

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
June 23, 2020

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, June 23, 2020, 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:

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

Member of the Board Absent:

Frank J. Thornton, Fairfield District

Other Officials Present:

John A. Vithoulikas, County Manager
J. T. (Tom) Tokarz, Acting County Attorney
Alisa A. Gregory, Sheriff
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board

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

Mr. Branin welcomed the public to the meeting. He provided instructions to those persons watching a live stream of the meeting at home on how to participate remotely in the public hearing part of the meeting.

Mr. Nelson delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved the June 9, 2020, Regular and Special Meeting Minutes.

The vote of the Board was as follows:

Yes: Branin, Schmitt, Nelson, O'Bannon

No: None

Absent: Thornton

MANAGER'S COMMENTS

Mr. Vithoulkas reported that the County is now 15 weeks into the COVID-19 pandemic, during which time Henrico residents and businesses and the County government have learned to adjust, adapt, and develop new ways to live and work. The County hit its peak of "percent positive" COVID-19 tests in early April, with seven-day weighted averages above 20 percent, but then experienced a steady decline in the average rate until it began to plateau in early May. The current weighted average is 7.2 percent compared with 11.6 percent on June 6. Although Henrico residents watching the news have heard about increases in coronavirus cases in states and cities across the United States, they have not seen this trend in Virginia. On June 22, Governor Ralph Northam reported that in addition to the decline in percent-positive cases across the state, hospitalizations are continuing to drop as well. Personal protective equipment supplies are sustainable, testing has increased, and the Commonwealth is hiring more than a thousand people to serve the contact tracers. Earlier in the afternoon, the Governor announced the Commonwealth will move to Phase Three on July 1. This phase allows gatherings of up to 250 people (from the current level of 50), retail businesses and restaurants to open to normal activity, entertainment venues to operate at 50 percent capacity, and gyms and pools to operate at 75 percent capacity.

Mr. Vithoulkas further reported that Henrico County agencies will continue to implement their transition plans in a gradual, incremental, and planned manner. Many employees will continue to telecommute. For those who must come into a County facility, the County will provide flexible staffing options and other carefully planned arrangements to provide social distancing and a healthy environment. One of the major efforts the County has undertaken since the beginning of the COVID-19 event has been outreach to vulnerable populations. In response to the public health crisis, Henrico County Public Schools, the Henrico Education Foundation, Henrico general government, and Richmond Raceway created a public-private partnership that has provided over 12,000 food bags to support vulnerable children and families. Mr. Vithoulkas tipped his hat to Deputy County Manager for Community Affairs Monica Callahan for her role in this effort. Thanks to the generosity of 840 businesses and individuals, over \$650,000 has been donated to the COVID-19 Response Fund. Henrico County government has also partnered with Richmond Raceway and its President, Dennis Bickmeier, to secure space where thousands of pounds of food have been received, packed, and distributed. For 13 weeks, County employees from the Department of Finance and Division of Recreation and Parks handled food items and worked alongside one another in the height of the COVID-19 crisis. HCPS' Family and Community Engagement and Equity, Diversity & Opportunity departments identified individuals, families, and food pantries that had a need for supplemental food items. Food packing and distribution officially ended June 11. Mr. Vithoulkas thanked all the employees who packed food and the donors whose dollars not only supported the purchase of food but also the purchase of basic household items, hygiene products, and Wi-Fi hotspots that aided remote learning for students.

Mr. Vithoulkas advised that Police Chief Humberto Cardounel, Jr., has announced his retirement, effective September 1. Chief Cardounel began his 32-year career with the Police Division in 1988 as a patrol officer and SWAT team medic and rose through the ranks as investigator, sergeant, command sergeant, lieutenant, captain, major, and deputy chief for the Parole Bureau and Investigative Bureau. Chief Cardounel led the Criminal Investigations Section; developed and implemented the Homeland Security Section; and provided leadership and service to the Training Academy, Internal Affairs Unit, Media Relations Unit, Organized Crime Section, and Personnel Unit. He was promoted to chief in

2016. Chief Cardounel graduated from Douglas S. Freeman High School and holds a bachelor's degree in political science from the University of Richmond and a master's degree in public administration from Virginia Commonwealth University. Mr. Vithoulkas remarked that it has truly been an honor to serve alongside Chief Cardounel. Following Mr. Vithoulkas' comments, Chief Cardounel addressed the Board. He noted his parents came to this country as immigrants and had an opportunity to start a new life, which gave him a chance to be born and raised in Henrico. Chief Cardounel expressed his gratitude to the County; said he is proud, honored and humbled to have served the County for 32 years; and remarked that he is indebted to the Board, Mr. Vithoulkas, and all 330,000-plus Henrico residents for their confidence and trust in him.

BOARD OF SUPERVISORS' COMMENTS

Mr. Branin pointed out Mr. Thornton was not present for the meeting due to a health issue.

Mrs. O'Bannon noted the recent passing of her good friend and great neighbor, Ormonde Wilkinson, who served for several years as the Tuckahoe District representative on the County's Library Advisory Board. Mrs. Wilkinson was the subject of a December 2019 *Richmond Time-Dispatch* article by Bill Lohmann, where she discussed having a letter addressed to Santa Claus in 1949 returned to her 70 years after it was written and posted. Mrs. O'Bannon characterized Mrs. Wilkinson "as a remarkable lady who was always a ray of sunshine."

Mr. Nelson expressed his desire for a more formal recognition of Chief Cardounel's service to the County and received confirmation from Mr. Vithoulkas that Barry Lawrence, Assistant to the County Manager and Clerk of the Board of Supervisors, will be retiring from the County, effective September 1.

