with Chappell Creek, LLC. (Andrea Erard, Interim County Attorney) [3]
- C-3. Resolution: Authority to Advertise a Public Hearing to Convey an Easement to Comcast Cable Communications Management, LLC. (Andrea Erard, Interim County Attorney) [4]

**PRESENTATIONS**

**SUPERVISORS' COMMENTS**

**COUNTY ADMINISTRATOR'S COMMENTS**

**REPORTS**

**Farmer's Market** – Corrie Hurt

**POSTPONED ITEMS**

- T-1. Resolution; Approval of Contract Amendment for Additional Convenience Station Architectural Services (Not to Exceed \$8,250.00) and Appropriation from General Fund, Fund Balance (\$8,250.00). (Dean Simmons, General Services Director) [5]

**ORDER OF BUSINESS**

- A-1. Discussion of Additional Holiday for Employees for Independence Day. (Corrie Hurt, Human Resources Director)
- A-2. Resolution; Award of Contract to Centennial Contractors for Station 5 Restroom Renovation and Restroom Related HVAC and Electrical Work (\$175,000.00) and a Budget Transfer of Series 2019 Repurposed Bond Proceeds (\$192,500.00). (Dean Simmons, General Services Director) [6]
- A-3. Resolution; Authorization for the County Administrator to Enter into an Agreement with the Virginia Department of Transportation for the Preparation and Paving of Scott Park Parking Lot and Roadway and Appropriation of Tourism Fund, Fund Balance (\$311,229.56). (Dean Simmons, General Services Director) [7]
- A-4. Resolution: Authorizing Prince George County to Enter Into an Agreement Regarding Opioid Settlement Funds with Surry County. (Andrea Erard, Interim County Attorney) [8]
- A-5. Discussion and Possible Action of Categorical Funding to Schools for FY2024. (Betsy Drewry, Deputy County Administrator, Finance) [9]

- A-6. Adoption of the FY24 Budget. (Betsy Drewry, Deputy County Administrator, Finance)  
[10]

### **PUBLIC HEARINGS**

- P-1. REZONING RZ-23-03: Request of Roslyn Farm Corporation to conditionally rezone approximately 159.64 acres from Residential Agricultural (R-A) and Limited Residential (R-2) Zoning Districts to General Industrial (M-2) Zoning District. The purpose of the rezoning is to allow development of the property for industrial uses. The subject property is located on both sides of Rives Road in between the interchanges for Interstate 95 and Interstate 295, and is identified by seven (7) Tax Map Numbers: 330(0A)00-015-0, 016-A, 018-0, 019-0, 020-0, 0-21-0, and 024-A. The overall development plan extends across the County line into the City of Petersburg. The Comprehensive Plan Future Land Use Map indicates the property is planned for “Commercial / Industrial” land uses. Staff Contact: Andre Greene [11]
- P-2. SPECIAL EXCEPTION SE-23-04: Request of the County of Prince George to permit “Buildings or uses for local governmental purposes” within a Residential Agricultural (R-A) Zoning District, pursuant to Prince George County Zoning Ordinance Section 90-103(35). The purpose of the request is to allow a convenience center, which is a facility allowing residents and business to drop off solid waste and recyclable materials to be collected and taken away to off-site transfer stations or landfills. The facility would occupy approximately 7 acres of land located on the southeast portion of the subject property. The subject property, approximately 175 acres in total size, is located on the east side of Prince George Drive at the intersection with East Quaker Road, and is identified as Tax Map 350(0A)00-046-0. The Prince George County Comprehensive Plan Future Land Use Map indicates the property is planned for “Public / Semi-Public” land uses. Staff Contact: Tim Graves [12]

### **ADJOURNMENT**

**Board meeting format:** Executive Meeting at 5:00 p.m., followed by a Business Meeting at 7:00 p.m. with Public Hearings being heard at 7:30 p.m. **Visit Prince George County website for information [www.princegeorgecountyva.gov](http://www.princegeorgecountyva.gov).**

**MINUTES**  
Board of Supervisors  
County of Prince George, Virginia

May 23, 2023

County Administration Bldg. Boardroom, Third Floor  
6602 Courts Drive, Prince George, Virginia

**MEETING CONVENED.** Chairman Donald R. Hunter called a regular meeting of the Board of Supervisors of the County of Prince George, Virginia, to order at 6:00 p.m. on May 23, 2023 in the Boardroom, Third Floor, County Administration Building, 6602 Courts Drive, Prince George, Virginia.

**ATTENDANCE.** The following members responded to Roll Call:

Donald R. Hunter, Chairman	Present
T. J. Webb, Vice-Chairman	Present
Floyd M. Brown, Jr.	Present
Alan R. Carmichael	Absent
Marlene J. Waymack	Present

Also present was: Jeff Stoke, County Administrator; Betsy Drewry, Deputy County Administrator; and Ms. Andrea Erard, Interim County Attorney.

**WORK SESSION**

**Drug Court Update and Grant Discussion** – Ms. Yolanda Hines, Drug Court Coordinator, stated that the Drug Court was established in 2002 and was a part of Riverside Criminal Justice Agency. In 2017, Grant funding was received from the Virginia State Supreme Court as well as local funding from Prince George County. Ms. Hines gave a staffing update. Kimberly Gregg was hired as the dedicated Probation Officer and Ms. Hines was hired as the Drug Court Coordinator on April 1. They have partnered with Brightview to provide outpatient treatment services. They have updated their website to include a brochure and attorney referral sheet. Ms. Hines talked a little bit about the Drug Court Team. The Honorable W. Edward Tomko, III is the Judge for Drug Court. The Commonwealth’s Attorney, Susan Fierro is involved and the Defense Attorney is Mary Kay Martin. Representing the Riverside Criminal Justice Agency is Denise Waff, Director, Kimberly Gregg, Probation Officer, and Rachel Turner, Administrative Support. Representing the Sheriff’s Department are Lt. Robert Vaughan and Deputy Austin Moon, and of course, Ms. Hines is the Drug Court Coordinator. The program includes intense supervision, drug treatment, drug testing, community service/employment, life skills, and aftercare. The current Drug Court population is 44% female and 56% male with 78% from Prince George and 22% from Hopewell. There are five major strategic focus areas. Improve public safety through measures, which build trust with the community and ensure an effective criminal justice system. Reduction in recidivism and prevention of unnecessary confinement and

interactions with the criminal justice system. Integration of evidence-based, research-driven strategies into the day-to-day operations of HPGS-Adult Drug Court. Increasing program effectiveness with a renewed emphasis on data analysis, information sharing, and performance management. Ensuring organizational excellence through outstanding administration and oversight of all of our strategic investments to include staff, participants, and treatment providers. Ms. Hines talked about their goals for the future. These goals include increasing inpatient treatment slots, intense case management/supervision services to support aftercare and citizens that overdose, recovery support services, state of the art equipment for GPS, SCRAM, enhancing risk/needs assessment screening, transportation, temporary emergency housing, sober living housing, hiring full-time peer support/peer mentors, Special Community Service Projects, and retreats/outings. She stated that they have an opportunity to apply for some federal funding in 2024. She is requesting authorization to apply for the Department of Behavioral Health and Developmental Services SOR Grant funds. The Prince George, Hopewell and Surry Adult Drug Treatment Court was previously served by Merakey who provided clinical and peer counseling services. Merakey was the grant recipient of a Virginia Department of Behavioral Health and Developmental Services SOR grant that assisted Merakey with staffing and indirect costs for providing these services to the Drug Court. Merakey closed its Petersburg office in February, and they are no longer providing services to the Drug Court. Staff has pursued needed services on a temporary basis from Bright View, and is in discussions with Central Virginia Health Services. To the extent possible, services are being provided to clients using client medical insurance (private provider or Medicaid), at no cost to the County. Ms. Hines is seeking permission to apply for the Virginia Department of Behavioral Health and Developmental Services SOR grant previously administered by Merakey. Grant funds, if awarded, will be used for services and supplies for the Prince George, Hopewell and Surry Adult Drug Treatment Court not covered by client medical insurance, existing Virginia Supreme Court grant funds, or appropriated local funds. It will also be used for services and supplies for clients who do not have medical insurance. There is no local match for this grant. Chairman Hunter asked about the mentor service. Ms. Hines stated that is mainly for the participants who are just released from jail. Mr. Webb asked what will happen in the future if the grant money does not show back up. Ms. Hines stated that any grant funded positions will have to be eliminated. However, there are other grant sources. She confirmed for Mr. Brown that this grant does not require a local match. Mr. Jeff Stoke, County Administrator, asked the Board if they would be willing to add the grant application to the business agenda later this evening. The Board agreed by consensus.

**Convenience Center Update** – Mr. Dean Simmons, General Services Director, introduced Ms. Stephanie Kalantarians, with GuernseyTingle to give an update on the proposed new convenience center site. Ms. Kalantarians stated that the selected site creates opportunity for future development and County uses on the remainder of the property. It maintains good screening from roadways and adjacent properties. Preliminarily, VDOT stated that it required no turn lanes or roadway widening. The County may desire to widen the roadway from the entrance to the intersection for better maneuverability approximately 2000 LF from intersection. East Quaker Road is narrow, approximately 20 ft. wide roadway. A 3-Phase electrical service will need to be upgraded along East Quaker Rd. from Prince George Drive to the new site location. There are no public water and sewer utilities. New wells for water services and drainfields or pump-and-haul for sanitary will be necessary. Ms. Kalantarians provided the Board with a Project Construction Cost Summary in the amount of \$2,904,271. This is for construction only.

It does not include design services fees, equipment (scale), or the electrical 3-phase connection. The project is currently 60% designed with a 60% cost estimate. Mr. Webb stated that once they add the scale and the other things, it will be over \$3 million. Ms. Kalantarians agreed. She stated that the site work itself is almost half the cost of the \$2.9. It is a large site with a lot of work to be done. Chairman Hunter added that VDOT is now requiring a study for a possible turn lane, which will be additional costs as well if warranted. Ms. Kalantarians agreed and stated that it could possibly be another \$200,000 plus. Mr. Simmons added that the estimate also does not include the cost of the scales, the electrical 3-phase connection, or the \$11,900 for the VDOT Study, and services fees. He stated that if they desire to move forward, they will need to make an appropriation for the VDOT Study soon.

Chairman Hunter called a recess at 6:23 pm. The meeting reconvened at 7:00 pm.

**Invocation.** Mrs. Waymack gave the Board's invocation.

**Pledge of Allegiance to U.S. Flag.** Mr. Webb led the Pledge of Allegiance to the U.S. Flag.

**PUBLIC COMMENTS.** Chairman Hunter announced that anyone wishing to come before the Board may do so at this time. He noted that this was the time for unscheduled general public comments. Chairman Hunter opened the public comments at 7:02 p.m.

William Steele (County Line Road). Mr. Steele extended his condolences on the loss of Julie Walton. He stated that Ms. Walton was always very helpful and will be missed. He wanted to publicly thank her for all that she has done for this County.

There being no one else to speak, the public comments period was closed at 7:03 p.m.

**APPROVAL OF AGENDA.** Mr. Webb made a motion, seconded by Mr. Brown, to adopt the agenda as amended, removing Items T-1, P-2, replacing Item A-1 with a request to withdraw the application for Special Exception SE-23-04, and adding Item A-7 as a Drug Court Grant. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

**ORDER OF CONSENSUS.** Mrs. Waymack made a motion, seconded by Mr. Webb, to adopt the Order of Consensus as presented. Roll was called on the motion.

C-1. Draft Minutes – May 9, 2023 Regular Meeting Minutes.

R-23-085

C-2.

RESOLUTION: AUTHORIZING PRINCE GEORGE COUNTY  
TO ENTER INTO AN AMENDMENT TO THE  
PRO-RATA SHARE AGREEMENT

WHEREAS Prince George County and Chappell Creek, LLC entered into a Pro-Rata Share Agreement dated July 12, 2022, which, in part, provided that Chappell Creek, LLC would install waterlines at Beaver Castle Road; and

WHEREAS Chappell Creek, LLC anticipates that, due to circumstances outside of its control, it will be unable to meet the July 30<sup>th</sup> deadline for completion of the waterlines, and, therefore, requests an extension of time until the end of September to complete installation of the waterline; and

WHEREAS Frank Haltom has indicated that this does not pose any difficulty for the County.

NOW THEREFORE BE IT RESOLVED by the Prince George County Board of Supervisors this 23<sup>rd</sup> day of May, 2023, that the County Administrator is authorized to sign the Amendment to Pro-Rata Share Agreement allowing for an extension of time to install the waterlines at Beaver Castle Road.

R-23-085A

C-3.

RESOLUTION: AUTHORITY TO ADVERTISE A PUBLIC HEARING TO CONVEY AN  
EASEMENT TO COMCAST CABLE COMMUNICATIONS MANAGEMENT, LLC

WHEREAS Comcast Cable Communications Management, LLC has requested that the County convey an easement to them at 800 Folar Trail (Tax Map #220(03)00-00D-1) to provide Comcast service to Riverside Regional Jail; and

WHEREAS the County desires to convey the Easement.

NOW, THEREFORE, BE IT RESOLVED, that the Prince George County Board of Supervisors this 23<sup>rd</sup> day of May, 2023 does hereby authorize the advertisement of a public hearing to convey an Easement to Comcast Cable Communications Management, LLC to provide Comcast service to Riverside Regional Jail.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

### **SUPERVISORS COMMENTS**

Mr. Brown announced that his father fell on Sunday afternoon and fractured his hand and nose, and severally damaged two vertebrae in his neck. He is in the process of coming out of surgery after having been in the hospital for a week thus far. He will no longer be able to move his head up and down or side to side. Mr. Brown stated that he is not looking for sympathy. He is sharing this to remind people that life can change in a moment. Do not put off anything for tomorrow. Be kind to one another and let go of the things that you cannot change because life is too short.

Chairman Hunter thanked Mr. Brown for sharing that and stated that Mr. Brown Sr. has certainly been a pillar in this community. He added that in addition to the loss of Julie Walton, Ruth Burrow Figg died on the same day. He asked everyone to keep the family in their prayers.

Mrs. Waymack stated that with summer approaching, she wanted to remind everyone to be safe around water and in the yard. Take all of the necessary precautions, especially if you have children. There is a lot of information out there regarding ticks, mice, etc.

Mr. Webb extended his deepest sympathies to the families of Ruth Figg and Julie Walton. He stated that Ms. Walton did a lot for this County and served the County well. She will be missed. He also wished a speedy recovery for Mr. Brown, Sr.

### **COUNTY ADMINISTRATOR'S COMMENTS**

Mr. Jeff Stoke, County Administrator, stated that the Planning Commission Meeting will be in the Board Room at 6:30pm on May 25. County Government Offices and Facilities will be closed on May 29 in observance of the Memorial Day Holiday. The Prince George County School Board Meeting will be in the Board Room on June 5 at 6:30pm. Ms. Andrea Erard, Interim County Attorney, stated that the Comp Plan Amendment regarding It's His Land was removed from the agenda to go back to the Planning Commission to correct an inadvertent motion made on the rezoning instead. Mr. Stoke stated that Prince George County has launched a "Citizen Request Portal," which allows residents to submit community related concerns to the appropriate department and track the status of their requests online. Please visit the County website for details. In closing, on behalf of the Board, Mr. Stoke stated that it is with deep sorrow that we inform you of the passing of our Deputy County Administrator for Community Development, Julie Walton. Julie served our community for nearly 30 years and worked tirelessly to improve the lives of our residents and businesses. Her contributions to Prince George County will always be remembered, and her presence will be deeply missed. Julie began her tenure as an Assistant Building Official in Prince George County, Virginia on November 14, 1994. Her leadership, dedication, and commitment to excellence were unmatched. She was promoted to the Director of Community Development and Code Compliance and, in 2019, became a Deputy County Administrator. We extend our deepest condolences to her family, friends, and colleagues during this difficult time. Her loss is felt not only by those who knew her personally but by the entire Prince George County community.

### **REPORTS**

**Farmer's Market** – Ms. Corrie Hurt, Human Resources Director and 2023 Market Manager, gave an update on this year's Farmer's Market. The Market kicked off on May 6 with its Grand



Opening. The vendor fees are \$3 per table per week or \$50 for the season (produce, honey, meats, fresh cut flowers, herbs, plants only). For all other vendors, the fee is \$10 per table or \$150 for the season. Youth Vendors are \$1.00 on the youth entrepreneur days. The Farmers Market will continue to offer SNAP matching incentives for the customers. The customer can purchase \$10 in tokens and receive an additional \$10 in SNAP match tokens to purchase fresh veggies and fruits at no cost to them. The Market will receive a reimbursement through the Virginia Fresh Match Program (grant) at the end of each month. (The market manager will submit the reports and request the reimbursement). In 2022, we processed \$4,198 in fresh match incentives which was an increase of 238% over 2021. We hope to exceed that this season. As mentioned in the fall of 2022, we have moved forward to implement the Senior Farmers' Market Nutrition Program for this season. A press release went out last week to announce it. We have started taking applications and will be giving out the \$50 check booklets starting in June. This program is for older adults 60+ who meet the income requirements. This information has been published on the County website under the residents tab/Farmers' Market. Ms. Hurt has sent the information to churches within the community and other community partners. She stated that she is happy to host some evening meetings throughout the community as requested by churches or other community partners. The community can contact her anytime through Facebook, email or by phone. PG Farmers Market on Facebook, farmersmarket@princegeorgecountyva.gov – email, or 804-722-8777 – phone. There will be applications available at the Farmers Market each week if citizens want to stop by and apply. Starting June 1, they can be approved at the market and receive their checks to start shopping. The closest participating market is in Emporia. River Street in Petersburg is also going to participate. This means that residents in Prince George and Petersburg can use the coupons at either market. They can only be used with farm vendors who signed up to participate in the program. We have received and approved 78 vendor applications, which is 28 more than last year at this same time. Of these 78, there are 51 returning vendors and 27 new vendors. Putting it in perspective, that is 16 more new vendors than this same time last year. They have secured three food truck vendors for the season. Big Boo BBQ, Raices Puerto Rican Cuisine and Traditionz. They will have many vendor selections: Produce, herbs and plants, honey, meats, fresh cut flowers, bread, eggs, baked goods, face creams, lip balms, woodworking, handcrafted greeting cards, handmade jewelry, soaps, crocheted items, home décor and much more! They have changed hours of operation to 9 a.m. until 1 p.m. Pets will continue to be allowed on a leash. They have added a dog watering station for this season. There will be story time weekly with a free book given to all children who attend. They will continue to offer a monthly Kid Creation this year. Kick-off was the Master Gardeners doing a tomato planting in a bucket on May 6. Virginia Cooperative Extension will do vegetable sampling on June 17. May 20 was the first Youth Entrepreneur Day – 12 youth registered between the age of 5-15. They will have live music on many of the market days this season. Upcoming artists include: Aubrie Camp, Littlechurch, Wesley Joiner, Carrie Brockwell & Bella Schmidt. The events help vendor sales and bring the community together. They will continue this year with the following: May 6 first annual Teacher Appreciation Day, June 10 first annual "Family Fun Day," Juneteenth Celebration on June 17<sup>th</sup> (1-5 p.m.), Christmas in July & Kids Day on July 15<sup>th</sup> w/ Gummy Worm Day, the Greater Tomato contest will be on July 15, First Responders Day on September 9, Breast Cancer Awareness Day on October 7, Fall Festival on October 28, and a special Holiday Market on November 18 from 10-2.

**ORDER OF BUSINESS**

**A-1. Consideration to Withdraw Prince George County’s Application for Special Exception SE-23-04.** Mr. Webb made a motion, seconded by Mr. Brown, to withdraw the County’s application for Special Exception SE-23-04. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

**A-2. Resolution; Award of Contract to Centennial Contractors for Station 5 Restroom Renovation and Restroom Related HVAC and Electrical Work (\$175,000.00) and a Budget Transfer of Series 2019 Repurposed Bond Proceeds (\$192,500.00).** Mr. Dean Simmons, General Services Director, stated that Renovations to Station 5 (Jefferson Park Fire Station) were planned using repurposed Series 2019 bond proceeds originally borrowed to construct a new Station 5. The County issued IFB 22-13-0504 for Station 5 renovations on May 23, 2022, with responses due June 28, 2022. The County only received one bid, which was over 2.7 times the estimated project budget. Staff recommended cancelling the IFB to the Board on July 13, 2022, and the Board agreed by consensus to cancel the IFB. The County Administrator, the Chief of Fire & EMS, the Director of General Services, and the Finance Director met and determined that there was urgency to proceed on some components of the renovation. Staff also concluded that the County would likely receive better pricing on certain project components if separated from a single renovation bid package. Components Awarded to Date include the following: Roof Replacement – Awarded to J. King DeShazo, III, Inc. on 11/9/22 (\$25,413.93); Swipe Entry System Installation – Awarded to Dominion Lock on 11/9/22 (\$14,322.15); Station Alerting System Installation – Awarded to US Digital Design on 12/13/22, and (\$50,464.14) as part of Public Safety Radio System Project. The Component recommended for Award on May 23, 2023 is Phase I: Restroom Improvements (including restroom HVAC and electrical) – Recommended for award to Centennial Contractors 5/23/2023. The Remaining Potential Components – Other Phases include: HVAC Upgrades (unit(s) excluding restroom units priced in Phase I), Water Heater, and other structural renovations and updates To Be Determined - Chief’s recommendation. Centennial Contractors, one of the County’s contractors on demand (RFP #20-0504-19) provided a pricing proposal totaling \$175,000.00, to complete restroom renovations and related restroom HVAC and electrical work. This proposal falls under the \$200,000 per project annual contract limit established by state law §2.2-4303 of *The Code of Virginia* and RFP #20-0504-19. Staff recommends adding a 10% contingency (\$17,500.00) in the event any unforeseen scope changes are required following demolition. Staff is requesting authorization to move forward with these improvements and make a transfer from the Series 2019 repurposed bond “holding account” for \$192,500.00 {\$175,000.00 + \$17,500.00 Contingency}. Mr. Brown made a motion, seconded by Mr. Webb, to approve the budget transfer from the Series 2019 Repurposed Bond Holding Account to the CIP Fund Station 5 Renovation Budget of \$192,500.00 and to award the contract to Centennial Contracting for \$175,000.00 for restroom renovation and related HVAC and electrical work. Roll was called on the motion.

A-2.

**RESOLUTION; AWARD OF CONTRACT TO CENTENNIAL CONTRACTORS FOR STATION 5 RESTROOM RENOVATION AND RESTROOM RELATED HVAC AND ELECTRICAL WORK (\$175,000.00) AND A BUDGET TRANSFER OF SERIES 2019 REPURPOSED BOND PROCEEDS (\$192,500.00)**

WHEREAS, The Prince George County Board of Supervisors authorized renovations to Jefferson Park Fire Station and issued IFB #22-13-0504 to solicit bids. The invitation for bids was subsequently cancelled on July 13, 2022, because the bid received was significantly higher than the project budget estimate; and

WHEREAS, the Board has moved forward with some project components to obtain better pricing. To date, approved components are:

- Roof Replacement (awarded on November 9, 2022);
- Swipe Entry System Installation (awarded on November 9, 2022); and
- Station Alerting System Installation (awarded on December 13, 2022 as part of public safety radio project).

WHEREAS, Staff now recommends moving forward on some remaining components of the Jefferson Park Fire Station improvements because they are needed, Restroom Renovation and restroom related HVAC and electrical work; and

WHEREAS, Staff has received a pricing proposal for restroom renovations, including restroom related HVAC and electrical work, and sufficient repurposed Series 2019 bond proceeds are on hand to make those improvements; and

WHEREAS, Centennial Contractors, one of the County's Contractors on Demand (through RFP #20-0504-19), has provided a pricing proposal of \$175,000.00 for restroom renovations and restroom related HVAC and electrical work; and Staff is recommending an award of contract not to exceed \$175,000.00. This proposal does not exceed the per project aggregate annual contract limit of \$200,000 imposed by state law {§2.2-4303}; and

WHEREAS, Staff is requesting authorization for the County Administrator to enter into a contract with Centennial Contractors in an amount not to exceed \$175,000.00 for restroom renovations and restroom related HVAC and electrical work; and

WHEREAS, Staff is recommending the inclusion of a ten percent contingency of \$17,500.00 in the event there are unforeseen scope changes once demolition begins.

NOW, THEREFORE, BE IT RESOLVED That the Board of the Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2023, hereby awards a contract for Jefferson Park Fire Station improvements to Centennial Contractors in an amount not to exceed \$175,000.00 for restroom renovations and restroom related HVAC and electrical work.

NOW, THEREFORE, BE IT FURTHER RESOLVED That the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2023, does hereby authorize the following increase of funds within the 2022-2023 Budgets, such line items increased as follows, which monies to be expended for purposes authorized and approved by the Board of Supervisors of the County of Prince George:

<u>FUND/ORGANIZATION</u>		<u>AMOUNT</u>
CAPITAL IMPROVEMENT FUND (0311)		
<u>Expenditures:</u>		
0311-03-200-3217-48240	CIP Fund Station 5 Renovations	\$192,500.00 Incr.
0311-03-200-3218-48240	CIP Fund Series 2019 Repurposed Bonds	(\$192,500.00) Decr.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

**A-3. Resolution; Authorization for the County Administrator to Enter into an Agreement with the Virginia Department of Transportation for the Preparation and Paving of Scott Park Parking Lot and Roadway and Appropriation of Tourism Fund, Fund Balance (\$311,229.56).** Mr. Dean Simmons, General Services Director, stated that the Prince George County Board of Supervisors has expressed interest in paving the road and parking lot at Scott Park (in the new section of park). The current gravel surface is extremely dusty and interferes with both soccer and disc golf play. In addition, paving, removing existing bumpers, and lining the parking lot will add an additional row of parking (over sixty spaces). The planned improvements will provide better access to fields, added mobility for citizens and dust control. To most efficiently complete the project in accordance with VDOT requirements, Staff pursued having VDOT administer the project and recommends project completion using VDOT contractors. The County has received an agreement from VDOT to complete the paving project for an estimated cost of \$311,229.56. Staff recommends approval of this agreement with VDOT, subject to final review and approval by the County Attorney. The funding source previously discussed with the Board is use of Tourism Fund, Fund Balance. Mrs. Waymack made a motion, seconded by Mr. Webb, to approve the resolution authorizing the County Administrator to enter into an agreement with VDOT for the completion of work at an amount not to exceed \$311,229.56 and an appropriation of funds from Tourism Fund, Fund Balance for \$311,229.56. Roll was called on the motion.

R-23-087

A-3.

RESOLUTION; AUTHORIZATION FOR THE COUNTY ADMINISTRATOR TO ENTER INTO AN AGREEMENT WITH THE VIRGINIA DEPARTMENT OF TRANSPORTATION FOR THE PREPARATION AND PAVING OF SCOTT PARK PARKING LOT AND ROADWAY AND APPROPRIATION OF TOURISM FUND, FUND BALANCE (\$311,229.56)

WHEREAS, the Prince George County Board of Supervisors has determined that paving of the roadway and parking lot in the new section of Scott Park is a beneficial park improvement and will provide needed dust control, better field access and mobility for citizens, and will add more parking spaces; and,

WHEREAS, the associated cost for the Scope of Work as detailed by VDOT is \$311,229.56, and sufficient funds are available through use of Tourism Fund, Fund Balance;

NOW THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> of May, 2023, hereby authorizes the County Administrator to enter into an agreement with VDOT subject to final review and approval by the County Attorney, in an amount not to exceed \$311,229.56 from the Tourism Fund, Fund Balance, to perform the preparation and paving of the Scott Park parking lot and roadway; and,

BE IT FURTHER RESOLVED that the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2023, does hereby authorizes the following increase of funds within the FY 2022-2023 Budget as follows:

<u>FUND/ORGANIZATION</u>	<u>AMOUNT</u>
<u>TOURISM FUND</u>	
<u>Expenditure:</u>	
0213-90-901-2131-49172      Tourism – Transfer to Capital Improvement Fund	\$311,229.56
 <u>Revenue:</u>	
0213-40-900-8208-399999      Tourism Fund, Fund Balance	\$311,229.56
 <u>CAPITAL IMPROVEMENT FUND</u>	
<u>Expenditure:</u>	
0311-07-211-3231-48130      CIP – Scott Park Road & Parking Lot (VDOT)	\$311,229.56
 <u>Revenue:</u>	
0311-90-901-8207-399101      CIP – Transfer from Tourism Fund	\$311,229.56

On roll call the vote was:  
 In favor: (4) Hunter, Webb, Waymack, Brown  
 Opposed: (0)  
 Absent: (1) Carmichael

**A-4. Resolution: Authorizing Prince George County to Enter Into an Agreement Regarding Opioid Settlement Funds with Surry County.** Ms. Andrea Erard, Interim County Attorney, stated that in 2022, the Commonwealth of Virginia and all 133 cities and counties unanimously agreed to a settlement agreement involving several prescription opioid manufacturers and distributors. According to the prior agreement, 30% of all opioid settlement funds are paid directly to the cities and counties, 15% to the Commonwealth and 55% to the

Opioid Abatement Authority (OAA). OAA will further distribute funds to cities, counties and state agencies, and cities and counties are eligible to draw additional funds from OAA. Settlement Funds have already been received from opioid distributors, McKesson, Cardinal Health, AmerisourceBergen and will continue through 2038. Settlement Funds have also been received from opioid manufacturer Janssen Pharmaceuticals and will continue through 2031. Future Settlement Funds are expected from CVS, Walmart, Walgreens, McKinsey and Company, Teva and Allergan. Prince George and Surry Counties seek to pool Settlement Funds they have received and expect to receive through an Agreement Regarding Opioid Settlement Funds (MOU). The proposed Agreement sets out the uses and limitations of the funds received. Riverside Criminal Justice Agency serves residents in the City of Hopewell and Prince George and Surry County. However, the City of Hopewell declined to participate in this Agreement. The Prince George and Surry members of the Riverside Community Criminal Justice Board will give input on the use of the Settlement Funds. Prince George County shall serve as the Fiscal Agent and transfer all Settlement Funds to the Riverside Criminal Justice Authority's budget. The funds will only be used for the benefit of Prince George County and Surry County residents. The MOU ends on June 30, 2028, and has the option of two automatic renewals of an additional five-year terms. Either party may terminate its participation in the Agreement with a 60-day written notice to the Fiscal Agent prior to the end of the fiscal year. Staff recommends that the Board approve through the Resolution to authorize the participation in the proposed Agreement Regarding Opioid Settlement Funds with Surry County. Mr. Brown made a motion, seconded by Mrs. Waymack, to adopt the Resolution authorizing the County Administrator to sign the Agreement with Surry County regarding Opioid Settlement Funds. Roll was called on the motion.

R-23-088

A-4.

**RESOLUTION: AUTHORIZING PRINCE GEORGE COUNTY TO ENTER  
INTO AN AGREEMENT REGARDING OPIOID SETTLEMENT FUNDS  
WITH SURRY COUNTY**

WHEREAS in 2022, the Commonwealth of Virginia and all 133 cities and counties unanimously agreed to a settlement agreement involving several prescription opioid manufacturers and distributors; and

WHEREAS Prince George County and Surry County have already received Settlement Funds from opioid distributors; and

WHEREAS Prince George County and Surry County seek to pool Settlement Funds for the benefit of the citizens of Prince George and Surry; and

WHEREAS Surry County has approved the attached agreement in order to pool funds from Prince George County and Surry County;

WHEREAS the City of Hopewell was offered the opportunity to participate in this agreement but declined.

NOW, THEREFORE, BE IT RESOLVED by the Prince George County Board of Supervisors this 23<sup>rd</sup> day of May, 2023, that the County Administrator is authorized to sign the Agreement with Surry County regarding Opioid Settlement Funds.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

### **PUBLIC HEARINGS**

**P-1. Public Hearing; REZONING RZ-23-03: Request of Roslyn Farm Corporation to conditionally rezone approximately 159.64 acres from Residential Agricultural (R-A) and Limited Residential (R-2) Zoning Districts to General Industrial (M-2) Zoning District. The purpose of the rezoning is to allow development of the property for industrial uses. The subject property is located on both sides of Rives Road in between the interchanges for Interstate 95 and Interstate 295, and is identified by seven (7) Tax Map Numbers: 330(0A)00-015-0, 016-A, 018-0, 019-0, 020-0, 0-21-0, and 024-A. The overall development plan extends across the County line into the City of Petersburg. The Comprehensive Plan Future Land Use Map indicates the property is planned for “Commercial / Industrial” land uses.** Mr. Andre Greene, Planner, stated that this request is to conditionally rezone two (2) parcels from R-A, Residential Agricultural to M-2, General Industrial and five (5) parcels from R-2/R-A, Limited Residential/Residential Agricultural to M-2, General Industrial for speculative industrial development opportunities. The total combined acreage of the seven (7) parcels is approximately 159.64 acres. The site in question is located on both the northern and southern sides of Rives Road (SR 629) between I-95 and I-295. The conceptual plan submitted with the rezoning application shows five (5) industrial buildings ranging in size from 59,880 square feet to 868,000 square feet. The proposed project extends across the County line into the City of Petersburg. The plan shows two of the five proposed industrial buildings located on land situated in the corporate limits of the City of Petersburg. In 2020, the applicant received rezoning approval from the City of Petersburg for two parcels (totaling approximately 45.75 acres) on Rives Road. The parcels were rezoned from B-2, General Business to M-1, Light Industrial and are included in the proposed industrial development. The proposed use of the property is for speculative industrial development. Current land uses on adjacent properties: a. West – Vacant land in the City of Petersburg which is a part of the project; b. East – Residential (single-family dwellings) and I-295; c. North- Vacant; and d. South- Industrial (Quality Properties). Expected impacts of proposed uses on adjacent properties and roadways include: Additional traffic on Rives Road, the applicant prepared a Traffic Impact Analysis (TIA) and the proposed land use will generate 3,364 vehicles per day (vpd) on a typical weekday, 256 vehicles per hour (vph) during AM peak hour (215 enter, 50 exit) and 283(vph) during the PM peak hour (110 enter, 173 exit). Mitigation - In order to facilitate traffic flow resulting from the proposed project the TIA recommended the following turn lane improvements: Construct an eastbound left turn lane with a 200 foot storage capacity; construct an eastbound right turn lane with a 200 foot storage capacity, Construct a westbound left turn lane with a 200 foot storage capacity, Construct a northbound left turn lane with a 200ft storage capacity; construct a northbound through-right

lane, and Construct a southbound left turn lane with a 200ft storage capacity; construct a southbound through-right lane. Noise – Will vary by traffic flow (time of day) and by type of industry – Mitigation – Existing Noise Ordinance and buffering. Visual- Will vary by industrial use – Mitigation – Landscaping and buffering requirements of the Zoning Ordinance and Site Plan. The proposed use appears to be compatible with the existing surrounding uses. The project is located in between two major Interstate Highways (I-95 and I-295). The proposed zoning district and land use is consistent with the Comprehensive Plan because the Future Land Use Map calls for Industrial Uses in this area. The site also adjoins other properties zoned for industrial land uses. Public water and sewer will be provided by the City of Petersburg. Other land use regulations are applicable to the development such as Site Plan and Zoning Ordinance requirements. Approvals required before construction and operation include; site plan, building permit(s), zoning permit(s), land disturbance permit, DEQ approval and Army Corp of Engineers permits for any wetland disturbance. VDOT found the traffic study to be acceptable with the recommendation and the need for a turn lane. The County and the City of Petersburg have previously agreed that the development of these parcels would be served by public water and sewer of the City of Petersburg. Any site development plans will require review by the City of Petersburg. Staff notified adjacent property owners by mailing prior to the public hearing. Staff ran the required legal ads for this request in the *Progress-Index* prior to the public hearing. At the Planning Commission's public hearing, Shirley Givens along with other relatives that reside in houses along Rives Road (that adjoin the property in question) spoke in opposition to the request citing concerns over increased traffic and the encroachment of development (industrial) into areas of the County rural in character. The Planning Commission recommended approval, subject to the applicant's proffered conditions. This recommendation is based on the following considerations: (1) The applicant's request is compatible with existing and surrounding land uses. (2) A rezoning from R-A to M-2 and R-2/R-A to M-2 is consistent with the Prince George County adopted Comprehensive Plan. (3) There are no major concerns from other County departments or outside agencies. (4) The site currently adjoins other properties (in the County and City of Petersburg) zoned for industrial uses (M-1 and M-2). (5) A site plan is required, which will address road improvements, erosion and sediment control, stormwater runoff, buffering, landscaping, parking and outdoor lighting concerns. (6) No negative feedback was received from adjacent property owners and community prior to publishing this staff report. (7) The applicant has proffered several conditions which Staff finds acceptable and supports. The applicant voluntarily proffered to restrict his property from several land uses in a list that ranges from petroleum storage to zoos, clubs and lodges, and laundromats. The complete list is included in the proposed Ordinance. Except for the lighting inside the building(s) and dock lighting packages, lighting installed on the Property shall be directed downward and inward to the site to avoid casting lighting on adjacent residential parcels or into the night sky. Access points will be used to enter the property off Rives Road in general conformance with Exhibit A, submitted with the application materials, and as approved during the site plan process. Traffic improvements will be made along Rives Road to provide dedicated turn lanes into the property as recommended. Chairman Hunter opened the public hearing at 7:43 p.m.

Ms. Leyla Meyers (8711 Second Court. Ms. Meyers spoke in opposition of this rezoning. She stated that road is already a traffic thoroughfare thanks to Interstates 95 and 295. She asked the Board to honor the residents' request to preserve the rural environment there. Maybe one of their descendants will want to come take back that farmland. We do not need 3,000 more



vehicles per day in that area. She cannot imagine who is going to be giving up their land through eminent domain to put all of those turn lanes there.

William Steele (County Line Road). Ms. Steele stated that he is concerned about the notification. Just as they did when the townhouses were approved on Prince George Drive, he has seen no signage to alert residents that there will be a rezoning considered on the property. He stated that they are tired of the encroachment of industry coming into the County. Growth is good, but why are we trying to hide it. Citizens need notification and not just for the adjacent property owners.

Shirley Givens (3219 Rives Road). Ms. Givens stated that she had her house built and moved into it in 1980. She also owns the property at 3301 Rives Road, right next door. The house that was on that lot was where she grew up. Her mother, just before her death, had the property deeded to her. The farmland acquired by Roslyn Farm Corporation was once owned by her grandfather, but after his death in the 1970s, for some reason the property did not transfer to any of his descendants. It has always bothered her that the property did not stay in the family. The residences from the farmland on the same side of the road down to the I-295 bridge were also owned by family members. The elders passed and the property has changed hands. Ms. Givens stated that she is still there along with her cousin and she was worked hard to keep and maintain her home and other property. It means a lot to her and it is a legacy that she hopes to leave to her three children and hopefully will be passed on to her grandchildren. She stated that Prince George County is a welcoming community embracing its rural character. But what is happening to the rural Prince George? Homes, farmlands, and forests are disappearing and they are being replaced by massive boxlike buildings, truck stops, stores, fast food restaurants, service stations, and solar panels. There is also the issue of heavier traffic and noise on Rives Road that what it is currently. She asked the Board to consider the residents of Rives Road who would be affected by rezoning the land on both sides between I-95 and I-295 to Commercial/Industrial.

Joshua Norris (12077 Webb Road). Mr. Norris asked the Board to at least deny or put this application on hold this evening. He is not specifically opposed to development in this area, as it is a natural offshoot of the I-95/I-295 corridor. However, he does feel like the proffers as written are severely lacking in addressing the impacts of this development. When they initially proposed over 5,000 trips, there was significant impacts to the intersection at Bull Hill and Route 460 and interstate ramps coming off of I-95. Predominately, this is a trucking center so you are looking at 200 trucks per hour. That equates to a truck coming out of this site every 20 seconds at peak hours either going to I-95 or I-295. He states that VDOT made significant comments about the lack of site distance at the interchange. Their own analysis actually indicated that the interchange was insufficient to handle current traffic, much less any additional traffic. Their solution was to reduce the trips, which reduces the impact slightly. What really needs to happen is the Staff should require them to perform a traffic study looking at all site impacts and then their proffers should reflect addressing the impacts, particularly to the interchange. It is a below standard interchange and that should be addressed first.

There being no one else to speak, the public hearing was closed at 7:55 p.m. Mr. Nicholas Walker with Roslyn Farms Corporation stated that they are working with VDOT in order to improve that interchange and as a result of this development, they have had conversations with

the Governor's Office as well as the Staffs of Prince George County and the City of Petersburg. They are currently doing studies on how to address that interchange. They are not looking to throw good money on a bad project. Mr. Walker also stated that they are happy to address any questions regarding buffers and wetlands. Mr. Webb asked what the current buffer setting is. Mr. Walker stated that he believes it is a 100 ft. landscape buffer and an additional 200 ft. building setback. Mr. Webb asked when they expect to hear back from VDOT. Mr. Walker stated that he believes the studies on the interchange are going to be done in January, 2024. Chairman Hunter stated that interchange needs to be addressed. Mr. Walker stated that this project is pushing the interchange up the list for the State. Mrs. Waymack asked what the business is going to entail. Mr. Walker stated warehousing and distribution. Mr. Brown stated that he has a concern with the notification to citizens. He asked the County Administrator if there is signage on the property. Mr. Greene stated that there is a sign posted on one side of the road at 3201 Rives Road. Mr. Brown stated that he realizes this is a touchy subject and respects all of the comments made. However, our citizens cannot shoulder the burden of taxes in this County by themselves. Therefore, we must have controlled growth. He made a motion, seconded by Mr. Webb, to approve the Ordinance as presented for RZ-23-03. Roll was called on the motion.

O-23-18

P-1.

REZONING RZ-23-03: Request of Roslyn Farm Corporation to conditionally rezone two (2) parcels [330(OA)00-16-A and 018-0] from R-A, Residential Agricultural to M-2, General Industrial and five (5) parcels [330(OA)00-15-0, 019-0, 020-0, 0-021, and 0-24-A] from R-2/R-A, Limited Residential/Residential Agricultural to M-2, General Industrial for speculative industrial development opportunities. The total combined acreage of the seven (7) parcels is approximately 159.64 acres. The subject property is located on the northern and southern sides of Rives Road (Route 629). The Comprehensive Plan Future Land Use Map indicates the property is planned for Commercial/Industrial uses.

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BE IT ORDAINED by the Board of Supervisors of Prince George County that the Rezoning Application identified as RZ-23-03 is granted as an amendment to the official zoning map; and

The Property consisting of approximately 159.64 acres is hereby rezoned as follows: Tax Map Numbers 330(OA)00-16-A and 018-0 from R-A to M-2 and Tax Map Numbers 330(OA)00-15-0, 019-0, 020-0, 021-0 and 024-0 from R/2/R-A to M-2, and

The Owner in this zoning case, pursuant to §15.2 2303 of the Code of Virginia (1950 as amended) and the Zoning Ordinance of Prince George County, for themselves and their successors or assigns, proffer that the Property will be developed in accordance with the following conditions voluntarily agreed to by the Applicant in the proffer letter dated March 7, 2023 and revised April 28, 2023:

1. Prohibited Uses. The following uses shall be prohibited on the Property:

- a. Petroleum Storage
  - b. Sawmills and planing mills
  - c. Game Preserves
  - d. Sanitary landfills
  - e. Meat, poultry and fish processing
  - f. Tree stump landfills
  - g. Animal board place
  - h. Dredged material
  - i. Feed and feed stores
  - j. Veterinary or dog or cate hospitals and kennels
  - k. Airports with conditional use permit
  - l. Bingo hall
  - m. Temporary outdoor firework, Christmas tree and holiday item sales
  - n. Commercial fairgrounds, commercial racetrack
  - o. Dance hall
  - p. Circus, carnival, zoo
  - q. Outdoor flea market
  - r. Laundries
  - s. Churches
  - t. Libraries
  - u. Funeral Homes
  - v. Clubs and lodges
  - w. Waterfront business activities
  - x. Radio/Television
  - y. Massage parlor
  - z. Public and private schools
  - aa. Vehicle impound facility
2. Except for the lighting inside the building(s) and dock lighting packages, lighting installed on the Property shall be directed downward and inward to the site to avoid casting lighting on adjacent residential parcels or into the night sky.
  3. Access points will be used to enter the Property off Rives Road in general conformance with Exhibit A, submitted with the application materials, and as approved during the site plan process.
  4. Traffic improvements will be made along Rives Road to provide dedicated turn lanes into the Property as recommended in the “Rives Road Industrial Site – Response to Comments/Revised Analysis”, dated March 6, 2023, which was reviewed and approved by VDOT on March 31, 2023.

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Adopted on May 23, 2023 and becoming effective immediately.

On roll call the vote was:

In favor: (3) Hunter, Webb, Brown

Opposed: (1) Waymack  
Absent: (1) Carmichael

**ORDER OF BUSINESS (Cont'd)**

**A-5. Discussion and Possible Action of Categorical Funding to Schools for FY2024.** Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that at its May 9, 2023 work session, the Board of Supervisors discussed the possibility of providing funds to the School Board for FY2024 by categorical funding. Section 22.1-94 of the Code of Virginia, 1950, as amended, states that local governing bodies may appropriate in total or to such major classifications prescribed by the Board of Education pursuant to section 22.1-115 of the Code of Virginia, 1950, as amended. The appropriations may be made on the same periodic basis as the governing body makes appropriations to other departments or agencies. Section 22.1-115 of the Code of Virginia, 1950, as amended, requires School Boards to prescribe the following major classifications for expenditures of schools funds: (i) instruction, (ii) administration, attendance and health, (iii) pupil transportation, (iv) operation and maintenance, (v) school food services and other non-instructional operations, (vi) facilities, (vii) debt and fund transfers, (viii) technology, and (ix) contingency reserves. Prince George County Public schools prepares its budget and expends funds in accordance with this requirement. School food services activities are maintained in a separate fund, and all other categories referenced above are maintained in the School Operating (Regular) fund. *Section 22.1-94* of the Code of Virginia, 1950, as amended, states that local governing bodies may appropriate either by lump sum or by category as authorized in Section 22.1-115 of the Code of Virginia, 1950, as amended. Ms. Drewry stated that the Board does appropriate to the County General Fund by Department. Therefore, if we have to make a transfer in between departments, it must come back before the Board. The same would apply to the School Division should the Board choose categorical funding. Mr. Webb made a motion, seconded by Mr. Brown, to direct Staff to prepare appropriation to schools by category on June 13, 2023. Roll was called on the motion.

R-23-089

A-5.

**RESOLUTION: TO APPROPRIATE FUNDS BY CATEGORY TO THE PRINCE GEORGE COUNTY SCHOOL BOARD FOR FY2024**

WHEREAS state law authorizes the governing body to appropriate funds for the operation of the public schools by category; and

WHEREAS the Prince George County Board of Supervisors intends to appropriate funds for FY2024 on June 13, 2023; and

WHEREAS the Prince George County Board of Supervisors does not appropriate funds in a lump sum for the operation of the county within the General Fund, but rather appropriates by department; and

WHEREAS the Prince George County Board of Supervisors seeks to be consistent in all of its appropriations and seeks to provide direction to staff on the appropriation of funds for FY2024.

NOW, THEREFORE BE IT RESOLVED that the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2023, hereby directs staff to prepare a resolution for the June 13, 2023, appropriation of funds for FY2024 to the Prince George County School Board by category in accordance with Virginia Code section 22.1-115, 1950, as amended, in order to be consistent with the manner in which funds are appropriated for the operation of Prince George County.

On roll call the vote was:

In favor: (3) Webb, Hunter, Brown

Opposed: (1) Waymack

Absent: (1) Carmichael

**A-6. Adoption of the FY24 Budget.** Ms. Betsy Drewry, Deputy County Administrator, Finance, stated that the introduced FY2024 budget was presented to the Board of Supervisors and to the public on March 14, 2023. There were a number of work sessions and public hearings affiliated with the budget. The total Budget is \$154,639,306, which is a 3.36% decrease from the FY23 adopted total budget. The FY24 General Fund Budget is \$72,720,355, which is 5.47% higher than the adopted FY23 General Fund Budget, and includes a contribution to the Public School Division of \$19,492,539. There was no change in real estate, personal property, machinery & tools, or mobile homes tax rates. The budget includes funding for a new integrated vehicle fuel management system, Fuel Focus, an upgrade to Microsoft Office 365, and the migration to BoardDocs, an on-line Board meeting agenda platform. The County will update the Comprehensive Plan and complete the first round of department strategic plans. Ongoing funding is also included to purchase law enforcement and administrative vehicles. The budget includes step increases for eligible employees to bring their experience levels to June 30, 2023. Additionally, it includes market regrades for positions whose pay ranges are below regional market averages. State-supported Constitutional Officers and their employees will receive the higher of a state-approved 5% increase in Compensation Board funded salary, or local step increases and market regrades. State-supported Social Services and Riverside Criminal Justice Agency employees will receive the higher of a state approved 5% increase, or local step increases and market regrades. The proposed budget also incorporates funding to continue January 1, 2023, market adjustments provided to police officers and firefighter / medics, and provides a step increase to those public safety employees. This budget will fund five new Firefighter/Medics, two Benefit Program Specialists III in Social Services, one new Planning Director, one Apparatus Technician, and a Utilities Supervisor. If adopted, Staff will be requesting appropriation of the budget on June 13. The General Assembly has not completed the state budget, and updates are not anticipated until late June. Mr. Brown made a motion, seconded by Mrs. Waymack, to approve the FY24 Budget as presented. Roll was called on the motion.

A-6.

**RESOLUTION: ADOPTION OF FISCAL YEAR 2023-2024 BUDGET FOR PRINCE GEORGE COUNTY**

BE IT RESOLVED by the Board of Supervisors of the County of Prince George this 23rd day of May, 2023 that the Budget for Prince George County in the sum of \$154,639,306, for Fiscal Year 2023-2024, is hereby approved as set forth below, subject to an appropriation of funds at a later date:

**ESTIMATED REVENUE**

<u>Fund</u>	<u>Source/Fund Description</u>	<u>Amount</u>
100	General Property Taxes	\$ 48,145,601
	Other Local Taxes	7,984,900
	Permits, Privilege Fees & Licenses	754,638
	Fines & Forfeitures & Uses of Money & Property	967,013
	Charges for Services	1,187,726
	Miscellaneous & Recovered Costs	280,818
	State, Federal and Other Sources	13,399,659
	<b>TOTAL GENERAL FUND</b>	<b>\$ 72,720,355</b>
217	Community Corrections	\$ 1,215,587
218	Adult Education	994,777
213	Tourism	800,000
215	Economic Development	1,700,000
220	Storm Water	480,000
227	LOSAP	181,500
311	Capital Projects	1,316,978
401	Debt Service	8,912,840
500	School Operating	78,386,117
510	Federal Programs (formerly Title I)	4,833,513
520	School Textbooks	787,000
540	School Cafeteria	3,774,199
600	Utilities Operating	7,797,631
610	Utilities Replacement Reserves	546,000
620	Utilities Capital	4,137,901
960	Special Social Services	15,000
	<b>TOTAL NON-GENERAL FUND REVENUES</b>	<b>\$ 115,879,043</b>
	Less: interfund transfers	(33,960,092)
	<b>TOTAL BUDGETED REVENUE - ALL FUNDS FY2023-2024</b>	<b>\$ 154,639,306</b>

**ADOPTED / APPROVED EXPENDITURES**

<u>Fund</u>	<u>Department</u>	<u>Title</u>	<u>Amount</u>
100	0100	Board of Supervisors	\$ 269,446
	0101	County Administration	410,161
	0102	County Attorney	398,111
	0103	Human Resources	413,207
	0200	Commissioner of the Revenue	615,366
	0201	Treasurer	666,802
	0202	Clerk of Circuit Court	659,133
	0203	Sheriff	1,362,589
	0204	Commonwealth's Attorney	972,487
	0207	Commonwealth's Attorney - Operation Ceasefire	123,855
	0300	Community Development, Code Compliance	1,118,740
	0301	Planning	645,155
	0401	Assessor	755,458
	0402	Finance	1,004,855
	0403	Information Technology	804,597
	0405	County-Wide Information Technology	576,324
	0502	County Garage	713,092
	0503	Refuse Disposal	62,741
	0504	General Properties	2,520,492
	0505	Parks & Recreation	1,256,485
	0506	County Engineering	3,000
	0601	Police Department	8,043,317
	0602	Grants/Law Enforcement	-
	0603	Emergency Communications Center	1,606,407
	0604	Prince George Fire Department	-
	0605	Disputanta Fire Department	-
	0606	Carson Fire Department	-
	0607	Burrowsville Fire Department	-
	0608	Jefferson Park Fire Department	-
	0617	Route 10 / Merchant's Hope Fire Department	-
	0609	Prince George Emergency Crew	-
	0610	Fire and EMS	5,931,784
	0611	Animal Control	602,106
	0612	Emergency Management	174,201
	0614	Fire and EMS Grants	-
	0615	SAFER Recruitment Grant	-
	0616	SAFER Hiring Grant	-
	0701	Welfare Administration	3,215,834
	0702	Public Assistance (incl. SLH)	641,883
	0703	CSA/At Risk Youth	21,362
	0704	CSA State Reimbursed	2,559,251
	0706	Tax Relief for Elderly/ Disabled	150,000
	0901	Registrar	443,614
	0902	Circuit Court	161,491
	0903	General District Court	43,200
	0904	Magistrate	4,321
	0906	Victim Witness - Local	69,062
	0907	Board and Care of Prisoners	2,681,711
	0908	Court Services	4,915
	0909	Juvenile Services VJCCCA	102,526
	0910	Local Health Department	197,712
	0911	Dist.19 MHMR Services Board	132,867
	0912	Contributions to Colleges	-
	0913	Regional Library	671,456
	0914	Soil & Water Conservation	23,000
	0915	Resource Cons. & Develop. Council	-
	0916	Cooperative Extension Office	85,328
	0917	Other Functions	103,100
	0918	Farmer's Market	19,789
	0920	Drug Court Treatment Program	141,630
	0921	Victim Witness - Federal Grant	85,023
	0922	Victim Witness - State Grant	38,671

Contingencies	144,146
Transfer to Schools-Operating & Textbook	19,492,539
Transfer to LOSAP Fund	141,000
Transfer to Countywide Debt Service	7,274,259
Transfer to Debt / Capital Reserves	841,481
Transfer to Economic Development	-
Transfer to Community Corrections	202,295
Transfer to Capital Projects Fund	1,316,978
<b>TOTAL GENERAL FUND</b>	<b>\$ 72,720,355</b>
Less: Transfers to Other Funds	(29,268,552)
<b>Total General Government, less transfer</b>	<b>\$ 43,451,803</b>
Community Corrections	\$ 1,215,587
Adult Education	994,777
Tourism	800,000
Economic Development	1,700,000
Stormwater	480,000
LOSAP	181,500
Capital Projects	1,316,978
Debt Service	8,912,840
School Operating	
Instruction	55,795,029
Administration, Attendance & Health	4,748,047
Pupil Transportation	5,318,954
Operation & Maintenance	6,873,843
Technology	3,066,169
Facilities / Capital Outlay	1,508,828
Contingency	384,708
Transfers	690,539
Federal Programs (formerly Title 1)	4,833,513
School Textbooks	787,000
School Cafeteria	3,774,199
Utilities - Water and Sewer	12,481,532
Special Social Services	15,000
<b>TOTAL NON-GENERAL FUND</b>	<b>\$ 115,879,043</b>
<b>TOTAL ALL FUNDS</b>	<b>\$ 188,599,398</b>
Less: Interfund Transfers	(33,960,092)
<b>TOTAL BUDGETED EXPENDITURES ALL FUNDS FY2023-2024</b>	<b>\$ 154,639,306</b>

BE IT FINALLY RESOLVED that, for the fiscal year beginning on the first day of July 2023, and ending on the thirtieth day of June 2024, the following bonus for eligible employees is approved, subject to an appropriation of funds at a later date:



Eligible full-time, part-time regular, and part-time salaried County employees who do not qualify for a pay raise of at least two percent (2%) when combining approved increases that go into effect on July 1, 2023 and approved increases received between July 1, 2022 and June 30, 2023 as a result of the approved step increases, market regrades, or state mandated increase, will receive a one-time bonus which equates to two percent (2%) of the employee's FY2023 salary, or when combined with approved pay increases, equates to 2% of the employee's FY2023 salary. Eligible employees are full-time, part-time regular, and part-time salaried County employees who were employed prior to January 1, 2023 and who remain actively employed through July 14, 2023. Any and all pay increase provided at any time during Fiscal Year 2023 counts toward the two percent (2%) increase (i.e. public safety increases provided effective January 1, 2023 count towards the 2%).

On roll call the vote was:

In favor: (4) Waymack, Webb, Hunter, Brown

Opposed: (0)

Absent: (1) Carmichael

**A-7. Authorize the Drug Court Coordinator to Complete and Submit a Grant Application to the Virginia Department of Behavioral Health and Developmental Services for SOR Grant Funds.** Ms. Drewry stated that the Prince George, Hopewell and Surry Adult Drug Treatment Court was previously served by Merakey who provided clinical and peer counseling services. Merakey was the grant recipient of a Virginia Department of Behavioral Health and Developmental Services SOR grant that assisted Merakey with staffing and indirect costs for providing these services to the Drug Court. Merakey closed its Petersburg office in February, and they are no longer providing services to the Drug Court. Staff has pursued needed services on a temporary basis from Bright View, and is in discussions with Central Virginia Health Services. To the extent possible, services are being provided to clients using client medical insurance (private provider or Medicaid), at no cost to the County. Staff is seeking permission to apply for the Virginia Department of Behavioral Health and Developmental Services SOR grant previously administered by Merakey. Grant funds, if awarded, will be used for services and supplies for the Prince George, Hopewell and Surry Adult Drug Treatment Court not covered by client medical insurance, existing Virginia Supreme Court grant funds, or appropriated local funds. It will also be used for services and supplies for clients who do not have medical insurance. The detailed needs are still in development with a target submission date of June 1, 2023. There is no local match for this grant. Mrs. Waymack made a motion, seconded by Mr. Webb, to authorize the Drug Court Coordinator to apply for Virginia Department of Behavioral Health and Developmental Services SOR grant. Roll was called on the motion.

R-23-091

A-7.

**AUTHORIZE THE DRUG COURT COORDINATOR TO COMPLETE AND SUBMIT A GRANT APPLICATION TO THE VIRGINIA DEPARTMENT OF BEHAVIORAL HEALTH AND DEVELOPMENTAL SERVICES FOR SOR GRANT FUNDS**

WHEREAS, the Drug Court Coordinator is requesting approval of the Prince George County Board of Supervisors to apply for Department of Behavioral Health and Developmental Services for SOR Grant funds previously administered by Merakey for services provided to the Prince George, Hopewell and Surry Adult Drug Treatment Court; and

WHEREAS, the award does not require a local match and will be directed to fund services and supplies not covered by client medical insurance, existing budgeted Virginia Supreme Court grant, or local funds.

NOW, THEREFORE, BE IT RESOLVED That the Board of Supervisors of the County of Prince George this 23<sup>rd</sup> day of May, 2023, does hereby authorize the submission of a grant application for Department of Behavioral Health and Developmental Services for SOR Grant funds, which does not require a local match.

BE IT FURTHER RESOLVED, That a copy of this Resolution shall be retained as support authorizing the grant application to the Department of Behavioral Health and Developmental Services.

On roll call the vote was:

In favor: (4) Waymack, Webb, Hunter, Brown

Opposed: (0)

Absent: (1) Carmichael

**ADJOURNMENT.** Mr. Brown moved, seconded by Mrs. Waymack to adjourn. Roll was called on the motion.

On roll call the vote was:

In favor: (4) Hunter, Webb, Waymack, Brown

Opposed: (0)

Absent: (1) Carmichael

The meeting adjourned at 8:11 p.m.

[Draft Minutes prepared May 26, 2023 for consideration on June 13, 2023; adopted by unanimous vote.]

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Donald R. Hunter  
Chairman, Board of Supervisors

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Jeffrey D. Stoke  
County Administrator