

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
April 11, 2023

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, April 11, 2023, at 6:00 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:**

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

**Other Officials Present:**

John A. Vithoukaskas, 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

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

**PUBLIC HEARING**

104-23            Resolution - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2023-24 and Allocation of Car Tax Relief for Tax Year 2022.

Mr. Vithoukaskas reviewed highlights of the proposed FY 2023-24 budget. He noted the main focus of this year's budget was our employees, with the proposal of an 8.2% raise increase for all employees of general government and schools. He also highlighted the two-cent real estate tax credit relief; the 10-cent reduction in the vehicle personal property tax rate; a proposed increase in the maximum tax relief for REAP from \$3,000 to \$3,200; and fully funding our schools and public safety, all while maintaining environmental sustainability and continued infrastructure improvements throughout the County.

He then highlighted \$15 million for the construction of a Police South Station, with \$13.3 million for the relocation and construction of Firehouse #6. The proposal also includes funding for body worn camera

renewal, a crime analysis unit, fire equipment replacement, and EMS enhancement.

Mr. Vithoukas noted we continue to invest in sports and entertainment, as well as our Henrico Investment Program, our Community Revitalization Fund, and our Enterprise Zone Program.

Mr. Vithoukas offered his sincere thanks to Justin Crawford, Budget Director, and his staff for all their hard work and efforts put forward on the budget. He thanked the Board of Supervisors for the continued support to allow the staff to do what they do on a daily basis. He thanked Dr. Cashwell and her staff for the collaboration and great working relationship they continue to have.

The following persons addressed the Board during the public hearing:

- Terry Garner Lane and Thomas Garner, on behalf of Parents with Community Based Services, thanked the Board for their continued support of the program. Because of the support they receive from the County, her brother can live in the community with friends and thrive. He receives day-support services, works, and appreciates the funding received from the County.
- Julie Laghi, Chair for the Asian American Society of Virginia, thanked the Board for their continued support to their organization. They currently have 52 members. They will be celebrating their 25<sup>th</sup> anniversary on May 20 at the Greater Richmond Convention Center and hope all the Board members will be able to attend the event. She thanked the Board for their continued support.
- George Drumwright and Paul Grant with the Henricus Foundation thanked the Board for their continued support of the Foundation.
- Anne-Marie Leake (via Webex), a member of the Board of Directors of the Henricopolis Soil and Water Conservation District, thanked the Board for their inclusion in the Board's budget and thanked them for their support.
- Monica Hutchinson, Vice President of the Henrico NAACP, urged the Board to fully fund and implement the Marcus Alert program.

On motion of Mr. Schmitt, seconded by Mrs. O'Bannon, and by unanimous vote, the Board deferred the budget resolution to the April 25, 2023, meeting.

The vote of the Board was as follows:

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

No: None

The Board recessed at 6:53 p.m. and reconvened at 7:04 p.m.

On motion of Mr. Schmitt, seconded by Mr. Nelson, the Board approved the minutes of the Regular and Special Meetings on March 28, 2023.

The vote of the Board was as follows:

Yes: Thornton, Nelson, Branin, Schmitt

No: None

Absent: O'Bannon

### **MANAGER'S COMMENTS**

Mr. Vithoukas recognized the passing of Frank Allen Faison on March 26. Mr. Faison served as the fifth County Manager. He is survived by his four children. Mr. Vithoukas noted his local government career spanned more than 36 years serving as the chief executive in Henrico, as well as La Grange Park, IL, Danville, VA, Pensacola, FL, Sanford, FL, and Lynn Haven, FL. There have not been arrangements made at this time but once the information is available, we will pass that information along. The Manager offered his condolences to the family.

Mr. Vithoukas recognized Monica Smith-Callahan, Deputy County Manager for Community Affairs, who recognized National Arab American Heritage Month. During the month of April, the Arab American Foundation formally recognizes the achievements of Arab Americans through the celebration of National Arab American Heritage Month (NAAHM). Across the country, cultural institutions, school districts, municipalities, state legislatures, public servants, and non-profit organizations issue proclamations and engage in special events that celebrate this community's rich heritage and numerous contributions to society.

We celebrate the Arab Americans that are residents and business owners in Henrico and who bring their diversity of expertise that help make this County stronger and more prosperous.

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

Mr. Nelson announced several staff members attended the Excellence in Virginia Government Awards hosted by the L. Douglas Wilder School of Government and Public Affairs earlier today at the Richmond Marriott where our Fairfield Area Library won for the innovation of the Parent Workstation. He recognized Barbara Weedman, Director of Libraries, and her staff, for the tremendous accomplishment.

Mr. Schmitt noted the County will set a record once the final numbers are counted from this past weekend in tourism. The County welcomed upwards of 70,000 people, thanks to the Jefferson Cup and NASCAR.

Mr. Thornton noted the passing of Mr. Lloyd E. Jackson, Jr., on March 28. He was a retired educator of Henrico County Public Schools. He was the first elected African American on the Henrico County School Board, and he will be missed.

Mr. Branin wanted to wish the Muslim Community a happy Ramadan.

### **RECOGNITION OF NEWS MEDIA**

There was no news media present.

### **APPOINTMENT**

105-23 Resolution - Appointment of Member – Belmont Advisory Committee.

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

The Manager noted he consulted with the Chair, and there was one individual who arrived late but wished to speak to the proposed budget. Max Maizels, a resident of the Tuckahoe District, voiced concerns about the County's funding to VACo and asked the Board to discontinue their membership and use the money for other areas.

### **PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS**

115-22 Markel | Eagle Advisors, LLC: Request to conditionally rezone from A-1  
REZ2022- Agricultural District to R-5AC General Residence District (Conditional)  
00002 part of Parcels 733-778-7649 and 734-777-3893 containing 46.599 acres  
Three Chopt located at the southwest intersection of Pouncey Tract Road (State Route  
271) and Wyndham West Drive.

Mr. Vithoukas noted the applicant has requested a deferral to the June 13, 2023, meeting.

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 deferred this item to the June 13, 2023, meeting.

The vote of the Board was as follows:

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

No: None

271-22 Hunt Gunter: Request for a Provisional Use Permit under Sections 24-  
PUP2022- 4205 and 24-2306 of Chapter 24 of the County Code to allow a car wash on  
00010 Parcel 737-751-0413 located on the west line of John Rolfe Parkway  
Tuckahoe approximately 260' north of the intersection of Ridgefield Parkway.

106-23  
REZ2023-  
00003  
Fairfield

Mr. Vithoukas announced the applicant has requested the case be withdrawn and there is no action required of the Board.

Ashley Terrace Realty, LLC: Request to conditionally rezone from B-2 Business District and R-5 General Residence District to R-6C General Residence District (Conditional) parcels 788-747-4162 and 788-747-5728 containing 8.196 acres located on the east line of Chamberlayne Road approximately 800 feet north of its intersection with Brook Hill Circle. The applicant proposes a master-planned development with multifamily residential and accessory solar uses.

Mr. Vithoukas announced the next two cases were companion cases and would be presented together but would require two separate votes.

Jeff Geiger, representing the applicant, presented the case. He explained this development would bring a high-quality community to the Chamberlayne corridor. The development will lead to affordable living and will help bring investment to this area. It will also encourage the neighboring communities to want to invest in their properties.

Lisa Walker spoke on behalf of the Northern Henrico Civic Association and expressed concerns about the development. They submitted a petition with numerous signatures that were against the development. Her concerns included density, and she stated her preference for homeownership instead of rental housing. She requested the Board to defer the rezoning until they can meet with the developer and work together on the case.

Jean Moore, Assistant Director of Planning, addressed the future land use issue at the request of Mr. Thornton. Mr. Geiger clarified the development would be rental, and he addressed the buffers and some of the additional right-of-way that would be requested for the development that would be improving the roadways around the development. He also pointed out that the property was not within the boundaries of the Northern Henrico Civic Association.

Mr. Thornton expressed his appreciation to staff and his Planning Commissioner for the work on this case. He thanked the individuals who spoke on this case and noted he listens to his constituents but feels we need to look at the community as a whole and the improvements that are needed for the area as a whole.

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

1. **Conceptual Plan.** The Property shall be developed in general conformance with Exhibit A, attached (see case file), prepared by VHB, dated March 2, 2023 (the "Concept Plan"). The exact locations, footprints, configurations, size, and details of the drives, parking areas, buildings, solar improvements, amenities, BMPs, and other

improvements shown on the Concept Plan are illustrative and are subject to change and may be updated from time to time as required for final engineering designs, compliance with governmental regulations or as otherwise approved at the time of Plan of Development review.

2. **Architecture.** Buildings with dwellings on the Property shall be constructed in general conformance with the architectural style depicted on Exhibit B dated December 15, 2022 (see case file) and attached hereto and by this reference made a part hereof, unless otherwise approved at the time of Plan of Development review. The Office/Clubhouse building shall be constructed with an architectural style that is compatible with the architectural style depicted on Exhibit B.
3. **Building Materials.** All buildings shall have exposed exterior walls (above grade and exclusive of trim, which may be metal) of stone, cast stone, stone veneer, brick, brick veneer, or other masonry material, E.I.F.S., cementitious siding (e.g. Hardi-plank), cultured stone, pre-cast concrete, architectural metal panels or a combination 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 review. Other materials may be used for parapets, cornices, surrounds, trim, architectural decorations, and design elements. A minimum of thirty (30) percent in the aggregate for each building of the exterior portions of the building wall surfaces, excluding windows, doors, breezeways, gables and architectural design features, shall be of brick, brick veneer, stone, cast stone or stone veneer or other masonry material construction.
4. **Density.** No more than 186 dwelling units will be developed on the Property.
5. **Future Bus Stop.** Upon written request from the County, the owner of the Property shall dedicate land a maximum of sixteen feet (16') in width and twelve feet (12') in depth, in a mutually agreed upon location along the Chamberlayne Road right-of-way for the construction of a bus stop (the "Future Bus Stop"). In the event of dedication, but no construction of the Future Bus Stop within fifteen years of the date of dedication, the dedicated land shall be conveyed back to the owner of the adjacent land.
6. **Chamberlayne Frontage.** Along the Property's frontage on the Chamberlayne Road Service Road, a 20' wide area landscaped area, planted to TB25 standards shall be provided along this frontage. Within this landscaped area, the owner of the Property shall install (i) a four-foot (4') wide asphalt path from the project's entrance on to the Chamberlayne Road Service Road to the northern property line and to the southern property line and (ii) pedestrian scale lighting not exceeding twenty feet (20') in height along this asphalt path; unless

otherwise approved at the time of plan of development review and approval. The location of this path and the plantings shall be determined at the time of plan of development review. The location of the path and the street lights shall be established at the time of plan of development review. The path and street light locations may be adjusted in the event of conflict with street trees, utilities, sightlines, and driveway areas. The required plantings may be adjusted at the time of plan of development review to accommodate the installation of the path and street lights.

7. **Sidewalks.** Sidewalk internal to the project shall be provided as generally shown on the Conceptual Plan (see case file), unless otherwise requested and approved at the time of plan of development review.
8. **Amenities.** The amenity area shall be improved as a grass square as generally shown on the Concept Plan (see case file). The Office/Clubhouse building shall include a clubhouse area with a community room and exercise area.
9. **Hours of Construction.** The hours of exterior construction activities during initial site construction, including operation of bulldozers and other earthmoving equipment shall be between 7 a.m. and 7 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, asphalt pours and utility connections. No exterior construction activities shall be allowed on Sundays. Signs, in both English and Spanish, stating the above-referenced provisions, shall be posted and maintained at all entrances to the Property prior to any land disturbance activities thereon.
10. **Perimeter Fences; Landscaping.**
  - a. **Fencing for Solar Area**
    - i. An opaque fence, a minimum of six feet (6') feet high, shall be constructed along the perimeter of the solar area in the location shown on Exhibit C (see case file), unless otherwise requested and approved at the time of plan of development review.
    - ii. This opaque fence shall be constructed in a durable method, using materials such as composite wood, solid core vinyl, wood wrapped in vinyl, cementitious boards (i.e. HardiePlank), reinforced vinyl, or any other material approved at the time of plan of development review.
  - b. **Fencing for Other Areas**
    - i. A black vinyl coated security chain link fence, a minimum of

six feet (6') high, shall be erected along the perimeter of the project in the locations shown on Exhibit C (see case file) and connecting at each point (the "Community Fence"), unless otherwise requested and approved at the time of plan of development review. The Community Fence may be modified to include an opening for vehicular or pedestrian passage between adjacent parcels. A sliding gate for emergency access only, unless otherwise determined at the time of plan of development review and approval, shall be provided at the entrance to Crenshaw Road.

- ii. Where the Community Fence is adjacent to Crenshaw Road, the required plantings shall be planted in a manner where all or most of the required trees are located along Crenshaw Road with the Community Fence behind the trees and the required shrubs planted on the community side of the Community Fence, or pursuant to a different plant and fence arrangement designed to soften the appearance of the Community Fence requested and approved at the time of plan of development review.
- iii. Where the Community Fence is adjacent to GPINs 788-747-1933 and 788-748-4202, TB25 plants shall be planted along the Community Fence in a manner that softens the appearance of the Community Fence. Existing plants on GPINs 788-747-1933 and 788-748-4202 shall be taken into account in determining where plantings are required to soften the appearance of the Community Fence.

11. **Security Cameras.** The owner or operator of the multifamily buildings shall provide and be responsible for the installation, operation, and maintenance of the functioning security camera and video system of professional grade and quality and rated for surveillance of areas mutually agreed upon between the owner of the Property and the Crime Prevention Unit of the Police Division. Security camera locations and views shall be mutually agreed upon at the time of the security survey. The security camera system shall, at a minimum, include:

- a. At minimum, five-megapixel cameras with night vision capturing pedestrian and vehicular access points, multi-family parking areas, and other areas mutually determined.
- b. Recordings of all activities under surveillance shall be preserved for a period of one (1) month by the applicant or owner/operator. Authorized representatives of the Henrico County Police Division shall have full and complete access to all recordings upon request.

12. **Dumpster Service/Parking Lot Cleaning.** No dumpster service shall take place between the hours of 10:00 p.m. and 7:00 a.m. No



mechanical means may be used to clean the parking lot between the hours of 10:00 p.m. and 7:00 a.m.

13. **Conservation Areas.** Notwithstanding the uses permitted and regulated by the zoning of the Property, such portion(s) of the Property which lie within a one hundred (100) year flood plain as determined by definitive engineering studies approved by Public Works, and/or such portion(s) of the Property which may be inundated by waters impounded to a maximum elevation determined in a controlled, regulated manner by a structure or structures approved by Public Works, may only be used for the following purposes:
  - a. Storm water management and/or retention areas;
  - b. Ponds, lakes and similar areas intended as aesthetic and/or recreational amenities and/or wildlife habitats;
  - c. Access drives, utility easements, signage, walkways and recreational facilities installed in a manner to minimize their impacts; and
  - d. Such additional uses to the uses identified in (a), (b) and (c) above as may be deemed compatible and of the same general character by the Planning Director pursuant to Chapters 19 and 24 of the County Code (the "Zoning Ordinance"). The owner of the property shall, prior to construction plans approval for areas that include such flood plain, apply to rezone such portions of the Property to a C-1 Conservation District. The location and limits of such portion(s) of said Property shall be established by Plan of Development and/or construction plans approved pursuant to the Zoning Ordinance.
14. **Basins.** Above-ground stormwater basins shall be located outside of any landscaped buffer within the Property, except as a landscaping amenity or water related feature, or unless approved at the time of Plan of Development review. Any wet pond best management practice structures shall include an aeration feature to move water within such structure.
15. **Solar Use.** The solar panels shall be located on the roof of the buildings and in the solar area shown on the Concept Plan, unless otherwise requested and approved at the time of plan of development review. The solar panels shall be connected to the power grid on a net-metering basis and operated as an accessory use to the residential dwellings.
16. **Road Construction.** Prior to the issuance of any Certificate of Occupancy, road improvements shall be made as follows:
  - a. Widen the pavement width for the Chamberlayne Road Service Road to a total of twenty-four feet (24') wide only for the portion of the Chamberlayne Road Service Road that is in front of the

Property.

- b. Provide curb and gutter along Crenshaw Road for the length of the Property's frontage on Crenshaw Road. Extend the existing edge of the pavement to the curb and gutter location. The curb location and the asphalt extension shall be located and done in a manner that does not require the relocation of the existing power poles. Dedicate right of way so that the right of way line along the Property's frontage on Crenshaw Road is in alignment with the right of way line on the west side of Crenshaw Road to the south of the Property.
  - c. Construction of a pedestrian way along Crenshaw Road for the length of the Property's frontage on Crenshaw Road in a location determined at the time of plan of development review.
17. **No Parking Signs.** No parking signs shall be installed on the east side of the Chamberlayne Road service road along the property's frontage. The number and location of such signs shall be determined at the time of plan of development review.
18. **Construction Access.** Construction access shall only be from Chamberlayne Road Service Road.
19. **3-Bedroom Units.** The maximum number of three-bedroom units shall be forty-two (42).
20. **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: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

107-23  
PUP2023-  
00002  
Fairfield

Ashley Terrace Realty, LLC: Request for a Provisional Use Permit under Sections 24-2306 and 24-4205 of Chapter 24 of the County Code to allow for zoning modifications as part of a master-planned development on parcels 788-747-4162 and 788-747-5728 located on the east line of Chamberlayne Road approximately 800 feet north of its intersection with Brook Hill Circle.

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

**Proffered Conditions.** All proffered conditions accepted with case REZ2023-00003 must also be made part of this Provisional Use Permit.

2. **Master Plan.** All development on the property must be in general conformance with the Master Plan titled "Schematic Site Plan 5701 Chamberlayne Road" dated March 2, 2023 prepared by VHB (see case file), unless otherwise approved at the time of Plan of Development review.
3. **Architectural Design.** Any new buildings must be constructed consistent with the elevations titled "Exhibit B" dated December 15, 2022 (see case file), unless otherwise approved at time of Plan of Development review.
4. **Fencing.** Fencing consisting of black vinyl coated security chain link fence a minimum of 6 feet high and located in a meandering fashion designed to soften the appearance of the fence, must be provided as shown on the "Fence Location" plan, titled "Exhibit C" dated February 20, 2023 (see case file), unless otherwise approved at time of Plan of Development review.
5. **Sidewalks.** Sidewalks must be provided along all public street frontages, and internal pedestrian connections from new development areas must be provided to such sidewalk, unless otherwise approved at time of Plan of Development review.
6. **Pedestrian Lighting.** Site lighting must be designed to provide lighting for pedestrians along adjacent public roadways and internal project areas in a manner approved at the time of lighting plan review to those specifically enumerated above.
7. **Amenities.** Amenities consistent with the Master Plan (see case file) and proffers must be provided on the property in a manner determined at the time of plan of development review.
8. **Residential Recycling Facilities.** Recycling must be provided for the multi-family development for so long as the County either provides or sponsors some form of recycling. Outside recycling and refuse collection area(s) provided must comply with the requirements set forth in section 24-4428 of the Zoning Ordinance.
9. **Transitional Buffer Reduction.** Transitional Buffer widths may be reduced from those otherwise required by the zoning ordinance, but in no case shall they be less than those identified herein: the minimum width for the northern property line shall be 15', the minimum width for the eastern property line shall be 10', and the minimum width of the southern property line shall be 12', or as otherwise approved at time of Plan of Development. Planting levels must be consistent with those required by the zoning ordinance, and the specific location and quantity of buffer plantings shall be determined at the time of

landscape plan approval, provided:

- a. Plantings must be located with the intent to soften the perimeter fencing.
  - b. Those plantings located on the perimeter of the area labeled "Solar Panels" on the Schematic Site Plan (see case file) must be arranged in a manner to mitigate site lines of the panels from the adjacent buildings to the south. The specific location and type of plantings may be modified at time of Plan of Development to allow for sufficient operation of the solar facility.
10. **Solar Arrays.** Primary use of electricity from the accessory solar panels must serve the residential and associated uses on the Property. At the time of plan of development review, the applicant must indicate how electricity generated by the solar arrays on-site will be used to offset utility costs for residents of the Property.
  11. **Solar Array Height.** Ground-mounted solar arrays must not exceed 6' in height.
  12. **Solar Array Fencing.** The solar array must be enclosed by opaque fencing and locked gates that are at least six feet high along the perimeter of the subject property OR where adjacent to neighboring properties and must provide warning signs at each access point to the array facility. Fencing consisting of black vinyl coated security chain link fence a minimum of 6 feet high and located in a meandering fashion, must be provided in all other locations surrounding the solar array. The fencing must be maintained in good condition and screened from adjacent streets by landscaping material, as identified at the time of plan of development review. Adequate access for maintenance of all ground-mounted solar arrays must be provided.
  13. **Solar Array Utility Lines.** Except for existing transmission lines and collector utility structures, all utilities associated with the solar array must be located underground.
  14. **Solar Array Decommissioning Plan.** Prior to plan of development approval, the applicant must submit a final decommissioning plan that describes the timeline and manner in which the ground solar array will be decommissioned and the Property restored to a condition similar to its condition prior to the establishment of the facility. The Planning Director will examine the method of removal set forth in the decommissioning plan and other information in the decommissioning plan to determine whether the applicant needs to provide adequate surety to ensure the removal of the ground solar array when no longer used. The Planning Director will also re-examine the decommissioning plan and the need for surety with each transfer of plan of development. The form of the surety shall be in a form agreed to by Henrico County. In the event that the Planning Director deems the surety necessary, then the amount of the surety

will be determined by a Virginia licensed engineer and the engineer will revisit the decommissioning bond amount every 5 years to ensure the bond amount is sufficient based on current market pricing.

15. **Solar Array Operation.** The solar array facility must be maintained in good working order. If the solar array ceases operation for a period of 18 consecutive months, the County will deem it abandoned and will provide written notice of abandonment to the owner. Within 180 days after notice of abandonment is provided, the owner must either complete all decommissioning activities and site restoration in accordance with the decommissioning plan for the array or resume regular operation of the array.
16. **Open Space.** Minimum open space requirements outlined by the zoning ordinance must be provided, unless otherwise approved at the time of plan of development.
17. **Crime Prevention.** Prior to occupancy of any structure, the applicant and the Crime Prevention Unit of the Division of Police shall conduct a security survey of the property. The applicant must implement mutually agreed upon security recommendations.

The vote of the Board was as follows:

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

No: None

108-23  
REZ2023-  
00005  
Varina

4731 East, LLC: Request to conditionally rezone from M-1 Light Industrial District to M-2C General Industrial District (Conditional) Parcel 815-711-9946 containing 6.438 acres located on the south line of Eubank Road, approximately 345' west of S. Laburnum Avenue.

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

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

1. **Building.** Any future additions or buildings to be constructed on the Property shall be architecturally compatible and have similar materials as the existing building on the Property.
2. **Access.** There shall be no more than one point of access on Eubank Road for the Property.
3. **Utilities.** Except for junction boxes, meters and existing overhead utility lines, all new utility lines, such as electric, telephone, internet

or other similar lines, shall be installed underground.

4. **Prohibited Uses.** The following uses shall be prohibited:
  - a. Extractive industry uses;
  - b. Solid waste transfer station; and
  - c. Correctional facility.
5. **Inoperable Vehicles.** No inoperable vehicles shall be stored or parked outside unless all liquid is removed from the vehicle, or the lot is paved.
6. **Plantings.** A row of evergreen trees (such as Green Giant Arborvitae or Leyland Cyprus) planted at a minimum height of six (6) feet no further apart than an average of fifteen feet on center, with credit for existing trees along the boundary of the Property, shall be planted along the eastern and southeastern boundaries of Property, unless otherwise approved at the time of landscape plan review.
7. **Plan of Development.** At the time of Plan of Development review for the Property, the specific use anticipated for those improvements to be made shall be provided to the County.
8. **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: Thornton, Nelson, Branin, O'Bannon, Schmitt

No: None

#### **PUBLIC HEARINGS - OTHER ITEMS**

109-23 Ordinance - To Amend and Reordain Section 20-78 of the Code of the County of Henrico Titled "Elderly or permanently and totally disabled persons" to Increase the Maximum Annual Real Estate Tax Exemption for the Real Estate Advantage Program From \$3,000 to \$3,200.

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

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

110-23 Resolution - Signatory Authority - Quitclaim of a Portion of a Utility Easement - 5420 West Broad Steet - Brookland District.

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

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

- 111-23            Resolution - Signatory Authority - Conveyance of Former Well Lot - 2200 20th Street - Fairfield District.

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

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

- 112-23            Resolution - Signatory Authority - Acquisition and Lease of Real Property - 1149 New Market Road - Varina District.

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

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

#### **PUBLIC COMMENTS**

There were no comments from the public.

#### **GENERAL AGENDA**

- 113-23            Resolution - Signatory Authority - License Agreement - Richmond Raceway - Metro Aviation Unit - Fairfield District.

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

- 114-23            Resolution - Modification of Annual Spending Limit - Annual Contract for Small Capital Improvement Projects.

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

- 115-23            Resolution - Request for Letter of Necessity - Lambert Way - Brookland District.

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

- 116-23            Resolution - Request for Letter of Necessity - Magellan Parkway Over I-95 - Fairfield District.

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

117-23 Resolution - Request for Letter of Necessity - Liesfeld Farm Drive Extension Project - Three Chopt District.

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


118-23 Resolution - Award of Contract - Four Mile Creek Restroom and Amenities - Varina District.

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

119-23 Resolution - Award of Contract - Turner Road and Darbytown Road Modular Roundabout - Varina District.

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

There being no further business, the meeting was adjourned at 8:24 p.m.

  
\_\_\_\_\_  
Chairman, Board of Supervisors  
Henrico County, Virginia



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

Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

<p>For Clerk's Use Only:</p> <p>Date: <u>4/11/2023</u></p> <p><input type="checkbox"/> Approved  <input type="checkbox"/> Denied  <input type="checkbox"/> Amended  <input checked="" type="checkbox"/> Deferred to:  <u>4/25/2023</u></p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Schmitt</u>      Seconded by (1) <u>O'Bannon</u>  (2) _____                      (2) _____</p> <p>REMARKS: _____  _____  _____</p>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;">YES</td> <td style="text-align: center;">NO</td> <td style="text-align: center;">OTHER</td> </tr> <tr> <td>Brannin, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;"><input checked="" type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> <td style="text-align: center;"><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Brannin, 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"/>
	YES	NO	OTHER																							
Brannin, 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"/>																							

WHEREAS, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing at 6:00 p.m., on April 11, 2023, to consider the proposed Operating and Capital Annual Fiscal Plans FY 2023-24; and,

WHEREAS, those citizens who appeared and wished to speak were heard.

NOW, THEREFORE, **BE IT RESOLVED** that the proposed Operating and Capital Annual Fiscal Plans for FY 2023-24 are hereby approved for informative and fiscal planning purposes only.

**OPERATING ANNUAL FISCAL PLAN**  
**ESTIMATED OPERATING RESOURCES**

<u>01- GENERAL FUND:</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
General Property Taxes	\$ 641,410,000	\$ 641,410,000
Other Local Taxes	203,060,000	203,060,000
Permits, Fees, & Licenses	6,481,000	6,481,000
Fines & Forfeitures	1,575,000	1,575,000
Use of Money & Property	3,314,000	3,314,000
Charges for Services	3,335,000	3,335,000
Miscellaneous	3,659,000	3,659,000
Recovered Costs	4,168,500	4,168,500
Total from Local Sources	\$ 867,002,500	\$ 867,002,500
Non-Categorical Aid	\$ 12,567,000	\$ 12,567,000
Shared Expenses	19,695,000	19,695,000
Categorical Aid	421,447,730	421,447,730
Total from State	\$ 453,709,730	\$ 453,709,730

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 Title: RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

Categorical Aid - Total Federal	\$ 385,000	\$ 385,000
GENERAL FUND REVENUE	\$ 1,321,097,230	\$ 1,321,097,230
Operating Transfers	\$ (227,009,528)	\$ (227,009,528)
From (To) Fund Balance	62,970,728	62,970,728
GENERAL FUND RESOURCES	\$ 1,157,058,430	\$ 1,157,058,430
<b><u>11 – SPECIAL REVENUE FUND:</u></b>		
Permits, Fees, & Licenses	\$ 897,000	\$ 897,000
Fines & Forfeitures	267,360	267,360
Use of Money & Property	247,448	247,448
Charges for Services	37,657,440	37,657,440
Miscellaneous	9,375,549	9,375,549
Recovered Costs	1,202,626	1,202,626
Total from Local Sources	\$ 49,647,423	\$ 49,647,423
Non-Categorical Aid	\$ 4,318,940	\$ 4,318,940
Categorical Aid	57,824,639	57,824,639
Total from State	\$ 62,143,579	\$ 62,143,579
Categorical Aid - Total Federal	\$ 78,415,470	\$ 78,415,470
SPECIAL REVENUE FUND REVENUE	\$ 190,206,472	\$ 190,206,472
Operating Transfers	\$ 47,602,602	\$ 47,602,602
From (To) Fund Balance	3,970,346	3,970,346
SPECIAL REVENUE FUND RESOURCES	\$ 241,779,420	\$ 241,779,420
<b><u>51 – WATER AND SEWER ENTERPRISE FUND:</u></b>		
Fines & Forfeitures	\$ 159,485	\$ 159,485
Charges for Services	149,937,692	149,937,692
Miscellaneous	1,893,719	1,893,719
W&S ENTERPRISE FUND REVENUE	\$ 151,990,896	\$ 151,990,896
Operating Transfers	\$ 7,150,500	\$ 7,150,500
From (To) Retained Earnings	(42,324,750)	(42,324,750)
W&S ENTERPRISE FUND RESOURCES	\$ 116,816,646	\$ 116,816,646
<b><u>61 – CENTRAL AUTO MAINTENANCE (C.A.M.) FUND:</u></b>		
Use of Money & Property	\$ 400,000	\$ 400,000
Recovered Costs	24,669,773	24,669,773
C.A.M. FUND REVENUES	\$ 25,069,773	\$ 25,069,773
Operating Transfers	327,360	327,360
C.A.M. FUND RESOURCES	\$ 25,397,133	\$ 25,397,133

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

**Agenda Title: RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

**62 – TECHNOLOGY REPLACEMENT FUND:**

Operating Transfers	\$ 3,500,000	\$ 3,500,000
From (To) Retained Earnings	341,471	341,471
<b>TECH. REPLACE. FUND RESOURCES</b>	<b>\$ 3,841,471</b>	<b>\$ 3,841,471</b>

**63 – RISK MANAGEMENT/WORKPLACE SAFETY FUND:**

Recovered Costs - Total Revenue	\$ 1,000,000	\$ 1,000,000
Operating Transfers	9,619,234	9,619,234
<b>RISK MANAGEMENT/WORKPLACE SAFETY RES.</b>	<b>\$ 10,619,234</b>	<b>\$ 10,619,234</b>

**64 - HEALTHCARE FUND:**

Interest on Investment	\$ 400,000	\$ 400,000
Miscellaneous	500,000	500,000
Recovered Costs	152,879,481	152,879,481
<b>HEALTHCARE FUND RESOURCES</b>	<b>\$ 153,779,481</b>	<b>\$ 153,779,481</b>

**71 – DEBT SERVICE FUND:**

Operating Transfers - TOTAL RESOURCES	\$ 77,631,422	\$ 77,631,422
- From (To) Fund Balance	368,578	368,578
<b>DEBT SERVICE FUND RESOURCES</b>	<b>\$ 78,000,000</b>	<b>\$ 78,000,000</b>

**82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:**

Shared Expenses - Local	\$ 588,826	\$ 588,826
Shared Expenses - State	1,600,085	1,600,085
<b>JRJDC AGENCY FUND REVENUE</b>	<b>\$ 2,188,911</b>	<b>\$ 2,188,911</b>
Operating Transfers	\$ 3,805,410	\$ 3,805,410
From (To) Fund Balance	321,714	321,714
<b>JRJDC AGENCY FUND RESOURCES</b>	<b>\$ 6,316,035</b>	<b>\$ 6,316,035</b>

**83 – FIDUCIARY FUNDS**

Recovered Costs	\$ 75,000	\$ 75,000
Operating Transfers	4,575,000	4,575,000
<b>OPEB, LINE OF DUTY AND LTD RESOURCES</b>	<b>\$ 4,650,000</b>	<b>\$ 4,650,000</b>

**90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:**

Operating Transfers - TOTAL RESOURCES	\$ (131,335,792)	\$ (131,335,792)
<b>TOTAL OPERATING RESOURCES</b>	<b>\$ 1,666,922,058</b>	<b>\$ 1,666,922,058</b>

Including: REVENUE TOTAL	\$ 1,845,407,763	\$ 1,845,407,763
OPERATING TRANSFERS	(204,133,792)	(204,133,792)
FUND BALANCE/RETAINED EARNINGS	25,648,087	25,648,087
	<b>\$ 1,666,922,058</b>	<b>\$ 1,666,922,058</b>

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

Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

ESTIMATED OPERATING REQUIREMENTS

Department

<u>01- GENERAL FUND:</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
General Government Administration	\$ 78,592,275	\$ 78,592,275
Judicial Administration	11,725,928	11,725,928
Public Safety	254,143,711	254,143,711
Public Works	59,414,272	59,414,272
Health & Welfare	3,130,561	3,130,561
Education	650,376,582	650,376,582
Recreation, Parks, & Culture	49,552,181	49,552,181
Community Development	33,995,841	33,995,841
Miscellaneous	16,127,079	16,127,079
TOTAL GENERAL FUND	\$ 1,157,058,430	\$ 1,157,058,430
<u>11 – SPECIAL REVENUE FUND:</u>		
Judicial Administration	\$ 2,899,027	\$ 2,899,027
Public Safety	3,571,964	3,571,964
Public Works	25,465,260	25,465,260
Health & Welfare	90,346,232	90,346,232
Education	117,747,843	117,747,843
Recreation, Parks, & Culture	1,079,094	1,079,094
Miscellaneous	670,000	670,000
TOTAL SPECIAL REVENUE FUND	\$ 241,779,420	\$ 241,779,420
<u>51 – WATER AND SEWER ENTERPRISE FUND:</u>		
Public Utilities - Operations	\$ 87,167,785	\$ 87,167,785
- Debt Service	29,648,861	29,648,861
TOTAL W&S ENTERPRISE FUND	\$ 116,816,646	\$ 116,816,646
<u>61 – CENTRAL AUTO MAINTENANCE FUND:</u>		
Central Auto. Maint. - TOTAL FUND	\$ 25,397,133	\$ 25,397,133
<u>62 – TECHNOLOGY REPLACEMENT FUND:</u>		
Technology Replacement - TOTAL FUND	\$ 3,841,471	\$ 3,841,471
<u>63 – RISK MANAGEMENT/WORKPLACE SAFETY FUND:</u>		
Finance	\$ 10,619,234	\$ 10,619,234
TOTAL RISK MANAGEMENT/WORKPLACE SAFETY	\$ 10,619,234	\$ 10,619,234
<u>64 – HEALTHCARE FUND:</u>		
Healthcare - TOTAL FUND	\$ 153,779,481	\$ 153,779,481
<u>71 – DEBT SERVICE FUND:</u>		
General Government	\$ 28,057,571	\$ 28,057,571
Education	49,942,429	49,942,429
TOTAL DEBT SERVICE FUND	\$ 78,000,000	\$ 78,000,000

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

**Agenda Title: RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

**82 – JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:**

JRJDC - Operations	\$ 6,316,035	\$ 6,316,035
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**83 – FIDUCIARY FUND:**

OPEB - GASB 45	\$ 2,750,000	\$ 2,750,000
Long-Term Disability	650,000	650,000
Line of Duty Act (LODA)	1,250,000	1,250,000
<b>TOTAL FIDUCIARY FUND</b>	<b>\$ 4,650,000</b>	<b>\$ 4,650,000</b>

**90 – ADJUSTMENT FOR INTERFUND TRANSACTIONS:**

Interdepartmental Billings - CAM	\$ (25,069,773)	\$ (25,069,773)
- Healthcare	(106,266,019)	(106,266,019)
<b>TOTAL ADJUSTMENTS</b>	<b>\$ (131,335,792)</b>	<b>\$ (131,335,792)</b>
<b>TOTAL OPERATING REQUIREMENTS</b>	<b>\$ 1,666,922,058</b>	<b>\$ 1,666,922,058</b>

**CAPITAL ANNUAL FISCAL PLAN  
ESTIMATED CAPITAL RESOURCES**

**Source**

**21 - CAPITAL PROJECTS FUND:**

	<u>Manager Proposed</u>	<u>Board Approved</u>
Central Virginia Transit Authority - Revenues	\$ 27,500,000	\$ 27,500,000
Designated General Fund Balance	10,800,000	10,800,000
General Fund - Reserves	16,400,000	16,400,000
Education Meals Tax Revenue	9,000,000	9,000,000
2022 G. O. Bonds - Education	86,000,000	86,000,000
2022 G. O. Bonds - General Government	28,300,000	28,300,000
Motor Vehicle License Fees	1,750,000	1,750,000
General Fund Revenues	3,000,000	3,000,000
General Fund - Stormwater Dedication	2,348,000	2,348,000
Designated Capital Reserve	16,000,000	16,000,000
<b>TOTAL CAPITAL PROJECTS FUND</b>	<b>\$ 201,098,000</b>	<b>\$ 201,098,000</b>

**22 - VEHICLE REPLACEMENT RESERVE:**

Fund Balance - General Fund	\$ 13,500,000	\$ 13,500,000
Categorical Aid	1,300,000	1,300,000
<b>TOTAL VEHICLE REPLACEMENT RESERVE</b>	<b>\$ 14,800,000</b>	<b>\$ 14,800,000</b>

**51 – WATER AND SEWER ENTERPRISE FUND:**

Water & Sewer Resources	\$ 100,900,000	\$ 100,900,000
<b>TOTAL WATER AND SEWER ENTERPRISE FUND</b>	<b>\$ 100,900,000</b>	<b>\$ 100,900,000</b>
<b>TOTAL CAPITAL RESOURCES</b>	<b>\$ 316,798,000</b>	<b>\$ 316,798,000</b>

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

Agenda Title: **RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

ESTIMATED CAPITAL REQUIREMENTS

<u>Department</u>	<u>Manager Proposed</u>	<u>Board Approved</u>
<b><u>21 - CAPITAL PROJECTS FUND:</u></b>		
General Government	\$ 95,548,000	\$ 95,548,000
Education	105,550,000	105,550,000
TOTAL CAPITAL PROJECTS FUND	\$ 201,098,000	\$ 201,098,000
 <b><u>22 - VEHICLE REPLACEMENT RESERVE:</u></b>		
Public Safety	\$ 8,800,000	\$ 8,800,000
Education	6,000,000	6,000,000
TOTAL VEHICLE REPLACEMENT RESERVE	\$ 14,800,000	\$ 14,800,000
 <b><u>51 - WATER AND SEWER ENTERPRISE FUND:</u></b>		
Public Utilities - Water	\$ 13,500,000	\$ 13,500,000
- Sewer	87,400,000	87,400,000
TOTAL WATER & SEWER ENTERPRISE FUND	\$ 100,900,000	\$ 100,900,000
<b>TOTAL CAPITAL REQUIREMENTS</b>	<b>\$ 316,798,000</b>	<b>\$ 316,798,000</b>

**BE IT FURTHER RESOLVED** that the funds included in the Operating and Capital Annual Fiscal Plans for any County department, office, or agency may be used as participating funds in any Federal or State aid program for like purpose upon appropriation by the Board of Supervisors.

**BE IT FURTHER RESOLVED** that the Schedule of Compensation attached hereto effective at the beginning of FY 2023-24 is approved; and,

**BE IT FURTHER RESOLVED** that the approved Operating Annual Fiscal Plan for FY 2023-24 includes an increase in the personnel complement of 54 positions for general government and 50 positions for schools and funding for an 8.2% scale adjustment for all eligible general government and school employees, to be effective on June 17, 2023; and,

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

Page No. 7 of 7  
Agenda Item No. 104-23

**Agenda Title: RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023**

**BE IT FURTHER RESOLVED** that in order to implement changes to the Personal Property Tax Relief Act of 1998 (the "PPTRA") made by legislation adopted by the Virginia General Assembly:

1. Any qualifying vehicle, as defined in the PPTRA, sitused within the County commencing January 1, 2023, shall receive personal property tax relief in the following manner:
  - a. Qualifying vehicles valued at \$1,000 or less shall receive 100% tax relief;
  - b. Qualifying vehicles valued at between \$1,001 to \$20,000 shall receive 42% tax relief;
  - c. Qualifying vehicles valued at \$20,001 or more shall receive 42% tax relief on the first \$20,000 of value only; and
  - d. All other vehicles which do not meet the definition of "qualifying vehicles" will not receive any form of tax relief under the PPTRA.
  
2. The amount of tax relief shall be a specific dollar amount offset against the total personal property taxes that would otherwise be due on a qualifying vehicle but for the PPTRA. The specific dollar amount of relief shall be shown on the tax bill for each qualifying vehicle, together with a general description of the criteria upon which relief has been allocated.

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

**FY24 SCHEDULE OF COMPENSATION**  
**County of Henrico, Virginia**

<u>OFFICE, BOARD, COMMISSION, AUTHORITY OR JOB TITLE</u>	<u>RATE</u>
Board of Supervisors .....	\$ 59,885.69 per annum <sup>(1)</sup>
Board of Zoning Appeals.....	\$6,600.00 per annum
Electoral Board - General Election (members other than the Secretary).....	\$5,126.10 per annum <sup>(2)</sup>
Secretary, Electoral Board - General Election.....	\$10,252.20 per annum <sup>(2)</sup>
Election Officials .....	\$225.00 base pay per workday <sup>(3)</sup>
Assistant Chief Election Officials .....	\$275.00 base pay per workday <sup>(3)</sup>
Chief Election Officials.....	\$300.00 base pay per workday <sup>(3)</sup>
Henrico Planning Commission.....	\$20,000.00 per annum
Plan RVA .....	\$3,000.00 per annum
Capital Region Airport Commission .....	\$3,000.00 per annum
Board of Real Estate Review & Equalization.....	\$300.00 per month
School Board .....	\$24,205.32 per annum <sup>(4)</sup>
Social Services Board .....	\$3,000.00 per annum
Volunteer Firefighters.....	\$2.00 per call
Economic Development Authority.....	\$200.00 per meeting
Parks and Recreation Advisory Commission .....	\$75.00 per meeting
Housing Advisory Committee .....	\$225.00 per meeting

- 
- (1) This salary is in effect through December 31, 2023. The Chairman and Vice Chairman receive the additional sum of 15% and 10%, respectively. Pursuant to Va. Code Sec. 15.2-1414.2, the maximum annual salaries for calendar years 2024-2027 will be as follows: 2024 \$64,796.00; 2025 \$68,036.00; 2026, \$71,438.00 and 2027 \$75,010.00. The Chairman and Vice-Chairman will receive the additional sum of 15% and 10%, respectively of the annual salary prevailing in each calendar year.
- (2) The annual compensation rate and effective date are set by the General Assembly and subject to the Governor's approval. Salaries for FY24 are based on current salaries and the approved biennial budget increase for FY24 of 5%.
- (3) The maximum rate is set by separate resolution of the Board of Supervisors.
- (4) This salary is in effect through December 31, 2023. The Chairman receives an additional sum of \$2,000.00 per year. Pursuant to Va. Code Sec. 22.1-32, the School Board will determine its maximum annual salary for calendar years 2024-2027 prior to July 1, 2023.



**FY24 SCHEDULE OF COMPENSATION  
County of Henrico, Virginia**

<u>NAME AND OFFICE OR JOB TITLE</u>	<u>SALARY</u>
Heidi Barshinger Clerk of Circuit Court.....	\$ 190,585.49 <sup>(5)(7)</sup>
Alisa Gregory Sheriff.....	\$ 189,585.72 <sup>(5)(6)(8)</sup>
Mark Coakley General Registrar.....	\$ 158,272.12 <sup>(6)(9)</sup>
Shannon Taylor Attorney for the Commonwealth.....	\$ 222,093.74 <sup>(6)(10)</sup>

- 
- (5) The Clerk of the Circuit Court and the Sheriff are elected positions. The General Assembly sets the annual compensation and effective dates subject to the Governor's approval. The salary reflected also includes the targeted longevity pay adjustment approved by the Board of Supervisors for FY22. The County will adjust these salaries to reflect any changes made by the General Assembly and approved by the Governor for FY24 as well as any additional targeted increases approved by the Board of Supervisors.
  - (6) 2012 Va. Acts c. 822 requires persons employed by local government to contribute five percent of their creditable compensation for the employee contribution to the Virginia Retirement System. To comply with 2012 Va. Acts c. 822 and the non-supplant requirement, the current incumbent in this elected/appointed position, who was employed or hired on or before July 1, 2012, receives an additional amount equal to 5% of the salary approved by the General Assembly. Future incumbents in this position will not receive an additional 5% locality supplement for the VRS employee member contribution per 2012 Va. Acts c. 822.
  - (7) Salary reflects the current Clerk of the Circuit Court's certification.
  - (8) Consistent with historical pay practice for this position, the Sheriff's current salary reflects the salary published by the State Compensation Board plus the targeted longevity pay adjustment approved by the Board of Supervisors for FY22. The salary for FY24 is based on the Commonwealth's approved biennial budget increase for FY24 of 5%. The County will adjust this salary to reflect any changes made by the General Assembly and approved by the Governor for FY24, as well as any additional targeted increases approved by the Board of Supervisors.
  - (9) Effective FY22 the General Assembly approved repositioning the General Registrar classification/salary within the State's compensation system. Consistent with that approved action, the General Registrar's current salary reflects the salary published by the State Compensation Board plus the longevity pay adjustment approved by the Board of Supervisors for FY22. The salary for FY24 is based on the current salary and the Commonwealth's approved biennial budget increase for FY24 of 5%. The County will adjust this salary to reflect any changes made by the General Assembly and approved by the Governor for FY24, as well as any additional targeted increases approved by the Board of Supervisors.
  - (10) Effective June 22, 1988 (FY89), the constitutional position of Attorney for the Commonwealth was adopted into the County classification and compensation plan. The position is currently assigned to pay grade HU.49 and the current incumbent (Taylor) receives the pay increases and wage adjustments approved by the Board of Supervisors for County pay plans.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 105-23


Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Belmont Advisory Committee

For Clerk's Use Only: Date: <u>4/11/2023</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>Branin</u> Secoded by (1) <u>O'Bannon</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; text-align: center; font-weight: bold;">APPROVED</div>	YES NO OTHER Branin, T. <u>✓</u> ___ ___ Nelson, T. ___ ___ ___ O'Bannon, P. <u>✓</u> ___ ___ Schmitt, D. <u>✓</u> ___ ___ Thornton, F. <u>✓</u> ___ ___
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BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Belmont Advisory Committee for a term expiring December 31, 2025, or thereafter when his successor has been appointed and qualified:

At-Large Paul Mallory

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. 109-23

Page No. 1 of 1

**Agenda Title: ORDINANCE — To Amend and Reordain Section 20-78 of the Code of the County of Henrico Titled "Elderly or permanently and totally disabled persons" to Increase the Maximum Annual Real Estate Tax Exemption for the Real Estate Advantage Program From \$3,000 to \$3,200**

<p>For Clerk's Use Only:</p> <p>Date: <u>4/11/2023</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>Schmitt</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p align="center"><b>APPROVED</b></p>	<table border="0"> <thead> <tr> <th></th> <th align="center">YES</th> <th align="center">NO</th> <th align="center">OTHER</th> </tr> </thead> <tbody> <tr> <td>Branln, 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	Branln, 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"/>																							

After a duly advertised public hearing, the Board of Supervisors of Henrico County, Virginia, adopted the attached ordinance.

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

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

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

**ORDINANCE — To Amend and Reordain Section 20-78 of the Code of the County of Henrico Titled “Elderly or permanently and totally disabled persons” to Increase the Maximum Annual Real Estate Tax Exemption for the Real Estate Advantage Program From \$3,000 to \$3,200**

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 20-78 of the Code of the County of Henrico be amended and reordained as follows:

**Sec. 20-78. Elderly or permanently and totally disabled persons.**

• • • •

(g) *Amount of exemption.* Each qualified applicant shall will receive a 100 percent real estate tax exemption up to an annual exemption of ~~\$3,000.00~~ \$3,200.00. The tax exemption granted under this section shall ~~apply~~ applies only to the dwelling occupied by the applicant, and the land, not exceeding ten acres, upon which it is situated.

• • • •

2. That this ordinance is in full force and effect retroactive to January 1, 2023, and thereafter in accordance with law.



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 110-23

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Quitclaim of a Portion of a Utility Easement —  
5420 West Broad Street — Brookland District

For Clerk's Use Only: Date: <u>4/11/2023</u>	<p style="text-align: center;"><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) <u>Schmitt</u>      Seconded by (1) <u>Branin</u>  (2) _____      (2) _____</p> <p>REMARKS: <u>APPROVED</u></p>	<table border="1"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Branin, T.</td> <td><input checked="" type="checkbox"/></td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td>_____</td> <td>_____</td> </tr> <tr> <td>O'Bannon, P.</td> <td><input checked="" type="checkbox"/></td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Schmitt, D.</td> <td><input checked="" type="checkbox"/></td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Thornton, F.</td> <td><input checked="" type="checkbox"/></td> <td>_____</td> <td>_____</td> </tr> </tbody> </table>		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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Schmitt, D.	<input checked="" type="checkbox"/>	_____	_____																							
Thornton, F.	<input checked="" type="checkbox"/>	_____	_____																							

WHEREAS, Sauer Properties, Inc. (the “Owner”) has asked the County to quitclaim a portion of a utility easement across its property at 5420 West Broad Street (the “Property”); and,

WHEREAS, the County acquired the easement in 1992 by deed of easement recorded in Deed Book 2393, page 1395; and,

WHEREAS, the portion of the easement to be quitclaimed (the “Easement Area”) is shown on the attached plat crosshatched as “existing utility easement (to be quit claimed [sic]);” and,

WHEREAS, the County has no facilities in the easement area and does need the easement; and,

WHEREAS, in January 2023, the Owner conveyed a replacement utility easement on the Property to the County, recorded in Deed Book 6445, page 1801; and,

WHEREAS, this resolution was advertised, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813, and the Board held a public hearing on April 11, 2023.

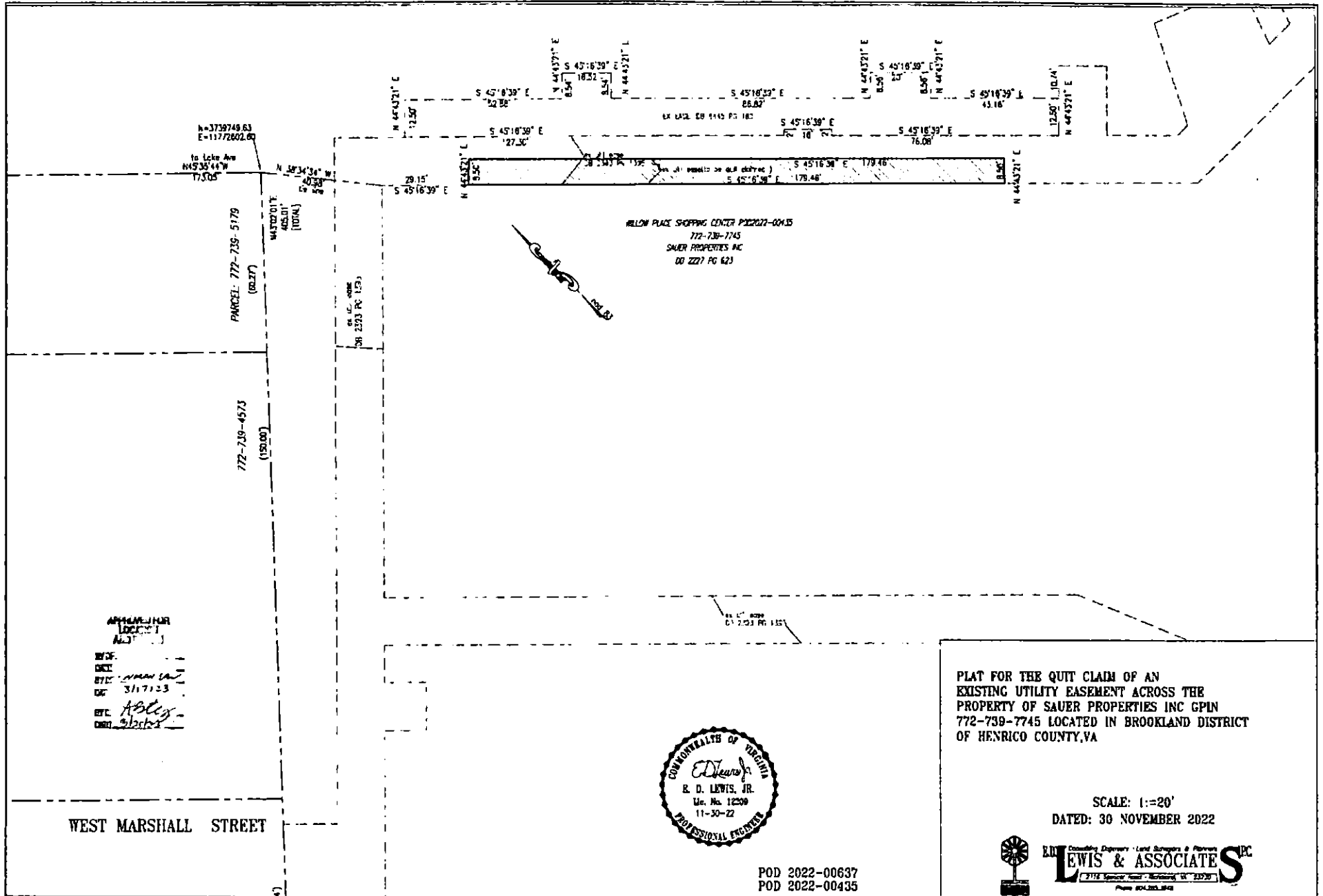
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chairman is authorized to execute a deed quitclaiming any interest the County may have in the Easement Area, in a form approved by the County Attorney.

Comments: The Real Property Division has processed this request through the Departments of Planning and Public Utilities without objection. 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  
Date: \_\_\_\_\_

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



N=3739749.63  
E=11772602.00  
to Lake Ave  
N45°35'44"W  
17.505'

PARCEL: 772-739-5179  
(00277)

772-739-4573  
(15000)

WATERLINE  
48.01' (TOTAL)

30' 25.0' PG 125)

MILLEN PLACE SHOPPING CENTER P20202-00435  
772-739-7745  
SAUER PROPERTIES INC  
DD 222? PG 623

APPROXIMATE  
LOCATIONS  
NOTED

BY: [Signature]  
DATE: 3/17/23  
BY: [Signature]  
DATE: [Signature]

WEST MARSHALL STREET



PLAT FOR THE QUIT CLAIM OF AN  
EXISTING UTILITY EASEMENT ACROSS THE  
PROPERTY OF SAUER PROPERTIES INC GPIN  
772-739-7745 LOCATED IN BROOKLAND DISTRICT  
OF HENRICO COUNTY, VA

SCALE: 1"=20'  
DATED: 30 NOVEMBER 2022



POD 2022-00637  
POD 2022-00435

POD 2022-00637



EXHIBIT  
A



2200 20TH ST  
799-726-2346  
Prepared by Planning Department 11/72





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

Agenda Item No. 112-23

Page No. 1 of 1

**Agenda Title: RESOLUTION — Signatory Authority — Acquisition and Lease of Real Property —  
1149 New Market Road — Varina District**

For Clerk's Use Only: Date: <u>4/11/2023</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>Nelson</u> . Seconded by (1) <u>Branin</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">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Schmitt, D.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td></td> <td></td> <td></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, the Board of Supervisors desires to acquire a 3.935-acre parcel of real property located at 1149 New Market Road for future road reconfiguration or future construction of a new fire station (the "Property"); and,

WHEREAS, the owner of the Property, Moses Family Properties LLC and Anne Stratton, have agreed to sell the property for \$705,000.00; and,

WHEREAS, Stephen W. Gallmeyer, Sr. actively farms 2.5 acres of the Property and wishes to continue to do so; and,

WHEREAS, this resolution was advertised pursuant to §§ 15.2-1800 and 15.2-1813 of the Code of Virginia and a public hearing was held on April 11, 2023.

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

- (1) The County Manager is authorized to execute the purchase agreement and accept the deed, in a form approved by the County Attorney, to acquire the property; and,
- (2) The County Manager, or his designee, is authorized to execute all other documents necessary to complete the County's due diligence and to close the transaction; and,
- (3) The County Manager and County Attorney are authorized to undertake all other actions necessary to complete the acquisition by the County; and,
- (4) The County Manager is authorized to execute a deed of lease, in a form approved by the County Attorney, to lease the Property to Stephen W. Gallmeyer, Sr. for up to six years, unless terminated earlier by the County.

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

By Agency Head  By County Manager 

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

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

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



COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
MINUTE

Agenda Item No. 113-73  
Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — License Agreement — Richmond Raceway — Metro Aviation Unit — Fairfield District

For Clerk's Use Only:

Date: 4/11/2023

- Approved
- Denied
- Amended
- Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Schmitt  
(2) \_\_\_\_\_ (2) \_\_\_\_\_

REMARKS:

**APPROVED**

YES NO OTHER

Branin, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
O'Bannon, P.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Thornton, F.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

WHEREAS, the County desires to install and use communications equipment for the Metro Aviation Unit at the Richmond Raceway ("Raceway"); and,

WHEREAS, Richmond International Raceway, LLC, the owner of the Raceway, has offered to license space to the County for that purpose for a maximum term of 25 years for \$1.00 a year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute a license agreement to install and use communications equipment for the Metro Aviation Unit at the Richmond Raceway with Richmond International Raceway, LLC in a form approved by the County Attorney.

Comments: The Chief of Police recommends approval of the Board paper; the County Manager concurs.

By Agency Head E. D. English

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. 114-23

Page No. 1 of 1

**Agenda Title: RESOLUTION – Modification of Annual Spending Limit – Annual Contract for Small Capital Improvement Projects**

For Clerk's Use Only: Date: <u>4/11/2023</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>Branin</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"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Branin, T.</td> <td align="center">✓</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Schmitt, D.</td> <td align="center">✓</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td>_____</td> <td>_____</td> </tr> </table>		YES	NO	OTHER	Branin, T.	✓	_____	_____	Nelson, T.	✓	_____	_____	O'Bannon, P.	✓	_____	_____	Schmitt, D.	✓	_____	_____	Thornton, F.	✓	_____	_____
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Schmitt, D.	✓	_____	_____																							
Thornton, F.	✓	_____	_____																							

**WHEREAS**, the County awarded an Annual Contract for Small Capital Improvement Projects to Blakemore Construction Corporation on July 27, 2021; and,

**WHEREAS**, the initial contract period was from August 1, 2021, to July 30, 2022, with an option for the County to renew the contract for two additional one-year terms; and,

**WHEREAS**, fees for the contract are not to exceed \$500,000 for a single project and \$2,500,000 per each one-year term to construct "small" projects that may include roads, turn lanes, sidewalks, multi-use trails, bus pads, and minor roadway reconfigurations; and,

**WHEREAS**, the Board wishes to increase the \$2,500,000 annual spending limit for each of the remaining one-year terms of the Annual Contract for Small Capital Improvement Projects. The \$500,000 single project limit remains unchanged.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that maximum annual fees for the Annual Contract for Small Capital Improvement Projects are increased from \$2,500,000 to \$5,000,000 per one-year term.

**COMMENT:** 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 

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

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

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



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

Agenda Item No. 115-23

Page No. 1 of 1

**Agenda Title: RESOLUTION – Request for Letter of Necessity – Lambert Way – Brookland District**

For Clerk's Use Only: Date: <u>4/11/2023</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>Schmitt</u> Seconded by (1) <u>O'Bannon</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.	✓	—	—
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Schmitt, D.	✓	—	—																							
Thornton, F.	✓	—	—																							

**WHEREAS**, the Planning Director approved an amended master plan for Glover Park on September 28, 2022; and,

**WHEREAS**, the amended master plan includes a new access road alignment to connect the interior of Glover Park with Woodman Road; and,

**WHEREAS**, in November 2021, the new 2,125-foot access road was named Lambert Way in honor of the late Captain Donald L. Lambert Jr. of the Henrico County Police Division; and,

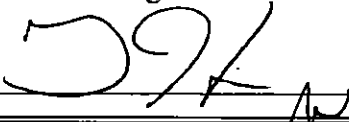

**WHEREAS**, in December 2022, the Lambert Way project was awarded \$5,000,000 in Community Project Funding from the U.S. House of Representatives Committee on Appropriations; and,

**WHEREAS**, under state law, the County Engineer must examine the road and report to the Board of Supervisors about the expediency of the proposed improvements.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the County Engineer is hereby directed to:

1. Examine the proposed improvements to Lambert Way from Woodman Road to Glover Park Phase 2 and report to the Board upon the expediency of establishing or altering the location of such public highway or bridge; and
2. Prepare a Letter of Necessity and report in accordance with Va. Code §§ 33.2-706 and 33.2-707 and file it with the Clerk of the Board.

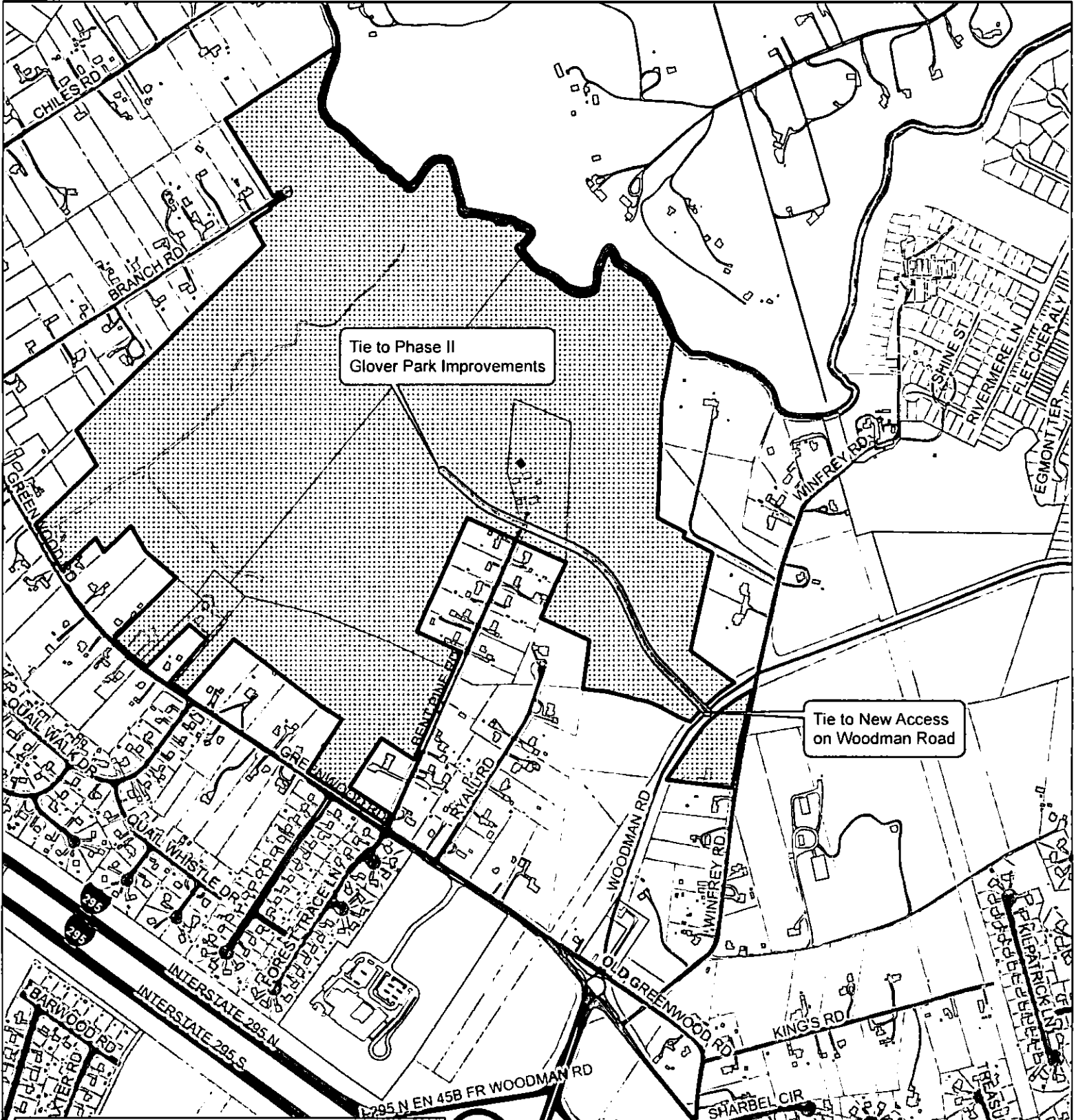
**COMMENTS:** The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head  By County Manager 

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



# Lambert Way



Tie to Phase II  
Glover Park Improvements

Tie to New Access  
on Woodman Road

**Legend**

- Project Extent
- Glover Park

1 inch equals 800

1,000 500 0 1,000 Feet

**RESOLUTION - REQUEST FOR LETTER OF NECESSITY -  
LAMBERT WAY  
FROM: WOODMAN ROAD  
TO: GLOVER PARK  
LENGTH: 2125 FEET  
DISTRICT: BROOKLAND  
DATE: APRIL 11, 2023**



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

Agenda Item No. 116-23

Page No. 1 of 1

**Agenda Title: RESOLUTION – Request for Letter of Necessity – Magellan Parkway Over I-95 – Fairfield District**

For Clerk's Use Only: Date: <u>4/11/2023</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>Nelson</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">✓</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.	✓	—	—
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Nelson, T.	✓	—	—																							
O'Bannon, P.	✓	—	—																							
Schmitt, D.	✓	—	—																							
Thornton, F.	✓	—	—																							

**WHEREAS**, Magellan Parkway is identified as a Major Access Roadway on the 2026 Major Thoroughfare Plan; and,

**WHEREAS**, on January 25, 2022, the Board of Supervisors approved a contract with Rummel, Klepper & Kahl, LLP (d/b/a RK&K) to provide engineering design services for the Magellan Parkway Interstate 95 Bridge and Approaches project; and,

**WHEREAS**, this project will construct a new 4-lane curb and gutter roadway with a raised median, a shared-use path along the south side of the roadway, and a sidewalk along the north side, between Englewood Farms Drive and Scott Road, including a bridge across Interstate 95; and,

**WHEREAS**, under Va. Code § 33.2-706, the County Engineer must examine the proposed project and report to the Board of Supervisors upon the expediency of establishing or altering the location of such public highway or bridge.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the County Engineer is directed to (1) examine the proposed improvements of Magellan Parkway from Englewood Farms Drive to Scott Road and report to the Board upon the expediency of establishing or altering the location of such public highway or bridge, and (2) prepare a Letter of Necessity and report, in accordance with Va. Code §§ 33.2-706 and 33.2-707, and file it with the Clerk of the Board.

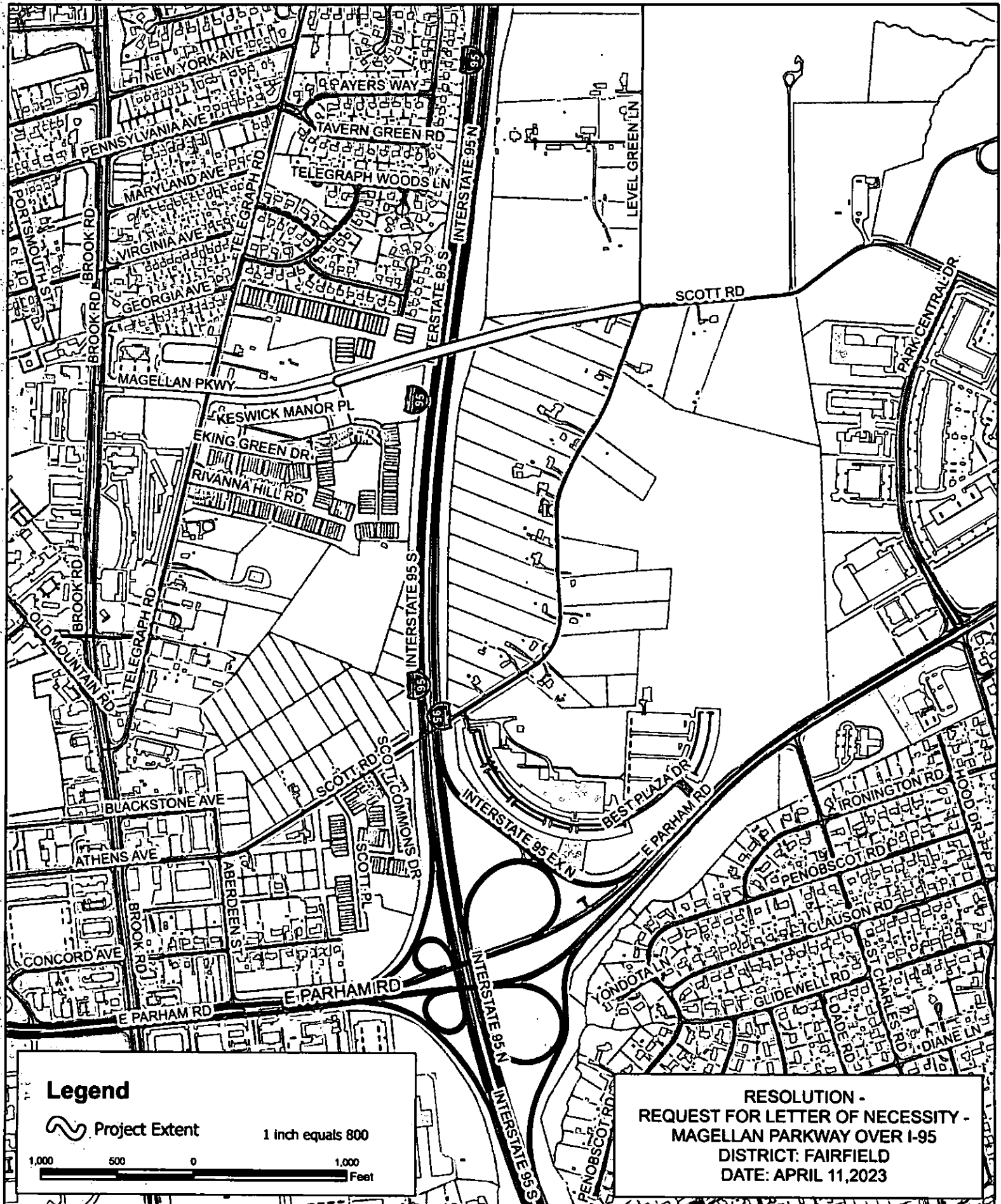
**COMMENTS:** The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

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

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



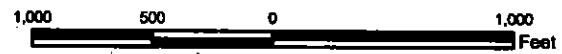
# Magellan Parkway Over I-95



### Legend

Project Extent

1 inch equals 800



**RESOLUTION -  
REQUEST FOR LETTER OF NECESSITY -  
MAGELLAN PARKWAY OVER I-95  
DISTRICT: FAIRFIELD  
DATE: APRIL 11, 2023**



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

Agenda Item No. 117-23

Page No. 1 of 1

**Agenda Title: RESOLUTION – Request for Letter of Necessity – Liesfeld Farm Drive Extension Project – Three Chopt District**

For Clerk's Use Only: Date: <u>4/11/2013</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>Branin</u> Seconded by (1) <u>Schmitt</u> (2) _____ (2) _____ REMARKS: <u>APPROVED</u>	<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.	✓	—	—
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Thornton, F.	✓	—	—																							

**WHEREAS**, the County owns property to the west of the intersection of N. Gayton Road and Liesfeld Farm Drive and wishes to use a portion of the property for the Liesfeld Farm Drive extension project; and,

**WHEREAS**, a new roadway alignment forming the basis for the project was identified as “concept alignment 132” in the Board’s 2026 Comprehensive Plan; and,

**WHEREAS**, the Liesfeld Farm Drive extension project would extend the new roadway approximately 3,500 feet west of N. Gayton Road with a shared-use path, sidewalk, curb and gutter, storm sewer, stormwater management, traffic signal, pavement markings, signs, and maintenance of traffic.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors that the County Engineer is hereby directed to:

1. Examine the proposed improvements of the Liesfeld Farm Drive extension project and report to the Board upon the expediency of establishing or altering the location of such public highway or bridge; and,
2. Prepare a Letter of Necessity and report in accordance with Va. Code §§ 33.2-706 and 33.2-707 and file it with the Clerk of the Board.

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

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

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

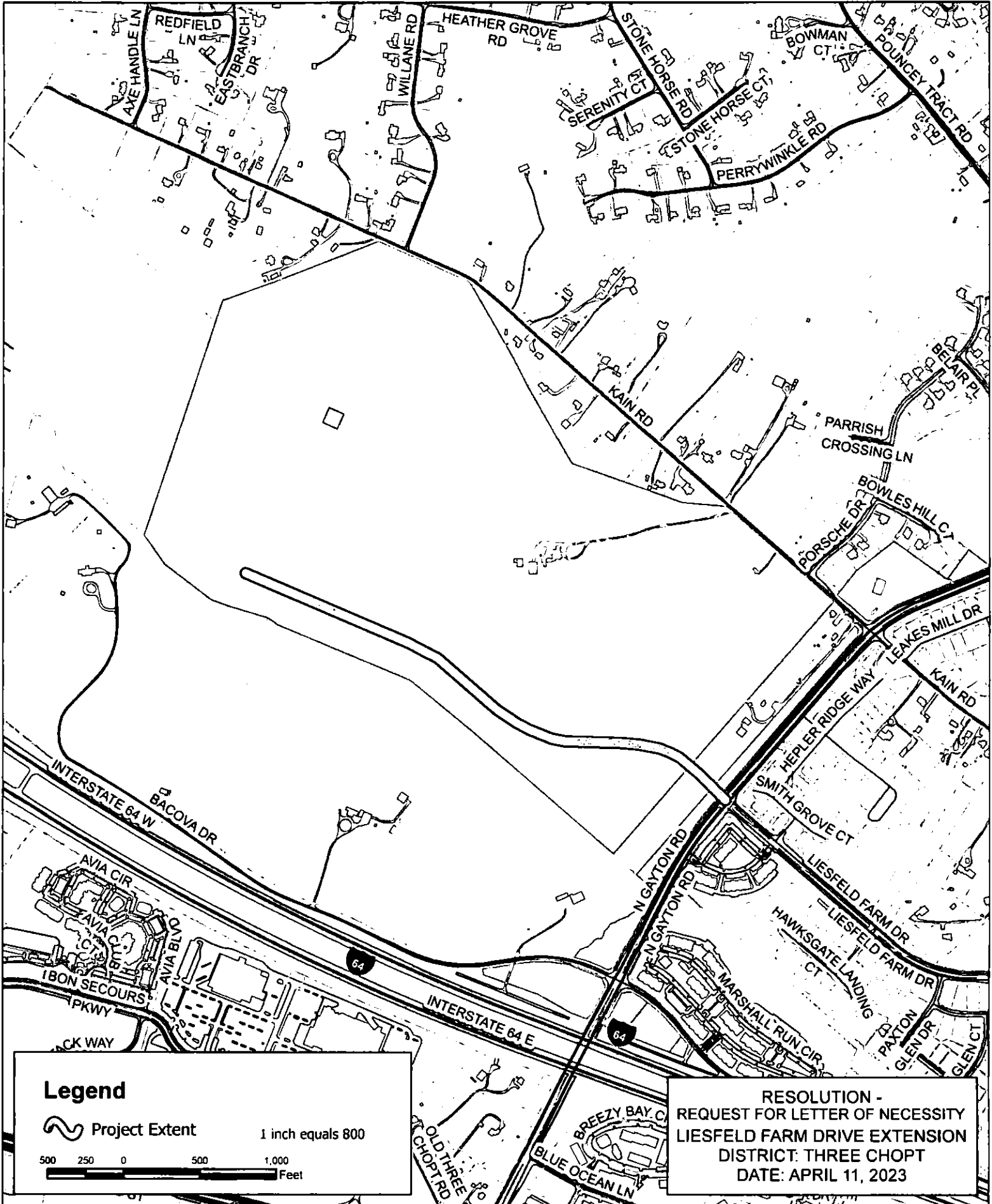
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# Liesfeld Farm Drive Extension



## Legend

 Project Extent

1 inch equals 800



RESOLUTION -  
 REQUEST FOR LETTER OF NECESSITY  
 LIESFELD FARM DRIVE EXTENSION  
 DISTRICT: THREE CHOPT  
 DATE: APRIL 11, 2023



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

Agenda Item No. **118-23**  
Page No. 1 of 2

**Agenda Title: RESOLUTION — Award of Contract — Four Mile Creek Restroom and Amenities — Varina District**

For Clerk's Use Only: Date: <u>4/11/2023</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>Nelson</u> Seconded by (1) <u>Franci</u> (2) _____ (2) _____ REMARKS: <div style="font-size: 2em; font-weight: bold; letter-spacing: 0.5em;">APPROVED</div>	<table border="1"> <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 received one bid on February 14, 2023, in response to ITB No. 22-2382-6JOK and Addendum No. 1 for construction of the Four Mile Creek Restroom and Amenities project which consists of the construction of a new restroom facility at Four Mile Creek Park as part of the Virginia Capital Trail, including a drinking fountain, additional bike racks, signs, storm sewer, water lines, and a small sanitary sewer pump station; and,

**WHEREAS**, the project is located at the intersection of Interstate 295 and Route 5 (New Market Road) at the Four Mile Creek Trailhead of the Virginia Capital Trail; and,

**WHEREAS**, the bid was as follows:

Bidder	Bid Amount
Suburban Remodeling Corp., dba SRC, Inc. Richmond, Virginia	\$985,680

**WHEREAS**, the bid amount was calculated by multiplying the estimated unit quantities listed in the bid documents by the unit prices set out in the bid; and,

**WHEREAS**, after a review and evaluation of the bid, it was determined that Suburban Remodeling Corp., dba SRC, Inc. is the lowest responsive and responsible bidder for the unit price contract; and,

By Agency Head  By County Manager

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

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

1917

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

Agenda Item No. 118-23

Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Four Mile Creek Restroom and Amenities — Varina District**

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**WHEREAS**, the final contract amount will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid.

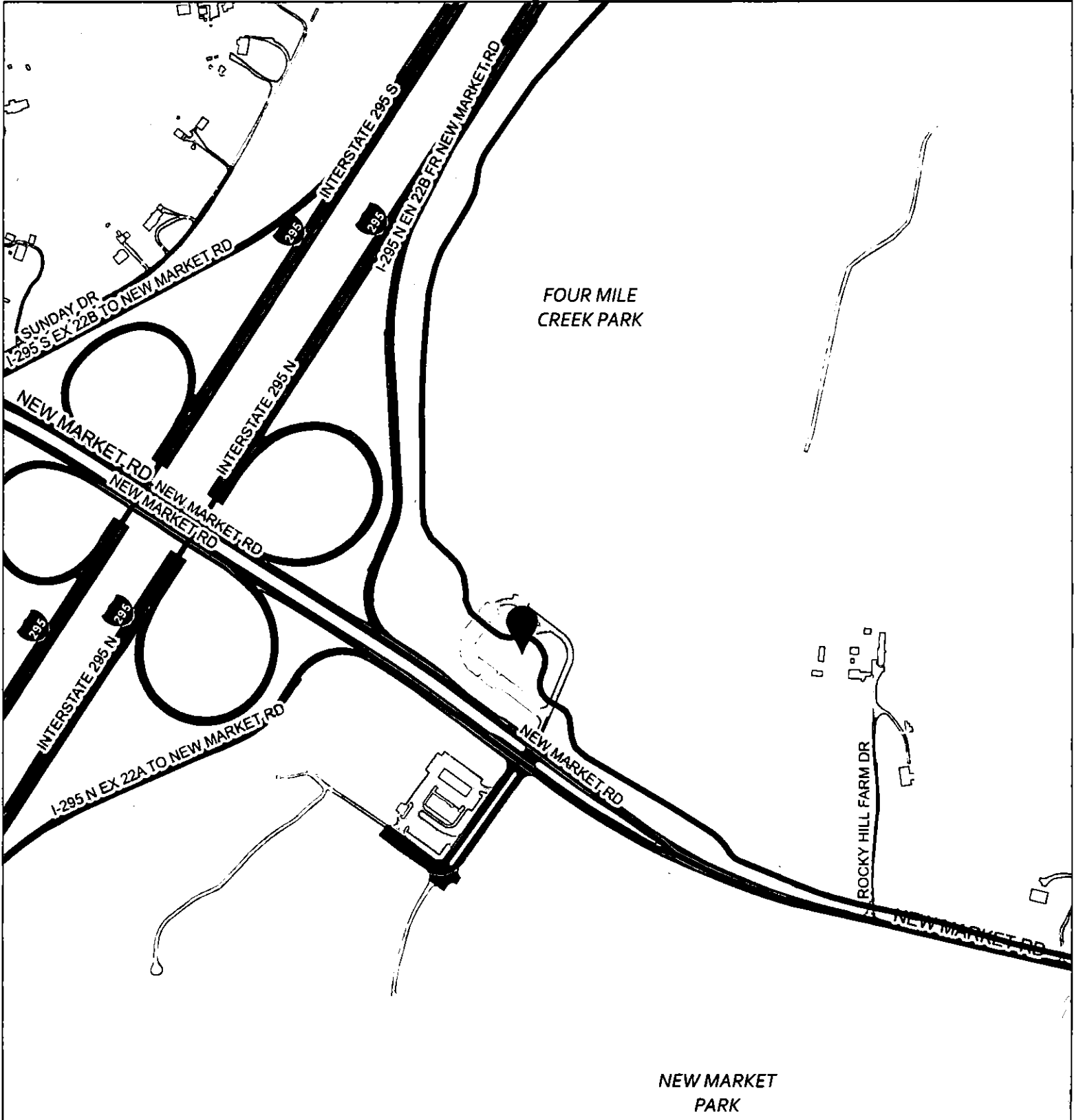
**NOW, THEREFORE, BE IT RESOLVED** by the Board of Supervisors:

1. The contract for \$985,680 is awarded to Suburban Remodeling Corp., dba SRC, Inc. as the lowest responsive and responsible bidder, pursuant to ITB No. 22-2382-6JOK, Addendum No. 1, and the base bid submitted by Suburban Remodeling Corp., dba SRC, 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.

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



# Four Mile Creek Restroom and Amenities



**Legend**

- County Parks
- VA Capital Trail

500 250 0 500  
Feet 1 inch equals 500

**RESOLUTION - AWARD OF CONTRACT -  
FOUR MILE CREEK RESTROOM AND AMENITIES -  
DISTRICT: VARINA  
DATE: APRIL 11, 2023**



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

Agenda Item No. **119-23**

Page No. 1 of 2

**Agenda Title: RESOLUTION – Award of Contract – Turner Road and Darbytown Road Modular Roundabout – Varina District**

For Clerk's Use Only: Date: <u>4/11/2023</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>Nelson</u> Seconded by (1) <u>Frami</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.	✓	—	—																							

**WHEREAS**, the County received four bids on March 23, 2023, in response to ITB 22-2491-2JL and Addendum No. 1 for construction of the Turner Road and Darbytown Road Modular Roundabout project; and,

**WHEREAS**, the project consists of constructing a modular roundabout using material fabricated from a vendor that fits within the existing pavement at the intersection of Turner Road and Darbytown Road; and,

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

<u>Bidders</u>	<u>Bid Amount</u>
J. R. Caskey, Inc. Oilville, VA	\$479,055.00
JIREH Construction Co., Inc. Richmond, VA	\$625,135.00
Blakemore Construction Corporation Rockville, VA	\$707,071.20
J. L. Kent & Sons, Inc. Spotsylvania, VA	\$718,362.95

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

**WHEREAS**, after a review and evaluation of the bids, it was determined that J. R. Caskey, Inc. is the lowest responsive and responsible bidder for the unit price contract; and,

**WHEREAS**, the final contract amount shall be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid.

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. 119-23

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Turner Road and Darbytown Road  
Modular Roundabout – Varina District**

---

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

1. The contract for \$479,055.00 is awarded to J. R. Caskey, Inc., the lowest responsive and responsible bidder, pursuant to ITB 22-2491-2JL and Addendum No. 1, and the total unit price base bid submitted by J. R. Caskey, 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.

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