

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
October 28, 2025**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, October 28, 2025, 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:

Daniel J. Schmitt, Chair, Brookland District
Roscoe D. Cooper, III, Vice-Chair, Fairfield District
Jody K. Rogish, Tuckahoe District
Misty D. Roundtree, Three Chopt District
Tyrone E. Nelson, Varina District

Other Officials Present:

John A. Vithoulkas, 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, Deputy County Manager/Chief of Staff
Steven J. Yob, Deputy County Manager for Community Operations
Ben A. Sheppard, Director of Public Relations

Will Clements, Chaplain for the Henrico County Police Division, offered the invocation.

On motion of Mr. Cooper, seconded by Mr. Rogish, the Board approved the minutes of the October 14, 2025, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Schmitt, Cooper, Rogish, Roundtree, Nelson

No:

MANAGER'S COMMENTS

Mr. Vithoulkas recognized two individuals who are partners and friends to Henrico County: Executive Director Jovan Burton and Special Projects Director Shelby Carney, both of the Partnership for Housing Authority.

He announced Jovan and Shelby are doing life-changing work to expand access to quality housing and address the ongoing challenges faced by families and individuals throughout our region who are struggling to find affordable homes. They have been vital partners with Henrico as we have implemented our Affordable Housing Trust Fund, which has awarded

\$10.7 million and supported development of 136 affordable homes across our County since it was launched in the summer of 2024. They bring a commitment to collaboration, integrity, and equity to the work they do with our County and with the other communities they work with throughout the Richmond region.

Mr. Vithoulkas noted he was pleased to say the “secret is out” about Jovan and Shelby, as they both have been honored recently by organizations in our region. Chamber RVA named Jovan the “Young Professional of the Year” at its 2025 Icons Awards Ceremony, while the Virginia Housing Alliance presented Shelby its “Emerging Leader” award at the Alliance’s annual awards event. He thanked them for all their efforts to make life better for our friends and neighbors in Henrico County and across the region.

BOARD OF SUPERVISORS COMMENTS

Mr. Cooper acknowledged this past Saturday he had the opportunity along with Mr. Nelson to attend the celebration of life for a gentleman that lived life well and gave extraordinary service to Chesterfield County: Jim Holland. He offered his continued prayers and condolences to his family and his Chesterfield community.

RECOGNITION OF NEWS MEDIA

Liana Hardy, with the *Henrico Citizen*, was in attendance for the meeting.

RESIGNATION/APPOINTMENT

265-25 Resolution - Resignation of Member - Economic Development Authority Board of Directors.

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

266-25 Resolution - Appointment of Member - Economic Development Authority Board of Directors.

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

PUBLIC HEARING ITEMS

267-25 Resolution - Condemnation - Easement - Tuckahoe Creek Trunk Sewer Phase II Project - 12610 Lizfield Way - Three Chopt District.

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

At the request of Mrs. Roundtree, Curtis Anthony, Director of Real Property, explained the process of a condemnation and how the County handles the issue.

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

268-25 Ordinance - Vacation of Building Line - College Hills Subdivision - 504 Ridge Top Road - Tuckahoe District.

Mr. Vithoulkas announced there has been a request for a deferral on this item to allow staff to review more information.

No one from the public spoke to this item.

On motion of Mr. Rogish, seconded by Mrs. Roundtree, and by unanimous vote, the Board deferred this item to the December 2, 2025, meeting.

The vote of the Board was as follows:

Yes: Schmitt, Cooper, Rogish, Roundtree, Nelson

No:

269-25 Resolution - Signatory Authority - Easement Agreement - 9901 Varina Road - Virginia Electric and Power Company - Varina District.

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

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

270-25 Resolution - Signatory Authority and Appropriation of Funding - Preservation of Open-Space Land - Roslyn Hills Park - Tuckahoe District.

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

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

PUBLIC COMMENTS

Jennifer Lieberman, a resident of the Tuckahoe District, voiced concerns about housing and the environment and requested more sidewalks and safety for pedestrians.

Lt. Colonel Douglas Clark, a resident of the Brookland District, informed the Board of his concerns regarding the electronic voting systems and voter rolls in Virginia.

Brenda Gillis, a resident of the Varina District, asked the Board for help in handling a personal housing matter.

GENERAL AGENDA

- 271-25 Resolution - Signatory Authority - Amendment to Consulting Services Agreement - Public Safety Communications System - Altairis Technology Partners, LLC.

Steve Yob, Deputy County Manager for Community Operations, responded to questions from the Board regarding this item and the issues with the delay of the project. Mr. Schmitt requested a work session on this item to get a complete update and familiarize the newest Board members with project details.

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

- 272-25 Resolution - Approval of Healthcare, LLC to Operate a Medical Transport Service in Henrico County.

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

- 273-25 Resolution - Award of Contract - Henrico County Animal Shelter Renovation - Fairfield District.

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

- 274-25 Resolution - Award of Contract - Woodman Department of Public Works Phase 2 Improvements - Fairfield District.

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

- 275-25 Resolution - Award of Contract - Henrico Water Reclamation Facility Entrance Gates - Varina District.

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

- 276-25 Introduction of Ordinance - To Amend and Reordain Section 5-5 Titled “Reserved” of the Code of the County of Henrico to Establish a Local Animal Cruelty Registry.

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

- 277-25 Resolution - Signatory Authority - Award of Annual Contract for Water and Sanitary Sewer Repairs and Improvements - Countywide.

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

- 278-25 Resolution - Award of Contract - Annual Contract for Various Types of Road, Drainage, and Maintenance Projects - Countywide.

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

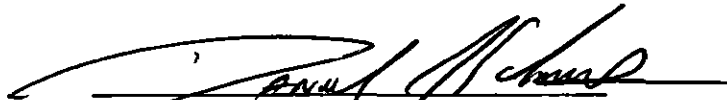
- 279-25 Resolution - Award of Contract - Magellan Parkway Over I-95 - Englewood Farms Drive to Scott Road - Fairfield District.

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

- 280-25 Resolution - Signatory Authority - Amendment to Contract for Engineering Design Services for Fall Line Trail, Longdale Phase - Fairfield District.

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

There being no further business, the meeting was adjourned at 6:58 p.m.


Chair, Board of Supervisors
Henrico County, Virginia



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 265-25

Page No. 1 of 1

Agenda Title: RESOLUTION - Resignation of Member - Economic Development Authority
Board of Directors

For Clerk's Use Only: Date: <u>10/28/2025</u> (☒) Approved () Denied () Amended () Deferred to:	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Nelson</u> Seconded by (1) <u>Cooper</u> (2) _____ (2) _____ REMARKS: APPROVED	YES NO OTHER Cooper, R. ☒ ☐ ☐ Nelson, T. ☒ ☐ ☐ Rogish, J. ☒ ☐ ☐ Roundtree, M. ☒ ☐ ☐ Schmitt, D. ☒ ☐ ☐
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WHEREAS, on October 24, 2023, Samuel S. Bagley was reappointed to the Economic Development Authority Board of Directors for a term ending November 13, 2027; and

WHEREAS, by email correspondence dated October 20, 2025, to Anthony Romanello, Executive Director of the Economic Development Authority, and Tyrone E. Nelson, Varina District Supervisor, Mr. Bagley submitted his resignation from the Economic Development Authority Board of Directors effective immediately.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of the County of Henrico, Virginia, hereby accepts the resignation of Samuel S. Bagley from the Economic Development Authority Board of Directors.

By Agency Head _____ By County Manager [Signature]

Copy to: _____

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

Date: _____

Brackett, Tanya

From: Varina
Sent: Monday, October 20, 2025 2:41 PM
To: Tyrone Nelson
Cc: Brackett, Tanya
Subject: FW: Resignation from EDA Board of Directors

Mr. Nelson and Tanya,

Please see the below resignation from Samuel Bagley from the EDA Board.

Thanks,
Gayle

Gayle J. Fridley
Executive Assistant
County of Henrico
Board of Supervisors Office
(804) 501-4208
fri51@henrico.gov

-----Original Message-----

From: Samuel Bagley <uncsam12@gmail.com>
Sent: Monday, October 20, 2025 2:36 PM
To: Romanello, Anthony <Anthony@henrico.com>; Varina <Varina@henrico.gov>
Subject: Resignation from EDA Board of Directors

[You don't often get email from uncsam12@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Mr Romanello and Mr Nelson,

This email is to inform you of my resignation from the EDA Board of Directors effective immediately, 10/20/2025. The reasons I have for making this decision are personal which I do not care to share publicly.

I have enjoyed the past 5 years I spent on the Board and the opportunity to serve Henrico County. I want to thank each of you for your years of service. Henrico is a great place to live and work and I see that continuing into the future.

Sincerely,
Sam Bagley

Sent from my iPhone



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 264-25

Page No. 1 of 1

Agenda Title: RESOLUTION - Appointment of Member - Economic Development Authority
Board of Directors

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Nelson (2) _____
Seconded by (1) Cooper (2) _____

REMARKS: APPROVED

YES NO OTHER

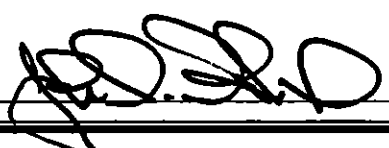
	YES	NO	OTHER
Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Roundtree, M.	✓		
Schmitt, D.	✓		

WHEREAS, on October 20, 2025, Samuel S. Bagley resigned his membership on the Economic Development Authority Board of Directors; and,

WHEREAS, Mr. Bagley's resignation creates a vacancy for an unexpired term ending November 13, 2027, or thereafter when a successor is appointed and qualified.

BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, appoints the following person to the Economic Development Authority Board of Directors for the unexpired term occasioned by Mr. Bagley's resignation:

Varina District John W. Montgomery, Jr.

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. 267-25

Page No. 1 of 2

Agenda Title: RESOLUTION — Condemnation — Easement — Tuckahoe Creek Trunk Sewer
Phase II Project — 12610 Lizfield Way — Three Chopt District

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Roundtree Seconded by (1) Cooper
(2) _____ (2) _____

REMARKS

APPROVED

YES NO OTHER

Cooper, R.	☒	☐	☐
Nelson, T.	☒	☐	☐
Rogish, J.	☒	☐	☐
Roundtree, M.	☒	☐	☐
Schmitt, D.	☒	☐	☐

WHEREAS, it is necessary for construction of the Tuckahoe Creek Trunk Sewer Phase II Project (the "Project") that the County acquire 1,152 square feet of permanent utility easement (the "Easement") across the property located at 12610 Lizfield Way, identified as Tax Map Parcel 734-773-3097, and owned by Ryan and Carla Smith. (the "Owners"); and,

WHEREAS, the County has offered the Owners \$4,868 as compensation for the Easement, the affected improvements, costs to cure, and damages to the remainder, if any, but the parties cannot reach an agreement; and,

WHEREAS, the Board of Supervisors of Henrico County, Virginia, desires to exercise the authority granted by the Code of Virginia (the "Code") to acquire title, enter upon, and take possession of the Easement, and construct the Project prior to or during the condemnation proceedings; and,

WHEREAS, after advertisement in accordance with law, the Board held a public hearing pursuant to §§ 15.2-1903 and 15.2-1905 of the Code, at which time the Board declared its intent to enter and take the Easement for the Project across portions of the Owners' property.

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Board directs the County Manager to take the necessary steps to acquire the Easement over, under, upon, across, and through the property of the Owners, as shown on a plat made by Rouse-Sirine Associates, LTD. dated February 19, 2024, a reduced sized copy of which is attached and marked as Exhibit "A;" and on Sheet Nos. C-9, C-22, and C-23, of Tuckahoe Creek Trunk Sewer Phase II Project dated September 17, 2024, reduced sized copies of which are attached and marked as Exhibits "B," "C," and "D;" and,

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**

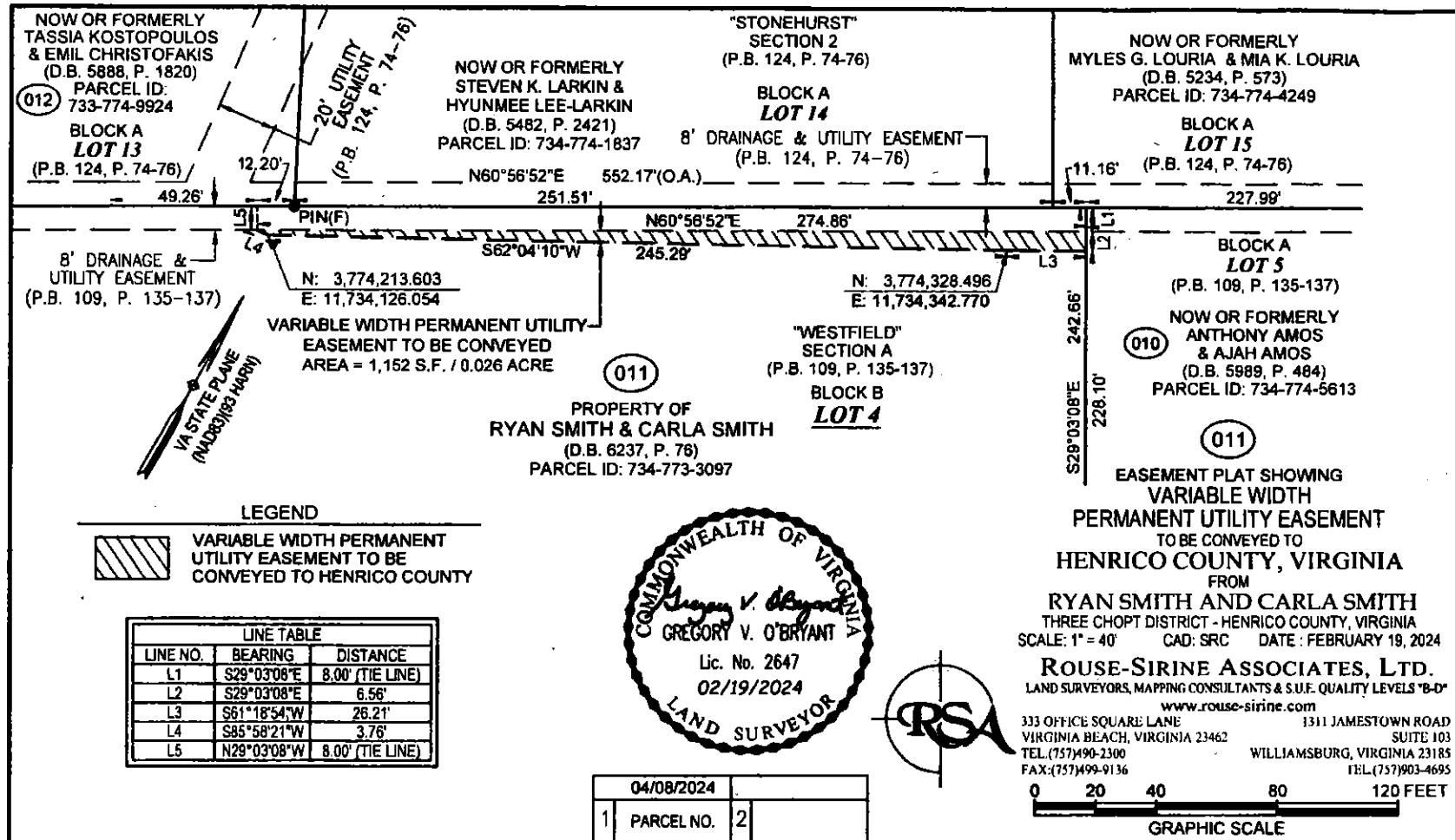
Agenda Item No. **247-25**
Page No. 2 of 2

**Agenda Title: RESOLUTION — Condemnation — Easement — Tuckahoe Creek Trunk
Sewer Phase II Project — 12610 Lizfield Way — Three Chopt District**

- (2) The Board deems it necessary to enter upon the property and take possession of the Easement to construct the Project prior to or during condemnation proceedings in accordance with the Code; and,
- (3) The Board finds a necessity exists to institute condemnation proceedings pursuant to the Code to acquire the Easement for the public use of constructing, operating, and maintaining the Project and to determine the amount of compensation and damages, if any, caused by the taking, possession, and acquisition of the Easement; and,
- (4) The Board authorizes the County Attorney to institute and conduct condemnation proceedings to acquire the Easement in accordance with the Code; and,
- (5) The Board authorizes and directs the County Manager to continue to seek a voluntary acquisition of the Easement, to take all steps necessary to acquire the Easement, and to enter on and take possession of the required Easement in accordance with the Code.

Comments: The Real Property Division has been unsuccessful in negotiating an agreement for the acquisition of the Easement. Therefore, the Directors of Public Works and Real Property recommend approval of this Board paper; the County Manager concurs.

EXHIBIT "A"



SURVEY NOTES:

1. MERIDIAN SOURCE IS BASED ON VIRGINIA STATE PLANE COORDINATE SYSTEM, SOUTH ZONE(NAD83)(93HARN). COUNTY OF HENRICO, VA GEODETIC SURVEY CONTROL MONUMENTS #006, #129, & #135 WERE UTILIZED.
2. THIS PLAT WAS PREPARED WITHOUT THE BENEFIT OF AS TITLE REPORT AND THEREFORE MAY NOT SHOW ALL EASEMENTS THAT AFFECT THE PROPERTY.
3. PROPERTY LINE AND RIGHT-OF-WAY INFORMATION IS BASED ON VARIOUS PLATS, DEEDS OF RECORD AND A PARTIAL FIELD SURVEY PERFORMED ON APRIL 12-13, 2022 & DECEMBER 5-7, 2023.

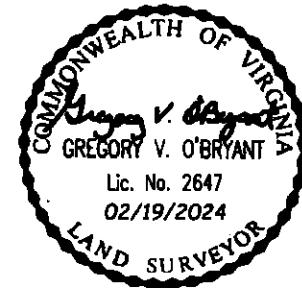
AREA TABLE		
HENRICO COUNTY PARCEL ID #	VARIABLE WIDTH PERMANENT UTILITY EASEMENT	
	S.F.	ACRE
734-773-3097	1,152	0.026

LEGEND



VARIABLE WIDTH PERMANENT UTILITY EASEMENT
TO BE CONVEYED TO HENRICO COUNTY

04/08/2024		
1	PARCEL NO.	2



011

EASEMENT PLAT SHOWING
VARIABLE WIDTH
PERMANENT UTILITY EASEMENT
TO BE CONVEYED TO
HENRICO COUNTY, VIRGINIA
FROM
RYAN SMITH AND CARLA SMITH
THREE CHOPT DISTRICT - HENRICO COUNTY, VIRGINIA
SCALE: 1" = 40' CAD: SRC DATE: FEBRUARY 19, 2024

ROUSE-SIRINE ASSOCIATES, LTD.
LAND SURVEYORS, MAPPING CONSULTANTS & S.U.E. QUALITY LEVELS "B-D"
www.rouse-sirine.com

333 OFFICE SQUARE LANE SUITE 103
VIRGINIA BEACH, VIRGINIA 23462
TEL: (757) 490-2300 WILLIAMSBURG, VIRGINIA 23185
FAX: (757) 499-9136 TEL: (757) 903-4695



EXHIBIT "C"

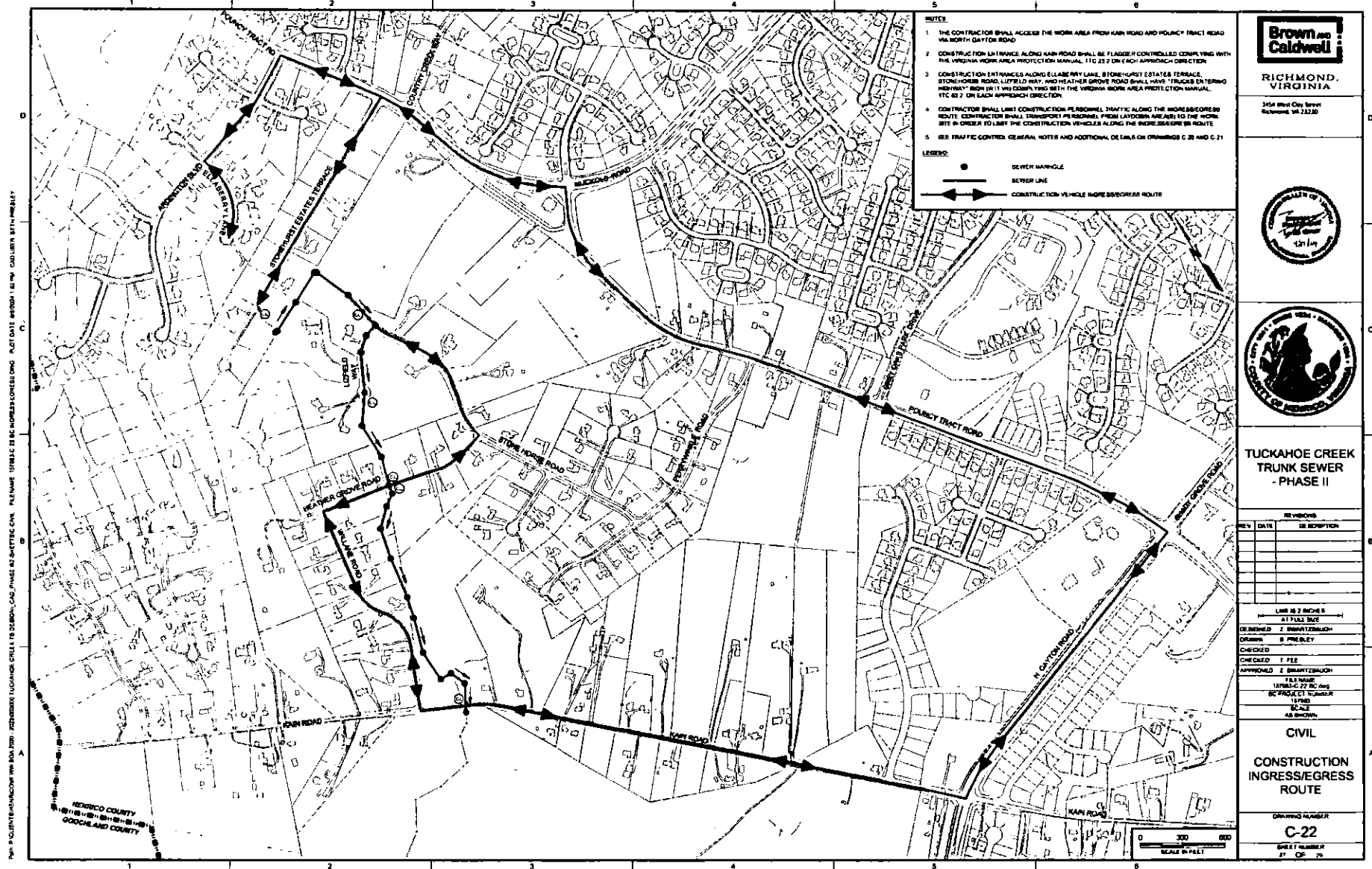
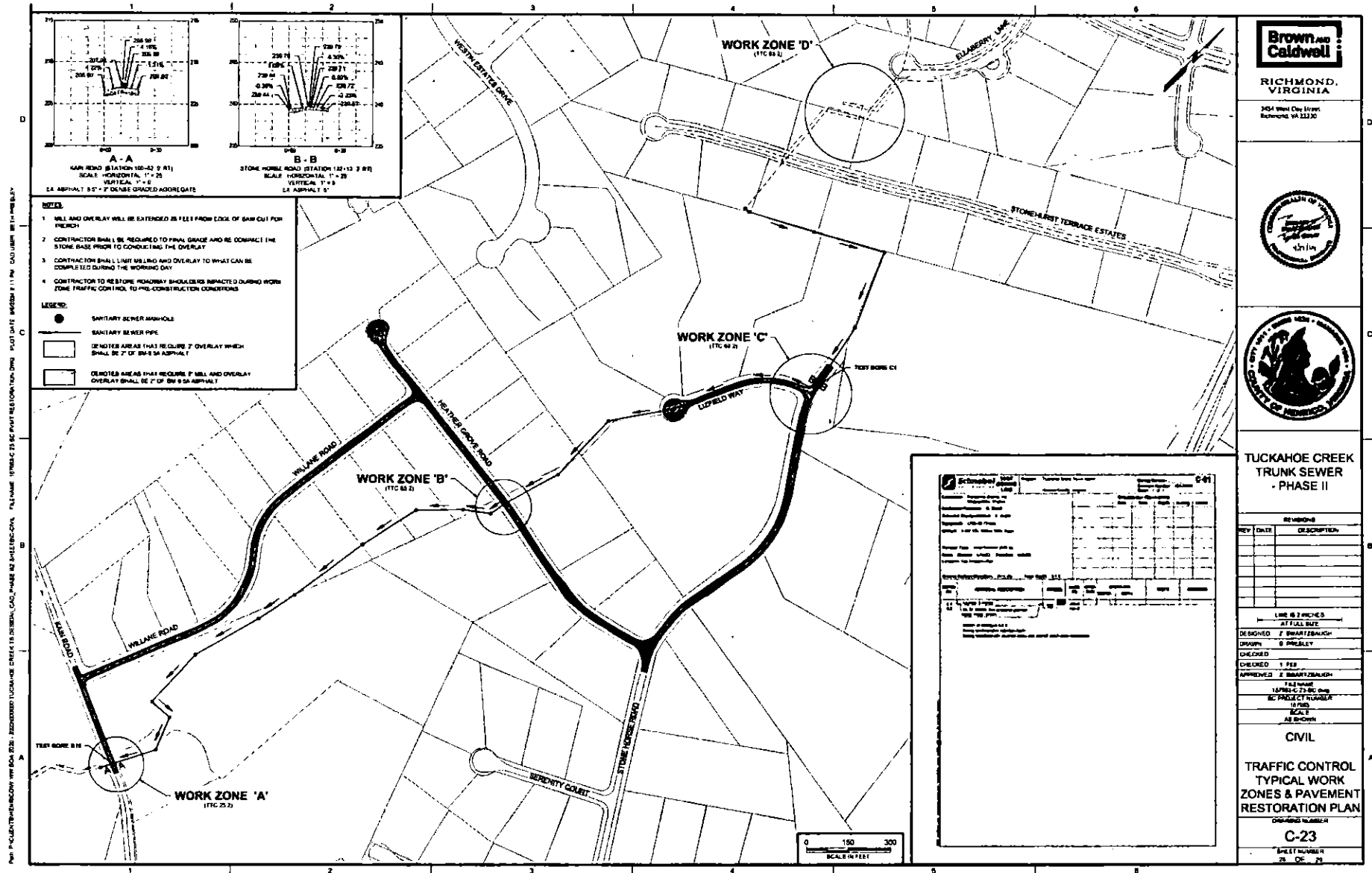


EXHIBIT "D"





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 248-25

Page No. 1 of 2

Agenda Title: ORDINANCE — Vacation of Building Line — College Hills Subdivision — 504 Ridge Top Road — Tuckahoe District

For Clerk's Use Only:

Date: 10/28/2025

() Approved

() Denied

() Amended

(X) Deferred to:

12/2/2025

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish Seconded by (1) Roundtree
(2) (2)

REMARKS:

YES NO OTHER

Cooper, R. ✓

Nelson, T. ✓

Rogish, J. ✓

Roundtree, M. ✓

Schmitt, D. ✓

WHEREAS, Leah D. and Walter C. Ayers, Jr., the owners of 504 Ridge Top Road in the College Hills subdivision, asked the County to vacate the 50-foot building line at the front of the property ("Building Line"); and,

WHEREAS, the plat showing the Building Line is recorded in the Clerk's Office of the Circuit Court of Henrico County (the "Clerk's Office") in Plat Book 23, page 178, attached as Exhibit A; and,

WHEREAS, this Ordinance was advertised pursuant to Va. Code § 15.2-2204, and the Board held a public hearing on October 28, 2025; and,

WHEREAS, it appears to the Board that no owner of any lot shown on the plat will be irreparably damaged by the vacation.

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

- 1) the 50-foot building line on Lot 3, Block C, Section 2, College Hills subdivision, shown on the plat recorded in Plat Book 23, page 178 is vacated in accordance with Va. Code § 15.2-2272(2);
- 2) this Ordinance will become effective 30 days after its passage as provided by law;
- 3) the Clerk of the Circuit Court of Henrico County (the "Clerk"), is authorized, upon receipt of payment therefore, to record a certified copy of this Ordinance in the Clerk's Office after the expiration of 30 days from its passage, provided no appeal has been taken to the Circuit Court;

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to:

Date:

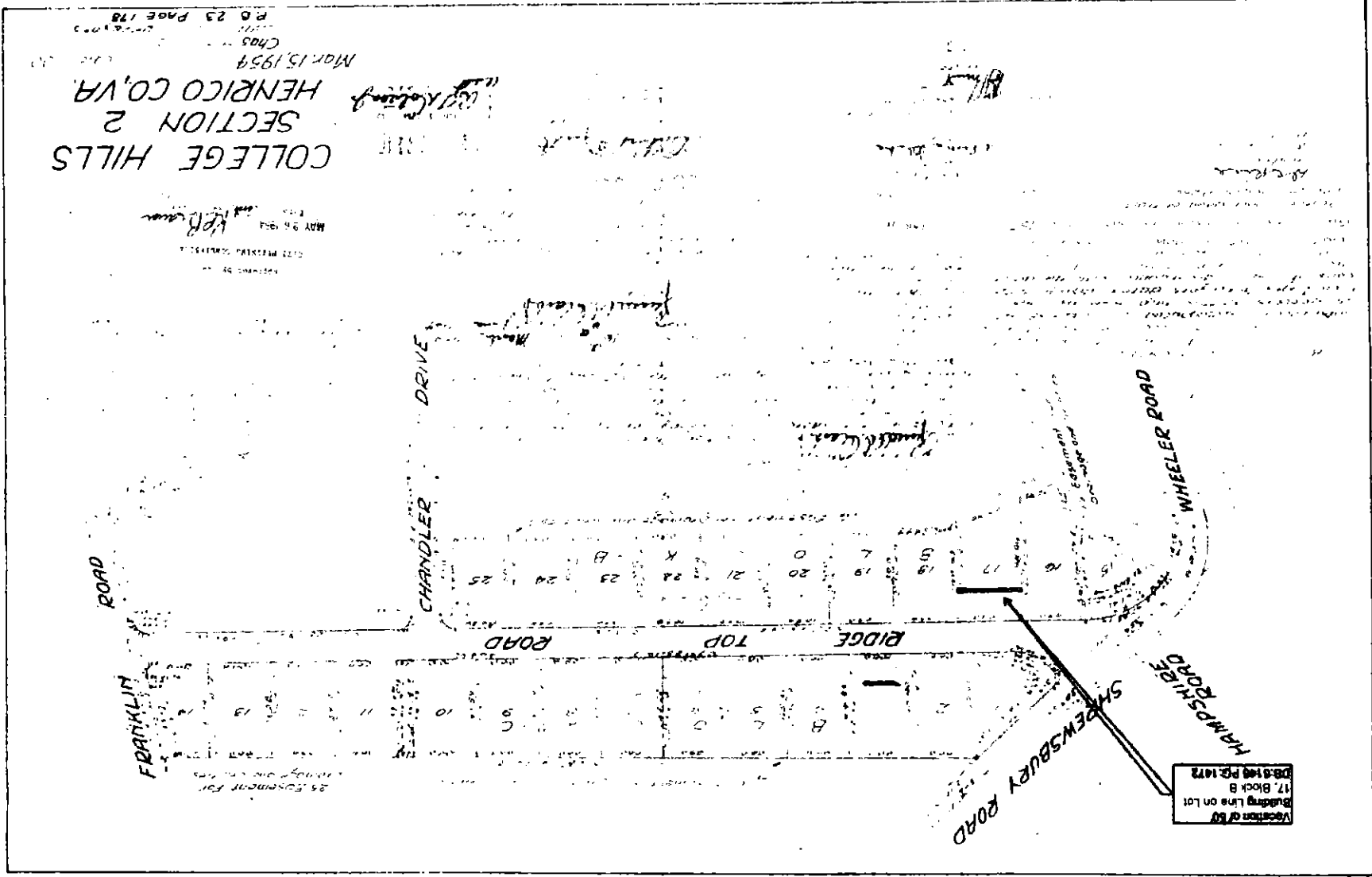
**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. **268-25**
Page No. 2 of 2

**ORDINANCE — Vacation of Building Line — College Hills Subdivision — 504 Ridge Top Road—
Tuckahoe District**

- 4) the Clerk is further authorized to index the Ordinance on the grantor and grantee sides of the general index to deeds in the names of Leah D. Ayers, Walter C. Ayers, Jr., and the Henrico County Board of Supervisors; and,
- 5) the Clerk will note this vacation as provided in Va. Code § 15.2-2276.

Comments: The Real Property Division processed the requested vacation through the Departments of Planning, Public Works, and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 209-25

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Easement Agreement — 9901 Varina Road —
Virginia Electric and Power Company — Varina District

For Clerk's Use Only:

Date: 10/28/2025

- (X) Approved
() Denied
() Amended
() Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1)

Nelson

Seconded by (1)

Cooper

(2)

(2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.

✓

Nelson, T.

✓

Rogish, J.

✓

Roundtree, M.

✓

Schmitt, D.

✓

WHEREAS, Virginia Electric and Power Company ("VEPCO") has requested that the County convey an electric line easement across County-owned property located at 9901 Varina Road (a portion of Varina on the James), to alleviate load issues and provide more reliable electric service to neighboring residences and the surrounding area; and,

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

WHEREAS, this resolution was advertised, and a public hearing was held on October 28, 2025, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

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

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

By Agency Head

By County Manager

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:

Copy to:

PROPERTY OWNER: COUNTY OF HENRICO 9901 VARINA RD RICHMOND, VA. 23231 PARCEL ID: 822-667-5276					
VARINA ROAD					
30' 15' 15'					
N/F: COUNTY OF HENRICO 3151 VARINA ON THE JAMES RICHMOND, VA. 23231 PARCEL ID: 821-664-5341		N/F: ELLIS IRENE S 3195 VARINA ON THE JAMES RICHMOND, VA. 23231 PARCEL ID: 822-664-0236		N/F: STONEMAN BRONSON E JR & PAMELA P 3247 VARINA ON THE JAMES RICHMOND, VA. 23231 PARCEL ID: 822-664-5836	
LEGEND --- Location of Right of Way Boundary == Indicates Property Line is Right of Way Boundary		Region CENTRAL County/City HENRICO Work Request Number 10792943 Date 09/04/2023	Local Office E. RICHMOND DEVID No. 06-25-0074 By CALV198.	State VA Grid Number M0342/M0442 Scale Not to Scale	OH/UG PLAT TO ACCOMPANY RIGHT OF WAY AGREEMENT VIRGINIA ELECTRIC AND POWER COMPANY doing business as Dominion Energy Virginia
OWNER INITIALS _____				Page 04 of 04	





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 270-25

Page No. 1 of 2

**Agenda Title: RESOLUTION — Signatory Authority and Appropriation of Funding —
Preservation of Open-Space Land — Roslyn Hills Park — Tuckahoe District**

For Clerk's Use Only:

Date: 10/28/2025

☒ Approved

☐ Denied

☐ Amended

☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Rogish Seconded by (1) Nelson

(2) APPROVED

REMARKS:

YES NO OTHER

Cooper, R. ☒ ☐ ☐

Nelson, T. ☒ ☐ ☐

Rogish, J. ☒ ☐ ☐

Roundtree, M. ☒ ☐ ☐

Schmitt, D. ☐ ☐ ☐

WHEREAS, the County owns property known as Roslyn Hills Park in the Tuckahoe District; and,

WHEREAS, Capital Region Land Conservancy ("CRLC"), a land trust organized as a 501(c)(3) nonprofit organization dedicated to conserving land in Henrico and its neighboring localities for open-space purposes, desires to provide for the conservation of land consisting of eight parcels located adjacent to Roslyn Hills Park, as more particularly identified in Exhibit A (the "Property"), for public park and recreational purposes; and,

WHEREAS, pursuant to Va. Code § 15.2-953, the County is authorized to make grants to charitable organizations that provide services to Henrico residents; and,

WHEREAS, the County is authorized to acquire land for open-space purposes pursuant to the Open-Space Land Act (Chapter 17 of Title 10.1 of the Code of Virginia (1950), as amended) and shares CRLC's desire to provide for the conservation of the Property for the benefit of County residents; and,

WHEREAS, the County and CRLC have negotiated a grant agreement by which the County will provide a grant in the amount of \$850,000 to be used by CRLC solely for the acquisition of the Property and additional grant amounts up to \$25,000 to defray documented transactional and due diligence expenses incurred by CRLC; and,

WHEREAS, immediately following CRLC's acquisition of the Property, CRLC will donate the Property to the County, and the County will convey a conservation easement, in a form satisfactory to the County, to CRLC, as holder, designating the Property for the preservation and provision of open-space land; and,

WHEREAS, the conservation easement will protect the Property for public recreational use and complement the existing public recreational use at Roslyn Hills Park; and,

WHEREAS, this resolution was advertised, and a public hearing was held on October 28, 2025, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813.

By Agency Head John Cummings By County Manager [Signature]

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Copy to: _____

Date: _____



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

Agenda Item No. **270-25**
Page No. 2 of 2

**Agenda Title: RESOLUTION — Signatory Authority and Appropriation of Funding —
Preservation of Open-Space Land — Roslyn Hills Park — Tuckahoe District**

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

1. The County Manager is authorized to execute the grant agreement, in accordance with the terms above and in a form approved by the County Attorney; and,
2. The County Manager is authorized to execute an agreement for the donation of the Property by CRLC to the County and accept the deed conveying the Property to the County, each in accordance with the terms above and in a form approved by the County Attorney; and,
3. The County Manager is authorized to execute a deed of conservation easement to CRLC, as holder, designating the Property for the preservation and provision of open-space land in accordance with the terms above and in a form approved by the County Attorney; and,
4. The County Manager or Real Property Director is authorized to execute all other documents, including customary closing documents, necessary to carry out the terms of this resolution; and,
5. The Board appropriates \$875,000 of funding for this project.

Comments: The Directors of Real Property and Recreation and Parks recommend approval of this Board paper; the County Manager concurs. Funding will come from the fund balance of the General Fund via an interfund transfer to the Capital Projects Fund.

Exhibit A

Property

Henrico County Tax Map Parcels 754-735-8355, 754-735-9070, 754-735-7737, 754-735-7224, 754-735-6610, 754-735-9839, 754-735-9423, 754-735-8515



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 271-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Signatory Authority – Amendment to Consulting Services Agreement – Public Safety Communications System – Altairis Technology Partners, LLC

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Rogish

(2)

(2)

REMARKS

APPROVED

YES NO OTHER

Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Roundtree, M.	✓		
Schmitt, D.	✓		

WHEREAS, on December 11, 2013, the County contracted for consulting services with Altairis Technology Partners, LLC during design and installation of a new Public Safety Communications System; and,

WHEREAS, compensation under the contract was based on fixed hourly rates and total compensation is capped at \$1,742,339; and,

WHEREAS, on June 28, 2016, the County and Motorola Solutions, Inc. contracted for design and installation of the County's portion of the public safety communications system to be constructed in the Richmond Capital Region; and,

WHEREAS, Motorola's original project plan called for completion of the communications system in 36 months, and Motorola adjusted the projected completion date to 73 months; and,

WHEREAS, on April 14, 2020, the Board approved a negotiated contract amendment to increase the maximum compensation by \$1,786,541 to an adjusted total of \$3,528,880 based upon the 73-month projected completion schedule; and,

WHEREAS, Motorola's project completion date has been revised to May 2028; and,

WHEREAS, based on the revised project schedule, a second contract amendment is necessary to pay for additional services required for the work; and,

WHEREAS, the County and Altairis Technology Partners, LLC have negotiated a second contract amendment to increase the maximum compensation by \$2,031,388 to an adjusted total of \$5,560,268.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:

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

Agenda Item No. **271-25**

Page No. 2 of 2

Agenda Title: RESOLUTION – Signatory Authority – Amendment to Consulting Services Agreement – Public Safety Communications System – Altairis Technology Partners, LLC

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

1. The second amendment to the County's consulting services agreement with Altairis Technology Partners, LLC is approved.
2. Compensation will be based on fixed hourly rates with an adjusted maximum total of \$5,560,268.
3. The County Manager is authorized to execute the amendment in a form approved by the County Attorney.

Comments: The Deputy County Manager for Community Operations recommends approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 272-25

Page No. 1 of 1

Agenda Title: RESOLUTION — Approval of Healthcare, LLC to Operate a Medical Transport Service in Henrico County

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	☒	☐	☐
Nelson, T.	☒	☐	☐
Rogish, J.	☒	☐	☐
Roundtree, M.	☒	☐	☐
Schmitt, D.	☒	☐	☐

WHEREAS, Healthcare, LLC seeks to or has obtained an EMS license from the Virginia Department of Health – Office of Emergency Medical Services; and,

WHEREAS, Healthcare, LLC is a private ambulance company that has a principal office location 12429 Bristol Ln., Glen Allen, in the Three Chopt District; and,

WHEREAS, Healthcare, LLC proposes to provide interfacility or facility to home transportation services within the County; and,

WHEREAS, Healthcare, LLC has assured the County's Division of Fire that it will not respond to calls for 911 emergency services within the County unless requested to do so by the County through its EMS system; and,

WHEREAS, the Board of Supervisors must adopt a resolution pursuant to Virginia Code § 15.2-955 and 12VAC5-31-420 before Healthcare, LLC may operate within the County.

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

1. Healthcare, LLC is approved to provide medical transport services within the entire geographical area of the County.
2. This approval does not authorize Healthcare, LLC to respond to calls for 911 emergency services from the general public except when requested by the County through its EMS system.
3. Nothing in this resolution will be deemed to recognize Healthcare, LLC as an integral part of the official safety program of the County.

Comments: The Fire Chief recommends approval of this Board Paper; the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Tests:

Copy to:

Clerk, Board of Supervisors

Date:



COUNTY OF HENRICO DIVISION OF FIRE

7701 East Parham Road
Henrico, Virginia 23294
(804) 501-4900

October 16, 2025

Dear Mr. Vithoulkas,

Healthcare, LLC is seeking to become an EMS transport agency in Henrico County, providing services such as interfacility transport, hospital to home, and home to dialysis transportation. Their offices are located at 12429 Bristol Ln., Glen Allen in the Three Chopt magisterial district.

The VA Office of EMS application process requires businesses who are applying to become an EMS agency to obtain a resolution from the governing body of each locality where the agency maintains an office.

Please find the resolution that has already been reviewed by Karen Dottore, Andrew Newby, and signed by Chief Baynard.

We are hoping to meet the Thursday, October 16, 2025 board paper submission date for this resolution.

Please don't hesitate to call with any questions.

Thank you,
Monty Dixon
dix87@henrico.gov
804 539-8379



COMMONWEALTH of VIRGINIA

Department of Health

M. NORMAN OLIVER, MD, MA
STATE HEALTH COMMISSIONER

Gary R. Brown
Director

P. Scott Winston
Assistant Director

Office of Emergency Medical Services
1041 Technology Park Drive
Glen Allen, VA 23059-4500

1-800-523-6019 (VA only)
804-888-9100
FAX: 804-371-3108

2019

APPLICATION PROCESS TO BECOME A LICENSED EMS AGENCY IN VIRGINIA

1. Complete a NEW EMS agency application – (online)

Application is a two phase process – Initial (preliminary) then once approved complete full application.

This allows for a means of basic information about the company/service for means of verifying operational history. The application may be obtained at:

- <http://www.vdh.virginia.gov/emergency-medical-services/regulations-compliance/inspections/>
- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section420/>

NOTE: No two agencies can bear names that are similar or could be construed as misleadingly similar.

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section340/>

2. Place of operations

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section500/>

3. A list of states/localities/jurisdictions where the company has operated.

These states/localities/jurisdictions will be contacted to determine operational / licensure / compliance history.

➤ Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section420/>

4. Operational Medical Director (OMD)

In order to be an OMD, a physician must meet Virginia OEMS requirements. The application process (if not already a permitted EMS Physician through Virginia OEMS) is separate from the agency application process.

Additional information concerning the application process for operational medical directors may be located at:

- <http://www.vdh.virginia.gov/emergency-medical-services/other-ems-programs-and-links/ems-medical-directors/>
- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/EMSPhysicianApplication.pdf>

➤ Regulation:

- <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section1800/>
- <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section1810/>

5. Operational Medical Director contract

A copy of an operational medical director contract/agreement with your agency that meets required minimums is required. An example may be found at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/SampleOMDAgreement-1.pdf>

➤ Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section590/>

6. Resolution / Ordinance from locality

An ordinance or resolution from the governing body of each locality where the agency maintains an office, stations an EMS vehicle for response within a locality or is a Designated Emergency Response Agency as required by § 15.2-955 of the Code of Virginia confirming

approval. This ordinance or resolution must specify the geographic boundaries of the agency's primary service area within the locality.

➤ Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section420/>

7. Insurance

A certificate of insurance verifying minimum requirements are met is required:

➤ Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section490/>

8. Protocols

A copy of OMD approved protocols must be available for review at the station, and on permitted vehicles. (*digital/electronic copies are acceptable*)

9. Quality Assurance / Quality Management / Quality Improvement Policy

The agency must have a policy covering QA/QI/QM. At future EMS agency inspections, proof of adherence to policy must be provided.

Regulation:

- <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section600/>

10. Substance Abuse Policy

Agency must have a policy regarding drug and substance abuse.

An example may be found at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/Anti-SubstanceAbuseProgramTemplate.pdf>
- Regulation: <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section940/>

11. Driver Eligibility Policy

Agency must have a policy regarding requirements to drive emergency vehicles, discipline, record review, etc.

An example may be found at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/DriverEligibilityPolicyTemplate.pdf>

- Regulation: <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section910/>

**Special attention to comply with Regulation 12VAC5-31-910.C.4*

12. Personnel Records

Current list of providers, certification level and level authorized by OMD to practice

- Regulation: <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section1040/>

Training records

The agency shall have a current personnel record for each individual affiliated with the agency that contains certification, training, and qualifications for positions held.

EVOC approved equivalents can be found at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/EVOCEquivalents08-2013.pdf>

Designated infection control officer approved courses (an agency shall have at minimum one individual that meets this requirement) can be found at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/ApprovedDICOTrainingPrograms.pdf>

- Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section540/>

Roster of agency personnel

- Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section540/>

Virginia Reciprocity (if out of state agency)

During the application process Virginia Reciprocity packets must be requested from Virginia Office of EMS.

- Contact Info: 804-888-9120

Education & Development Website:

- <http://www.vdh.virginia.gov/emergency-medical-services/education-certification/>

Background check and DMV transcript

Proof of criminal history background check and DMV transcript from state of driver's license shall be documented on all individuals affiliated with the agency.

- Regulation:

<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section540/>

13. Vehicles to be permitted

New vehicle(s) application (*to be completed within agencies online profile*)

- Copy of vehicle registration shall be included with new vehicle application.
- Certified weight slip shall be included with new vehicle application.
- Required equipment must be on the vehicle

Vehicle checklists may be located at:

- <http://www.vdh.virginia.gov/content/uploads/sites/23/2016/05/TransportVehicleChecklist.pdf>
- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section860/>

Vehicle maintenance records

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section550/>

14. Current FCC radio license (if applicable)

A copy of an in-date FCC license shall be provided. If the agency is not the license holder, a letter of authorization of use must accompany copy of FCC license; signed and dated from the license holder.

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section760/>

15. Access to EMS Regulations

Regulations shall be available at all station locations of record. The format can be either printed or via the Virginia Office of EMS website or electronic.

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section580/>

16. Emergency Response Plan (Designated Emergency Response Agencies (DERA) ONLY)

- Regulation:
<http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section610/>

Denial of an EMS Agency license:

- <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/section460/>

The Virginia EMS Regulations are located:

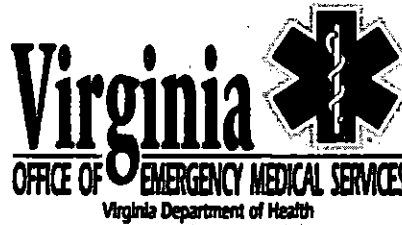
- <http://law.lis.virginia.gov/admincode/title12/agency5/chapter31/>

The Virginia Office of EMS web page has a variety of useful information and resources for Agencies and EMS Providers:

- <http://www.vdh.virginia.gov/emergency-medical-services/>

If you have any questions, concerns or require assistance, please contact your regional Program Representative

<https://www.vdh.virginia.gov/emergency-medical-services/program-representatives/>



<http://www.vdh.virginia.gov/emergency-medical-services/>

VDH VIRGINIA
DEPARTMENT
OF HEALTH

To protect the health and promote the
well-being of all people in Virginia.

www.vdh.virginia.gov/emergency-medical-services/



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 273-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Henrico County Animal Shelter
Renovation – Fairfield District

For Clerk's Use Only: Date: 10/28/2025 ☒ Approved ☐ Denied ☐ Amended ☐ Deferred to:	BOARD OF SUPERVISORS ACTION Moved by (1) Cooper Seconded by (1) Nelson (2) (2) REMARKS: APPROVED	YES NO OTHER Cooper, R. ☒ ☐ ☐ Nelson, T. ☐ ☐ ☐ Rogish, J. ☒ ☐ ☐ Roundtree, M. ☒ ☐ ☐ Schmitt, D. ☐ ☐ ☐
---	--	---

WHEREAS, the County received five bids on September 24, 2025, in response to ITB No. 25-2866-8JL and Addenda Nos. 1 and 2, for construction of the Henrico County Animal Shelter Renovation project at 10421 Woodman Road; and,

WHEREAS, the project consists of interior renovations, new mechanical equipment, dog kennels replacement, and the addition of a surgical suite; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
David A. Nice Builders, Inc. Williamsburg, VA	\$2,301,800
Millennium Enterprises, LLC Henrico, VA	\$2,316,584
Dom-lor Construction, Inc. dba Rycon Construction, Inc. North Bethesda, MD	\$2,360,084
J.W. Enochs, Inc. Hopewell, VA	\$2,574,084
Kenbridge Construction Co., Inc. Kenbridge, VA	\$2,691,000

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. **273-25**

Page No. 2 of 2

Agenda Title: RESOLUTION – Award of Contract – Henrico County Animal Shelter Renovation – Fairfield District

WHEREAS, after a review and evaluation of the bids, it was determined that David A. Nice Builders, Inc. is the lowest responsive and responsible bidder for the fixed price contract with a bid of \$2,301,800.

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

1. The contract for \$2,301,800 is awarded to David A. Nice Builders, Inc., the lowest responsive and responsible bidder, pursuant to ITB No. 25-2866-8JL, Addenda Nos. 1 and 2, the Additive Bid Item, and the Total Bid submitted by David A. Nice Builders, Inc.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget, not to exceed 15% of the original contract amount.
4. The Board appropriates \$500,000 of additional funding for this project.

Comment: Funding will come from the fund balance in the Capital Projects Fund, project #09679. The Directors of General Services and Purchasing and the Chief of Police recommend approval of the Board paper; the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 274-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Woodman Department of Public Works Phase 2 Improvements – Fairfield District

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Nelson
(2) APPROVED
REMARKS:

YES NO OTHER

Cooper, R. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
Rogish, J. ☒ ☐ ☐
Roundtree, M. ☒ ☐ ☐
Schmitt, D. ☒ ☐ ☐

WHEREAS, the County received six bids on September 17, 2025, in response to ITB No. 25-2862-7JEC and Addenda Nos. 1, 2, and 3, for construction of the Woodman Department of Public Works Phase 2 Improvements project at 10431 Woodman Road; and,

WHEREAS, the project consists of improvements to the administration section of the Woodman DPW building to include new walls, flooring, paint, and light mechanical and electrical work as indicated in the contract documents; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
ADI Construction of Virginia LLC Springfield, VA	\$1,147,957
Davis Brothers Construction Company, Incorporated Richmond, VA	\$1,297,500
SRC, Inc. Henrico, VA	\$1,387,300
TST Construction (Norfolk CI) Norfolk, VA	\$1,441,600
Henderson, Inc. Williamsburg, VA	\$1,449,555
Kenbridge Construction Company, Incorporated Kenbridge, VA	\$1,680,000

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:

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

Agenda Item No. 274-25

Page No. 2 of 2

Agenda Title: RESOLUTION – Award of Contract – Woodman Department of Public Works Phase 2 Improvements – Fairfield District

WHEREAS, after a review and evaluation of the bids, it was determined that ADI Construction of Virginia LLC was non-responsive, and accordingly, Davis Brothers Construction Company, Incorporated is the lowest responsive and responsible bidder for the fixed price contract with a bid of \$1,297,500.

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

1. The contract for \$1,297,500 is awarded to Davis Brothers Construction Company, Incorporated, the lowest responsive and responsible bidder, pursuant to ITB No. 25-2862-7JEC, Addenda Nos. 1, 2, and 3, the Base Bid, and Unit Price No. 1 submitted by Davis Brothers Construction Company, Incorporated.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget, not to exceed 15% of the original contract amount.

Comment: The Directors of General Services, Public Works, and Purchasing recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 275-28

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Henrico Water Reclamation Facility Entrance Gates – Varina District

For Clerk's Use Only:

Date: 10/28/2025

- () Approved
() Denied
() Amended
() Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

Cooper, R. ✓
Nelson, T. ✓
Rogish, J. ✓
Roundtree, M. ✓
Schmitt, D. ✓

WHEREAS, the County received two bids on September 18, 2025, in response to ITB No. 25-2865-8JL and Addenda Nos. 1 and 2, for construction of the Henrico Department of Public Utilities Water Reclamation Facility Entrance Gates project at 9101 WRVA Road; and,

WHEREAS, the project consists of two automatic entrance gates, two automatic exit gates, and associated sitework; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
Super Kacher LLC McLean, VA	\$421,870
SRC, Inc. Henrico, VA	\$503,700

WHEREAS, after a review and evaluation of the bids, it was determined that Super Kacher LLC is the lowest responsive and responsible bidder for the fixed price contract with a bid of \$421,870.

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

- The contract for \$421,870 is awarded to Super Kacher LLC, the lowest responsive and responsible bidder, pursuant to ITB No. 25-2865-8JL, Addenda Nos. 1 and 2, and the Total Bid submitted by Super Kacher LLC.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:

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

Agenda Item No. 215-25

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Henrico Water Reclamation Facility
Entrance Gates – Varina District**

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

Comment: The Directors of General Services, Public Utilities, and Purchasing recommend approval of the Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 276-25

Page No. 1 of 1

Agenda Title: INTRODUCTION OF ORDINANCE — To Amend and Reordain Section 5-5 Titled "Reserved" of the Code of the County of Henrico to Establish a Local Animal Cruelty Registry

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

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

REMARKS:

APPROVED

YES NO OTHER

	YES	NO	OTHER
Cooper, R.	☒	☐	☐
Nelson, T.	☒	☐	☐
Rogish, J.	☒	☐	☐
Roundtree, M.	☒	☐	☐
Schmitt, D.	☒	☐	☐

The Clerk is directed to advertise, in a newspaper of general circulation in the County on November 12 and 19, 2025, the following ordinance for a public hearing to be held at the Board Room on December 2, 2025, at 6:00 p.m.:

"AN ORDINANCE to amend and reordain section 5-5 titled "Reserved" of the Code of the County of Henrico to establish a local animal cruelty registry. A copy of the full text of the ordinance is on file in the Office of the County Manager."

Comments: The Chief of Police and Commonwealth's Attorney recommend approval of the Board paper, and the County Manager concurs.

By Agency Head _____

By County Manager _____

Certified:

A Copy Teste:

Copy to: _____

Clerk, Board of Supervisors

Date: _____



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 277-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Signatory Authority – Award of Annual Contract for Water and Sanitary Sewer Repairs and Improvements – Countywide

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	
Date: <u>10/28/2025</u>	Moved by (1) <u>Roundtree</u> Seconded by (1) <u>Royce</u>	YES NO OTHER
☒ Approved	(2) APPROVED	Cooper, R. ☒ ☐ ☐
☐ Denied	REMARKS:	Nelson, T. ☒ ☐ ☐
☐ Amended		Rogish, J. ☒ ☐ ☐
☐ Deferred to:		Roundtree, M. ☒ ☐ ☐
		Schmitt, D. ☒ ☐ ☐

WHEREAS, the County received one bid on October 8, 2025, in response to ITB No. 25-2880-9JL and Addendum No. 1, for an annual unit price contract for water and sanitary sewer repairs and improvements (the "Contract"); and,

WHEREAS, the Contract consists of furnishing all tools, labor, materials, equipment, and supervision necessary for water and sanitary sewer repairs and improvements which includes the construction (furnish and install) of various water and sanitary sewer service connections and main extensions throughout the County of Henrico when needed and requested; and,

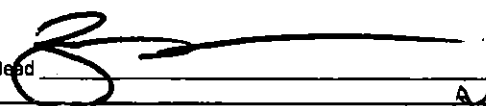
WHEREAS, the bid was as follows:

<u>Bidder</u>	<u>Bid Amount</u>
HOWARD, INC., G. L. Rockville, VA	\$8,419,545

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

WHEREAS, after a review and evaluation of the bid, it was determined that HOWARD, INC., G. L. is the lowest responsive and responsible bidder; and,

WHEREAS, the cost of each project assigned under the contract 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.

By Agency Head 

By County Manager 

Certified:
A Copy Teste:

Copy to: _____

Clerk, Board of Supervisors

Date: _____

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

Agenda Item No. **277-25**

Page No. 2 of 2

Agenda Title: RESOLUTION – Signatory Authority – Award of Annual Contract for Water and Sanitary Sewer Repairs and Improvements – Countywide

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

1. Pursuant to ITB No. 25-2880-9JL and Addendum No. 1, and the bid submitted in response thereto, an annual contract is awarded to HOWARD, INC., G. L. for the period of one year, with an option for the County to renew the contract for up to two additional one-year terms.
2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.

Comment: The Directors of Public Utilities and Purchasing recommend approval of this Board paper, and the County Manager concurs.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 278-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Annual Contract for Various Types of Road, Drainage, and Maintenance Projects – Countywide

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Pugin
(2) (2)

REMARKS

APPROVED

YES NO OTHER

Cooper, R. ☒ ☐ ☐
Nelson, T. ☒ ☐ ☐
Rogish, J. ☒ ☐ ☐
Roundtree, M. ☒ ☐ ☐
Schmitt, D. ☒ ☐ ☐

WHEREAS, the County received two bids on September 24, 2025, in response to ITB No. 25-2871-8EAR for the annual contract for various types of road, drainage, and maintenance projects; and,

WHEREAS, the annual contract is to furnish all tools, labor, materials, equipment, and supervision necessary for various types of road, drainage, and maintenance projects when requested by the Department of Public Works for a period of one year, with the option for the County to renew the contract for two additional one-year terms; and,

WHEREAS, the bids were as follows:

Bidders	Bid Amounts
Talley & Armstrong, Inc. Henrico, VA	\$2,898,154
Blakemore Construction Corporation Rockville, VA	\$3,103,896

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 Talley & Armstrong, Inc. and Blakemore Construction Corporation are the lowest responsive and responsible bidders for annual unit price contracts; and,

WHEREAS, the final contract amount for project assignments 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.

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. 278-25

Page No. 2 of 2

Agenda Title: RESOLUTION – Award of Contract – Annual Contract for Various Types of Road, Drainage, and Maintenance Projects – Countywide

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

1. Annual contracts are awarded to Talley & Armstrong, Inc. and Blakemore Construction Corporation, the lowest responsive and responsible bidders, pursuant to ITB No. 25-2871-8EAR and the total unit price bids submitted by Talley & Armstrong, Inc. and Blakemore Construction Corporation.
2. The County Manager is authorized to execute the contracts in a form approved by the County Attorney.

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



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 279-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Award of Contract – Magellan Parkway Over I-95 – Englewood Farms Drive to Scott Road – Fairfield District

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper (2) Nelson
Seconded by (1) Nelson (2) Rogish
RESOLUTION: APPROVED

YES NO OTHER

Cooper, R.	✓		
Nelson, T.	✓		
Rogish, J.	✓		
Roundtree, M.	✓		
Schmitt, D.			

WHEREAS, the County received two bids on October 9, 2025, in response to ITB No. 24-2761-9JL and Addendum Nos. 1 and 2, for construction of Magellan Parkway Over I-95, Englewood Farms Drive to Scott Road, project; and,

WHEREAS, the project consists of constructing a new 4-lane curb and gutter roadway with a raised median, shared use path for 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, the bids were as follows:

Bidders	Bid Amounts
Curtis Contracting, Inc. West Point, VA	\$16,911,623.89
Abernathy Construction Corporation Glen Allen, VA	\$18,790,194.30

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 Curtis Contracting, Inc. is the lowest responsive and responsible bidder for the unit price contract; and,

WHEREAS, the final contract amount will be determined upon completion of the project by multiplying the actual 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:

Copy to:

Clerk, Board of Supervisors

Date:

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

Agenda Item No. **279-25**

Page No. 2 of 2

**Agenda Title: RESOLUTION – Award of Contract – Magellan Parkway Over I-95 –
Englewood Farms Drive to Scott Road – Fairfield District**

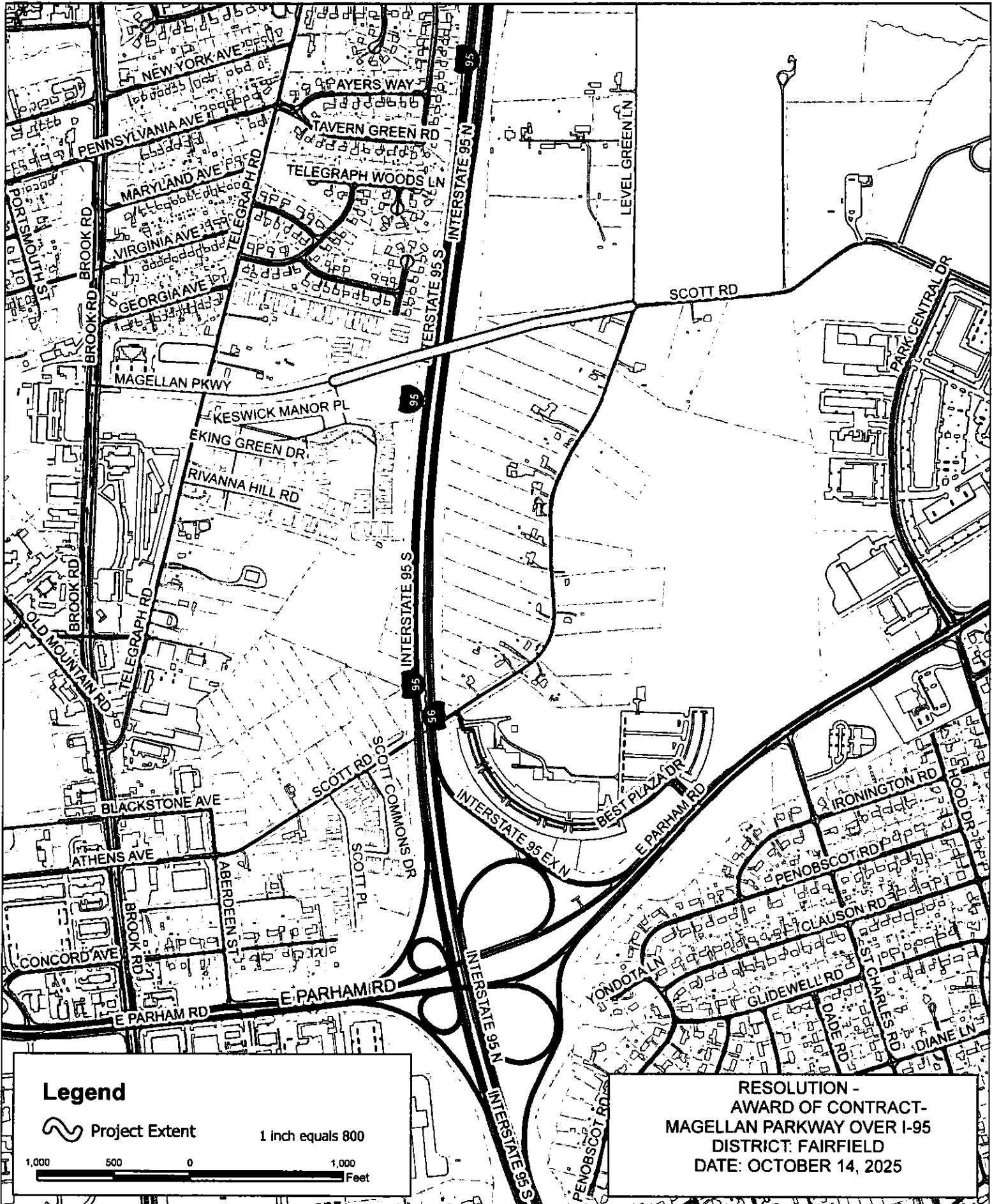
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that:

1. The contract for \$16,911,623.89 is awarded to Curtis Contracting, Inc., the lowest responsive and responsible bidder, pursuant to ITB No. 24-2761-9JL, Addendum Nos. 1 and 2, and the total unit price base bid submitted by Curtis Contracting, 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 Directors of Public Works and Purchasing recommend approval of the Board paper, and the County Manager concurs.



Magellan Parkway Over I-95 Englewood Farms Drive To Scott Road





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 280-25

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Amendment to Contract for Engineering Design Services for Fall Line Trail, Longdale Phase — Fairfield District

For Clerk's Use Only:

Date: 10/28/2025

- ☒ Approved
☐ Denied
☐ Amended
☐ Deferred to:

BOARD OF SUPERVISORS ACTION

Moved by (1) Cooper Seconded by (1) Roysi
(2) (2)

REMARKS:

APPROVED

YES NO OTHER

Cooper, R.	☒	☐	☐
Nelson, T.	☒	☐	☐
Rogish, J.	☒	☐	☐
Roundtree, M.	☒	☐	☐
Schmitt, D.	☒	☐	☐

WHEREAS, on July 13, 2021, the Board of Supervisors approved Contract #2117A with Whitman, Requardt, and Associates, LLP for a total fixed lump sum fee of \$3,095,856.73 to provide engineering services to design the Longdale Phase of the Fall Line Trail; and,

WHEREAS, by Amendment No. 1, dated October 19, 2023, the contract amount was increased by \$408,970.95 for realignment of the trail along Mountain Road, including a minor trailhead and associated fieldwork; and,

WHEREAS, on November 14, 2023, the Board approved Amendment No. 2 increasing the contract amount by \$382,310.65 for additional design work required for landscaping, lighting site plan preparation, and property negotiations; and,

WHEREAS, by Amendment No. 3, dated November 24, 2024, the contract amount was increased by \$329,573.60 for additional design work required for environmental, roadway and trail design, hydrologic and hydraulic analysis, utility coordination, and right-of-way acquisition; and,

WHEREAS, additional work is required for project management, survey/SUE, environmental, hydraulic and hydrologic analysis, landscaping, utility coordination, site plan preparation, and right-of-way acquisition which is not included in the current scope of work; and,

WHEREAS, Whitman, Requardt, and Associates, LLP and the Department of Public Works have negotiated a contract increase of \$582,459.79 for the additional work, bringing the total contract amount to \$4,799,171.68.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute a fourth amendment to Contract #2117A with Whitman, Requardt, and Associates, LLP for additional engineering design services for the Longdale Phase of the Fall Line Trail project for an additional fixed lump sum of \$582,459.79 in a form approved by the County Attorney.

COMMENTS: Funding to support the amendment is available within the project budget. The Director of Public Works recommends approval of this Board paper, and the County Manager concurs.

By Agency Head

By County Manager

Certified:

A Copy Teste:

Copy to:

Clerk, Board of Supervisors

Date:



Fall Line Trail -- Longdale Phase

