

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
January 9, 2024

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, January 9, 2024, at 6:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

Tyrone E. Nelson, Vice-Chairman, Varina District  
Daniel J. Schmitt, Brookland District  
Roscoe D. Cooper, III, Fairfield District  
Misty D. Whitehead, Three Chopt District  
Jody K. Rogish, Tuckahoe District

**Other Officials Present:**

John A. Vithoulkas, County Manager  
Andrew R. Newby, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
Michael Y. Feinmel, Deputy County Manager for Public Safety  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Cari M. Tretina, Assistant to the County Manager/Chief of Staff  
Steven J. Yob, Deputy County Manager for Community Operations  
Ben A. Sheppard, Director of Public Relations

Jeanetta Lee, Chaplain for the Henrico County Police Division, delivered the invocation.

On motion of Mr. Schmitt, seconded by Mr. Nelson, the Board approved the minutes of the December 12, 2023, Regular and Special Meetings; and the December 14, 2023, Special Meeting.

The vote of the Board was as follows:

Yes: Nelson, Schmitt, Cooper, Whitehead, Rogish

No: None

**MANAGER'S COMMENTS**

There were no comments from the Manager.

**BOARD OF SUPERVISORS' COMMENTS**

There were no comments from the Board of Supervisors.

## **RECOGNITION OF NEWS MEDIA**

There were no members of the news media present.

## **APPOINTMENTS/RESIGNATIONS/ORGANIZATIONAL ITEM**

### **1-24 Resolution – Election of Chairman.**

Mr. Newby conducted the election of the Chairman of the Board of Supervisors. Mr. Schmitt nominated Mr. Nelson, and Mr. Cooper seconded the nomination. There were no other nominations.

On motion of Mr. Schmitt, seconded by Mr. Cooper, and by unanimous vote, the Board approved the election of Mr. Nelson – see attached resolution.

Mr. Nelson thanked his colleagues on the Board for the honor of serving as the Chairman for 2024. He reflected on his first term on the Board 12 years ago. He pledged to offer help and advice to the new members of the Board. Mr. Nelson urged all the Supervisors to embrace the moment and appreciate what each of them brings to the table as leaders and to focus on what they can do to serve the residents of the County. Mr. Nelson challenged the Manager and staff to tell the story of each Department and the significant work being done in the community.

Mr. Nelson encouraged the Board and the Manager to continue to govern with a heart and focus on community engagement. He thanked his colleagues again for electing him as Chair and hopes they will strive to make Henrico the best place to live, work, and play.

### **2-24 Resolution – Election of Vice-Chairman.**

Mr. Nelson conducted the election of the Vice-Chairman of the Board of Supervisors. Ms. Whitehead nominated Mr. Schmitt, and Mr. Rogish seconded the nomination. There were no other nominations.

On motion of Mr. Nelson, seconded by Ms. Whitehead, and by unanimous vote, the Board approved the election of Mr. Schmitt – see attached resolution.

### **3-24 Resolution - Establishment of Dates, Times, and Location of Regular Meetings of the Board of Supervisors for 2024.**

This Board paper establishes the regular meeting schedule for 2024. Except for July, November, and December, the Board will meet on the second and fourth Tuesday of every month. In July and November, the Board will meet only on the second Tuesday of the month. In December, the Board will meet on the first and third Tuesday of the month.

- On motion of Mr. Schmitt, seconded by Mr. Cooper, and by unanimous vote, the Board approved this item – see attached resolution.
- 4-24      Resolution - Appointment of Members - Henrico County Planning Commission.
- On motion of Mr. Cooper, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 5-24      Resolution - Appointment of Members - PlanRVA Commission.
- On motion of Mr. Schmitt, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 6-24      Resolution - Appointment of Members - Board of Building Code Appeals.
- On motion of Mr. Cooper, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 7-24      Resolution - Appointment of Members - Board of Real Estate Review and Equalization.
- On motion of Ms. Whitehead, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 8-24      Resolution - Appointment of Member - Board of Social Services.
- On motion of Mr. Schmitt, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 9-24      Resolution - Appointment of Members - Capital Region Airport Commission.
- On motion of Mr. Cooper, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 10-24      Resolution - Appointment of Member and Alternate - Capital Region Workforce Partnership Consortium of Chief Local Elected Officials.
- On motion of Ms. Whitehead, seconded by Mr. Cooper, and by unanimous vote, the Board approved this item – see attached resolution.
- 11-24      Resolution - Appointment of Members and Alternates - Central Virginia Waste Management Authority Board of Directors.
- On motion of Mr. Rogish, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 12-24      Resolution - Resignation of Member - Community Criminal Justice Board.

- On motion of Mr. Cooper, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 13-24      Resolution - Appointment of Member - Community Criminal Justice Board.
- On motion of Mr. Rogish, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 14-24      Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.
- On motion of Mr. Cooper, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 15-24      Resolution - Appointment of Persons Eligible to Serve as Third Member of Employee Grievance Panels.
- On motion of Ms. Whitehead, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 16-24      Resolution - Appointment of Members - Henrico Area Mental Health and Developmental Services Board.
- On motion of Mr. Rogish, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 17-24      Resolution - Appointment of Member - Henrico County Association of Volunteer Rescue Squads.
- On motion of Mr. Schmitt, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 18-24      Resolution - Resignation of Member - Henrico Housing Advisory Committee.
- On motion of Mr. Rogish, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 19-24      Resolution - Appointment of Members - Henrico Housing Advisory Committee.
- On motion of Mr. Cooper, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 20-24      Resolution - Resignation of Member - Keep Henrico Beautiful Committee.
- On motion of Mr. Schmitt, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.

- 21-24            Resolution - Appointment of Members - Keep Henrico Beautiful Committee.  
  
On motion of Mr. Cooper, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 22-24            Resolution - Appointment of Members - Library Advisory Board.  
  
On motion of Mr. Cooper, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 23-24            Resolution - Resignation of Member - Local Emergency Planning Committee.  
  
On motion of Ms. Whitehead, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 24-24            Resolution - Appointment of Member - Local Emergency Planning Committee.  
  
On motion of Mr. Rogish, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 25-24            Resolution - Appointment of Member - Maymont Foundation Board of Directors.  
  
On motion of Mr. Rogish, seconded by Mrs. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.
- 26-24            Resolution - Appointment of Members - Parks and Recreation Advisory Commission.  
  
On motion of Mr. Cooper, seconded by Mr. Schmitt, and by unanimous vote, the Board approved this item – see attached resolution.
- 27-24            Resolution - Appointment of Member - Richmond Region Tourism Board of Directors.  
  
On motion of Mr. Schmitt, seconded by Mr. Rogish, and by unanimous vote, the Board approved this item – see attached resolution.
- 28-24            Resolution - Appointment of Representatives and Alternate - Richmond Regional Transportation Planning Organization Policy Board.  
  
On motion of Mr. Cooper, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.

### **PUBLIC COMMENTS**

Colleen Phelps, a resident of the Three Chopt District, voiced concerns about construction of the Burnleigh neighborhood and the flooding it is causing in her backyard. When it rains,

her yard is flooded with inches of water and mud. She explained they have had several meetings with the builder and many County officials to resolve the issues from the construction site but have not found a solution to rectify the matter and hopes the Board will help solve the problem.

**ADDED BY UNANIMOUS CONSENT**

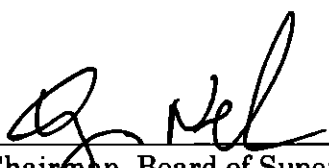
29-24                      Resolution - Members of Board of Directors - Economic Development Authority.

On motion of Mr. Cooper, seconded by Mr. Rogish, and by unanimous vote, the Board approved adding item 29-24 to the agenda.

On motion of Mr. Cooper, seconded by Ms. Whitehead, and by unanimous vote, the Board approved this item – see attached resolution.

Mr. Vithoulkas thanked the Clerk to the Board, Tanya Brackett, for bringing all these items forward with the new Board and dubbed her the “World’s Greatest Clerk.”

There being no further business, the meeting was adjourned at 7:11 p.m.

  
\_\_\_\_\_  
Chairman, Board of Supervisors  
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 1-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Election of Chairman

Clerk's Use Only:

to: 1/9/2024

✓ Approved

Denied

Amended

Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Cooper  
(2) Schmitt (2) Cooper

REMARKS:

APPROVED

YES NO OTHER

Cooper, R. ✓ ✓ ✓

Nelson, T. ✓ ✓ ✓

Rogish, J. ✓ ✓ ✓

Schmitt, D. ✓ ✓ ✓

Whitehead, M. ✓ ✓ ✓

BE IT RESOLVED that Dyane Z. Nelson is elected Chairman of the Board of Supervisors of Henrico County, Virginia, for a one-year term expiring December 31, 2024, or thereafter when his/her successor has been elected and qualified.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 2-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Election of Vice-Chairman

For Clerk's Use Only:

Date: 11/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Whitehead Seconded by (1) Rogish  
(2) Nelson (2) Whitehead

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, M.			

BE IT RESOLVED that Daniel J. Schmitt is elected Vice-Chairman of the Board of Supervisors of Henrico County, Virginia, for a one-year term expiring December 31, 2024, or thereafter when his/her successor has been elected and qualified.

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

Agenda Item No. 3-24  
Page No. 1 of 2

Agenda Title: RESOLUTION – Establishment of Dates, Times, and Location of Regular Meetings of the Board of Supervisors for 2024

For Clerk's Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmid Seconded by (1) Cooper  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, acting pursuant to Section 15.2-1416 of the Code of Virginia, 1950, as amended, establishes the following schedule for the regular meetings of the Board in the year 2024:

Tuesday, January 9  
Tuesday, January 23  
Tuesday, February 13  
Tuesday, February 27  
Tuesday, March 12  
Tuesday, March 26  
Tuesday, April 9  
Tuesday, April 23  
Tuesday, May 14  
Tuesday, May 28  
Tuesday, June 11  
Tuesday, June 25

Tuesday, July 9  
Tuesday, August 13  
Tuesday, August 27  
Tuesday, September 10  
Tuesday, September 24  
Tuesday, October 8  
Tuesday, October 22  
Tuesday, November 12  
Tuesday, December 3  
Tuesday, December 17

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Copy to: \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

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

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

Agenda Item No. 3-24  
Page 2 of 2

**Agenda Title: RESOLUTION – Establishment of Dates, Times, and Location of Regular Meetings of the Board of Supervisors for 2024**

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BE IT FURTHER RESOLVED that all regular meetings will be held at 6:00 p.m. in the Board Room in the Administration Building at the Government Center, Parham and Hungary Spring Roads, Henrico, Virginia, except that the regular meeting scheduled for April 9, 2024, will be held at 5:00 p.m. to accommodate the public hearing on the FY 2024-25 budget.

BE IT FURTHER RESOLVED that if the Chairman, or Vice Chairman if the Chairman is unable to act, finds and declares that the weather or other conditions are such that it is hazardous for Board members and the public to attend a regular meeting, the meeting will be postponed for a period of one week to the same time on the following Tuesday. Board members and the news media will be notified as promptly as possible, and notice will be posted on the front door of the Board meeting room and the courthouse. All hearings and other matters previously advertised will be conducted at the continued meeting, and no further advertisement or notice is required.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 4-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Members - Henrico County Planning Commission

For Clerk's Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) \_\_\_\_\_ Seconded by (1) Whitehead (2) \_\_\_\_\_

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Henrico County Planning Commission for one-year terms expiring December 31, 2024, or thereafter when their successors have been appointed and qualified:

Brookland District  
Fairfield District  
Three Chopt District  
Tuckahoe District  
Varina District  
Board of Supervisors

Robert H. Witte, Jr.  
Jaron N. Dandridge  
Bob Shippee  
Brian Winterhoff  
William M. Mackey, Jr.  
Tyrone E. Nelson

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

Agenda Item No. 5-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – PlanRVA Commission

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Rogish  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the PlanRVA Commission for four-year terms expiring December 31, 2027, or thereafter when their successors have been appointed and qualified:

Board of Supervisors	Roscoe D. Cooper, III
Board of Supervisors	Tyrone E. Nelson
Board of Supervisors	Jody K. Rogish
Board of Supervisors	Daniel J. Schmitt
Board of Supervisors	Misty D. Whitehead

**BE IT FURTHER RESOLVED** that the Board of Supervisors appoints the Chairman of the Henrico County Planning Commission to the PlanRVA Commission for a term coincident with his/her term of office on the Henrico County Planning Commission.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 6-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – Board of Building Code Appeals

For Clerks Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Rogish  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, hereby adds a 10th member to the Board of Building Code Appeals, which member will be known as the "Citizen Representative" and who will have at least five years of experience with building projects in the County.

**BE IT FURTHER RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Board of Building Code Appeals for terms expiring December 31, 2028, or thereafter when their successors have been appointed and qualified:

Citizen Representative  
Electrical Contractor  
Mechanical Contractor  
Plumbing Contractor  
Residential Builder

Patricia S. O'Bannon  
Keith Oley

William Edward Goode, Jr.

By Agency Head

By County Manager

Copy to:

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 7-24

Page No. 1 of 1

**Agenda Title: RESOLUTION – Appointment of Members – Board of Real Estate Review and Equalization**

<b>For Clerk's Use Only:</b> Date: <u>1/9/2024</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Whitehead</u> Seconded by (1) <u>Rogish</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Cooper, R.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Rogish, J.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Schmitt, D.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Whitehead, M.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO	OTHER																						
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Board of Real Estate Review and Equalization for one-year terms expiring December 31, 2024, or thereafter when their successors have been appointed and qualified:

Brookland District  
Fairfield District  
Three Chopt District  
Tuckahoe District  
Varina District

Joseph P. Marchetti, Jr.

Robert W. Marshall  
John J. Schwartz  
Norma B. Harris

By Agency Head \_\_\_\_\_ By County Manager [Signature]

Copy to: \_\_\_\_\_

Certified:  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 8-24  
Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Member – Board of Social Services

Clerk's Use Only:

te: 1/9/2024

✓ Approved

Denied

Amended

Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmid Seconded by (1) Rogish  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, M.	✓		

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints Misty D. Whitehead, a member of the Board of Supervisors, to the Board of Social Services for a term coincident with her term of office on the Board of Supervisors.

By Agency Head

By County Manager

Copy to:

A Copy To: Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 9-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – Capital Region Airport Commission

For Clerk's Use Only:

Date: 4/9/2024

(✓) Approved

( ) Denied

( ) Amended

( ) Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Schmitt  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, J.	✓		

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Capital Region Airport Commission for four-year terms expiring December 31, 2027, or thereafter when their successors have been appointed and qualified:

Board of Supervisors  
Board of Supervisors  
Citizen  
At-Large

Roscoe D. Cooper, III  
Tyrone E. Nelson  
Bobby (Bob) S. Ukrop  
Misty D. Whitehead

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

Agenda Item No. 10-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member and Alternate - Capital Region Workforce Partnership Consortium of Chief Local Elected Officials

For Clerk's Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Whitehead Seconded by (1) Cooper  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whithead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints Daniel J. Schmitt, a member of the Board of Supervisors, to the Capital Region Workforce Partnership Consortium of Chief Local Elected Officials ("the Consortium") for a one-year term expiring December 31, 2024, or thereafter when his successor has been appointed and qualified.

**BE IT FURTHER RESOLVED** that the Board of Supervisors appoints Monica Smith-Callahan, Deputy County Manager for Community Affairs, to the Consortium as the County's alternate for a one-year term expiring December 31, 2024, or thereafter when her successor has been appointed and qualified.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Tests:

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 11 - 24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Members and Alternates - Central Virginia Waste Management Authority Board of Directors

For Clerk's Use Only:

Date: 4/9/2024

(✓) Approved

( ) Denied

( ) Amended

( ) Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish Seconded by (1) Whitehead  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, M.	✓		

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Central Virginia Waste Management Authority Board of Directors for three-year terms expiring December 31, 2026, or thereafter when their successors have been appointed and qualified:

Citizen At-Large  
Citizen At-Large  
Citizen At-Large

Marcia E. Kelley  
Marilee M. Tretina  
John Mitchell

Alternate  
Alternate  
Alternate

Bentley P. Chan  
Joshua C. Byerly  
Jonathan R. Clary

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

Agenda Item No. 12-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Resignation of Member - Community Criminal Justice Board

For Clerk's Use Only:

Date: 4/9/2024

☒ Approved

☐ Denied

☐ Amended

☐ Deferred

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) \_\_\_\_\_ Seconded by (1) Whitehead (2) \_\_\_\_\_

