

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
December 16, 2025

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, December 16, 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. Vithoukas, 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
Benjamin A. Sheppard, Director of Public Relations

Mrs. Roundtree offered the invocation.

On motion of Mr. Cooper, seconded by Mr. Rogish, the Board approved the minutes of the December 2, 2025, regular and special meetings.

The vote of the Board was as follows:

Yes: Schmitt, Cooper, Rogish, Roundtree, Nelson

No:

MANAGER'S COMMENTS

Mr. Vithoukas took a moment to note Hanukkah is underway worldwide. The eight-day celebration began Sunday and will continue through next Monday, December 22. The Manager wished everyone a very Happy Hanukkah to all Henrico residents who celebrate the Jewish "Festival of Lights." He also noted that Hanukkah this year has been shattered for so many by the horrific shooting that took place Sunday in Australia. No one should have to worship and celebrate their faith in a state of fear. Henrico County rejects the violence, hatred, and antisemitism that we witnessed Sunday – and we reject it in all forms, wherever and whenever it surfaces.

Mr. Vithoukias noted to our many friends in the Jewish community here in Henrico to be assured that Henrico County stands in solidarity with them, and we offer our continuing prayers for a world that is free of hate.

Mr. Vithoukias recognized Tanya Brackett with the County Manager's Office and Rebecca Slough with Human Resources to make a special presentation to the 2025 Christmas Mother. Ms. Slough thanked all the coordinators for all their hard work and efforts. This year, the group collected 441 new books, 121 blankets, 951 articles of clothing to include socks, gloves, and hats, 13 bikes and helmets, 556 toys, and more than 3,166 miscellaneous items like food, toiletries, and more. Ms. Slough and Ms. Brackett also thanked Jamie Massey and his General Services team of Renee Douglas, Rodney Frierson, Nour Ramadan, Jerome Nicholson, Dondie Saunders, Medhat William, Lynette Hardy, Michelle Chambers and Marjorie Sykes for their assistance in making sure all our donations were loaded up and delivered to the Christmas Mother warehouse in time for distribution.

Lastly, many agencies raised money for the campaign through bake sales, silent auctions, baked potato bars, barbeque, chili, burger cook-offs, and more. With great pleasure, Rebecca and Tanya presented the 2025 Henrico Christmas Mother, Ann McGee, a check for \$22,369.59, on behalf of the Henrico County employees. Mrs. McGee thanked everyone. The final numbers are not in, but they were scheduled to supply benefits to 1,600 families, and she stated people were really in need this year. Mrs. McGee stated the community in Henrico is the best with help from not only County employees, but churches and many organizations who came and supported the Christmas Mother. She stated it was an honor being the Christmas Mother this year and thanked Tanya and Rebecca for all their help and support. On behalf of the Henrico Christmas Mother and the recipients, she thanked everyone for the generous donations.

Mr. Vithoukias recognized Bentley Chan, Director of Public Utilities, for winning the Grand Award for the American Council of Engineering Companies of Virginia's 2026 Engineering Excellence Award. This award recognizes engineering firms for projects that demonstrate an exceptional degree of innovation, complexity, achievement, and value. Designed by Arcadis, the Virgil R. Hazelett Reservoir at Cobbs Creek is the County's 1,100-acre, 14.8-billion-gallon reservoir in Cumberland County that secures the County's drinking water needs for at least the next 50 years.

The Department of Public Utilities is also the recipient of two National Association of Clean Water Agencies 2026 National Environmental Awards. The first award is for Public Information and Education for the Keep Henrico Beautiful Program. The second award is for Public Services for the PFAS Private Well Sampling Program. These awards recognize outstanding contributions to environmental protection and clean water. Mr. Chan thanked the Manager and Board and thanked his staff who makes it all happen.

Mr. Vithoukias recognized Eric Leabough, Director of Community Revitalization. Earlier this month, Henrico County and the Affordable Housing Trust Fund were highlighted in a December 5 article published by Realtor.com. Senator Mark Warner made a statement about the transformational nature of the program: "your county is doing as innovating a project as anything I've seen, not only in Virginia, but in the country." "People in the housing industry across the nation are looking at you."

In addition to being featured in Realtor.com, Henrico's Affordable Housing Trust Fund was included in a Virginia Housing presentation at the Fannie Mae Housing Finance Agency Summit, highlighted at the National Council of State Housing Agencies homeownership event, and is to be featured during the plenary panel in January at the Housing Finance Agencies Conference Grounded Solutions Network. Mr. Leabough thanked the Manager and the members of the Board.

BOARD OF SUPERVISORS COMMENTS

Mr. Nelson stated it was his pleasure to celebrate the accomplishments of the football teams from our two Varina District high schools: the Varina Blue Devils and the Springers of Highland Springs. Both teams competed for VHSL State Championship on Saturday.

Varina captured the Class 4 title in dominating fashion, shutting out Loudoun County 47 to zero at Liberty University. The Blue Devils amassed 600 yards of total offense for the game while their defense completely stifled Loudoun, allowing just 58 yards for the entire game. Quarterback Kaleb Wyche and running back DaMari Cater led the way with four touchdowns between them. At the end of the game, the players and coaches raised their hands with all five fingers held high, symbolizing Route 5 and a crown for eastern Henrico.

This is Varina's second state football title, and the first since the 2021 season. Mr. Nelson congratulated Coach Marcus Lewis, his staff, and players on their championship season.

In addition, across the state at James Madison University, Highland Springs was playing Maury for the Class 5 title. The Springers fell behind early before getting their legs beneath them and battling back. They played Maury to a standstill the rest of the way but ultimately could not overcome the early deficit and fell 25 to seven. Running back Rodney Hicks and quarterback Antonie Richardson were key to the Springers' efforts as the Class 5 runners-up. There were some in the community who said this season would be a rebuilding year for Highland Springs, but Coach Loren Johnson, his staff, and players proved them wrong all the way to the State title game. Mr. Nelson congratulated the Springers on a great season.

Mr. Nelson noted that while Coach Lewis and Coach Johnson have had great success building football programs at their respective schools, they're also doing a great job building young men. They do an outstanding job representing their schools, their families, and their communities. Henrico is proud of them and their accomplishments.

RECOGNITION OF NEWS MEDIA

No media was in attendance for the meeting.

PRESENTATIONS

307-25 Resolution - Expressing Appreciation to Anthony J. Romanello.

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

Mr. Rogish presented a resolution expressing the Board's heartfelt appreciation to Anthony J. Romanello for his extraordinary services,

invaluable contributions, and unwavering commitment to the County and its residents. Mr. Romanello thanked the Manager and the Board for their recognition. He recognized his wife and two of his daughters present for the meeting. He stated he currently has three grandchildren and another one on the way. He recognized his EDA staff, the EDA Board, and all the staff, and wished everyone a Merry Christmas.

308-25

Resolution - Expressing Appreciation to Robert H. Witte, Jr.

Prior to the presentation, Mr. Schmitt shared a few brief comments regarding Mr. Witte, who served in the Fire Division, Board of Zoning Appeals, and the Planning Commission. Mr. Witte has truly served Henrico County and Central Virginia for decades, and our community is better due to his commitment to quality and his vision during changing times.

Putting out fires and finding others to help him do so was Bob's introduction to Henrico County. He started in 1974 as a firefighter; he was promoted to Lt. in 1990; he rose to the rank of Captain in 1998; and retired from Henrico Fire in 2005. Known for his sense of humor, there are some good stories about Bob during the "fire" years. While he served as the Captain at Fire Station 12, he enthusiastically encouraged the crew there to decorate at Christmas. Perhaps too much, as the station landed on the Tacky Lights Tour.

In 2008, when everyone was wondering if the economy and the stock market would ever recover, Bob began serving the County through the Board of Zoning Appeals (BZA). The members of the BZA are appointed by the Circuit Court to hear appeals from administrative decisions and requests for variances from the zoning ordinance. BZA members also have the unenviable job of issuing conditional use permits and special exceptions. Bob wasn't deterred by the challenges of the position. He just kept going.

After three years serving on the BZA, he was appointed to the Henrico County Planning Commission. Planning Commission meetings can be filled with tension between applicants and residents. As the advisory group to the Board of Supervisors, the Planning Commission offers the public an opportunity to weigh in on rezoning and provisional use permits.

Mr. Schmitt noted Mr. Witte's leadership in these roles has significantly impacted our community. We see it in an array of major projects, ranging from Libbie Mill to Willow Lawn to St. Mary's. When you drive by the Old Anthem building on Staples Mill and see Kinsale, then head over to Westwood, you'll see the results of revised zoning ordinances that Bob championed. There are thousands of new homes in the Brookland District for the next generation of those who now call Henrico home.

When you put it all together – Fire, BZA, Planning Commission – Bob has served this County for more than 45 years.

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

Mr. Schmitt presented a resolution to Robert H. Witte, Jr. that expressed the Board's heartfelt appreciation for his extraordinary service, unparalleled commitment, and invaluable contributions to Henrico County, and offered him best wishes in his future endeavors. Mr. Witte thanked the Manager and the members of the Board, his wife and family, and noted he had two very good supervisors, including Mr. Dick Glover, God rest his soul, and Mr. Schmitt who put him back on the Planning Commission. He thanked the Planning staff and Joe Emerson, Director of Planning, for all their incredible work and thanked everyone.

Mr. Schmitt recognized Mr. Hicks with WTVR Channel 6 who has since arrived at the meeting.

Mr. Vithoukaskas requested to have agenda item 314-25 moved up since they had the outside audit agency in attendance for the meeting. He thanked Sheila Minor, Director of Finance, and Vaughan Crawley, Internal Auditor, for all their hard work and efforts.

GENERAL AGENDA

314-25 Resolution - Receipt of Audited Annual Comprehensive Financial Report for Fiscal Year Ended June 30, 2025, and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

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

PUBLIC HEARING ITEMS

309-25 Resolution - Amendments to FY 2025-26 Annual Fiscal Plan - December 2025.

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

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

310-25 Ordinance - To Amend and Reordain Section 24-4205 Titled "Principal Use Table," Section 24-4323 Titled "Commercial Uses: Retail Sales and Services," Section 24-5110 Titled "Minimum Number of Off-Street Parking Spaces," Section 24-5508 Titled "Crime Prevention Through Environmental Design," Section 24-8405 Titled "Commercial Use Classification," and Section 24-8501 Titled "Accessory Uses, Temporary Uses, and Other Terms" of the Code of the County of Henrico to Delete

All References to “Vaping Stores,” Add “Recreational Substances Retail Store” as a Regulated Use Type, and Allow “Recreational Substances Retail Stores” by Provisional Use Permit in the B-3 and M-1 Districts Subject to Certain Requirements.

At the request of Mr. Schmitt, Andrew Newby, County Attorney, explained the work the staff has done on this item and what has led to this ordinance.

Mr. Nelson thanked the Manager, Mr. Newby, and the individual departments who have been working on this item, and he noted this is one of the few issues that touch all five of the magisterial districts.

Mr. Cooper echoed Mr. Nelson and his concerns. He applauded the Manager for his leadership and the staff for all the employees who worked so hard on this.

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

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

311-25 Resolution - Signatory Authority - Electric School Bus Fast Charging Stations - 10309 Woodman Road - Fairfield District.

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

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

312-25 Ordinance - Vacation of Right-of-Way - Oakleigh Circle Subdivision - Fairfield District.

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

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

313-25 Resolution - Signatory Authority - Quitclaim of Portion of an Existing Utility Easement - 9927 Mayland Drive - Three Chopt District.

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

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

PUBLIC COMMENTS

Machuel Angoon, a resident of the Brookland District, spoke regarding help and assistance needed for the South Sudanese community.

Stephen Salpukas, a resident of the Brookland District, thanked the Board for the traffic calming measures on Dumbarton Road. He thanked the Board for creating a healthier lifestyle for the community.

Jennifer Lieberman, a resident of the Tuckahoe District, voiced concerns about housing and environmental issues.

GENERAL AGENDA CONT'D

- 315-25 Introduction of Ordinance - To Change the Polling Place for the Sandston Precinct in the Varina District from Sandston Baptist Church to Sandston Elementary School by Amending and Reordaining Section 9-2 Titled "Precincts and polling places" of the Code of the County of Henrico.

Mark Coakley, Registrar, responded to questions from Mr. Nelson regarding how we will alert residents to the change.

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

- 316-25 Resolution - Signatory Authority - Amendment to Lease of Henrico Sports and Events Center - Sports and Entertainment Authority - Fairfield District.

Dennis Bickmeier, Executive Director of the Sports & Entertainment Authority, responded to a question from Mr. Cooper regarding the additional parking.

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

- 317-25 Resolution - Signatory Authority - Lease for Emergency Management and Workplace Safety and Other County Agencies - 4259 Carolina Avenue - Fairfield District.

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

- 318-25 Resolution - Signatory Authority - Amendment to Engineering Services Agreement - Supervisory Control and Data Acquisition (SCADA) Systems Replacement - Countywide.

Bentley Chan, Director of Public Utilities, responded to a question from Mr. Rogish regarding this item.

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

319-25 Resolution - Award of Contract - Professional Engineering Services for East End Water Transmission Main - Brookland, Fairfield and Varina Districts.

Mr. Schmitt thanked Mr. Chan for the urgency in bringing this project forward to the Board.

Mr. Nelson concurred with Mr. Schmitt.

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

320-25 Resolution - Award of Contract - Annual Contract for Construction of Stream, Wetland, and Outfall Restoration Projects - Countywide.

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

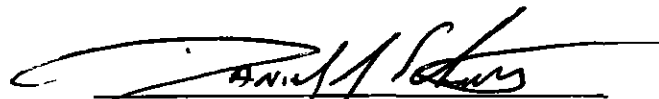
Mrs. Roundtree stated she has enjoyed this year working with all the Board members, staff, and the residents who come to every meeting. Two years into this position, she is extremely grateful to continue to serve and stated the Board members are human and we really want to do this job for our residents and this community. She stated the Board members dedicate our hearts and souls to the job.

Mr. Nelson thanked Mr. Schmitt for his leadership this year, and he echoed Mrs. Roundtree's comments and noted the past two years have been his favorite time on the Board.

Mr. Rogish echoed his colleagues' comments and wished everyone a Happy and Safe Holiday Season.

Mr. Schmitt wished everyone a Happy and Safe Holiday.

There being no further business, the meeting was adjourned at 7:22 p.m.



Chair, Board of Supervisors
Henrico County, Virginia



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

Agenda Item No. 307-25

Page No. 1 of 2

Agenda Title: RESOLUTION – Expressing Appreciation to Anthony J. Romanello

<p>For Clerk's Use Only:</p> <p>Date: <u>12/14/2025</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>_____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Cooper</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<table border="0"> <tr> <td></td> <td align="center">YES</td> <td align="center">NO</td> <td align="center">OTHER</td> </tr> <tr> <td>Cooper, R.</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>Rogish, J.</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>Roundtree, M.</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>Schlitt, D.</td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roundtree, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schlitt, D.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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WHEREAS, Anthony J. Romanello has served in local government since 1992, including as Assistant to the City Manager in Richmond, Town Manager in West Point, and County Administrator in Stafford; and

WHEREAS, Mr. Romanello joined the County of Henrico in August of 2016 as Deputy County Manager for Administration; and

WHEREAS, Mr. Romanello was appointed Executive Director of the Henrico Economic Development Authority in March of 2019; and

WHEREAS, Mr. Romanello graduated from Hermitage High School and holds a Bachelor of Arts in History and American Government, with a Minor in Religious Studies, from the University of Virginia and a Master of Public Administration from Virginia Commonwealth University; and

WHEREAS, Mr. Romanello is a graduate of the Harvard Kennedy School's Senior Executives in State & Local Government, the University of Virginia's Senior Executive Institute, and Leadership Metro Richmond; and

WHEREAS, Mr. Romanello is an adjunct instructor in Virginia Polytechnical Institutes' Center for Public Administration and is the author of Random Thoughts: Reflections on Public Service, Fatherhood, and Middle Age and the children's book The Girl Who Lived on the Third Floor; and

WHEREAS, Mr. Romanello has been instrumental in securing over 73 economic development projects and over 9,700 jobs for the County's economy; 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**

Agenda Title: RESOLUTION – Expressing Appreciation to Anthony J. Romanello

WHEREAS, Mr. Romanello’s community impacts include – Henrico Tomorrow; Small Business Boost; CATALYST Business Academy; 2030 Strategic Plan; Website Refresh; VCU Real Estate Trends Conference; Glenwood Farms Redevelopment; Dominion Energy Charity Classic PGA Tournament; 2024 and 2025 Henrico State of the County; Enterprise Zone Amendments; Henrico Investment Program; Greater Henrico Technology Zone; Henrico Global Business Gateway; Fin-Tech Outreach Campaign; Pop-Up Mentoring Program; Hotel/Motel Task Force; Henrico Business Town Hall; QTS Topping Out; VCU and Cristo Ray Interns; Hurricane Relief with Coca-Cola; and Legacy Program Recognition for 50-Year Companies; and

WHEREAS, Mr. Romanello leaves an extraordinary legacy for Henrico County’s infrastructure, community, and residents.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby expresses its heartfelt appreciation to Anthony J. Romanello for his extraordinary service, invaluable contributions, and unwavering commitment to the County and its residents.

BE IT FURTHER RESOLVED that this resolution shall be spread among the minutes of this meeting, and a copy publicly presented to Mr. Romanello as a token of the Board’s deepest gratitude and best wishes for his future endeavors.

Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

Expressing Appreciation to Anthony J. Romanello

WHEREAS, Anthony J. Romanello has served in local government since 1992, including as Assistant to the City Manager in Richmond, Town Manager in West Point, and County Administrator in Stafford; and

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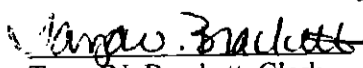
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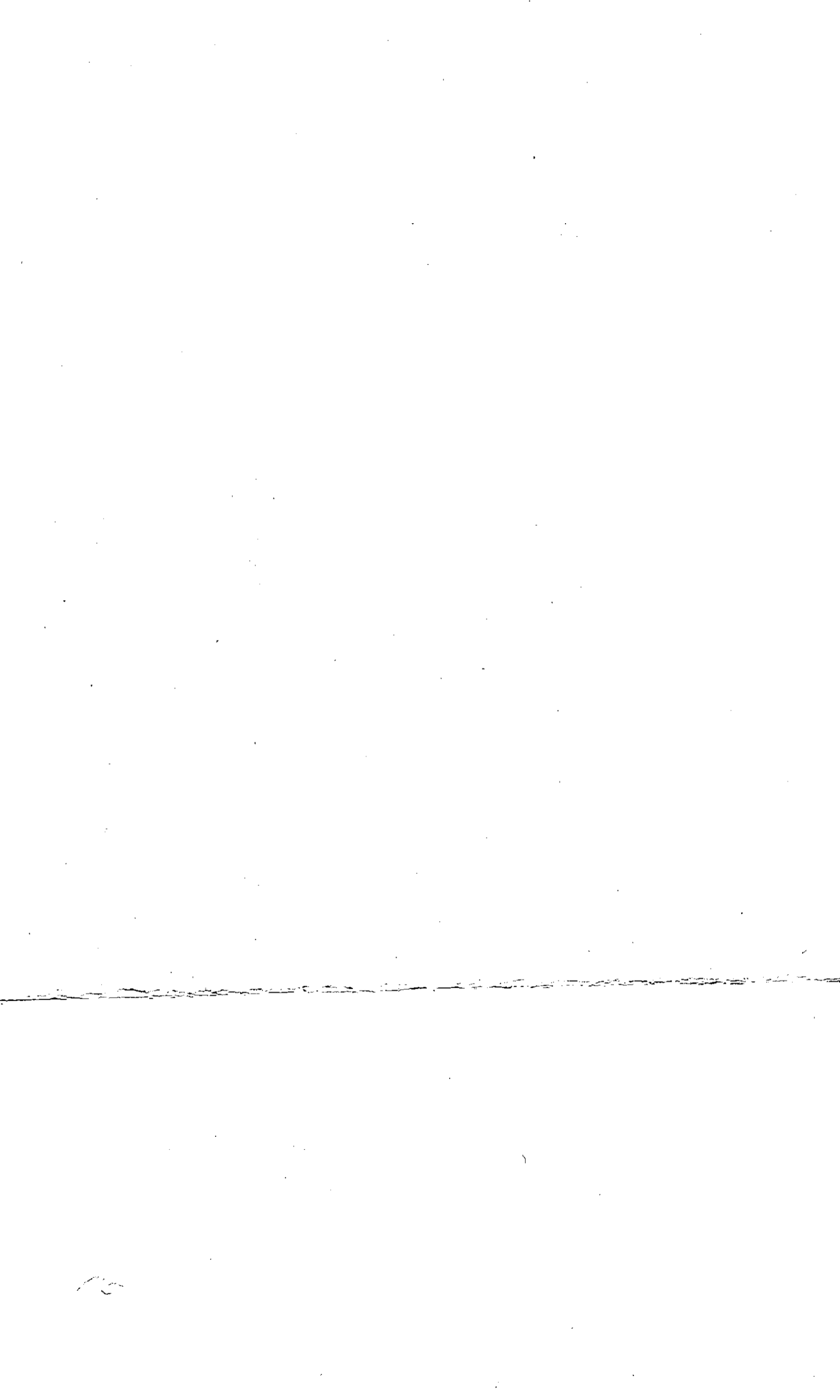
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Daniel J. Schmitt, Chair
Board of Supervisors


Tanya N. Brackett, Clerk
December 16, 2025





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

Agenda Item No. 30825

Page No. 1 of 2

Agenda Title: RESOLUTION – Expressing Appreciation to Robert H. Witte, Jr.

<p>For Clerk's Use Only:</p> <p>Date: <u>12/16/2025</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>_____</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Schmid</u> Seconded by (1) <u>Roundtree</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p>	<p>YES NO OTHER</p> <p>Cooper, R. <input checked="" type="checkbox"/> ___ ___</p> <p>Nelson, T. <input checked="" type="checkbox"/> ___ ___</p> <p>Rogish, J. <input checked="" type="checkbox"/> ___ ___</p> <p>Roundtree, M. <input checked="" type="checkbox"/> ___ ___</p> <p>Schmitt, D. <input checked="" type="checkbox"/> ___ ___</p>
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WHEREAS, Robert H. Witte, Jr., has served Henrico County as an appointed official for over 15 years, after a long and distinguished career with the Henrico Division of Fire; and

WHEREAS, Mr. Witte served on the Board of Zoning Appeals (BZA) as the Brookland District representative from August 2008 to December 2011; and

WHEREAS, following his term on the BZA, Mr. Witte was appointed to the Planning Commission in January 2012 as the Brookland District Planning Commissioner and served as Vice Chair in 2014 and Chair in 2015; and

WHEREAS, Mr. Witte was reappointed to the Planning Commission in 2019, serving as Vice Chair in 2022 and 2024 and Chair in 2023 and 2025; and

WHEREAS, during his service, Mr. Witte was instrumental in the following projects and developments: the Libbie Mill Urban Mixed-Use; Willow Lawn Urban Mixed-Use; Virginia Home for Boys and Girls; Glover Park; Emerson Mill Subdivision; Laurel Park Shopping Center Redevelopment – Ainsworth Community; St. Mary’s Hospital Expansion; Glen Allen Area Study; Virginia Cliffe Inn; and Westminster Canterbury; and

WHEREAS, Mr. Witte was a key part of the creation of the Westwood Redevelopment Overlay District, which allowed for multiple significant redevelopments in the community; and

WHEREAS, Mr. Witte has dedicated his career to serving the Brookland District community and the residents of Henrico County treating everyone with respect, compassion, and dignity; and

WHEREAS, Mr. Witte is well-respected by his colleagues and members of the community, and he has unfailingly demonstrated the core values of honor, professionalism, commitment, compassion, and accountability while representing the County.

By Agency Head _____ By County Manager 

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

Copy to: _____

Date: _____

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

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BE IT FURTHER RESOLVED that this resolution shall be spread among the minutes of this meeting, and a copy publicly presented to Mr. Witte as a token of the Board's deepest gratitude.

Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

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WHEREAS, Mr. Witte was reappointed to the Planning Commission in 2019, serving as Vice Chair in 2022 and 2024 and Chair in 2023 and 2025; and

WHEREAS, during his service, Mr. Witte was instrumental in the following projects and developments: the Libbie Mill Urban Mixed-Use; Willow Lawn Urban Mixed-Use; Virginia Home for Boys and Girls; Glover Park; Emerson Mill Subdivision; Laurel Park Shopping Center Redevelopment – Ainsworth Community; St. Mary's Hospital Expansion; Glen Allen Area Study; Virginia Cliffe Inn; and Westminster Canterbury; and

WHEREAS, Mr. Witte was a key part of the creation of the Westwood Redevelopment Overlay District, which allowed for multiple significant redevelopments in the community; and

WHEREAS, Mr. Witte has dedicated his career to serving the Brookland District community and the residents of Henrico County treating everyone with respect, compassion, and dignity; and

WHEREAS, Mr. Witte is well-respected by his colleagues and members of the community, and he has unfailingly demonstrated the core values of honor, professionalism, commitment, compassion, and accountability while representing the County.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia, hereby expresses its heartfelt appreciation to Robert H. Witte, Jr., for his extraordinary service, unparalleled commitment, and invaluable contributions, and offers him best wishes in his future endeavors.

BE IT FURTHER RESOLVED that this resolution shall be spread among the minutes of this meeting, and a copy publicly presented to Mr. Witte as a token of the Board's deepest gratitude.

Tanya N. Brackett
Tanya N. Brackett, Clerk
December 16, 2025



Daniel J. Schmitt
Daniel J. Schmitt, Chair
Board of Supervisors



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

Agenda Title: RESOLUTION - Amendments to FY 2025-26 Annual Fiscal Plan - December 2025

For Clerk's Use Only	BOARD OF SUPERVISORS ACTION		Yes	No	Other
Date: <u>12/16/2025</u>	Moved by <u>Roundtree</u>	Seconded by <u>(2)</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input checked="" type="checkbox"/> Approved	APPROVED		<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Denied			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Amended			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/> Deferred to:			<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Remarks: _____		Cooper, K.		
			Nelson, T.		
			Rogis, J.		
			Roundtree, M.		
			Schmitt, D.		

WHEREAS, the Board of Supervisors of the County of Henrico, Virginia, held an advertised public hearing on December 16, 2025, to consider proposed amendments to the Annual Fiscal Plan for FY 2025-26; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Board that the Annual Fiscal Plan for FY 2025-26 is amended and the following funds are appropriated and allocated for expenditure in the amounts and for the purposes indicated:

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department 13 - Division of Fire

13101	- <u>Administrative Services</u>	\$ 263,342
13112	- <u>Technology</u>	43,118
13115	- <u>Logistics</u>	48,117
13122	- <u>Operations - EMS</u>	3,608
13126	- <u>Fleet</u>	5,400
13127	- <u>Facilities</u>	27,466

To appropriate \$391,051 for expansion of Emergency Medical Services (EMS) response at Firehouse 9. Funding will provide for building improvements to support staff, improve warning devices in the pull-through bay, and provide pharmacy equipment and supplies. Six-months of funding for five firefighter positions is requested, along with required protective equipment, uniforms, and technology. Funding will also provide for supplies to upfit one EMS vehicle. In addition, \$128,392 to repay CAM for two vehicles is included in the Central Automotive Maintenance section of this document.

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

By Agency Head By County Manager

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

Copy to: _____

Date: _____



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

Department 15 - Emergency Management / Workplace Safety
 15001 - Emergency Management
 0000 00000 To provide funding to cover the FY26 cost of rented warehouse space to be used by Emergency Management, Recreation and Parks, and the Virginia Cooperative Extension Office for the purpose of housing equipment. \$ 236,900

Department 15 - Emergency Communications
 15002 - Emergency Communications Center
 0000 09948 To provide funding for the purchase of Prepared Assistive Call Talking and Automated Non-Emergency Triage technology. These solutions modernize processes to provide real-time language translation services, accurately automate call transcriptions, and manage call volume. These ongoing costs will also be part of the FY27 Budget. \$ 76,841

0000 09947 To provide funding for Emergency Police Dispatch protocols to standardize the approach to answering law enforcement related calls for service with structured guidelines, prioritizing calls, and relaying specific instructions to callers in real time. 442,470

Total - Emergency Communications \$ 519,311

Department 23 - Recreation and Parks
 23101 - Director \$ 50,000
 0000 00000 To appropriate funding for Happily Natural Day Community Farm, a 20-acre community farm at Runnymede. These ongoing costs will also be part of the FY27 Budget.

Department 24 - Public Health
 24001 - Public Health \$ 55,204
 0000 00000 To appropriate funding to cover the additional amount that the County will be required to pay towards the Public Health Local Government Agreement. Resources will come from the fund balance of the General Fund.

32003 - Reserve Miscellaneous
 0000 09499 - Teen Summit RVA \$ 125,000
 To appropriate funding to cover upfront costs for Teen Summit RVA. Funding for this appropriation will be reimbursed by sponsors of the event.
 Total GENERAL FUND \$ 1,377,466

FUND 1102 - SPECIAL REVENUE FUND - State and Federal Grants - County

Department 12 - Police
 12800 - Grants
 0000 00000 - Police Donations \$ 500
 To appropriate a citizen donation for services at Westminster Canterbury.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

0000 00033	- <u>Police - DMV Animal Friendly Plates</u>	13,401
	The Commonwealth of Virginia, Department of Motor Vehicles (DMV) has awarded the County of Henrico funding from the Dog and Cat Sterilization Fund as a result of the sale of State Animal Friendly license plates in Henrico County during FY24 (\$6,801) and FY25 (\$6,600). Funds will be used to support sterilization programs for dogs and cats through a donation to the Henrico Humane Society.	
0000 05198	- <u>Spay and Neuter Foundation</u>	1,451
	The Virginia Department of Taxation has provided donated funding for Spay and Neuter programs from FY25 (\$729) and FY26 (\$722). Funds will be donated to the Richmond SPCA for these purposes.	
0000 09925	- <u>TRIAD Grant</u>	2,500
	To appropriate TRIAD Grant funding received from the Virginia Attorney General's Office. These funds will support the expansion of the Seniors and Law Enforcement Together (SALT) group, an initiative designed to strengthen relationships between local law enforcement and senior residents, enhance senior safety, and promote active community engagement. No matching funds are required.	
	Total - Police	\$ 17,852
Department 13 - Fire		
13800	- Grants	
0000 09922	- <u>Port Security Grant - AquaEye Pro</u>	\$ 44,981
	To appropriate funding awarded from the U.S. Department of Homeland Security, under the Port Security Grant program. Funding will be used to purchase four AquaEye Pro hand-held sonar systems and associated vendor-supplied training. This equipment will be issued to water rescue teams at Stations 1, 2, 17, and 22. The 25% match for this award will come from the Division of Fire's operating budget.	
Department 22 - Social Services		
22106	- AFDC - Foster Care	
1302 00000	- <u>Purchase of Services</u>	\$ 900,000
	To increase the County allocation to the estimated level of need for State and federally mandated Title IV-E Foster Care Program expenditures. This increase in appropriation is funded with \$453,510 of federal (50.4%) and \$446,490 of state (49.6%) funds. The total County appropriation for this program in FY26 will be \$1,900,000 after this addition, matching the state allocation.	



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

22301 - VIEW Program
1302 00000 - Purchase of Services 1,826,264

The Commonwealth of Virginia, Department of Social Services, will reimburse the County of Henrico an additional \$456,566 of State (25.0%) and \$1,086,627 of federal (59.5%) funds for the Virginia Initiative for Employment not Welfare (VIEW) Program in FY26. The required 15.5% County match (\$283,071) will come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund and is included in this \$1,826,264 amount. The total appropriation for this program in FY26 will be \$3,489,264 after this addition.

22604 - Auxiliary Grants - Aged
1302 00000 - Purchase of Services 228,623

The Commonwealth of Virginia, Department of Social Services, has awarded the County of Henrico an additional \$182,898 in State funding for FY26 to fund State and Federal mandated auxiliary grant expenditures for the aged. The County's required 20% match, \$45,725, will come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund and is included in the \$228,623 total.

22606 - Auxiliary Grants - Disabled
1302 00000 - Purchase of Services 465,000

The Commonwealth of Virginia, Department of Social Services, has awarded the County of Henrico an additional \$372,000 in State funding for FY26 to fund State and Federal mandated auxiliary grant expenditures for the disabled. The County's required 20% match, \$93,000, will come from the fund balance in the General Fund and is included in the \$465,000 total.

Total - Social Services \$ 3,419,887

32003 - Grant Reserve
0000 00000 - To appropriate \$400,000 for grant matches throughout the fiscal year. \$ 400,000
Total Fund 1102 - Special Revenue Fund-State/Fed Grants \$ 3,882,720

FUND 1103 – SPECIAL REVENUE FUND - Solid Waste

Department 31 - Public Utilities

31602 - Collection Operations \$ 108,552
1004 00000 - Refuse

To appropriate six months of funding for three full-time Utility Heavy Equipment Specialist positions for Phase 1 of the refuse collection expansion scheduled for spring of 2026.

FUND 1108 – SPECIAL REVENUE FUND - Capital Region Workforce Partnership

Department 27 - Capital Region Workforce Partnership

27004 - Workforce Partnership
0000 09791 - FY2025-26 WIOA Adult \$ 318,736

To appropriate additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used to augment services provided to adults under the Workforce Innovation and Opportunity Act.



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

0000 09792	– <u>FY2025-26 WIOA Dislocated Worker</u> To appropriate additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used to augment services provided to dislocated workers under the Workforce Innovation and Opportunity Act.	16,399
0000 09794	– <u>FY2025-26 WIOA Administrative</u> To appropriate additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used to cover administrative costs of services provided under the Workforce Innovation and Opportunity Act.	110,863
0000 09931	– <u>Employer-Led Training Initiative</u> To appropriate additional allocations received from the federal government for the Capital Region Workforce Partnership. Funds will be used to cover employer-led training initiatives provided under the Workforce Innovation and Opportunity Act.	60,000
	Total Fund 1108 Special Revenue Fund - CRWP	\$ 505,998
FUND 1110 – SPECIAL REVENUE FUND - Mental Health and Developmental Services		
Department 26 - Mental Health and Developmental Services		
26103	– Youth and Family	\$ 662,497
0000 09453	– <u>State Child and Adolescent 23-hour Crisis Center</u> To appropriate ongoing funding from the Virginia Department of Behavioral Health and Developmental Services in support of the youth Crisis Receiving Center at St. Joseph's Villa.	
26107	– Substance Abuse Services	
9559 09926	<u>SOR 4 Project Recovery Grant Year 2</u> To appropriate Federal State Opioid Response - Treatment funds from September 30, 2025, through September 29, 2026. Funds are to be used for a Clinician within Mental Health and Developmental Services.	189,170
9559 09927	– <u>SOR 4 Project Treatment Grant Year 2</u> To appropriate Federal State Opioid Response - Recovery funds from September 30, 2025, through September 29, 2026. Funds are to be used for two Peer Recovery Specialists, one which will be within the Division of Fire.	162,327
	Total Fund 1110 Special Revenue Fund - MH and DS	\$ 1,013,994



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

FUND 2150 - 2016 GENERAL OBLIGATION REFERENDUM

Department 23 - Recreation and Parks

23101 - Director
0000 23002 - Glover Park \$ 3,000,000

This amendment will support additional expenses related to site work, synthetic turf installation, and the agreement with Prep Baseball Report (PBR). There is also a Recreation and Parks request for \$500,000 found elsewhere in this document.

FUND 2201 - VEHICLE REPLACEMENT RESERVE

Department 50 - Education

50302 - Public Transportation
0219 09840 - School Bus Replacement Plan \$ 3,100,000

To appropriate \$2,700,000 in federal EPA rebate funds and \$400,000 in Commercial Clean Vehicle tax credits for the purchase of 10 electric school buses bringing the total electric school buses purchased with this program to 20.

Total CAPITAL PROJECTS FUND	<u>\$ 6,614,950</u>
NEW AMENDMENTS/APPROPRIATIONS	<u>\$ 14,207,072</u>

BE IT FURTHER RESOLVED by the Board that the following resources from the approved Education Meals Tax Project Reserve be transferred to the specific capital projects listed below.

FROM:

CAPITAL FUNDS

FUND 2139 - MEALS TAX SCHOOLS CAPITAL

Department 50 - Education

50331 - Construction and Maintenance
0000 06899 - Education Meals Tax Project Reserve

HCPS
Requested
\$ 5,319,286

TO:

CAPITAL FUNDS

FUND 2139 - MEALS TAX SCHOOLS CAPITAL

Department 50 - Education

50331 - Construction and Maintenance	HCPS Requested
0000 09957 - Baker ES - Interior Component Improvements (bathrooms)	\$ 150,000
0000 09958 - Chamberlayne ES - Security Improvements	450,000
0000 09959 - Deep Run HS - Interior Improvements (stage curtain replacement)	60,000
0000 09960 - Elko MS - Interior Components Improvements (full-school paint)	150,000
0000 09961 - Elko MS - Telecommunication Improvements (Intercom)	80,000
0000 09962 - Godwin HS - Interior Improvements PHII (ceiling and lights)	249,286
0000 09963 - Henrico HS - Security Improvements	950,000
0000 09964 - Hermitage HS - Interior Improvements (stage curtain replacement)	30,000
0000 09965 - Montrose ES - Interior Component Improvements (bathrooms)	150,000
0000 09966 - OAC - Mechanical Improvements - PHII (RTU replacement)	1,000,000
0000 09967 - Ratcliff ES - Interior Components Improvements (full-school paint)	100,000
0000 09968 - Rivers Edge ES - Mechanical Improvements (replace 3 units)	1,200,000
0000 09969 - Springfield Park ES - Pavement Improvements	530,000
0000 09970 - Ward ES - Interior Components Improvements (full school paint)	100,000
0000 09971 - Varina HS (CC&MR) - Lighting Improvements (studio lighting)	120,000



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

Agenda Item No. **310-25**



Page No. 1 of 1

Agenda Title: ORDINANCE — To Amend and Reordain Section 24-4205 Titled “Principal Use Table,” Section 24-4323 Titled “Commercial Uses: Retail Sales and Services,” Section 24-5110 Titled “Minimum Number of Off-Street Parking Spaces,” Section 24-5508 Titled “Crime Prevention Through Environmental Design,” Section 24-8405 Titled “Commercial Use Classification,” and Section 24-8501 Titled “Accessory Uses, Temporary Uses, and Other Terms” of the Code of the County of Henrico to Delete All References to “Vaping Stores,” Add “Recreational Substances Retail Store” as a Regulated Use Type, and Allow “Recreational Substances Retail Stores” by Provisional Use Permit in the B-3 and M-1 Districts Subject to Certain Requirements

<p>For Clerk's Use Only:</p> <p>Date: <u>12/16/2025</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>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Cooper</u> Seconded by (1) <u>Rogish</u></p> <p>REMARKS: APPROVED</p>	<table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Cooper, R.</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>Rogish, J.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Roundtree, M.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Schlitt, D.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		YES	NO	OTHER	Cooper, R.	✓			Nelson, T.	✓			Rogish, J.	✓			Roundtree, M.	✓			Schlitt, D.			
	YES	NO	OTHER																							
Cooper, R.	✓																									
Nelson, T.	✓																									
Rogish, J.	✓																									
Roundtree, M.	✓																									
Schlitt, D.																										

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

Comments: The Planning Commission recommended approval of the ordinance after a public hearing on November 13, 2025. The Director of Planning recommends approval of the ordinance, and the County Manager concurs.

By Agency Head  By County Manager 

Copy to: _____

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

Date: _____

ORDINANCE — To Amend and Reordain Section 24-4205 Titled “Principal Use Table,” Section 24-4323 Titled “Commercial Uses: Retail Sales and Services,” Section 24-5110 Titled “Minimum Number of Off-Street Parking Spaces,” Section 24-5508 Titled “Crime Prevention Through Environmental Design,” Section 24-8405 Titled “Commercial Use Classification,” and Section 24-8501 Titled “Accessory Uses, Temporary Uses, and Other Terms” of the Code of the County of Henrico to Delete All References to “Vaping Stores,” Add “Recreational Substances Retail Store” as a Regulated Use Type, and Allow “Recreational Substances Retail Stores” by Provisional Use Permit in the B-3 and M-1 Districts Subject to Certain Requirements

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

1. That Section 24-4205 of the Code of the County of Henrico be amended as follows, solely to replace vaping shops with recreational substances retail stores as a use type in the Retail Sales and Service use category allowed by provisional use permit in certain districts, and reordained accordingly:

Sec. 24-4205. Principal Use Table

Principal uses are allowed in each of the zoning districts in accordance with 4205: Principal Use Table. The cross-references in the “Use Specific Standards” column are provided for ease of reference and are not exhaustive.

2. That Section 24-4323 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 24-4323. Commercial Uses: Retail Sales and Services

••••

E. Repair Establishment

All repair and storage must be conducted within an enclosed building.

F. Vaping Shops Recreational Substances Retail Store

A vaping shop **recreational substances retail store** must not be located within 1,000 feet of a school or within 2,000 feet of a religious institution, childcare center, public park, or an existing vaping shop **recreational substances retail store**.

F. Repair Establishment

All repair and storage must be conducted within an enclosed building.

3. That Section 24-5110 of the Code of the County of Henrico be amended as follows, solely to provide minimum off-street parking for recreational substances retail stores as a principal use type in the Retail Sales and Services principal use category and delete vaping shops, and reordained accordingly:

Sec. 24-5110. Minimum Number of Off-Street Parking Spaces

••••

Table 5110: Minimum Number of Off-Street Parking Spaces

Principal Use Category	Principal Use Type	Minimum Off-Street Parking Spaces ^[1, 2]
••••		
Retail Sales and Services	Aircraft and aircraft parts sales	2.5 per 1,000 sf
••••		
	Personal services establishment	2.5 per 1,000 sf
	<u>Recreational substances retail store</u>	3.5 per 1,000 sf
	Repair establishment	2.5 per 1,000 sf

••••

	Vaping shop	3.5 per 1,000-sf
••••		

4. That Section 24-5508 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 24-5508. Crime Prevention Through Environmental Design

••••

B. Specific Uses Requiring a CPTED Plan

••••

- 6. Pawn shops;
- 7. ~~Vaping shops~~ **Recreational substances retail stores;**
- 8. Video game rooms; and
- 9. Visitor Accommodations uses.

••••

5. That Section 24-8405 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 24-8405. Commercial Use Classification

••••

H. Retail Sales and Services

••••

Personal services establishment

An establishment primarily engaged in the provision of frequent or recurrent needed services of a personal nature. Examples include: barbershops and beauty parlors, tattoo establishments, nail salons, aestheticians, licensed massage therapists, packaging stores, mailing services, printing, engraving, photocopying, picture framing, tailoring, drapery making, taxidermy, employment agencies, travel agents, and fortunetelling.

Recreational substances retail store

A retail establishment, including a portable or mobile establishment or display, that sells, offers, or gives out any combination of recreational substances as its primary business. The following are examples of recreational substances retail stores:

- (i) **a retail establishment that sells, offers, or gives out recreational substances, unless it can affirmatively demonstrate that (1) less than five percent of its display space is dedicated to recreational substances and the establishment does not sell, offer, or give out any recreational substances that are not otherwise available from a display in the establishment (for example, the establishment does not offer recreational substances through a menu, list, or other mode of presentation that are retrieved from a non-display location upon request from a customer), (2) less than 25 percent of the establishment’s average monthly transactions involve the sale, offering, or giving of recreational substances, and (3) less than 25 percent of the establishment’s average monthly gross sales by dollar value derive from the sale, offering, or giving of recreational substances; or**
- (ii) **a retail establishment that sells recreational substances and allows on-premises smoking or vaping.**

Repair establishment

An establishment primarily engaged in the repair of personal property, including repair of televisions and electronics, bicycles, clocks, watches, shoes, guns, canvas products, appliances, and office equipment, as well as locksmiths and upholsterer services. This does not include automotive repair services.

• • • •

Vaping Shop

~~A retail establishment that sells e-cigarettes and related equipment, materials, and products as its primary business, including any establishment that dedicates 15% or more of its display space to such items and establishments that allow on-premises smoking or vaping. The term does not include convenience stores or other establishments that sell e-cigarettes and related equipment, materials, and products incidental to their principal business, provided that less than 15% of their display space is dedicated to such items.~~

• • • •

6. That Section 24-8501 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 24-8501. Accessory Uses, Temporary Uses, and Other Terms

The following terms will have the meanings assigned below.

• • • •

Rainwater cistern or barrel

A catchment device to capture rainwater from a roof or other surface before it reaches the ground, and store it either above or below ground level.

Recreational substance

- 1. Any product made of or containing tobacco, including cigarettes, cigars, loose tobacco, smokeless tobacco, and pipe tobacco;**
- 2. Any product containing nicotine or a vaping substance, including any noncombustible product containing nicotine or a vaping substance that employs a heating element, power source, or other electronic, chemical, or mechanical means, regardless of shape or size, that can be used to produce aerosol or vapor from a substance;**
- 3. Cannabis, and any product intended for inhalation, ingestion, or topical application that contains raw materials from cannabis or isomers or derivatives of chemicals extracted or synthesized from cannabis;**
- 4. Kratom, and any product intended for inhalation, ingestion, or topical application that contains raw materials from kratom or isomers or derivatives of chemicals extracted or synthesized from kratom;**
- 5. Any product intended for inhalation, ingestion, or topical application that contains hallucinogenic compounds or their isomers or derivatives, such as those derived from mushrooms or cacti;**
- 6. Any product intended for inhalation, ingestion, or topical application that contains tianeptine or phenibut; and**
- 5. Any pipe, vaporizer, and any other type of device, wrappings, or accessories associated with the consumption or inhalation of the abovementioned substances and materials.**

Recreational vehicle

A vehicle built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light duty truck, and designed primarily as temporary living quarters for recreational, travel, camping or seasonal use.

••••

7. That this ordinance will be in full force and effect on and after its passage as provided by law.



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

Agenda Item No. **311-25**

Page No. 1 of 2

Agenda Title: RESOLUTION — Signatory Authority — Electric School Bus Fast Charging Stations — 10309 Woodman Road — Fairfield District

<p>For Clerk's Use Only:</p> <p>Date: <u>12/16/2025</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>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Cosper</u> Seconded by (1) <u>Nelson</u></p> <p>(2) APPROVED</p> <p>REMARKS _____</p>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Cooper, R.</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>Rogish, J.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Roundtree, M.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Schmitt, D.</td> <td align="center">✓</td> <td></td> <td></td> </tr> </table>		YES	NO	OTHER	Cooper, R.	✓			Nelson, T.	✓			Rogish, J.	✓			Roundtree, M.	✓			Schmitt, D.	✓		
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Schmitt, D.	✓																									

WHEREAS, the U.S. Environmental Protection Agency has established the Clean Heavy-Duty Vehicle Program Grant, under which eligible recipients may receive federal funding for the replacement of existing heavy-duty vehicles with zero-emission vehicles and for the associated infrastructure and workforce needed to support such vehicles (the "CHDV Program"); and,

WHEREAS, Virginia Electric and Power Company, a Virginia public service corporation and a wholly-owned subsidiary of Dominion Energy, Inc. ("Dominion"), plans to support the CHDV Program by providing electric school bus fast charging stations to certain school divisions that are participating in the CHDV Program and that are located within the Dominion service territory (the "Charging Infrastructure Program"); and,


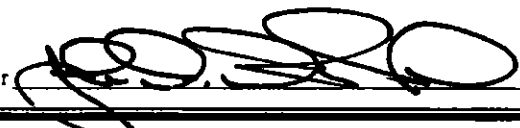
WHEREAS, the County School Board of Henrico County, Virginia (the "School Board") has been selected to participate in the Charging Infrastructure Program; and,

WHEREAS, 10309 Woodman Road (the "Premises"), which is owned by the County, has been identified as a potential site for the installation of 10 electric school bus fast charging stations; and,

WHEREAS, Dominion and the School Board desire to set forth the terms and conditions of their participation in the Charging Infrastructure Program in an agreement, "Charging Station General Terms and Conditions" (the "Agreement"); and,

WHEREAS, the Agreement defines "Charging Equipment" to mean "electric bus chargers and dispensers with specifications that meet Dominion Energy Virginia's criteria, and which may permit vehicle-to-grid operations, including any replacement equipment owned by Dominion Energy Virginia;" and,

WHEREAS, pursuant to the Agreement, the School Board must give Dominion, or otherwise obtain for Dominion's benefit, all rights sufficient (in Dominion's reasonable discretion) for Dominion to (i) access the Premises to install, inspect, repair, replace, maintain, and remove the Charging Equipment; (ii) perform various work related to the Charging Equipment, including any associated infrastructure work that is required; (iii) access the Charging

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. **311-25**

Page No. 2 of 2

**Agenda Title: RESOLUTION — Signatory Authority — Electric School Bus Fast Charging Stations —
10309 Woodman Road — Fairfield District**

Equipment; and (iv) provide adequate ingress and egress for any reasonable purpose in conjunction with the operation, inspection, repair, replacement, maintenance, and removal of the Charging Equipment (all such rights, the "Access Rights"); and,

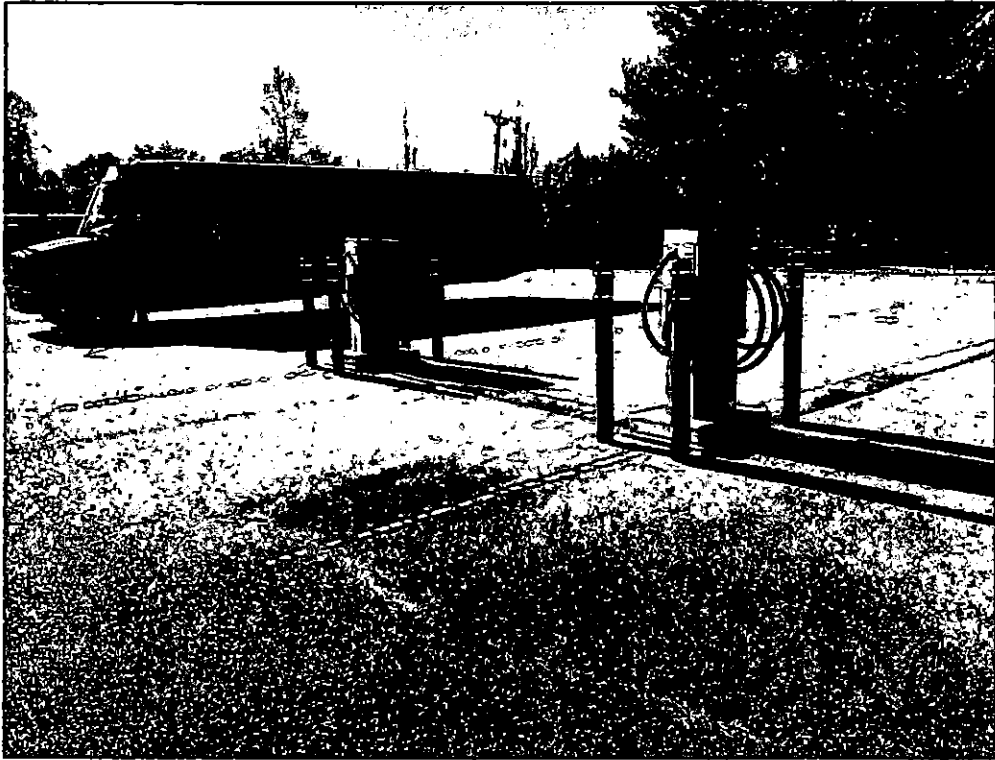
WHEREAS, Exhibit "A" shows what the charging stations may look like and a rough outline of where the charging stations may be placed on the Premises; and,

WHEREAS, this Resolution was advertised and a public hearing was held pursuant to Va. Code §§ 15.2-1800(B) and 15.2-1813 of the Code of Virginia.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that (i) the County Manager is authorized to grant the School Board or Dominion and its affiliates, or both, as appropriate, an irrevocable, non-exclusive license for the Charging Equipment to be placed and remain on the Premises and to gain access to and from the Premises for the purposes outlined in the Agreement; (ii) the County Manager is authorized to execute the Agreement, in a form approved by the County Attorney, and provided such Agreement addresses any concerns of the Department of General Services regarding the location of the Charging Equipment; (iii) the Chair of the Board is authorized to execute a right-of-way agreement granting Dominion a right of way to locate all necessary ancillary electric distribution facilities to be installed on the County's real property to enable the location of the Charging Equipment on the Premises and permit Dominion to access, install, maintain, and operate such above ground and underground electric distribution facilities, provided such right-of-way agreement is in a form approved by the County Attorney; and (iv) the County Manager, or Director of Real Property as his designee, is authorized to execute all other documents reasonably necessary to consummate this transaction and carry out the purposes of the Agreement.

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

Exhibit A



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

Agenda Item No. **312-25**

Page No. 2 of 2

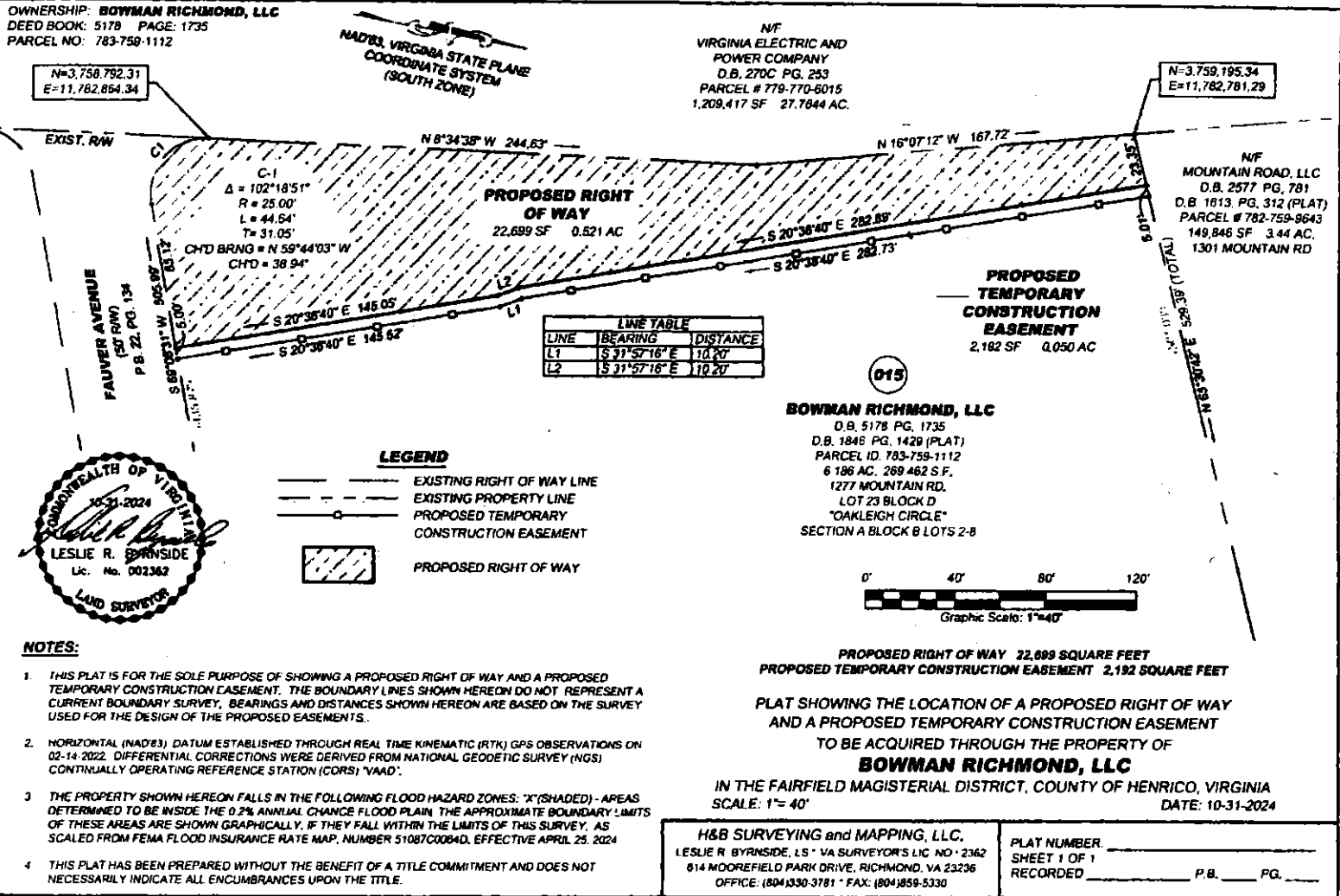
**Agenda Title: ORDINANCE — Vacation of Right-of-Way— Oakleigh Circle Subdivision —
Fairfield District**

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

- (1) the right-of-way that was conveyed to the County by a certain deed dated May 9, 2025, recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia, in Deed Book 6672, page 885, is vacated in accordance with Va. Code § 15.2-2006;
- (2) this Ordinance will become effective 60 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 60 days from its passage, provided no appeal has been taken to the Circuit Court; and
- (4) the Clerk is further authorized to index the Ordinance on the grantor and grantee sides of the general index to deeds in the name of the Henrico County Board of Supervisors.

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

EXHIBIT A



FILED Jun 10, 2025 11:44 am
 RECORDED IN
 COUNTY OF VA
 BY H.S. BARRINGER
 CLERK OF
 JUDICIAL DEPT.
 BOOK 00140
 PAGE 0238 THRU 00238
 INSTRUMENT # 202500014768





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

Agenda Item No. **313-25**

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Quitclaim of Portion of an Existing Utility Easement — 9927 Mayland Drive — Three Chopt District

For Clerk's Use Only: Date: <u>12/14/2025</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Roundtree</u> Seconded by (1) <u>Rogish</u> (2) _____ REMARKS: APPROVED	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Cooper, R.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Rogish, J.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Roundtree, M.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> <tr> <td>Schmitt, D.</td> <td><input checked="" type="checkbox"/></td> <td><input type="checkbox"/></td> <td><input type="checkbox"/></td> </tr> </table>		YES	NO	OTHER	Cooper, R.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Nelson, T.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Rogish, J.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Roundtree, M.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Schmitt, D.	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>																							

WHEREAS, 9927 Mayland, LLC, a Virginia limited liability company (the "Owner"), owns the Sheetz property along Mayland Drive and Gaskins Road, identified as Tax Map Parcel 751-758-6217 (the "Property"); and,

WHEREAS, by a certain Deed of Easement dated December 8, 2000, recorded in Deed Book 3064, page 1535, the Owner's predecessor in title granted and conveyed to the County a utility easement (the "Easement"); and,

WHEREAS, the Owner has asked the County to quitclaim a portion of the Easement as shown on Exhibit "A;" and,

WHEREAS, the County has no facilities in the area of the Easement to be quitclaimed and does not need the Easement; and,

WHEREAS, pursuant to Va. Code §§ 15.2-1800 and 15.2-1813, the Board held an advertised public hearing to consider this resolution.

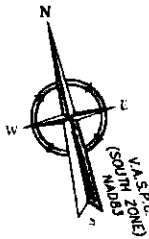
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chair is authorized to execute a deed quitclaiming any interest the County may have in the portion of the Easement identified above in a form approved by the County Attorney.

Comments: The Real Property Division has processed this request through the Deputy County Manager for Community Operations and the Departments of Planning and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

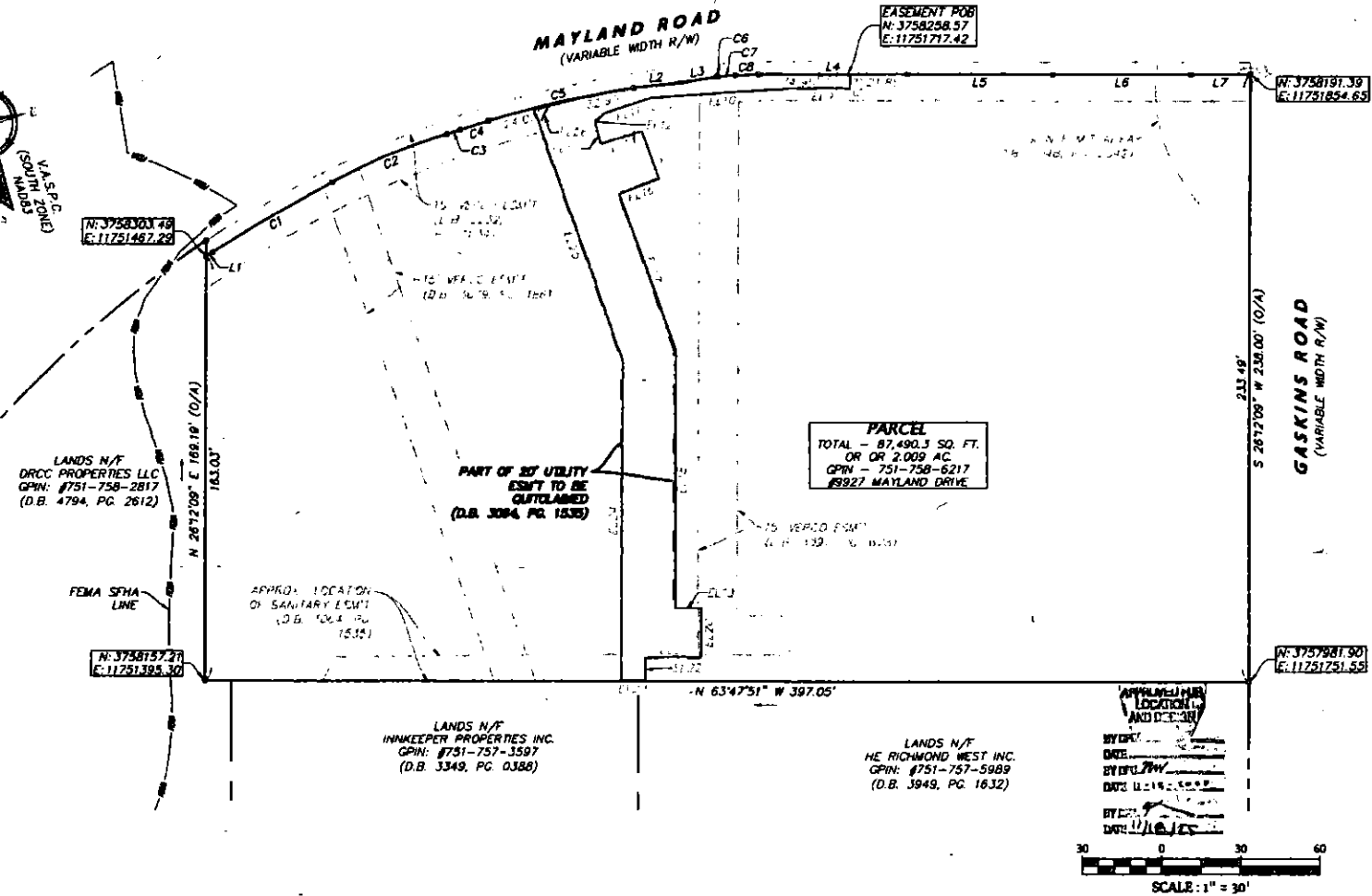
By Agency Head By County Manager

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

EXHIBIT "A"



LINE DATA		
SEGMENT	DIRECTION	LENGTH
EL8	S 26° 12' 09" W	5.48'
EL9	N 63° 47' 51" W	20.91'
EL10	N 67° 55' 01" W	55.56'
EL11	N 83° 32' 16" W	19.19'
EL12	S 51° 27' 44" W	5.86'
EL13	S 6° 27' 44" W	6.17'
EL14	S 83° 32' 16" E	16.35'
EL15	S 0° 27' 44" W	20.00'
EL16	N 83° 32' 16" W	16.32'
EL17	S 6° 27' 44" W	63.99'
EL18	S 26° 09' 26" W	99.06'
EL19	S 63° 50' 34" E	10.17'
EL20	S 26° 09' 26" W	19.17'
EL21	N 63° 50' 34" W	21.11'
EL22	S 26° 30' 17" W	8.82'
EL23	N 83° 41' 41" W	9.01'
EL24	N 26° 09' 26" E	123.55'
EL25	N 6° 27' 44" E	95.04'
EL26	N 51° 27' 44" E	8.98'



LEGEND

- IRON ROD FOUND
- CAPPED ROD SET
- BOUNDARY LINE
- - - R/W DEDICATION LINE
- ADJACENT/R/W LINE

LINE DATA		
SEGMENT	DIRECTION	LENGTH
L1	N 83° 02' 34" E	2.86'
L2	S 70° 21' 07" E	18.16'
L3	S 73° 15' 01" E	13.81'
L4	S 64° 02' 12" E	58.80'
L5	S 83° 54' 01" E	54.89'
L6	S 63° 53' 30" E	52.40'
L7	S 83° 53' 55" E	22.60'

CURVE DATA				
SEGMENT	RADIUS	LENGTH	DELTA	CHORD
C1	682.54'	52.86'	4° 22' 28"	N 85° 42' 19" E 52.86'
C2	222.41'	47.38'	12° 12' 23"	S 86° 36' 34" E 47.29'
C3	284.57'	5.28'	1° 03' 47"	S 81° 52' 38" E 5.28'
C4	438.35'	11.33'	1° 28' 53"	S 81° 24' 26" E 11.33'
C5	428.55'	56.93'	7° 35' 39"	S 76° 51' 14" E 56.89'
C6	4.00'	0.29'	4° 10' 59"	S 71° 09' 32" E 0.29'
C7	265.79'	6.87'	1° 28' 52"	S 68° 19' 36" E 6.87'
C8	267.10'	8.69'	1° 51' 53"	S 66° 39' 27" E 8.69'
C9	400.00'	238.12'	34° 06' 30"	S 80° 51' 05" E 234.62'

QUITCLAIM EASEMENT PLAT
OF
9927 MAYLAND DRIVE
GPIN - 751-758-6217
(D.B. 4988, PG. 192)

THREE CHOPT MAGISTERIAL DISTRICT
HENRICO COUNTY, VIRGINIA

PROJECT #: 2301268A
SCALE: AS SHOWN
DATE: JANUARY 10, 2024
DRAWN BY: WAW/WTR
SHEET: 1 OF 1

Colliers
www.colliersengineering.com

NORFOLK OFFICE
2500 Alameda Avenue
Suite 115
Norfolk, VA 23513
Phone: 757.216.0500

ORDINANCE — To Change the Polling Place for the Sandston Precinct in the Varina District from Sandston Baptist Church to Sandston Elementary School by Amending and Reordaining Section 9-2 Titled “Precincts and polling places” of the Code of the County of Henrico

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

1. That Section 9-2 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 9-2. Precincts and polling places.

The following are the precinct boundaries and polling places for the magisterial districts in the county.

• • • •

(5) *Varina Magisterial District.*

• • • •

p. Sandston Precinct. Beginning at the intersection of Charles City Road and S. Airport Drive; thence northwardly along S. Airport Drive to its intersection with S. Airport Drive Extended (approximately 2,650 feet southwest of the intersection of S. Airport Drive and Williamsburg Road); thence northwardly along S. Airport Drive Extended to its intersection with Williamsburg Road (U.S. Route 60); thence eastwardly along Williamsburg Road (U.S. Route 60) to its intersection with S. Airport Drive (State Route 156); thence northwardly along S. Airport Drive (State Route 156) to its intersection with the Southern Railway; thence eastwardly along the Southern Railway to its intersection with East Nine Mile Road (State Route 33); thence southeastwardly along East Nine Mile Road (State Route 33) to its intersection with Bond Street; thence northeastwardly along Bond Street to its intersection with Algiers Drive; thence southeastwardly along Algiers Drive to its intersection with Defense Avenue; thence southeastwardly along Defense Avenue to its intersection with Seven Pines Avenue; thence southwardly along Seven Pines Avenue to its intersection with Howard Street; thence southwestwardly along Howard Street to its intersection with East Nine Mile Road (State Route 33); thence southwardly along East Nine Mile Road (State Route 33) to its intersection with East Williamsburg Road (U.S. Route 60); thence eastwardly along East Williamsburg Road (U.S. Route 60) to its intersection with Sandston Avenue; thence southwardly along Sandston Avenue to its

intersection with Huntsman Road; thence eastwardly along Huntsman Road to its intersection with Seabury Avenue; thence southwardly along Seabury Avenue to its intersection with Treva Road; thence westwardly along Treva Road to its intersection with Beulah Road; thence southwardly along Beulah Road to its intersection with White Oak Swamp Creek (approximately 1,200 feet north of the intersection of Beulah Road and La France Road); thence southeastwardly along White Oak Swamp Creek to its intersection with Portugee Road; thence southwardly along White Oak Swamp Creek to a fork in the creek (approximately 400 feet west of the intersection of Poplar Springs Road and White Oak Swamp Creek); thence southwestwardly along White Oak Swamp Creek to its intersection with an unnamed stream (approximately 4,800 feet east of the intersection of White Oak Swamp Creek and Interstate Route 295); thence southwardly along the unnamed stream to its intersection with another unnamed stream; thence southwestwardly along this unnamed stream to its intersection with Charles City Road (approximately 2,000 feet east of the intersection of Turner Road and Charles City Road); thence northwestwardly along Charles City Road to its intersection with S. Airport Drive and the point of beginning. The polling place for Sandston Precinct is ~~Sandston Baptist Church, 100 W. Williamsburg Road~~ **Sandston Elementary School, 7 Naglee Avenue.**

• • • •

2. This ordinance will be in full force and effect at the conclusion of the 30-day wait period described in Code of Virginia § 24.2-129(C).
3. The Clerk of the Board is directed to send a certified copy of this ordinance to the Henrico County Electoral Board, Department of Elections, and Division of Legislative Services at the conclusion of the 30-day wait period.

NOTICE OF PROPOSED POLLING PLACE CHANGE

The Board of Supervisors of Henrico County proposes to change the polling place for the Sandston Precinct in the Varina District from Sandston Baptist Church to Sandston Elementary School (the "Proposed Change"). The Proposed Change would be made by an ordinance amending section 9-2 titled "Precincts and polling places" of the Code of the County of Henrico (the "Proposed Ordinance").

The Board will receive public comment on the Proposed Change and Proposed Ordinance from December 29, 2025, through February 2, 2026 (the "Public Comment Period"). Interested persons may submit comments, including data, views, and arguments, by email to bra151@henrico.gov, by regular mail to Clerk, Henrico County Board of Supervisors, P.O. Box 90775, Henrico, VA 23273-0775, or through the County's webpage at <https://henrico.gov/services/Board-of-Supervisors-Meeting-Participation-Registration/>.

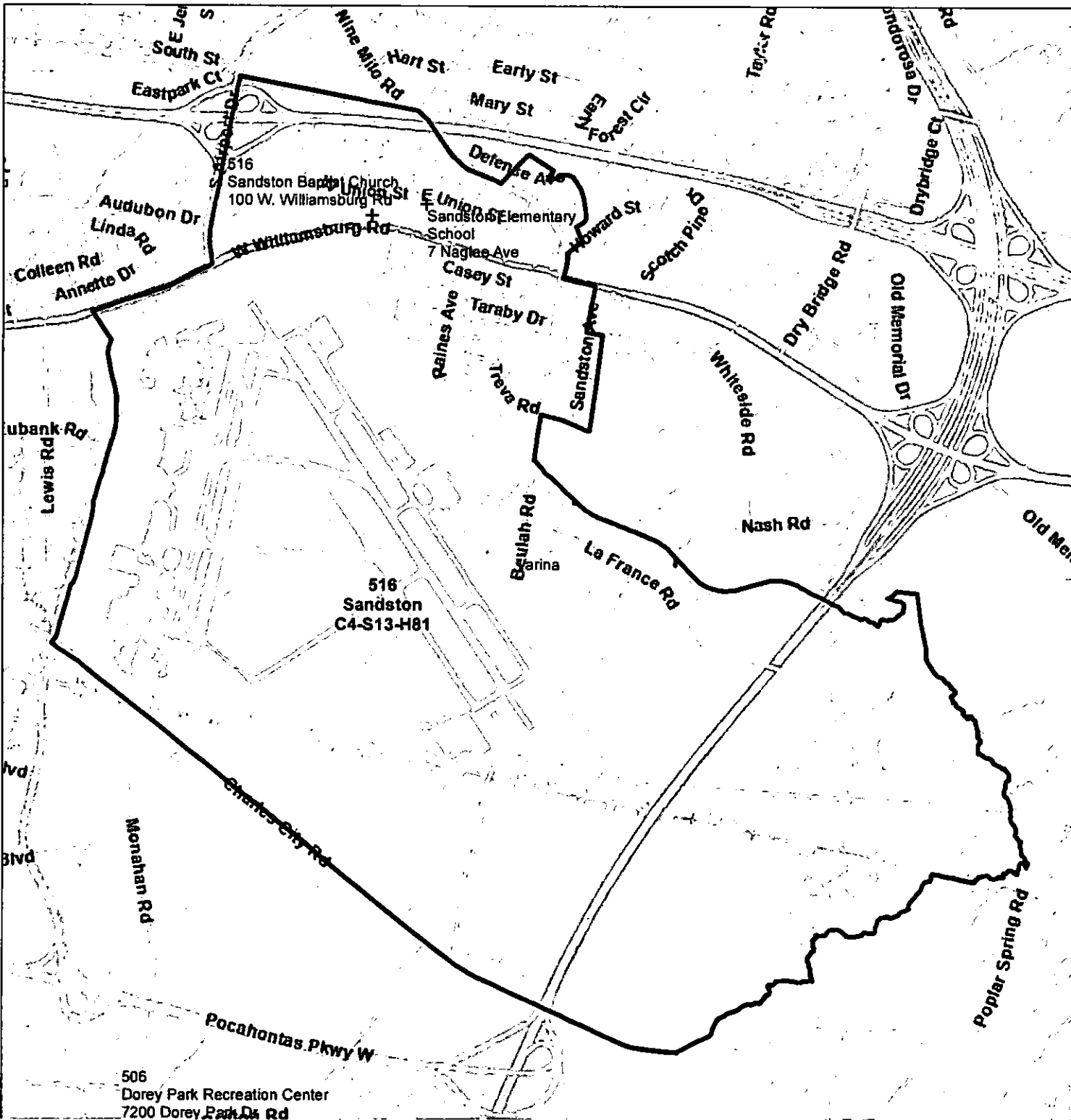
Additionally, the Board will hold a public hearing on the Proposed Change and Proposed Ordinance on **Tuesday, January 27, 2026**, at 6:00 P.M. in the Board Room at the Henrico County Administration Building, Henrico Government Center, 4301 E. Parham Road, Henrico, Virginia, to receive public comment.

The full text of the Proposed Ordinance, as well as a description and map of the Proposed Change, are on file in the office of the County Manager, Third Floor, Henrico County Administration Building, 4301 E. Parham Road, Henrico, Virginia, and may be examined by all interested persons during regular County business hours, and online at <https://henrico.gov/services/board-of-supervisors-meeting-participation-registration/>.

Dated: December 18, 2025

Tanya N. Brackett, CMC
Clerk of the Board of Supervisors
County of Henrico, Virginia

[TO BE PUBLISHED ON THURSDAY, DECEMBER 18, 2025; TUESDAY, DECEMBER 30, 2025; AND TUESDAY, JANUARY 6, 2026]

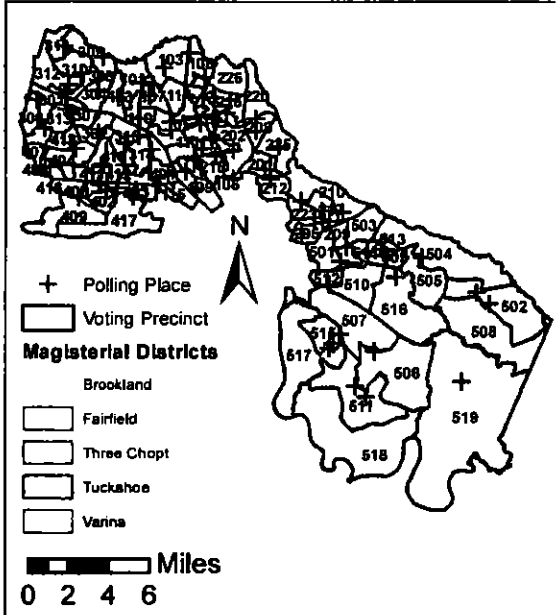


Sandston-516
 Magisterial District: Varina
 Sandston Baptist Church
 100 W. Williamsburg Rd
 23075, Henrico
 C:4 S:13 H:81

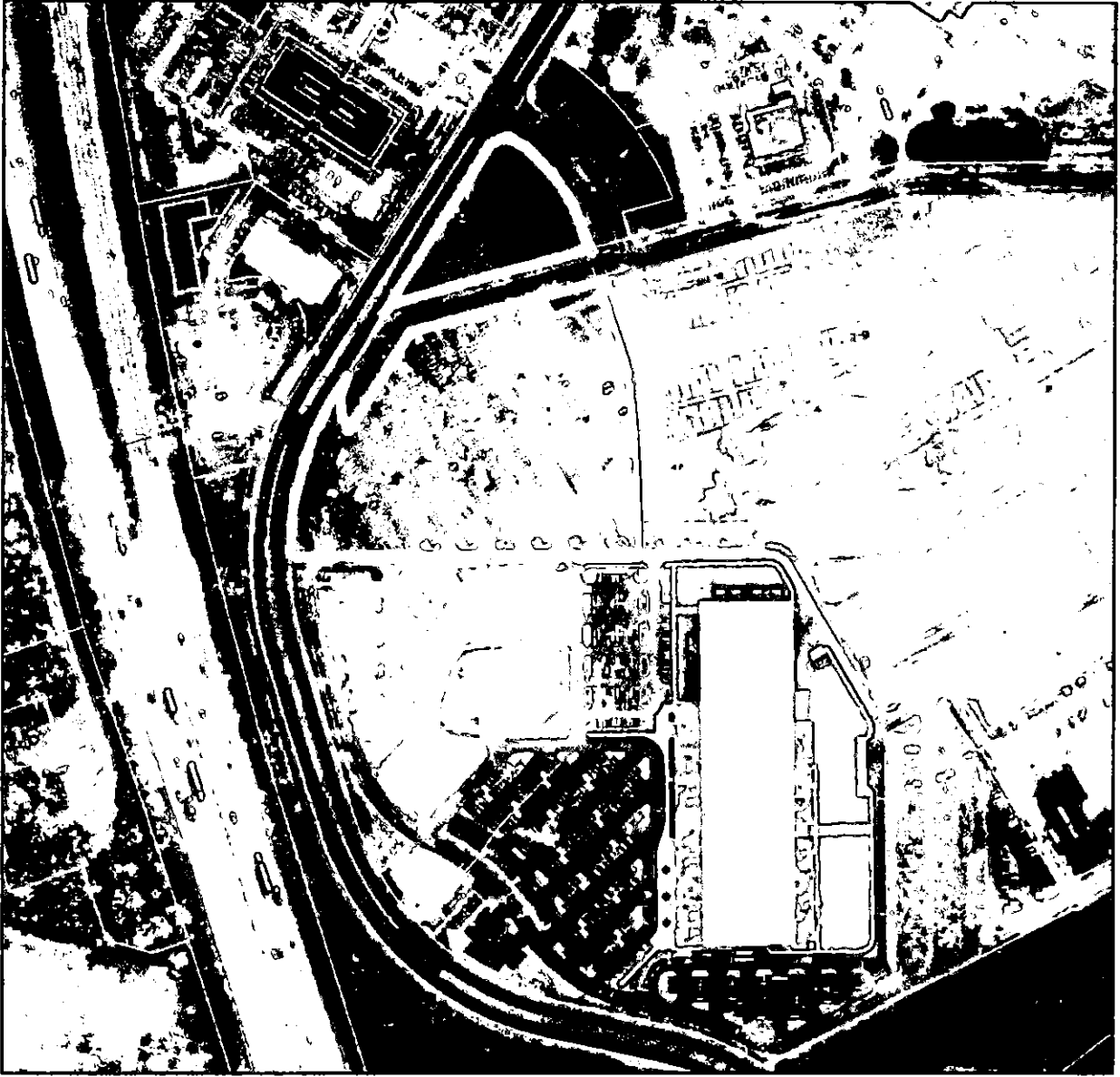


+	Polling Place		Magisterial Districts
▭	House District-Henrico	▭	Brookland
▭	Congressional District-Henrico	▭	Fairfield
▭	Senate District-Henrico	▭	Three Chopt
▭	Voting Precinct	▭	Tuckahoe
		▭	Varina

0 0.25 0.5 0.75 Miles



506
 Dorey Park Recreation Center
 7200 Dorey Park Dr



Additional Property

Attachment I



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

Agenda Item No. **317-26**

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Lease for Emergency Management and Workplace Safety and Other County Agencies — 4259 Carolina Avenue — Fairfield District

For Clerk's Use Only: Date: <u>12/14/2025</u> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) <u>Cooper</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____ REMARKS: APPROVED	<table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Cooper, R.</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>Rogish, J.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Roundtree, M.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Schmitt, D.</td> <td></td> <td></td> <td></td> </tr> </tbody> </table>		YES	NO	OTHER	Cooper, R.	✓			Nelson, T.	✓			Rogish, J.	✓			Roundtree, M.	✓			Schmitt, D.			
	YES	NO	OTHER																							
Cooper, R.	✓																									
Nelson, T.	✓																									
Rogish, J.	✓																									
Roundtree, M.	✓																									
Schmitt, D.																										

WHEREAS, the County desires to lease office and warehouse space primarily for use by Emergency Management and Workplace Safety, but also by Recreation and Parks and other County agencies; and,

WHEREAS, Carolina Ave, LLC, a Delaware limited liability company (the "Landlord"), owns approximately 36,000 rentable square feet of office and warehouse space at 4259 Carolina Avenue that meets the County's needs, and the Landlord is willing to lease this property to the County; and,

WHEREAS, the proposed lease will be for a term of approximately 61 months, commencing on or about January 1, 2026, with an option to renew for one additional five-year term; and,

WHEREAS, the monthly base rent (i) will not exceed \$28,500 during the first year of the lease, (ii) will escalate annually, and (iii) will not exceed \$33,849.06 during the last year of the initial term of the lease; the County will pay additional rent for operating expenses, taxes, insurance costs, and premises utilities costs; and the lease will be subject to annual appropriations by the Board.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that (i) the County Manager is authorized to execute a lease as tenant for 4259 Carolina Avenue, in a form approved by the County Attorney; and (ii) the County Manager, or Real Property Director as his designee, is authorized to execute lease exhibits and all other documents necessary to consummate this transaction and carry out the purposes of the lease.

Comments: The Chief of Emergency Management and Workplace Safety and the Director of Real Property recommend approval of this Board paper; the County Manager concurs.

By Agency Head  By County Manager 

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

Copy to: _____

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

Agenda Item No. 318-25

Page No. 2 of 2

Agenda Title: RESOLUTION – Signatory Authority – Amendment to Engineering Services Agreement – Supervisory Control and Data Acquisition (SCADA) Systems Replacement – Countywide

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County that the County Manager is authorized to execute the fourth amendment to the agreement with Arcadis U.S., Inc. in a form approved by the County Attorney.

Comments: The fourth amendment will increase the total contract amount to \$8,009,930. Funding to support the project is available within the Water and Sewer Revenue Fund. The Director of Public Utilities recommends approval, and the County Manager concurs.

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

Agenda Item No. **319-25**
Page No. 2 of 2

**Agenda Title: RESOLUTION — Award of Contract — Engineering Services – East End Water
Transmission Main — Brookland, Fairfield and Varina Districts**

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

Comments: Funding will be provided by the Water and Sewer Revenue Fund. The 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. 320-25

Page No. 2 of 2

Agenda Title: RESOLUTION – Award of Contract – Annual Contract for Construction of Stream, Wetland, and Outfall Restoration Projects - Countywide

WHEREAS, after review and evaluation of the bids, it was determined that Summit Environmental Services, LLC and Environmental Quality Resources, LLC are the lowest responsive and responsible bidders for the annual unit price contracts; and,

WHEREAS, the cost of each project assigned under these contracts will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractors' bids.

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

1. Pursuant to ITB 25-2887-9EAR and Addendum Nos. 1, 2, and 3, and the bids submitted in response thereto, annual contracts are awarded to Summit Environmental Services, LLC and Environmental Quality Resources, LLC for the period of one year, with an option for the County to renew the contracts for up to two additional one-year terms.
2. Compensation will be based upon the unit costs in the contractors' bids. Estimated first year expenditures are approximately \$5,000,000 which may increase or decrease depending on the actual need of the County.
3. The County Manager is authorized to execute the contracts in a form approved by the County Attorney.
4. The County Manager, or the Purchasing Director as his designee, is authorized to execute amendments 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.