

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
October 26, 2021

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, October 26, 2021, 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:

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

Member of the Board Absent:

Frank J. Thornton, Fairfield District

Other Officials Present:

John A. Vithoulkas, County Manager
J. T. (Tom) Tokarz, County Attorney
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board
W. Brandon Hinton, Deputy County Manager for Administration
Monica Smith-Callahan, Deputy County Manager for Community Affairs
Cari Tretina, Assistant to the County Manager/Chief of Staff
Steven J. Yob, Deputy County Manager for Community Operations
Benjamin A. Sheppard, Director of Public Relations

Mr. Schmitt announced Mr. Thornton was absent due to the passing of his sister-in-law.

Steven Boots, Chaplain for the Henrico Police Division, delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved the October 12, 2021, Regular and Special Meeting Minutes.

The vote of the Board was as follows:

Yes: Schmitt, O'Bannon, Branin, Nelson

No: None

Absent: Thornton

MANAGER'S COMMENTS

Mr. Vithoulkas asked for a moment of silence to remember the life of Sidney Gunst, Jr. Mr. Gunst was the developer and founder of Innsbrook Corporate Center at the time when

Broad Street was a little more than a two-lane road, and it became a magnet for business (and now residential) development in the Short Pump area of the County. He passed away over the weekend.

Mr. Vithoulikas also recognized Animal Protection Police Officer Craig Forehand who found a missing dog approximately five miles from the owner's home after a nine-hour search. Mr. Vithoulikas recognized Officer Forehand's superior public service by inducting him into the Henrico County Manager's Circle of Excellence in Public Service.

BOARD OF SUPERVISORS' COMMENTS

Mr. Schmitt announced he had walked a portion of the Fall Line Trail with members of the Public Works Department, and he thanked the Department of Recreation and Parks and the Economic Development Authority for the PGA Tour event the County hosted the previous week.

RECOGNITION OF NEWS MEDIA

There were no media representatives present.

APPOINTMENTS/RESIGNATION

346-21 Resolution - Appointment of Member - The Cultural Arts Center at Glen Allen Foundation 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.

347-21 Resolution - Resignation of Member - Henrico Area Mental Health and Developmental Services Board.

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

PUBLIC HEARING ITEM

348-21 Ordinance - Vacation of Portion of Unimproved Right-Of-Way - West Broad Street Village Subdivision - Brookland District.

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 ordinance.

PUBLIC COMMENTS

There were no comments from the public.

GENERAL AGENDA

349-21 Resolution - Award of Contracts - Annual Architectural, Interior Design, and Engineering Services.

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

350-21 Resolution - Acquisition of Right-of-Way and Easement - 4336 Sadler Road - Sadler Road Improvements Project - Three Chopt District.

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

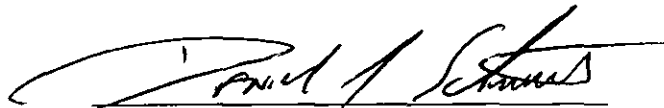
351-21 Resolution - Acquisition of Right-of-Way and Easement - 4390 Sadler Road - Sadler Road Improvements Project - Three Chopt District.

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

352-21 Resolution - Acceptance of Roads - Varina District.

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

There being no further business, the meeting was adjourned at 7:27 p.m.

A handwritten signature in black ink, appearing to read "Paul J. Schmitt", written over a horizontal line.

Chairman, Board of Supervisors
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 346-21

Page No. 1 of 1

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

For Clerk's Use Only:

Date: 10/26/2021

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARK:

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"/>	absent

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to The Cultural Arts Center at Glen Allen Foundation Board of Directors for an unexpired term ending June 30, 2022, or thereafter when her successor shall have been appointed and qualified:

At-Large Lou Brown Ali

By Agency Head _____ By County Manager _____

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to: _____

Date: _____



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 347-21

Page No. 1 of 1

Agenda Title: RESOLUTION – Resignation of Member – Henrico Area Mental Health and Developmental Services Board

For Clerk's Use Only:

Date: 10/26/2021

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

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

WHEREAS, on January 14, 2020, Barbara P. Owens was appointed to the Henrico Area Mental Health and Developmental Services Board ("Board") for a three-year term expiring December 31, 2022; and,

WHEREAS, Mrs. Owens submitted her resignation from the Board by email correspondence dated October 4, 2021.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, accepts the resignation of Barbara P. Owens from the Board.

By Agency Head _____

By County Manager _____

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to: _____

Date: _____

Dear Director Totty:

It is with much sorrow that I find it necessary to resign my position as a member of the Community Service Board of the Henrico Area Mental Health & Developmental Services

It has been an honor to serve and I support the goals of Henrico Area Mental Health & Developmental Services. There will always be things that need to be examined and improvements made, and I encourage you to continue to make a difference as your decisions affect the lives of so many others. Thank you for your dedication and service. It has been a privilege to work with you, the staff, and the board.

Respectfully Yours,

Barbara P Owens



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 348-21

Page No. 1 of 2

Agenda Title: **ORDINANCE — Vacation of Portion of Unimproved Right-Of-Way — West Broad Street Village Subdivision — Brookland District**

For Clerk's Use Only:

Date: 10/26/2021

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

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

WHEREAS, the County owns unimproved right-of-way along the eastern boundary of a parcel owned by John K. George and Page C. George and dedicated on a plat of West Broad Street Village subdivision, recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia in Plat Book 12, Page 20; and,

WHEREAS, John K. George and Page C. George have asked the County to vacate a portion of the unimproved right-of-way as shown hatched on Exhibit A; and,

WHEREAS, this Ordinance was advertised pursuant to Va. Code § 15.2-2204, and the Board held a public hearing on October 26, 2021; and,

WHEREAS, it appears to the Board that no owner of any land adjoining this portion of unimproved right-of-way will be irreparably damaged by this vacation; and,

WHEREAS, no public necessity exists for the continuance of this portion of unimproved right-of-way.

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

(1) the portion of the right-of-way shown on Exhibit A is vacated in accordance with Va. Code § 15.2-2272(2);

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

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:

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

Agenda Item No.

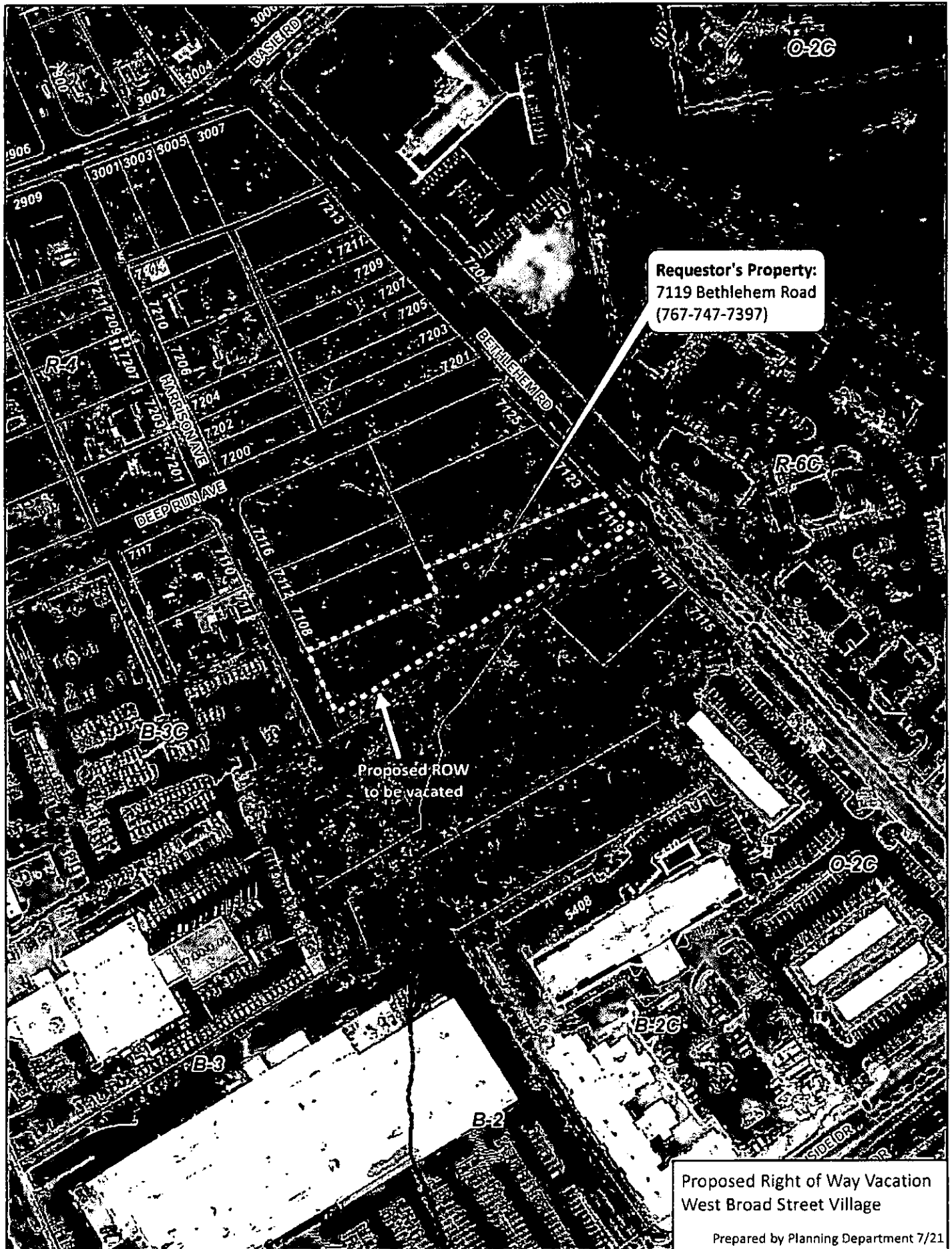
Page No. 2 of 2

**Agenda Title: ORDINANCE — Vacation of Portion of Unimproved Right-Of-Way — West
Broad Street Village Subdivision — Brookland 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 JOHN K. GEORGE and PAGE C. GEORGE; and,
- (5) the Clerk shall note this vacation as provided in Va. Code § 15.2-2276.

Comment: The Real Property Department has processed the requested vacation through the Departments of Planning, Public Works, and Public Utilities without objection, and the Deputy County Manager for Community Operations and Director of Public Works recommend approval of the Board paper; the County Manager concurs.

Exhibit A.



Requestor's Property:
7119 Bethlehem Road
(767-747-7397)

Proposed ROW
to be vacated

Proposed Right of Way Vacation
West Broad Street Village

Prepared by Planning Department 7/21



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

Agenda Item No. **349-21**

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contracts – Annual Architectural, Interior Design, and Engineering Services

For Clerk's Use Only: Date: <u>10/26/2021</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>Branin</u> (2) _____ (2) _____ REMARKS: APPROVED	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>

WHEREAS, the County received 13 proposals on June 30, 2021, in response to RFP #21-2176-6JOK for annual architectural, interior design, and engineering services as needed by the County; and,

WHEREAS, based upon review of the written proposals, the selection committee interviewed the following firms:

Moseley Architects, PC
Quinn Evans Architects, Inc.
nbj Architecture
Enteros Design, PC

WHEREAS, the selection committee selected Moseley Architects, PC, Quinn Evans Architects, Inc., and nbj Architecture as the top-ranked firms and negotiated unit cost rate schedules with each firm.

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

1. Contracts to provide annual architectural, interior design, and engineering services are awarded to Moseley Architects, PC, Quinn Evans Architects, Inc., and nbj Architecture, for a one-year period with the option to renew each contract for two additional one-year terms, all in accordance with RFP #21-2176-6JOK and the proposals and unit cost rate schedules submitted by each firm.
2. Compensation for services will be based upon the unit cost rate schedules contained in the contracts.
3. Fees for each contract shall not exceed \$750,000 for any single project or \$2,500,000 in each one-year term.

By Agency Head [Signature]

By County Manager [Signature]

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Copy to: _____

Date: _____

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

Agenda Item No. 349-21

Page No. 2 of 2

Agenda Title: RESOLUTION – Award of Contracts – Annual Architectural, Interior Design, and Engineering Services

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 the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 350-21
Page No. 1 of 1

Agenda Title: RESOLUTION — Acquisition of Right-of-Way and Easement — 4336 Sadler Road — Sadler Road Improvements Project — Three Chopt District

For Clerk's Use Only: Date: 10/26/2021 <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) Brani Seconded by (1) Nelson (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 type="checkbox"/></td><td><input type="checkbox"/></td><td>asut</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"/>	asut
		YES	NO	OTHER																						
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Thornton, F.	<input type="checkbox"/>	<input type="checkbox"/>	asut																							

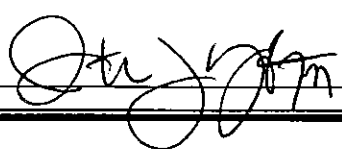
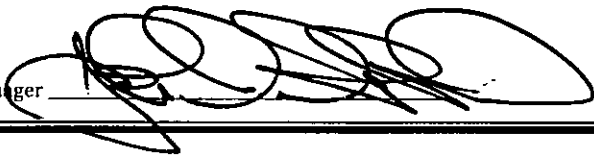
WHEREAS, the County needs to acquire 12,476.91 square feet of right-of-way and 2,802.05 square feet of temporary construction easement across the property at 4336 Sadler Road for the Sadler Road Improvements project; and,

WHEREAS, Dieu Canh Mai owns the property and has agreed to sell the right-of-way and easement for \$47,500.

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

- (1) it authorizes the acquisition of the right-of-way and easement for \$47,500; and,
- (2) the County Manager, or his designee, and the County Attorney are authorized to execute all documents and undertake all actions necessary to complete the acquisition.

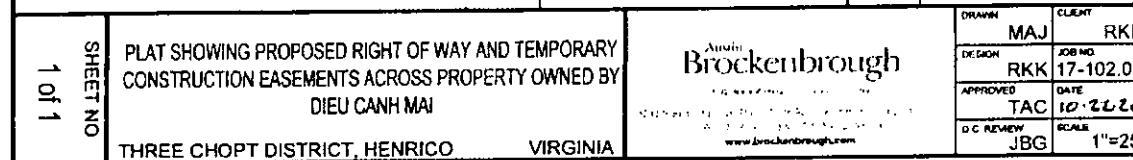
Comments: The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

By Agency Head  By County Manager 

Copy to: _____

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

Date: _____





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 351-21
Page No. 1 of 1

Agenda Title: RESOLUTION — Acquisition of Right-of-Way and Easement — 4390 Sadler Road — Sadler Road Improvements Project — Three Chopt District

For Clerk's Use Only: Date: <u>10/26/2021</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>Branin</u> Seconded by (1) <u>Nelson</u> (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 type="checkbox"/></td><td><input type="checkbox"/></td><td><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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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>																							

WHEREAS, the County needs to acquire 18,681.42 square feet of right-of-way and 1,979.10 square feet of temporary construction easement across the property at 4390 Sadler Road for the Sadler Road Improvements project; and,

WHEREAS, Ronald L. Lester, Sr. and Theresa A. Lester own the property and have agreed to sell the right-of-way and easement for \$90,000.

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

- (1) it authorizes the acquisition of the right-of-way and easement for \$90,000; and,
- (2) the County Manager, or his designee, and the County Attorney are authorized to execute all documents and undertake all actions necessary to complete the acquisition.

Comment: The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

By Agency Head _____

By County Manager _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

SADLER ROAD
VARIABLE WIDTH R/W

746-764-6102
DUNCAN PARK HOMEOWNERS
ASSOCIATION INC.
DB 5645, PG 1577
SADLER ROAD
0.437 Ac.



N:3763946.47
E:11746619.98

N22°37'29"E 139.18'

N:3764074.94
E:11746673.53

018

746-763-7969
EVELYN M. HOPKINS
DB 4921, PG 469
#4380 SADLER RD
1.95 Ac. (DEED)

019

746-763-8585
RONALD L. LESTER, SR.
& THERESA A. LESTER
DB 2388, PG 406
#4390 SADLER ROAD
1.55 Ac.

PROPOSED R/W
18681.42 SQ.FT
or 0.429 AC.

081

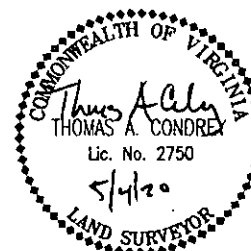
746-763-8999
DAVID R. MILES
& CHERYL S. MILES
DB 2641, PG 2234
#4400 SADLER ROAD
1.59 Ac.

N:3764024.10
E:11746747.04

LINE	BEARING	DISTANCE
L1	S26° 11' 11" W	4.62
L2	S55° 20' 06" E	10.60
L3	N52° 13' 14" W	9.76

PROPOSED TEMP
CONST EASEMENT
1979.10 SQ.FT.
or 0.045 AC.

1349.52' to the North
Line of Ireland Lane
EXISTING SADLER ROAD
VARIABLE WIDTH R/W



CLIENT	MAJ	RKK
DESIGN	RKK	JOB NO. 17-102.01
APPROVED	TAC	DATE 5/4/20
C.C. REVIEW	JBG	SCALE 1"=25'

Arden
Brockenbrough

www.brockenbrough.com

PLAT SHOWING PROPOSED RIGHT OF WAY AND TEMPORARY
CONSTRUCTION EASEMENT ACROSS PROPERTY OWNED BY
RONALD L. LESTER, SR. & THERESA A. LESTER

THREE CHOPT DISTRICT, HENRICO VIRGINIA

SHEET NO

0' 25' 50' 75'



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 352-21

Page No. 1 of 1

Agenda Title: RESOLUTION — Acceptance of Roads — Varina District

For Clerk's Use Only:

Date: 10/26/2021

☒ 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.	<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 checked="" type="checkbox"/> absent

BE IT RESOLVED by the Board of Supervisors of the County of Henrico that the following named and described sections of roads are accepted into the County road system for maintenance.

Scandia Farms – Varina District

Ruby Ln. from Scandia Rd. to 0.14 Mi. S. of Scandia Rd. 0.14 Mi.

Taz Ct. from 0.08 Mi. E. of Ruby Ln. to 0.04 Mi. W. of Ruby Ln. 0.12 Mi.

Total 0.26 Mi.

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

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



SCANDIA FARMS