Mr. Schmitt brought attention to the National Association of Counties Achievement Awards recently earned by the following County agencies: Henrico Area Mental Health & Developmental Services, Police Division, Department of Public Relations, Department of Human Resources, Public Library, Department of General Services, and Schools. For the 15th consecutive year, Henrico received the most awards of any Virginia county and the seventh-most nationally. Mr. Schmitt commented that this fantastic statewide and national comparison is one way to quantify how the County operates, and this Board serves its constituents, in the best way possible. He remarked that the County earned multiple awards for opioid and recovery efforts, healthy lifestyles and leadership for youth, and workforce and career development. Mr. Nelson asked that the Department of Public Relations put out information highlighting the awards and winning programs.

Mr. Nelson received confirmation from Mr. Vithoulkas and Ben Sheppard, Director of Public Relations, that there will be a Board work session, media event, and ribbon-cutting ceremony for the Henrico Aquatics Center on September 8 and that the pool is already full of water.

Mr. Branin announced that the County hosted its first pickleball tournament during the weekend of June 19 – 21, with 135 people in attendance from out of state. He pointed out this was a good boost for Henrico's hospitality industry. Mr. Branin thanked the Division of Recreation and Parks and tournament director Jack Singer, a Brookland District resident, for doing a great job with the tournament.

RECOGNITION OF NEWS MEDIA

Mr. Branin recognized Chris Suarez from the *Richmond Times Dispatch*.

APPOINTMENTS

- 149-20 Resolution - Appointment of Member - Board of Social Services.

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

- 150-20 Resolution - Appointment of Members - Community Criminal Justice Board.

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

- 151-20 Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.

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

- 152-20 Resolution - Appointment of Members - James River Juvenile Detention Commission.

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

- 153-20 Resolution - Nomination of Member - Local Emergency Planning Committee.

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

- 154-20 Resolution - Appointment of Member - Richmond Metropolitan Transportation Authority Board of Directors.

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

- 155-20 Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors

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

- 156-20 Resolution - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

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

Mr. Branin restated the instructions to those persons watching a live stream of the meeting about how to participate remotely in the public hearing and public comment portions of the meeting.

PUBLIC HEARING ITEM

157-20 Ordinance - To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings.

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.

PUBLIC COMMENTS

Emily Griffey, a resident of the Tuckahoe District, asked the Board to support full-day, in-person school instruction and to prioritize resources for the health and wellbeing of students that are disadvantaged by skin color or financial means.

Wayne Commodore, a resident of the Fairfield District, voiced concerns pertaining to the Police Division's internal affairs section and its process for following up on citizen complaints.

Alexcia Cleveland, a resident of the Varina District, asked that Henrico's Police Division not provide mutual aid to the Richmond Police Department in confronting protestors. At Mr. Nelson's request, Mr. Vithoukas explained the County's public safety mutual aid agreement with the City of Richmond and his and Chief Cardounel's recent decision to cease sending police officers to the City unless there is an extremely elevated call for assistance. There was further discussion of this matter by Mr. Branin and Mr. Nelson. In response to a request by Mr. Nelson, Mr. Vithoukas agreed that the County will not in the future provide police assistance to the City in controlling demonstrations unless lives are truly endangered. Mr. Nelson remarked that there is enough going on in Henrico to keep Henrico police officers busy. Mr. Branin voiced his agreement with Mr. Nelson's request and point of view that Henrico police officers should concentrate on Henrico and not other localities. Mr. Nelson also expressed concerns pertaining to the cost to Henrico taxpayers of providing mutual aid public safety assistance to another locality where police officers are engaging with protestors.

Eric Kittleson, a resident of the Brookland District, echoed concerns regarding police brutality and spoke in support of renaming recreational facilities and streets that memorialize the Confederacy. He encouraged the County to continue taking a hands-off approach in terms of police involvement with protestors.

Scott Lebow, a resident of the Tuckahoe District, expressed concerns that low-income and minority students in Henrico are being placed in lower-quality and less-funded schools and

echoed concerns relating to policing across the nation. Mr. Vithoukas clarified for the record that property taxes are not dedicated to specific schools in areas that generate the revenues and pointed out a majority of school funding is being spent on those schools located east of Interstate 95. Mr. Branin reiterated these points. Mr. Nelson noted the County's longstanding philosophy was to allocate school funding to the most populous areas of the County, but this philosophy shifted after adoption of the meals tax. He asked that more be done to educate the community about where the County's public dollars are being spent. Mr. Branin concurred with this request. Mr. Vithoukas agreed to have staff put together another educational piece addressing this issue. There was discussion by Mr. Nelson and Mr. Branin regarding the County's substantial investment in public facilities in eastern Henrico.

GENERAL AGENDA

158-20 Resolution - Signatory Authority - Commonwealth's Development Opportunity Fund Performance Agreement - ASGN Incorporated - Three Chopt District.

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

159-20 Resolution - Quarterly Appropriation of Funds for First Quarter of FY 2020-21.

Meghan Coates, Deputy Director of Finance responded to questions from Mrs. O'Bannon and Mr. Schmitt.

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

160-20 Resolution - To Accept a Grant From the U.S. Department of Justice Awarded Under the Coronavirus Emergency Supplemental Funding Program to Prevent, Prepare for, and Respond to the Coronavirus.

Chief Cardounel responded to questions from Mr. Branin.

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

161-20 Resolution - Signatory Authority - Conveyance of Real Estate - 3216 Emporia Street - Varina District.

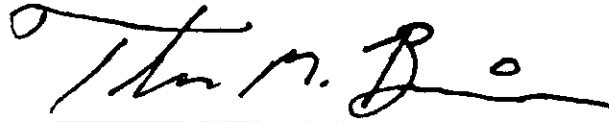
On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

162-20 Resolution - Award of Annual Contracts - Road and Drainage Projects.

