

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
October 9, 2018

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, October 9, 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:**

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

**Member of the Board Absent:**

Frank J. Thornton, Chairman, Fairfield 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 J. Romanello, Deputy County Manager for Community Services  
Randall R. Silber, Deputy County Manager for Community Development

Mr. Nelson called the meeting to order at 7:11 p.m. and led the recitation of the Pledge of Allegiance.

The Reverend T. Bryson Smith, Senior Pastor of Good Shepherd United Methodist Church, delivered the invocation.

Mr. Nelson apologized for the tardiness in starting the meeting. He noted the Board took a trip to Cumberland County before the meeting to check out the progress of the 1,100-acre reservoir the County of Henrico is building there.

Mr. Nelson also mentioned the absence of Mr. Thornton, who was under the weather, and remarked the Board would miss his presence and hoped he would be well soon.

On motion of Mrs. O'Bannon, seconded by Mr. Hinson, and by unanimous vote, the Board approved the minutes of the September 25, 2018, Regular and Special Meetings; and September 20, 2018, Special Meeting.

The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

### **MANAGER'S COMMENTS**

Russ Navratil, Water Treatment Facility Division Director for the Department of Public Utilities since 2002, has received the prestigious George Warren Fuller Award from the American Water Works Association (AWWA) for distinguished service in the water supply field. In 2014, Mr. Navratil received the Herbert W. Evans, Jr. Distinguished Service Award from the Virginia Section of AWWA. Throughout his career, with Henrico County and previously with the City of Richmond, Mr. Navratil has demonstrated a selfless and tireless dedication to public service. He has contributed significantly to local and regional public health, fire protection, economic prosperity, and quality of life through his work in providing safe public water to the community. Mr. Navratil has led Henrico's Water Treatment Facility staff through successful plant operations from the day the facility opened in 2004, with no service interruptions or safe drinking water violations. The County has received multiple state awards for exceeding optimization goals for drinking water quality under his leadership, and he has been a key participant in the Department of Public Utilities team that will operate the County's 18.4-billion-gallon Cobbs Creek Reservoir, scheduled to complete construction and come on line in 2022. Pat Brady, who served as the County's Director of Public Utilities from 1976 to 2000, is the only other Henrico recipient of the George Warren Fuller Award (1980) and Herbert W. Evans, Jr. Distinguished Service Award (1984). Mr. Vithoulkas recognized Mr. Navratil, who was joined by his wife, Debbie, and other family members; Chip England, Director of Public Utilities; and Mr. Brady.

### **RECOGNITION OF NEWS MEDIA**

Mr. Nelson recognized Chris Suarez Rojas from the *Richmond Times-Dispatch*.

### **BOARD OF SUPERVISORS' COMMENTS**

Mr. Nelson recognized the following Boy Scouts from Troop 766, sponsored by the Church of Jesus Christ of Latter-day Saints - Gayton Ward, who were observing the meeting to fulfill a requirement for the communications merit badge: Anthony Ainsa, Andy Arevalo, Joshua Carlson, Sam Dorman, Jason López, Jason Lowden, Berkeley Nance, and Briggs Nance.

### **PRESENTATION**

Mrs. O'Bannon presented a proclamation recognizing October 2018 as Henrico History Month. Accepting the proclamation was Sarah Pace, President of the Henrico Historical Society.

### **RESIGNATION/APPOINTMENT**

242-18                      Resolution - Resignation of Member - Community Criminal Justice Board.

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

243-18 Resolution - Appointment of Member - Keep Henrico Beautiful Committee.

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

**PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMIT**

244-18 Marketplace Holdings, LLC: Request to amend proffers accepted with  
REZ2018- Rezoning case C-03C-09 on Parcel 767-757-9294 located on the west line of  
00034 Staples Mill Road (U.S. Route 33) approximately 320' south of its intersection  
Brookland with Hungary Spring Road.

Mr. Vithoulkas announced the first two case were companion cases but would require separate votes. At his request, Planning Director Joe Emerson combined the cases into one presentation.

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

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

Proffers as contained in Rezoning Case C3C-09 shall be amended as follows:

Proffer 4(r) shall be deleted in its entirety and replaced with the following:

- r. automobile, truck, trailer, motorcycle, recreational vehicle or bus sales, and rental and repair; however, this does not preclude uses allowed by provisional use permit under Section 24-58.2 (c);

The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

245-18 Marketplace Holdings, LLC: Request for a Provisional Use Permit under  
PUP2018- Sections 24 58.2(c), 24-120, and 24-122.1 of the County Code to allow an  
00011 automobile oil change facility on Parcel 767-757-9294 located on the west  
Brookland line of Staples Mill Road (U.S. Route 33) approximately 320' south of its  
intersection with Hungary Spring Road.

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

Mr. Hinson commented that the proffers and conditions for this case and the preceding case will protect and enhance the high quality of development in this corridor.

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

1. This permit shall allow Valvoline Instant Oil Change to perform oil changes and related auto serving at this location in Staples Mill Marketplace Shopping Center. It shall not apply to any other business in the overall shopping center.
2. The site and building shall be developed in general conformance with the conceptual plan (Exhibit A), (see case file) landscaping plan (Exhibits B-1 and B-2), (see case file) and architectural elevations (Exhibit C), (see case file) submitted with this request.
3. Any modifications to the site plan, landscaping plan, or building to accommodate related Valvoline Instant Oil Change services shall require administrative approval of a Plan of Development.
4. No exterior storage of oil or other automotive parts shall be permitted.
5. All services shall be conducted within a completely enclosed, air-conditioned building.

The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

246-18  
REZ2018-  
00037  
Three Chopt

West Broad Village IV LLC: Request to amend proffers accepted with Rezoning cases C-12C-06 and C-15C-07 on Parcel 744-760-7007 located on the south line of the entrance ramp from W. Broad Street (U.S. Route 250) to Interstate 64 (West Broad Village).

Pursuant to the requirements of the Code of Virginia, 1950, Mr. Branin declared his personal interest in the Board's consideration of this item. His personal interest consisted of his home located at 3902 Liesfeld Place in West Broad Village, where he has resided for six years. Although Mr. Branin was advised by Mr. Rapisarda that he was permitted by state law to vote on this case, he advised Mr. Lawrence that he would be abstaining to avoid any appearance of impropriety. He submitted for the record a declaration of personal interest in a transaction considered by the Board.

Joe Emerson, Director of Planning, responded to a question from Mrs. O'Bannon. She pointed out the amended master plan would provide for significantly lower building heights than what was included in the original plan. Mr. Hinson commented that the proposed master plan and proffer amendments were consistent with the anticipated process for urban mixed-

use development and more appropriate in scale to West Broad Village's existing surroundings and development.

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

On motion of Mr. Hinson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item as follows:

Except as amended herein, all proffers contained in Cases C12C-06 and C-15C-07 shall remain in full force and effect, and shall by the reference thereto be made a part hereof as if fully set forth herein.

1. **Overall Development.** The Property shall be developed in general conformance with the combination of the attached exhibit to the application entitled, "WEST BROAD VILLAGE, HENRICO COUNTY, VIRGINIA, Masterplan, dated March 12, 2006" (the "Master Plan") (see case file); and (b) all such additional exhibits which are provided as part of the application for rezoning (the "Pattern Book") (see case file); with any variations from such Exhibits permitted for the development on the Property in any subsequent Plan of Development, subdivision approval or any variations permitted by the Director of Planning upon the Director finding the variations are generally in keeping with the spirit and concept of such Exhibits. Notwithstanding the foregoing exhibits, the Property located in the area designated in the Master Plan Book as Phase II and identified as Parcel Number 744-760-7007 shall be developed substantially in conformance with the attached exhibit entitled "West Broad Village, Eastern Edge Pattern Book" dated August 17, 2018 (Exhibit A) (see case file), with any variations from such Exhibits permitted for the development on the Property in any subsequent Plan of Development, subdivision approval or any variations permitted by the Director of Planning upon the Director finding the variations are generally in keeping with the spirit and concept of such Exhibits.
13. **Sidewalks.** Sidewalks a minimum of five (5) feet in-width shall be provided along all roads within the development as shown on the Master Plan (see case file). Notwithstanding the foregoing, sidewalks a minimum of four (4) feet in width shall be provided along the detached condominiums within Parcel Number 744-760-7007, and all other sidewalks within Parcel Number 744-760-7007 shall be a minimum of five (5) feet in width, as shown in the attached exhibit entitled "West Broad Village, Eastern Edge Pattern Book" dated August 17, 2018 (Exhibit A) (see case file).
15. **Density Limitations.** There shall be no more than 884 residential dwelling units on the Property designated as Phase I, as set forth in the Pattern Book (see case file). There shall be no more than 61 residential dwelling units on Parcel Number 744-760-7007 within

the Property designated as Phase II, as set forth in the Pattern Book (see case file), and as generally shown on Exhibit A (see case file).

17. **Construction Material.** The exterior wall surfaces of any structure on the Property in which the majority of square footage usage is for residential purposes (with the exception of foundations, trim and architectural treatments) shall be constructed of brick, wood, and/or hardiplank (or other similar masonry product), or as shown in the attached exhibit entitled "West Broad Village, Eastern Edge Pattern Book" dated August 17, 2018 (Exhibit A) (see case file), unless otherwise allowed in any subsequent Plan of Development.

The vote of the Board was as follows:

Yes: Nelson, Hinson, O'Bannon

No: None

Abstain: Branin

Absent: Thornton

247-18  
REZ2018-  
00031  
Brookland

Parham & Broad LLC: Request to amend proffers accepted with Rezoning case C-10C-97 on Parcel 762-754-3266 located at the northeast intersection of W. Broad Street (U.S. Route 250) and Parham Road.

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

Mr. Hinson cited this case as being a good example of how a commercial area can and should evolve. He stated his belief that it would be a tremendous improvement to this very important intersection.

On motion of Mr. Hinson, seconded by Mr. Branin, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item as follows:

THE PROFFERED CONDITIONS OF CASE NO. C-17C-83, AS REVISED WITH REZONING CASE C-78C-86, AND AS REVISED WITH REZONING CASE C-10C-97 ARE HEREBY AMENDED AND RESTATED IN THEIR ENTIRETY AS FOLLOWS:

1. **Permitted Uses.** The only permitted B-3 uses shall be limited to automobile, truck and motorcycle sales, service and repair, a single automatic car wash, and uses accessory thereto. All uses permitted in a B-2 business district shall be permitted, except the following uses:
  - a. billiard, bagatelle, video game or a bingo parlor;
  - b. flea markets or antique auctions;

- c. recycling facilities;
  - d. funeral homes, mortuaries, crematories and/or undertaking establishments;
  - e. dance halls;
  - f. truck stops;
  - g. gun shop, sales and repair;
  - h. recreational facilities;
  - i. parking garages or commercial parking lots as a principal use;
  - j. sign painting shops;
  - k. establishments whose primary business is check cashing and/or the making of payday loans as defined and regulated by Sections 6.2-2100 et seq. and 6.2-1800 et seq. of the Code of Virginia (the foregoing shall not preclude banks, savings and loans or similar financial institutions that are not regulated by the foregoing Virginia Code sections);
  - l. bars, which, for purposes of this restriction, shall mean a business establishment whose primary business is the sale of alcoholic beverages for on-premises consumption. This restriction shall not prohibit the sale of alcoholic beverages in restaurants as licensed by the Virginia Department of Alcoholic Beverage Control;
  - m. establishments whose primary business is the making of motor vehicle title loans as defined and regulated by Section 6.2-2200 et seq. of the Code of Virginia.
  - n. recording studios; and
  - o. private club, lodge, meeting hall and fraternal organization.
2. **Hours of Operation.** The hours of service for the B-3 uses shall not begin before 7:00 a.m. or extend beyond 10:00 p.m., daily. The foregoing shall not preclude servicing of vehicles in a completely enclosed building with bay doors closed between 10:00 p.m. and 7:00 a.m.
  3. **No Body Repair.** No body repair work shall be performed on the Property or in buildings on the Property.

4. **Exterior Materials.** The exposed portion of each exterior wall surface (front, rear and sides) of any building constructed on the Property shall be of finished materials similar to the other exposed portions of exterior walls of such building in architectural treatment and materials and no exposed unfinished cinderblock shall be permitted. Building materials may include brick, glass, E.I.F.S., stone, stone veneer, split face block, cementitious, composite-type siding, architectural-grade metal panels or a combination of the foregoing, unless different architectural treatment and/or materials are specifically approved with respect to the exposed portion of any such wall, at the time of Plan of Development.
5. **Repair Areas.** No automobile repair work shall be performed outside of a building on the Property. Additionally, no body repair work will be performed on the Property. Repair areas shall be air conditioned so as to minimize the necessity for opening garage doors during hours of operation.
6. **Setback.** A building and parking lot setback area of a minimum width of twenty-five (25) feet shall be maintained along the right-of-way line of Broad Street Road and a minimum of eight (8) feet shall be maintained along the right-of-way line of Parham Road (as such rights-of-way lines are finally determined at the time of Plan of Development). No vehicles shall be parked within such setback areas.
7. **Parking Lot Lighting.** Parking lot lighting standards shall not exceed twenty-five (25) feet in height. Parking lot lighting shall be provided by directional fixtures, which shall be positioned in such a manner as to minimize the impact of such lighting off-site, and which produce a lighting intensity of a maximum of one-half (1/2) foot candle along the boundary of the Property abutting Parham Road. Parking lot lighting shall be reduced to no more than a security level, except during hours of service.
8. **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.
9. **Outside Speakers.** No outside loud speakers, which can be heard beyond the boundaries of the Property, shall be permitted on the Property.
10. **Signage.** To the extent that an existing freestanding sign that is nonconforming is removed, a new freestanding sign may be erected but such new sign shall not exceed 15 feet in height and the sign face shall not exceed 100 square feet. The design and location of any new freestanding sign shall be approved as part of Plan of Development.



The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

248-18  
REZ2018-  
00033  
Fairfield

HH Hunt River Mill LLC: Request to conditionally rezone from R-5AC General Residence District (Conditional) and RTHC Residential Townhouse District (Conditional) (Conditional) to C-1C Conservation District (Conditional) part of Parcels 780-772-8360, 781-773-2686, and 782-773-0113 containing 14.69 acres located approximately 500' west of the intersection of Brook Road (U.S. Route 1) and Magnolia Ridge Drive.

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

Mrs. O'Bannon noted the proposed C-1C zoning classification is appropriate for a floodplain.

On motion of Mrs. O'Bannon, seconded by Mr. Hinson, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

1. **Conservation Areas.** Notwithstanding the uses permitted and regulated by the zoning of the Property, such portion(s) of the Property which lie within a one hundred (100) year flood plain as determined by definitive engineering studies approved by the Department of Public Works, and/or such portion(s) of the Property which may be inundated by waters impounded to a maximum elevation determined in a controlled, regulated manner by a structure or structures approved by the Department of Public Works, may only be used for the following purposes:
  - a. Storm water management and/or retention areas.
  - b. Ponds, lakes and similar areas intended as aesthetic and/or recreational amenities and/or wildlife habitats.
  - c. Access drives, utility easements, signage, walkways and recreational facilities installed in a manner to minimize their impacts; and
  - d. Such additional uses to the uses identified in (a), (b) and (c) above as may be deemed compatible and of the same general character by the Planning Administrator (Director of Planning) pursuant to Chapters 19 and 24 of the County Code (the "Zoning Ordinance").

The location and limits of such portion(s) of said Property shall be established by subdivision plats approved pursuant to the Zoning and/or Subdivision Ordinance.

The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

249-18  
REZ2018-  
00036  
Fairfield

HHHunt River Mill LLC: Request to conditionally rezone from A-1 Agricultural District to M-1C Light Industrial District (Conditional) and C-1C Conservation District (Conditional) Parcel 782-771-6856 containing 8.51 acres located on the north line of Magnolia Ridge Drive approximately 470' west of its intersection with Brook Road (U.S. Route 1).

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

Mrs. O'Bannon remarked that Mr. Thornton worked this case well and was satisfied with it as proffered.

On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item with the following third amended and restated proffered conditions:

#### APPLICABLE TO M-1 PROPERTY

1. **Elevation and Site Plan.** The M-1 Property shall be developed in general conformance with the elevations attached hereto, and the conceptual site plan prepared by Timmons Group, dated July 10, 2018 entitled "River Mill, Fairfield District - Henrico County - Virginia, Self Storage Facility" (the "Conceptual Site Plan") attached hereto (see case file), unless otherwise requested and specifically approved at the time of Plan of Development. There shall be no painted or unadorned concrete masonry units utilized on the exterior perimeter walls of the buildings. Building materials shall be in general conformance with the elevations, unless otherwise requested and specifically approved at the time of Plan of Development. Building materials may include brick, glass, E.I.F.S., stone, stone veneer, split face block, cementitious siding, composite siding, architectural-grade metal panels or a combination of the foregoing, unless different architectural treatment and/or materials are specifically approved with respect to the exposed portion of any such wall at the time of Plan of Development.
2. **Permitted Uses.** The only uses permitted on the M-1 Property shall be a self-storage facility to include outside storage, offices,

warehouses, and such uses as are customarily accessory and incidental thereto.

3. **Outside Storage.** Any outside storage area shall be enclosed and screened by a continuous opaque fence of approved design and not less than seven feet in height.
4. **Lighting.** All parking lot lighting on the M-1 Property shall be produced from concealed sources of light (such as shoebox type fixtures), and shall be reduced to no more than a security level following the close of business operations. Lighting shall be directed to minimize glare on public roads and adjacent properties (excluding the C-1 Property).
5. **Underground Utilities.** Except for junction boxes, meters and existing overhead utility lines or for technical or environmental reasons, all new utility lines shall be underground.
6. **BMPs/Retention Ponds.** Any retention ponds or BMP facilities on the M-1 Property shall be maintained in accordance with all applicable law, rules and regulations and any wet pond shall be aerated.
7. **Signage.** Detached signage shall be monument style; the base of which shall be of a material consistent with that on the building, shall be landscaped, and shall be limited in height to six (6) feet. Changeable message signs, portable or mobile signs, and inflatable or other attention-getting devices shall be prohibited. All signage shall be limited to such signage as may be permitted in the B-2 Business District.
8. **Trash Pickup.** Trash pickup from the M-1 Property shall be limited to the hours of 8:00 a.m. to 5:00 p.m. Monday through Friday and there shall be no trash pickup on Saturday or Sunday.
9. **Hours of Operation.** The hours of operation to the public for any self-service storage facility shall be limited to 6:00 a.m. to 10:00 p.m.
10. **No Habitation.** Habitation shall not be permitted within any recreational vehicle stored on the M-1 Property. Dump stations and electrical hookups shall not be provided to any recreational vehicles stored on the M-1 Property.

#### APPLICABLE TO C-1 PROPERTY

11. **Conservation Areas.** The C-1 Property may only be used for the following purposes:
  - a. Storm water management and/or retention areas.

- b. Ponds, lakes and similar areas intended as aesthetic and/or recreational amenities and/or wildlife habitats.
- c. Access drives, utility easements, signage, walkways and recreational facilities installed in a manner to minimize their impacts; and
- d. Such additional uses to the uses identified in (a), (b) and (c) above as may be deemed compatible and of the same general character by the Planning Administrator (Director of Planning) pursuant to Chapters 19 and 24 of the County Code (the "Zoning Ordinance").

#### APPLICABLE TO ALL

- 12. **HVAC.** Heating and air conditioning equipment shall be screened from public view at ground level at the Property lines in a manner approved at the time of Plan of Development.
- 13. **Outside Speakers.** There shall be no outside speakers which may be heard beyond the boundaries of the Property.
- 14. **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 any of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

Yes: Nelson, Branin, Hinson, O'Bannon

No: None

Absent: Thornton

#### **PUBLIC COMMENTS**

Rai Beasley, a resident of the Brookland District, thanked County leaders and employees for their commitment, offered prayers for the family of a Henrico police officer who passed away earlier in the day, expressed support for the Henrico Police Division, and asked the Board to continue assisting Henrico public school students get access to the annual Dominion Energy Charity Classic golf tournament to help impact character, conduct, and inclusion. He presented photographs and a brief video highlighting youth participation at last year's tournament.

Arthur Garthright, a resident of the Fairfield District, voiced concerns regarding plans by the Economic Development Authority to relocate graves at White Oak Technology Park to accommodate new development. He expressed hope the graves will be moved to a suitable site where they will be historically interpreted. Mr. Garthright complimented Mr. Vithoukas for meeting with family members the previous day at the park to walk the property. He also referred to ongoing problems in his neighborhood with weeds and abandoned vehicles and

asked the Board to consider increasing the sanctions for violations of existing ordinances addressing these issues.

### **GENERAL AGENDA**

- 250-18            Resolution - Request to Virginia Department of Transportation for Transfer of a Segment of Right-of-Way - Three Chopt District.

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

- 251-18            Resolution - To Authorize the County Attorney to Petition the Circuit Court for Entry of an Order Creating a "Small District" Within the C-Fairfield Sanitary District - Fairfield District.

Mr. Vithoulkas thanked Mr. Foster and Doug Middleton, Deputy County Manager for Public Safety, for the work they put into this effort.

Mr. Foster responded to a question from Mr. Hinson.

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

- 252-18            Resolution - Signatory Authority - Amendment to Contract for Engineering Design Services - Ridgefield Parkway Sidewalk Project (UPC 104880) - Tuckahoe District.

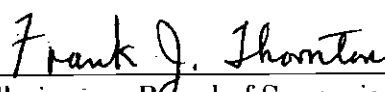
Mrs. O'Bannon pointed out this type of project requires a lot of difficult background information, planning, engineering, and design. She commented that this paper addresses a much-needed sidewalk.

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

- 253-18            Resolution - Award of Contract - Culvert Rehabilitation Plan for Masonic Lane at Gillies Creek - Varina District.

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

There being no further business, the meeting was adjourned at 8:14 p.m.

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

# Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## **HENRICO HISTORY MONTH**

**October 2018**

**WHEREAS**, the County of Henrico has a significant history, including English exploration and settlement, Native American and African American heritage and culture, Revolutionary War activity, and Civil War battles; and

**WHEREAS**, there are many houses, buildings, and sites of historic, archaeological, and architectural value that are an important part of the cultural heritage of the County; and

**WHEREAS**, historic preservation has relevance for the entire County, both urban and rural areas, and for Henrico citizens of all ages, all walks of life, and all ethnic backgrounds; and

**WHEREAS**, the education of current and future generations will continue to be enhanced through the identification, interpretation, and preservation of the County's history and historic resources; and

**WHEREAS**, the Henrico County Historical Society promotes the study of Henrico's history while working to discover and collect materials that illustrate the County's past; and

**WHEREAS**, the Board of Supervisors supports the Society's ongoing efforts to promote the County's history and heritage.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Board of Supervisors of Henrico County, Virginia, hereby recognizes October 2018 as Henrico History Month and calls upon the citizens of the County to acknowledge and participate in this special observance.



*Frank J. Thornton*  
Frank J. Thornton, Chairman  
Board of Supervisors

*Barry R. Lawrence*  
Barry R. Lawrence, Clerk  
October 9, 2018



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 242-18

Page No. of

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

For Clerk's Use Only:

Date: 10/9/2018

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐

Hinson, H. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

O'Bannon, P. ☒ ☐ ☐

Thornton, E. ☐ ☐ absent

WHEREAS, on June 26, 2018, James B. Fitzgerald was appointed to the Community Criminal Justice Board (the "CCJB") as the Three Chopt District citizen representative for a two-year term beginning July 1, 2018, and expiring June 30, 2020; and

WHEREAS, Mr. Fitzgerald submitted his resignation from the CCJB by correspondence dated September 26, 2018.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby accepts the resignation of James B. Fitzgerald.

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

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

Routing:

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

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

Certified:

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

Clerk, Board of Supervisors

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

September 26, 2018

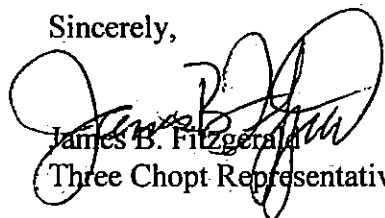
Mr. Barry R. Lawrence  
Assistant to the County Manager for Board Affairs  
County of Henrico  
P. O. Box 90775  
Henrico, Virginia 23273 – 0075

Dear Mr. Lawrence:

This is to notify you that I will be resigning from the Community Criminal Justice Board (the "Board") effective September 24, 2018.

I was humbled by the appointment and opportunity to serve and wish everyone on the Board all the best towards the collective and continued success of the Board.

Sincerely,

  
James B. Fitzgerald  
Three Chopt Representative

cc: Thomas M. Branin, Supervisor  
Three Chopt District





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 243-18

Page No. of

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

For Clerk's Use Only:

Date: 10/9/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Hanson Seconded by (1) Branin  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hinson, H.	<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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> Absent

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Keep Henrico Beautiful Committee for an unexpired term ending December 31, 2019, or thereafter, when her successor shall have been appointed and qualified:

Brookland District

Sandra A. Wilkinson

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. 250-18

Page No. 1 of 1

Agenda Title: RESOLUTION — Request to Virginia Department of Transportation for Transfer of a Segment of Right-of-Way — Three Chopt District

For Clerk's Use Only:

Date: 10/9/2018

- ☒ 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"/>
Hinson, H.	<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 type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>

WHEREAS, the segment of right-of-way containing approximately 0.94 acre shown outlined in red on Exhibit A is a portion of property acquired by the Virginia Department of Transportation (VDOT) for the construction of a frontage road in conjunction with the Interstate 64 project; and,

WHEREAS, the frontage road was never constructed; and,

WHEREAS, the County needs to add this segment of right-of-way to the County road system to connect two existing sections of Edinburgh Road to improve neighborhood connectivity and points of access; and,

WHEREAS, Virginia Code § 33.2-907(C) permits a local governing body to petition the Commonwealth Transportation Board for a transfer of real estate acquired incidental to the construction of the primary highway system.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Henrico County, Virginia, pursuant to Va. Code § 33.2-907(C), authorizes and directs the County Manager to petition on its behalf, in a form approved by the County Attorney, the Commonwealth Transportation Board to transfer the segment of right-of-way shown outlined in red on Exhibit A to the Board of Supervisors for the sum of \$1.00.

Comments: The Directors of Public Works and Real Property recommend approval of this action; the County Manager concurs.

By Agency Head

Stan Branin

By County Manager

[Signature]

Routing:

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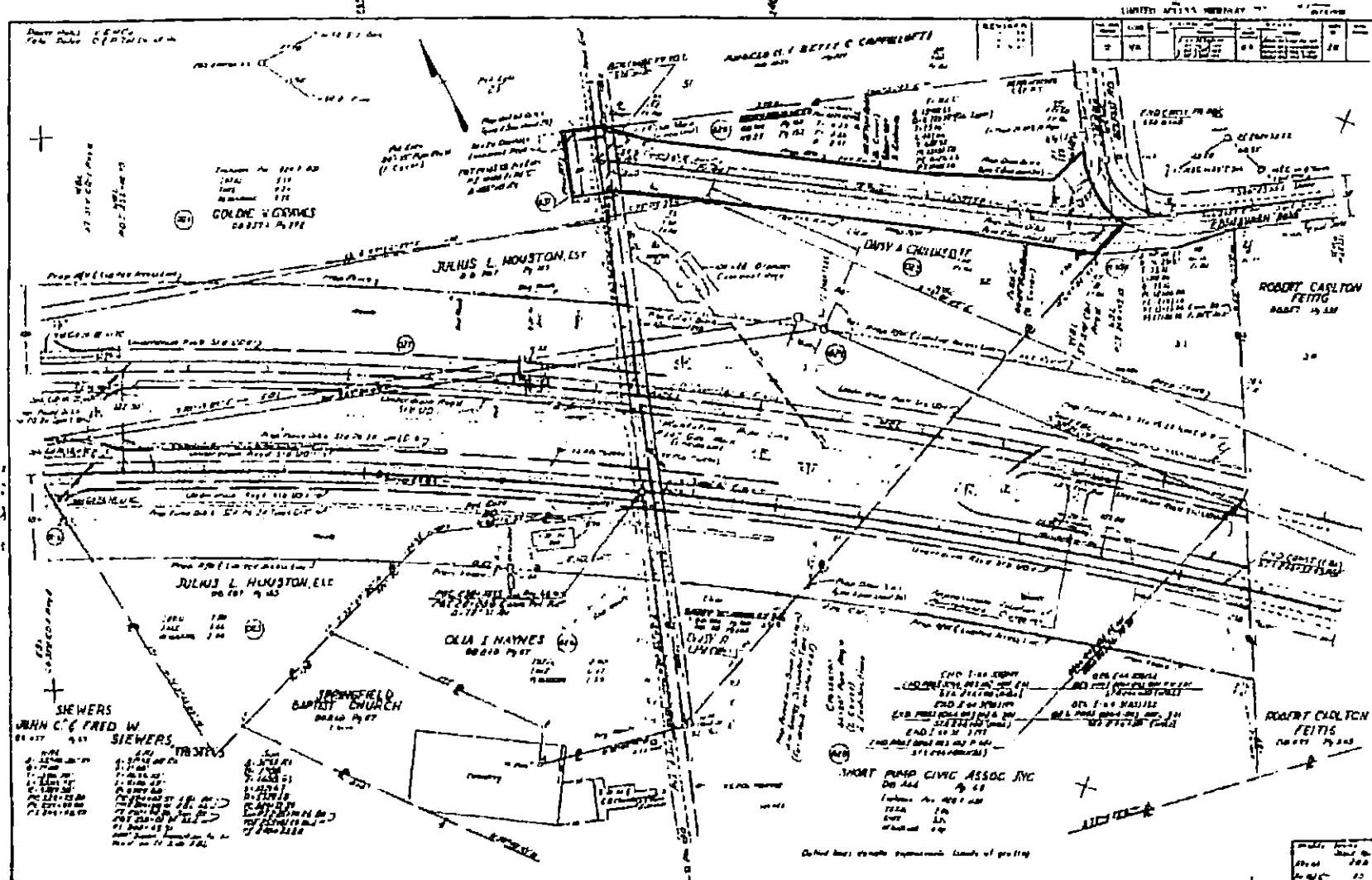
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Clerk, Board of Supervisors

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

**Exhibit A**



**ALGO 10**

A 7 9 7 3 0 6 6



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 251-18  
Page No. 1 of 1

Agenda Title: RESOLUTION — To Authorize the County Attorney to Petition the Circuit Court for Entry of an Order Creating a “Small District” Within the C-Fairfield Sanitary District – Fairfield District

For Clerk's Use Only:

Date: 10/9/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin (2) Henson

REMARKS:

APPROVED

YES NO OTHER

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

WHEREAS, residents of the Montezuma Village area of the Fairfield Magisterial District have requested the creation of a “small district” within the C-Fairfield Sanitary District in the Fairfield Magisterial District; and

WHEREAS, the Board of Supervisors is empowered by law to petition the Circuit Court of Henrico County for entry of an order creating a “small district” within an existing sanitary district; and

WHEREAS, the Board wishes to authorize the County Attorney to file a petition for creation of a “small district” within the C-Fairfield Sanitary District for the purpose of providing street lighting in the Montezuma Village area of the Fairfield Magisterial District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County that the County Attorney is hereby authorized and directed to file a petition in the Circuit Court of the County of Henrico for the entry of an order creating a “small district” within the C-Fairfield Sanitary District in the Fairfield Magisterial District.

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

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

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Clerk, Board of Supervisors

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 252-18  
Page No. 1 of 1

Agenda Title: **RESOLUTION — Signatory Authority — Amendment to Contract for Engineering Design Services — Ridgefield Parkway Sidewalk Project (UPC 104880) — Tuckahoe District**

For Clerk's Use Only:

Date: 10/9/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

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

**WHEREAS**, on April 14, 2015, the Board of Supervisors approved a contract for \$263,512 with Bowman Consulting Group for engineering design services for the Ridgefield Parkway sidewalk (1.04 miles) and the John Rolfe Parkway sidewalk (0.7 mile) projects; and,

**WHEREAS**, right-of-way and easement plats are needed for the Ridgefield Parkway sidewalk project during the right-of-way acquisition phase of the project; and,

**WHEREAS**, Bowman Consulting Group and the Department of Public Works have negotiated a lump sum fee of \$25,925 for the additional work.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors approves an amendment to the contract with Bowman Consulting Group for additional engineering design services for the lump sum fee of \$25,925.

**BE IT FURTHER RESOLVED** that the County Manager is authorized to execute the amendment in a form approved by the County Attorney.

**COMMENTS:** 100% of the funding of the project cost will be provided from Federal Congestion Mitigation and Air Quality (CMAQ) funds. The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

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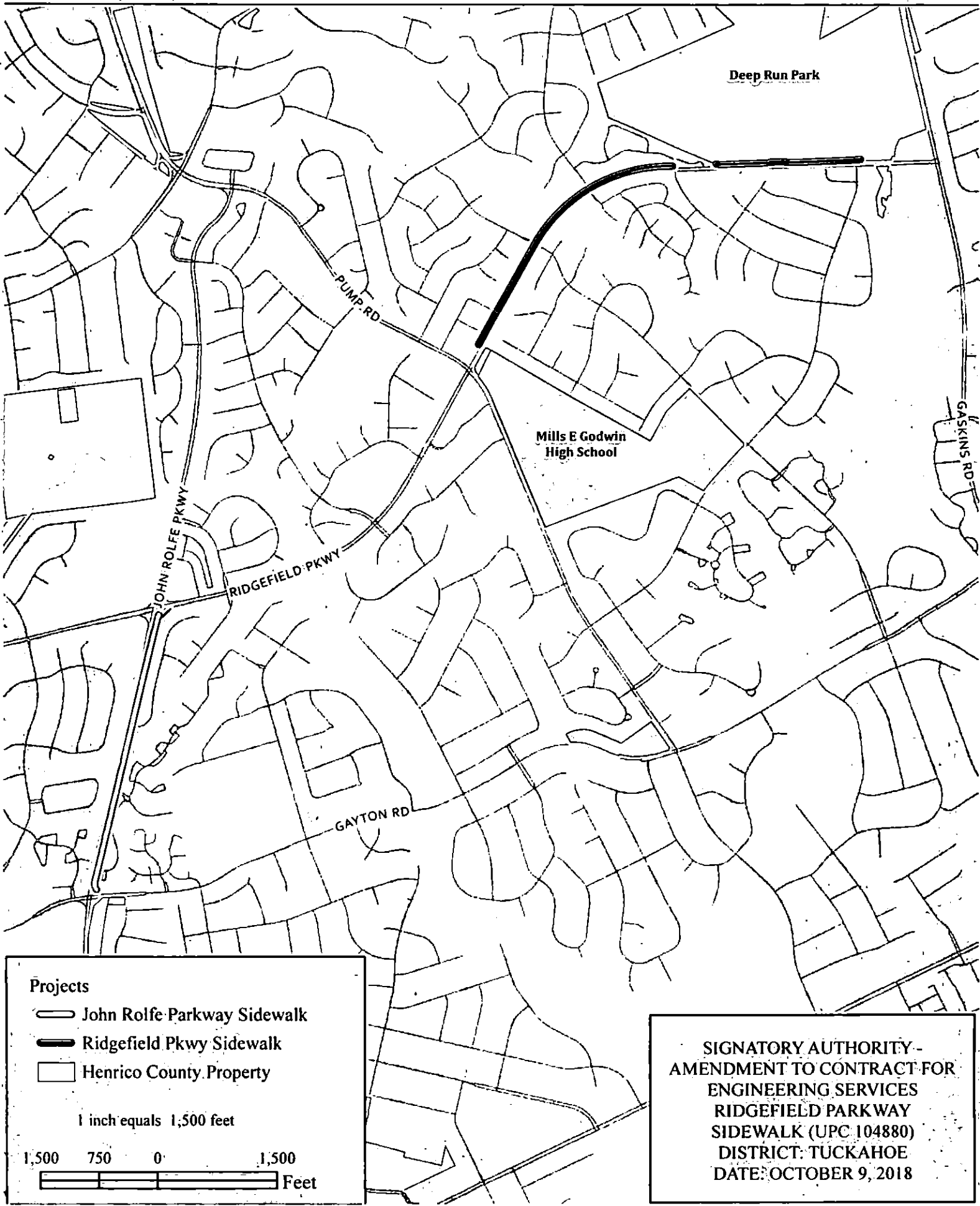
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Clerk, Board of Supervisors

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



# Ridgefield Parkway Sidewalk and John Rolfe Parkway Sidewalk





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 253-18  
Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Contract — Culvert Rehabilitation Plan for Masonic Lane  
at Gillies Creek — Varina District

For Clerk's Use Only:

Date: 10/9/2018

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

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin  
(2)

Seconded by (1) Hinson

REMARKS:

APPROVED

YES NO OTHER

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

WHEREAS, the County received four bids on September 7, 2018, in response to ITB No. 18-1716-7JCK and Addenda Nos. 1, 2 & 3 for the Culvert Rehabilitation Plan for Masonic Lane at Gillies Creek; and,

WHEREAS, the project will repair the existing quadruple 10' x 10' box culvert under Masonic Lane, stabilize the downstream channel, and install energy dissipating measures; and,

WHEREAS, for selection and evaluation purposes, the lowest responsible bid was determined by multiplying the unit prices by the unit quantities specified in the bid documents, with the following results:

Bidder	Bid Amount
Corman Kokosing Construction Company Annapolis Junction, Maryland	\$883,134
Abernathy Construction Corporation Glen Allen, Virginia	\$1,176,008
Burleigh Construction Co., Inc. Concord, Virginia	\$1,379,146
Curtis Contracting, Inc. West Point, Virginia	\$1,503,730

WHEREAS, after a review and evaluation of the bids received, it was determined that Corman Kokosing Construction Company is the lowest responsive and responsible bidder with a calculated bid amount of \$883,134.

By Agency Head

By County Manager

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

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Clerk, Board of Supervisors

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

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

Agenda Item No. **25318**

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Culvert Rehabilitation Plan for  
Masonic Lane at Gillies Creek — Varina District**

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

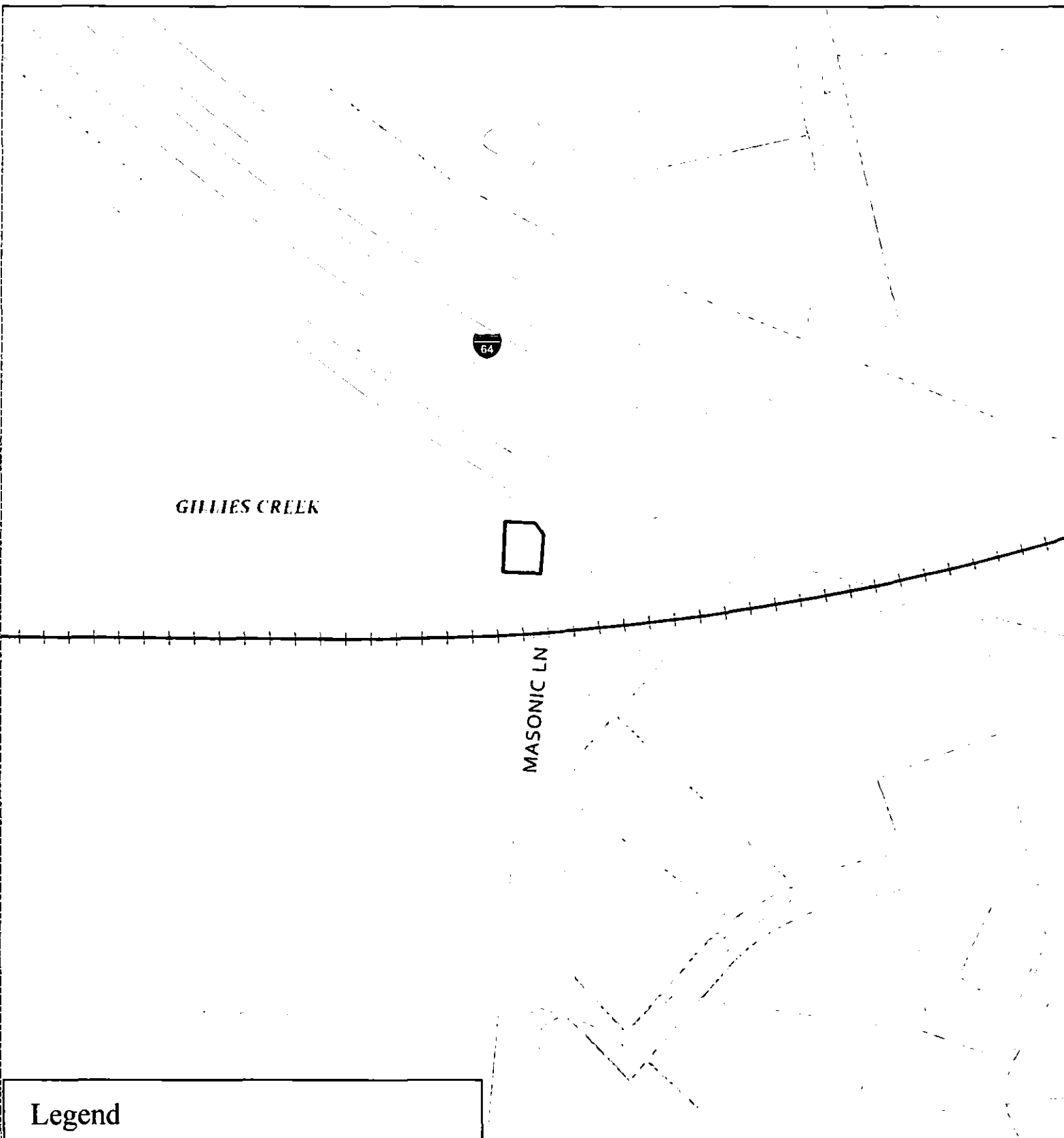
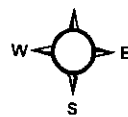
1. The contract for \$883,134 to furnish all labor, materials, supplies, equipment, and services necessary for the culvert rehabilitation of Masonic Lane at Gillies Creek is awarded to Corman Kokosing Construction Company, the lowest responsive and responsible bidder, pursuant to ITB No. 18-1716-7JCK and Addenda Nos. 1, 2 & 3 and the bid submitted by Corman Kokosing Construction Company. The final contract amount shall be determined upon completion of the project by multiplying the actual County-authorized unit quantities required for construction of the project by the unit prices submitted in the contractor's bid.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.

**Comment:** Funding to support the contract is available within the project budget. The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.





# Masonic Lane Culvert Rehabilitation



## Legend

 Masonic Lane Culvert Rehabilitation Project

1 inch equals 200 feet



AWARD OF CONTRACT  
CULVERT REHABILITATION  
PLAN FOR MASONIC LANE  
AT GILLIES CREEK  
DISTRICT: VARINA  
DATE: OCTOBER 9, 2018