

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
October 25, 2022

The Henrico County Board of Supervisors convened a special meeting at 5:30 p.m. on Tuesday, October 25, 2022, in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, 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  
Daniel J. Schmitt, Brookland District

**Other Officials Present:**

John A. Vithoukias, County Manager  
Andrew R. Newby, County Attorney  
Tanya N. Brackett, CMC, Assistant to the County Manager/Clerk to the Board  
Michael Y. Feinmel, Deputy County Manager for Public Safety  
W. Brandon Hinton, Deputy County Manager for Administration  
Monica Smith-Callahan, Deputy County Manager for Community Affairs  
Cari M. Tretina, Assistant to the County Manager/Chief of Staff  
Steven J. Yob, Deputy County Manager for Community Operations  
Benjamin A. Sheppard, Director of Public Relations

**Henrico Community Food Bank Update**

Monica Smith-Callahan, Deputy County Manager for Community Affairs, welcomed the founders of the Community Food Bank to give the Board an update on its activities in the community. Sudeshna Das-Menezes informed the Board that the Food Bank has officially obtained its 501(c)3 status and finalized its incorporation documentation. The Food Bank has also developed collaborative partnerships, multi-channel outreach and awareness campaigns, increasing food collection/distribution venues, and increasing community engagement. The Food Bank currently makes deliveries daily, and it is ramping up food distribution as the community prepares for upcoming economic shifts. Sudeshna explained that clients include teachers, veterans, college students, the underemployed, single parents, as well as two income households. She thanked the many generous funders and supporters. She stated that food insecurity demands are expected to increase in the coming months, and the Food Bank is hoping to hire a full time Operations Manager to increase daily deliveries. Right now, the urgent need is to find a storage facility to store perishable and non-perishable inventory; a reliable vehicle to transport food; connections to other partners in Henrico who need support; and continued funding to increase food delivery frequency.

## **Low Income Household Water Assistance Program Update**

Bentley Chan, Director of Public Utilities, gave the Board an update on the State's Water Assistance Program being offered through the Virginia Department of Social Services. The Program is offered to residents who have past due balances and meet certain income levels based on household size. The Program is being offered through the state, but DPU will be sending out postcards to eligible residents that will explain to them how they can apply for the Program. Mr. Thornton asked if there is a way to have the data on residents who are in jeopardy of getting their water shut off. Mr. Chan stated he can get the information regarding residents who are currently in jeopardy.

## **Update on Henrico Division of Police South Station**

Brandon Hinton, Deputy County Manager for Administration, briefly updated the Board on the process to replace the current South Station for the Police Division, noting the existing Fair Oaks Station is the County's most expensive lease. In January of 2022, the County purchased 11.2 acres at 640 N. Airport Drive. In July of 2022, a Request for Proposals to design the new station was submitted, and Moseley Architects was recommended to be awarded the contract. However, on October 4, the County received an unsolicited PPEA proposal from VBPRO Partners, LLC to design and construct the South Station. He noted PPEA guidelines require a working group be assembled to review unsolicited proposals and make any recommendations to the County Manager. The working group met on October 17 to review the proposal and unanimously agreed to not accept the unsolicited proposal. Mr. Hinton explained the proposal submitted did not meet the current needs of the Police Division, and the proposal was unlikely to achieve significant cost or time savings over the traditional design-bid-build process.

## **Housing Update**

Eric Leabough, Director of Community Revitalization, gave the Board a housing update. He shared several slides showing updates on unlawful detainer filings in County courts. These represent non-payment of rent and other lease violations. He also shared data on rent relief program expenditures by zip code throughout the County. Mr. Leabough reviewed the current apartment communities we have agreements with and shared photos of enhancements to those properties. He also shared the affordable home ownership initiatives with Project:Home, Richmond Habitat, and Maggie Walker Land Trust. He explained that, despite the many efforts to improve the County housing stock and to provide affordable housing options, the needs of working individuals, families, and seniors continue to grow. Mr. Leabough explained our communities are facing homelessness, evictions, huge rent increases, and the expensive price tag required to enter the home ownership market.

Mr. Leabough gave a brief update on housing market trends. He compared current salaries of Henrico County jobs and the annual salary needed to purchase a home. He shared the actions that need to be taken today. Currently, the County is working with state officials, developers, builders, funders, and other housing professionals to identify available resources and potential development projects. Next, the County will initiate a workforce housing workgroup with the City of Richmond and Chesterfield to build on the strategies outlined in the Regional Housing Framework and begin to research programs and incentives that state code allows localities to offer. The Manager explained this is a discussion listed on the Board's agenda for the Retreat.

There being no further business, the meeting was adjourned at 6:49 p.m.

*Patricia S. O'Bannon*  
Chairman, Board of Supervisors  
Henrico County, Virginia