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

Mr. Branin asked all Henrico citizens to please be safe and noted the Board looks forward to seeing them.

There being no further business, the meeting was adjourned at 8:20 p.m.

A handwritten signature in black ink, appearing to read "Thomas M. De". The signature is fluid and cursive, with a long horizontal stroke at the end.

Chairman, Board of Supervisors
Henrico County, Virginia



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

Agenda Item No. 149-20

Page No. 1 of 1

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

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to:</p> <p>_____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Secoded by (1) <u>Schmitt</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Schmitt, D.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center"><u>alone</u></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	✓	—	—	Nelson, T.	✓	—	—	O'Bannon, P.	✓	—	—	Schmitt, D.	✓	—	—	Thornton, F.	✓	—	<u>alone</u>
	YES	NO	OTHER																							
Branin, T.	✓	—	—																							
Nelson, T.	✓	—	—																							
O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	✓	—	<u>alone</u>																							

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Board of Social Services for a four-year term expiring June 30, 2024, or thereafter, when her successor shall have been appointed and qualified:

Tuckahoe District

Lucy C. Wells

By Agency Head _____

By County Manager _____

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Clerk, Board of Supervisors

Date: _____



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

Agenda Item No. 150-20

Page No. 1 of 2

Agenda Title: RESOLUTION – Appointment of Members – Community Criminal Justice Board

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES NO OTHER
Date: <u>6/23/2020</u>	Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Schmitt</u> (2) _____ (2) _____	Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input checked="" type="checkbox"/> Approved	REMARKS: <u>APPROVED</u>	Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Denied		O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Amended		Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
<input type="checkbox"/> Deferred to:		Thornton, F. <input type="checkbox"/> <input type="checkbox"/> <u>about</u>

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Community Criminal Justice Board for two-year terms beginning July 1, 2020, and expiring June 30, 2022, or thereafter, when their successors shall have been appointed and qualified:

- 1) Anthony E. McDowell, a representative of the Henrico County Board of Supervisors
- 2) Randall G. Johnson, Jr., Judge, Henrico Circuit Court
- 3) Lauren A. Caudill, Judge, Henrico General District Court
- 4) Linda Y. Lambert, Judge, Henrico Juvenile and Domestic Relations District Court
- 5) Micah S. Blankenship, Chief Magistrate, Henrico County
- 6) Humberto I. Cardounel, Jr., Chief, Henrico Police Division
- 7) Shannon L. Taylor, Commonwealth's Attorney for Henrico County
- 8) Jeffrey L. Everhart, an attorney experienced in the defense criminal matters
- 9) Alisa A. Gregory, Sheriff of Henrico County
- 10) Mac R. Beaton, a representative of Henrico County Public Schools
- 11) Laura S. Totty, a representative of the Henrico Area Mental Health and Developmental Services Board

By Agency Head jm By County Manager 

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Clerk, Board of Supervisors

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

Agenda Item No. 150-20

Page No. 2 of 2

**Agenda Title: RESOLUTION - Appointment of Members - Community Criminal
Justice Board**

- 12) _____, citizen representative for the Brookland District
- 13) Pierre L. Greene, citizen representative for the Fairfield District
- 14) Matt C. Pinsker, citizen representative for the Three Chopt District
- 15) Rajendra P. Raval, citizen representative for the Tuckahoe District
- 16) James L. Sailes, citizen representative for the Varina District



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

Agenda Item No. 151-20


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

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Schmitt</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p align="center" style="font-size: 2em;">APPROVED</p>	<p>YES NO OTHER</p> <p>Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Thornton, F. <input type="checkbox"/> <input type="checkbox"/> <u>absent</u></p>
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BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints **Patricia S. O'Bannon**, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for a one-year term expiring June 30, 2021, or thereafter, when her successor shall have been appointed and qualified.

By Agency Head _____ JM By County Manager _____



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Clerk, Board of Supervisors

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

Agenda Item No. 182-20

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Members - James River Juvenile Detention Commission

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to:</p> <p>_____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<p>YES NO OTHER</p> <p>Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></p> <p>Thornton, F. <input type="checkbox"/> <input type="checkbox"/> <u>absent</u></p>
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BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the James River Juvenile Detention Commission for terms beginning July 1, 2020, and expiring June 30, 2024, or thereafter, when their successors shall have been appointed and qualified:

Shannon L. Taylor
Anthony E. McDowell

Commonwealth's Attorney
Deputy County Manager for Public Safety

By Agency Head 77 By County Manager 

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Clerk, Board of Supervisors

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

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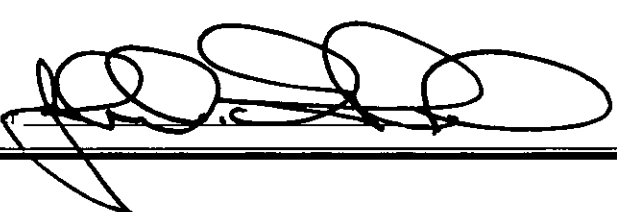
Agenda Title: RESOLUTION - Nomination of Member - Local Emergency Planning Committee

For Clerk's Use Only: Date: <u>10/23/2020</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u> (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. ___ ___ <u>absent</u>
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NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby nominates the following person for appointment to the Local Emergency Planning Committee for an unexpired term ending December 31, 2020, or thereafter, when her successor shall have been appointed and qualified:

Emergency Communications Representative

Alysa M. Morgan

By Agency Head _____ AM By County Manager _____ 

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 Clerk, Board of Supervisors

Date: _____



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

Agenda Item No. 154-20

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Agenda Title: RESOLUTION - Appointment of Member - Richmond Metropolitan Transportation Authority Board of Directors