REMARKS:

APPROVED

YES NO OTHER

Cooper, R. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

Rogish, J. ☒ ☐ ☐

Schmitt, D. ☒ ☐ ☐

Whitehead, M. ☒ ☐ ☐

WHEREAS, on July 26, 2022, Cari M. Tretina was appointed to the Community Criminal Justice Board ("Board") for an unexpired term ending June 30, 2024; and,

WHEREAS, Ms. Tretina submitted her resignation from the Board by email correspondence dated December 18, 2023.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby accepts the resignation of Cari M. Tretina from the Board as a representative of the Henrico County Board of Supervisors.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

Copy to: \_\_\_\_\_

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

**Brackett, Tanya**

---

**From:** Tretina, Cari  
**Sent:** Monday, December 18, 2023 9:40 AM  
**To:** Brackett, Tanya  
**Cc:** Feinmel, Michael  
**Subject:** CCJB

Tanya – Effective January 2024, I will be resigning from CCJB. Deputy County Manager Mike Feinmel will be appointed in my place. Please let me know if you have any questions. Thank you!

Cari Tretina  
Chief of Staff  
Henrico County, Virginia  
(804) 510-6070



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 13-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Community Criminal Justice Board

For Clerk's Use Only: Date: <u>4/9/2024</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Rogish</u> Seconded by (1) <u>Whitehead</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Cooper, R.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Rogish, J.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Schmitt, D.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Whitehead, M.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO	OTHER																						
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Community Criminal Justice Board for an unexpired term ending June 30, 2024, or thereafter when his successor has been appointed and qualified:

Mike Y. Feinmel, a representative of the Henrico County Board of Supervisors

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

Agenda Item No. 14-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Greater Richmond Partnership Board of Directors

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cosper Seconded by (1) Schmitt  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints Jody K. Rogish, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for an unexpired term expiring June 30, 2024, or thereafter when his successor has been appointed and qualified.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:  
A Copy Teste:

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 15-24  
Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Persons Eligible to Serve as Third Member of Employee Grievance Panels

For Clerk's Use Only: Date: <u>1/9/2024</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Whitehead</u> Seconded by (1) <u>Schmitt</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<b>YES NO OTHER</b> Cooper, R. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ Rogish, J. <input checked="" type="checkbox"/> _____ Schmitt, D. <input checked="" type="checkbox"/> _____ Whitehead, M. <input checked="" type="checkbox"/> _____
--	---	---

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons as eligible to serve as the third member of employee grievance panels for one-year terms expiring December 31, 2024, or thereafter when their successors have been appointed and qualified:

Brookland District  
Brookland District  
Fairfield District  
Fairfield District  
Three Chopt District  
Three Chopt District  
Tuckahoe District  
Tuckahoe District  
Varina District  
Varina District

Danielle Harris  
William E. Lowe  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
Joe Rapisarda  
Elizabeth Smyers  
Carlos L. Chacon, Jr.  
Erika H. Moseley

By Agency Head \_\_\_\_\_ By County Manager [Signature]

Copy to: \_\_\_\_\_

Certified: \_\_\_\_\_  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 16-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – Henrico Area Mental Health and Developmental Services Board

For Clerk's Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish Seconded by (1) Schmitt  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Henrico Area Mental Health and Developmental Services Board for three-year terms expiring December 31, 2026, or thereafter, when their successors have been appointed and qualified:

Family/Consumer  
Family/Consumer  
Family/Consumer

Karen W. Grizzard  
Serenity Kirby  
Karen E. Metz

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Routing:

Yellow to: \_\_\_\_\_

Copy to: \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

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





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 17-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Henrico County Association of Volunteer Rescue Squads

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Whitehead  
(2) (2)

REMARKS

APPROVED

YES NO OTHER

Cooper, R. ✓  
Nelson, T. ✓  
Rogish, J. ✓  
Schmitt, D. ✓  
Whitehead, M. ✓

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints Jody K. Rogish, a member of the Board of Supervisors, to the Henrico County Association of Volunteer Rescue Squads as a non-voting member for a one-year term expiring December 31, 2024, or thereafter when his successor has been appointed and qualified.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Copy to: \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 18-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Resignation of Member – Henrico Housing Advisory Committee

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish (2) \_\_\_\_\_ Seconded by (1) Whitehead (2) \_\_\_\_\_

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, M.	✓		

WHEREAS, on January 10, 2023, Michael J. Polychrones was appointed to the Henrico Housing Advisory Committee ("the Committee") for a two-year term expiring December 31, 2024; and,

WHEREAS, by email correspondence dated December 19, 2023, to Thomas M. Branin, Three Chopt District Supervisor, Mr. Polychrones submitted his resignation from the Committee effective immediately.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Henrico, Virginia, hereby accepts the resignation of Michael J. Polychrones from the Henrico Housing Advisory Committee.

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

Copy to: \_\_\_\_\_

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

## **Brackett, Tanya**

---

**From:** Leabough, Eric  
**Sent:** Tuesday, December 19, 2023 8:15 PM  
**To:** Brackett, Tanya  
**Subject:** Fwd: Henrico Housing Advisory Commission

FYI- please see resignation below

Eric Leabough  
Department of Community Revitalization  
Henrico County

Begin forwarded message:

**From:** Michael Polychrones <michaelpolychrones@yahoo.com>  
**Date:** December 19, 2023 at 8:12:32 PM EST  
**To:** ThreeChopt <Threechopt@henrico.us>  
**Cc:** "Leabough, Eric" <lea06@henrico.us>  
**Subject:** Henrico Housing Advisory Commission

Tommy:

It has been a great honor to serve the citizens of Henrico on the Housing Advisory Commission, however, with the current state of affairs and i have taken on other outside commitments, I am resigning my position on the Commission. I thank you and all of the Board of Supervisors for appointing me to this important position and I hope my contribution has proven worthy of the trust shown in appointing me. It is truly an honor to serve your community and your neighbors and I wish you well.

Thank you again and I wish you well in your future endeavors.!

Mike Polychrones

Michael J. Polychrones  
571-221-8764  
michaelpolychrones@yahoo.com



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 19-24

Page No. 1 of 1

Agenda Title: Appointment of Members — Henrico Housing Advisory Committee

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) Seconded by (1) Schmitt (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Henrico Housing Advisory Committee for two-year terms expiring December 31, 2025, or thereafter when their successors have been appointed and qualified:

At-Large	Constantine Canavos
At-Large	Joshua A. Goldschmidt
At-Large	Laura D. Lafayette
At-Large	Danna M. Markland
At-Large	Timothy B. Parent

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

Agenda Item No. 20-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Resignation of Member – Keep Henrico Beautiful Committee

For Clerk's Use Only:

Date: 1/9/2024

(✓) Approved

( ) Denied

( ) Amended

( ) Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Whitehead  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Cooper, R. ✓

Nelson, T. ✓

Rogish, J. ✓

Schmitt, D. ✓

Whitehead, M. ✓

WHEREAS, on January 10, 2023, Dan Schardein was appointed to the Keep Henrico Beautiful Committee ("the Committee") as a representative of the Brookland District for a term expiring December 31, 2024; and,

WHEREAS, by email correspondence dated November 29, 2023, to Daniel J. Schmitt, Brookland District Supervisor, Mr. Schardein submitted his resignation from the Committee effective January 1, 2024.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Henrico, Virginia, hereby accepts the resignation of Dan Schardein from the Keep Henrico Beautiful Committee.

By Agency Head \_\_\_\_\_

By County Manager [Signature]

Certified:

A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

Copy to: \_\_\_\_\_

Date: [Signature]

## Brackett, Tanya

---

**From:** Herbaugh, Veta  
**Sent:** Wednesday, November 29, 2023 2:31 PM  
**To:** Brackett, Tanya  
**Subject:** Resignation

Your copy.  
Veta

-----Original Message-----

**From:** Dan Schardein <danschardein@icloud.com>  
**Sent:** Wednesday, November 29, 2023 1:31 PM  
**To:** Brookland <Brookland@henrico.us>  
**Cc:** Herbaugh, Veta <her@henrico.us>  
**Subject:** Resignation

Supervisor Schmitt (Dan),

I'm resigning my position on the Keep Henrico Beautiful Committee, effective January 1st, 2024. We have sold our home and relocating out of Henrico County.

I appreciate your confidence in appointing me as a Brookland District representative and have thoroughly enjoyed working on behalf of not just the Brookland District, but all county residents. The committee while small and low profile does important work and deserves continued board support for its programs. I further feel Keep Henrico Beautiful should have a more prominent role with the county H•E•A•R•T initiative.

Again, I appreciate your appointment and the opportunity to serve Henrico County which has been my home for 60 years.

Respectfully,  
Dan Schardein

Sent from my iPhone



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 21-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Members - Keep Henrico Beautiful Committee

For Clerk's Use Only:

Date: 1/9/2024

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) \_\_\_\_\_  
Seconded by (1) Rogish (2) \_\_\_\_\_

REMARKS

APPROVED

YES NO OTHER

Cooper, R. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

Rogish, J. ☒ ☐ ☐

Schmitt, D. ☒ ☐ ☐

Whitehead, J. ☐ ☐ ☐

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Keep Henrico Beautiful Committee for two-year terms expiring December 31, 2025, or thereafter when their successors have been appointed and qualified:

Brookland District

Brookland District

Fairfield District

Fairfield District

Three Chopt District

Three Chopt District

Tuckahoe District

Tuckahoe District

Varina District

Varina District

Theresa Harris

\_\_\_\_\_

\_\_\_\_\_

Mark M. Deutsch

\_\_\_\_\_

Nicole Bridge

Cabel Whipple

Bland S. Goddin

Priscilla W. Woods

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Tests:

Clerk, Board of Supervisors

Copy to: \_\_\_\_\_

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 22-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – Library Advisory Board

For Clerk's Use Only: Date: 4/9/2024 <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) Cooper (2) _____ Seconded by (1) Whitehead (2) _____ REMARK: APPROVED	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Cooper, R.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Rogish, J.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Schmitt, D.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr><tr><td>Whitehead, M.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO	OTHER																						
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Library Advisory Board for one-year terms expiring December 31, 2024, or thereafter when their successors have been appointed and qualified:

Brookland District  
Fairfield District  
Three Chopt District  
Tuckahoe District  
Varina District

Valorie McBee  
Shuchi Jain  
Sharon Cox  
Gail A. Atkins

By Agency Head \_\_\_\_\_ By County Manager \_\_\_\_\_

Copy to: \_\_\_\_\_

Certified:  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

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





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

Agenda Item No. **23-24**

Page No. 1 of 1

**Agenda Title: RESOLUTION – Resignation of Member – Local Emergency Planning Committee**

<b>For Clerk's Use Only:</b> Date: <u>4/9/2024</u> ( <input checked="" type="checkbox"/> ) Approved ( ) Denied ( ) Amended ( ) Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b>  Moved by (1) <u>Whitehead</u> Seconded by (1) <u>Rogish</u> (2) _____ (2) _____  REMARKS: <span style="font-size: 48px; font-weight: bold; letter-spacing: 10px;">APPROVED</span>	<table style="width: 100%; border-collapse: collapse;"><thead><tr><th></th><th style="text-align: center;">YES</th><th style="text-align: center;">NO</th><th style="text-align: center;">OTHER</th></tr></thead><tbody><tr><td>Cooper, R.</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>Rogish, J.</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>Whitehead, M.</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></tbody></table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	YES	NO	OTHER																							
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

**WHEREAS**, on January 10, 2023, Daniel J. Schmitt was appointed to the Local Emergency Planning Committee (the "Committee") as the Elected Official for a two-year term expiring December 31, 2024; and,

**WHEREAS**, by email correspondence dated December 28, 2023, to Tanya Brackett, Clerk to the Board and Jennifer Welch, Emergency Management Coordinator, Mr. Schmitt submitted his resignation from the Committee effective immediately.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of the County of Henrico, Virginia, hereby accepts the resignation of Daniel J. Schmitt from the Local Emergency Planning Committee.

By Agency Head \_\_\_\_\_ By County Manager [Signature]

Copy to: \_\_\_\_\_

Certified: \_\_\_\_\_  
A Copy Teste: \_\_\_\_\_  
Clerk, Board of Supervisors

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

## **Brackett, Tanya**

---

**From:** Brookland  
**Sent:** Thursday, December 28, 2023 8:16 AM  
**To:** Brackett, Tanya; Welch, Jennifer  
**Subject:** Resignation - LEPC

Ms. Brackett / Ms. Welch:

Please accept my resignation for my position on the Local Emergency Planning Committee (LEPC), effective December 31, 2023. I have enjoyed my time on the LEPC, but I will be taking on new responsibilities in 2024 and need to step down from LEPC.

