

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
December 11, 2018

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, December 11, 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: 8**

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

**Other Officials Present:**

John A. Vithoulkas, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Col. James B. Fitzgerald, Undersheriff  
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  
Douglas A. Middleton, 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 noted this was the Board's only meeting in December. He wished everyone Happy Chanukah and Merry Christmas on behalf of the Board before leading the recitation of the Pledge of Allegiance.

The Reverend Dr. Theodore T. Brown, Pastor of Quioccasin Baptist Church, delivered the invocation.

On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved the minutes of the November 27, 2018, Regular Meeting and March 19 – 22, 2018, Special Meeting.

The vote of the Board was as follows:

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

No: None

## **MANAGER'S COMMENTS**

Over the previous weekend, a major winter storm dumped up to 14 inches of snow in Henrico County. Because of the amount of accumulated snow on Henrico's roadways, County facilities were closed on December 10. Director Steve Yob, Road Superintendent Jamie Massey, and the rest of their team in the Department of Public Works dispatched 100 pieces of equipment with the assistance of eight contractors. Road crews operated on 12-hour rotating shifts to treat roads during the storm and used approximately 1,500 tons of salt and deicing materials. Additionally, Director John Neal and his team in the Department of General Services worked during and after the storm to ensure parking lots and sidewalks at both County government centers were clear within 24 hours of the final snowfall. Due to the exceptional efforts of these directors and their dedicated staff as well as those in public safety agencies, the Department of Public Utilities, and Division of Recreation and Parks, all County facilities opened at normal business hours on December 11. An early estimate of the storm's cost to the County is \$1.1 million. Mr. Vithoulkas thanked all County employees who worked to keep citizens safe on Henrico roadways and at County facilities. He recognized Mr. Yob, who commented on the cooperation and team effort exemplified by County agencies during the storm. Mr. Yob thanked Acting Fire Chief Alec Oughton for his leadership in working with the Department of Public Works to help fire and rescue squads maintain service.

Mr. Vithoulkas recognized the County Government Christmas Mother Program Chair and Co-Chair, Tanya Harding of the County Manager's Office and Rebecca Slough of the Department of Human Resources, along with the Henrico Christmas Mother, Angela Harper. Mrs. Harding and Mrs. Slough shared highlights from the 2018 campaign, which kicked off on October 15. County employees collected and donated 1,335 gently-used and new books, 53 blankets, 739 articles of clothing, 28 bicycles and helmets, 1,175 toys, and more than 1,897 miscellaneous items such as food, toiletries, jewelry, socks, and gloves. Mrs. Harding and Mrs. Slough had the opportunity to guide citizens through their shopping experiences at the Christmas Mother warehouse on Dabbs House Road and see firsthand where the donations go. County employees continued to demonstrate their creativity by hosting a variety of departmental fundraising events. Mrs. Harding and Mrs. Slough presented a ceremonial check to Mrs. Harper in the amount of \$11,500 on behalf of the employees. Mrs. Harper acknowledged the wonderful donations by County employees; complimented Mrs. Harding and Mrs. Slough on their extraordinary organizational and promotional skills; noted Mr. Thornton's visit to the warehouse to meet with volunteers; and expressed thanks on behalf of the Henrico Christmas Mother Council and 1,463 families who were served this year, which included 2,270 children and teens and 723 senior and disabled adults.

## **BOARD OF SUPERVISORS' COMMENTS**

Mr. Nelson asked for a return next year to the Board's longstanding practice of wearing Santa caps during the Christmas Mother presentation at the December Board meeting. He noted caps were not provided to the Board for this year's presentation.

Mr. Nelson announced Highland Springs defeated Stone Bridge on December 8 at Hampton University in the Class 5 Virginia High School League (VHSL) football state championship game. The Springers ended the season 15-0 and became only the third school in VHSL history to win four consecutive state championships in football. Mr. Nelson extended congratulations to Highland Springs Coach Loren Johnson and his staff, Activities Director Rick Lilly, and Principal Ken White as well as the entire varsity and junior varsity teams. He pointed out the

team has a good shot to win the championship again next year as the junior varsity team has only lost one game since 2015. Mr. Nelson remarked he is looking forward to celebrating Highland Springs' championship at the Board's January 22 meeting and thanked Mr. Vithoulkas and the Divisions of Fire, Police, and Recreation and Parks for assisting with a community event welcoming the team when it returned to Henrico on Saturday evening.

### **RECOGNITION OF NEWS MEDIA**

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

### **PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS**

268-18                      Quality of Life of VA LLC: Request to conditionally rezone from R-4 One-Family Residence District, B-1 Business District, and M-1 Light Industrial District to R-5AC General Residence District (Conditional) Parcel 805-710-1834 containing 11.7 acres located south of Darbytown Road, approximately 300' south of its intersection with Oregon Avenue.

REZ2018-00014  
Varina

Mr. Vithoulkas announced this item had been withdraw by the applicant and no action was required by the Board.

295-18                      General Land Commercial Real Estate Company: Request to conditionally rezone from O-2C Office District (Conditional) to B-2C Business District (Conditional) Parcel 776-766-3128 containing 2.391 acres located at the southeast intersection of Woodman and Mountain Roads.

REZ2018-00040  
Fairfield

Mr. Vithoulkas announced this item and Agenda Item No. 296-18 (PUP2018-00013) were companion cases and the applicant was requesting a deferral of both items to the January 22, 2019, meeting.

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

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board deferred this item to the January 22, 2019, meeting.

The vote of the Board was as follows:

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

No:                      None

296-18                      General Land Commercial Real Estate Company: Request for a Provisional Use Permit under Sections 24-58.2 (b) and (h), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow an indoor self-service storage facility up to 34' in height on Parcel 776-766-3128 located at the southeast intersection of Woodman and Mountain Roads.

PUP2018-00013  
Fairfield

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

On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board voted to defer this item to the January 22, 2019, meeting.

The vote of the Board was as follows:

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

No: None

297-18  
PUP2018-  
00015  
Fairfield

PI Tower Development, LLC: Request for Provisional Use Permit under Sections 24-95(a)(3), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow a monopole communication tower up to 175' in height with semi-flush mounted antennas and related equipment on part of Parcel 808-735-4785 located at the northeast intersection of Neale Street and Goodell Road.

Lloyd Evans, a resident of the Fairfield District in the neighborhood adjoining the subject site, spoke in opposition to this item. He cited health issues and the devaluation of his property as reasons for his opposition.

William Shewmake, an attorney with LeClair Ryan, presented this case on behalf of the applicant. He reviewed slides identifying the location of the tower, where the tower will be visible, and the tower's coverage area through collocation. Mr. Shewmake contended the tower would not have a negative impact on property values, would be well within the acceptable levels of government regulations for microwave emissions, and would greatly exceed the County's setback requirements. He responded to questions from Mr. Branin and Mr. Thornton regarding the applicant's plans for collocation. At Mrs. O'Bannon's request, he addressed Mr. Evans' concerns pertaining to health issues and property values. Ned Smither, Director of Finance, advised the Board that County staff has not analyzed the impact of towers on real estate assessments.

Mr. Thornton assured Mr. Evans that the Board would not approve a case that it believes is deleterious to the health of Henrico citizens or is harmful to the community. He concluded there were more positive than negative aspects of this case.

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

1. The communication tower shall be a tapered monopole style with semi-flush-mount antennas, and shall not exceed a maximum height of 175 feet, including any attached equipment.
2. Electric wires and other cables shall be prohibited on the exterior of the telecommunication tower.

3. A landscaping plan consistent with Exhibit B (see case file) shall be submitted with the building permit application to ensure adequate preservation of existing vegetation for screening.
4. This permit shall apply only to the 3,600 square foot lease area identified on Exhibit A (see case file).
5. Application for a building permit to install the telecommunication tower must be made within one year after the Provisional Use Permit is granted by the Board of Supervisors, unless an extension of time is granted by the Director of Planning upon a written request by the applicant.
6. The applicant shall obtain approval from the Planning Commission should the FAA require the addition of standard obstruction marking and lighting (i.e. red lighting and orange and white striping) to the telecommunication tower. Any changes to the proposed galvanized finish of the telecommunication tower shall be submitted to the Director of Planning for approval.
7. When site construction is initiated as a result of this Provisional Use Permit, the applicant shall complete requirements prescribed by Chapter 10 of the Henrico County Code. In particular, land disturbance of more than 2,500 square feet will require that construction plans include a detailed drainage and erosion control plan prepared by a professional engineer certified in the State of Virginia. Ten (10) sets of the construction plans shall be submitted to the Department of Public Works for approval.
8. The co-location of as many additional users as technically feasible shall be allowed at this site.
9. Prior to the co-location of any carrier's antennas or addition of equipment lease space, a revised site plan and equipment placement details shall be submitted to the Planning Department for approval.
10. Any UHF, VHF or other type of receivers/transmitters that would interfere with the County's Division of Police emergency communications are prohibited from this telecommunication tower. The County shall have the right to install antennas and other equipment on the tower as well as place support equipment within the ground lease area, provided that all antennas and other equipment are compatible with other parties' use of the tower.
11. If ownership of the lease is transferred to another provider, the new owner shall submit a Transfer of Provisional Use Permit.
12. If the use of the tower for communication purposes is discontinued for 180 days, the antennas and all related structures shall be removed from the site within ninety (90) days. Within ten (10)

business days after written request by the County, the owner of the antennas and equipment shall provide the County with written confirmation of the status of the facility, the number of and identity of users, available co-location space and such additional information as may be reasonably requested.

13. Existing vegetation within 75' of the eastern and western property lines shall be preserved for natural screening of the tower and ground equipment. If these areas are cleared for any reason, the applicant shall replant to provide a similar buffer as approved by the Planning Director.

The vote of the Board was as follows:

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

No: None

298-18  
REZ2018-  
00043  
Varina

New Market Village Land Co., LLC: Request to rezone from R-5AC General Residence District (Conditional), RTHC Residential Townhouse District (Conditional), and B-2C Business District (Conditional) to C-1 Conservation District part of Parcels 812-700-6628 and 812-700-5055 containing 30.3 acres located along the northwest line of S. Laburnum Avenue between Darbytown and Willson Roads.

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

On motion of Mr. Nelson, seconded by Mr. Schmitt, and by unanimous vote, the Board followed the recommendation of the Planning Commission and approved this item.

The vote of the Board was as follows:

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

No: None

#### **PUBLIC HEARINGS – OTHER ITEMS**

299-18

Resolution - Amendments to the FY 2018-19 Annual Fiscal Plan: December 2018.

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

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

300-18

Ordinance - To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled "Precincts and polling places" to Split Short Pump and Rolfe Precincts, Change the Polling Place for Sullivans Precinct, and Establish a

Polling Place for the New Colonial Trail Precinct - Three Chopt and Varina Districts.

Mark Coakley, General Registrar, recognized Cathy Woodson, Secretary of the Electoral Board, and Steve Bryant, Chair of the Electoral Board. He responded to questions from Mr. Nelson and Mr. Branin. Mr. Coakley assured Mr. Branin that voters affected by the change in polling places will receive multiple notices of the change and those who show up at the old precinct will be either directed to the new precinct or issued a provisional ballot. He assured Mr. Nelson that the Registrar's Office will be attentive in guiding voters to the correct precinct.

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

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

- 301-18                    Resolution - To Designate the Westwood Study Area as a Special Focus Area and to Incorporate the Goals and Objectives of the Westwood Area Study in the 2026 Comprehensive Plan.

Mr. Vithoulkas announced this item and Agenda Item No. 302-18 were companion items and would be covered in one presentation by Joe Emerson, Director of Planning, but would require separate votes by the Board. Mr. Emerson reviewed slides identifying the study area, highlighting redevelopment pressures in the study area, and listing major components of the proposed comprehensive plan amendment and zoning ordinance amendment. He responded to a question from Mrs. O'Bannon pertaining to how the Board's approval of these items will change what will happen in the study area.

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

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

- 302-18                    Ordinance - To Amend and Reordain Section 24-4 of the Code of the County of Henrico Titled "Division into districts" and to Add to the Code Section 24-92.5 Titled "Westwood Redevelopment overlay district" to Create and Set Rules for the Westwood Redevelopment Overlay District and Update the List of Districts in the Zoning Ordinance.

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

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

- 303-18                    Resolution - To Incorporate the Goals, Objectives, Strategies, and Design Guidelines of the Route 5 Corridor Study in the 2026 Comprehensive Plan.

Jean Moore, Assistant Director of Planning, recognized County Planner Rosemary Deemer and Senior Principal Planner Jim Strauss for being instrumental to this study. She narrated a slide presentation that began with an overview of the work to date on the study, the study area boundaries, past studies and documents, and existing conditions in the study area. Ms. Moore also highlighted public participation in the study; topics frequently commented on by the public; goals, objectives, and strategies included by staff in the study in response to public input; design guidelines; and an example of site design. She confirmed for Mr. Nelson that the study was done entirely inhouse and Mr. Strauss penned the illustrations shown in the study. As the Board's representative on the Planning Commission, Mrs. O'Bannon thanked the residents who participated in the study for being respectful and clear about their wants and desires.

The following persons addressed the Board during the public hearing:

- Bruce Richardson, a resident of the Fairfield District, remarked he believes the goals, objectives, strategies, and design guidelines will change the footprint of the Route 5 corridor and he wished more residents who live in the corridor were present for this meeting and public hearing. Mr. Nelson responded to a question from Mr. Richardson relating to the status of the Tree Hill Farm development project. Mr. Richardson also indicated a concern that the footprint of Route 5 will be widened. Mr. Nelson noted many Varina residents have been a part of the conversation since March 2017 and their voices have been heard throughout the process. He further noted Route 5 is a state road but the County but is encouraging that the rural character of the Route 5 corridor be protected.
- Mallory McCune, a resident of the Varina District, expressed support for the study on behalf of the Route 5 Corridor Coalition and expressed appreciation to the Board and County staff for their hard work on the study.
- Timothy Cumbo, a resident of the Varina District, thanked the Board and staff for their work on the study and asked that the Route 5 corridor be kept rural. Mr. Branin responded by pointing out the County establishes study areas and overlay districts to get the input of citizens and assured Varina residents the County will keep the goals, objectives, strategies, and design guidelines in place for Route 5 for as long as they wish them to remain.

Mr. Nelson thanked staff, Varina residents and community groups, and Planning Commissioners for being engaged in the study for the past 18 months. He especially acknowledged the work of Ms. Deemer, Mr. Strauss, and Ms. Moore under the guidance of Mr. Emerson. Mr. Nelson reiterated the Board is committed to preserving the rural character of the Route 5 corridor as desired by the corridor's residents. He advised the public that the next step will be to formalize the overlay district for this area.



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

304-18

Ordinance - Vacation of a Portion of Alley - Greenwood Heights Subdivision - Fairfield District.

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

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

305-18

Resolution - Authorization to Proceed to Negotiations - Indoor Sports and Convocation Center.

Neil Luther, Director of Recreation and Parks, provided an overview of the process followed by the County in requesting proposals under The Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA) for the design and construction of an indoor sports and convocation center. This process was an offshoot of direction County staff received from the Board at the Board's January 2018 retreat to bring forward consideration of an indoor sports facility in a way that minimizes the ongoing cost to the County. The County received six conceptual proposals, and a working group appointed by the County Manager subsequently requested detailed proposals from two of the offering firms. Mr. Luther outlined the procedure for this public hearing, where both firms were invited to make a presentation to reveal whatever information they wished to make public at this point in the process. Following Mr. Luther's overview, Mr. Vithoulkas noted how the PPEA process is different than the normal construction process undertaken by the County. He pointed out the PPEA process is leading towards negotiation with one proposer by mid-February for construction of the facility. Mr. Vithoulkas provided each proposer 15 minutes to present information to the Board, not including time spent on responding to questions from the Board.

A team from MEB General Contractors made the first slide presentation to the Board, focusing on key differentiators that the team believes distinguishes the firm as the right partner for the County. Rick Hibbit, a representative of MEB and the team's project development lead, began the presentation by explaining the process his firm has used in researching, designing, and building similar facilities. He elaborated on the team's PPEA and design-build experience, including its partnership with Clark Nexsen. Willie Cooper, a representative of Clark Nexsen and the team's lead architect, elaborated on how the team's layout and design will meet the County's sports and events center vision. Mr. Hibbit next addressed the next key component of the process, operation and maintenance of the building. John Shields of American Sports Centers and Chris Johnson, President of Phase V Performance and Fitness, highlighted community-based programming the team envisions would be offered at the center. Mike Gallups, President of American Sports Centers (ASC), spoke to the team's dedication to the Disney-inspired customer service model, the economic impacts generated by similar sports centers, and his company's

commitment to Henrico County. Mr. Hibbit concluded the team's presentation by summarizing the goals and objectives of the County's sports and events center.

Mr. Hibbit responded to questions from Mr. Branin regarding the proposed size of the facility, how to balance sports tourism with the needs of individual citizens, and the team's plans for building other facilities that might compete with the Henrico sports center; from Mr. Thornton pertaining to the team's flexibility in changing the proposed floor plan based on further direction from the Board and its understanding that designs used on the west coast may be different from what is needed on the east coast; from Mrs. O'Bannon concerning the feasibility of constructing the center so it can also serve as an emergency shelter; from Mr. Nelson relating to the type of seating that is being proposed, the exterior design of the facility, and where MEB's offices are located; and from Mr. Schmitt regarding security measures planned for the facility, the value of including an indoor track, court layout, and the team's site selection method and preferences. Mr. Gallups assisted Mr. Hibbit in responding to questions from Mr. Schmitt pertaining to ASC's on-site management model and the percentage of space shown in the proposed design for the center that is designated for storage and food and beverage sales.

John Wack, President of Operations and Business Development for Eastern Sports Management (ESM), made the second slide presentation to the Board, which focused on his team's plan to design, build, operate, and maintain a Henrico field house and convocation center. Mr. Wack began his presentation by explaining why Henrico needs an operator-led team and the advantages of using his company to build public/private sports facilities and having a multi-facility manager to increase revenues and decrease expenses. He identified the entities composing ESM's team that are working on the Henrico project and reviewed the proposed site and floor plan for the center. Mr. Wack next highlighted how ESM would share operating and capital maintenance risk with the County. He concluded his presentation by providing his team's initial conception of the building's exterior design and interior floor plan.

Mr. Wack responded to questions from Mr. Branin concerning his company's experience with similar projects, the number and location of facilities it is operating, how the County can compete for sports tourism with existing facilities in Virginia Beach and Stafford County, and how his company balances sports tourism with local programming; from Mr. Thornton relating to ESM's flexibility in changing the design of the facility during the negotiation process and the prospects of a sports center in Henrico succeeding financially; from Mrs. O'Bannon pertaining to the feasibility and cost of designing the center so it can be used as an emergency shelter; and from Mr. Nelson regarding the type of seating that is being proposed.

Mr. Nelson observed there was a disparity in the estimated size and costs of the two proposals brought forward to the Board. Mr. Vithoulkas stated

he heard from the Board a preference for no bleachers and for shelter options and assured Mr. Nelson that the working group will recommend to the Board the most cost-effective proposal for the Henrico community. Mr. Thornton stressed the importance of the proposers demonstrating flexibility in designing a sports center that meets the desires of Henrico County. Mr. Vithoulkas noted there needs to be an iron-clad agreement between now and February for the County's ownership of the underlying property on the proposed site for the center. If an agreement cannot be reached on the current location being considered, there are other locations in Henrico that can accommodate the facility. Mr. Schmitt acknowledged the two proposals appear to leave the Board flexibility in representing and serving its constituents.

Mr. Wack responded to questions from Mr. Schmitt concerning ESM's operation agreement in Virginia Beach, its planned promotion strategy for the Henrico facility as an at-risk operator, the structure of its on-the-ground operating team, its plans for conducting security assessments, how it layers court lines to serve multiple sports, factors considered in its site selection process, and whether its plans would result in a net gain or loss in parking on the site.

Mrs. O'Bannon also noted the price differential between the two proposals and reiterated the benefits of investing in a facility that can also be constructed to withstand severe weather conditions and potentially serve as an emergency shelter.

Mr. Richardson addressed the Board during the public hearing. He asked whether the sports facility will be Leadership in Energy and Environmental Design (LEED) certified. Mr. Vithoulkas advised him the County will need to conduct a cost-benefit analysis of the several different levels of LEED certification. Mr. Richardson also asked whether there will be a requirement for Small, Women-owned, and Minority-owned participation in the project. Mr. Luther advised Mr. Richardson there is not a set mandate for SWaM participation, but the working group has put both proposers on notice that this will be a factor in the evaluation process. Mr. Richardson asked if the use of minority participation will be correlated in a technical score. Mr. Luther reiterated there will be an objective scoring mechanism to evaluate both firms and SWaM participation will be one of the factors by which both offerors will be evaluated. Mr. Thornton emphasized the importance of diversity and inclusivity in the construction of the facility and suggested both proposers take this sentiment under advisement.

Mr. Vithoulkas pointed out approval of this item would defer a decision about proceeding to the negotiation phase, authorize the working group to seek additional information from both proposers, and direct the working group to make a recommendation concerning the negotiation phase to the County Manager by February 14.

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

306-18 Resolution - Signatory Authority - Ground Lease of County Property - YMCA of Greater Richmond - Henrico Aquatic Facility - Fairfield District.

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

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

### **GENERAL AGENDA**

313-18 Resolution - Signatory Authority - Development and Operations Agreement - Henrico Aquatic Center - Fairfield District.

Mr. Vithoulkas explained this item was a companion item to 306-18 and requested it be moved up on the agenda for the Board's consideration. Mr. Luther recognized YMCA of Greater Richmond Vice President and Chief Operating Officer Megan O'Neill as well as the organization's Vice President and Chief Advancement Officer, Abigail Farris Rogers, for their leadership in bringing this agreement forward.

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

### **PUBLIC COMMENTS**

Mr. Richardson advocated greater participation by minority firms in projects that are constructed and funded through public-private partnerships.

The Board recessed at 10:07 p.m. and reconvened at 10:17 p.m.

### **GENERAL AGENDA (continued)**

307-18 Resolution - Approval of Issuance of Bonds - Virginia United Methodist Homes, Inc. - Economic Development Authority of Henrico County, Virginia - Three Chopt District.

Mr. Rapisarda recognized David Richardson, Counsel for Pinnacle Living (formerly known as Virginia United Methodist Homes, Inc), and Chris Henderson, the company's President and Chief Executive Officer.

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

308-18 Resolution - Signatory Authority - Assignment of Contracts with BCWH, Inc.

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

- 309-18 Resolution - Award of Annual Contracts - Geotechnical, Quality Control, and Special Inspection Services.
- On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.
- 310-18 Resolution - Award of Contract - Courts Records Room Renovation - Brookland District.
- On motion of Mr. Branin, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.
- 311-18 Resolution - Award of Contract - Sheriff's Lobby Renovations - Brookland District.
- On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.
- 312-18 Resolution - SIA2018-00002 - Highland Springs High School Expansion and Redevelopment Site - Substantially in Accord with the 2026 Comprehensive Plan - Varina District.
- On motion of Mr. Nelson, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.
- 314-18 Resolution - Award of Contract - Annual Engineering Services - Water Treatment Plant Projects.
- On motion of Mrs. O'Bannon, seconded by Mr. Branin, and by unanimous vote, the Board approved this item – see attached resolution.
- 315-18 Resolution - Award of Contract - Engineering Design Services - Chamberlayne Heights and Three Fountains North Area Sanitary Sewer Rehabilitation - Fairfield District.
- Chip England, Director of Public Utilities, responded to a question from Mrs. O'Bannon.
- On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.
- 316-18 Resolution - Award of Contract - Montezuma Farm & Circle Water Line Rehabilitation - Fairfield District.
- On motion of Mr. Nelson, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.
- 317-18 Resolution - Award of Contract - Three Chopt Road and Pamela Drive Area Phase 1 Sewer Replacement - Three Chopt District.

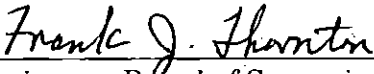
On motion of Mr. Branin, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

318-18 Resolution - Settlement of Personal Injury Claim - Jala Bennett.

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

Mr. Nelson thanked Mr. Vithoulkas, County staff, and his colleagues on the Board for working on the issue of salary compression, which was discussed at the Board's work session prior to this meeting. He voiced concern that outside media sources have credited a former member of the Board for its conversation on this issue despite the fact she voted against the County's budget and resigned from the Board shortly thereafter. He noted the Board supported a recommendation presented during the work session by a County work group that will mitigate salary compression for approximately 2,000 school teachers and employees during the 2019-2020 school year. The Board will allocate \$3.8 million to address the compression issue, which is in addition to \$3.2 million included in the Fiscal Year 2018-19 budget to lower class sizes and fund support models for teachers. Mr. Nelson asked Mr. Vithoulkas and Public Relations & Media Services Director Ben Sheppard to help tell this story and share the good news. Mr. Thornton noted the County has had a stellar year in 2018. He extended metaphorical flowers to Mr. Vithoulkas for his leadership and excellent staff. Mr. Branin lauded Mr. Vithoulkas for the staff study group's dedication to solving the salary compression issue for all employees, including both schools and general government, in a ground-breaking fashion. He also expressed hope Henrico will one day have a good, fair, and equal press that tells not just one side of a story. Mrs. O'Bannon remarked it was a good year because of the bad things that did not happen. She noted when everybody does their job well and there is no dissent it does not make the news. Mr. Vithoulkas thanked the Board for the kind comments. He acknowledged the County staff has done an incredible job this year, often in the quiet hours of the night, and thanked the Board on behalf of the staff for being humble public servants and helping the County stay focused.

There being no further business, the meeting was adjourned at 10:38 p.m.

  
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Chairman, Board of Supervisors  
Henrico County, Virginia



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

**Agenda Title: RESOLUTION - Amendments to the FY 2018-19 Annual Fiscal Plan: December 2018**

For Clerk's Use Only:  Date: <u>12/11/2018</u>	<b>BOARD OF SUPERVISORS ACTION</b>																				
	Moved by (1) <u>O'Bannon</u> (2) _____	Seconded by (1) <u>Branin</u> (2) _____																			
<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>REMARKS:</b> <div style="font-size: 48px; text-align: center;">APPROVED</div>		<table> <tr> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> <tr> <td><u>✓</u></td> <td>_____</td> <td>_____</td> </tr> <tr> <td><u>✓</u></td> <td>_____</td> <td>_____</td> </tr> <tr> <td><u>✓</u></td> <td>_____</td> <td>_____</td> </tr> <tr> <td><u>✓</u></td> <td>_____</td> <td>_____</td> </tr> <tr> <td><u>✓</u></td> <td>_____</td> <td>_____</td> </tr> </table>	YES	NO	OTHER	<u>✓</u>	_____	_____	<u>✓</u>	_____	_____	<u>✓</u>	_____	_____	<u>✓</u>	_____	_____	<u>✓</u>	_____	_____
YES	NO	OTHER																			
<u>✓</u>	_____	_____																			
<u>✓</u>	_____	_____																			
<u>✓</u>	_____	_____																			
<u>✓</u>	_____	_____																			
<u>✓</u>	_____	_____																			
			Branin, T. Nelson, T. O'Bannon, P. Schmitt, D. Thornton, F.																		

**WHEREAS**, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing on December 11, 2018, to consider proposed amendments to the Annual Fiscal Plan for fiscal year 2018-19; and,

**WHEREAS**, those citizens who appeared and wished to speak were heard.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that the Annual Fiscal Plan for fiscal year 2018-19 is amended and that such funds are appropriated and allocated for expenditure in the amounts and for the purposes indicated.