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to:</p>	<p align="center">BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><u>asud</u></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 type="checkbox"/>	<input type="checkbox"/>	<u>asud</u>
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Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							
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Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<u>asud</u>																							

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Richmond Metropolitan Transportation Authority Board of Directors for a four-year term expiring June 30, 2024, or thereafter, when her successor shall have been appointed and qualified:

At-Large

Jane M. duFrane

By Agency Head _____

M

By County Manager _____

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Clerk, Board of Supervisors

Date: _____



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

Agenda Item No. 155-20

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – The Cultural Arts Center at Glen Allen Foundation Board of Directors

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Schmitt</u> Seconded by (1) <u>O'Bannon</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Schmitt, D.</td> <td align="center">✓</td> <td align="center">—</td> <td align="center">—</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">—</td> <td align="center">—</td> <td align="center"><i>about</i></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	✓	—	—	Nelson, T.	✓	—	—	O'Bannon, P.	✓	—	—	Schmitt, D.	✓	—	—	Thornton, F.	—	—	<i>about</i>
	YES	NO	OTHER																							
Branin, T.	✓	—	—																							
Nelson, T.	✓	—	—																							
O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	—	—	<i>about</i>																							

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to The Cultural Arts Center at Glen Allen Foundation Board of Directors for three-year terms expiring June 30, 2023, or thereafter, when their successors shall have been appointed and qualified:

- | | |
|----------|--------------------------|
| At-Large | Sherman V. Burroughs, IV |
| At-Large | Scott K. Hammer |
| At-Large | Juanita B. Leatherberry |

By Agency Head _____ By County Manager 

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Clerk, Board of Supervisors

Date: _____



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

Agenda Item No. 156-20

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members and Alternates – Virginia Transit Association Board of Directors

For Clerk's Use Only: Date: <u>6/23/2020</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Schmitt</u> (2) _____ (2) _____ REMARKS: <u>APPROVED</u>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td><u>✓</u></td> <td>—</td> <td>—</td> </tr> <tr> <td>Nelson, T.</td> <td><u>✓</u></td> <td>—</td> <td>—</td> </tr> <tr> <td>O'Bannon, P.</td> <td><u>✓</u></td> <td>—</td> <td>—</td> </tr> <tr> <td>Schmitt, D.</td> <td><u>✓</u></td> <td>—</td> <td>—</td> </tr> <tr> <td>Thornton, F.</td> <td>—</td> <td>—</td> <td><u>absent</u></td> </tr> </table>		YES	NO	OTHER	Branin, T.	<u>✓</u>	—	—	Nelson, T.	<u>✓</u>	—	—	O'Bannon, P.	<u>✓</u>	—	—	Schmitt, D.	<u>✓</u>	—	—	Thornton, F.	—	—	<u>absent</u>
	YES	NO	OTHER																							
Branin, T.	<u>✓</u>	—	—																							
Nelson, T.	<u>✓</u>	—	—																							
O'Bannon, P.	<u>✓</u>	—	—																							
Schmitt, D.	<u>✓</u>	—	—																							
Thornton, F.	—	—	<u>absent</u>																							

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms expiring June 30, 2021, or thereafter, when their successors shall have been appointed and qualified:

Members

Board of Supervisors
Board of Supervisors

Tyrone E. Nelson
Frank J. Thornton

Alternates

Assistant Director of Public Works
Transportation Development Division Director

E. Todd Eure
Sharon S. Smidler

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

Routing:
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A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____



COUNTY OF HENRICO, VIRGINIA
 BOARD OF SUPERVISORS
 MINUTE

Agenda Item No. 157-20
 Page No. 1 of 1

Agenda Title: ORDINANCE – To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings

For Clerk's Use Only:

Date: 6/23/2020

- 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.	<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"/>	<u>absent</u>

After a fully advertised public hearing, the Board of Supervisors adopted the attached Planning Applications Fee Schedule effective June 23, 2020.

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

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

Planning Applications Fee Schedule

Effective June 23, 2020

Regular Rezoning (for each zoning district requested)

One-family residential (districts A-1, I-1, and R-0 through R-4A)	\$650 plus \$15/acre up to 30 acres, thereafter \$8/acre
Conservation (C-1)	\$125 (no charge when filed with other districts)
Multi-family residential and Office (districts R-5, R-5A, R-6, RTH, RMP, O-1, O-2, O-3, and O/S)	\$800 plus \$15/acre up to 30 acres, thereafter \$8/acre
Business and Industrial (districts B-1 through B-3, M-1 through M-3, PMD)	\$800 plus \$50/acre
Provisional use permit (except for recycling facilities to be operated by organizations exempt from taxation under 26 U.S.C. Section 501)	\$750
Transfer of provisional use permit	\$150

Conditional Rezoning (for each zoning district requested)

One-family residential (same districts shown above for regular rezonings)	\$1,050 plus \$15/acre up to 30 acres, thereafter \$8/acre
Conservation (C-1)	\$125 (no charge when filed with other districts)
Multi-family residential and Office (districts R-5, R-5A, R-6, RTH, RMP, O-1, O-2, O-3, and O/S)	\$1,400 plus \$15/acre up to 30 acres, thereafter \$8/acre
Business and Industrial (districts B-1 through B-3, M-1 through M-3, PMD)	\$1,400 plus \$50/acre
Amendment of proffered conditions	Base fee for applicable regular rezoning

Subdivision

Conditional subdivision (conventional residential)	\$200 plus \$5/lot
Conditional subdivision (all others: zero lot line, townhouses, street dedication)	\$200 plus \$10/lot
Final subdivision approval (conventional and recorded undeveloped lots)	\$200 plus \$15/lot
Final subdivision approval (all others: zero lot line, townhouses, street dedication)	\$95 plus \$5/lot
Extension of approval (subdivision)	\$50
Subdivision name change (after conditional approval but prior to final subdivision approval)	\$25
Technical check	\$50
Vacation of plat of part thereof	\$150

Plan of Development (POD)

POD - initial plan	\$440 plus \$30/acre
POD - revision of previously approved POD	\$300 plus \$20/acre
Preliminary POD or master plan review	No fee
Landscape plan	\$100 plus \$10/acre
Lighting plan (if submitted separately)	\$100 plus \$10/acre
Administrative review and approval	\$275
POD - extension of approval	\$50
POD - transfer of approval	\$150
POD - appeal to Board of Supervisors	\$350

Appeal to the Board of Zoning Appeals	\$300
Variance	\$300
Conditional Use Permit	
Sand and gravel	\$300 plus \$15/acre
Landfills	\$300 plus \$15/acre
Human care facilities	\$600
Height variations by special exception	\$600
Public utility uses	\$600
Recreational uses	\$600
Office trailers	\$600
Accessory structure in a front or side yard	\$300
<u>Short-term rental of a dwelling</u>	<u>\$300</u>
Others (Turkey shoots, kennels, homing pigeon lofts, temporary uses)	\$450
Other Fees	
Street name change	\$150
Code conformance letter	\$25
Deferral at request of applicant ¹	\$100
Chesapeake Bay Resource Protection Area exception request	\$300
Temporary family health care structure	\$100
¹ Deferrals for rezonings, plans of development, landscaping and lighting plans, alternative fence height plans, or conditional subdivisions when requested by the applicant.	
Fees shall not be charged to agencies of the Federal, State, or County government, or non-profit organizations for use of Federal, State, or County property. Fees for variance and conditional use permit applications may not apply to sites owned by non-profit organizations with real estate tax exempt status upon the filing and approval of a fee waiver request.	
Application fees are not refundable except for rezoning and POD applications that are withdrawn prior to advertising and mailing of notices (in which case all but \$100 will be refunded). Refunds for other types of withdrawals will be determined on a case-by-case basis.	



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

Agenda Item No. 158-20

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Commonwealth's Development Opportunity Fund Performance Agreement — ASGN Incorporated — Three Chopt District

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Schmitt</u></p> <p> (2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="1" style="width: 100%; border-collapse: collapse;"><thead><tr><th style="width: 60%;"></th><th style="width: 10%;">YES</th><th style="width: 10%;">NO</th><th style="width: 20%;">OTHER</th></tr></thead><tbody><tr><td>Branin, T.</td><td style="text-align: center;"><input checked="" type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr><tr><td>Nelson, T.</td><td style="text-align: center;"><input checked="" type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr><tr><td>O'Bannon, P.</td><td style="text-align: center;"><input checked="" type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr><tr><td>Schmitt, D.</td><td style="text-align: center;"><input checked="" type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td></tr><tr><td>Thornton, F.</td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><input type="checkbox"/></td><td style="text-align: center;"><u>absent</u></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 type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>
	YES	NO	OTHER																							
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Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>																							

WHEREAS, the Virginia Economic Development Partnership Authority ("VEDP") and the Governor of Virginia have awarded a \$900,000 grant from the Commonwealth's Development Opportunity Fund ("COF Grant") to induce ASGN Incorporated to locate its world headquarters at 4400 Cox Road in Henrico County and to expand existing business operations in Virginia Beach and Roanoke; and,

WHEREAS, the COF Grant requires a local match; and,

WHEREAS, the County will appropriate \$400,000 to the EDA over a four-year period, and the EDA will make \$100,000 annual grants to ASGN pursuant to an agreement between the EDA and ASGN Incorporated; and,

WHEREAS, in return for the COF Grant, ASGN Incorporated will: (1) make a capital investment of at least \$5,000,000 at its new headquarters in the County, and (2) create at least 121 jobs in the County at an average salary of at least \$106,000 annually; and,

WHEREAS, the County, EDA, ASGN Incorporated, and VEDP have negotiated an agreement related to the COF Grant that the EDA approved at its regular meeting on June 18, 2020.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that it authorizes the County Manager to execute the agreement among the County, the EDA, ASGN Incorporated, and VEDP in a form approved by the County Attorney.

Comments: The Executive Director of the Economic Development Authority recommends approval of the Board paper, and the County Manager concurs.

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

Routing:
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Clerk, Board of Supervisors

Date: _____

RESOLUTION — Signatory Authority — Commonwealth’s Development Opportunity Fund Performance Agreement — ASGN Incorporated — Three Chopt District

This Board paper would authorize the County Manager to execute a performance agreement among the County, the County’s Economic Development Authority (EDA), the Virginia Economic Development Partnership Authority (VEDP), and ASGN Incorporated (ASGN). ASGN will relocate its world headquarters from California to Innsbrook, making this Henrico’s fifth Fortune 1000 headquarters, and expand its existing facilities in Virginia Beach and Roanoke.

Pursuant to the agreement, VEDP will pay a \$900,000 grant from the Commonwealth’s Development Opportunity Fund to ASGN. To match the Commonwealth’s grant, the County will appropriate \$400,000 to the EDA over a four-year period for \$100,000 annual grants by the EDA to ASGN. In return, ASGN has agreed to make a capital investment of at least \$5,000,000 in a facility at 4400 Cox Road and to create at least 121 jobs in the County.

The Executive Director of the Economic Development Authority recommends approval, and the County Manager concurs.



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

**RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY
2020-21**

Agenda Title:

For Clerk's Use Only: Date <u>6/23/2020</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Schmitt</u> Seconded by <u>O'Bannon</u> (2) APPROVED REMARKS:	<table border="1"> <tr> <th>YES</th> <th>NO</th> </tr> <tr> <td align="center">✓</td> <td></td> </tr> <tr> <td align="center">✓</td> <td></td> </tr> <tr> <td align="center">✓</td> <td></td> </tr> <tr> <td align="center">✓</td> <td></td> </tr> <tr> <td></td> <td align="center"><u>about</u></td> </tr> </table>	YES	NO	✓		✓		✓		✓			<u>about</u>
YES	NO													
✓														
✓														
✓														
✓														
	<u>about</u>													

BE IT RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the following amounts be, and they hereby are, appropriated for expenditure in the first quarter of fiscal year 2020-21, for the accounts and purposes indicated below, these amounts being a portion of the approved operating Annual Fiscal Plan and the entire capital Annual Fiscal Plan for fiscal year 2020-21, as approved by the Board of Supervisors on May 12, 2020 (Agenda Item No. 92-20), and to be funded from the estimated resources shown:

OPERATING FUNDS

SOURCE GENERAL FUND:	ESTIMATED RESOURCES	
From Local Sources:	ADOPTED BUDGET AMOUNT	1ST QUARTER APPROPRIATION AMOUNT
General Property Taxes	\$ 499,145,000	174,249,295
Other Local Taxes	139,410,000	34,852,500
Permits, Fees, & Licenses	5,253,500	5,253,500
Fines & Forfeitures	2,085,000	2,085,000
Use of Money & Property	3,284,700	3,284,700
Charges for Services	3,845,500	3,845,500
Miscellaneous	3,969,000	3,969,000
Recovered Costs	4,138,000	4,138,000
Total from Local Sources	<u>\$ 661,130,700</u>	<u>231,677,495</u>
From the Commonwealth of Virginia:		
Non-Categorical Aid	\$ 13,150,000	3,287,500
Shared Expenses	16,540,000	4,135,000
Categorical Aid	326,332,941	81,583,235
Total State	<u>\$ 356,022,941</u>	<u>89,005,735</u>
From the Federal Government:		
Categorical Aid - Total Federal	\$ 360,000	90,000
Operating Transfers	\$ (121,427,247)	(87,051,861)
From (To) Fund Balance/Reserves	3,014,759	753,690
Total General Fund	<u>\$ 899,101,153</u>	<u>234,475,059</u>

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

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 Clerk, Board of Supervisors
 Date: _____



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Page No.2 of 6
Agenda Item No. 159-20

Agenda Title: **RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY 2020-21**

SOURCE	ESTIMATED RESOURCES (cont'd)	ADOPTED BUDGET	1ST QUARTER
		AMOUNT	APPROPRIATION
			AMOUNT
<u>SPECIAL REVENUE FUND:</u>			
From Local Sources:			
Permits, Fees, & Licenses	\$	1,059,905	264,976
Fines & Forfeitures		283,360	70,840
Use of Money & Property		138,108	34,527
Charges for Services		33,952,558	8,488,140
Miscellaneous		7,307,681	1,826,920
Recovered Costs		618,008	154,502
Total Local Sources	\$	43,359,620	10,839,905
From the Commonwealth of Virginia:			
Non-Categorical Aid	\$	3,558,040	889,510
Categorical Aid		44,895,079	11,223,770
Total State	\$	48,453,119	12,113,280
From the Federal Government:			
Categorical Aid - Total Federal	\$	63,156,527	15,789,132
Operating Transfers	\$	29,897,172	8,159,760
From (To) Fund Balance		478,764	119,691
Total Special Revenue Fund	\$	185,345,202	47,021,768
<u>WATER & SEWER ENTERPRISE FUND:</u>			
From Local Sources:			
Fines & Forfeitures	\$	159,485	39,871
Charges for Services		135,668,138	59,369,613
Miscellaneous		2,398,154	599,539
Operating Transfers		1,929,858	482,465
From (To) Retained Earnings		(38,269,915)	(9,567,479)
Total Water & Sewer Enterprise Fund	\$	101,885,720	50,924,008
<u>CENTRAL AUTOMOTIVE MAINTENANCE (C.A.M.) FUND:</u>			
From Local Sources:			
Use of Money & Property	\$	400,000	100,000
Recovered Cost		22,070,223	5,529,181
Total Central Automotive Maintenance Fund	\$	22,470,223	5,629,181
<u>TECHNOLOGY REPLACEMENT FUND:</u>			
Operating Transfers	\$	2,750,000	687,500
Total Technology Replacement Fund	\$	2,750,000	687,500



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

RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY

Agenda Title: **2020-21**

ESTIMATED RESOURCES (cont'd)

<u>SOURCE</u>	<u>ADOPTED BUDGET AMOUNT</u>	<u>1ST QUARTER APPROPRIATION AMOUNT</u>
<u>RISK MANAGEMENT FUND:</u>		
Recovered Costs - Total Revenue	\$ 1,000,000	250,000
Operating Transfers - Total Fund	9,983,299	4,756,935
Total Risk Management Fund	\$ 10,983,299	5,006,935
<u>HEALTHCARE FUND:</u>		
Interest on Investment	\$ 200,000	50,000
Miscellaneous	150,000	37,500
Recovered Costs	134,790,870	33,697,718
Total Healthcare Fund	\$ 135,140,870	33,785,218
<u>DEBT SERVICE FUND:</u>		
Operating Transfers - TOTAL RESOURCES	\$ 71,665,830	71,665,830
Total Debt Service Fund	\$ 71,665,830	71,665,830
<u>JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:</u>		
Shared Expenses - Local	\$ 518,528	129,632
Shared Expenses - State	1,565,294	417,574
Operating Transfers	3,351,088	837,772
From (To) Fund Balance	199,832	49,958
Total JRJDC Agency Fund	\$ 5,634,742	1,434,936
<u>FIDUCIARY FUNDS</u>		
Recovered Costs	\$ 75,000	18,750
Operating Transfers	1,850,000	462,500
Total Fiduciary Funds	\$ 1,925,000	481,250
<u>ADJUSTMENT FOR INTERFUND TRANSACTIONS:</u>		
Operating Transfers - Total Fund	\$ (119,011,966)	(29,764,618)
TOTAL OPERATING FUNDS RESOURCES	\$ 1,317,890,073	421,347,067



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Page No.4 of 6
Agenda Item No. 159-20

RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY

Agenda Title: **2020-21**

APPROPRIATIONS

	ADOPTED BUDGET AMOUNT	1ST QUARTER APPROPRIATION AMOUNT
<u>GENERAL FUND:</u>		
General Government Administration	\$ 57,367,472	17,092,197
Judicial Administration	9,484,894	2,441,748
Public Safety	196,564,081	55,257,937
Public Works	52,233,984	13,217,813
Health & Welfare	2,433,102	609,626
Education	509,905,768	127,476,442
Recreation, Parks, & Culture	38,466,836	10,075,631
Community Development	19,909,973	5,117,994
Miscellaneous	12,735,043	3,185,672
Total General Fund	\$ 899,101,153	234,475,059
<u>SPECIAL REVENUE FUND:</u>		
Judicial Administration	\$ 2,406,056	605,874
Public Safety	3,757,531	957,178
Public Works	16,423,321	4,122,537
Health & Welfare	70,760,399	18,336,705
Education	91,760,395	22,940,099
Miscellaneous	237,500	59,375
Total Special Revenue Fund	\$ 185,345,202	47,021,768
<u>DEPARTMENT</u>		
<u>WATER & SEWER ENTERPRISE FUND:</u>		
Public Utilities - Operations	\$ 70,075,979	19,114,267
Public Utilities - Debt Service	31,809,741	31,809,741
Total Water & Sewer Enterprise Fund	\$ 101,885,720	50,924,008
<u>CENTRAL AUTOMOTIVE MAINTENANCE FUND:</u>		
Central Automotive Maintenance - Total Fund	\$ 22,470,223	5,629,181
<u>TECHNOLOGY REPLACEMENT FUND:</u>		
Technology Replacement - Total Fund	\$ 2,750,000	687,500
<u>RISK MANAGEMENT FUND:</u>		
Fire	\$ 483,682	120,921
Finance	10,499,617	4,886,014
Risk Management - Total Fund	10,983,299	5,006,935
<u>HEALTHCARE FUND:</u>		
Healthcare - Total Fund	\$ 135,140,870	33,785,218
<u>DEBT SERVICE FUND:</u>		
General Government	\$ 31,038,655	31,038,655
Education	40,627,175	40,627,175
Total Debt Service Fund	\$ 71,665,830	71,665,830



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

Agenda Title: **RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY 2020-21**

APPROPRIATIONS (cont'd)

	<u>ADOPTED BUDGET AMOUNT</u>	<u>1ST QUARTER APPROPRIATION AMOUNT</u>
<u>JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:</u>		
JRJDC - Operations	\$ 5,634,742	1,434,936
<u>FIDUCIARY FUND:</u>		
OPEB - GASB 45	\$ 75,000	18,750
Line of Duty Act (LODA)	1,250,000	312,500
Long-Term Disability	600,000	150,000
Total Fiduciary Fund	\$ 1,925,000	481,250
<u>ADJUSTMENT FOR INTERFUND TRANSACTIONS:</u>		
Interdepartmental Billings - CAM	\$ (22,470,223)	(5,629,181)
Interdepartmental Billings - Healthcare	(96,541,743)	(24,135,436)
TOTAL ADJUSTMENTS	\$ (119,011,966)	(29,764,617)
TOTAL OPERATING FUNDS APPROPRIATIONS	\$ 1,317,890,073	421,347,067

CAPITAL FUNDS

ESTIMATED RESOURCES

<u>SOURCE</u>	<u>ADOPTED BUDGET AMOUNT</u>	<u>1ST QUARTER APPROPRIATION AMOUNT</u>
<u>CAPITAL PROJECTS FUND:</u>		
G.O. Bonds - General Government	\$ 14,000,000	14,000,000
Total Capital Projects Fund	\$ 14,000,000	14,000,000
<u>WATER & SEWER ENTERPRISE FUND:</u>		
Water & Sewer Revenue Bonds	\$ 5,550,000	5,550,000
Water & Sewer Fees/Charges	21,950,000	21,950,000
Total Water & Sewer Enterprise Fund	\$ 27,500,000	27,500,000
TOTAL CAPITAL FUNDS RESOURCES	\$ 41,500,000	41,500,000

APPROPRIATIONS

<u>CAPITAL PROJECTS FUND:</u>		
General Government	\$ 14,000,000	14,000,000
Total Capital Projects Fund	\$ 14,000,000	14,000,000
<u>WATER & SEWER ENTERPRISE FUND:</u>		
Public Utilities - Water	\$ 7,850,000	7,850,000
Public Utilities - Sewer	19,650,000	19,650,000
Total Water & Sewer Enterprise Fund	\$ 27,500,000	27,500,000
TOTAL CAPITAL FUNDS APPROPRIATIONS	\$ 41,500,000	41,500,000



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Page No.6 of 6
Agenda Item No. 59-20

Agenda Title: **RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY
2020-21**

BE IT FURTHER RESOLVED by the Board that:

1. Remaining funds appropriated for capital projects in prior fiscal years be, and hereby are, reappropriated to fiscal year 2020-21, to the same department and account for which they were originally appropriated and shall remain appropriated until spent; and
2. Remaining funds appropriated in fiscal year 2019-20 for the long-term disability benefit shall be reappropriated for fiscal year 2020-21 and shall remain appropriated until spent; and
3. Funds budgeted in fiscal year 2019-20, which support valid outstanding encumbrances as of June 30, 2020, be, and hereby are, reappropriated to fiscal year 2020-21, to the same department and account for which they were encumbered; and
4. Remaining funds appropriated in fiscal year 2019-20 within the Special Revenue Fund, including grant programs and donations for specific purposes that extend beyond June 30, 2020, and all unspent asset forfeiture funds, be, and hereby are, reappropriated to fiscal year 2020-21, to the same department and account for which they were originally appropriated until spent in accordance with the grant authorization or other specific purposes.

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. 106-20

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Conveyance of Real Estate — 3216 Emporia Street — Varina District

<p>For Clerk's Use Only:</p> <p>Date: <u>6/23/2020</u></p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to:</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS:</p> <p align="center">APPROVED</p>	<table border="0"> <tr> <td></td> <td align="center">YES</td> <td align="center">NO</td> <td align="center">OTHER</td> </tr> <tr> <td>Branin, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><u>absent</u></td> </tr> </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 type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>
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Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>																							

WHEREAS, the County owns real estate known as Tax Map Parcel 811-715-0112 that is located at 3216 Emporia Street in the Eastover Gardens subdivision (the "Property"); and,

WHEREAS, the Property is a former well lot that is surplus to the needs of the County; and,

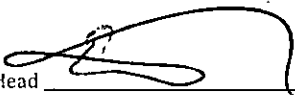

WHEREAS, Maggie Walker Community Land Trust (the "Trust") is a nonprofit organization providing land bank and community land trust services in the Richmond metropolitan area; and,

WHEREAS, on November 26, 2019, the Board of Supervisors adopted an ordinance designating the Trust to carry out the functions of a land bank entity pursuant to the Land Bank Entities Act codified at Va. Code § 15.2-7500 et seq. and the Memoranda of Understanding between the Trust and the County dated June 11, 2019, and November 26, 2019; and,

WHEREAS, the Board wishes to convey the Property to the Trust at no cost so that a single-family dwelling can be constructed for sale to a lower-income homebuyer using the community land trust model outlined in the Memoranda of Understanding.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that: (1) the Property is declared surplus to the needs of the County; and (2) the Chairman and Clerk are authorized to execute a deed and the County Manager or his designee is authorized to execute closing and any other documents necessary to convey the Property, all in a form approved by the County Attorney.

Comments: The Real Property Department has processed this request through the Departments of Community Revitalization, Finance, Planning, Public Utilities, and Public Works without objection; the County Manager concurs.

By Agency Head  By County Manager 

Routing:
 Yellow to: _____ Certified: _____
 Copy to: _____ A Copy Teste: _____
 Clerk, Board of Supervisors
 Date: _____



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

Agenda Item No. 162-20

Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Annual Contracts — Road and Drainage Projects

For Clerk's Use Only: Date: <u>6/23/2020</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Nelson</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; text-align: center; letter-spacing: 0.5em;">APPROVED</div>	<table style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;"></th> <th style="text-align: center;">YES</th> <th style="text-align: center;">NO</th> <th style="text-align: center;">OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> </tr> <tr> <td>Schmitt, D.</td> <td style="text-align: center;">✓</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;">—</td> <td style="text-align: center;">—</td> <td style="text-align: center;"><u>about</u></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	✓	—	—	Nelson, T.	✓	—	—	O'Bannon, P.	✓	—	—	Schmitt, D.	✓	—	—	Thornton, F.	—	—	<u>about</u>
	YES	NO	OTHER																							
Branin, T.	✓	—	—																							
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O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	—	—	<u>about</u>																							

WHEREAS, the County received five bids on May 14, 2020, in response to ITB 20-2004-4EAR and Addenda Nos. 1 and 2 for road and drainage projects in the County on an as-needed basis; and,

WHEREAS, bids were submitted by the following companies: Central Contracting Co., Inc. (Richmond, VA); Tally & Armstrong, Inc. (Henrico, VA); Blakemore Construction Corp. (Rockville, VA); Possie B. Chenault, Inc. (Bumpass, VA); and Messer Contracting, LLC (Glen Allen, VA); and,

WHEREAS, for selection and evaluation purposes, the bid amounts were determined by multiplying the unit prices specified by each bidder times the estimated quantities specified in the County's Invitation to Bid; and,

WHEREAS, Central Contracting, Co., Inc. and Tally & Armstrong, Inc. are the two lowest responsive and responsible bidders; and,

WHEREAS, project assignments will not exceed \$500,000 for a single project and \$1,000,000 in a one-year term.

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

1. Unit-price contracts for road and drainage projects are awarded to Central Contracting Co., Inc. and Tally & Armstrong, Inc. for an initial one-year term with an option for the County to renew for up to two additional one-year terms, all in accordance ITB 20-2004-4EAR, Addenda Nos. 1 and 2, and the bids submitted by Central Contracting Co., Inc. and Tally & Armstrong, Inc.
2. The County Manager is authorized to execute the contracts in a form approved by the County Attorney.

By Agency Head By County Manager

Routing: Yellow to: _____ Copy to: _____	Certified: A Copy Teste: _____ Clerk, Board of Supervisors Date: _____
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**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 162-20

Page No. 2 of 2

RESOLUTION — Award of Annual Contracts — Road and Drainage Projects

Comment: Funding to support the contracts is available. The Assistant Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.