

INTRODUCED: April 12, 2021

AN ORDINANCE No. 2021-091

To amend Ord. No. 2020-051, adopted May 11, 2020, which accepted a program of proposed Capital Improvements Projects for Fiscal Year 2020-2021 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2020-2021, and determined a means of financing the same, by (i) establishing a new project in the City Facilities category called the “Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations” project and (ii) increasing estimated revenues from the sale of the Public Safety Building and the amount appropriated to the new Department of Public Works’ Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations project by \$352,000.00 for the purpose of renovating the Theatre Row Building located at 730 East Broad Street for use by the Department of Justice Services and the Adult Drug Court program.

\_\_\_\_\_  
Patron – Mayor Stoney

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Approved as to form and legality  
by the City Attorney  
\_\_\_\_\_

PUBLIC HEARING: APR 26 2021 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That Ordinance No. 2020-051, adopted May 11, 2020, which accepted a program of proposed Capital Improvements Projects for the fiscal year commencing July 1, 2020, and ending June 30, 2021, and the four fiscal years thereafter, adopted a Capital Budget for the fiscal year commencing July 1, 2020, and ending June 30, 2021, and determined a means of financing the same, be and is hereby amended by establishing a new project for the Department of Public

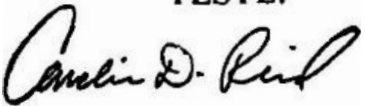
AYES: 8 NOES: 0 ABSTAIN: \_\_\_\_\_

ADOPTED: APR 26 2021 REJECTED: \_\_\_\_\_ STRICKEN: \_\_\_\_\_

Works in the City Facilities category called the “Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations” project for the purpose of renovating the Theatre Row Building located at 730 East Broad Street for use by the Department of Justice Services and the Adult Drug Court program.

§ 2. That the Capital Budget for the fiscal year commencing July 1, 2020, and ending June 30, 2021, be and is hereby amended by increasing estimated revenues from the sale of the Public Safety Building by \$352,000.00, increasing the amount appropriated for expenditures by \$352,000.00, and allotting to the Department of Public Works’ Theatre Row Building (730 E. Broad Street) – DJS/ADC Renovations project in the City Facilities category the sum of \$352,000.00 for the purpose of renovating the Theatre Row Building located at 730 East Broad Street for use by the Department of Justice Services and the Adult Drug Court program.

§ 3. This ordinance shall be in force and effect upon adoption.

**A TRUE COPY:**  
**TESTE:**  
  
**City Clerk**




# CITY OF RICHMOND

## INTRACITY CORRESPONDENCE

**O&R REQUEST**

**DATE:** March 16, 2021 **EDITION:** 1

**TO:** The Honorable Members of City Council

**THROUGH:** The Honorable Levar M. Stoney, Mayor 

**THROUGH:** J. E. Lincoln Saunders, Acting Chief Administrative Officer 

**THROUGH:** Robert C. Steidel, DCAO Operations 

**THROUGH:** Sheila White, Acting Director of Finance Digitally signed by Sheila D. White  
Date: 2021.03.16 11:29:11  
+04'00' 

**THROUGH:** Jay A. Brown, Director of Budget and Strategic Planning 

**THROUGH:** Dawn Barber, Director of Justice Services 

**FROM:** Sharon L. Ebert, DCAO - Planning & Economic Development Portfolio 

**RE:** To amend the FY2021 Capital Budget by establishing a new project in the City Facilities category to renovate a portion of the Theatre Row Building (730 E Broad Street) for use by the Department of Justice Services and the Adult Drug Court.

**ORD. OR RES. No.** \_\_\_\_\_

**PURPOSE:** To amend Ord. No. 2020-051, adopted May 11, 2020, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2020-2021 and the four fiscal years thereafter, adopted a Fiscal Year 2020-2021 Capital Budget, and determined a means for financing the same by (i) establishing a new project in the City Facilities category called the "Theatre Row Building (730 E. Broad Street) - DJS/ADC Renovations" project for the purpose of renovating a portion of the City-owned facility to facilitate use by the Department of Justice Services and the Adult Drug Court and (ii) appropriating funds in the amount of \$352,000 to such project in the Fiscal Year 2020-2021 Capital Budget, such funds being a portion of the anticipated in-crease in City revenues that will result from the sale of Public Safety Building.

**REASON:** To create and fund a new CIP project for renovations to a portion of the 730 Building, as necessary to facilitate use by the Department of Justice Services(DJS) and the Adult Drug Court (ADC).

**RECOMMENDATION:** The City Administration recommends approval.

**BACKGROUND:**

DJS and ADC have occupied space at the Public Safety Building for several years as that building has continued to deteriorate. In 2017 the City initiated a Space Needs Analysis that included DSS, DJS and ADC and since that time the City has evaluated several relocation options. On March 31, 2020 VCU terminated their existing lease at the Theatre Row Building for 34,096 square feet on the Lower Level, 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> floors. On March 1, 2021 City Council approved an ordinance authorizing the sale of the Public Safety Building and the terms of the sale require that the City vacate the Public Safety Building within 150 days of the closing on the sale of the property. The Theatre Row Building space vacated by VCU has been determined to be adequate to meet all of DJS's and ADC's space needs and that location will allow them to maintain a downtown presence to serve their client base. The City has completed concept floor plans for the initial improvements necessary for the relocation of DJS and ADC to the Theatre Row Building. Those improvements include a new 1<sup>st</sup> floor DJS/ADC lobby with entry from 8<sup>th</sup> Street, a temporary location for the DJS/ADC drug testing area on the Lower Level in place of the current fitness center, installation of several new doors, DIT data/phone improvements and security/CCTV/card reader improvements necessary for DJS/ADC to move. Also include in the projected costs are architectural and engineering design fees, signage and acquisition of and relocation of used systems workstations including electrical connections. Due to the preliminary nature of the cost estimate for these initial Theatre Row improvements we are proposing a Capital Budget request of \$485,000 total. Pursuant to advice from the Director of the Office of Budget and Strategic Planning, this O&R request is limited to an appropriation of \$352,000, which represents the amount of funds the City has received as of March 17, 2021 (via the deposit for the sale of the Public Safety Building). An O&R for an additional appropriation of \$133,000 (for a combined "initial" appropriation of \$485,000) is expected to follow shortly hereafter (i.e., at such time the City receives the remainder of the purchase price at Closing).

A more extensive CIP project will be planned later in FY2022 or FY2023 for additional improvements necessary to create a final location for DJS/ADC drug testing on the Lower Level and to add additional interview offices on the 1<sup>st</sup> floor in either the DJS/ADC lobby or in one of the existing group rooms. A final cost estimate and budget will need to be determined for those improvements but as of now we are assuming a range of \$500,000 to \$800,000 will be necessary to complete those additional changes. In addition an estimated \$82,500 in FY2022 funds is needed to pay for the move of DJS and ADC to the Theatre Row Building.

**FISCAL IMPACT / COST:**

The appropriation requested by this O&R request is \$352,000, which is anticipated to cover the majority of the estimated cost of the project necessary to relocate DJS/ADC to Theatre Row. The funds represent only a portion of the anticipated \$3,520,456 increase in City revenues from the sale of the Public Safety Building, approved by City Council on March 1, 2021. Appropriating the funds for the purpose requested herein is consistent with City Code §12-32(d) and §12-4(b) (regarding City's reserve fund for permanent public improvements).

**FISCAL IMPLICATIONS:** An additional estimated \$82,500 is needed in FY2022 in order to move DJC/ ADC from the Public Safety Building to the Theatre Row Building. In addition DJS/ ADC will pay approximately \$61,200 per year as parking rent for up to 85 spaces at the City-owned parking deck at 607 E Marshall Street.

**BUDGET AMENDMENT NECESSARY:** Yes.

**REVENUE TO CITY:** City Council's March 1, 2021 adoption of Ord. No. 2021-025 authorizing the sale of the Public Safety Building will result in an anticipated \$3,520,456.00 increase in City revenues – this appropriation of \$ 3 52,000 represents a portion of such increased revenues (which portion the City has already received via the deposit).

**DESIRED EFFECTIVE DATE:** Upon adoption

**REQUESTED INTRODUCTION DATE:** April 12, 2021

**CITY COUNCIL PUBLIC HEARING DATE:** April 26, 2021

**REQUESTED AGENDA:** Consent

**RECOMMENDED COUNCIL COMMITTEE:** No committee referral pursuant to Rule VI(B)(4)

**CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES:** Planning Commission  
April 19, 2021

**AFFECTED AGENCIES:** Justice Services, Budget and Strategic Planning, Finance,  
Economic Development, Public Works, City Attorney's Office

**RELATIONSHIP TO EXISTING ORD. OR RES.:** Amendment to Ord. No. 2020-051; additionally, Ord. No. 2021-025 for the sale of the Public Safety Building

**REQUIRED CHANGES TO WORK PROGRAM(S):** None

**ATTACHMENTS:** N/A

**STAFF:** Sharon L. Ebert, DCAO – Planning and Economic Development Portfolio  
Paul McClellan, Community and Economic Development Administrator  
Dawn Barber, Department of Justice Services  
Lynne Lancaster, DPW Capital Projects