## OPERATING FUNDS

**FUND 0101 - GENERAL FUND - General Operating Fund**

Department 13 - Fire

13101	– <u>Administration Services</u>	\$	20,000
13115	– Logistics		42,393

0000 00000	To appropriate funding received from the Virginia Department of Fire Programs for the FY2019 State Fire Program - Aid to Localities. Funding will be used to fund professional development and travel costs as well as additional personal protective equipment for the firefighters. The total appropriation for this program in fiscal year 2018-19 will be \$1,062,393 after this addition.
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13122	- Operations - EMS	\$	94,335
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0000 00000	To appropriate Four-For-Life funding received from the Commonwealth of Virginia, Department of Health, Office of Emergency Management Medical Services. This funding is allotted for the training of volunteer or salaried emergency medical service personnel of licensed, nonprofit emergency medical services agencies and the purchase of necessary equipment and supplies needed for those personnel. The total appropriation for this program in fiscal year 2018-19 will be \$299,335 after this addition.
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## Total Fire

**\$ 156,728**

### By Agency Head

### By County Manager

**Routing:**

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

**Certified:**

**A Copy Tests:** \_\_\_\_\_

Clerk, Board of Supervisors

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

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



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

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Department 24 - Public Health

24001      – Public Health      \$      146,051

0000 00000      – To appropriate funding to cover Henrico's 45 percent share of the increased funds provided to Henrico's Public Health department by the State in the current fiscal year. This funding will come from the fund balance of the General Fund.

Department 32 - Non-Departmental

32001      – Non-Departmental      \$      24,000

0000 00000      This amendment will provide funding of \$24,000 to the Henrico Volunteer Rescue Squad to assist the organization with their lease payment. This funding will come from the fund balance of the General Fund.

Total GENERAL FUND      \$      326,779

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

Department 12 - Police

12800      – Grants      \$      1,361

0000 05198      – Spay and Neuter Foundation

The Commonwealth of Virginia, Department of Taxation has awarded the County of Henrico \$1,361, which was designated by Henrico citizens who voluntarily donated funds to the Spay and Neuter Foundation on their Virginia tax return. Once these funds are appropriated, the Division of Police will donate them to the local SPCA to support sterilization programs of dogs and cats.

0000 08771      – JAG19 - Robot      67,351

To appropriate funding of \$67,351 received from the U.S. Department of Justice, Edward Byrne Memorial Justice Assistance Grant Program. These federal funds will be used to purchase a mini robot for the SWAT team. No County matching funds are required.

Total Police      \$      68,712

Department 13 - Fire

13800      – Grants      \$      700

0000 05134      – Radiological Preparedness and Response Program

To appropriate funding received for the Radiological Preparedness and Response Program administered through the Virginia Department of Emergency Management (VDEM) on behalf of Dominion Virginia Power for the 2018 Dominion Radiological Emergency Preparedness Program (REPP). This funding will be used towards the purchase of amateur radio equipment. No local match is required.





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- 0000 08762 – 2018 Local Emergency Management Performance Grant 67,504  
To appropriate funding from the 2018 Local Emergency Management Performance Grant (LEMPG) from the U.S. Department of Homeland Security (DHS) Federal Emergency Management Agency (FEMA) as managed by the Virginia Department of Emergency Management. This funding will provide for a portion of the salary for the Emergency Management Coordinator in the amount of \$24,004 and the remaining amount of \$43,500 will be used for training and other equipment. This grant requires an in-kind local match of \$67,504, which will be fulfilled by Henrico County's Fire Emergency Management Coordinator and the Emergency Preparedness Management Specialist's salary and benefits.
- 0000 08763 – 2018 State Hazardous Materials Team 62,000  
To appropriate funding of \$62,000 received from the Virginia Department of Emergency Management for the 2018 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This funding will be used to purchase HazMat equipment. No local match is required.
- 0000 08764 – 2018 Henrico County COOP Development and Exercise 25,000  
To appropriate funding of \$25,000 received from the Virginia Department of Emergency Management for the 2018 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This funding will be used for the Henrico County Continuity of Operations Planning (COOP) Development and Exercise. No local match is required.
- 0000 08765 – 2018 Commodity Flow Study 40,000  
To appropriate funding of \$40,000 received from the Virginia Department of Emergency Management for the 2018 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This funding will be used for the Commodity Flow Study. No local match is required.
- 0000 08766 – 2018 Courthouse Full Scale Exercise 60,000  
To appropriate funding of \$60,000 received from the Virginia Department of Emergency Management for the 2018 State Homeland Security Program (SHSP) Grant. These federal funds are pass-through from the U.S. Department of Homeland Security (DHS), Federal Emergency Management Agency (FEMA) and are being administered by the Commonwealth. This funding will be used for the Courthouse Full Scale Exercise. No local match is required.
- |  |            |
|--|------------|
| Total Fire   | \$ 255,204 |
| Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County | \$ 323,916 |



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**FUND 1108 – SPECIAL REVENUE FUND - Capital Region Workforce Partnership**

Department 27 - Capital Region Workforce Partnership

27004 – Workforce Partnership

0000 08759 – Williamsburg Road Proceeds - FY19

\$ 394,625

To appropriate proceeds from the sale of the former Capital Region Workforce Partnership office on Williamsburg Road, which was originally purchased with federal funds. These funds will be used for one-time purchases, such as upgraded computers and software. The funding will also be available for enhancing service delivery for job seekers and employers and as matching funds for collaborative grants.

**FUND 1130 – SPECIAL REVENUE FUND - Commissary Fund**

Department 03 - Sheriff's Office

03002 – Investigations

\$ 60,960

03207 – Uniforms and Property

40,000

0000 00000 To appropriate funding to cover the purchase of new uniforms for the Sheriff's Office and additional leased equipment associated with the GPS monitoring program. Funds are to come from revenue generated in the Commissary Fund.

Total Fund 1130 - Special Revenue Fund - Commissary Fund

\$ 100,960

TOTAL SPECIAL REVENUE FUND

\$ 819,501

**FUND 6301 - RISK MANAGEMENT FUND**

Department 11 - Human Resources

11003 – Risk Management

0000 00000 Funds are required to support anticipated expenses for the Workers' Compensation and Property/Liability programs for the fiscal year ending June 30, 2019. This appropriation is an estimate of what will be required for the balance of the fiscal year. Funds are to come from the Self-Insurance Reserve in the General Fund, via an interfund transfer to the Internal Service Fund.

\$ 5,190,500

Total OPERATING FUNDS

\$ 6,336,780

**CAPITAL FUNDS**

**FUND 2101 – General Capital Projects Fund**

Department 32 - Non-Departmental

32001 – Non-Departmental

0000 08779 – Henrico Aquatics Center

\$ 5,200,000

This amendment will provide a donation of \$5,200,000 to the YMCA of Greater Richmond to fund the construction, other project costs, and a 20-year lease for a new 20,000 square foot aquatics center. The facility will have a 25-yard pool with eight lanes, a warm-water instructional pool with zero-depth entry, a waterslide, and a family spray area. The center is expected to open in early 2020 on North Laburnum Avenue. Funds are to come from the surplus designated fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. An additional \$2,800,000 in fund balance is also being added to this project via a new amendment, found elsewhere in this document, for a total project amount of \$8,000,000.



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**FUND 2109 – CAPITAL PROJECTS FUND - State and Federal Grant-Funded Capital Projects**

**Department 28 - Public Works**

**28004 – Construction**

**0000 08613 – Pump Road Sidewalks**

**\$ 734,609**

To appropriate state funding of \$734,609 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would install 2,000 linear feet of sidewalk and proposed curb and gutter on Pump Road from Hazel Tree Drive to Kingsbury Court. The total project estimate is \$1,600,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

**0000 08741 – Hunton Park Sidewalks**

**224,974**

To appropriate state funding of \$224,974 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would install 1,200 linear feet of sidewalk and ADA ramps along Hunton Park Boulevard from the east of Staples Mill Road ending at Hunton Park Lane. The total project estimate is \$490,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

**0000 08756 – Hungary Road Sidewalk**

**851,228**

To appropriate state funding of \$851,228 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would install 4,000 linear feet of sidewalk between Hungary Road and Hardings Way Drive. The total project estimate is \$1,854,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

**0000 08757 – Bethlehem Road Improvements**

**2,494,227**

To appropriate state funding of \$2,494,227 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would construct a new roadway section along Bethlehem Road with a painted median curb and gutter on both sides and a shared use path on the south side of the Libbie Mill property. In addition, this project would provide intersection improvements at Staples Mill Road and Libbie Avenue. The total project estimate is \$5,432,500. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

**0000 08758 – Woodman Roundabout**

**1,918,261**

To appropriate state funding of \$1,918,261 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would reconstruct the existing Woodman Road and Greenwood Road "T" intersection as a roundabout intersection. The total project estimate is \$4,000,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.



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0000 08760 – Ridgefield Parkway Sidewalk - Phase 2 178,602

To appropriate state funding of \$178,602 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would install 750 linear feet of sidewalk from the southwest corner of the intersection of Ridgefield Parkway and Glen Eagles Drive. The total estimated cost of construction is \$389,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

0000 08761 – John Rolfe Parkway Sidewalk - Phase 2 190,539

To appropriate state funding of \$190,539 from the Revenue Sharing Program, which is administered by the Virginia Department of Transportation (VDOT). This project would install 1,200 linear feet of sidewalk along the east side of John Rolfe Parkway between Lauderdale Drive and Gayton Road. The total estimated cost of construction is \$415,000. The County will be reimbursed up to 50 percent of project costs, and the difference will be covered with non-gas tax funding.

Total Public Works	\$ 6,592,440
Total 2109 - State and Federal Grant-Funded Capital Projects	\$ 6,592,440

**FUND 2111 – CAPITAL INITIATIVES FUND**

**Department 23 - Recreation and Parks**

23101 – Director

0000 08752 – Pouncey Tract Pickleball Court - Phase II \$ 358,600

To appropriate funding for the design and construction of eight additional pickleball courts at Pouncey Track Park. These courts are in addition to the existing four pickleball courts and would be constructed where the sand volleyball courts are located. Construction costs include the asphalt courts, colored surface coatings, fencing, concrete walkways, and LED lighting. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 08753 – Twin Hickory Volleyball Courts 190,750

To appropriate funding for the design and construction of four sand volleyball courts at Twin Hickory Park. These new courts would be constructed to NCAA tournament standards and be similar in design to the volleyball courts at Glover Park. Construction costs also include rubber curbing, net posts, underground drainage system, ADA accessibility, and compliance with state storm water requirements. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Recreation and Parks	\$ 549,350
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Department 32 - Non-Departmental

32001 - Non-Departmental

0000 08779 - Henrico Aquatics Center

\$ 2,800,000

This amendment will provide a donation of \$2,800,000 to the YMCA of Greater Richmond to fund the construction, other project costs, and a 20-year lease for a new 20,000 square foot aquatics center. The facility will have a 25-yard pool with eight lanes, a warm-water instructional pool with zero-depth entry, a waterslide, and a family spray area. The center is expected to open in early 2020 on North Laburnum Avenue. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. An additional \$5,200,000 in surplus designated fund balance is also being added to this project via a new amendment, found elsewhere in this document, for a total project amount of \$8,000,000.

Total Capital Initiatives Fund  
Total CAPITAL PROJECTS FUND  
Total Amendments/Appropriations

\$	3,349,350
\$	15,141,790
\$	21,478,570

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 300-18  
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**Agenda Title: ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” to Split Short Pump and Rolfe Precincts, Change the Polling Place for Sullivans Precinct, and Establish a Polling Place for the New Colonial Trail Precinct – Three Chopt and Varina Districts**

For Clerk's Use Only:

Date: 12/11/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

After a duly advertised public hearing, the Board of Supervisors of Henrico County adopted the attached ordinance.

Comments: The Registrar and Electoral Board recommend approval of this Board paper; the County Manager concurs.

By Agency Head

By County Manager

Routing:

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

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

Certified:

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

Clerk, Board of Supervisors

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

BLACKLINE

**ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” to Split Short Pump and Rolfe Precincts, Change the Polling Place for Sullivans Precinct, and Establish a Polling Place for the new Colonial Trail Precinct – Three Chopt and Varina Districts**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 9-2 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 9-2. Precincts and polling places.**

The following shall be the precinct boundaries and polling places for the magisterial districts in the county.

....

(3) Three Chopt Magisterial District.

....

c. Colonial Trail Precinct. Beginning at the intersection of Interstate Route 64 with North Gayton Road; thence southeastwardly along Interstate Route 64 to its intersection with Interstate Route 295; thence northeastwardly along Interstate Route 295 to its intersection with Rooty Branch; thence northwardly along Rooty Branch to its intersection with Fords Country Lane; thence southwestwardly along Fords Country Lane to its intersection with Nuckols Road; thence northwestwardly along Nuckols Road to its intersection with Twin Hickory Road; thence southwestwardly along Twin Hickory Road to its intersection with Twin Hickory Lake Drive; thence southwestwardly along Twin Hickory Lake Drive to its intersection with Pouncey Tract Road (State Route 271); thence northwestwardly along Liesfeld Farm Drive to its intersection with North Gayton Road; thence southeastwardly along North Gayton Road to its intersection with Interstate Route 64 and the point of beginning. The polling place for Colonial Trail Precinct shall be Colonial Trail Elementary School, 12101 Liesfeld Farm Drive.

ed. Innsbrook Precinct. Beginning at the intersection of Springfield Road and Jones Road; thence northwardly along Jones Road and Jones Road

extended approximately 250 feet to its intersection with Interstate Route 295; thence southwestwardly along Interstate Route 295 to its intersection with Interstate Route 64; thence southeastwardly along Interstate Route 64 to its intersection with West Broad Street (U.S. Route 250); thence southeastwardly along West Broad Street (U.S. Route 250) to its intersection with Lexington Farm Drive; thence northeastwardly along Lexington Farm Drive and Lexington Farm Drive extended to its intersection with Fort McHenry Parkway; thence northeastwardly along Fort McHenry Parkway to its intersection with Nuckols Road; thence eastwardly along Nuckols Road to its intersection with Springfield Road; thence northeastwardly along Springfield Road to its intersection with Jones Road and the point of beginning. The polling place for Innsbrook Precinct shall be St. Anthony's Day Care Center, 4611 Sadler Road.

de. *Jackson Davis Precinct.* Beginning at the intersection of Three Chopt Road and Pemberton Road; thence southeastwardly along Three Chopt Road to its intersection with North Parham Road; thence northeastwardly along North Parham Road to its intersection with Interstate Route 64; thence northwestwardly along Interstate Route 64 to its intersection with Pemberton Road; thence southwestwardly along Pemberton Road to its intersection with Three Chopt Road and the point of beginning. The polling place for Jackson Davis Precinct shall be Jackson Davis Elementary School, 8800 Nettlewood Drive.

ef. *Nuckols Farm Precinct.* Beginning at the intersection of North Gayton Road and West Broad Street (U.S. Route 250); thence northwestwardly along West Broad Street (U.S. Route 250) to its intersection with the boundary line of Goochland County and Henrico County; thence southwardly along the boundary line of Goochland County and Henrico County to its intersection with Harding Branch; thence northeastwardly along Harding Branch to its intersection with the western shore of Wilde Lake; thence northwardly along the western shore of Wilde Lake to the intersection with a graveled lake access drive for the Wilde Lake Association (approximately 360 feet southwest of the intersection of Wilde Lake Drive with Berkeley Pointe Drive); thence northwestwardly along a graveled lake access drive for the Wilde Lake Association to its intersection with Wilde Lake Drive; thence northeastwardly along Wilde Lake Drive to its intersection with Hardings Trace Lane; thence northeastwardly along Hardings Trace Lane to its intersection with Sage Drive; thence northwestwardly along Sage Drive to its intersection with Parchment Circle; thence northwestwardly along the northern loop of Parchment Circle to its intersection with North Gayton Road; thence northeastwardly along North Gayton Road to its intersection with West Broad Street (U.S. Route 250) and the point of beginning. The polling place for Nuckols Farm Precinct shall be Nuckols Farm Elementary School, 12351 Graham Meadows Drive.



fg. *Pocahontas Precinct.* Beginning at the intersection of Cox Road and West Broad Street (U.S. Route 250); thence westwardly along West Broad Street (U.S. Route 250) to its intersection with Stoney Run Creek; thence southeastwardly along Stoney Run Creek to its intersection with Church Road; thence northeastwardly along Church Road to its intersection with Three Chopt Road and Cox Road; thence northeastwardly along Cox Road to its intersection with West Broad Street (U.S. Route 250) and the point of beginning. The polling place for Pocahontas Precinct shall be Pocahontas Middle School, 12000 Three Chopt Road.

gh. *Ridge Precinct.* Beginning at the intersection of Fordson Road and North Parham Road; thence southwardly along North Parham Road to its intersection with Quioccasin Road; thence eastwardly along Quioccasin Road to its intersection with East Ridge Road; thence northeastwardly along East Ridge Road to its intersection with Three Chopt Road; thence southeastwardly along Three Chopt Road to its intersection with Michaels Road; thence northwardly along Michaels Road to its intersection with Michael Road; thence northwestwardly along Michael Road to its intersection with Fordson Road; thence northwestwardly along Fordson Road to its intersection with North Parham Road and the point of beginning. The polling place for Ridge Precinct shall be Tuckahoe Middle School, 9000 Three Chopt Road.

hi. *Rivers Edge Precinct.* Beginning at the intersection of Staples Mill Road (U.S. Route 33) and the boundary line of Hanover County and Henrico County; thence westwardly along the boundary line of Hanover County and Henrico County to its intersection with Dominion Club Drive; thence southwardly along Dominion Club Drive to its intersection with Old Wyndham Drive; thence southwestwardly along Old Wyndham Drive to its intersection with Wyndham Lake Drive; thence southwardly along Wyndham Lake Drive to its intersection with Wyndham Park Drive; thence southeastwardly along Wyndham Park Drive to its intersection with Nuckols Road; thence southeastwardly along Nuckols Road to its intersection with Fords Country Lane; thence northeastwardly along Fords Country Lane to its intersection with Rooty Branch; thence southwardly along Rooty Branch to its intersection with Interstate Route 295; thence northeastwardly along Interstate Route 295 to its intersection with Staples Mill Road (U.S. Route 33); thence northwardly along Staples Mill Road (U.S. Route 33) to its intersection with the boundary line of Hanover County and Henrico County and the point of beginning. The polling place for Rivers Edge Precinct shall be Rivers Edge Elementary School, 11600 Holman Ridge Road.

ij. *Sadler Precinct.* Beginning at the intersection of Nuckols Road and Pouncey Tract Road (State Route 271); thence southeastwardly along Pouncey Tract Road (State Route 271) to its intersection with Shady Grove Road; thence eastwardly along Shady Grove Road to its intersection with

Twin Hickory Road; thence northeastwardly along Twin Hickory Road to its intersection with Nuckols Road; thence northwestwardly along Nuckols Road to its intersection with Pouncey Tract Road (State Route 271) and the point of beginning. The polling place for Sadler Precinct shall be Deep Run High School, 4801 Twin Hickory Road.

**jk. Shady Grove Precinct.** Beginning at the intersection of Dominion Club Drive and the boundary line of Hanover County and Henrico County; thence westwardly along the boundary line of Hanover County and Henrico County to its intersection with the boundary line of Hanover County, Goochland County and Henrico County; thence southwardly along the boundary line of Goochland County and Henrico County to its intersection with Pouncey Tract Road; thence southeastwardly along Pouncey Tract Road to its intersection with Nuckols Road; thence northeastwardly along Nuckols Road to its intersection with Wyndham Park Drive; thence northwestwardly along Wyndham Park Drive to its intersection with Wyndham Lake Drive; thence northwardly along Wyndham Lake Drive to its intersection with Old Wyndham Drive; thence northeastwardly along Old Wyndham Drive to its intersection with Dominion Club Drive; thence northwardly along Dominion Club Drive to its intersection with the boundary line of Hanover County and Henrico County and the point of beginning. The polling place for Shady Grove Precinct shall be Shady Grove Elementary School, 12200 Wyndham Lake Drive.

**kl. Short Pump Precinct.** Beginning at the intersection of Pouncey Tract Road (State Route 271) and the boundary line of Goochland County and Henrico County; thence southwardly along the boundary line of Goochland County and Henrico County to its intersection with Interstate Route 64; thence southeastwardly along Interstate Route 64 to its intersection with Interstate Route 295; ~~thence northeastwardly along Interstate Route 295 to its intersection with Rooty Branch; thence northwardly along Rooty Branch to its intersection with Fords Country Lane; thence southwestwardly along Fords Country Lane to its intersection with Nuckols Road; thence northwestwardly along Nuckols Road to its intersection with Twin Hickory Road; thence southwestwardly along Twin Hickory Road to its intersection with Shady Grove Road~~ North Gayton Road; thence northeastwardly along North Gayton Road to its intersection with Liesfeld Farm Drive; thence southeastwardly along Liesfeld Farm Drive to its intersection with Pouncey Tract Road (State Route 271); thence northeastwardly along Twin Hickory Lake Drive to its intersection with Twin Hickory Road; thence westwardly along Twin Hickory Road to its intersection with Shady Grove Road; thence westwardly along Shady Grove Road to its intersection with Pouncey Tract Road (State Route 271); thence northwestwardly along Pouncey Tract Road (State Route 271) to its intersection with the boundary line of Goochland County and Henrico County

and the point of beginning. The polling place for Short Pump Precinct shall be Short Pump Middle School, 4701 Pouncey Tract Road.

lm. *Springfield Precinct*. Beginning at the intersection of Springfield Road and Nuckols Road; thence westwardly along Nuckols Road to its intersection with Fort McHenry Parkway; thence southwestwardly along Fort McHenry Parkway and Fort McHenry Parkway extended to its intersection with Lexington Farm Drive; thence southwestwardly along Lexington Farm Drive to its intersection with West Broad Street (U.S. Route 250); thence eastwardly along West Broad Street (U.S. Route 250) to its intersection with Springfield Road; thence northeastwardly along Springfield Road to its intersection with Nuckols Road and the point of beginning. The polling place for Springfield Precinct shall be Springfield Elementary School, 4301 Fort McHenry Parkway.

mn. *Stoney Run Precinct*. Beginning at the intersection of Stoney Run Creek and West Broad Street (U.S. Route 250); thence northwestwardly along West Broad Street (U.S. Route 250) to its intersection with Lauderdale Drive; thence southwestwardly along Lauderdale Drive to its intersection with Church Road; thence eastwardly along Church Road to its intersection with Stoney Run Creek; thence northwestwardly along Stoney Run Creek to its intersection with West Broad Street (U.S. Route 250) and the point of beginning. The polling place for Stoney Run Precinct shall be Short Pump Elementary School, 3425 Pump Road.

no. *Three Chopt Precinct*. Beginning at the intersection of Skipwith Road and North Parham Road; thence southwestwardly along North Parham Road to its intersection with Fordson Road; thence southeastwardly along Fordson Road to its intersection with Michael Road; thence southeastwardly along Michael Road to its intersection with Michaels Road; thence southwardly along Michaels Road to its intersection with Three Chopt Road; thence southeastwardly along Three Chopt Road to its intersection with Skipwith Road; thence northwardly along Skipwith Road to its intersection with North Parham Road and the point of beginning. The polling place for Three Chopt Precinct shall be Three Chopt Elementary School, 1600 Skipwith Road.

op. *Tucker Precinct*. Beginning at the intersection of Old Parham Road and West Broad Street (U.S. Route 250); thence northwestwardly along West Broad Street (U.S. Route 250) to its intersection with Gaskins Road; thence southwestwardly along Gaskins Road to its intersection with Interstate Route 64; thence southeastwardly along Interstate Route 64 to its intersection with North Parham Road; thence northeastwardly along North Parham Road to its intersection with Old Parham Road; thence eastwardly along Old Parham Road to its intersection with West Broad Street (U.S. Route 250) and the

point of beginning. The polling place for Tucker Precinct shall be Tucker High School, 2910 Parham Road.

....

(5) Varina Magisterial District.

....

n. *Rolfe Precinct.* Beginning at the intersection of Willson Road and South Laburnum Avenue; thence southwestwardly along South Laburnum Avenue to its intersection with ~~Library Road~~ Michael Robinson Way; thence northwestwardly along ~~Library Road~~ Michael Robinson Way to its intersection with Messer Road; thence southwestwardly along Messer Road to its intersection with New Market Road (State Route 5); thence northwestwardly along New Market Road (State Route 5) to its intersection with Osborne Turnpike (State Route 5); thence northwardly along Osborne Turnpike (State Route 5) to its intersection with ~~New Osborne Turnpike~~; ~~thence northwardly along New Osborne Turnpike to its intersection with Bickerstaff Road~~ Lanier Avenue; thence eastwardly along Lanier Avenue to its intersection with Whitfield Avenue; thence northwardly along Whitfield Avenue to its intersection with Northbury Avenue; thence eastwardly along Northbury Avenue to its intersection with Old Oakland Road; thence eastwardly along Old Oakland Avenue to its intersection with Bickerstaff Road; thence eastwardly southeastwardly along Bickerstaff Road to its intersection with Darbytown Road; thence southeastwardly along Darbytown Road to its intersection with Willson Road; thence southwardly along Willson Road to its intersection with South Laburnum Avenue and the point of beginning. The polling place for Rolfe Precinct shall be Rolfe Middle School, 6901 Messer Road.

....

p. *Sullivans Precinct.* Beginning at the intersection of ~~Darbytown Road~~ South Laburnum Avenue and Willson Road; thence southeastwardly along Willson Road to its intersection with an unnamed stream (approximately 800 feet northeast of the intersection of New Market Road (State Route 5) and Willson Road); thence westwardly along the unnamed stream to its intersection with New Market Road (State Route 5); thence northwestwardly along New Market Road (State Route 5) to its intersection with Cornelius Creek; thence southwardly along Cornelius Creek to its intersection with the boundary line of Chesterfield County and Henrico County; thence northwardly along the boundary line of Chesterfield County and Henrico County to its intersection with the boundary line of the City of Richmond and

Henrico County; thence northwardly along the boundary line of the City of Richmond and Henrico County to its intersection with Almond Creek; thence northeastwardly along Almond Creek to its intersection with Bickerstaff Road; thence eastwardly along Bickerstaff Road to its intersection with Darbytown Road; ~~thence southeastwardly along Darbytown Road~~ Old Oakland Road; ~~thence westwardly along Old Oakland Road to its intersection with Northbury Avenue~~; ~~thence southwardly along Northbury Avenue to its intersection with Whitfield Avenue~~; ~~thence southwardly along Whitfield Avenue to its intersection with Lanier Avenue~~; ~~thence westwardly along Lanier Avenue to its intersection with Osborne Turnpike (State Route 5)~~; ~~thence southwardly along Osborne Turnpike (State Route 5) to its intersection with New Market Road (State Route 5)~~; ~~thence southeastwardly along New Market Road (State Route 5) to its intersection with Messer Road~~; ~~thence northeastwardly along Messer Road to its intersection with Michael Robinson Way~~; ~~thence southeastwardly along Michael Robinson Way to South Laburnum Avenue~~; ~~thence northeastwardly along South Laburnum Avenue~~ to its intersection with Willson Road and the point of beginning. The polling place for Sullivans Precinct shall be Settlers Ridge Community Center, ~~7428 Settlers Ridge Court~~ Varina High School, 7053 Messer Road.

....

2. That the remaining provisions of Section 9-2 of the Code of the County of Henrico shall remain unchanged and in full force and effect.
3. That this ordinance shall be in full force and effect on and after its passage as provided by law.
4. That the Clerk of the Board shall send a certified copy of this ordinance to the Henrico County Electoral Board, the State Board of Elections, and the Division of Legislative Services.

Comments: The Registrar and Electoral Board recommend approval of this Board paper; the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 301-18

Page No. 1 of 1

**Agenda Title: RESOLUTION — To Designate the Westwood Study Area as a Special Focus Area and to Incorporate the Goals and Objectives of the Westwood Area Study in the 2026 Comprehensive Plan**

For Clerk's Use Only:

Date: 12/11/2018

(X) Approved

( ) Denied

( ) Amended

( ) Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ✓ — —

Nelson, T. ✓ — —

O'Bannon, P. ✓ — —

Schmitt, D. ✓ — —

Thornton, F. — — —

**WHEREAS**, the Westwood area generally consists of the area bounded on the west by Staples Mill Road, on the north by Interstate Route 64, on the east by the CSX Railroad, and on the southeast and southwest by the boundary line of the City of Richmond and Henrico County, but it does not include the residential area to the north of Bethlehem Road; and,

**WHEREAS**, on September 25, 2018, the Board of Supervisors directed the Planning Department to conduct a study of the Westwood area; and,

**WHEREAS**, the Planning Department subsequently completed a draft Westwood Area Study ("Study"); and,

**WHEREAS**, the Planning Commission reviewed and discussed the Study on October 24, 2018; and,

**WHEREAS**, Planning Staff revised the draft Study on November 1, 2018, to address items discussed by the Commission; and,

**WHEREAS**, the Planning Commission held a public hearing on November 8, 2018, to discuss the Study and recommended the Board of Supervisors designate the Westwood area as a Special Focus Area and add the goals and objectives of the Study to the 2026 Comprehensive Plan to facilitate new development in the Westwood area.

**NOW, THEREFORE, BE IT RESOLVED**, the Board of Supervisors amends the 2026 Comprehensive Plan to designate the Westwood Area as a Special Focus Area and to adopt the goals and objectives contained in the Study.

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. 302-18  
Page No. 1 of 3

Agenda Title: ORDINANCE – To Amend and Reordain Section 24-4 of the Code of the County of Henrico Titled “Division into districts” and to Add to the Code Section 24-92.5 Titled “Westwood Redevelopment overlay district” to Create and Set Rules for the Westwood Redevelopment Overlay District and Update the List of Districts in the Zoning Ordinance

For Clerk's Use Only: Date: 12/11/2018 <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) Schmitt Seconded by (1) Branin (2) (2) REMARKS: APPROVED	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Branin, T.</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>O'Bannon, P.</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>Thornton, F.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		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"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO	OTHER																						
Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
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O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 24-4 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 24-4. Division into districts.**

....

IRO Innsbrook Redevelopment overlay district  
WRO Westwood Redevelopment overlay district

2. That the Code of the County of Henrico, Virginia, of 2010, is hereby amended by adding a section, to be number 24-92.5, which section reads as follows:

**Sec. 24-92.5. Westwood Redevelopment overlay district.**

**(a) Purpose. The Westwood Redevelopment overlay district is hereby created to enhance and provide flexibility for redevelopment projects within the overlay district by:**

**(1) Providing alternative parking requirements for properties within the overlay district;**

**(2) Protecting landowners from adverse impacts of adjoining development;**

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. 302-18  
Page No. 2 of 3

Agenda Title: ORDINANCE – To Amend and Reordain Section 24-4 of the Code of the County of Henrico Titled “Division into districts” and to Add to the Code Section 24-92.5 Titled “Westwood Redevelopment overlay district” to Create and Set Rules for the Westwood Redevelopment Overlay District and Update the List of Districts in the Zoning Ordinance

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- (3) Ensuring adequate access for existing and future development; and,
  - (4) Encouraging the timing and location of development consistent with available public facilities.
  - (b) Boundaries. The boundaries of the district shall be those of the “Westwood Area Study” in the amendment to the 2026 Comprehensive Plan adopted by the board of supervisors on December 11, 2018. This area shall be superimposed over the county’s zoning maps to delineate the district.
  - (c) Provisional uses permitted. The following are allowed by provisional use permit:
    - (1) Multifamily dwelling units in conjunction with nonresidential development permitted in the district.
    - (2) Uses and structures that would not otherwise comply with the setback and height provisions of Section 24-94.
- Each application for a provisional use permit shall include a master plan showing the location and height of all existing and proposed structures, public and private streets, parking spaces, the developer’s architectural design requirements, pedestrian accommodations, open space, landscaping, buffers, and site lighting.
- (d) Alternative parking requirements. In lieu of compliance with the parking requirements of section 24-96, a development or redevelopment, after the establishment of this overlay district, may provide parking in compliance with the following requirements:
  - (1) Each parking space allocated to the property must be located within 1,000 feet of the main entrance of the building to which it is allocated, measured along an accessible walking path.





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 302-18  
Page No. 3 of 3

Agenda Title: ORDINANCE – To Amend and Reordain Section 24-4 of the Code of the County of Henrico Titled “Division into districts” and to Add to the Code Section 24-92.5 Titled “Westwood Redevelopment overlay district” to Create and Set Rules for the Westwood Redevelopment Overlay District and Update the List of Districts in the Zoning Ordinance

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- (2) A parking study submitted with a master plan containing the information for master plans in subsection (c) must show that the parking allocation for the development is not likely to conflict on a regular basis with the parking allocation for other properties within the overlay district, based on the manner and time of parking for other properties. The parking study must be prepared by a licensed engineer and must show the number of parking spaces required and provided for the proposed development. The parking study may consider the use of on-street parking and the use of shared parking under shared parking agreements. Such agreements shall be included with the parking study.
- (c) Development standards. All development or redevelopment, after the establishment of the overlay district, shall meet the following development standards:
- (1) Traffic Circulation. Vehicular and pedestrian circulation shall be provided between adjacent properties unless otherwise approved by the director of planning due to design considerations such as environmental features, steep topography, or utility conflicts. Copies of cross-access agreements shall be provided at the request of the director of planning.
- (2) Sidewalks. Sidewalks shall be provided along all public streets contiguous to a proposed development. Sidewalks on the opposite side of the street shall not satisfy this requirement.
3. That this ordinance shall be in full force and effect on and after its passage as provided by law.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 303-18

Page No. 1 of 2

**Agenda Title: RESOLUTION — To Incorporate the Goals, Objectives, Strategies, and Design Guidelines of the Route 5 Corridor Study in the 2026 Comprehensive Plan**

For Clerk's Use Only:

Date: 12/11/2018

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson Seconded by (1) Obannon  
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

O'Bannon, P. ☒ ☐ ☐

Schmitt, D. ☒ ☐ ☐

Thornton, F. ☒ ☐ ☐

WHEREAS, the 2026 Comprehensive Plan (Plan) identifies Route 5 (New Market Road) as a Special Focus Area for future study; and,

WHEREAS, on March 14, 2017, the Board of Supervisors directed the Department of Planning to conduct a study of the Route 5 Corridor; and,

WHEREAS, the study area includes the Route 5 corridor from the City of Richmond limits to the Charles City County limits for 500 feet on both sides of the roadway centerline; and,

WHEREAS, the Department of Planning held public information meetings to discuss the findings and recommendations of the draft study with the public and obtain input from interested parties on June 8, August 3, and October 19, 2017, and June 4, 2018; and,

WHEREAS, the Planning Commission held work sessions to discuss the draft study, its recommendations, and design guidelines on March 22, 2017, and July 12 and August 9, 2018; and,

WHEREAS, the Department of Planning completed the Route 5 Corridor Study (Study), dated September 24, 2018; and,

WHEREAS, the Study recommends goals, objectives, strategies, and design guidelines which integrate and respect existing agricultural, residential, and commercial development in the corridor for use in considering future development proposals; and,

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. 303-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — To Incorporate the Goals, Objectives, Strategies, and Design Guidelines of the Route 5 Corridor Study in the 2026 Comprehensive Plan**

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WHEREAS, the Planning Commission considered the recommendations contained in the Study, the input obtained at all public information meetings, and comments received at a public hearing on October 18, 2018; and,

WHEREAS, the Planning Commission found the Study's proposed goals, objectives, strategies, and design guidelines are appropriate for the Route 5 corridor and should be incorporated into the Plan.

NOW, THEREFORE, BE IT RESOLVED the Board of Supervisors amends the Plan to add the Study's goals, objectives, strategies and design guidelines for the Route 5 corridor.

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 304-18

Page No. 1 of 2

Agenda Title: ORDINANCE — Vacation of a Portion of Alley — Greenwood Heights Subdivision — Fairfield District

For Clerk's Use Only:

Date: 12/11/2018

- ☒ 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.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, the owners of Lots 17 through 28 in Block D of Greenwood Heights subdivision, Trent Winegar and Lindsay P. Winegar, have requested that the County vacate a portion of the alley which separates Lots 17, 18, 27, and 28 in Block D on the plat of Greenwood Heights subdivision; and,

WHEREAS, the plat is recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia (the "Clerk's Office") in Plat Book 12, page 68; and,

WHEREAS, this ordinance was advertised pursuant to Va. Code § 15.2-2204, and the Board held a public hearing on December 11, 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 that:

- 1) the alley area shown outlined in red and labeled "TO BE VACATED" on the attached 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

*Steve Brina*

By County Manager

*[Signature]*

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. 304-18

Page No. 2 of 2

**Agenda Title: ORDINANCE — Vacation of a Portion of Alley — Greenwood Heights  
Subdivision — Fairfield District**

---

- 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 TRENT WINEGAR and LINDSAY P. WINEGAR, their successors or assigns; and,
- 5) the Clerk shall note this vacation as provided in Va. Code § 15.2-2276.

Comments: The Directors of Public Utilities, Planning, and Real Property recommend approval of this Board paper; the County Manager concurs.

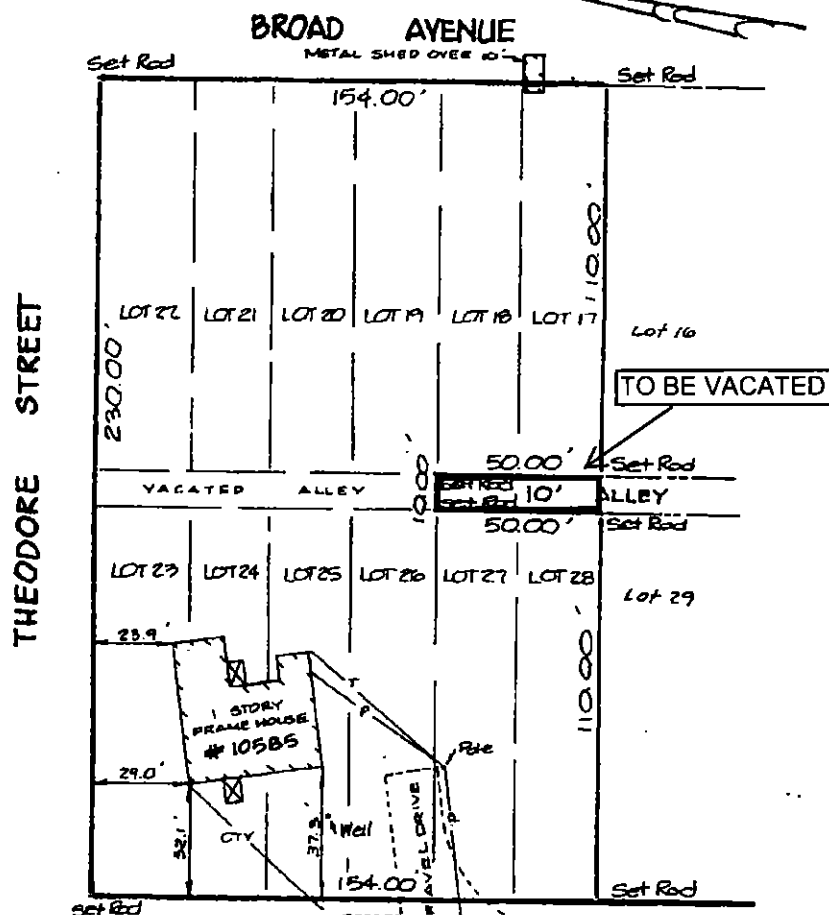
This is to certify that on FEB 2, 1993, I made an accurate field survey of the premises shown hereon; that all improvements known or visible are shown hereon, that there are no encroachments by improvements either from adjoining premises, or from subject premises upon adjoining premises, other than as shown hereon. According to the current respective National Flood Insurance Program rate map, this property is located within zone C.  
 Power is ( ) underground, (✓) overhead; telephone is ( ) underground, (✓) overhead.  
 New ( ) % Complete \_\_\_\_\_; ON (✓) \_\_\_\_\_ By [Signature]

TR 284 24

EXHIBIT A

Re: Dorothy B. Lane

BOOK 2409 PAGE 1432



**GREENWOOD ROAD**  
 (formerly Thelma Avenue)  
 (NOT MAINTAINED)  
 SURVEY & MAP OF LOTS 17, 18, 19, 20, 21, 22, 23, 24,  
 25, 26, 27, 28 & PART VACATED ALLEY, BLOCK D,  
 PLAN OF GREENWOOD HEIGHTS IN HENRICO CO., VA.

DATE: Feb. 2, 1993

ROBERT K. THOMAS AND ASSOCIATES  
 REGISTERED SURVEYOR  
 HENRICO, VIRGINIA

SCALE: 1" = 40'

FILE: HEN-25

BOOK NO: 2409-71

BY: Cfm



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 305-18

Page No. 1 of 2

Agenda Title: RESOLUTION — Authorization to Proceed to Negotiations — Indoor Sports and Convocation Center

For Clerk's Use Only:

Date: 12/11/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) W. Elan Seconded by (1) O'Bannon  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

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

**WHEREAS**, on July 30, 2018, the County requested proposals under The Public-Private Education Facilities and Infrastructure Act of 2002 (PPEA) for design and construction of an indoor sports and convocation center; and,

**WHEREAS**, the County received six conceptual proposals; and,

**WHEREAS**, after review of the conceptual proposals by the Working Group established under the County's PPEA Guidelines, on October 22, 2018, the County Manager determined to proceed to the detailed review phase with two proposals; and,

**WHEREAS**, the Working Group has reviewed the detailed proposals submitted by Eastern Sports Management, LLC and MEB General Contractors, Inc.; and,

**WHEREAS**, the two detailed proposals provide a significant amount of proprietary and non-proprietary information but do not include complete information about various matters, such as the location of the proposed center, the entity that will operate the proposed center and its procedures for doing so, and the financial arrangements for construction and operation of the proposed center; and,

**WHEREAS**, the Working Group believes that additional information from the two proposers is necessary for it to make a carefully-considered recommendation to the Board about negotiations with one or both proposers; and,

**WHEREAS**, on December 11, 2018, the Board held an advertised public hearing to consider the detailed proposals; and,

By Agency Head

*Eli Hunt*

By County Manager

*[Signature]*

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. 305-18  
Page 2 of 2

**Agenda Title: RESOLUTION — Authorization to Proceed to Negotiations — Indoor Sports and Convocation Center**

---

**WHEREAS**, the County Manager concurs with the Working Group's recommendation that the Board defer a decision on proceeding to the negotiation phase until the Working Group has obtained additional information from both proposers and has made a recommendation.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors defers a decision about proceeding to the negotiation phase, authorizes the Working Group to seek additional information from both proposers, and directs the Working Group to make a recommendation concerning the negotiation phase to the County Manager by February 14, 2019.

**Comment:** The Working Group recommends approval of the Board paper, and the County Manager concurs.





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

Agenda Item No. 306-18  
Page No. 1 of 1

**Agenda Title: RESOLUTION — Signatory Authority — Ground Lease of County Property — YMCA of Greater Richmond — Henrico Aquatic Facility — Fairfield District**

For Clerk's Use Only:

Date: 12/11/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

**BOARD OF SUPERVISORS ACTION**

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

REMARKS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

YES NO OTHER

Branin, T.	<u>✓</u>	_____	_____
Nelson, T.	<u>✓</u>	_____	_____
O'Bannon, P.	<u>✓</u>	_____	_____
Schmitt, D.	<u>✓</u>	_____	_____
Thornton, F.	<u>✓</u>	_____	_____

WHEREAS, the County owns a parcel of land containing 9.7 acres that is located at 1400 N. Laburnum Avenue and designated Tax Map Parcel number 807-731-5805; and,

WHEREAS, the County owns and operates the Henrico East Health Clinic on a 3.8-acre portion of the parcel; and,

WHEREAS, the remaining 5.9 acres of the parcel is undeveloped, and the County wishes to lease the undeveloped portion to the Young Men's Christian Association of Greater Richmond (the "YMCA") for the development, construction, and operation of an indoor recreational aquatic facility; and,

WHEREAS, the YMCA, a Virginia non-profit corporation, provides programs and services to residents of the County and wishes to lease from the County the undeveloped portion for the aquatic facility; and,

WHEREAS, the initial lease period will be 20 years, commencing on the date the County issues the final certificate of occupancy for the facility; and,

WHEREAS, the YMCA, unless the County gives a cancellation notice, may extend the initial period for up to three successive periods of ten years, each at the same rent of \$1.00 per year; and,

WHEREAS, in accordance with Va. Code § 15.2-1810, possession of the land and ownership of the facility and all fixtures and improvements thereon will revert to the County when the lease expires; and,

By Agency Head Steve Beers

By County Manager [Signature]

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. 306-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — Signatory Authority — Ground Lease of County Property — YMCA of Greater Richmond — Henrico Aquatic Facility — Fairfield District**

---

WHEREAS, this resolution was advertised pursuant to Sections 15.2-1800 and 15.2-1813 of the Code of Virginia, and a public hearing was held on December 11, 2018.

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

1. The County Manager is authorized to execute a lease for the undeveloped 5.9-acre portion of Tax Map Parcel number 807-731-5805 to the YMCA, in a form approved by the County Attorney, under the terms set forth above; and,
2. The County Manager, or his designee, is authorized to execute any other documents necessary for the leasing of the undeveloped portion of the parcel in accordance with the terms set forth above.

Comments: The lease is subject to annual appropriations. The Directors of Recreation and Parks and Real Property recommend approval of this paper; the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 3/3-18

Page No. 1 of 2

Agenda Title: RESOLUTION – Signatory Authority – Development and Operations  
Agreement – Henrico Aquatic Center – Fairfield District

For Clerk's Use Only: Date: <u>12/11/2018</u> ( ) Approved ( ) Denied ( ) Amended ( ) Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Branin</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<b>YES NO OTH</b> Branin, T. <u>✓</u> _____ Nelson, T. <u>✓</u> _____ O'Bannon, P. <u>✓</u> _____ Schmitt, D. <u>✓</u> _____ Thornton, F. <u>✓</u> _____
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**WHEREAS**, the Board of Supervisors wishes to facilitate the development of recreational facilities to serve the citizens of the County; and,

**WHEREAS**, the Board is willing to make a charitable contribution of \$8 million to reimburse the Young Men's Christian Association of Greater Richmond (YMCA) for the cost of design and construction of an aquatic center fronting on Watts Lane across from the Eastern Henrico Recreation Center on land owned by the County and leased to the YMCA; and,

**WHEREAS**, the aquatic center will be a one-story, fully-enclosed building containing (1) a 25-yard, 8-lane pool, (2) a warm-water instructional pool transitioning at one end to a zero-depth family spray pool, (3) family-style locker rooms, including showers, and (4) retractable spectator seating on the pool deck; and,

**WHEREAS**, the YMCA shall be solely responsible for operating the aquatic center as a YMCA facility; and,

**WHEREAS**, the County and YMCA have negotiated a Development and Operations Agreement (Agreement) regarding the design, construction, and operation of the aquatic center.

By Agency Head Elin Luba By County Manager [Signature]

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. 313-17  
Page No. 2 of 2

**Agenda Title: RESOLUTION – Signatory Authority – Development and Operations  
Agreement – Henrico Aquatic Center – Fairfield District**

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**NOW, THEREFORE, BE IT RESOLVED** that the Board approves the Agreement and authorizes the County Manager to execute the Agreement and future amendments in a form approved by the County Attorney.

Comment: This is a companion to the Board papers for the lease of the property and the appropriation for the charitable contribution. The Director of Recreation and Parks recommends approval of the Board paper, and the County Manager concurs.



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

Agenda Item No. 307-18

Page No. 2 of 2

**Agenda Title: RESOLUTION – Approval of Issuance of Bonds – Virginia United Methodist Homes, Inc. – Economic Development Authority of Henrico County, Virginia – Three Chopt District**

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(2) if and as needed, capitalized interest on the Bonds, a debt service reserve fund for the Bonds, costs of issuance related to the issuance of the Bonds, working capital, routine capital expenditures at Cedarfield and other related costs (collectively (1) and (2), the "Plan of Finance"); and,

**WHEREAS**, on November 15, 2018, the Authority held a public hearing on the issuance of the Bonds and adopted a resolution requesting the Board of Supervisors (the "Board") of the County to approve the issuance of the Bonds to comply with Section 147(f) of the Internal Revenue Code of 1986, as amended (the "Code"), and Section 15.2-4906 of the Industrial Development and Revenue Bond Act, as amended (the "Act"); and,

**WHEREAS**, a copy of the Authority's resolution approving the issuance of the Bonds, subject to the terms to be agreed upon, a record of the public hearing, and a fiscal impact statement with respect to the issuance of the Bonds have been filed with the Board.

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

1. The Board hereby approves the issuance of the Bonds by the Authority for the benefit of the Borrowers, as required by Section 147(f) of the Code and Section 15.2-4906 of the Act, to permit the Authority to issue bonds for the purposes set forth above.

2. Approval of the issuance of the Bonds, as required by Section 147(f) of the Code and Section 15.2-4906 of the Act, does not constitute an endorsement of the Bonds or the creditworthiness of the Borrowers.

3. As required by Section 15.2-4909 of the Act, the Bonds shall provide that neither the County nor the Authority shall be obligated to pay the Bonds or the interest thereon or other costs incident thereto except from the revenues and moneys pledged therefor, and neither the faith and credit nor the taxing power of the Commonwealth of Virginia, the County, or the Authority shall be pledged thereto.

4. This Resolution shall take effect immediately upon its adoption.

**COMMENTS:** The Executive Director of the Economic Development Authority recommends approval of this Board paper; the County Manager concurs.

November 15, 2018

Board of Supervisors of  
Henrico County, Virginia  
4301 East Parham Road  
Henrico, Virginia 23228

**Economic Development Authority of Henrico County, Virginia  
Approval of Proposed Revenue Bond Financing  
for Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living**

Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living (the "Borrower"), a nonstock, not-for-profit Virginia corporation, whose principal place of business is 5101 Cox Road, Suite 225, Glen Allen, Virginia 23060, has requested that the Economic Development Authority of Henrico County, Virginia (the "Authority") issue up to \$45,000,000 of its revenue bonds, in one or more series at one time or from time to time (the "Bonds"), the proceeds of which will be loaned to the Borrower:

(1) to finance the costs associated with certain projects at its continuing care retirement community known as Cedarfield and located at 2300 Cedarfield Parkway, Henrico, Virginia 23233 ("Cedarfield"), including, but not limited to, (A) acquiring, constructing, designing, equipping and renovating additional independent living and assisted living units, (B) renovating existing independent living units, (C) renovating memory support facilities, (D) acquiring, constructing, designing, equipping and renovating rehabilitation facilities, (E) acquiring, constructing, designing, equipping and renovating health care (including assisted living and nursing care) and wellness center facilities, (F) renovating common areas, (G) acquiring, constructing, designing, equipping and renovating dining, physical therapy, parking and wellness facilities and (H) performing site work and other community-related improvements at Cedarfield; and

(2) to finance, if and as needed, capitalized interest on the Bonds, a debt service reserve fund for the Bonds, costs of issuance related to the issuance of the Bonds, working capital, routine capital expenditures at Cedarfield and other related costs (collectively (1) and (2), the "Plan of Finance").

As set forth in the inducement resolution of the Authority attached hereto (the "Resolution"), the Authority has provided initial approval of the Bonds to accomplish the Plan of Finance. The Authority has conducted a public hearing on the Plan of Finance and has recommended that you approve the Plan of Finance and the issuance of the Bonds by the Authority as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Code of Virginia of 1950, as amended (the "Virginia Code").

Attached hereto is (1) a certificate evidencing (A) the conduct of the public hearing and (B) the inducement resolution adopted by the Authority regarding the Plan of Finance, (2) the Fiscal Impact Statement required pursuant to Section 15.2-4907 of the Virginia Code and (3) the form of resolution suggested by bond counsel to evidence your approval.

A handwritten signature in dark ink, appearing to read "Wendy Miller", is written over a horizontal line.

Assistant Secretary  
Economic Development Authority of Henrico  
County, Virginia



## CERTIFICATE

The undersigned Assistant Secretary of the Economic Development Authority of Henrico County, Virginia (the "Authority"), hereby certifies as follows:

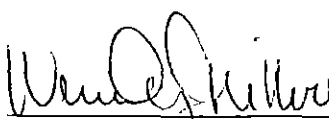
1. A meeting of the Authority was duly called and held on Thursday, November 15, 2018, at 6:30 p.m. before the Authority in the conference room at the Authority's office at 4300 East Parham Road, Henrico, Virginia 23228, pursuant to proper notice given to each Director of the Authority before such meeting. The meeting was open to the public. The time of the meeting and the place at which the meeting was held provided a reasonable opportunity for persons of differing views to appear and be heard.

2. The Chairman announced the commencement of a public hearing on the application of Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living, a nonstock, not-for profit Virginia corporation, and that a notice of the hearing was published once a week for two successive weeks in a newspaper having general circulation in Henrico County, Virginia (the "Notice"), with the second publication appearing not less than six days nor more than 21 days prior to the hearing date. A copy of the Notice has been filed with the minutes of the Authority and is attached as Exhibit A.

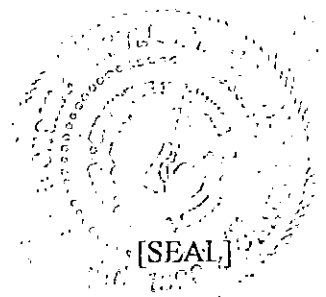
3. A summary of the statements made at the public hearing is attached as Exhibit B.

4. Attached as Exhibit C is a true, correct and complete copy of the inducement resolution (the "Resolution") adopted at such meeting of the Authority by a majority of the Directors present at such meeting. The Resolution constitutes all formal action taken by the Authority at such meeting relating to matters referred to in the Resolution. The Resolution has not been repealed, revoked, rescinded or amended and is in full force and effect on this date.

WITNESS my hand and the seal of the Authority, as of November 15, 2018.



Assistant Secretary, Economic Development  
Authority of Henrico County, Virginia



[SEAL]

Exhibits:

- A - Copy of Certified Notice
- B - Summary of Statements
- C - Approving Resolutions

**EXHIBIT A**

**Notice of Public Hearing**

(See Attached)

# Richmond Times-Dispatch

Advertising Affidavit

Account Number

3577809

300 E. Franklin Street  
Richmond, Virginia 23219  
(804) 649-6208

Date

November 08, 2018

MCGUIREWOODS LLP  
GATEWAY PLAZA  
800 EAST CANAL STREET  
RICHMOND, VA 23219-3916

Date	Category	Description	Ad Size	Total Cost
11/08/2018	Meetings and Events	NOTICE OF PUBLIC HEARING TO BE HELD BY THE ECON	2 x 0 L	742.60

## NOTICE OF PUBLIC HEARING TO BE HELD BY THE ECONOMIC DEVELOPMENT AUTHORITY OF HENRICO COUNTY, VIRGINIA FOR THE BENEFIT OF

VIRGINIA UNITED METHODIST HOMES, INC. D/B/A PINNACLE LIVING  
Notice is hereby given that the Economic Development Authority of Henrico County, Virginia (the "Authority") whose address is 4153 East Parham Road, Henrico, Virginia 23228, will hold a public hearing on the plan of finance of Virginia United Methodist Homes, Inc. d/b/a Pinnacle Living (the "Borrower"), a nonprofit, not-for-profit Virginia corporation, whose address is 5101 Cox Road, Suite 215, Glen Allen, Virginia 23060, related to the issuance by the Authority of up to \$45,000,000 of revenue bonds (the "Bonds"), in one or more series from time to time. The Bonds are expected to be issued as qualified 501(c)(3) bonds as defined in Section 145 of the Internal Revenue Code of 1954, as amended (the "Internal Revenue Code"). The Borrower owns and operates several retirement communities with a continuum of care, including a community known as Cedarfield, which is located at 2359 Cedarfield Parkway, Henrico, Virginia 23233 ("Cedarfield").

The Authority will loan the proceeds of the Bonds to the Borrower:  
(1) to finance the costs associated with certain projects at Cedarfield, including, but not limited to, (A) acquiring, constructing, designing, equipping and operating additional independent living and assisted living units; (B) renovating existing independent living units; (C) renovating memory support facilities; (D) acquiring, constructing, designing, equipping and renovating rehabilitation facilities; (E) acquiring, constructing, designing, equipping and renovating health care (including assisted living and nursing care) and wellness center facilities; (F) renovating common areas; (G) acquiring, constructing, designing, equipping and renovating dining, physical therapy, parking and wellness facilities and (H) performing site work and other community-related improvements at Cedarfield; and  
(2) to finance, if and as needed, capitalized interest on the Bonds, a debt service reserve fund for the Bonds, costs of issuance related to the issuance of the Bonds, working capital, on-line capital expenditures at Cedarfield and other related costs (collectively (1) and (2), the "Plan of Finance").

The Bonds will not constitute a debt or pledge of the faith and credit of the Commonwealth of Virginia (the "Commonwealth") or any political subdivision thereof, including the Authority and Henrico County. Neither the Commonwealth nor any political subdivision thereof, including the Authority and Henrico County, shall be obligated to pay the Bonds, or the interest thereon, or the costs incident thereto, except from the revenues and monies received from the Borrower and pledged therefor, and neither the faith and credit nor the taxing power of the Commonwealth nor any political subdivision thereof, including the Authority and Henrico County, will be pledged to the payment of the principal of or interest on such Bonds or other costs incident thereto.

The public hearing, which may be continued or postponed, will be held on Thursday, November 15, 2018, at 6:30 p.m. before the Authority, in the conference room at the Authority's office at 4153 East Parham Road, Henrico, Virginia 23228. The results of the public hearing will be forwarded to the Board of Supervisors of Henrico County, which will be asked to give its limited approval of the issuance of the Bonds as required by the Internal Revenue Code. Any person interested in the issuance of the Bonds or the location or nature of the proposed project may appear at the hearing and present his or her views.

Economic Development Authority of Henrico County, Virginia

## Publisher of the Richmond Times-Dispatch

This is to certify that the attached NOTICE OF PUBLIC HEARING was published by the Richmond Times-Dispatch, Inc. in the City of Richmond, State of Virginia, on the following dates:

11/01, 11/08/2018

The First insertion being given ... 11/01/2018

Newspaper reference: 0000846267

Sworn to and subscribed before me this

November 8, 2018

Janet Johnson Williams Notary Public  
Supervisor

Janet Johnson Williams  
NOTARY PUBLIC  
Commonwealth of Virginia  
7566416

State of Virginia  
City of Richmond  
My Commission expires June 30, 2021  
My Commission expires \_\_\_\_\_

THIS IS NOT A BILL. PLEASE PAY FROM INVOICE. THANK YOU

## **EXHIBIT B**

### **Summary of Statements**

Representatives of Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living and McGuireWoods LLP, bond counsel, appeared before the Authority to describe the project and the proposed bond issue. No one appeared in opposition to the proposed bond issue.

**EXHIBIT C**

**Approving Resolution**

(See Attached)

**RESOLUTION OF THE ECONOMIC DEVELOPMENT AUTHORITY OF HENRICO COUNTY, VIRGINIA, PROVIDING INITIAL APPROVAL OF THE ISSUANCE OF UP TO \$45,000,000 OF REVENUE BONDS FOR THE BENEFIT OF VIRGINIA UNITED METHODIST HOMES, INC., D/B/A PINNACLE LIVING**

WHEREAS, the Economic Development Authority of Henrico County, Virginia (the "Authority"), is empowered by the Industrial Development and Revenue Bond Act, Chapter 49, Title 15.2, Code of Virginia of 1950, as amended (the "Act"), to issue its revenue bonds to finance or refinance the construction and equipping of facilities for the residence or care of the aged to protect and promote the health and welfare of the inhabitants of the Commonwealth of Virginia (the "Commonwealth"); and

WHEREAS, the Authority has received a request from Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living (the "Borrower"), whose primary business address is 5101 Cox Road, Suite 225, Glen Allen, Virginia 23060, to issue its revenue bonds, in one or more series at one time or from time to time, to provide funds to the Borrower:

(1) to finance the costs associated with certain projects at its community known as Cedarfield, which is located at 2300 Cedarfield Parkway, Henrico, Virginia 23233 ("Cedarfield"), including, but not limited to, (A) acquiring, constructing, designing, equipping and renovating additional independent living and assisted living units, (B) renovating existing independent living units, (C) renovating memory support facilities, (D) acquiring, constructing, designing, equipping and renovating rehabilitation facilities, (E) acquiring, constructing, designing, equipping and renovating health care (including assisted living and nursing care) and wellness center facilities, (F) renovating common areas, (G) acquiring, constructing, designing, equipping and renovating dining, physical therapy, parking and wellness facilities and (H) performing site work and other community-related improvements at Cedarfield; and

(2) to finance, if and as needed, capitalized interest on the Bonds, a debt service reserve fund for the Bonds, costs of issuance related to the issuance of the Bonds, working capital, routine capital expenditures at Cedarfield and other related costs (collectively (1) and (2), the "Plan of Finance"); and

WHEREAS, preliminary plans for the Plan of Finance have been described to the Authority and a public hearing has been held as required by Section 147(f) of the Internal Revenue Code of 1986, as amended, and Section 15.2-4906 of the Act; and

WHEREAS, the Borrower has represented that the estimated cost of undertaking the Plan of Finance will require an issue of revenue bonds, in one or more series at one time or from time to time, in the aggregate principal amount not to exceed \$45,000,000 (the "Bonds"); and

WHEREAS, (1) no Director of the Authority is an officer or employee of the Borrower or the County of Henrico, Virginia, (2) each Director has, before entering upon his duties during his or her present term of office, taken and subscribed to the oath prescribed by Section 49-1 of the Code of Virginia of 1950, as amended and (3) at the time of their appointments and at all times thereafter, including the date hereof, all of the Directors of the Authority have satisfied the residency requirements of the Act; and

WHEREAS, no Director of the Authority has any personal interest or business interest in the Borrower, the Bonds, or any of the transactions contemplated therein or has otherwise engaged in conduct prohibited under the Conflict of Interests Act, Chapter 31, Title 2.2 of the Code of Virginia of 1950, as amended in connection with this resolution or any other official action of the Authority in connection therewith.

**NOW, THEREFORE, BE IT RESOLVED BY THE ECONOMIC DEVELOPMENT AUTHORITY OF HENRICO COUNTY, VIRGINIA:**

1. It is hereby found and determined that the Plan of Finance will be in the public interest and will promote the commerce, safety, health, welfare, convenience or prosperity of the Commonwealth of Virginia, Henrico County and their citizens and in particular, will promote the providing of health care facilities and other facilities for the residence and care of the aged in accordance with their special needs.

2. The Authority hereby agrees to assist the Borrower in undertaking the Plan of Finance by issuing its Bonds upon terms and conditions mutually agreeable to the Authority and the Borrower. The Bonds will be issued pursuant to documents satisfactory to the Authority. The Bonds may be issued in one or more series at one time or from time to time.

3. It having been represented to the Authority that it is necessary to proceed immediately with the Plan of Finance, and the planning therefor, the Authority hereby agrees that the Borrower may proceed with the Plan of Finance and take such other steps as it may deem appropriate in connection with the Plan of Finance, provided, however, that nothing in this resolution shall be deemed to authorize the Borrower to obligate the Authority without the Authority's consent in each instance to the payment of any moneys or the performance of any acts in connection with the Plan of Finance. The Authority hereby agrees that the Borrower may be reimbursed from the proceeds of the Bonds for all expenditures and costs so incurred by it, provided such expenditures and costs are properly reimbursable under the Act and applicable federal laws.

4. At the request of the Borrower, the Authority hereby approves McGuireWoods LLP, Richmond, Virginia, as Bond Counsel in connection with the issuance of the Bonds.

5. All costs and expenses in connection with the undertaking of the Plan of Finance, including the fees and expenses of Bond Counsel, shall be paid by the Borrower or, to the extent permitted by applicable law, from the proceeds of the Bonds. If for any reason such Bonds are not issued, it is understood that all such expenses shall be paid by the Borrower and that the Authority shall have no responsibility therefor.

6. The Authority hereby recommends that the Henrico County Board of Supervisors (the "Board") approve the issuance of the Bonds for the purpose of undertaking the Plan of Finance within 60 days of the date of the adoption of this resolution.

7. The Borrower shall indemnify and save harmless the Authority, its officers, directors, counsel, employees and agents, from and against all liabilities, obligations, claims, damages, penalties, fines, losses, costs and expenses in any way connected with the Borrower or the issuance of the Bonds.

8. No Bonds may be issued pursuant to this resolution until such time as the issuance of the Bonds has been approved by the Board and a final resolution is approved by the Authority.

9. This resolution shall be effective immediately and shall continue in full force and effect for a period of one year after adoption, unless specifically extended by the Authority.

10. The Authority directs the Assistant Secretary to submit to the Board this resolution, the Borrower's Fiscal Impact Statement, and a summary of the public hearing held by the Authority, which constitutes the recommendation of the Authority that the Board approve and concur in the Plan of Finance.

11. To the extent that this resolution conflicts with the Authority's inducement resolution adopted August 16, 2018, this resolution shall control.

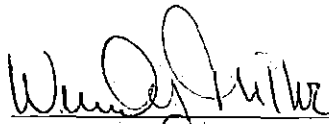
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### **CERTIFICATE**

The undersigned Assistant Secretary of the Economic Development Authority of Henrico County, Virginia (the "Authority"), hereby certifies that the foregoing is a true, correct and complete copy of a resolution adopted by a majority of the Directors of the Authority at a meeting duly called and held on November 15, 2018, in accordance with law, and that such resolution has not been repealed, revoked, rescinded or amended but is in full force and effect on the date hereof.

WITNESS the following signature and seal of the Authority as of November 15, 2018.

A handwritten signature in black ink, appearing to read "Wendy Fuller", is written over a horizontal line.

Assistant Secretary, Economic Development  
Authority of Henrico County, Virginia

**FISCAL IMPACT STATEMENT  
FOR PROPOSED BOND FINANCING**

Date: November 15, 2018

To the Board of Supervisors of Henrico County, Virginia  
Henrico, Virginia


**Applicant:** Virginia United Methodist Homes, Inc., d/b/a Pinnacle Living (the "Organization")

**Facility/** Improvements to continuing care retirement communities

**Plan of**

**Finance:**

- |  |              |
|--|--------------|
| 1. Maximum amount of financing sought  | \$45,000,000 |
| 2. Estimated taxable value of the facility's real property to be constructed in the locality.                          | N/A          |
| 3. Estimated real property tax per year using present tax rates.   | N/A          |
| 4. Estimated personal property tax per year using present tax rates.   | N/A          |
| 5. Estimated merchants' capital tax per year using present tax rates.  | N/A          |
| 6. (a) Estimated dollar value per year of goods that will be purchased from Virginia companies within the locality     | \$3,011,000  |
| (b) Estimated dollar value per year of goods that will be purchased from non-Virginia companies within the locality    | \$753,000    |
| (c) Estimated dollar value per year of services that will be purchased from Virginia companies within the locality     | \$293,000    |
| (d) Estimated dollar value per year of services that will be purchased from non-Virginia companies within the locality | \$12,000     |
| 7. Estimated number of regular employees on year round basis.  | 300          |
| 8. Average annual salary per employee.   | \$42,080     |

  
Chairman  
Economic Development Authority of Henrico  
County, Virginia



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 308-18  
Page No. 1 of 1

Agenda Title: Resolution – Signatory Authority – Assignment of Contracts with BCWH, Inc.

For Clerk's Use Only: Date: <u>12/11/2018</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>Nelson</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<b>YES NO OTHER</b> Branin, T. <u>✓</u> _____ Nelson, T. <u>✓</u> _____ O'Bannon, P. <u>✓</u> _____ Schmitt, D. <u>✓</u> _____ Thornton, F. <u>✓</u> _____
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**WHEREAS**, the Board of Supervisors awarded BCWH, Inc. architectural and engineering services contracts for Dumbarton Area Library on September 25, 2012, Varina Area Library on October 9, 2012, and Fairfield Area Library on February 28, 2017 (the Contracts); and

**WHEREAS**, BCWH, Inc. joined Quinn Evans Architects, Inc. on October 31, 2018; and

**WHEREAS**, BCWH, Inc. wishes to assign to Quinn Evans Architects, Inc. all responsibility for execution and completion of the Contracts and needs the County's consent to do so; and

**WHEREAS**, the project scope, schedule, fees, terms and conditions and the personnel responsible for the performance of the Contracts would be unchanged by the assignment.

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

1. It consents to the assignment of the Contracts from BCWH, Inc. to Quinn Evans Architects, Inc.
2. The County Manager is authorized to execute any and all documents necessary to effectuate this assignment, such documents to be in a form approved by the County Attorney.

Comments: The Director of Purchasing recommends approval of this Board paper, and the County Manager concurs.

By Agency Head: [Signature]

By County Manager: [Signature]

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. 309-18  
Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Annual Contracts — Geotechnical, Quality Control, and Special Inspection Services

For Clerk's Use Only: Date: <u>12/11/2018</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>Branin</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<b>YES NO OTHER</b> Branin, T. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Schmitt, D. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____
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WHEREAS, the County received nine proposals on October 26, 2018, in response to RFP# 18-1754-9JCK for geotechnical, quality control, and special inspection services; and,

WHEREAS, based upon review of the written proposals, the Selection Committee (Messrs. Chuck Phan, Rick Schwartz, Lee Maddox, Steve Hart, and Pat Murphy) interviewed the following firms:

Froehling & Robertson, Inc.  
Schnabel Engineering, LLC  
ECS Mid-Atlantic, LLC  
Timmons Group, Inc.

WHEREAS, the Selection Committee selected Froehling & Robertson, Inc. and Schnabel Engineering, LLC as the top-ranked firms and negotiated a unit cost rate schedule with each firm.

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

1. Annual contracts to provide geotechnical, quality control and special inspection services are awarded to Froehling & Robertson, Inc. and Schnabel Engineering, LLC for the period January 1, 2019, to December 31, 2019, with the option to renew each contract for two additional one-year terms, all in accordance with RFP# 18-1754-9JCK and the proposals submitted by Froehling & Robertson, Inc. and Schnabel Engineering, LLC.

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

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

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

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

Clerk, Board of Supervisors

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

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

Agenda Item No. 309-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Annual Contracts — Geotechnical, Quality Control, and Special Inspection Services**

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2. Compensation for services under the contracts will be based on the unit cost rate schedules contained in each contract.
3. Fees for each contract shall not exceed \$300,000 for any single project or \$1,500,000 per one-year term.
4. The County Manager is authorized to execute the contracts in a form approved by the County Attorney.

**Comment:** The Director of General Services and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.



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

Agenda Item No. 310-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Courts Records Room Renovation  
— Brookland District**

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

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the Courts Records Room Renovation project is awarded to Brooks & Co. General Contractors, Inc., the lowest responsive and responsible bidder, in the amount of \$101,700 pursuant to ITB No. 18-1774-10PEW and the bid submitted by Brooks & Co. General Contractors, 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 all change orders within the scope of the project budget not to exceed 15 percent of the original contract amount.

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 311-18  
Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Contract — Sheriff's Lobby Renovations — Brookland District

For Clerk's Use Only: Date: <u>12/11/2018</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>Nelson</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"/> Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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**WHEREAS**, the County wishes to renovate the Sheriff's Office first floor lobby and reception space at 4301 East Parham Road; and,

**WHEREAS**, the County received five bids on November 14, 2018, in response to ITB No. 18-1766-10JCK and Addendum Number 1, with the following results:

Bidder	Total Bid
Daniel & Company, Inc. Richmond, VA	\$174,000
Millennium Enterprises, LLC Henrico, VA	\$175,600
Brooks and Co. General Contractors, Inc. Richmond, VA	\$204,700
Athena Construction Group, Inc. Triangle, VA	\$222,906
Contracting Solutions, Inc. Chesapeake, VA	\$281,372

**WHEREAS**, after review and evaluation of all bids received, it was determined that Daniel & Company, Inc. is the lowest responsive and responsible bidder with a bid of \$174,000.

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

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

Certified:  
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Clerk, Board of Supervisors

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



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

Agenda Item No. 311-18

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Sheriff's Lobby Renovations  
Brookland District**

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

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the Sheriff's Lobby renovations is hereby awarded to Daniel & Company, Inc., the lowest responsive and responsible bidder, in the amount of \$174,000 pursuant to ITB No. 18-1766-10JCK, Addendum Number 1, and the bid submitted by Daniel & Company, 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 all change orders within the scope of the project budget not to exceed 15 percent of the original contract amount.

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 312-18

Page No. 1 of 2

Agenda Title: RESOLUTION — SIA2018-00002 — Highland Springs High School Expansion and Redevelopment Site — Substantially in Accord with the 2026 Comprehensive Plan — Varina District

For Clerk's Use Only:

Date: 12/11/2018

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

O'Bannon, P. ☒ ☐ ☐

Schmitt, D. ☒ ☐ ☐

Thornton, F. ☐ ☐ ☐

WHEREAS, Section 15.2-2232A of the Code of Virginia requires the Planning Commission to review and consider whether the general or approximate location, character and extent of major public facilities are substantially in accord with the County's 2026 Comprehensive Plan (the "Plan"); and,

WHEREAS, the Planning Commission reviewed the site for the expansion and redevelopment of Highland Springs High School located along the north line of S. Airport Drive at its intersection with E. Beal Street for conformance with the Plan; and,

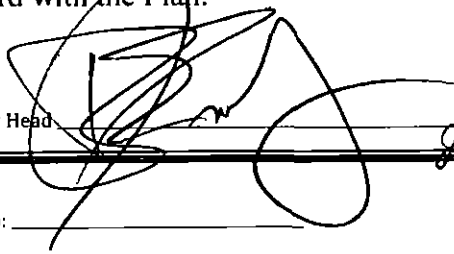
WHEREAS, a report dated October 18, 2018, presented by the Planning staff to the Planning Commission found the proposed use would not conflict with, or be a significant departure from, the Plan; and,


WHEREAS, on November 8, 2018, the Planning Commission reviewed the staff recommendation and found the proposed use will further the Goals, Objectives and Policies of the Plan that identify the need for new public services; and,

WHEREAS, the Planning Commission found the proposed site can be designed to be compatible with the surrounding area; and,

WHEREAS, the Board of Supervisors has reviewed the Planning Commission's finding and concurs with its conclusion.

NOW, THEREFORE, BE IT RESOLVED by the Henrico County Board of Supervisors that the proposed site for the expansion and redevelopment of Highland Springs High School is approved as being substantially in accord with the Plan.

By Agency Head: 

By County Manager: 

Routing:

Yellow to:

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Clerk, Board of Supervisors

Date:

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

Agenda Item No. 31218

Page No. 2 of 2

**Agenda Title: RESOLUTION — SIA2018-00002 — Highland Springs High School  
Expansion and Redevelopment Site — Substantially in Accord with the 2026  
Comprehensive Plan — Varina District**

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Comments: The Director of Planning concurs with the finding of the Planning Commission that the proposed site for the expansion and redevelopment of Highland Springs High School is "substantially in accord" with the Plan and recommends approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 314-18  
Page No. 1 of 1

Agenda Title: RESOLUTION — Award of Contract — Annual Engineering Services — Water Treatment Plant Projects

For Clerk's Use Only:

Date: 12/11/2018

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Branin, T.	✓		
Nelson, T.	✓		
O'Bannon, P.	✓		
Schmitt, D.	✓		
Thornton, F.	✓		

WHEREAS, on October 24, 2018, the County received one proposal in response to RFP #18-1756-9JOK for annual engineering services for Henrico County Water Treatment Plant projects; and,

WHEREAS, these projects will include those identified in the Capital Improvement Program as well as those that address unforeseen and emergency conditions

WHEREAS, the selection committee selected Whitman, Requardt and Associates, LLP as the top-ranked firm and negotiated an hourly rate schedule.

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

1. A contract to provide annual engineering services for Water Treatment Plant projects is awarded to Whitman, Requardt and Associates, LLP for the period of January 1, 2019, to December 31, 2019, with the option to renew the contract for two additional one-year terms, in accordance with RFP #18-1756-9JOK and the negotiated hourly rate schedule.
2. Fees shall not exceed \$300,000 for any single project or \$1,500,000 in any one-year term.
3. The County Manager is authorized to execute the contract in a form approved by the County Attorney.

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

By Agency Head

*ASB*

By County Manager

*[Signature]*

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Clerk, Board of Supervisors

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

Agenda Item No. 315-18  
Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Engineering Design Services — Chamberlayne Heights and Three Fountains North Area Sanitary Sewer Rehabilitation — Fairfield District**

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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.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 316-18  
Page No. 1 of 2

Agenda Title: **RESOLUTION — Award of Contract — Montezuma Farm & Circle Water Line Rehabilitation — Fairfield District**

For Clerk's Use Only:

Date: 12/11/2018

- ☒ 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"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**WHEREAS**, the County received five bids on October 23, 2018, in response to Invitation to Bid No. 18-1752-9CLE for the Montezuma Farm & Circle Water Line Rehabilitation project; and,

**WHEREAS**, the project will install approximately 1,325 feet of 6-inch ductile iron water line to replace deteriorated water mains and transfer 46 water services from back yards on Montezuma Avenue and St. Claire Lane to new water lines in the street; and,

**WHEREAS**, the bids were as follows:

<u>Bidders</u>	<u>Bid Amount</u>
Piedmont Construction Co., Inc. Oilville, VA	\$539,305.75
Franklin Mechanical Contractors, Inc. Kilmarnock, VA	\$638,554.00
Tidewater Utility Construction, Inc. Suffolk, VA	\$796,000.00
C.T. Purcell Excavating, Inc. Montpelier, VA	\$876,950.00
Walter C. Via Enterprises, Inc. Mattaponi, VA	\$996,500.00

By Agency Head

C. B. Erbe

By County Manager

[Signature]

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

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

Agenda Item No. **316-18**

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Montezuma Farm & Circle Water Line  
Rehabilitation — Fairfield District**

---

**WHEREAS**, after a review and evaluation of the bids received, it was determined that Piedmont Construction Co., Inc. is the lowest responsive and responsible bidder with a bid of \$539,305.75.

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

1. The contract is awarded to Piedmont Construction Co., Inc., the lowest responsive and responsible bidder, in the amount of \$539,305.75, pursuant to Invitation to Bid No.18-1752-9CLE and the bid submitted by Piedmont Construction Co., 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.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.





COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 317-18

Page No. 1 of 2

Agenda Title: **RESOLUTION — Award of Contract — Three Chopt Road and Pamela Drive Area  
Phase 1 Sewer Replacement — Three Chopt District**

For Clerk's Use Only:

Date: 12/11/2018

☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Branin Seconded by (1) Nelson  
(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"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**WHEREAS**, the County received five bids on October 30, 2018, in response to Invitation to Bid No. 18-1763-10CLE for the Three Chopt Road and Pamela Drive Area Phase 1 Sewer Replacement project just north of Tuckahoe Middle School; and,

**WHEREAS**, the project involves abandoning an 8-inch diameter concrete sewer pipe along Pamela Drive from a point approximately 375' east of the center of the intersection of Girard Avenue and Pamela Drive to the intersection of Pamela Drive and Three Chopt Road and installing approximately 700' of 8-inch diameter PVC sewer pipe along Pamela Drive, across Three Chopt Road, and along the southern property boundary of Woody's Funeral Home on Parham Road; and,

**WHEREAS**, the bids were as follows:

<u>Bidders</u>	<u>Bid Amount</u>
G. L. Howard, Inc. Rockville, VA	\$412,200
C. T. Purcell Excavating, Inc. Montpelier, VA	\$437,975
Enviroscape, Inc. Sandston, VA	\$568,300
Walter C. Via Enterprises, Inc. Mattaponi, VA	\$596,750
Tidewater Utility Construction, Inc. Suffolk, VA	\$835,000

By Agency Head ASB.E.H.

By County Manager [Signature]

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

Agenda Item No. 317-18

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Contract — Three Chopt Road and Pamela Drive Area  
Phase 1 Sewer Replacement – Three Chopt District**

---

**WHEREAS**, after a review and evaluation of the bids received, it was determined that G. L. Howard, Inc. is the lowest responsive and responsible bidder with a bid of \$412,200.

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

1. The contract is awarded to G. L. Howard, Inc., the lowest responsive and responsible bidder, in the amount of \$412,200, pursuant to Invitation to Bid No.18-1763-10CLE and the bid submitted by G. L. Howard, 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.

Comment: Funding will be provided by the Water and Sewer Revenue Fund. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 318-18  
Page No. 1 of 1

Agenda Title: RESOLUTION – Settlement of Personal Injury Claim – Jala Bennett

For Clerk's Use Only: Date: <u>12/11/2018</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>	<table><thead><tr><th></th><th>YES</th><th>NO</th><th>OTH</th></tr></thead><tbody><tr><td>Branin, T.</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>O'Bannon, P.</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>Thornton, F.</td><td><input checked="" type="checkbox"/></td><td><input type="checkbox"/></td><td><input type="checkbox"/></td></tr></tbody></table>		YES	NO	OTH	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"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
		YES	NO	OTH																						
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Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

BE IT RESOLVED by the Board of Supervisors of Henrico County that:

- (1) it authorizes settlement of the personal injury claim of Jala Bennett on terms as recommended by the Risk Manager, the County Manager, and the County Attorney and as approved by the Self-Insurance Trustees; and
- (2) the Risk Manager, County Manager, and County Attorney are authorized to execute all documents, in forms satisfactory to the County Attorney, necessary to conclude this matter and implement the terms of the settlement.

COMMENTS: The Risk Manager and County Attorney recommend approval of this Board paper; the County Manager concurs.

By Agency Head

Joseph P. Rappin

By County Manager

Routing:

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

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