

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
May 24, 2022

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, May 24, 2022, 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:**

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

**Member of the Board Absent:**

Daniel J. Schmitt, Brookland District

**Other Officials Present:**

John A. Vithoukas, County Manager  
Andrew R. Newby, 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  
Anthony E. McDowell, Deputy County Manager for Public Safety  
Steven J. Yob, Deputy County Manager for Community Operations  
Benjamin A. Sheppard, Director of Public Relations

Tyrone E. Nelson delivered the invocation.

On motion of Mr. Thornton, seconded by Mr. Branin, the Board approved the minutes of the May 10, 2022, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: O'Bannon, Thornton, Branin, Nelson

No: None

Absent: Schmitt

**MANAGER'S COMMENTS**

Mr. Vithoukas announced May is a busy month as we celebrate several of our diverse communities and highlight the importance of holistic wellbeing. He recognized Deputy County Manager for Community Affairs Monica Smith-Callahan who reflected on the celebrations. Mrs. Smith-Callahan stated May is Jewish American Heritage Month. May

was chosen because May 2004 marked the 350<sup>th</sup> anniversary of the first communal settlement of Jews in North America. Mrs. Smith-Callahan acknowledged the great work and partnership of the Weinstein Jewish Community Center, the Holocaust Museum, and the many organizations and synagogues that make up the Jewish Community Federation of Richmond.

May is also Asian/Pacific American Heritage Month – a celebration of Asians and Pacific Islanders in the United States. May was designated Asian/Pacific American Heritage Month by Congress in 1992.

Lastly, Mrs. Smith-Callahan acknowledged May as Mental Health Awareness Month because mental health is an important part of overall health. Henrico Area Mental Health and Developmental Services is available to help anyone in need of mental health supports at 804-727-8484.

Mr. Vithoulkas announced with great sadness that last Thursday afternoon, 17-year-old Diamond Brown-Mosby, a student athlete from Henrico High School, was shot and killed. Ms. Brown-Mosby was a kind and talented leader on and off the basketball court with an extremely bright future ahead of her, but it was cut short just weeks before her high school graduation. On behalf of Henrico County, Mr. Vithoulkas expressed his deepest sympathies to Diamond's family and friends and to Henrico County Public Schools. Mr. Vithoulkas asked everyone to join him in a moment of silence to honor Diamond Brown-Mosby.

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

Mr. Thornton announced the passing of Mr. Albert J. Scott, Jr., on May 18. He was the father of one of our former employees, Mr. Albert J. Scott, III. Mr. Thornton sent his deepest condolences to the family.

Mrs. O'Bannon announced this past Saturday she attended the Asian American Society celebrations at the Greater Richmond Convention Center and noted the County is a proud sponsor.

#### **RECOGNITION OF NEWS MEDIA**

Mrs. O'Bannon recognized *Kathryn Kimmel* with the Henrico Citizen.

#### **PRESENTATIONS**

Mr. Branin presented a proclamation recognizing May 2022 as Drug Court Month. Accepting the proclamation was Sarah Perkins-Smith, Drug Court Administrator and the Honorable John Marshall, Circuit Court Judge.

161-22                      Resolution - Commending Kirby David Carmichael.

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

Mr. Thornton presented a resolution to Mr. Kirby David Carmichael for

his superior leadership and contribution to the Richmond Region over the decades.

### **APPOINTMENT**

162-22 Resolution - Appointment of Members - Finance Board.

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

### **PUBLIC HEARING ITEMS**

163-22 Resolution - Signatory Authority - Easement Agreement - Virginia Electric and Power Company - Brookland District.

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

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

164-22 Resolution - Signatory Authority - Conveyance of Abandoned Right-of-Way - Fairfield District.

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

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

### **PUBLIC COMMENTS**

John Owens, a resident of the Brookland District, asked the Board to look into different options for the storage facility at Willow Lawn, suggesting the County offer to purchase the space and turn it into a transit hub for the County.

Lori Valente Coffrey, a resident of the Fairfield District and part of the Lakeside RVA Association, voiced concerns about speeding, walkability, crosswalks, streetlights, and sidewalks in her Lakeside neighborhood. Mrs. Coffrey read several emails of support from neighbors stressing concerns for speeding throughout the neighborhood and urged the County to look into ways to help.

Richard Sullivan, a resident of the Tuckahoe District, asked the Board to add additional ambulances to the Tuckahoe Volunteer Rescue Squad noting they have an overload of calls *for service and the need for fast response times.*

### **GENERAL AGENDA**

165-22 Introduction of Resolution - Receipt of Requests for Amendments to FY 2021-22 Annual Fiscal Plan - June 2022.

On motion of Mr. Branin, seconded by Mr. Thornton, and by unanimous

vote, the Board approved this item – see attached introduction of resolution.

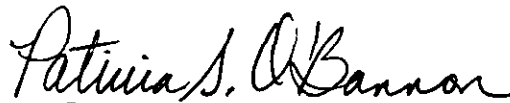
166-22 Resolution - Award of Contract - Annual Contract for Easement Clearing.

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

167-22 Resolution - Award of Annual Contract for Subsurface Utility Designating and Locating Services.

On motion of Mr. Thornton, 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 7:48 p.m.

A handwritten signature in cursive script, reading "Patricia S. A. Banner". The signature is written in black ink and is positioned above a horizontal line.

Chairman, Board of Supervisors  
Henrico County, Virginia

# Proclamation



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## DRUG COURT MONTH

May 2022

**WHEREAS**, this year marks the 30<sup>th</sup> anniversary of treatment courts; and

**WHEREAS**, there are nearly 4,000 treatment courts nationwide that have served more than 1.5 million individuals; and

**WHEREAS**, treatment courts save up to \$6,000 for every individual they serve and reduce recidivism by 58%; and

**WHEREAS**, treatment courts significantly improve substance use disorder treatment outcomes and reduce addiction-related crimes; and

**WHEREAS**, treatment courts facilitate community-wide partnerships by bringing together public safety and public health professionals; and

**WHEREAS**, treatment courts demonstrate that when one person rises out of substance use and crime, we all rise as a community; and

**WHEREAS**, the Henrico County Drug Court is a collaborative effort of the 14<sup>th</sup> Judicial Circuit Court, the Commonwealth's Attorney's Office, the Sheriff's Office, Henrico Area Mental Health and Developmental Services, the Police Division, the Community Corrections Program, and the Probation and Parole District #32 Office of the Virginia Department of Corrections; and

**WHEREAS**, during May 2022, the Henrico County Drug Court celebrates the program's 19<sup>th</sup> year and 265 successful graduates.

**NOW, THEREFORE, BE IT PROCLAIMED** that the Board of Supervisors of Henrico County, Virginia, hereby recognizes May 2022 as Drug Court Month; salutes the men and women who have contributed to the success of the Henrico County Drug Court; and calls to the attention of Henrico residents the theme for this year's observance: *Justice for All*.



*Jason Brackett*

*Patricia S. O'Bannon*

Patricia S. O'Bannon, Chairman  
Board of Supervisors



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 101-22

Page No. 1 of 2

Agenda Title: RESOLUTION – Commending Kirby David Carmichael

For Clerk's Use Only:

Date: 5/24/2022

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Thoma 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 type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/> absent
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, Kirby David Carmichael was born and raised in Millville, New Jersey, and educated in the Millville Public School System; and

WHEREAS, at a young age, Kirby dreamed of being a radio announcer; and

WHEREAS, in high school, Kirby worked part-time on AM radio station WWBZ in Vineland, New Jersey, and was the DJ for most of the high school dances; and

WHEREAS, after graduating high school, Kirby was drafted into the United States Army in 1964 and honorably discharged two years later; and

WHEREAS, Kirby returned to his hometown of Millville and rejoined WWBZ; and

WHEREAS, in 1968, Kirby went to AM radio station WEBB in Baltimore, Maryland, where he met Mr. Vee; and

WHEREAS, Mr. Vee made a production studio available to Kirby, helped him with his audition tape, and presented the tape to Mr. Morrison, who hired Kirby immediately as an on-air personality at WSID radio station in Baltimore; and

WHEREAS, Kirby heard of an opening in Richmond, Virginia, at AM radio station WENZ; and

WHEREAS, Kirby made an audition tape and traveled to Richmond to see the late Program Director, Willie Poe, who offered him the job; and

WHEREAS, in 1969, after leaving WENZ, Kirby met Ben Miles, Program Director at AM radio station WANT, and was offered the afternoon slot where he was promoted to Music Director and stayed for 13 years; and

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

FOR  
By County Manager B. Lee

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

Certified:

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

Clerk, Board of Supervisors

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

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

**Agenda Title: RESOLUTION – Commending Kirby David Carmichael**

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**WHEREAS**, the owner of WANT sold the station to Bobba Lou, Program Director for WRVA Q94 FM; and

**WHEREAS**, Kirby was offered the job on Q94 FM and became the midnight voice of the station for 20 years where he was known as the "TALL MAN OF SOUL, THE ROCKING JOCK, SUPER JOCK KIRBY CARMICHAEL."

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, thanks Kirby Carmichael and expresses its sincere appreciation for his superior leadership and contributions to the Richmond region over the decades.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of this meeting and a copy publicly presented to Mr. Carmichael as a token of the Board's gratitude for his stellar service.

# Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## *Commending Kirby David Carmichael*

**WHEREAS**, Kirby David Carmichael was born and raised in Millville, New Jersey, and educated in the Millville Public School System; and

**WHEREAS**, at a young age, Kirby dreamed of being a radio announcer; and

**WHEREAS**, in high school, Kirby worked part-time on AM radio station WWBZ in Vineland, New Jersey, and was the DJ for most of the high school dances; and

**WHEREAS**, after graduating high school, Kirby was drafted into the United States Army in 1964 and honorably discharged two years later; and

**WHEREAS**, Kirby returned to his hometown of Millville and rejoined WWBZ; and

**WHEREAS**, in 1968, Kirby went to AM radio station WEBB in Baltimore, Maryland, where he met Mr. Vee; and

**WHEREAS**, Mr. Vee made a production studio available to Kirby, helped him with his audition tape, and presented the tape to Mr. Morrison, who hired Kirby immediately as an on-air personality at WSID radio station in Baltimore; and

**WHEREAS**, Kirby heard of an opening in Richmond, Virginia, at AM radio station WENZ; and

**WHEREAS**, Kirby made an audition tape and traveled to Richmond to see the late Program Director, Willie Poe, who offered him the job; and

**WHEREAS**, in 1969, after leaving WENZ, Kirby met Ben Miles, Program Director at AM radio station WANT, and was offered the afternoon slot where he was promoted to Music Director and stayed for 13 years; and

**WHEREAS**, the owner of WANT sold the station to Bobba Lou, Program Director for WRVA Q94 FM; and

**WHEREAS**, Kirby was offered the job on Q94 FM and became the midnight voice of the station for 20 years where he was known as the "TALL MAN OF SOUL, THE ROCKING JOCK, SUPER JOCK KIRBY CARMICHAEL."

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, thanks Kirby Carmichael and expresses its sincere appreciation for his superior leadership and contributions to the Richmond region over the decades.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of this meeting and a copy publicly presented to Mr. Carmichael as a token of the Board's gratitude for his stellar service.



*Det. 10/10*



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 102-22

Page No. 1 of 1

Agenda Title: RESOLUTION – Appointment of Members – Finance Board

For Clerk's Use Only:

Date: 5/24/2022

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

WHEREAS, by ordinance adopted March 11, 2008, the Board of Supervisors created the Finance Board to serve as trustee of funds designated by the County to be held, accumulated, and invested by the Finance Board for the purpose of funding Other Post-Employment Benefits; and,

WHEREAS, pursuant to Section 15.2-1547 of the Code of Virginia, the Finance Board is currently composed of the Director of Finance, who serves an indefinite term, and three additional members with proven integrity, business ability, and demonstrated experience in cash management and investments, who serve two-year terms.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, reappoints the following persons to the Finance Board for terms ending May 24, 2024, or thereafter when their successors have been appointed and qualified:

John B. Wack  
Vaughan G. Crawley

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

By County Manager FOR SWR

Certified:

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

Clerk, Board of Supervisors

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

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



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

Agenda Item No. 103-22  
Page No. 1 of 1

**Agenda Title: RESOLUTION — Signatory Authority — Easement Agreement — Virginia Electric and Power Company — Brookland District**

For Clerk's Use Only:

Date: 5/24/2022

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

**BOARD OF SUPERVISORS ACTION**

Moved by (1) Branin Seconded by (1) Shonta  
(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 type="checkbox"/>	<input type="checkbox"/>	<u>absent</u>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, Virginia Electric and Power Company ("VEPCO") has requested that the County convey an underground electric line easement across County-owned property located at 6007 Morningside Drive, Henrico, Virginia, 23226, to alleviate load issues and provide more reliable electric service to County facilities and the surrounding area; and,

WHEREAS, the easement does not interfere with the County's use of its land; and,

WHEREAS, this resolution was advertised, and a public hearing was held on May 24, 2022, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chairman and Clerk are authorized to execute an easement agreement, in a form approved by the County Attorney, conveying an underground electric line easement to VEPCO as shown on the attached "Exhibit A."

Comments: The Real Property Division has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection. The Directors of Real Property and Public Works recommend approval of the Board paper; the County Manager concurs.

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

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

Certified:

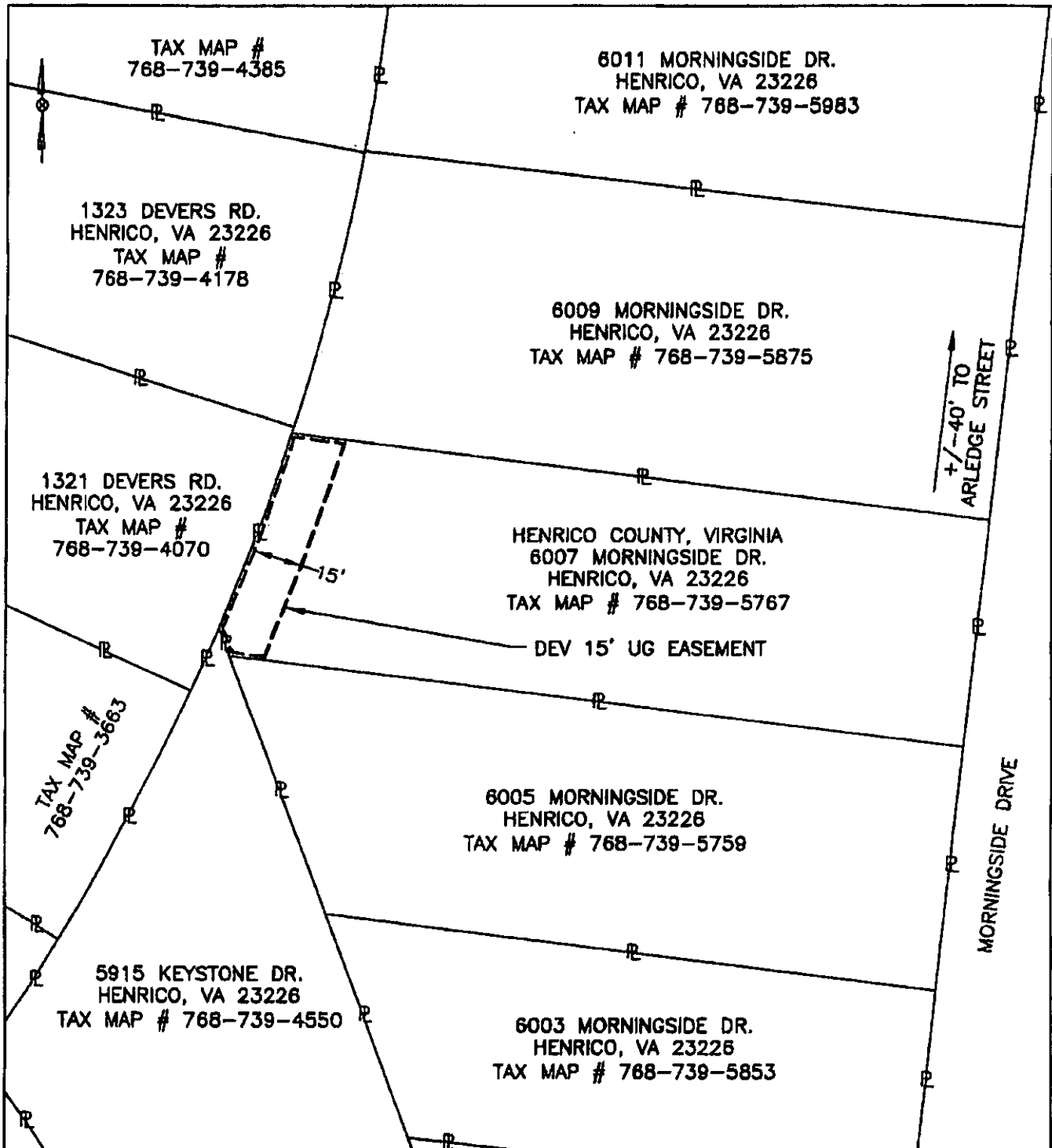
A Copy Teste: \_\_\_\_\_

Clerk, Board of Supervisors

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

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

# EXHIBIT "A"



<b>LEGEND</b> --- Location of Boundary Lines of Right-of-Way ==P== Indicates Property Line is Right-of-Way Boundary	District <b>RICHMOND</b>	Scale NTS	<b>PLAT TO ACCOMPANY RIGHT-OF-WAY AGREEMENT</b> VIRGINIA ELECTRIC AND POWER COMPANY doing business as <b>Dominion Energy Virginia</b> Page 05 of 05	
	District-Township-Borough <b>BROOKLAND</b>	County-City <b>HENRICO</b>		State <b>VA</b>
	Office <b>CENTRAL</b>	Plot Number <b>14-21-2322</b>		
	Estimate Number <b>10428911</b>	Grid Number <b>G2304</b>		
DATE 1/26/22		BY JYG	OWNER INITIALS _____	



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 164-22

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Conveyance of Abandoned Right-of-Way —  
Fairfield District

For Clerk's Use Only:

Date: 5/24/2022

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Shovan Seconded by (1) Branin  
(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 type="checkbox"/>	_____	<u>absent</u>
Thornton, F.	<input checked="" type="checkbox"/>	_____	_____

**WHEREAS**, following a public hearing held on September 14, 2021, the Board of Supervisors of Henrico County, Virginia (the "Board") abandoned a variable width strip of right-of-way running through the property (the "Property") of the Economic Development Authority of Henrico County (the "EDA") located at the northeast corner of Parham Road and Interstate 95; and,

**WHEREAS**, the abandoned variable width strip of right-of-way is shown on the plat titled "COMPOSITE PLAT HENRICO COUNTY PROPERTY PARCEL 787-758-3213" attached as Exhibit A; and,

**WHEREAS**, Va. Code § 15.2-1205 authorizes the governing body of any county to give county property "not otherwise specifically allocated or obligated, to any authority created by such governing body"; and,

**WHEREAS**, the Board of Supervisors wishes to convey the abandoned variable width strip of right-of-way to the EDA for use in promoting economic development of the Property; and,

**WHEREAS**, this resolution was advertised, and a public hearing was held on May 24, 2022, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

**NOW, THEREFORE, BE IT RESOLVED** by the Board that the Chairman and Clerk are authorized to execute a deed, in a form approved by the County Attorney, to the EDA, and the County Manager is authorized to execute documents in a form approved by the County Attorney to complete this transaction.

Comments: The Director of Real Property recommends 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: \_\_\_\_\_

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1. THIS IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE. IT IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE. IT IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE.
2. THIS IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE. IT IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE. IT IS A VERY SIMPLE AND EASY TO UNDERSTAND AND USE.



**Composite Plat  
Henrico County Property  
Parcel 787-758-3213**

Henrico County, Virginia

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 2. ADDRESS \_\_\_\_\_  
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**Henrico County Property  
Parcel 787-758-3213**

RECEIVED  
JAN 14 1964  
U.S. DEPT. OF JUSTICE  
FEDERAL BUREAU OF INVESTIGATION  
WASHINGTON, D.C.

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COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 165-22

Page No. 1 of 1

Agenda Title: INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to FY 2021-22 Annual Fiscal Plan – June 2022

For Clerk's Use Only:

Date: 5/24/2022

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Branin, T. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

O'Bannon, P. ☒ ☐ ☐

Schmitt, D. ☐ ☐ ☒ absent

Thornton, F. ☒ ☐ ☐

WHEREAS, the County Manager has provided the Board of Supervisors with a list dated May 17, 2022, requesting amendments to the FY 2021-22 Annual Fiscal Plan; and

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

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Clerk of the Board is directed to advertise, in the Richmond Times-Dispatch on June 7, 2022, a synopsis of the proposed amendments and a public hearing thereon to be held on June 14, 2022, at 7:00 p.m., in the Board Room at the Henrico County Government Center, East Parham and Hungary Spring Roads, to ascertain the views of the citizens with respect to the proposed amendments.

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

By Agency Head

*[Signature]*

By County Manager

*[Signature]*

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

Certified:

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

Clerk, Board of Supervisors

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

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

OPERATING FUNDS

## FUND 0101 - GENERAL FUND - General Operating Fund

## Department 03 - Sheriff

03006 – Jail West Personnel \$ 3,000,000

0000 00000 – To appropriate funding of \$3,000,000 to cover overtime costs in the Sheriff's Office during FY2021-22. Funding will come from the fund balance in the General Fund.

## Department 12 - Police

12001 – Administration \$ 2,000,000

0000 00000 – To appropriate funding of \$2,000,000 to cover public safety overtime costs in the Police Division during FY2021-22. Funding will come from the fund balance in the General Fund.

## Department 13 - Fire

13150 – Field Operations \$ 2,000,000

0000 00000 – To appropriate funding of \$2,000,000 to cover public safety overtime costs in the Division of Fire during FY2021-22. Funding will come from the fund balance in the General Fund.

## Department 28 - Public Works

28002 – Road Maintenance \$ 2,503,764

0000 00000 To appropriate the difference of budgeted versus actual State Street Highway maintenance (Gas Tax) revenue for FY2021-22. The current State allocation is \$51,028,804 and the current County budget is \$48,525,040. These funds will be used to cover paving and rehabilitation in the Road Maintenance Division.

## Department 30 - Economic Development

30001 – Economic Development  
0000 01043 – Greater Richmond Convention Center Authority \$ 1,500,000

Revenue from the 8.0% Hotel/Motel Occupancy Tax is exceeding the estimate of \$13,500,000 included in FY2021-22 Annual Fiscal Plan. This \$1,500,000 increase will cover additional payments to the Greater Richmond Convention Center Authority (GRCCA) resulting from this additional revenue that has been received and is projected to be received through the end of the fiscal year. Payment will be made based on actual collections from the tax. Subsequently, the County's 2.0% local tax component (estimated at \$375,000 for this amendment) will come back to the County. In total, for FY2021-22, the County expects to receive \$15,000,000 in Hotel/Motel Occupancy Taxes, reflecting an increase when compared to the prior fiscal year. These funds will be disbursed to the GRCCA. Upon completion of the fiscal year, the GRCCA will return 2.0% of the 8.0%, estimated at \$3,750,000 per the Convention Center financing agreement.

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

Department 32 - Non-Departmental		
32001	– <u>Non-Departmental</u>	\$ 3,000,000
0000 00000	Participation in the County's Real Estate Assistance Program (REAP) is forecasted to exceed the FY2021-22 appropriation of \$9,000,000. As a result of the increased popularity of this program, additional funding is required. Funding for the program is to come from the undesignated fund balance in the General Fund. This amendment will increase the total appropriation for REAP in FY2021-22 to \$12,000,000.	
TOTAL GENERAL FUND		<hr/> \$ 14,003,764
FUND 1102 – SPECIAL REVENUE FUND - State and Federal Grants - County		
Department 12 - Police		
12800	– Grants	
0000 09303	– <u>PSAP22</u>	\$ 3,000
To appropriate a Virginia State Police HEAT grant. Funding will support a Henrico Officer attending a conference focusing on the prevention of auto theft. There is no local match for this grant.		
Department 22 - Social Services		
22104	– CSA Mandated Services	
1302 09020	– <u>FY2021-22 CSA</u>	\$ 1,071,496
To amend the Department of Social Services portion of the Children's Services Act (CSA) program budget by providing additional State funding of \$262,136 to pay program expenditures. The County has a local match of \$809,360 for this program, which will come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.		
22503	– Adoption Subsidy	
1302 00000	– <u>Purchase of Services</u>	\$ 400,000
To increase the County allocation to the estimated level of need for state and federally mandated Title IV-E Adoption Program expenditures. This program is funded with \$200,000 of State (50%) and \$200,000 of federal (50%) funds. The total appropriation for this program in fiscal year 2021-22 will be \$2,093,543 after this addition. No County matching funds are required.		
Total Social Services		<hr/> \$ 1,471,496
Department 30 - Economic Development		
30001	– <u>Economic Development</u>	
0000 09308	– <u>ARPA Tourism Recovery Program</u>	900,000
To appropriate American Rescue Plan Act Tourism Recovery Program Funds. Funding will be used by Richmond Region Tourism, in concert with the Greater Richmond Partnership and Chamber RVA, to prepare a regional image campaign to promote tourism in the Richmond area. Total Regional funding for this program is \$2,510,000.		

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

Department 38 - Community Revitalization		
38001	– <u>Community Revitalization</u>	\$ 300,000
0000 00000	To provide funding of \$300,000 to execute a contract to assess and implement stabilization plans for eligible families living in hotels. Funding is to come from the undesignated fund balance in the General Fund. An additional \$200,000 for this program will come from appropriated federal resources within the department.	
Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County		<hr/> \$ 2,674,496
FUND 1109 – SPECIAL REVENUE FUND - State and Federal Grants - Schools		
Department 50 - Education		
50101	– Elementary School Education	
0100 09291	– <u>ESSER III Set-Aside Before and After School Programs</u>	\$ 1,330,235
	To appropriate Elementary and Secondary School Relief funds from the federal Coronavirus Response and Relief Supplemental Appropriations Act. These set-aside funds will be used by Henrico County Public Schools for before and after school programming.	
50140	– Exceptional Education	
0020 09256	– <u>IDEA Part B - ARPA Flow-Through 84.027</u>	\$ 2,258,427
	To appropriate Individuals With Disabilities Education Act - Part B funding to provide exceptional Education Services in Henrico County Public Schools. Funds will be used for miscellaneous salaries and supplies and to purchase additional playground equipment during the grant period, which expires on September 30, 2023.	
Total Education		<hr/> \$ 3,588,662
FUND 1110 – SPECIAL REVENUE FUND - Mental Health and Developmental Services		
Department 26 - Mental Health and Developmental Services		
26103	– Youth and Family	
0000 09301	– <u>Fed MHPG ARPA Diversity Equity Inclusion Grant</u>	\$ 82,936
	To appropriate funding for the Federal ARPA School-based Mental Health Grant. This funding will support a Clinician and a Peer Recovery Specialist. Both of these positions are Complement III. There is no local match for this grant. Funds must be expended by September 30, 2025.	
26107	– Substance Abuse	
9559 09280	– <u>Federal SUD Block Grant CAA COVID Supplemental</u>	\$ 272,178
	To appropriate Federal Substance Abuse Block Grant funding. Funds will be used for substance abuse prevention and treatment by providing for two Clinicians and two Peer Recovery Specialists. All of these positions are Complement III. There is no local match for this grant. Funds must be expended by March 2, 2023.	

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

26202	– Early Intervention Services	
0000 09299	– <u>Federal ARPA Part C Funds</u>	\$ 193,409
	To appropriate Federal American Recovery Plan Act Part C Early Intervention funds. Funds will be used to enhance developmental services to infants and toddlers. There is no local match for this grant.	
	Total Fund 1110 Special Revenue Fund - MH and DS	\$ 548,523
	Total SPECIAL REVENUE FUND	\$ 6,811,681

FUND 6102 - INTERNAL SERVICES FUND - Central Auto Maintenance

Department 16 - General Services		
16304	– CAM - Fueling Services	\$ 2,100,000
0000 00000	To appropriate funding to cover the cost of price increases for the purchase of gasoline and diesel fuel for the balance of FY2021-22. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Internal Services Fund.	
	Total Fund 6301 - Internal Services Fund - Central Auto Maintenance	<u>\$ 2,100,000</u>
	Total OPERATING FUNDS	<u>\$ 22,915,445</u>

CAPITAL FUNDS

FUND 2101 – General Capital Projects Fund

Department 32 - Non-Departmental		
32001	– Non-Departmental	\$ 250,000
0000 09305	To appropriate funding towards the purchase of property as an extension of Lewis Ginter Botanical Gardens, which is one of the most popular tourist attractions in the Richmond Metro area. This is the first of three planned payments in support of this project. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Internal Services Fund.	

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

Department 28 - Public Works		
28004	– Construction	
0000 08798	– <u>DCR Floodplain Acquisition Program</u>	\$ 363,621
<p>To appropriate funding from the Virginia Department of Transportation (VDOT) for the County to construct approximately 1,920 linear feet of sidewalk along the southwest side of Ridge Road from Old Providence Circle to North Ridge Road. In addition, approximately 260 linear feet of new curb and gutter improvements, and roadway widening, will be constructed on Ridge Road, between Zionsville Road and North Ridge Road. VDOT will reimburse up to 50% of project costs. Remaining funding of \$181,811 will come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.</p>		

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

0000 09015	– <u>Fall Line Trail</u>	4,888,034
	To appropriate \$4,677,541 from the Virginia Department of Transportation (VDOT) for the County to construct approximately 0.6 miles of 12-foot-wide trail along Hilliard Road, from Belmont Recreation Center to Brook Road, and along Brook Road, from Hilliard Road to Lakeside Avenue, as a section of the regional Fall Line Trail. VDOT will reimburse 100% of projected costs, using Highway Infrastructure Programs - Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRSSA) funding. An additional \$210,493 will be used for 700 linear feet of 12-foot-wide multiuse trail between Bryan Park and Spring Park as another part of the Fall Line Trail. Of these funds, VDOT will reimburse 50% under their Revenue Sharing Program. Remaining funding of 105,247 will come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.	
0000 09265	– <u>DCR Floodplain Acquisition Program</u>	482,000
	To appropriate funding from the Virginia State Department of Conservation. These Virginia Community Flood Preparation funds will be used to implement a pilot flood prone structure acquisition program in the Lakeside area.	
	Total - Public Works	\$ 5,733,655
FUND 2111 – CAPITAL INITIATIVES FUND		
Department 23 - Recreation and Parks		
23101	– Director	
0000 08891	– <u>Glen Allen High School Baseball Field Drainage Improvements</u>	\$ 169,108
	This amendment will provide funding for needed drainage improvements at the baseball field at Glen Allen High School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.	
0000 08483	– <u>Pouncey Tract Pickleball Courts</u>	2,200,450
	To appropriate funding for pickleball court improvements at Pouncey Tract Park. This project will feature planning, design, and construction of 12 new pickleball courts, as well as parking improvements, pedestrian walks, and shade shelters at the site. 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	\$ 2,369,558
Department 32 - Non-Departmental		
32001	– Non-Departmental	
0000 09306	– <u>River City Inclusive Gym</u>	\$ 10,000
	This amendment will provide funding to the River City Inclusive Gym, which provides gymnastics programs to athletes with disabilities. Funding will be used to purchase and install gym dividers, which will enhance programming options. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund.	

AMENDMENTS TO THE 2021-22  
ANNUAL FISCAL PLAN FOR JUNE, 2022

0000 09307	– <u>Godwin Athletic Improvements</u>	314,599
To appropriate funding in support of the athletic improvements at Godwin High School. Funding will be used to improve ADA access, provide new baseball and softball scoreboards, mower replacement and retaining wall/drainage repair for the tennis courts. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.		
0000 09311	– <u>Henricus Foundation</u>	122,745
To appropriate funding in support of the Henricus Foundation. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.		
Total - Non-Departmental		<u>\$ 447,344</u>
Total Capital Initiatives Fund		<u>\$ 2,816,902</u>
Total CAPITAL PROJECTS FUND		<u>\$ 8,800,557</u>
Total Amendments/Appropriations		<u>\$ 31,716,002</u>



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

Agenda Item No. 166-22

Page No. 1 of 2

**Agenda Title: RESOLUTION – Award of Contract – Annual Contract for Easement Clearing**

For Clerk's Use Only:

Date: 5/24/2022

- ☒ 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.	<u>✓</u>	___	___
Nelson, T.	<u>✓</u>	___	___
O'Bannon, P.	<u>✓</u>	___	___
Schmitt, D.	___	___	<u>absent</u>
Thornton, F.	<u>✓</u>	___	___

**WHEREAS**, the County received three bids on April 26, 2022, in response to ITB 22-2329-4JL for an annual contract for easement clearing; and,

**WHEREAS**, the contract is for easement clearing throughout the County when requested by the County's Department of Public Utilities; and,

**WHEREAS**, the contract term will commence on June 1, 2022, and end on May 31, 2023, with two one-year renewal options; and

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

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. (Rockville, VA)	\$325,000
Frederick M. Pryor (Richmond, VA)	\$377,500
Webb Development LLC (Midlothian, VA)	\$408,385

**WHEREAS**, the bid amounts were calculated by multiplying the estimated unit quantities listed in the bid documents times the unit prices set out in the bids; and,

**WHEREAS**, after a review and evaluation of the bids, it was determined that G. L. Howard, Inc. is the lowest responsive and responsible bidder for the unit price contract.

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. 166-22

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Annual Contract for Easement Clearing**

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

1. The contract for \$325,000 is awarded to G. L. Howard, Inc., the lowest responsive and responsible bidder, pursuant to ITB 22-2329-4JL, 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.

**Comment:** Funding to support the contract is available within 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. 167-22

Page No. 1 of 1

Agenda Title: RESOLUTION – Award of Annual Contract for Subsurface Utility Designating and Locating Services

For Clerk's Use Only:

Date: 5/24/2022

- ☒ Approved  
☐ Denied  
☐ Amended  
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

**APPROVED**

YES NO OTHER

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

WHEREAS, the County received five proposals on February 18, 2022, in response to RFP 22-2285-1KMW for an annual contract for subsurface utility designating and locating services for the Department of Public Works and other County departments; and,

WHEREAS, based upon the written proposals, the Evaluation Committee interviewed the following firms:

Atlas Technical Consultants  
InfraMap Corporation  
T2 Utility Engineers

WHEREAS, the Evaluation Committee selected InfraMap Corporation as the top-ranked firm and negotiated a unit cost rate schedule.

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

1. An annual contract to provide subsurface designating and locating services is awarded to InfraMap Corporation for the period of one year with the option to renew the contract for two additional one-year terms, in accordance with RFP 22-2285-1KMW, the proposal by InfraMap Corporation, and the negotiated unit cost rate schedule.
2. The project fees may not exceed \$750,000 for any single project or \$2,500,000 in a one-year term.
3. The County Manager is authorized to execute the contract in a form approved by the County Attorney.

COMMENTS: The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date: