

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

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, January 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  
Frank J. Thornton, Fairfield District

**Other Officials Present:**

John A. Vithoukas, County Manager  
J. T. (Tom) Tokarz, County Attorney  
Tanya Brackett Harding, CMC, Assistant to the County Manager/Clerk to the Board  
Cari Tretina, Assistant to the County Manager/Chief of Staff  
Benjamin A. Sheppard, Director of Public Relations

Mr. Schmitt called the meeting to order at 7:01 p.m. and led the recitation of the Pledge of Allegiance.

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

On motion of Mr. Nelson, seconded by Mr. Thornton, the Board approved the minutes of the January 12, 2021, Regular Meeting and the January 6, 2021, Special Meeting.

The vote of the Board was as follows:

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

No: None

**MANAGER'S COMMENTS**

Anthony McDowell, Deputy County Manager for Public Safety, informed the Board about COVID-19 matters. The County is now one of Virginia's leading localities in terms of COVID testing and vaccinations. COVID hospitalizations have decreased slightly, and the positivity rate is 11.1%. There is a large gap between supply and demand, and the focus now is getting more vaccine and vaccinating as many persons as possible in an equitable manner. Amy Popovich, Nurse Manager, updated the Board about expanded vaccination efforts in the Henrico Health District.

**BOARD OF SUPERVISORS' COMMENTS**

Mrs. O'Bannon announced that she would be hosting a virtual town hall about "How can we help you get a job" on January 28 at 1:00 p.m. Brian Davis, Director of Capital Region Workforce Partnership, and Elizabeth Creamer, Vice President of Workforce Development at the Community College Workforce Alliance, were scheduled to participate.

Mr. Nelson asked Eric English, Chief of Police, about crime trends and how to prevent larceny from automobiles which has been on the rise. Chief English recommended that residents lock their cars, keep valuables out of plain view, and not store weapons in them.

**RECOGNITION OF NEWS MEDIA**

There were no news media representatives present.

**RESIGNATION**

24-21 Resolution - Resignation of Member - Historic Preservation Advisory Committee.

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

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

25-21 HHHunt: Request to conditionally rezone from A-1 Agricultural District and R-5AC General Residence District (Conditional) to R-5AC General Residence District (Conditional) and RTHC Residential Townhouse District (Conditional) Parcels 779-774-2612 and 779-774-4438 and part of REZ2020-00043 Parcels 780-772-3392, 781-773-2686, 779-772-5161, 779-773-9041, and 779-774-9533 containing 35.52 acres located at the terminus of Porter Park Fairfield Lane.

Mr. Vithoukaskas announced the first two cases on the agenda were companion cases and would be presented together but require two votes.

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

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

**APPLICABLE TO ALL**

- 1. The proffers applicable to the respective zoning districts and parcels set forth in REZ2016-00002 and REZ2017-00017 shall be applicable to the zoning districts and parcels included as part of this rezoning request except as noted below.
- 2. Density. Applicable to the R-5AC property, there shall be no

more than three hundred fifty (350) residential units developed taking into account those R-5AC homes allowed by REZ2016-00002 and REZ2017-00017. Applicable to the RTHC property, there shall be no more than three hundred fifty (350) residential units developed taking into account those RTHC homes allowed by REZ2016-00002 and REZ2017-00017.

The vote of the Board was as follows:

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

No: None

26-21  
PUP2020-  
00023  
Fairfield

HHHunt: Request for a Provisional Use Permit under Sections 24-13.4(c), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow adjustable side setbacks for lots within the R-5AC General Residence District (Conditional) on Parcels 779-774-4438, 779-774-2612, 779-772-5161 located at the terminus of Porter Park Lane. The existing zoning is A-1 Agricultural District.

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

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

1. All proffers approved with rezoning case REZ2020-00043 shall be made a part of this Provisional Use Permit.
2. The side setbacks listed in Section 24-13.4(c) of the County Code shall be utilized for development on the entire subject property. Standards for detached and semidetached dwellings listed in Section 24-13.1(d)(2) can no longer be utilized on the subject property.

The vote of the Board was as follows:

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

No: None

27-21  
REZ2020-  
00042  
Brookland

Baker-Properties Limited Partnership: Request to amend proffers accepted with Rezoning Case C-42C-90 on Parcels 769-757-9710 and 769-757-8802 and part of Parcels 770-757-1644, 770-757-2519 located on the east line of Old Staples Mill Road, approximately 645' north of its intersection with Staples Mill Road (U.S. Route 33).

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

Mr. Schmitt stated he wants the applicant to focus on road improvements in front of the property and address the truck traffic to and from the property.

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

All proffers from Rezoning Case C-42C-90 shall be amended, restated and replaced in their entirety with the following:

1. Except as specifically requested and specifically permitted at the time of Plan of Development review, the exposed portions of the exterior building wall closest to the building facing (generally parallel to) Old Staples Mill Road shall be predominately of brick. The exposed portions of all other exterior building wall surfaces on the property shall be similar in architectural treatment and materials to each other and shall be predominantly of masonry. Other architectural materials may be used on any exterior wall for trim, architectural decorations or design elements. No exposed portion of any such exterior wall surface shall contain untreated or painted cinder block. Notwithstanding anything contained herein to the contrary, any exterior building wall facing (generally parallel to) Old Staples Mill Road will incorporate various design elements to break up the massing of such front facade, including, but not limited to the following: varying colors of brick, architectural bands of different colors or materials other than brick, brick accents (such as accent coloring different from any main brick coloring), and faux windows or real windows to allow natural light into the building. These design elements will not be required on any other walls or facades other than those facing (generally parallel to) Old Staples Mill Road.
2. No building constructed on the property shall be located within 50 feet of the right-of-way of Old Staples Mill Road as such right-of-way line is determined at the time of Plan of Development review. No loading docks or bay doors shall face (generally parallel to) Old Staples Mill Road.
3. A landscaped buffer area having a minimum width of 20 feet shall be maintained along the right-of-way line of Old Staples Mill Road with such landscaping and planting as required at the time of Plan of Development review. Ingress and egress access and utility easements may be allowed in such buffer area as approved at the time of Plan of Development review. This landscaped area may also be breached as required by the County or any other applicable governmental body.
4. Parking lot lighting shall be produced from concealed sources of light, be positioned in such a manner as to minimize the impact of

such lighting on adjacent property and be reduced to a security level following the close of business conducted on the property.

5. All roof top heating and air conditioning equipment and all trash receptacles on the property shall be screened from the public view at ground level on adjacent property in a manner approved at the time of plan of Development review.
6. The following principal uses shall be prohibited:
  - a. Gun shop, sales and repair;
  - b. Establishments whose primary business is check cashing and/or the making of payday loans as defined and regulated by Sections 6.2-2100 et seq. and 6.2-1800 et seq. of the Code of Virginia (1950), in effect as the date of the approvals of these proffers (the foregoing shall not preclude banks, savings and loans, or similar financial institutions that are not regulated by the foregoing Virginia Code Section);
  - c. Bars, which, for the purposes of this restriction, shall mean a business establishment whose primary business is the sale of alcoholic beverages for on-premises, but shall not preclude a brewery with an on-premises bar or a restaurant with a bar;
  - d. Adult businesses, as defined by Section 24-3 of the Henrico County Code;
  - e. Funeral homes;
  - f. Vehicle storage lots;
  - g. Bulk storage of fuel;
  - h. Massage parlors;
  - i. Flea market;
  - j. Billboard;
  - k. Outside car washes;
  - l. Off-track betting parlors;
  - m. Permanent recycling collection facilities;
  - n. Manufactured home sales and/or display;
  - o. Rifle/pistol range;
  - p. Indoor archery range;
  - q. Bag/carpet/rug cleaning;
  - r. Blacksmithing;
  - s. Dyeing and cleaning work;
  - t. Rebuilding/capping of tires; and
  - u. Milk processing or distribution.

The vote of the Board was as follows:

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

No: None

28-21  
REZ2020-  
00036  
Fairfield

Gouldin Properties, LLC: Request to conditionally rezone from B-1 and B-3 Business Districts and R-4 One-Family Residence District to B-3C Business District (Conditional) and C-1C Conservation District (Conditional) Parcels 801-733-8844, 802-733-0431, and 801-733-9618 containing 2.06 acres located on the east line of Mechanicsville Turnpike (U.S. Route 360) approximately 615' north of its intersection with Harvie Road.

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

On motion of Mr. Thornton, seconded by Mr. Nelson, and by unanimous vote, the Board followed the recommendation of the Planning Commission with the following proffered conditions:

#### **Applicable to All**

1. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

#### **Applicable to B-3C**

2. **Exterior Materials/Architecture.** The exposed portion of the front and side exterior wall surface of any building (excluding rooftop screening materials for mechanical equipment) shall be similar to the exposed portions of other front and side exterior walls of such building in architectural treatment and materials. Any building shall have exposed exterior walls (above finished grade and exclusive of trim) of brick, brick veneer, glass, dryvit or other simulated stucco (E.I.F.S.), stone, stone veneer, split face block, cementitious siding, composite-type siding, high-grade vinyl (a minimum of .042" nominal thickness as evidenced by manufacturer's printed literature), engineered wood (e.g. LP Smartside), architectural-grade metal panels, insulated panels, textured concrete tilt-up panels, tile, concrete tile, or a combination of any of the foregoing, unless different architectural treatment and/or materials are specifically approved with respect to the exposed portion of any such wall, at the time of Plan of Development. The front facade of a building and any side facade visible to Mechanicsville Turnpike shall be constructed with a minimum of thirty (30) percent of each such facade, excluding windows, doors, breezeways, gables and architectural design features, containing brick, brick veneer, stone, stone veneer, textured concrete tilt-up panels, tile, concrete tile, or any combination thereof. No building shall be covered with or have exposed to view any painted or unfinished concrete block, or industrial-grade metal, unless otherwise specifically approved at the time of Plan of Development. Any sloped roofs shall be constructed of standing seam metal or textured fiberglass shingles, architectural shingles, cedar shakes, concrete or composition shingles. Retail users will be

permitted to include prototypical or corporate identification architectural elements in the design of their building or space.

3. **Parking Lot Lighting.** Parking lot lighting fixtures shall not exceed twenty (20) feet in height as measured from the grade at the base of the lighting standard. Parking lot lighting shall be produced from concealed source style fixtures and shall be directed in a way to minimize glare on public roads and adjacent properties. Direct embedded light poles and standards shall be prohibited. Parking lot lighting shall be reduced or turned off after business hours with the exception of minimum lighting requirements for security purposes.
4. **Prohibited Uses.** The following uses shall be not be permitted on the property:
  - (a) Private club or lodge.
  - (b) Funeral home.
  - (c) Laundry mat.
  - (d) Gun Sales.
  - (e) Flea Market.
  - (f) Antique Auctions.
  - (g) Gun shop.
  - (h) Public dancehalls.
  - (i) Fortune teller.
  - (j) Palmist.
  - (k) Spiritual Reader.
  - (l) Permanent on-site recycling collection facility.
  - (m) Landscape contracting and tree service.
  - (n) Sheet metal shop.
  - (o) Adult business.
  - (p) Rifle/pistol range.
  - (q) Hotel and motel.
  - (r) Outside storage of vehicular and boat parts, junk vehicles and boats, tires.
  - (s) Auto body shop.
  - (t) Self-serve car wash.
  - (u) Bingo hall, video game rooms and similar uses.
5. **B-2 Hours of Service.** Any use on the Property shall comply with the B-2 hours of service contained in Ordinance Section 24-61 (I), along with the ability to request a provision use permit for hours of service to the general public up to 24 hours per day in accordance with Ordinance Sections 24-120 and 24-122.1.
6. **Sidewalk Dedication.** After plan of development approval for a new business use on the Property and upon written request from the County, the owner of the Property shall dedicate that portion of the Property located within ten (10) feet behind the existing curb (at the time of rezoning) along the Property's frontage on Mechanicsville Turnpike to permit the County to build a sidewalk within the right-

of-way.

7. **Outside Speakers.** Any outside speakers and/or sound system shall comply with the following standards:
  - (a) Sound systems shall be equipped with controls that permit full and complete volume control;
  - (b) Sound(s) emitted from the system shall not be audible beyond a distance of one hundred (100) feet measured from the source; and
  - (c) Any music being played over any outside speaker system shall be prohibited from 11 :00 p.m. until 6:00 a.m., unless the use of music during those hours is: (1) not plainly audible inside the confines of the dwelling unit, house or apartment of another person; and (2) not plainly audible in residential areas at 50 or more feet from the outside speaker.
8. **HVAC Screening.** All heating and air conditioning and mechanical equipment shall be screened from public view at the ground level in a manner approved at the time of Plan of Development.
9. **Trash Receptacles.** Dumpsters, trash receptacles, not including convenience cans and recycling receptacles, and compactors shall be screened from public view with masonry enclosures which are compatible with the architectural design of the building as approved at the time of Plan of Development.
10. **Hours of Construction.** The hours of exterior construction shall be between 7:00 a.m. and 7:00 p.m. Monday through Saturday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work such as concrete pours, utility connections and right-of-way improvements. Hours shall be posted in both English and Spanish.
11. **Repair Services.** Any repair service conducted on the property shall be provided within an enclosed building.
12. **Outside Storage.** Any outside storage of vehicles under repair and inventory stored outside shall be screened from view with screening determined at the time of plan of development review.

#### **Applicable to C-1C**

13. **Buffers.** The portions of the Property zoned C-1C shall remain in their natural state to serve as a buffer area between the B-3C portions of the Property and adjoining residential lots (as of the time of rezoning). The C-1C portions of the Property may only be disturbed for (i) construction of stormwater facilities as required for compliance with local and state stormwater and erosion and sediment control laws; (ii) the removal of fallen, diseased or dead



plant growth; or (iii) any other purpose requested and specifically approved at the time of plan of development review. In addition, if the existing vegetation does not screen the B-3C portion of the Property, supplement evergreen trees may be planted on the C-1C portion of the Property in areas along the zoning line shared with the B-3C portions of the Property where additional screening is needed, as may be approved or required at the time of plan of development review and approval.

The vote of the Board was as follows:

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

No: None

29-21  
REZ2020-  
00045  
Varina

Gwendolyn B. and William C. Turner and B&B Properties LC: Request to conditionally rezone from M-2C General Industrial District (Conditional) and B-3 Business District to M-2C General Industrial District (Conditional) Parcels 809-713-6877, 809-713-2028 and 809-713-2362 containing 13.902 acres located between the northeast line of Charles City Road and the south line of Williamsburg Road (U.S. Route 60), approximately 1250' east of its intersection with Brittles Lane.

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

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

1. **Architectural Treatment.** The exposed surfaces of all exterior wall surfaces (front, rear, and sides) of any buildings constructed on the Property as the corporate headquarters, operations center, and manufacturing facility (the "Buildings") shall be similar in architectural treatment and materials to the other exterior wall surfaces of the Buildings. Any such Buildings shall be constructed of metal wall panels or an equivalent material, except the front and sides of the office portions of the corporate headquarters and the operations center will also be accented with brick.
2. **Use Restrictions.**
  - A. The principal use permitted on the Property shall be corporate office, operations center, and manufacturing facility for assembly, storage, and maintenance of vehicles and equipment used in crane and railroad support services. Routine maintenance and repair of vehicles and equipment connected with the foregoing services will be conducted within enclosed buildings.
  - B. The only uses permitted on the Property shall include all those permitted in a B-3 district and only the following M-2

uses listed below:

- i. Contractor's equipment storage yard.
- ii. Sandblasting or cutting conducted inside the enclosed building.
- iii. Bulk storage of inflammable liquids (other than an automobile service station) for above ground storage not to exceed 30,000 gallons.

**3. Fence.**

- A. A minimum eight (8) foot high fence (except where the height may be restricted along Charles City Road) shall be constructed and maintained generally in the locations shown on the accompanying site plan marked as Exhibit A (see case file). Gates shall be constructed across the access drives as shown on Exhibit A.
- B. The fence shall be constructed of solid wood. The side of the fence facing Charles City Road and Williamsburg Road, along the western boundary adjacent to GPIN 808-713-9182, and along the southern boundary adjacent to GPIN 809-713-6413 shall be the finished side and shall be landscaped. No stored materials shall be visible above the fence from ground level at Charles City Road and Williamsburg Road except during normal business hours for any crane equipment that is under repair and maintenance.

**4. Buffers.** All Transitional Buffers referenced below shall be provided as set forth in the Henrico County Zoning Ordinance Section 24-106.2.

- A. A twenty-five (25) foot wide buffer provided as a Transitional Buffer 25 along the southeast portion of the Property line adjacent to GPIN number 809-713-6413 and transitioning to a thirty (30) foot wide buffer along the southern Property line with GPIN number 809-713-6413 as shown on Exhibit A.
- B. A twenty-five (25) foot wide buffer provided as a Transitional Buffer 25 along the northern Property line adjacent to GPIN number 808-713-9182 and along the southwestern Property line adjacent to Charles City Road as shown on Exhibit A.
- C. A twenty-five (25) foot wide buffer provided as a Transitional Buffer 25 along the western Property line adjacent to GPIN number 808-713-9182 as shown on Exhibit A.
- D. A thirty (30) foot wide buffer provided as a Transitional Buffer 25 along the eastern Property line adjacent to GPIN 809-714-7908 and along the eastern Property line adjacent

to GPIN 810-713-0098 as shown on Exhibit A.

- E. A fifteen (15) foot wide buffer shall be provided as a Transitional Buffer 10 along the northern Property line adjacent to GPIN 809-714-7908 and along the northern and eastern Property line adjacent GPIN 810-713-0098 as shown on Exhibit A.
- F. A variable width thirty-five (35) to fifty-five (55) foot buffer as shown on Exhibit A shall be maintained along the northern boundary of the Property adjacent to Williamsburg Road and all existing mature trees shall be retained within that buffer. If Williamsburg Road is widened and such trees are removed, the buffer shall be replanted in accordance with Transitional Buffer 35.
- G. Utility easements, signage, and access drives shall be permitted within the buffers. Any utility easement or roadway extended through the buffer areas shall be extended generally perpendicular thereto, unless otherwise specifically permitted at the time of Plan of Development review, and where permitted, areas disturbed for utility installations shall be restored to the condition existing immediately prior to the disturbance.
- H. Underbrush and fallen, diseased, or dead plant growth, may be removed from such buffer areas and if so removed additional plantings shall be added.

5. **Roads.**

- A. A 30-foot right-of-way strip along Charles City Road will be dedicated if and when required by the County or the Commonwealth of Virginia for the widening of Charles City Road as deemed necessary at the time of Plan of Development review.
- B. At the time of the development of the Property, a right-turn lane for the entrance off Charles City Road shall be constructed.

6. **Parking Lot Lighting.** Parking lot lighting fixtures shall not exceed twenty (20) feet in height as measured from the grade of the base of the lighting standard. The parking lot lighting shall be produced from a shielded, "shoe-box" type light fixture which directs the light down to the Property.

7. **HVAC.** Heating and air conditioning equipment shall be screened from public view from ground level at Charles City Road, Williamsburg Road, and GPINs 808-713-9183 and 809-713-6413.

8. **Paved Areas.** Driveways and parking lots shall be paved.

9. **Outdoor Storage.** The storage area for vehicles and materials incidental to providing the railroad support services shall be

screened from public view from ground level at Charles City Road and Williamsburg Road as indicated in proffers 3 and 4. No abandoned equipment or abandoned vehicles may be stored on the Property.

10. **Outside Speakers.** No outside speakers shall be permitted on the Property.
11. **Sign.** Any freestanding sign on the Property shall be ground mounted monumental-type sign with a brick base and shall not exceed six (6) feet in height above grade and shall not exceed fifty-four (54) square feet in area.
12. **BMPs/Retention Ponds.** Any retention ponds or BMP facilities on the Property shall be maintained in accordance with all applicable law, rules, and regulations and any wet pond shall be aerated.
13. **Parcel Line Adjustment.** Prior to POD approval, the property line between 808-713-9183 and the Property shall be adjusted so that a minimum fifty (50) foot setback is provided for the existing Food Lion building.
14. **Severance.** The unenforceability, elimination, revision, or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or the unaffected part of any such proffer.

The vote of the Board was as follows:

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

No: None

### **PUBLIC HEARINGS – OTHER ITEMS**

30-21 Ordinance - Vacation of Portion of Right-of-Way - Willis Road - Brookland District.

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

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

31-21 Resolution - Signatory Authority - Amendment to Lease - Winfrey Road - Fairfield District.

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

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

32-21 Resolution - Signatory Authority - Conveyance of Real Property - Best Products Property - Fairfield District.

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

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

33-21 Resolution - Signatory Authority - Quitclaim of a Portion of Utility Easement - 4225 Innslake Drive - Three Chopt District.

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

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

34-21 Resolution - Lease of County Property - Land Adjacent to Water Reclamation Facility - Varina District.

Mr. Vithoulkas requested the Board withdraw this item from further consideration.

Mr. Schmitt stated that because the item had been advertised for public hearing the Board would hear from anyone who wishes to speak.

No one from the public spoke regarding the item.

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

## **PUBLIC COMMENTS**

David Wainwright, a resident of the Tuckahoe District, requested assistance getting access to the gas line in his neighborhood. He has been unsuccessful in speaking with the City of Richmond regarding extension of the gas line to his home.

Mary Morrissey, a resident of the Tuckahoe District, stated she is a veteran teacher with Henrico County Schools and asked the Board to assist in improving the salaries of veteran teachers who have worked for the school division through many changes. Mr. Branin and Mr. Nelson thanked her for her comments and indicated that the Board understands the issue.

Carlos Munoz, a resident of the Tuckahoe District, voiced his frustration with the Commonwealth's COVID-19 vaccination rollout and requested the Board to consider how it could apply pressure for faster action at the state level.

Tracy Little, a resident of the Tuckahoe District, requested the Board to be more transparent in publicizing its meeting information.

## **GENERAL AGENDA**

- 35-21 Resolution - Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-19 Pandemic.

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

- 36-21 Resolution - Receipt of FY 2020 Audit Results for Federal and State Compliance Reports.

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

- 37-21 Resolution - Approval of Second Amendment - FY2019 and FY2020 Community Services Board Performance Contract between Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board.

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

- 38-21 Resolution - Award of Contract - Design and Engineering Services - Taylor Park - Varina District.

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

- 39-21 Resolution - Award of Contract - Annual Unidirectional Flushing Maintenance Services.

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

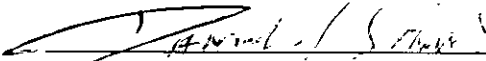
- 40-21 Resolution - Award of Construction Contract - Rocky Branch Trunk Sewer & Abelia Road Sewer Replacement - Brookland District.

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

- 41-21 Resolution - Award of Construction Contract - Water Reclamation Facility - Digester Boiler Burner Replacement Project - Varina District.

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

There being no further business, the meeting was adjourned at 8:48 p.m.



Chairman, Board of Supervisors  
Henrico County, Virginia





N  
1-13-2021  
T. Harding  
yob  
Neil Leithner

January 13, 2021

Mr. Nelson  
Henrico County Board of Supervisors  
P. O. Box 90775  
Henrico, VA 23273-0775

Mr. Nelson,

I regret that I need to resign my position on the Henrico County Historic Preservation Advisory Committee. I am moving out of Henrico County, and so can no longer serve as a representative of Varina District. My resignation will be effective immediately.

Thank you for the opportunity to be of service. I enjoyed my time working with the County's museums and historic resources, and hope to continue to help wherever I can going forward.

Sincerely,

Jennifer Thomas



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

Agenda Item No. 30-21

Page No. 2 of 2

Agenda Title: **ORDINANCE — Vacation of Portion of Right-of-Way — Willis Road — Brookland District**

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(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 name of County of Henrico, Virginia, its successors or assigns; and,

(5) the Clerk shall note this vacation as provided in Va. Code § 15.2-2276.

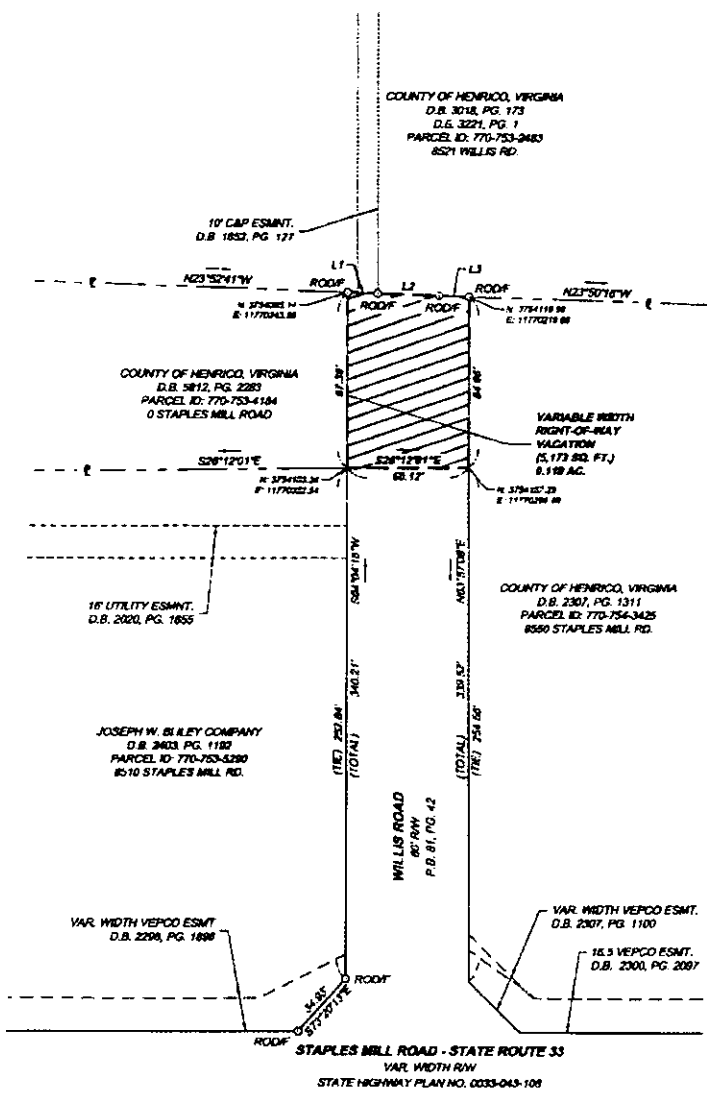
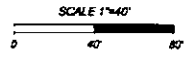
Comments: The Real Property Department has processed this request through the Departments of Planning, Public Works, and Public Utilities without objection.

EXHIBIT "A"

Y:\901M\2328-FIRE\_STATION\_20DWG\Sheet\Plan\Willis Road Vacation\2328\_002-V-XPESMT-RW-VACA\_4\2328.dwg | Plotted on 10/16/2020 11:17 AM | by Kenneth Robertson

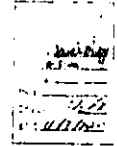


LINE TABLE		
LINE	BEARING	LENGTH
L1	N23°52'41"W	15.02'
L2	N23°55'22"W	29.81'
L3	N23°57'16"W	15.18'




**NOTES**

1. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF A TITLE BINDER, THEREFORE ALL EXISTING EASEMENTS MAY NOT BE SHOWN.
2. THIS PLAT IS BASED ON A TIMMONS GROUP FIELD SURVEY, FIELD WORK COMPLETED OCTOBER 2016.
3. NO IMPROVEMENTS SHOWN HEREON.
4. RIGHT-OF-WAY TO BE VACATED 5,173 SQ. FT. 0.119 AC.



A PLAT SHOWING  
A PORTION OF WILLIS ROAD  
TO BE VACATED

HENRICO COUNTY, VIRGINIA.



**TIMMONS GROUP**  
YOUR VISION ACHIEVED THROUGH Ours.

THIS DRAWING PREPARED AT THE  
CORPORATE OFFICE  
1001 BUILDERS PARKWAY, SUITE 200 | RICHMOND, VA 23228  
TEL: 804.223.2200 FAX: 804.285.2024 WWW.TIMMONSGROUP.COM

DATE: APRIL 23, 2020	CHECK BY: G.F.D.	J.N.: 42329
SHEET 1 OF 1	DRAWN BY: K.L.R.	SCALE: 1" = 40'
REVISED: 9-24-20		

POD2020-00202



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

Agenda Item No. 31-21

Page No. 1 of 1

**Agenda Title: RESOLUTION — Signatory Authority — Amendment to Lease — Winfrey Road — Fairfield District**

For Clerk's Use Only: Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Shorneau</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; letter-spacing: 0.5em;">APPROVED</div>	<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 checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, as a condition of its purchase of property for a future school, the County currently leases 34.957 acres of County land along Winfrey Road to Nicole and Stanley Schermerhorn (the "Lessees") for winding up or relocating their horticultural activities on the property (the "Lease"); and,

WHEREAS, the Lease terminates on February 28, 2021, and the Lessees have asked the County to extend the Lease for an additional 12 months; and,

WHEREAS, the amendment to the Lease will exclude a portion of the property from the leased premises; and,

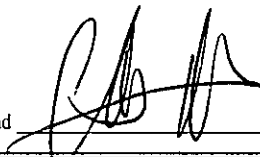

WHEREAS, the County has no need for the land during the extension term, and the annual rent for the extension period will be \$1.00; and,

WHEREAS, all other provisions in the Lease shall remain in full force and effect; and,

WHEREAS, this resolution was advertised pursuant to Sections 15.2-1800 and 15.2-1813 of the Code of Virginia, 1950, as amended, and a public hearing was held on January 26, 2021.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute the Lease amendment in a form approved by the County Attorney.

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



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

Agenda Item No. 32-21

Page No. 1 of 2

**Agenda Title: RESOLUTION — Signatory Authority — Conveyance of Real Property — Best Products Property — Fairfield District**

For Clerk's Use Only: Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>Thornton</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; text-align: center;">APPROVED</div>	<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 checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, the County owns the 93.213-acre parcel of land at the northeast corner of Parham Road and Interstate 95 that is known as the former Best Products property (the "Property"); and,

WHEREAS, the Property is identified as Tax Map Parcel 787-758-3213 as shown on Exhibit A; and,

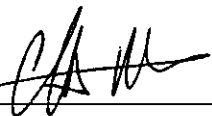
WHEREAS, Va. Code § 15.2-1205 authorizes the governing body of any county to give county property "not otherwise specifically allocated or obligated, to any authority created by such governing body"; and,

WHEREAS, the Board of Supervisors wishes to convey the Property to the Henrico County Economic Development Authority for use in promoting economic development; and,

WHEREAS, the conveyance will provide for the County's retention of a 160' x 160' portion of the property for a tower that is part of the County's public safety radio communication system and an easement for utilities and access to the tower site; and,

WHEREAS, County staff has prepared a Memorandum of Understanding between Henrico County and the Henrico County Economic Development Authority regarding the terms of the conveyance; and,

WHEREAS, this resolution was advertised, and a public hearing was held on January 26, 2021, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

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. 32-21

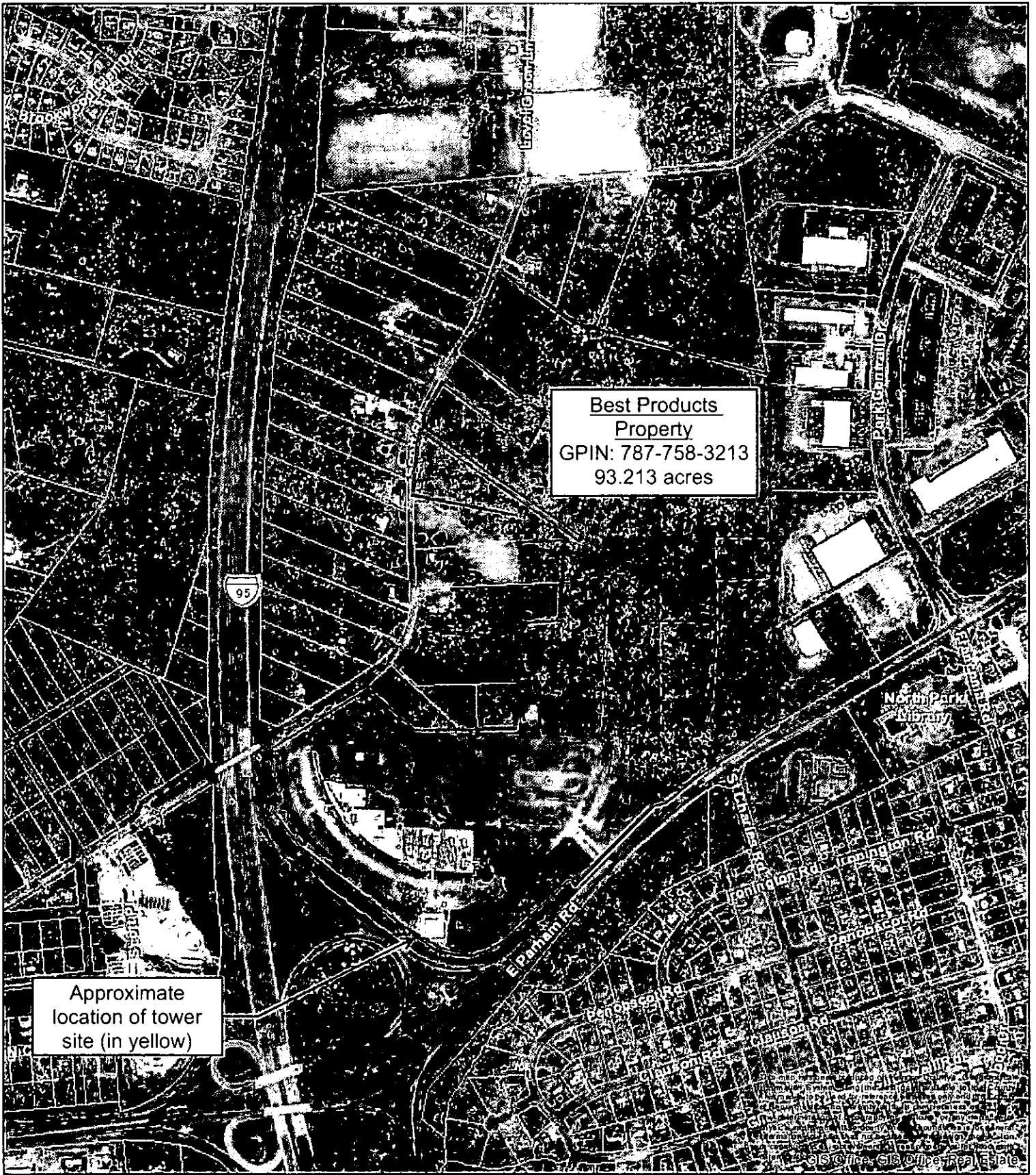
Page No. 2 of 2

Agenda Title: **RESOLUTION — Signatory Authority — Conveyance of Real Property — Best Products Property — Fairfield District**

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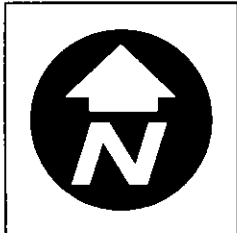
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that: (1) the Property is declared surplus to the needs of the County; (2) the Chairman and Clerk are authorized to execute a deed, and the County Manager is authorized to execute closing and all other documents necessary to convey the Property in a form approved by the County Attorney; and (3) the County Manager is authorized to sign and take all actions necessary to effectuate the Memorandum of Understanding on behalf of the County.

Comment: The Director of Real Property recommends approval of the Board paper; the County Manager concurs.



**Best Products  
Property**  
GPIN: 787-758-3213  
93.213 acres

Approximate  
location of tower  
site (in yellow)



**EXHIBIT A**  
**CONVEYANCE OF REAL PROPERTY**  
**BEST PRODUCTS PROPERTY**  
**FAIRFIELD DISTRICT**

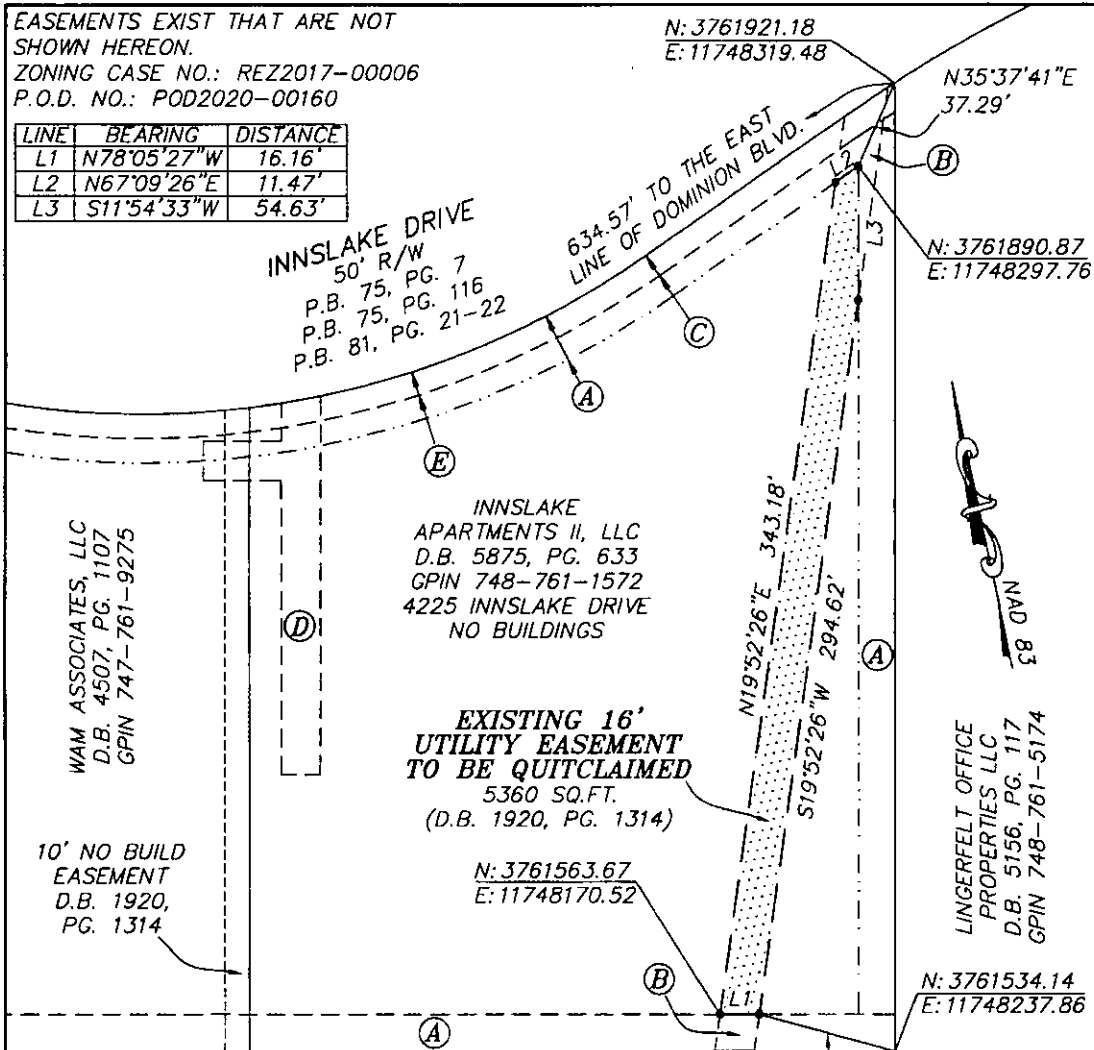






EASEMENTS EXIST THAT ARE NOT SHOWN HEREON.  
 ZONING CASE NO.: REZ2017-00006  
 P.O.D. NO.: POD2020-00160

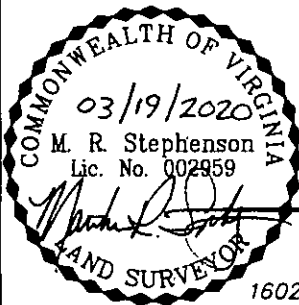
LINE	BEARING	DISTANCE
L1	N78°05'27"W	16.16'
L2	N67°09'26"E	11.47'
L3	S11°54'33"W	54.63'



- (A)** EXISTING 15' PRIVATE DRAINAGE & UTILITY EASEMENT  
D.B. 1898, PG. 1472
- (B)** EXISTING 16' UTILITY EASEMENT  
D.B. 1920, PG. 1314
- (C)** 10' SIDEWALK EASEMENT  
D.B. 1920, PG. 1314
- (D)** EXISTING 10' DRAINAGE & UTILITY EASEMENT  
D.B. 1920, PG. 1314
- (E)** EXISTING 10' DRAINAGE & UTILITY EASEMENT  
P.B. 75, PG. 116

**PLAT SHOWING AN EXISTING 16' UTILITY EASEMENT TO BE QUITCLAIMED ACROSS THE PROPERTY OF INNSLAKE APARTMENTS II, LLC**

THREE CHOPT DISTRICT  
 HENRICO COUNTY, VIRGINIA



DATE: 03-19-2020  
 SCALE: 1"=60'  
 DRAWN BY: MRS  
 CHKD BY: MRS  
 JOB NO: 16025  
 16025-009\_Vacate\_San.DWG

**KOONTZ BRYANT JOHNSON WILLIAMS**  
 1703 North Parham Road, Suite 202  
 Henrico, Virginia 23229  
 (804) 740-9200 (804) 740-7338 Fax  
 www.kbjwgroup.com  
 MATTHEW R STEPHENSON SURVEYOR'S SEAL 002959

PROJECT NO.:  
 PLAT NO.:  
 SHEET 1 OF 1  
 RECORDED: P.B. PG.

K:\Survey\16025-009\_Innslake\_ALTA\_DWG\16025-009\_Vacate\_SAN.dwg





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

Agenda Item No. 34-2

Page No. 2 of 2

**Agenda Title: RESOLUTION — Lease of County Property — Land Adjacent to Water Reclamation Facility — Varina District**

---

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute a lease with Engel Family Farms under the terms set forth above in a form approved by the County Attorney.

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



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

Agenda Item No. 35-21

Page No. 1 of 3

**Agenda Title: RESOLUTION – Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-19 Pandemic**

<p>For Clerk's Use Only:</p> <p>Date: <u>1/26/2021</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><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: <b>APPROVED</b></p>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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**WHEREAS**, in January 2020, the first confirmed case of COVID-19 was reported in the United States; on March 7, 2020, the first confirmed case of COVID-19 was reported in Virginia; and on March 16, 2020, the first confirmed case of COVID-19 was reported in Henrico County; and,

**WHEREAS**, on March 13, 2020, Henrico County declared a State of Emergency, and on March 20, 2020, Governor Ralph S. Northam issued Executive Order #55 (the "Stay at Home Order"); and,

**WHEREAS**, the County's Emergency Operations Center was activated on March 9, 2020, and the following individuals from the Henrico County Office of Emergency Management and Workplace Safety (EMWS) were mobilized to lead the pandemic response effort: Jackson Baynard, Rob Rowley, Jennifer Welch, Craig Collins, Mary Beth Danuser, Matthew Combee, Robert Woods, Stephanie M. Cosel, Lisa Dutton, and Ann Fowler; and,

**WHEREAS**, the EMWS team was directed by Chief Jackson Baynard who began his career as a Firefighter at Fire Station 6 in November 2003, after graduating from James Madison University and the University of Richmond; and,

**WHEREAS**, because of his many distinguished accomplishments, Chief Baynard was appointed Chief of Emergency Management on March 28, 2020; and,

**WHEREAS**, the following Henrico County staff members were also mobilized to assist with the pandemic response effort: Greg Revels from the Department of Building Inspections; Brian Davis from the Capital Region Workforce Partnership; Shelby Johnson from the Department of Community Corrections; Eric Leabough from the Department of Community Revitalization; Tom Tokarz, Lee Ann Anderson, and Marissa Mitchell from the Office of the County Attorney; Cari Tretina,

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

*JM*

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

*[Signature]*

Certified: \_\_\_\_\_

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

Clerk, Board of Supervisors

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

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

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

**Agenda Title: RESOLUTION – Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-10 Pandemic**

Anthony McDowell, Brandon Hinton, Monica Smith-Callahan, and Steven Yob from the Office of the County Manager; Anthony Romanello from the Economic Development Authority; Meghan Coates and Gene Walter from the Department of Finance; Chief Alec Oughton, Thomas LaBelle, Catherine Latimer, Anna Newell, Frankie Otey, and Jelisa Turner from the Division of Fire; John Neal and Michael VanAudenrove from the Department of General Services; Dr. Danny Avula, Dr. Melissa Viray, Amy Popovich, and David Calkins from the Department of Health; Yvette George, Becky Simulcik, Sara Morris, Liz Warden, and Janice Renick from the Department of Human Resources; Travis Sparrow, Jonathan Lumpkin, Angie Huband, and Kenny Mitchell from the Department of Information Technology; Ed Martin and Michael Martin from Juvenile Detention Home; Barbara Weedman and Kara Rothman from Public Library; Laura Totty from Mental Health and Developmental Services; Lee Tyson from the Permit Center; Joe Emerson from the Department of Planning; Chief Eric English, Linda Toney, Kevin Howdyshell, and Trevor Holmes from the Police Division; Ben Sheppard from the Department of Public Relations and Media Services; Bentley Chan, Jon Clary, and Josh Byerly from the Department of Public Utilities; Terrell Hughes from the Department of Public Works; Neil Luther and Dawn Miller from the Department of Recreation and Parks; Sheriff Alisa Gregory from the Sheriff's Office; Ty Parr from the Department of Social Services; and Mark Coakley and Anne-Marie Middlesworth from the Department of Voter Registration and Elections; and,

**WHEREAS**, the EMWS team collectively coordinated a Herculean response to the pandemic, which included assisting long-term care facilities in distress; transitioning a work force of thousands to teleworking; distributing more than 25,000 COVID care kits door-to-door to Henrico's most vulnerable residents; providing facilities, equipment, and personnel to the Virginia Department of Health (VDH) to deliver public health information and COVID-19 testing to residents, first responders, and other Henrico County employees; and operating a special outreach effort to senior residents; and,

**WHEREAS**, the EMWS team supported the VDH with logistics and planning for VDH-led vaccination events for the Central Virginia region, which includes multiple health districts; and,

**WHEREAS**, additional vaccination efforts began on January 20, 2021, led by the following Henrico County employees: Jackson Baynard, Tony McDowell, Travis Sparrow, Jonathan Lumpkin, Angie Huband, Ben Sheppard, Matthew Combee, Jennifer Welch, Erin Kubicki, Trevor Holmes, Rob Rowley, Zach Zellner, Hank Smith, Frankie Otey, Craig Collins, Mary Beth Danuser, Jonathan Lowery, Eric Coleman and Robert Woods; and,

**WHEREAS**, Mr. Dennis Bickmeier of Richmond International Raceway, Mr. Mark Oley and Shubhro Pal of Westwood Pharmacy are providing significant third-party assistance in the vaccination effort.

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

**AGENDA TITLE: RESOLUTION – Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-19 Pandemic**

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, joins the County Manager in commending Jackson Baynard, the EMWS team, other Henrico County employees, and the County’s third-party partners for their tireless efforts in fighting the COVID-19 pandemic to protect Henrico County residents.

**BE IT FURTHER RESOLVED** that the Clerk of the Board of Supervisors shall prepare a copy of this resolution for presentation to the Office of Emergency Management and Workplace Safety team as a sincere expression of the County’s appreciation for their response to the COVID-19 pandemic.

# Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

## ***Commending the Leadership of the Office of Emergency Management and Workplace Safety for the Coordinated Response of Henrico County to the COVID-19 Pandemic***

**WHEREAS**, in January 2020, the first confirmed case of COVID-19 was reported in the United States; on March 7, 2020, the first confirmed case of COVID-19 was reported in Virginia; and on March 16, 2020, the first confirmed case of COVID-19 was reported in Henrico County; and,

**WHEREAS**, on March 13, 2020, Henrico County declared a State of Emergency, and on March 20, 2020, Governor Ralph S. Northam issued Executive Order #55 (the “Stay at Home Order”); and,

**WHEREAS**, the County’s Emergency Operations Center was activated on March 9, 2020, and the following individuals from the Henrico County Office of Emergency Management and Workplace Safety (EMWS) were mobilized to lead the pandemic response effort: Jackson Baynard, Rob Rowley, Jennifer Welch, Craig Collins, Mary Beth Danuser, Matthew Combee, Robert Woods, Stephanie M. Cosel, Lisa Dutton, and Ann Fowler; and,

**WHEREAS**, the EMWS team was directed by Chief Jackson Baynard who began his career as a Firefighter at Fire Station 6 in November 2003, after graduating from James Madison University and the University of Richmond; and,

**WHEREAS**, because of his many distinguished accomplishments, Chief Baynard was appointed Chief of Emergency Management on March 28, 2020; and,

**WHEREAS**, the following Henrico County staff members were also mobilized to assist with the pandemic response effort: Greg Revels from the Department of Building Inspections; Brian Davis from the Capital Region Workforce Partnership; Shelby Johnson from the Department of Community Corrections; Eric Leabough from the Department of Community Revitalization; Tom Tokarz, Lee Ann Anderson, and Marissa Mitchell from the Office of the County Attorney; Cari Tretina, Anthony McDowell, Brandon Hinton, Monica Smith-Callahan, and Steven Yob from the Office of the County Manager; Anthony Romanello from the Economic Development Authority; Meghan Coates and Gene Walter from the Department of Finance; Chief Alec Oughton, Thomas LaBelle, Catherine Latimer, Anna Newell, Frankie Otey, and Jelisa Turner from the Division of Fire; John Neal and Michael VanAudenrove from the Department of General Services; Dr. Danny Avula, Dr. Melissa Viray, Amy Popovich, and David Calkins from the Department of Health; Yvette George, Becky Simulcik, Sara Morris, Liz Warden, and Janice Renick from the Department of Human Resources; Travis Sparrow, Jonathan Lumpkin, Angie Huband, and Kenny Mitchell from the Department of Information Technology; Ed Martin and Michael Martin from Juvenile Detention Home; Barbara Weedman and Kara Rothman from Public Library; Laura Totty from Mental Health and Developmental Services; Lee Tyson from the Permit Center; Joe Emerson from the Department of Planning; Chief Eric English, Linda Toney, Kevin Howdysshell, and Trevor Holmes from the Police Division; Ben Sheppard from the Department of Public Relations and Media Services; Bentley



Health (VDH) to deliver public health information and COVID-19 testing to residents, first responders, and other Henrico County employees; and operating a special outreach effort to senior residents; and,

**WHEREAS**, the EMWS team supported the VDH with logistics and planning for VDH-led vaccination events for the Central Virginia region, which includes multiple health districts; and,

**WHEREAS**, additional vaccination efforts began on January 20, 2021, led by the following Henrico County employees: Jackson Baynard, Tony McDowell, Travis Sparrow, Jonathan Lumpkin, Angie Huband, Ben Sheppard, Matthew Combee, Jennifer Welch, Erin Kubicki, Trevor Holmes, Rob Rowley, Zach Zellner, Hank Smith, Frankie Otey, Craig Collins, Mary Beth Danuser, Jonathan Lowery, Eric Coleman and Robert Woods; and,

**WHEREAS**, Mr. Dennis Bickmeier of Richmond International Raceway, Mr. Mark Oley and Shubhro Pal of Westwood Pharmacy are providing significant third-party assistance in the vaccination effort.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, joins the County Manager in commending Jackson Baynard, the EMWS team, other Henrico County employees, and the County's third-party partners for their tireless efforts in fighting the COVID-19 pandemic to protect Henrico County residents.

**BE IT FURTHER RESOLVED** that the Clerk of the Board of Supervisors shall prepare a copy of this resolution for presentation to the Office of Emergency Management and Workplace Safety team as a sincere expression of the County's appreciation for their response to the COVID-19 pandemic.

*Tanya Brackett Harding*  
Tanya Brackett Harding, Clerk  
January 26, 2021



*Daniel J. Schmitt*  
Daniel J. Schmitt, Chairman  
Board of Supervisors



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

Agenda Item No. 36-21  
Page No. 1 of 1

**Agenda Title: RESOLUTION – Receipt of FY 2020 Audit Results for Federal and State Compliance Reports**

For Clerk's Use Only: Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Thornton</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <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">—</td> </tr> </table>		YES	NO	OTHER	Branin, T.	✓	—	—	Nelson, T.	✓	—	—	O'Bannon, P.	✓	—	—	Schmitt, D.	✓	—	—	Thornton, F.	✓	—	—
	YES	NO	OTHER																							
Branin, T.	✓	—	—																							
Nelson, T.	✓	—	—																							
O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	✓	—	—																							

**BE IT RESOLVED** by the Board of Supervisors of the County of Henrico, Virginia, that the federal and state Compliance Reports for the fiscal year ended June 30, 2020, including the Schedule of Expenditures of Federal Awards, are received in accordance with Sections 15.2-636 and 15.2-2511 of the Code of Virginia, as audited by Cherry Bekaert LLP, Certified Public Accountants.

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

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

Routing: \_\_\_\_\_  
 Copy to: \_\_\_\_\_  
 Certified: \_\_\_\_\_  
 A Copy Teste: \_\_\_\_\_  
 Clerk, Board of Supervisors  
 Date: \_\_\_\_\_



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

Agenda Item No. **37-21**  
Page No. 1 of 1

**Agenda Title: RESOLUTION — Approval of Second Amendment — FY2019 and FY2020 Community Services Board Performance Contract between Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board**

For Clerk's Use Only: Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Branin</u> (2) _____ (2) _____ REMARKS: <b>APPROVED</b>	<table 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">—</td> </tr> </tbody> </table>		YES	NO	OTHER	Branin, T.	✓	—	—	Nelson, T.	✓	—	—	O'Bannon, P.	✓	—	—	Schmitt, D.	✓	—	—	Thornton, F.	✓	—	—
	YES	NO	OTHER																							
Branin, T.	✓	—	—																							
Nelson, T.	✓	—	—																							
O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	✓	—	—																							

**WHEREAS**, on September 25, 2018, the Board of Supervisors approved a performance contract for FY2019 and FY2020 between the Virginia Department of Behavioral Health and Developmental Services and the Henrico Area Mental Health & Developmental Services Board; and,

**WHEREAS**, on July 28, 2020, the Board of Supervisors approved an amendment to extend the end of the contract term from June 30, 2020, to December 31, 2020; and,

**WHEREAS**, the parties have negotiated a second amendment to extend the end of the contract term from December 31, 2020, to June 30, 2021; and,

**WHEREAS**, the Henrico Area Mental Health & Developmental Services Board approved the second amendment on January 21, 2021, and recommended approval by the Board of Supervisors.

**NOW, THEREFORE, BE IT RESOLVED** that the Henrico County Board of Supervisors approves Amendment No. 2 to the FY2019 and FY2020 Community Services Board Performance Contract between the Virginia Department of Behavioral Health and Developmental Services and Henrico Area Mental Health & Developmental Services Board.

Comment: The Executive Director of Henrico Area Mental Health & Developmental Services recommends approval of the Board paper; the County Manager concurs.

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. 28-21

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Design and Engineering Services — Taylor Park  
— Varina District**

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3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

**Comments:** Funding for the contract is available from 2016 bond funding. The Director of Recreation and Parks 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. **39-21**

Page No. 1 of 2

**Agenda Title: RESOLUTION — Award of Contract — Annual Unidirectional Flushing Maintenance Services**

For Clerk's Use Only: Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b> Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Shontz</u> (2) _____ (2) _____ REMARKS: <u>APPROVED</u>	YES NO OTHER Branin, T. <input checked="" type="checkbox"/> _____ Nelson, T. <input checked="" type="checkbox"/> _____ O'Bannon, P. <input checked="" type="checkbox"/> _____ Schmitt, D. <input checked="" type="checkbox"/> _____ Thornton, F. <input checked="" type="checkbox"/> _____
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**WHEREAS**, the County received two bids on November 19, 2020, in response to Invitation to Bid #20-2067-10EAR for annual unidirectional flushing maintenance services; and,

**WHEREAS**, the services consist of flushing water mains at the direction of the Department of Public Utilities Operations Division; and,

**WHEREAS**, the contract term would run through December 31, 2021, with the option of two additional one-year terms; and,

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

Bidders	Bid Amounts
Hydromax USA, LLC Evansville, IN	\$242,500
Pure Technologies US, Inc. Columbia, MD	\$505,000

**WHEREAS**, after review and evaluation of the bids, it was determined that Hydromax USA, LLC is the lowest responsive and responsible bidder with a bid of \$242,500.

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

Copy to: \_\_\_\_\_  
 Certified: \_\_\_\_\_  
 A Copy Teste: \_\_\_\_\_  
 Clerk, Board of Supervisors  
 Date: \_\_\_\_\_

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 39-21

Page No. 2 of 2

**RESOLUTION — Award of Contract — Annual Unidirectional Flushing Maintenance Services**

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

1. The contract for \$242,500 is awarded to Hydromax USA, LLC, the lowest responsive and responsible bidder, pursuant to Invitation to Bid #20-2067-10EAR and the bid submitted by Hydromax USA, LLC.
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. 40-21  
Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Construction Contract — Rocky Branch Trunk Sewer & Abelia Road Sewer Replacement — Brookland District**

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**WHEREAS**, after a review and evaluation of the bids received, it was determined that Kelvic Construction Company, Inc. is the lowest responsive and responsible bidder with a bid of \$3,764,156.

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

1. The contract is awarded to Kelvic Construction Company, Inc., the lowest responsive and responsible bidder, in the amount of \$3,764,156 pursuant to Invitation for Bid # 20-2060-10EAR, Addenda Nos. 1 and 2, and the bid submitted by Kelvic Construction Company, Inc.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

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



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

Agenda Item No. 41-21  
Page No. 1 of 2

Agenda Title: **RESOLUTION — Award of Construction Contract — Water Reclamation Facility — Digester Boiler Burner Replacement Project — Varina District**

For Clerk's Use Only:  Date: <u>1/26/2021</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b>  Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Shoritz</u> (2) _____ (2) _____  REMARKS: <b>APPROVED</b>	YES NO OTHER  Branin, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Nelson, T. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> O'Bannon, P. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Schmitt, D. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Thornton, F. <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
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**WHEREAS**, the County received four bids on November 19, 2020, in response to Invitation for Bid No. 20-2061-10EAR and Addendum No. 1 for the Water Reclamation Facility Digester Boiler Burner Replacement project; and,

**WHEREAS**, the project includes the installation of new burners, insulation jackets, regulators, piping, and controls for three digester boilers to allow for more digester gas consumption, better hot water and digester heating efficiency, less fuel oil consumption, and better control of the hot water loop temperatures; and,

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

<u>Bidders</u>	<u>Bid Amounts</u>
Capital Boiler Works, Inc. Springfield, VA	\$356,961
Waco, Inc. Sandston, VA	\$422,322
Valley Boiler & Mechanical, Inc. Roanoke, VA	\$501,822
Clark Construction Group, LLC Bethesda, MD	\$652,122

**WHEREAS**, after a review and evaluation of the bids, it was determined that Capital Boiler Works, Inc. is the lowest responsive and responsible bidder with a bid of \$356,961.

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

- The contract is awarded to Capital Boiler Works, Inc., the lowest responsive and responsible bidder, in the amount of \$356,961 pursuant to Invitation for Bid No. 20-2061-10EAR, Addendum No. 1, and the bid submitted by Capital Boiler Works, Inc.

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

Certified: \_\_\_\_\_  
 A Copy Teste: \_\_\_\_\_  
 Copy to: \_\_\_\_\_ Clerk, Board of Supervisors  
 Date: \_\_\_\_\_

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

Agenda Item No. 41-21  
Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Construction Contract — Water Reclamation Facility —  
Digester Boiler Burner Replacement Project — Varina District**

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2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

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