Thank you for your consideration of this request.

Dan

**Dan Schmitt**  
Henrico County Board of Supervisors  
Brookland District  
Email: [Brookland@Henrico.us](mailto:Brookland@Henrico.us)  
Phone: 804-501-4208



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 24-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Local Emergency Planning Committee

For Clerk's Use Only:

Date: 11/9/2024

- ☒ Approved  
( ) Denied  
( ) Amended  
( ) Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Roys Seconded by (1) Schmitt  
(2) (2)

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Local Emergency Planning Committee for an unexpired term ending December 31, 2024, or thereafter when her successor has been appointed and qualified:

Elected Official

Misty D. Whitehead

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Teste:

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 25-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Member – Maymont Foundation Board of Directors

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish Seconded by (1) Whitehead  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints Roscoe D. Cooper, III, a member of the Board of Supervisors, to the Maymont Foundation Board of Directors for a one-year term expiring December 31, 2024, or thereafter when his successor has been appointed and qualified.

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

Agenda Item No. 26-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Members - Parks and Recreation Advisory Commission

For Clerk's Use Only:

Date: 4/9/2024

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) Seconded by (1) Schmitt (2)

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Parks and Recreation Advisory Commission (the "Commission") for three-year terms expiring December 31, 2026, or thereafter when their successors have been appointed and qualified:

Three Chopt District  
Tuckahoe District

Vikas Kapil  
L. Francis Brown

BE IT FURTHER RESOLVED that the Board of Supervisors appoints Misty D. Whitehead, a member of the Board of Supervisors, to the Commission for a one-year term expiring December 31, 2024, or thereafter when her successor has been appointed and qualified.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 27-24

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Richmond Region Tourism Board of Directors

For Clerk's Use Only:

Date: 1/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Schmitt Seconded by (1) Roysie  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Schmitt, D.	✓		
Whitehead, M.			

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Richmond Region Tourism Board of Directors for an unexpired term ending December 31, 2026, or thereafter when his successor has been appointed and qualified:

At-Large Stakeholder

Todd (Parney) Parnell

By Agency Head

By County Manager

Certified:

A Copy Tests:

Copy to:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 28-24

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Representatives and Alternate – Richmond  
Regional Transportation Planning Organization Policy Board

For Clerk's Use Only:

Date: 4/9/2024

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Whitehead  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Whitehead, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Richmond Regional Transportation Planning Organization Policy Board for one-year terms expiring December 31, 2024, or thereafter when their successors have been appointed and qualified:

Representatives

Elected Official  
Elected Official

Roscoe D. Cooper, III  
Jody K. Rogish

Alternate

Elected Official

Daniel J. Schmitt

By Agency Head \_\_\_\_\_

By County Manager \_\_\_\_\_

Certified:

A Copy Tests:

Copy to: \_\_\_\_\_

Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 29-24

Page No. 1 of 1

Agenda Title: RESOLUTION — Members of Board of Directors — Economic Development Authority

For Clerk's Use Only:

Date: 1/9/2024

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1)

Cooper

Seconded by (1)

Rogish

(2)

Cooper

(2)

Whitehead

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.

☒

Nelson, T.

☒

Rogish, J.

☒

Schmitt, D.

☒

Whitehead, M.

☒

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, removes by unanimous vote the following persons from the Board of Directors of the Economic Development Authority pursuant to Code of Virginia § 15.2-4904(A):

District	Removed Member	Term Expiration
Fairfield	Linda R. Melton	November 13, 2024
Fairfield	Frank Jufran Thornton	November 13, 2025

BE IT FURTHER RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Board of Directors of the Economic Development Authority for the unexpired portion of the terms of the members who have been removed, or thereafter when their successors have been appointed and qualified:

District	Appointed Member	Term Expiration
Fairfield	Robert W. Brown, Jr.	November 13, 2024
Fairfield	Tyee Davenport Mallory	November 13, 2025

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date: