

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
July 10, 2018**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, July 10, 2018, at 7:00 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:**

Frank J. Thornton, Chairman, Fairfield District  
Tyrone E. Nelson, Vice Chairman, Varina District  
Thomas M. Branin, Three Chopt District  
Harvey L. Hinson, Brookland District  
Patricia S. O'Bannon, Tuckahoe District

**Other Officials Present:**

John A. Vithoulkas, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Michael L. Wade, Sheriff  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
W. Brandon Hinton, Deputy County Manager for Administration  
Anthony E. McDowell, Acting Deputy County Manager for Public Safety  
Anthony J. Romanello, Deputy County Manager for Community Services  
Randall R. Silber, Deputy County Manager for Community Development

Mr. Thornton called the meeting to order at 7:00 p.m. and led the recitation of the Pledge of Allegiance.

The Reverend Marcus D. Martin, Senior Pastor of New Bridge Baptist Church, delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved the minutes of the June 26, 2018, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, Hinson, O'Bannon

No: None

**MANAGER'S COMMENTS**

There were no comments from the Manager.

## **BOARD OF SUPERVISORS' COMMENTS**

Mr. Nelson reflected on the "Red, White, and Lights" Independence Day celebration that was hosted by the County and held at Dorey Park on July 4<sup>th</sup>. He shared a short video containing highlights of this event, which was free to the public and featured an extended firework display and a concert by the Richmond Symphony as well as other activities. This year marked the first change of location for this annual event in more than 30 years, and the estimated attendance for the event (25,000) was the largest ever for an event organized by the County's Division of Recreation and Parks. Nearly 100 personnel from the Henrico Police and Fire Divisions worked the event, and another 100 employees from Recreation and Parks staffed the event under the leadership of the department's director, Neil Luther. Mr. Nelson thanked these agencies for their efforts and pointed out Mr. Vithoulkas is already developing solutions to the traffic challenges encountered at this year's event. He publicly praised Mr. Luther for demonstrating professionalism and great leadership for this specific event and in his general performance directing Recreation and Parks.

Mr. Thornton noted the Divisions of Police, Fire, and Recreation and Parks collaborated with the Police Athletic League to host a community block party on July 7 for the residents of Delmont Plaza, Delmont Village, Winston Manor, and Fieldcrest Apartments. He cited this as an example of County agencies, especially the Police Division, working positively in the community with citizens. Mr. Thornton acknowledged and complimented Delmont Plaza, Papa John's, Walmart, Food Lion, Pepsi, and several private citizens for their contributions to this successful family event.

Mr. Thornton reported the passing of Hilda Johnson Cosby, who succeeded her husband as curator of the Virginia Randolph Museum on Mountain Road and was the third African-American Virginia Cooperative Extension agent to work in Henrico County. Mrs. Cosby's funeral will be held on July 14.

Mr. Branin thanked Mr. Hinson for his 46 years of service to the County and for agreeing to serve again as an interim member of the Board of Supervisors when needed. Mr. Hinson remarked that he was humbled and honored by the appointment and ready to get to work for the citizens of Henrico and the Brookland District. He characterized the Board of Supervisors, the County Manager, and the County staff as a marvelous team. Mr. Thornton noted the Board was happy Mr. Hinson was available.

## **RECOGNITION OF NEWS MEDIA**

Mr. Thornton recognized Tim Dodson from the *Richmond Times-Dispatch* and Julia Raimondi from the *Henrico Citizen*.

## **BOARD OF SUPERVISORS' COMMENTS** (continued)

Mr. Thornton recognized the following Boy Scouts from Troop 768, sponsored by the Church of Jesus Christ of Latter-Day Saints - Glen Allen Ward, who were observing the meeting to fulfill a requirement for the Citizenship in the Community merit badge: Scott Giffin, Curtis Ladle, and McKay Lipscomb. Joining them was troop leader David Porter.

## **APPOINTMENTS**

- 165-18                      Resolution - Appointment of Members - Keep Henrico Beautiful Committee.
- On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

## **PUBLIC HEARINGS - REZONING CASES**

- 166-18                      McGeorge Financial 8225, LLC and Waco Street, LLC: Request to  
REZ2018-                      *conditionally rezone from R-3 One-Family Residence District and O-2 Office*  
00026                      District to B-3C Business District (Conditional) Parcels 761-754-2327, 761-  
Three Chopt                      754-2436, 761-754-2518 and 761-754-3722 containing 1.784 acres located at  
the northeast intersection of N. Parham and Skipwith Roads.

No one from the public spoke in opposition to this item.

On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

1.        **Concept Plan.** The Property shall be developed initially in general conformance with Exhibit A, attached hereto (see case file), entitled "CONCEPT PLAN PARHAM & SKIPWITH", prepared by Silvercore, and dated January 24, 2018 (the "Concept Plan"). The exact locations, footprints, configurations, size, and details of the lots, drives, roads, buildings and other improvements shown on the Concept Plan are illustrative and are subject to change and may be updated from time to time as required for final engineering design, compliance with governmental regulations or as otherwise approved at the time of Plan of Development review of the Property. Additional buildings may be constructed as may be permitted for uses permitted in the O-2 Office District.
2.        **Uses.** The only uses permitted on the Property shall be:
  - a.        An automobile inventory lot for fully operable new or used cars, not to include recreational vehicles and/or commercial trucks limited to the location on the Property as shown generally on the Concept Plan (see case file).
  - b.        Automobile detailing and car wash service in a building at the location as shown generally on the Concept Plan (see case file) as "PROPOSED (4) BAY DETEAIL FACILITY, 2,400 SF", provided (i) no body repair work shall be performed within such building, and (ii) except for windows, doors and exterior trim, there shall be no exposed metal on the exterior facades of any such building facing toward Parham Road (south) or Skipwith Road (west).

- c. Such other uses as are permitted in the O-2 Office District, other than funeral home or undertaking establishment, shall not be permitted.
- 3. **Vehicular Access.** Any direct vehicular access to and from the automobile inventory lot on the Property to and from Skipwith Road shall be gated. No loading or unloading of vehicles shall be permitted within the Skipwith Road right-of-way.
- 4. **Fencing/Landscaping.**
  - a. A decorative "wrought iron-style" fence shall be provided along the Skipwith Road frontage of the Property. A variable width landscaped area a minimum of twenty-five (25) feet in width adjacent to the Skipwith Road frontage of the Property shall be provided, except to the extent necessary or allowed for utility easements (including drainage), site distance easements, berms, BMPs, fencing, grading, and access driveways and other purposes requested and specifically permitted, or if required, at the time of Plan of Development or Landscape Plan review. New utility lines within the buffers/setback shall be generally perpendicular to the buffers/setback to the extent practical and permitted by the respective providers of such utilities. Such landscaping shall meet at a minimum the TB 25 standards, unless otherwise requested and specifically approved at the time of Plan of Development or Landscape Plan review.
  - b. Any automobile inventory lot on the Property shall be landscaped on the Parham Road (south) side of such use as required at the time of Plan of Development review. Such landscaping may be provided along Parham Road or along the automobile inventory lot as approved at the time of Plan of Development review.
- 5. **Parking Lot Lighting.** All parking lot lighting standards shall be limited to twenty-five (25) feet in height above grade level. Parking lot lighting shall be produced from a concealed source of light (such as "shoe box" type) and shall be reduced to no more than one-half (½) foot candle at the property lines following the close of business each day.
- 6. **Outside Speakers.** No outside loud speakers, which can be heard beyond the boundaries of the Property, shall be permitted on the Property.
- 7. **Mechanical Equipment.** Mechanical equipment, including junction boxes and other exterior mechanical fixtures, shall be screened from public view at ground level from the public streets adjacent to and closest to the building, with use of buildings or structures, fencing or wall, landscaping, or such other method as may be approved at the time of Plan of Development.

8. **Trash Receptacles and Dumpsters.** Dumpsters and trash receptacles, not including convenience containers, shall be screened from public view at ground level at the perimeter of the Property, with brick on three (3) sides complementary to the building it serves. The fourth (4th) side shall have a gate or door that is of a substantial and durable material as determined at the time of Plan of Development review. Support posts, gate frames, hinges and latches shall be of a sufficient size and strength to allow the gates to function without sagging or becoming a visual eyesore.
9. **Loading Docks/Areas.** Loading docks and loading areas on the Property shall be screened from public view at ground level with use of buildings or structures, fencing or wall, landscaping, or such other method as may be approved at the time of Plan of Development. No loading docks or doors shall face Skipwith Road.
10. **Signage.** All new signage on the Property shall be limited to signage as is permitted in the O-2 Office District. Further, any new detached signs shall be ground mounted monument-style and not exceed 8 feet in height.
11. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, Hinson, O'Bannon

No: None

167-18  
REZ2018-  
00027  
Brookland

Staples Mill Investments, LLC: Request to conditionally rezone from A-1 Agricultural District to R-5AC General Residence District (Conditional) Parcel 756-761-2574 containing 9.85 acres located on the north line of Hungary Road approximately 240' west of its intersection with Fairlake Lane.

Joe Emerson, Director of Planning, reported the applicant had requested a two-week deferral of this item to allow ample time for the newly-seated Board member to become more familiar with the case.

No one from the public spoke in opposition to a deferral of this item.

On motion of Mr. Hinson, seconded by Mr. Branin, and by unanimous vote, the Board deferred this item to the July 24, 2018, meeting.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, Hinson, O'Bannon

No: None

### **PUBLIC HEARINGS - OTHER ITEMS**

168-18 Ordinance - Vacation of Building Lot Line - West Lawn Subdivision - Three Chopt District.

No one from the public spoke in opposition to this item.

On motion of Mr. Branin, seconded by Mr. Hinson, and by unanimous vote, the Board approved this item – see attached ordinance.

169-18 Ordinance - Vacation of Drainage and Utility Easement - Mason Park Subdivision - Three Chopt District.

No one from the public spoke in opposition to this item.

On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached ordinance.

170-18 Resolution - Signatory Authority - Lease of County Property - Malvern Hill - Varina District.

Mr. Vithoulkas responded to questions from Mrs. O'Bannon and Mr. Nelson.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

### **PUBLIC COMMENTS**

Bruce Richardson, a resident of the Fairfield District, restated concerns he raised at the Board's previous meeting regarding the number of citations that have been issued in the Fairfield and Varina Districts pursuant to the County's inoperable vehicle ordinance. He asked that the ordinance be examined and critiqued and took exception to a citation he received from the County for a licensed commercial vehicle that did not have a state inspection sticker. Mr. Nelson noted he and other members of the Board were still reviewing documentation regarding Mr. Richardson's concerns they received from staff following the June 26 Board meeting. He further noted this is the first time he has heard anyone complain about the ordinance and he is certain Board members will bring forward to staff any comments, questions, concerns, or critiques they may have.

Patricia Lewis, a resident of the Brookland District, asked that the County provide information for her insurance company explaining why there is a hole in the foundation of her house. Mr. Vithoulkas requested that Mr. Foster meet with Ms. Lewis in the back of the room to ensure the County gets the information she needs.

## GENERAL AGENDA

- 171-18 Introduction of Resolution:- Receipt of Requests for Amendments to the FY 2018-19 Annual Fiscal Plan: July, 2018.

On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see introduction of resolution.

- 172-18 Resolution - Amendment to Contract - Henrico County Courts Refresh Project - Brookland District.

John Neal, Director of General Services, responded to a question from Mrs. O'Bannon regarding this item.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.

- 173-18 Resolution - Signatory Authority - Acquisition of Real Property - 5618 Nine Mile Road - Varina District.

On motion of Mr. Nelson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

- 174-18 Resolution - Award of Contract - Glover Park, Parking Lot Addition - Brookland District.

Mr. Luther responded to questions from Mr. Branin regarding this item.

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

At Mr. Nelson's request, Public Works Director Steve Yob provided a status report on the schedule and marketing plan for the extension of GRTC bus service to Short Pump. Mr. Yob noted the GRTC pulse system is now in place and daily ridership numbers are much higher than anticipated. Mr. Vithoulkas advised Mr. Nelson that the target date for connecting Short Pump to the pulse system via bus route extensions is sometime in September. Mr. Nelson stated he wants to ensure the County works with GRTC to take advantage of opportunities to advertise these extensions with the new pulse ridership.

There being no further business, the meeting was adjourned at 7:48 p.m.



Chairman, Board of Supervisors  
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 165-18

Page No. of

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

For Clerk's Use Only:

Date: 7/10/2018

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

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ✓ — —  
Nelson, T. ✓ — —  
O'Bannon, P. ✓ — —  
Thornton, F. ✓ — —  
Hinson, H. ✓ — —

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Keep Henrico Beautiful Committee for terms expiring December 31, 2019, or thereafter, when their successors shall have been appointed and qualified:

Three Chopt District  
Tuckahoe District  
Tuckahoe District

Linda A. Leigh

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. 168-18  
Page No. 1 of 2

Agenda Title: **ORDINANCE — Vacation of Building Lot Line — West Lawn Subdivision — Three Chopt District**

For Clerk's Use Only:

Date: 7/10/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) Hinson  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hinson, H.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the owner of Lot 13, Block O of West Lawn subdivision, Ridge Holdings, LLC, a Virginia limited liability company, has requested that the County vacate the portion of the 35' side building lot line along Anoka Road that crosses the southern portion of its lot; and,

WHEREAS, the plat is recorded in the Clerk's Office of the Circuit Court of Henrico County ("Clerk's Office") in Plat Book 26, page 13; and,


WHEREAS, this Ordinance was advertised pursuant to Va. Code § 15.2-2204, and the Board held a public hearing on July 10, 2018; and,

WHEREAS, it appears to the Board that no owner of any lot shown on the plat will be irreparably damaged by the vacation.

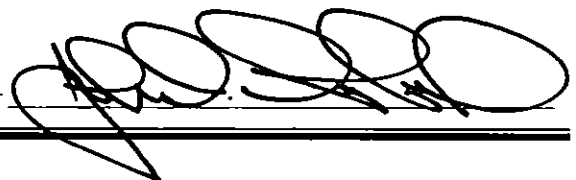
NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors that:

- (1) the portion of the building lot line labeled "35' Building Line" that is highlighted in red on Exhibit A is vacated in accordance with Va. Code § 15.2-2272(2);
- (2) this Ordinance shall become effective 30 days after its passage as provided by law;
- (3) the Clerk of the Circuit Court of Henrico County (the "Clerk") is authorized, upon receipt of payment therefor, to record a certified copy of this Ordinance in the Clerk's Office after the expiration of 30 days from its passage, provided no appeal has been taken to the Circuit Court;

By Agency Head



By County Manager



Routing:

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Clerk, Board of Supervisors

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

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

Agenda Item No. 168-18

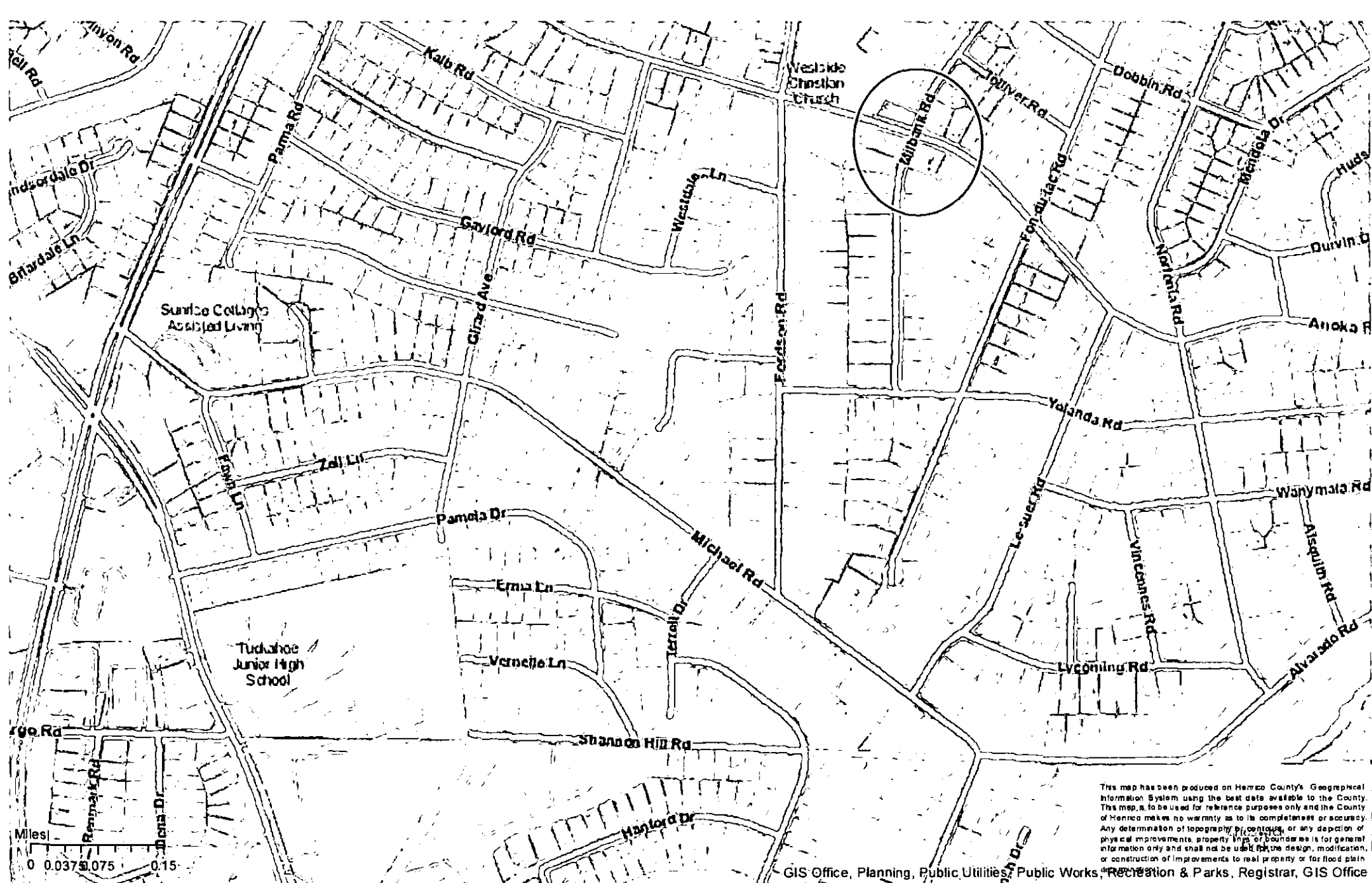
Page No. 2 of 2

Agenda Title: **ORDINANCE — Vacation of Building Lot Line — West Lawn Subdivision —  
Three Chopt District**

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- (4) the Clerk is further authorized to index the Ordinance on the grantor and grantee sides of the general index to deeds in the name of RIDGE HOLDINGS, LLC, a Virginia limited liability company, or its successors or assigns; and,
- (5) the Clerk shall note this vacation as provided in Va. Code § 15.2-2276.

Comments: The Real Property Department has processed the requested vacation through the Departments of Planning, Public Utilities, and Public Works without objection.



**VICINITY MAP**  
**VACATION OF BUILDING LINE**  
**WEST LAWN SUBDIVISION - 2100 MILBANK ROAD**  
**THREE CHOPT DISTRICT**







COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 109-18

Page No. 1 of 2

Agenda Title: **ORDINANCE — Vacation of Drainage and Utility Easement — Mason Park Subdivision — Three Chopt District**

For Clerk's Use Only:

Date: 7/10/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) O'Bannon  
(2) (2)

REMARKS

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Thornton, F.	✓		
Hinson, H.	✓		

WHEREAS, the owners of Lot 10, Block A, Section 1 of Mason Park subdivision, Brian R. Marks and Nicole R. Marks, have requested that the County vacate a portion of an existing 16' drainage and utility easement crossing their property; and,

WHEREAS, the plat is recorded in the Clerk's Office of the Circuit Court of Henrico County ("Clerk's Office") in Plat Book 124, pages 492 to 493; and,

WHEREAS, there are no current or planned County facilities in the easement area; and,

WHEREAS, this Ordinance was advertised pursuant to Va. Code § 15.2-2204, and the Board held a public hearing on July 10, 2018; and,

WHEREAS, it appears to the Board that no owner of any lot shown on the plat will be irreparably damaged by this vacation.

NOW, THEREFORE, BE IT ORDAINED by the Board of Supervisors that:

(1) the highlighted portion of the easement labeled "Existing 16' Drainage & Utility Easement" on Exhibit A is vacated in accordance with Va. Code § 15.2-2272(2);

(2) this Ordinance shall become effective 30 days after its passage as provided by law;

By Agency Head

By County Manager

Routing:

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

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Certified:

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

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

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

Agenda Item No. 169-18  
Page No. 2 of 2

**Agenda Title: ORDINANCE — Vacation of Drainage and Utility Easement — Mason Park  
Subdivision — Three Chopt District**

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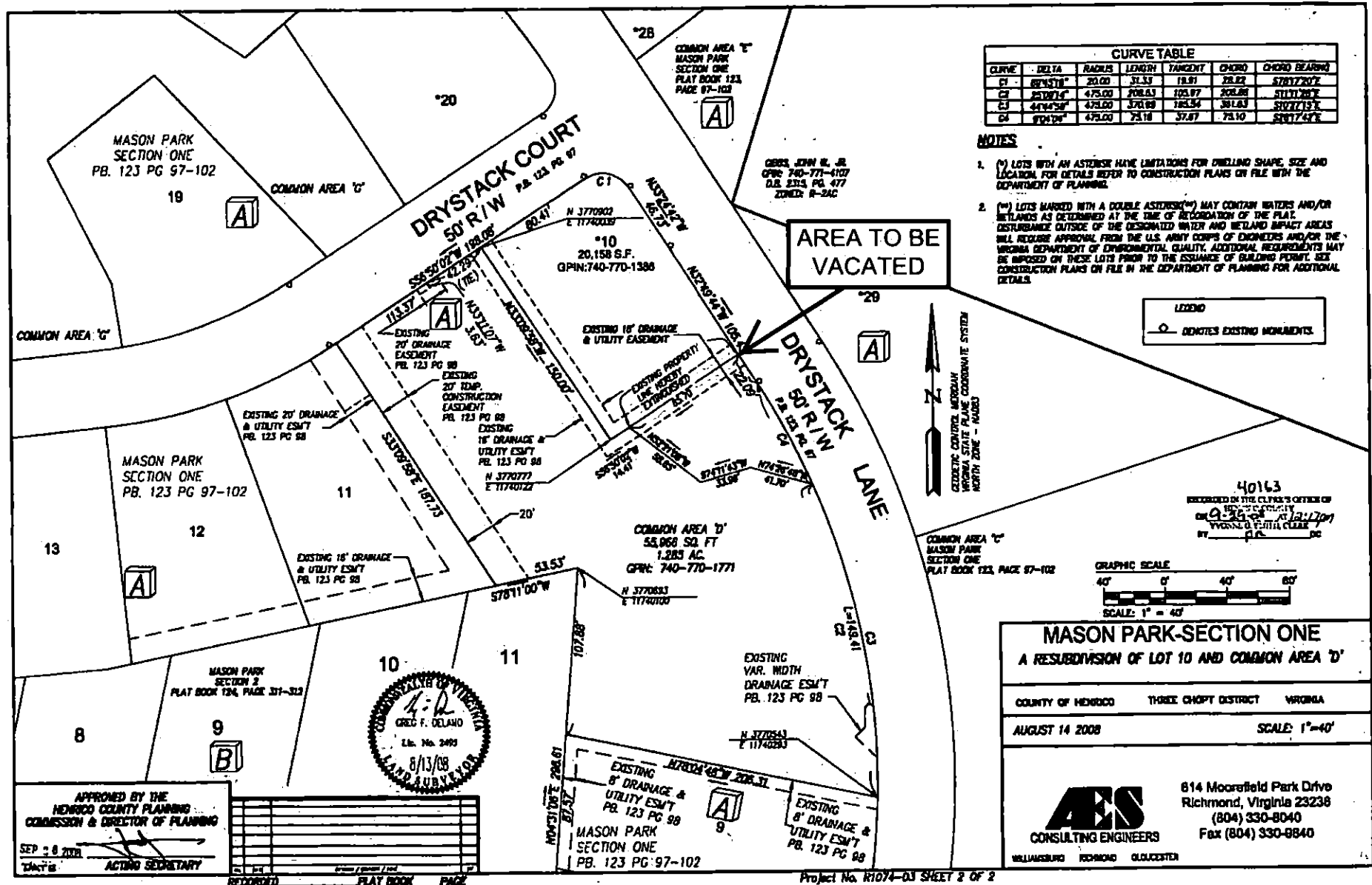
- (3) the Clerk of the Circuit Court of Henrico County (the "Clerk") is authorized, upon receipt of payment therefor, to record a certified copy of this Ordinance in the Clerk's Office after the expiration of 30 days from its passage, provided no appeal has been taken to the Circuit Court;
- (4) the Clerk is further authorized to index the Ordinance on the grantor and grantee sides of the general index to deeds in the names of BRIAN R. MARKS AND NICOLE R. MARKS, or their successors or assigns; and,
- (5) the Clerk shall note this vacation as provided in Va. Code § 15.2-2276.

Comments: The Real Property Department has processed the requested vacation through the Departments of Planning, Public Utilities, and Public Works without objection.



## EXHIBIT A

R0124760499







COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 170-18

Page No. 1 of 2

Agenda Title: RESOLUTION — Signatory Authority — Lease of County Property — Malvern Hill — Varina District

For Clerk's Use Only:

Date: 7/10/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) O'Bannon  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hanson, H.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, on March 27, 2018, the Board of Supervisors authorized the County Manager to accept title to an approximately 401.1-acre parcel of land known as the Malvern Hill Property, together with certain other parcels of land, from Capital Region Land Conservancy ("CRLC"); and,

WHEREAS, the Malvern Hill Property contains two historic residential dwellings: the first residence, known as the Farm Manager's House, is located at 9743 Malvern Hill Lane and is currently under lease to Craig and Karen Seaver, and the second residence is located at 9729 Malvern Hill Lane and is currently under lease to Christopher Welch; and,

WHEREAS, the Malvern Hill Property also contains approximately 113.76 acres of active agricultural land, which is currently under an agricultural lease to Engel Family Farms; and,

WHEREAS, CRLC intends to transfer the Malvern Hill Property to the County on July 13, 2018, or as soon thereafter as practicable; and,

WHEREAS, Craig and Karen Seaver desire to continue to lease the Farm Manager's House and be responsible for routine maintenance for a one-year period at the monthly rent of \$900; and,

WHEREAS, Christopher Welch desires to continue to lease the residence at 9729 Malvern Hill Lane and be responsible for routine maintenance for a one-year period at the monthly rent of \$600; and,

By Agency Head

By County Manager

Routing:

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

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Certified:

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Clerk, Board of Supervisors

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



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

Agenda Item No. 170-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — Signatory Authority — Lease of County Property — Malvern Hill — Varina District**

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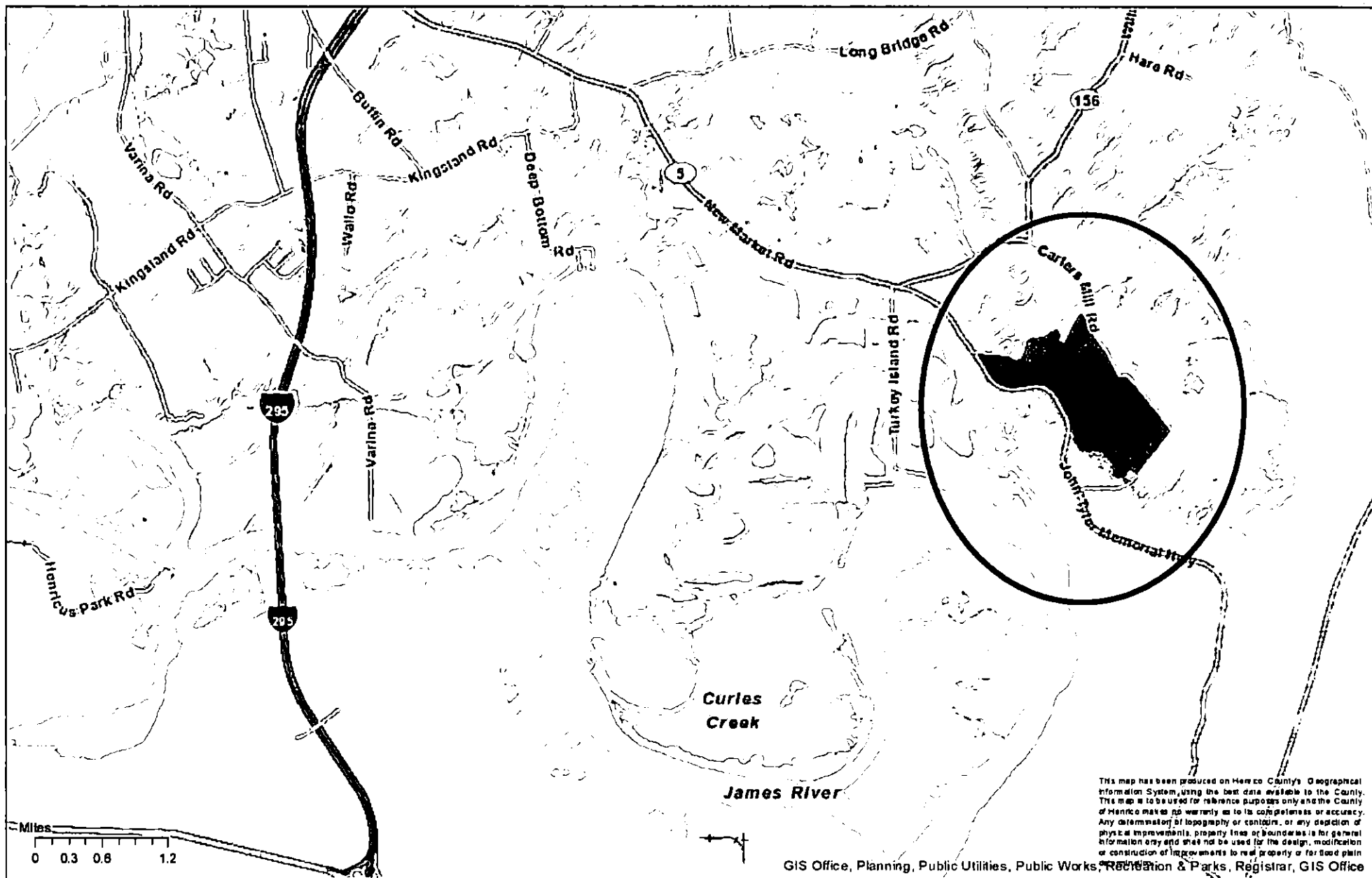
WHEREAS, Engel Family Farms desires to continue to lease the agricultural land for agricultural purposes for a term ending January 30, 2020, with an option to renew the lease on an annual basis thereafter for up to six years, at an annual rent of \$100 per acre of crop and grain field; and,

WHEREAS, this Resolution was advertised pursuant to Section 15.2-1813 of the Code of Virginia, 1950, as amended, and a public hearing was held on July 10, 2018.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute an agreement, in a form approved by the County Attorney, to lease:

- (1) the Farm Manager's House to Craig and Karen Seaver for one year at \$900 per month; and,
- (2) 9729 Malvern Hill Lane to Christopher Welch for one year at \$600 per month; and,
- (3) approximately 113.76 acres of agricultural land on the Malvern Hill Property to Engel Family Farms for annual rent of \$100 per acre of crop and grain field.

Comments: The Directors of Real Property and Recreation and Parks recommend approval of this Board paper; the County Manager concurs.



# **VICINITY MAP** **MALVERN HILL FARM - THREE LEASES** **VARINA DISTRICT**





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

Agenda Item No. 171-18  
Page No. 1 of 1

Agenda Title **INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the  
FY 2018-19 Annual Fiscal Plan: July, 2018**

For Clerk's Use Only:

Date: 7/10/2018

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

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Branin Seconded by (1) O'Bannon  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS

**APPROVED**

	YES	NO	OTHER
Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hanson, H.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**WHEREAS**, the County Manager has provided the Board of Supervisors with a list dated July 3, 2018, requesting amendments to the FY2018-19 Annual Fiscal Plan; and,

**WHEREAS**, the County Manager listed by department the purpose of the request and the source of funding to support the proposed amendments; and,

**WHEREAS**, the list includes a project-by-project list of capital projects of the Henrico County Public Schools approved by the School Board to be funded with meals tax revenues appropriated for this purpose.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the Clerk of the Board is directed to advertise, in the Richmond Times-Dispatch on July 17, 2018, a synopsis of the proposed amendments and a public hearing thereon to be held on July 24, 2018, at 7:00 p.m., in the Board Room at the Henrico County Government Center, East Parham and Hungary Spring Roads, to ascertain the views of the citizens with respect to the proposed amendments.

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

By Agency Head

By County Manager

Routing:

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

Certified:

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

Clerk, Board of Supervisors

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AMENDMENT TO THE 2018-19  
ANNUAL FISCAL PLAN FOR JULY, 2018

OPERATING FUNDS

## FUND 1102 – SPECIAL REVENUE FUND - State and Federal Grants - County

## Department 38 - Community Revitalization

## 38003 – CDBG

0000 08696 – <u>FY18-19 CDBG - Administration</u>	\$ 262,000
0000 08697 – <u>FY18-19 CDBG - Commercial Assistance Program</u>	191,000
0000 08698 – <u>FY18-19 CDBG - CONNECT Program</u>	169,000
0000 08699 – <u>FY18-19 CDBG - Enterprise Zone - Design Assistance</u>	15,000
0000 08700 – <u>FY18-19 CDBG - Enterprise Zone - Façade Grants</u>	30,000
0000 08701 – <u>FY18-19 CDBG - Greater Richmond ARC - Camp Baker Program Building</u>	125,000
0000 08702 – <u>FY18-19 CDBG - HOME Inc Downpayment Assistance</u>	27,500
0000 08703 – <u>FY18-19 CDBG - HOME Inc Fair Housing Outreach</u>	15,000
0000 08704 – <u>FY18-19 CDBG - project:HOMES Critical Home Repair</u>	515,329
0000 08705 – <u>FY18-19 CDBG - project:HOMES Homeowner Rehabilitation Program</u>	80,000
0000 08706 – <u>FY18-19 CDBG - Rebuilding Together of Richmond - Home Repair Program</u>	95,000
0000 08707 – <u>FY18-19 CDBG - Revitalization Area Street Lighting</u>	100,000
0000 08708 – <u>FY18-19 CDBG - SCDHC Downpayment Assistance</u>	18,000
0000 08709 – <u>FY18-19 St. Joseph's Villa - Youth Fitness Park</u>	50,000
Sub-Total CDBG	<u>\$ 1,692,829</u>

The United States Department of Housing and Urban Development (HUD), Community Development Block Grant (CDBG), as authorized by Title I of the Housing and Community Development Act of 1974, as amended, has awarded the County of Henrico, fiscal year 2018-19 grant funds in the amount of \$1,692,829 for these 14 programs/purposes.

## 38004 – HOME

0000 08710 – <u>FY18-19 HOME - Administration</u>	\$ 89,000
0000 08711 – <u>FY18-19 HOME - CHDO Activities Rehab for Sale - Undesignated</u>	135,000
0000 08712 – <u>FY18-19 HOME - HOME Inc Downpayment Assistance</u>	126,111
0000 08713 – <u>FY18-19 HOME - project:HOMES Homeowner Rehabilitation Program</u>	482,230
0000 08714 – <u>FY18-19 HOME - SCDHC Downpayment Assistance</u>	65,000
Sub-Total HOME	<u>\$ 897,341</u>

The United States Department of Housing and Urban Development (HUD), HOME Investment Partnerships Program, as authorized by the HOME Investment Partnerships Act of 1990, has awarded the County of Henrico, fiscal year 2018-19 grant funds in the amount of \$897,341 for these five programs/purposes.

## 38007 – ESG

0000 08715 – <u>FY18-19 ESG - Administration</u>	\$ 10,390
0000 08716 – <u>FY18-19 ESG - CARITAS - Case Management for Shelter Clients</u>	20,000
0000 08717 – <u>FY18-19 ESG - Commonwealth Catholic Charities - Homeless Outreach</u>	13,670
0000 08718 – <u>FY18-19 ESG - Housing Families First - Hilliard House Emergency Shelter</u>	32,500

0000 08719 – <u>FY18-19 ESG - Housing Families First - Rapid Rehousing</u>	45,000
0000 08720 – <u>FY18-19 ESG-YWCA of Rich-Greater Rich Regional Domestic Violence Hotline</u>	14,500
0000 08721 – <u>FY18-19 ESG-Homeward - Homeless Management Information System</u>	2,500
Sub-Total ESG	<u>\$ 138,560</u>

The United States Department of Housing and Urban Development (HUD), Emergency Solutions Grant (ESG) Program, as authorized by the Homeless Emergency Assistance and Rapid Transition to Housing Act of 2009, has awarded the County of Henrico, fiscal year 2018-19 grant funds in the amount of \$138,560 for these seven programs/purposes.

Total Community Revitalization	<u>\$ 2,728,730</u>
Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County	<u>\$ 2,728,730</u>
Total OPERATING FUNDS	<u>\$ 2,728,730</u>

#### CAPITAL FUNDS

##### FUND 2111 – Capital Initiatives Fund

##### Department 50 - Education

##### 50331 – Construction and Maintenance

0000 08728 – <u>Tucker High School - Scoreboards</u>	<u>\$ 7,743</u>
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This amendment will provide funding for two replacement basketball scoreboards for Tucker High School. Funding is to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 08729 – <u>Highland Springs High School - Practice Field Improvements</u>	25,000
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This amendment will provide funding for improvements to the practice football field at Highland Springs High School. The project includes irrigation system repair, laser grading, and other improvements. Funding is to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Education	<u>\$ 32,743</u>
Total 2111 - Capital Initiatives Fund	<u>\$ 32,743</u>
Total CAPITAL PROJECTS FUND	<u>\$ 32,743</u>
Total Amendments/Appropriations	<u>\$ 2,761,473</u>

**BE IT FURTHER RESOLVED** by the Board of Supervisors of the County of Henrico, Virginia, that the following resources from the approved Education Meals Tax Project Reserve be transferred to the specific capital projects listed below.

#### FROM:

#### CAPITAL FUNDS

##### FUND 2139 - MEALS TAX SCHOOLS CAPITAL

##### Department 50 - Education

##### 50331 – Construction and Maintenance

0000 06899 – <u>Education Meals Tax Project Reserve</u>	<u>\$ 9,000,000</u>
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TO:

CAPITAL FUNDS

## FUND 2139 - MEALS TAX SCHOOLS CAPITAL

Department 50 - Education

50331 - Construction and Maintenance

0000 08628 - Academy at Virginia Randolph - Bathroom Improvements	\$ 25,000
0000 08629 - Academy at Virginia Randolph - Entrance Improvements	196,500
0000 08630 - Academy at Virginia Randolph - Kitchen HVAC & Exhaust Hood	175,000
0000 08631 - Academy at Virginia Randolph - Security Enhancements	100,000
0000 08632 - Ashe ES - Fire Suppression System Replacement	300,000
0000 08633 - Baker ES - Pavement Improvements	210,000
0000 08634 - Brookland MS - Security Improvements	53,000
0000 08635 - Carver ES - Replace Doors & Hardware	80,000
0000 08636 - Central Gardens Complex - Doors & Hardware Improvements	180,000
0000 08637 - Davis ES - Doors & Hardware Improvements	60,000
0000 08638 - Davis ES - Kitchen Serving Line Replacement	75,000
0000 08639 - Donahoe ES - Kitchen Serving Line Replacement	75,000
0000 08640 - Dumbarton ES - Door and Hardware Improvements	90,000
0000 08641 - Elko MS - Security Enhancements	75,000
0000 08642 - Fair Oaks ES - Pavement Restoration	61,000
0000 08643 - Fairfield MS - Interior Component Improvements	8,500
0000 08644 - Freeman HS - HVAC Replacement	170,000
0000 08645 - Freeman HS - Pavement Improvements	450,000
0000 08646 - Gayton ES - Pavement Improvements	220,000
0000 08647 - Glen Allen ES - Gym Floor Replacement	55,000
0000 08648 - Glen Allen ES - Pavement Improvements	165,000
0000 08649 - Glen Allen ES - Replace Kitchen Serving Lines	75,000
0000 08650 - Glen Lea ES - Bathroom Improvements	190,000
0000 08651 - Glen Lea ES - Electrical Service Replacement	30,500
0000 08652 - Godwin HS - Bathroom Improvements	150,000
0000 08653 - Godwin HS - Pavement Improvements	450,000
0000 08654 - Greenwood ES - Security Enhancements	60,000
0000 08655 - Harvie ES - Pavement Restoration	25,000
0000 08656 - Harvie ES - Voice Switch Replacement	10,500
0000 08657 - Henrico HS - Stage Floor Refinish	11,000
0000 08658 - Hermitage ACE Center - Boiler Replacement	55,000
0000 08659 - Hermitage HS - Ceiling & Lighting Improvements	25,000
0000 08660 - Hermitage HS - Replace Courtyard Window Glass	130,000
0000 08661 - Hermitage HS - Telecommunications & Security Improvements	50,000
0000 08662 - Highland Springs ACE Center - Interior Component Improvements	42,000
0000 08663 - Highland Springs ACE Center - Replace Doors & Hardware	90,000
0000 08664 - Highland Springs ES - Interior Component Improvements	150,000
0000 08665 - Holladay ES - Fire Alarm System Improvements	105,000
0000 08666 - Hungary Creek MS - Pavement Improvements	500,000
0000 08667 - Laburnum ES - Intercom Replacement	40,000
0000 08668 - Lakeside ES - Pavement Improvements	175,000
0000 08669 - Longan ES - Door & Hardware Improvements	184,500
0000 08670 - Longan ES - Kitchen Serving Line Replacement	75,000
0000 08671 - Longdale ES - Heat Exchanger Replacement	30,000

0000 08672 - Maybeury ES - Exterior Improvements	115,000
0000 08673 - Mehfoud ES - Pavement Improvements	134,000
0000 08674 - Montrose ES - Parking/Circulation Improvements	625,000
0000 08675 - Mt. Vernon - Exterior Improvements	25,000
0000 08676 - New Bridge Learning Center - Bathroom Improvements	178,500
0000 08677 - Pinchbeck ES - Replace Kitchen Serving Lines	75,000
0000 08678 - Pocahontas MS - Security Enhancements	75,000
0000 08679 - Quioccasin MS - Gym Floor Refinish	25,000
0000 08680 - Quioccasin MS - Telecommunications & Security Improvements	35,000
0000 08681 - Ridge ES - Lighting Improvements	15,000
0000 08682 - Rolfe MS - Replace Doors & Hardware	180,000
0000 08683 - Sandston ES - Pavement Restoration	54,000
0000 08684 - Shady Grove ES - Dehumidification Units Replacement	485,000
0000 08685 - Shady Grove ES - Pavement Improvements	185,000
0000 08686 - Short Pump MS - Pavement Improvements	300,000
0000 08687 - Springfield Park ES - Fire Suppression System Replacement	300,000
0000 08688 - Three Chopt ES - Office Improvements	50,000
0000 08689 - Trevvett ES - Voice & Intercom Replacements	52,000
0000 08690 - Varina ES - Voice & Intercom Replacements	52,000
0000 08691 - Varina HS - Kitchen Improvements	75,000
0000 08692 - Varina HS - Replace Gym Floor	147,000
0000 08693 - Varina HS - Voice & Intercom Replacements	140,000
0000 08694 - Wilder MS - HVAC Replacement	200,000





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 172-18  
Page No. 1 of 1

Agenda Title: **RESOLUTION — Amendment to Contract — Henrico County Courts Refresh Project — Brookland District**

For Clerk's Use Only: Date: <u>7/10/2018</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>O'Bannon</u> Seconded by (1) <u>Branin</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<b>YES NO OTHER</b> Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Hinson, H. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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**WHEREAS**, on April 11, 2017, the Board of Supervisors awarded a \$878,000 contract to Haley Builders, Inc. for construction of the Courts Refresh Project; and,

**WHEREAS**, a change order has already added \$95,581 (10.88%) to the original contract amount for modification of the existing main staircase; and,

**WHEREAS**, another change order is necessary for unforeseen conditions encountered during the demolition and installation of new flooring and carpet; and,

**WHEREAS**, the Department of General Services has negotiated an additional change order for \$68,133.47, which requires Board approval because it would increase the original contract amount by 18.64%.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the County Manager is authorized to execute a change order in a form approved by the County Attorney to increase the contract amount by \$68,133.47 to \$1,041,714.47.

**Comments:** Funding to support the change order is available within the project budget. The Director of General Services recommends approval, and the County Manager concurs.

By Agency Head [Signature] By County Manager [Signature]  
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COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 173-18

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Acquisition of Real Property — 5618 Nine Mile Road — Varina District

For Clerk's Use Only:

Date: 7/10/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) O'Bannon  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Thornton, F.	✓		
Hinson, H.	✓		

WHEREAS, the Board of Supervisors desires to acquire 5.1 acres of land at 5618 Nine Mile Road for a new fire station; and,

WHEREAS, the owners, Barbara G. George, Rebecca G. Bartelt, Deborah G. LaVecchia, and Susan G. Hicks, have offered to sell the property for \$204,000.

NOW, THEREFORE, BE IT RESOLVED by the Board that:

- (1) the County Manager is authorized to execute the purchase agreement and any other documents, in a form approved by the County Attorney, necessary to purchase the property for \$204,000; and,
- (2) the County Manager and County Attorney are authorized to undertake all actions necessary to complete the acquisition by the County.

Comments: The Fire Chief and Directors of Real Property and General Services recommend approval of this Board paper; the County Manager concurs.

By Agency Head

*Steve Brini*

By County Manager

*[Signature]*

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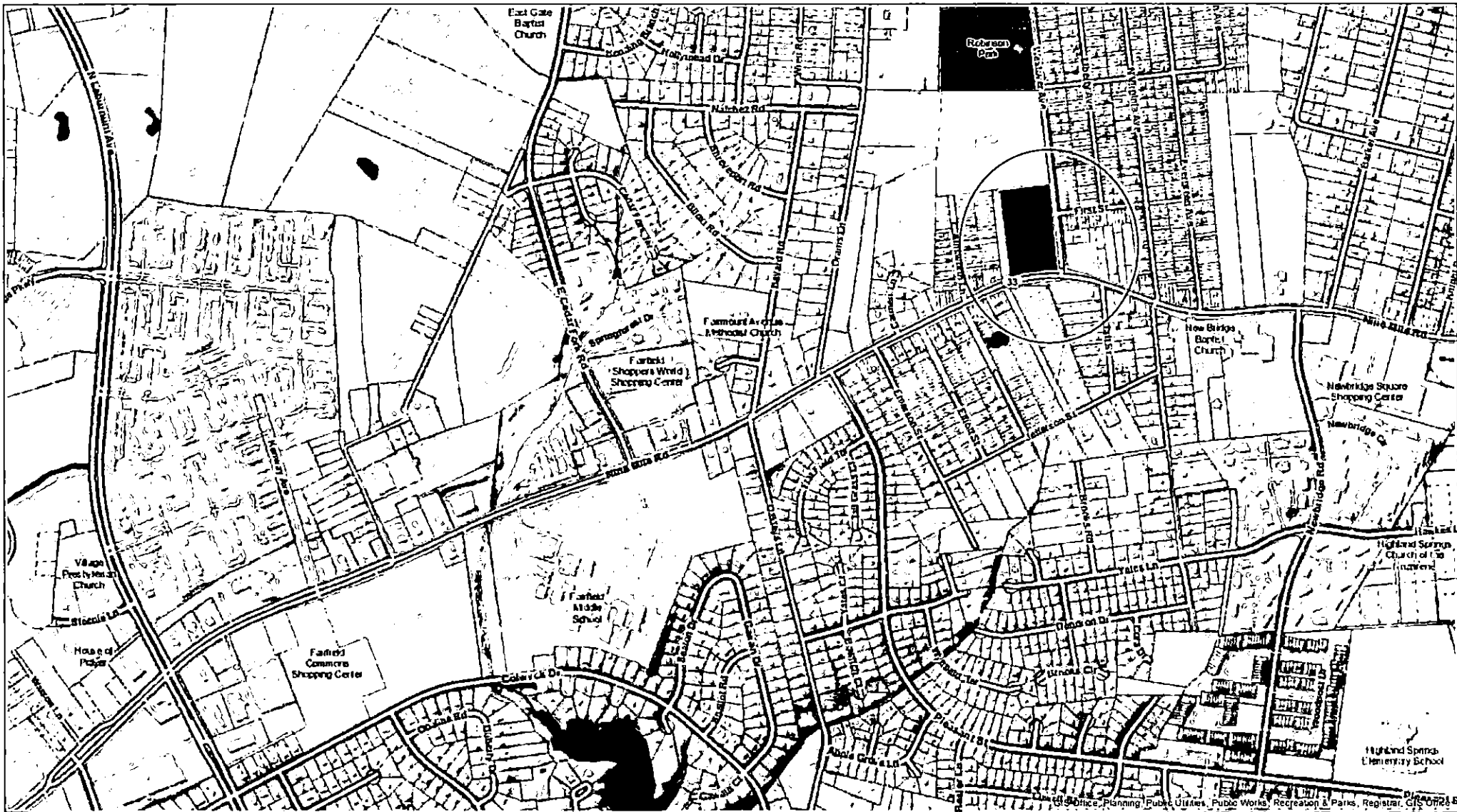
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	<p>Miles</p> <p>0 0.0375 0.075 0.15</p>	<p><b>VICINITY MAP</b></p> <p><b>ACQUISITION OF REAL PROPERTY</b></p> <p><b>5618 NINE MILE ROAD</b></p> <p><b>VARINA DISTRICT</b></p>	<p>This map has been prepared on a Geographic Information System using the most reliable data available to the County. This data is to be used for reference purposes only and the County of Henrico makes no warranty as to its accuracy or reliability. Any determination of responsibility for the design, construction, or use of the map is the responsibility of the user. The County of Henrico is not responsible for any errors or omissions in this map.</p>	
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COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 174-18

Page no. 1 of 2

Agenda Title: RESOLUTION — Award of Contract – Glover Park, Parking Lot Addition - Brookland District

For Clerk's Use Only:

Date: 7/10/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Hanson Seconded by (1) Nelson  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐  
Nelson, T. ☒ ☐ ☐  
O'Bannon, P. ☒ ☐ ☐  
Thornton, F. ☒ ☐ ☐  
Hanson, H. ☒ ☐ ☐

WHEREAS, on June 13, 2018, the County received seven bids in response to Invitation to Bid No. 18-1681-5JCK and Addendum No. 1 for the Glover Park Parking Lot Addition; and,

WHEREAS, the Glover Park Parking Lot Addition project will provide an additional 163 parking spaces to the existing tournament quality sports complex; and,

WHEREAS, the bids were as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Forty-Two Contracting, Inc. Richmond, VA	\$573,816
Central Contracting Co., Inc. Richmond, VA	\$599,479
Enviroscape, Inc. Sandston, VA	\$617,000
Branscome Incorporated Williamsburg, VA	\$620,173.59
Finley Asphalt & Sealing, Inc. Bristow, VA	\$620,923.24
Fielder's Choice Enterprises, Inc. Troy, VA	\$622,560
Liquid Incorporated Richmond, VA	\$733,040

By Agency Head

By County Manager

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

Agenda Item No. 174-18

Page no. 2 of 2

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**WHEREAS**, after a review and evaluation of the bids received, it was determined Forty-Two Contracting, Inc. is the lowest responsive and responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. The contract is awarded to Forty-Two Contracting, Inc. the lowest responsive and responsible bidder, in the amount of \$573,816 pursuant to Invitation to Bid No. 18-1681-5JCK and Addendum No. 1, and the bid submitted by Forty-Two Contracting, Inc.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

Comments: Funding to support the contract is available within the project budget. The Director of Recreation & Parks and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs