

**COUNTY OF HENRICO, VIRGINIA**  
**Board of Supervisors' Agenda**  
**June 23, 2009**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION** – Rev. Dr. Albert C. Lynch, Pastor, St. Andrew's United Methodist Church

**APPROVAL OF MINUTES** – June 9, 2009 Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Keep Henrico Beautiful Committee – Clean Business and Land Lover Awards.

165-09 Resolution – Expressing Appreciation to Eugene P. Trani.

**APPOINTMENTS/RESIGNATION**

166-09 Resolution – Appointment of Members – Board of Social Services.

167-09 Resolution – Appointment of Members – Capital Region Arts and Cultural Funding Consortium Board of Directors.

168-09 Resolution – Appointment of Members – Community Criminal Justice Board.

169-09 Resolution – Resignation of Director from The Cultural Arts Center at Glen Allen Foundation Board.

170-09 Resolution – Appointment of Member – Greater Richmond Partnership Board of Directors.

171-09 Resolution – Appointment of Members and Alternates – Virginia Transit Association Board of Directors.

**PUBLIC HEARINGS – ITEMS**

172-09 Resolution – Authorizing the County Manager to Submit the Henrico County 2009-2010 Annual Consolidated Plan, including the CDBG Program Year Twenty Plan and the HOME Program Year Thirteen Plan; to Execute the CDBG Agreement for Program Year Twenty and the HOME Agreement for Program Year Thirteen; and to Execute Contracts to Implement the CDBG and HOME Activities.

- 34-09 Resolution – POD-01-08 – Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility. (Deferred from the April 28, 2009 meeting.)
- 173-09 Resolution – Signatory Authority – Lease of County Property – Dorey Park - Varina District.

## PUBLIC COMMENTS

## GENERAL AGENDA

- 174-09 Resolution – Signatory Authority – Amendment to Contract for Sandston/Williamsburg Road Streetscape Design and Construction Drawings.
- 175-09 Resolution – Appropriation of Funds for Fiscal Year 2009-10.
- 176-09 Resolution – Authorization to Apply for and Accept \$20,000 in Federal Grant Funding from the Citizen Corps Program and State Homeland Security Program Administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management.
- 177-09 Resolution – To Accept the Virginia Wireless E-911 Services Board Award to the County of Henrico, Division of Police, for a Joint Project with Richmond City Police to Share Critical Infrastructure Data Through Replicated Data Systems.
- 178-09 Resolution – Signatory Authority – Lease Amendment – 4062-4066 Crockett Street - Brookland District.
- 179-09 Resolution – Signatory Authority – Lease Amendment – 4070-4074 Crockett Street - Brookland District.
- 180-09 Resolution - Award of Contract - Signatory Authority - Pavement Management Survey and Asset Management System - Stantec Consulting Services, Inc.
- 181-09 Resolution - Request for Letter of Necessity - North Gayton Road. Project #01152. Three Chopt District.
- 182-09 Resolution – Acceptance of Road.

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
REGULAR MEETING  
June 9, 2009

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, June 9, 2009 at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

David A. Kaechele, Chairman, Three Chopt District  
Patricia S. O'Bannon, Vice-Chairman, Tuckahoe District (arrived at 9:41 p.m.)  
James B. Donati, Jr., Varina District  
Richard W. Glover, Brookland District  
Frank J. Thornton, Fairfield District

**Other Officials Present:**

Virgil R. Hazelett, P.E., County Manager  
J. Thomas Tokarz II, Senior Assistant County Attorney  
Merle H. Bruce, Jr., Undersheriff  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
George T. Drumwright, Jr., Deputy County Manager for Community Services  
Leon T. Johnson, Deputy County Manager for Administration  
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations  
Randall R. Silber, Deputy County Manager for Community Development

Mr. Kaechele called the meeting to order at 7:05 p.m. and led recitation of the Pledge of Allegiance.

Dr. Joe Gouverneur, Missions Pastor, Third Presbyterian Church, delivered the invocation.

On motion of Mr. Thornton, seconded by Mr. Glover, the Board approved the minutes of the May 26, 2009 Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Kaechele, Donati, Glover, and Thornton

No: None

Absent: O'Bannon

## MANAGER'S COMMENTS

At its development and training conference held May 4 – 5, 2009 in Richmond, the Virginia Association of Community Services Boards (VACSB) elected Henrico Area Mental Health and Retardation Services (MH/MR) Executive Director Michael D. O'Connor to the office of Second Vice-Chair and as Chair of the Executive Director's Forum. Karen W. Grizzard, Business Supervisor for the County Attorney's Office and Vice-Chair of the Henrico Area MH/MR Services Board, was elected to the office of Secretary for a second one-year term and as Chair of the Joseph V. Gartlan Award Review Committee. Raymond C. Gudum, Three Chopt District representative on the MH/MR Services Board, is VACSB's Immediate Past Chair. Thomas J. Kirkup, Tuckahoe District representative on the MH/MR Services Board, has just completed a two-year term as VACSB's Treasurer. VACSB consists of the 40 community services boards/behavioral health authorities in Virginia and supports their efforts to achieve a publicly-funded system of quality public and private services.

The County's Department of Public Relations & Media Services (PR&MS) has received 28 awards in the National Association of County Information Officers (NACIO) Awards of Excellence competition, in recognition of the agency's work in graphic design, writing, photography, television production, and public information campaigns. The department's awards include five Superior awards, the highest citation given in an individual category. Staff members who won awards are as follows: Joel T. Archibald, Public Relations Specialist (seven awards); Steven L. Boyd, Television Producer/Director (six awards); Ryan C. Eubank, Senior Television Producer/Director (four awards); Steven W. Knockemus, Senior Public Relations Specialist (four awards); Tamra R. McKinney, Director (four awards); Benjamin A. Sheppard, Television Producer/Director (one award); and Geoffrey D. Weidele, Television Producer/Director (three awards). NACIO is the communications affiliate of the National Association of Counties, and the annual awards competition draws hundreds of entries from all over the country. Henrico won more awards than any other county in the nation in this year's competition. By comparison, Chesterfield County received eight awards.

Henrico County was notified on June 8, 2009 that 23 of its government programs are National Association of Counties (NACo) Achievement Award winners. The County submitted 41 programs to NACo for consideration in February 2009. Once again, Henrico led all counties in Virginia in the number of NACo awards received. Runners up were Chesterfield County (11 awards) and Fairfax County (8 awards). Only two counties in the nation earned more awards than Henrico, both of which are located in California and have much higher populations (Los Angeles, 9.9 million, and San Diego, 3 million).

Mr. Hazelett introduced Min-young Jeon, a management trainee from Yangju City, Henrico County's sister city in South Korea. Yangju City approached the County with an opportunity to host a management trainee for the purpose of stimulating understanding of the systems and culture in America and to promote relationships between Henrico and Yangju City. Ms. Jeon began a five-week internship with the County on June 1, 2009 and is dividing her time between the Human Resources Department and Division of Recreation and Parks. An employee within the Division volunteered to host Ms. Jeon during her stay in Henrico.

## BOARD OF SUPERVISORS' COMMENTS

There were no comments from the Board.

## RECOGNITION OF NEWS MEDIA

Mr. Kaechele recognized Katherine Calos from the Richmond Times-Dispatch, Kelli O'Hara and Marco Wright from WTVR-TV 6, and Jamie Rife from WWBT-TV 12.

## APPOINTMENTS

154-09            Resolution – Appointment of Member – Transportation Safety Commission.

On motion of Mr. Glover, seconded by Mr. Thornton, and by unanimous vote the Board approved Agenda Item No. 154-09 – see attached resolution.

155-09            Resolution – Appointment of Member – 2011 Commemoration Advisory Commission.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote the Board approved Agenda Item No. 155-09 – see attached resolution.

## PUBLIC HEARINGS – REZONING CASES

156-09            Magnolia Pointe Owners' Association: Request to amend proffered conditions  
C-10C-09            accepted with Rezoning Case C-66C-00, on Parcels 782-767-7523, 782-767-  
Fairfield            4906 and 782-766-0597, located at the southeast intersection of Virginia Center  
Parkway and Francis Road (Magnolia Pointe). The applicant proposes to amend  
Proffer 9 related to required fencing along the eastern boundary of the property.  
The existing zoning is RTHC Residential Townhouse District (Conditional).  
The Land Use Plan recommends Suburban Residential 2, 2.4 to 3.4 units net  
density per acre. The Planning Commission voted to recommend the Board of  
Supervisors **grant** the request.

Joe Emerson, Director of Planning, responded to a question from the Board regarding the proposed amendment to Proffer 9. He noted that there were security and trespassing issues that the Magnolia Pointe Owners' Association wished to have addressed with a more substantial fence.

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

Mr. Thornton complimented the staff and citizens who raised concerns about the existing fence and commented that the proposed amendment should allay the citizens' fears.

On motion of Mr. Thornton, seconded by Mr. Donati, the Board followed the recommendation of the Planning Commission and approved Agenda Item No. 156-09 (C-10C-09) subject to the following proffered conditions:

1. Except as amended hereby, all proffers accepted with Case C-66C-00 shall remain in full force and effect.
2. Amend Proffer 9 accepted with Case C-66C-00 to read as follows: Either a three (3) rail vinyl covered fence; a vinyl covered six (6) foot high opaque privacy fence; or a six (6) foot high welded steel fence shall be installed along the eastern boundary of the property. Any new fencing material shall be approved by the Planning Director or his designee prior to installation. At no time shall there be parallel fencing along the eastern property line that would create an "alleyway." The existing three (3) rail fence, vinyl covered, along Virginia Center Parkway shall remain. The existing three rail fence, vinyl covered, along Francis Road, shall remain and be extended to the southern boundary of the project. The developer may relocate the existing three (3) rail fence along Virginia Center Parkway and Francis Road to accommodate landscaping and berming within the transitional buffer. A vinyl covered six foot high opaque privacy fence shall be installed in the landscaped buffer, with plantings on both sides, between residence buildings and properties adjacent to the south side of the Property. Fencing shall be installed before the first certificate of occupancy is issued for any residence.

The vote of the Board was as follows:

Yes: Kaechele, Donati, Glover, and Thornton

No: None

Absent: O'Bannon

Mr. Kaechele announced that Mrs. O'Bannon was absent from the meeting due to her attendance at the Godwin High School graduation but was expected to arrive during the public hearing on the comprehensive plan.

102-09  
C-5C-09  
Fairfield

Brook Run Somerset LLC: Request to amend proffered conditions accepted with Rezoning Case C-33C-04, on Parcels 784-749-1627 and 784-748-0982, located on the west line of Brook Road (U.S. Route 1), approximately 875 feet south of its intersection with Hilliard Road (State Route 161). The applicant proposes to amend Proffer 2 related to age restrictions to reduce the minimum age restriction from 62 to 55 and amend Proffer 3 related to enforcement of age restrictions. The total number of units would remain the same. The existing zoning is R-5C General Residence District (Conditional). The Land Use Plan recommends Commercial Concentration and Environmental Protection Area. The site is in

the Enterprise Zone. The Planning Commission voted to recommend the Board of Supervisors **grant** the request because the changes do not reduce the original intended purpose of the proffers and the proffers continue to assure a quality form of development.

No one from the public spoke at this meeting in opposition to this case, which was deferred from the May 12, 2009 meeting for decision only.

Mr. Thornton commented that this case shows that when citizens get involved, it really makes a difference. He acknowledged the staff's and Planning Commission's perspective on the requested change but noted that he differed with their perspective. Mr. Thornton stated that he felt the need to reduce the minimum age restriction as requested by the applicant had not been tested. He expressed concern that the requested change would significantly reduce the character of the development in the future and would reduce the intent of the original accepted proffers. Mr. Thornton expressed appreciation to the applicant for his time and effort in this case.

On motion of Mr. Thornton, seconded by Mr. Glover, the Board did not follow the recommendation of the Planning Commission and denied Agenda Item No. 102-09 (C-5C-09).

The vote of the Board was as follows:

Yes: Kaechele, Donati, Glover, and Thornton

No: None

Absent: O'Bannon

### **MANAGER'S COMMENTS (CONTINUED)**

Mr. Hazelett introduced Min-young Jeon, a management trainee from Yangju City, Henrico County's sister city in South Korea. Yangju City approached the County with an opportunity to host a management trainee for the purpose of stimulating understanding of the systems and culture in America and to promote relationships between Henrico and Yangju City. Ms. Jeon began five-week internship with the County on June 1, 2009 and is dividing her time between the County's Human Resources Department and Division of Recreation and Parks. An employee within the Division volunteered to host Ms. Jeon during her stay in Henrico.

### **PUBLIC HEARINGS – OTHER ITEMS**

157-09      Resolution – Amendments to the FY 2008-09 Annual Fiscal Plan: June, 2009.  
Gene Walter, Management and Budget Division Director, explained the proposed amendments and stated that federal stimulus funds included among these amendments will not commit the County to ongoing operating

expenditures. In response to further questions from the Board, he confirmed that this resolution would add \$1.65 million to the Real Estate Advantage Program (REAP), noted that there were over 6,000 REAP applicants as of May 15, 2009, and stated that this resolution represented the final amendments to the FY 2009-09 budget.

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

On motion of Mr. Donati, seconded by Mr. Glover, and by unanimous vote, the Board approved Agenda Item No. 157-09 – see attached resolution.

158-09

Resolution - Adoption of Henrico County 2026 Comprehensive Plan.

Mr. Hazelett discussed the procedures for this public hearing and the anticipated future events leading up to the vote of the Board on the 2026 land use plan. He explained that the Board was expected to defer any decision on this matter until August 11, 2009 and to schedule a work session for July 14, 2009 to receive input from staff concerning the information provided during this public hearing. Mr. Kaechele briefly commented on the purpose and format of the upcoming work session.

Mr. Emerson narrated a Power Point presentation on the Henrico County Draft 2026 Comprehensive Plan. His presentation addressed the purpose of a comprehensive plan, the legal basis for the plan, reasons for updating the plan, the process followed by the County in obtaining citizen input to update its plan, major components of the draft plan's 12 chapters, and next steps in the plan update process. The draft plan's chapters are titled Introduction to the County; Overview of the Plan; Henrico Today; Vision, Goals, and Objectives; Land Use; Community Character; Planning and Economic Focus Areas; Natural Resources; Recreation, Parks, Open Space & Cultural Resources; Transportation; Public Facilities and Utilities; and Implementation. Mr. Emerson thanked the Board, Planning Commission, various departments and divisions of County government, and citizens who have assisted and provided input to the Planning Department in the drafting of the comprehensive plan document. Mr. Emerson noted that there were approximately 100 attendees for this public hearing and that 37 persons were signed up to speak.

Mr. Kaechele commented on the amount of time spent by the Board, Planning Commission, and Planning Department staff in reviewing the draft plan. He reiterated that this was the final opportunity for public comment to the Board on the plan in an official setting.

The following persons addressed the Board during the public hearing on the draft plan:

- Bernice Newell, a resident of the Varina District, expressed reservations about the plan and spoke in favor of land conservation and open space. She also voiced concerns regarding the proposed location for Fire Station No. 3. She distributed three materials to the Board – a copy of the May 2009 edition of *Virginia Wildlife* magazine containing an article titled “Albemarle County: A Profile of Rapid Change,” a video titled “Your Land Legacy – An Introduction to Conservation Easements in Virginia,” and a publication titled “Landowner’s Guide – Conservation Partners, LLC.”
- Robert Y. Gary, a resident of the Varina District, advocated densities of one house per 10 acres to discourage development of farm land, referred to proffered conditions as broken promises, and cited an article by Nicole Ellis titled “To Pave or Save Henrico’s Farmland.”
- Michelle Gluck, a resident of the Three Chopt District and Chair of the Henrico Business Council, noted that the Council has adopted a resolution in support of the plan and reviewed how various components of the proposed plan benefit the County. She stated that the Council understands that the viability of the County’s transportation infrastructure is one of the keys to maintaining the County’s favorable business environment and enhanced quality of life.
- Andy Edmonds, a resident of the Varina District, spoke to the uniqueness of wide open spaces in Varina and the economic opportunities they offer and also commented on the historical significance of the area. He said that Purchase of Development Rights (PDRs) is a land use tool that should be investigated.
- Channing Perkins, a resident of the Three Chopt District, expressed concerns that there have been insufficient deliberations on the Major Thoroughfare Plan, particularly the Gayton Road Extension. He suggested that traffic signalization in the vicinity of the Gayton Road Extension was a safety issue that should be addressed in the Comprehensive Plan and Major Thoroughfare Plan.
- Stephen Mathews, a resident of the Three Chopt District, lamented the loss of historic buildings in Short Pump as a result of development and advocated adjusting the plan to ensure that runaway growth does not occur in Varina.
- Joseph W. Cates, a resident of the Varina District, remarked that the Board is often caught in between the side of development and the side of residents when hearing zoning cases. He wanted to remind the Board that this is a democracy and that the Board was here to represent the citizens.

- Bob Petres, a resident of the Varina District, asked the Board to hold up on the plan and reconsider proposed land uses for the Varina area. He commented that having small houses mushrooming in open fields in Varina will not add much to the quality of life. He referred to the development of Short Pump and stated that the County needs to be careful about how Varina is changed.
- Dr. Kimberly Perry, a resident of the Fairfield District and Executive Director of BikeWalk Virginia, voiced concerns that the plan is not sufficiently inclusive of biking. She reviewed how biking benefits the community and said that the County will lose residents and sales tax revenues if the transportation needs of all citizens are not met. She distributed copies of a publication titled “Bicycling – Moving America Forward.”
- Nelda Snyder, a resident of the Varina District and representative of the Varina Beautification Committee, spoke to positive aspects of the plan but said the Committee would like to see more commitment to the plan’s vision and policies. She proposed changes to the plan pertaining to streetscapes, riverscapes, the definition of semi-rural, and the Osbourne Turnpike overlay district. She suggested that the County should value Varina’s agricultural lands and take advantage of the green revolution, adopt PDRs, cash in on tourism, and prevent suburban mixed-use development from occurring on prime agricultural lands.
- Lynn Wilson, a resident of the Varina District, expressed concerns that the plan update process has not been sufficiently open to citizen input, has focused on micro changes rather than the big picture, and has ignored the environment and tools such as PDRs for preserving green spaces.
- Jeanne McNeil, a resident of the Varina District, spoke to the value of farmland and cultural and environmental resources and asked that land in Varina not be paved over and sold to developers.
- Nicole Anderson Ellis, a resident of the Varina District, stated that the plan has major problems, does not solve issues of concern expressed in a citizen survey, and provides for too much development in rural areas. She further stated that the plan fails to include tools to preserve open space and environmentally sensitive areas, relies on outdated demand capacity analysis data, and fails to promote health and environmental concerns.
- Irvine Wilson, a resident of the Varina District, commented that a number of land conservation measures proposed by citizens to promote green land practices were not included in the plan.

- Dr. Tracy Wright, a resident of the Fairfield District and a pediatrician, raised concerns about how the lack of physical activity contributes to childhood obesity. She quoted from a journal article published by the American Academy of Pediatrics Committee on Environmental Health titled “The Built Environment: Designing Communities to Promote Physical Activity in Children,” which she distributed to the Board. She asked the Board to promote safe routes for walking, playing, and bicycling.
- Charlie Finley, a landowner in the Varina District and Chairman of the Varina Beautification Committee, questioned why the plan changes land use categories for large parcels of land and whether citizens have been offered a sufficient opportunity for input. He commented that the plan takes a passive approach towards growth in Varina and that a PDR program should be implemented to encourage more open space.
- Henry Nelson, a resident of the Varina District, addressed several concerns relating to the plan. He spoke to the need for an historic preservation ordinance, additional open space in the plan, greater attention to the preservation of watersheds, acquisition of the Runnymede property by the County’s Division of Recreation and Parks, more restrictive open space requirements for urban mixed-use and suburban mixed-use development, protection of the Route 5 corridor from big box development, and a land use category designated as prime agricultural.
- Jack Nelson, a resident of the Varina District, voiced support for the plan and commended the County’s Planning Department staff for its work on the plan. He advocated giving farmers more control over their land.
- Walter Berry, a resident of the Varina District, expressed concerns about increasing traffic, the loss of agriculturally zoned (A-1) land in Varina, the leapfrogging of development, and the density approved for the Tree Hill development. He said that Varina has a different character than Short Pump and is a cyclists’ paradise.
- Bland Goddin, a resident of the Varina District, commented on the historical significance of land in Varina and the area’s appeal to horse owners and cyclists. He stated that eliminating the prime agricultural land use designation in the plan is short sighted, that the entire County should not follow development patterns that have occurred on West Broad Street, and the plan should be denied.
- Bill Gray, a resident of the Three Chopt District and representative of the Henrico Business Council, voiced support for provisions of the plan that help the County maintain its balance between residential and commercial

development and the plan's focus on revitalizing declining areas.

Mrs. O'Bannon announced her arrival at this point in the meeting. She noted that she had been delayed by the Godwin High School graduation, a severe thunderstorm, and a news reporter.

The public hearing on the draft plan continued with the following speakers:

- Stewart Schwartz, Executive Director of the Coalition for Smarter Growth and adviser to Envision Henrico, said that the capacity and demand analysis included in the plan are at the core of citizen concerns. He stated that the findings have resulted in too much land proposed for development and too much proposed infrastructure, which will contribute to a decline in inner-suburban development, severe traffic problems, and an over-emphasis on single family homes. He further stated that redevelopment makes sense in today's economy as the nation faces an infrastructure funding crisis.
- Rob Bradham, Senior Vice President for Business Development and Government Affairs for the Greater Richmond Chamber of Commerce, commented that Henrico is one of the best managed counties in the nation because of its proactive management of growth, that County leaders have listened to citizens during the update process for the plan, and that the rural character of eastern Henrico can be preserved with the plan depending upon the desires of the property owners. He characterized the plan as fair and reasonable.

The Board recessed at 9:51 p.m. and reconvened at 10:06 p.m.

The public hearing on the plan continued with the following speakers:

- Sarah Pace, a resident of the Brookland District, spoke to the need for preserving the County's history and asked the Board to adopt an ordinance establishing historic preservation districts to protect historic resources as well as property ownership.
- Russell T. Biggs, a resident of the Fairfield District, suggested that the plan provide for a hospital in eastern Henrico and designate river edges for parks rather than houses. Mrs. O'Bannon pointed out that it is very difficult to site new hospitals because of governmental controls imposed by the Certificate of Public Need process.
- Tom Bowden, a resident of the Tuckahoe District and member of the Board of Directors of BikeWalk Virginia, commented on the benefits of bicycling and applauded the County's efforts to include bicycling in the plan. He stated that the County should encourage bicycling, enforce

traffic laws, and have a plan that is friendly to cyclists and pedestrians. He suggested that the County create pedestrian and bike friendly zones around its public schools. Mrs. O'Bannon pointed out that the School Board is responsible for making this type of decision and its current policy is to discourage students from walking to school.

- Ashley Goodwin, a resident of the Varina District, advocated the use of citizen committees to help redraft the plan and said that residents' input has been marginalized instead of praised during the plan's update process. She referred to the importance of Henrico's history, suggested that the plan's focus should remain on redeveloping aging communities rather than encouraging more sprawl, stated that the land use designations in the plan will render land conservation easements nearly impossible, and expressed concern that the plan does not contain succinct historic preservation guidelines or provide for a preservation ordinance.
- George McCurrach, a resident of the Brookland District, voiced support for mixed-use categories in the plan as a means of promoting less driving and traffic. He expressed concerns about the amount of land marked for development in eastern Henrico, the limited mention of public transportation for major arteries into and out of the City of Richmond, provisions that permit development in environmental protection areas if developmental impacts can be mitigated, and designating a suburban-mixed area in Varina that is not located near the central city. He suggested designating more land for open space and encouraging development in areas that already have infrastructure and commented that he would be happy to volunteer his time to serve on a citizen committee.
- Luke Tabor, a resident of the City of Richmond, elaborated on his opposition to changing land use designations in Varina from prime agricultural to urban mixed use and advocated the preservation of small farms that produce food for the local community.
- Jane Koontz, a resident of the Varina District and member of both the Varina Beautification Committee and Envision Henrico, commended the Planning Department staff on smart growth trends contained in the plan, including three new land use categories (urban mixed-use, traditional neighborhood development, and suburban mixed-use) and expanded special focus areas projected for Varina. She asked that the minimum open space land percentages designated for these three land use categories be increased and that the Board appoint a task force to investigate the use of PDRs in Henrico. She elaborated on the benefits of PDRs and alluded to State matching funds currently available to localities that have such programs in place.

- Adele MacLean, a resident of the Brookland District, voiced concern about the level of citizen participation in the plan update process and requested that the Board postpone adoption of the plan. She spoke to the importance of the plan as a legal guideline, stated that the plan as currently drafted undermines environmental sustainability, and cited a County survey indicating that a large majority of County residents want to preserve rural land. She suggested that the plan should start with identifying and protecting the County's natural resources; address alternative transportation sources; and focus on the County's place within the region and the James River watershed, connecting neighborhoods, and developing compact urban development areas.
- Sheila Sheppard, a resident of the City of Richmond's Church Hill community and a representative of the Partnership for Smarter Growth, referred to the need to plan ahead for changing markets and to preserve fertile land, forests, open spaces, and historic assets. She referred to the economic and environmental benefits of reinvesting in existing development rather than opening up new areas for growth. She asked the Board to reconsider the plan in light of citizen comments and to focus on the plan's neighborhood enhancement and community revitalization components. Ms. Sheppard also invited the Board to attend a bus tour of the Richmond region that will be hosted by her organization on September 27, 2009 to illustrate land use and transportation decisions that have occurred over the past 50 years.
- Michael Rogers, a resident of the Three Chopt District, commented that the City of Richmond is an integral part of the region and expressed concern that its residents have been impacted by jobs moving to Henrico County. He suggested amendments to the plan to make it easier to build on empty asphalt on West Broad Street and also suggested that the Board re-evaluate the plan to ensure that farmland is not developed and green space is preserved.
- Steve Gallmeyer, a resident of the Varina District, expressed concerns about the loss of farmland to new development. He voiced support for PDRs and the preservation of green space and said he was not in favor of having Short Pump in Varina.
- Elaine Eberly, a resident of the Varina District and member of the County's Parks and Recreation Advisory Commission, commended the Board for its large land and property acquisitions in recent years in the Varina District for parks, recreation, athletic facilities, and historic preservation. She distributed new brochures published by the County's Division of Recreation and Parks profiling Dabbs House Museum and the Clark-Palmore House and thanked the Board for its support of the Commission. She commented on her personal experiences growing up in

Varina and the need to be careful about telling other people what to do with the property they own. Mrs. Eberly noted that open spaces are available in Varina and there is a process that must be followed prior to land development.

Mr. Kaechele thanked the citizens for their patience and for expressing their thoughts and convictions. He noted that staff will summarize the comments and the Board will review them at a work session before making a final decision.

On motion of Mr. Glover, seconded by Mrs. O'Bannon, the Board deferred this item to the August 11, 2009 meeting for decision only.

### **PUBLIC COMMENTS**

There were no comments from the public.

### **GENERAL AGENDA**

159-09            Resolution – Supporting the Extension of High Speed Rail Service to the Richmond Region.

Bob Crum, Executive Director of the Richmond Regional Planning District Commission, addressed the Board on this item. He provided background information on the Capital Region Collaborative Organizing Team, explained the resolution, and responded to questions and comments from the Board regarding the status of right-of-way for this service, the projected number of passengers that would utilize this service, the projected impact of this service on I-95 traffic, and terminus of the track. Mr. Crum offered to send Mr. Donati data that has been developed by Virginians for High Speed Rail. Mrs. O'Bannon stated that Petersburg would be a reasonable terminus. Mr. Kaechele referred to financial considerations. Mr. Hazelett confirmed that the existing Staples Mill Road station would continue to operate after the implementation of this service.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and unanimous vote, the Board approved Agenda Item No. 159-09 – see attached resolution.

160-09            Resolution – Authorization to Apply for and Accept an Equipment Grant from the 2009 USSTC Operation Ranger Program through the Altria Corporation.

Fire Chief Ed Smith clarified for the Board that this gift was from Altria and that USSTC is an acronym for the United States Smokeless Tobacco Corporation.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 160-09 – see attached resolution.

161-09 Resolution – Authorization to Apply for and Accept Grant Funding from the Department of Homeland Security.

On motion of Mrs. O’Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved Agenda Item No. 161-09 – see attached resolution.

162-09 Resolution – Authorization to Apply for and Accept Grant Funding from FEMA through its 2009 Assistance to Firefighters Grant Program to Support Development of a Uniform Regional High Rise Incident Operational Procedure and Procure Standardized Equipment for All Front-Line Apparatus.

Chief Smith and Mr. Hazelett responded to questions from the Board pertaining to the status of Federal Emergency Management Agency (FEMA) reimbursements to the County, how the Division of Fire will use the equipment funded by this grant, the type of equipment that will be funded by the grant, and current height limitations on the Division’s ladder trucks.

On motion of Mrs. O’Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved Agenda Item No. 162-09 – see attached resolution.

163-09 Resolution – Signatory Authority – Second Amendment to Contract for Architectural and Engineering Services – Fire Station #3.

On motion of Mr. Donati, seconded by Mrs. O’Bannon, and by unanimous vote, the Board approved Agenda Item No. 163-09 – see attached resolution.

164-09 Resolution – Acceptance of U.S. Department of Homeland Security, Urban Areas Security Initiative (UASI) Grant Award to the Division of Police.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 164-09 – see attached resolution.

There being no further business, the meeting was adjourned at 11:24 p.m.

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Chairman, Board of Supervisors  
Henrico County, Virginia

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
June 9, 2009

The Henrico County Board of Supervisors convened a special meeting on Tuesday, June 9, 2009 at 5:15 p.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

**Members of the Board Present:**

David A. Kaechele, Chairman, Three Chopt District  
Patricia S. O'Bannon, Vice Chairman, Tuckahoe District (departed at 5:42 p.m.)  
James B. Donati, Jr., Varina District  
Richard W. Glover, Brookland District (arrived at 5:40 p.m.)  
Frank J. Thornton, Fairfield District (arrived at 5:45 p.m.)

**Other Officials Present:**

Virgil R. Hazelett, P.E., County Manager  
J. Thomas Tokarz II, Senior Assistant County Attorney  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board  
George T. Drumwright, Jr., Deputy County Manager for Community Services  
Leon T. Johnson, Deputy County Manager for Administration  
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations  
Randall R. Silber, Deputy County Manager for Community Development  
Tamra R. McKinney, Director of Public Relations & Media Services  
C. Michael Schnurman, Jr., Legislative Liaison

Mr. Kaechele called the meeting to order at 5:20 p.m.

Mr. Kaechele announced that Mr. Glover and Mr. Thornton were traveling from high graduations and would be arriving while the meeting was in progress. Mrs. O'Bannon noted that she would be leaving the meeting early to attend a high school graduation and would be returning while the evening meeting was in progress.

Mr. Hazelett introduced Min-young Jeon, a management trainee from the County's South Korean sister city, Yangu City. Ms. Jeon began a five-week internship with the County on June 20 and will return to Yangju City on July 4. She works in Yangju City's agricultural department. Ms. Jeon noted that she was very pleased and honored to be in Henrico and have this learning opportunity. Mr. Hazelett advised that Ms. Yeon is staying in the home of a County employee. She will be dividing her time with the County between the Human Resources Department and Division of Recreation and Parks.

Mr. Hazelett next introduced Vaughn G. Crawley as the County's new Director of Internal Audit. Mr. Crawley is a graduate of the University of Virginia's McIntire School of Commerce and is a Certified Public Accountant and Certified Information Systems Auditor. He was previously employed by Deloitte and Touche and Circuit City. Mr. Hazelett requested that the Board defer the next Audit Committee meeting from June 23, 2009 until July 14, 2009 to allow time for Mr. Crawley to become acclimated. Mr. Vaughn stated that he is looking forward to this professional opportunity.

Mr. Tokarz introduced Lee Ann Anderson as Henrico's newest Assistant County Attorney. Mrs. Anderson is a graduate of the College of William and Mary and New York University School of Law. She previously served as Associate General Counsel for Circuit City and held positions with private law firms in Richmond and New York. Ms. Anderson has considerable litigation experience. She will be working for the County Attorney's Office in the areas of personnel, police training, and personal injury. Ms. Anderson commented that she is looking forward to serving the County.

Mr. Hazelett briefly reviewed the two items on the agenda.

### **Freedom Flag Monument Proposal**

Mr. Hazelett recognized David O'Kelly, Assistant Director of Planning for Plan Review and Code Support, who began the presentation on this item. Mr. O'Kelly described three existing monuments located in the County - the Flood Marker of 1771 in Varina, the J.E.B. Stuart Monument near Virginia Center Commons, and the Police Memorial at the Henrico County Government Center. The Board and staff also briefly discussed a monument located at Henricus Park and a monument located at Horsepen Road and Glenside Drive. Mr. O'Kelly advised that the Freedom Flag Monument was designed and created by Richard Melito to honor the victims of September 11, 2001. The proposed location of the monument is a 1.18 acre parcel owned by the County at the southeast corner of Parham and Quioccasin Roads in the Tuckahoe District. Mr. O'Kelly briefly reviewed the history of the site and explained several slides depicting the Freedom Monument location, zoning in the vicinity of the site, a 1974 aerial photograph of the site, the subject property, potential site constraints, and the approximate site location.

Mr. O'Kelly recognized Mr. Melito, who continued the presentation by sharing his concept for the monument with the Board. He noted that the proposed site for the monument has one of the highest elevations in the County. Mr. Melito suggested that the Commonwealth of Virginia needs its own monument to memorialize the victims of September 11, 2001 and that a wreath could be placed on the monument annually on September 11. He explained slides depicting the proposed layout of the Freedom Monument site, site elevation, and renderings of the monument. Mr. Melito referred to the large number of vehicles that pass by the site daily and stated that he planned for a private foundation to fund the monument and associated site work and then would like to donate the monument to the County.

There was discussion by Mr. Melito, Mr. Hazelett, and the Board regarding future maintenance of the monument site, the cost of the monument, and the construction schedule. Mr. Melito stated the estimated cost of construction could approach \$ 1 million. Mr. Hazelett pointed out

that the monument would be subject to the County's plan of development (POD) process. There was further discussion pertaining to the foundation's fiscal responsibilities for the monument and the adequacy of parking on the site and in the immediate vicinity of the monument. Mr. Kaechele commented that the monument design is attractive and will improve the site. Mr. Thornton questioned how the monument can be marketed to a larger, more diverse audience. Mr. Melito reviewed a handout distributed to the Board at the outset of the presentation that provided background information on The Freedom Flag and explained what the Freedom Flag represents. He assured Mr. Thornton that the monument would remember persons from all backgrounds and that the foundation would welcome support from throughout the community. Mr. Hazelett wrapped up the discussion and Mr. Kaechele thanked Mr. Melito for presenting this proposal to the Board.

The Board recessed for dinner at 6:05 p.m. and reconvened at 6:18 p.m.

### **Proposed Guidelines for Monument and Memorial Site Development**

Mr. Hazelett recognized Mr. O'Kelly, who reviewed two slides pertaining to development guidelines for monuments and memorial sites on County-owned property. He also referred to a handout that set forth the purpose and provisions of the guidelines. At Mr. Hazelett's request, Mr. O'Kelly explained the distinction between monuments on public versus private property. The Board and Mr. O'Kelly discussed the definition of monuments and the approval process recommended by staff. Mr. Hazelett advised that staff would consider the Board's comments and return to the Board with another draft. The Board, Mr. O'Kelly, and Mr. Hazelett discussed the role of the Virginia Department of Historic Resources in approving monuments, whether the County should assume maintenance responsibilities for the Freedom Flag Monument, and current zoning and setback requirements for the site where the Freedom Flag Monument is proposed.

Mr. Hazelett reviewed items on the evening's agenda. Mr. Hazelett and the Board discussed the procedures for the public hearing on the 2026 Comprehensive Plan. Mr. Hazelett advised that the Department of Planning would prepare a verbatim transcript of the hearing from the audio recording. Staff responses to public comments will be provided to the Board at a work session on July 14, 2009. In response to an inquiry by Mr. Glover, Director of Planning Joe Emerson provided several statistics pertaining to land acreage proposed for development in eastern Henrico in the proposed 2026 Comprehensive Plan.

Mr. Hazelett and Mr. Glover responded to questions and concerns raised by Mr. Donati regarding the resolution on the evening's agenda supporting the extension of high speed rail service to the Richmond region. Mr. Hazelett assured the Board that the resolution would not obligate the County financially and predicted that it will be 10 to 15 years before high speed rail service is established in the I-95 corridor from Washington, D. C. to Richmond.

There being no further business, the meeting was adjourned at 6:50 p.m.

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Chairman, Board of Supervisors  
Henrico County, Virginia

## **Keep Henrico Beautiful Committee – Clean Business and Land Lover Awards**

Members of the Keep Henrico Beautiful Committee will join members of the Board of Supervisors at the June 23, 2009 Board meeting to recognize the winners of this year's Clean Business and Land Lover Awards Program. One residential property owner and one business from each of the County's five magisterial districts will receive an award for their beautification efforts. Lynne Smolin-Yurchak, Chairperson of the Keep Henrico Beautiful Committee, will introduce the award recipients and coordinate the presentations.

## **RESOLUTION – Expressing Appreciation to Eugene P. Trani**

Eugene P. Trani, Ph.D., has served as the fourth president of Virginia Commonwealth University since July 1, 1990. He is also President and Chairman of the Board of Directors of the Virginia Commonwealth University Health System and holds a tenured appointment at VCU as Professor of History. Dr. Trani will retire from the presidency of VCU and the VCU Health System on July 1, 2009 but will stay at VCU as University Distinguished Professor. This resolution formally expresses the Board's sincere appreciation to Dr. Trani for his exceptional dedication, leadership, and vision and for his significant contributions to our metropolitan region during the past 19 years while he has served at the helm of VCU and the VCU Health System.



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

Agenda Item No. 105-09  
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Agenda Title: **RESOLUTION - Expressing Appreciation to Eugene P. Trani**

For Clerk's Use Only:  Date <b>JUN 23 2009</b>  <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:	<b>BOARD OF SUPERVISORS ACTION</b>	<b>YES NO OTHER</b>
	Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____  REMARKS: _____ _____	Donati, J. _____ Glover, R. _____ Kacchele, D. _____ O'Bannon, P. _____ Thornton, F. _____

**WHEREAS**, Eugene P. Trani, Ph.D., has served as the fourth president of Virginia Commonwealth University since July 1, 1990; and

**WHEREAS**, Dr. Trani is also President and Chairman of the Board of Directors of the Virginia Commonwealth University Health System and holds a tenured appointment at VCU as Professor of History; and

**WHEREAS**, under Dr. Trani's stellar leadership, VCU has become Virginia's largest university and one of this nation's premier urban research institutions; and

**WHEREAS**, some of the accomplishments of Dr. Trani's administration have included establishing the School of Engineering and Virginia BioTechnology Research Park, expanding The Massey Cancer Center, constructing a new business school, revitalizing VCU's main campus for both academic and athletic programs, growing the university's research budget, developing the VCU Health System and VCU Life Sciences, and forging partnerships with universities around the globe; and

**WHEREAS**, Dr. Trani has displayed a strong personal commitment to his community over the years by serving on the board of directors of several locally-based businesses and The Collegiate School and as chairman of the Greater Richmond Chamber of Commerce and Richmond Renaissance; and

**WHEREAS**, in addition to his many administrative and community achievements, Dr. Trani has remained a scholar and published author in the fields of United States history and foreign affairs throughout his tenure at VCU; and

By Agency Head \_\_\_\_\_ <sup>for</sup> By County Manager George J. [Signature]

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

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**Agenda Title: RESOLUTION – Expressing Appreciation to Eugene P. Trani**

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**WHEREAS**, during the past 19 years, Dr. Trani has received a myriad of prestigious awards, honors, and accolades from professional and civic organizations; and

**WHEREAS**, Dr. Trani has promoted partnerships between VCU and Henrico County, which have resulted in the County's financial participation in the Virginia BioTechnology Research Park and continuing financial support for the VCU Schools of Engineering and Business; and

**WHEREAS**, VCU enrolled 2,634 undergraduate students from Henrico County for the 2008-09 academic year, a 30 percent increase since 2004-05 and clear indicator of the school's growing reputation and popularity within Henrico County under Dr. Trani's administration; and

**WHEREAS**, Dr. Trani will retire from the presidency of VCU and the VCU Health System on July 1, 2009 but will stay at VCU as University Distinguished Professor.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia hereby formally expresses its sincere appreciation to Eugene P. Trani for his exceptional dedication, leadership, and vision and for his significant contributions to our metropolitan region during the past 19 years while he has served at the helm of VCU and the VCU Health System.

**BE IT FURTHER RESOLVED** that this resolution be spread upon the minutes of this meeting and a copy publicly presented to Dr. Trani as a token of the Board's gratitude and with the Board's best wishes for his future success and fulfillment.

**RESOLUTION – Appointment of Members – Board of Social Services**

This Board paper appoints the following persons to the Board of Social Services for four-year terms beginning July 1, 2009 and expiring June 30, 2013 or thereafter, when their successors shall have been appointed and qualified:

Brookland District  
Fairfield District

Maryann M. Nuckolls  
David Goodall, Sr.



**RESOLUTION – Appointment of Members – Capital Region Arts and Cultural Funding Consortium Board of Directors**

This Board paper appoints the following persons to the Capital Region Arts and Cultural Funding Consortium Board of Directors for one-year terms beginning July 1, 2009 and expiring June 30, 2010 or thereafter, when their successors shall have been appointed and qualified:

At-Large

Grant L. Moffett

At-Large

Walter H. Ryland



## **RESOLUTION – Appointment of Members – Community Criminal Justice Board**

This Board paper appoints the following persons to the Community Criminal Justice Board for one-year terms beginning July 1, 2009 and expiring June 30, 2010 or thereafter, when their successors shall have been appointed and qualified:

- 1) George T. Drumwright, Jr., Henrico County Deputy County Manager for Community Services
- 2) Gary A. Hicks, Judge, Henrico Circuit Court
- 3) L. Neil Steverson, Judge, Henrico General District Court
- 4) Stuart L. Williams, Jr., Chief Judge, Henrico Juvenile & Domestic Relations District Court
- 5) William J. Conner, Sr., Chief Magistrate, Henrico County
- 6) Henry W. Stanley, Jr., Chief, Henrico Division of Police
- 7) Wade A. Kizer, Commonwealth's Attorney for Henrico County
- 8) William J. Viverette, an attorney experienced in the defense of criminal matters
- 9) Michael L. Wade, Sheriff of Henrico County
- 10) Mac R. Beaton, a representative of Henrico County Public Schools
- 11) Laura S. Totty, a representative of Henrico Area Mental Health and Retardation Services
- 12) Lynne M. Yurchak, citizen representative (*Brookland*)
- 13) William M. Gibson, citizen representative (*Fairfield*)
- 14) Albert C. Lynch, citizen representative (*Three Chopt*)
- 15) John A. Ficklin, citizen representative (*Tuckahoe*)
- 16) Deborah G. LaVecchia, citizen representative (*Varina*)



**COUNTY OF HENRICO, VIRGINIA  
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MINUTE**

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**Agenda Title: RESOLUTION – Appointment of Members – Community Criminal Justice Board**

<p>For Clerk's Use Only:</p> <p>Date: <b>JUN 23 2009</b></p> <p><input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____</p> <p>REMARKS: _____</p>	<table border="0"> <tr> <td></td> <td>YES</td> <td>NO</td> <td>OTHER</td> </tr> <tr> <td>Donati, J.</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Glover, R.</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Kaechele, D.</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>O'Bannon, P.</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> <tr> <td>Thornton, F.</td> <td>_____</td> <td>_____</td> <td>_____</td> </tr> </table>		YES	NO	OTHER	Donati, J.	_____	_____	_____	Glover, R.	_____	_____	_____	Kaechele, D.	_____	_____	_____	O'Bannon, P.	_____	_____	_____	Thornton, F.	_____	_____	_____
	YES	NO	OTHER																							
Donati, J.	_____	_____	_____																							
Glover, R.	_____	_____	_____																							
Kaechele, D.	_____	_____	_____																							
O'Bannon, P.	_____	_____	_____																							
Thornton, F.	_____	_____	_____																							

**BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia appoints the following persons to the Community Criminal Justice Board for one-year terms beginning July 1, 2009 and expiring June 30, 2010, or thereafter, when their successors shall have been appointed and qualified:

- 1) George T. Drumwright, Jr., Henrico County Deputy County Manager for Community Services
- 2) Gary A. Hicks, Judge, Henrico Circuit Court
- 3) L. Neil Steverson, Judge, Henrico General District Court
- 4) Stuart L. Williams, Jr., Chief Judge, Henrico Juvenile & Domestic Relations District Court
- 5) William J. Conner, Sr., Chief Magistrate, Henrico County
- 6) Henry W. Stanley, Jr., Chief, Henrico Division of Police
- 7) Wade A. Kizer, Commonwealth's Attorney for Henrico County
- 8) William J. Viverette, an attorney experienced in the defense of criminal matters
- 9) Michael L. Wade, Sheriff of Henrico County
- 10) Mac R. Beaton, a representative of Henrico County Public Schools

By Agency Head \_\_\_\_\_ <sup>for</sup> By County Manager George T. Drumwright, Jr.

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

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**Agenda Title: RESOLUTION – Appointment of Members – Community Criminal Justice Board**

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- 11) Laura S. Totty, a representative of Henrico Area Mental Health and Retardation Services
- 12) Lynne M. Yurchak, citizen representative (Brookland)
- 13) William M. Gibson, citizen representative (Fairfield)
- 14) Albert C. Lynch, citizen representative (Three Chopt)
- 15) John A. Ficklin, citizen representative (Tuckahoe)
- 16) Deborah G. LaVecchia, citizen representative (Varina)

**RESOLUTION – Resignation of Director from The Cultural Arts Center at Glen Allen Foundation Board**

This Board paper accepts the resignation of Steven C. Deal from the Board of Directors of The Cultural Arts Center at Glen Allen Foundation.



**Sent:** Tuesday, June 02, 2009 10:45 AM  
**Subject:** Resignation from The Cultural Arts Board

Kurt, it is with mixed emotions that I write to you to formally resign from the board of The Cultural Arts Center at Glenn Allen. As you know, our company was sold last October and my world has changed significantly since then. I have thoroughly enjoyed the time I have spent on the board and will miss the people on the board as well as the fantastic staff. Steve

6/8/2009

**RESOLUTION – Appointment of Member – Greater Richmond Partnership Board of Directors**

This Board paper appoints **James B. Donati, Jr.**, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for a one-year term beginning July 1, 2009 and expiring June 30, 2010 or thereafter, when his successor shall have been appointed and qualified.



**RESOLUTION – Appointment of Members and Alternates – Virginia Transit Association Board of Directors**

This Board paper appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms beginning July 1, 2009 and expiring June 30, 2010 or thereafter, when their successors shall have been appointed and qualified:

Members

Board of Supervisors  
Board of Supervisors

James B. Donati, Jr.  
David A. Kaechele

Alternates

Director of Public Works  
Transportation Development Engineer

Timothy A. Foster  
E. Todd Eure



**RESOLUTION — Authorizing the County Manager to Submit the Henrico County 2009-2010 Annual Consolidated Plan, including the CDBG Program Year Twenty Plan and the HOME Program Year Thirteen Plan; to Execute the CDBG Agreement for Program Year Twenty and the HOME Agreement for Program Year Thirteen; and to Execute Contracts to Implement the CDBG and HOME Activities.**

This resolution authorizes the County Manager to submit the Henrico County 2009-2010 Annual Consolidated Plan consisting of the CDBG Program Year Twenty Plan and the HOME Program Year Thirteen Plan to the United States Department of Housing and Urban Development (“HUD”) on or before August 15, 2009 in accordance with federal submission requirements. It also authorizes the County Manager to execute contracts with HUD for Program Year Twenty of the Henrico CDBG Program and for HOME Program Year Thirteen in a form approved by the County Attorney and in accordance with the rules and regulations of the CDBG and HOME programs. Finally, it authorizes the County Manager to execute contracts in a form approved by the County Attorney to implement the 2009-2010 CDBG and HOME Program Year activities as funds are appropriated.

The County’s CDBG entitlement for Program Year Nineteen is \$1,476,808.

The County’s HOME entitlement for Program Year Twelve is \$931,229.

The Department of Community Revitalization has prepared the attached objectives and proposed uses of CDBG and HOME funds. The proposed use of funds includes \$270,213 in HOME funds from previous years.

The Director of Community Revitalization recommends approval, and the County Manager concurs.



**COUNTY OF HENRICO, VIRGINIA  
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**Agenda Title: RESOLUTION – Authorizing the County Manager to Submit the Henrico County 2009-2010 Annual Consolidated Plan, including the CDBG Program Year Twenty Plan and the HOME Program Year Thirteen Plan; to Execute the CDBG Agreement for Program Year Twenty and the HOME Agreement for Program Year Thirteen; and to Execute Contracts to Implement the CDBG and HOME Activities.**

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**BE IT FURTHER RESOLVED** that the Board of Supervisors authorizes the County Manager to submit the Henrico County 2009-2010 Annual Consolidated Plan to HUD on or before August 15, 2009 in accordance with submission requirements; to execute the contracts with HUD for CDBG Program Year Twenty and HOME Program Year Thirteen in a form approved by the County Attorney and in accordance with the rules and regulations for CDBG and HOME funds; and, as funds are appropriated, to execute contracts in a form approved by the County Attorney to implement the 2009-2010 CDBG and HOME Program Year activities.

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

**2009-2010 CDBG & HOME Program  
Sources & Uses of Funds**

	<b>CDBG</b>	<b>HOME</b>
<b>SOURCES</b>		
Funds Brought Forward	0	170,213
FY 2009-2010 Allocation	1,476,720	931,229
Funds returned to letter of credit		100,000
<b>Total Available</b>	<b>1,476,720</b>	<b>1,201,442</b>
<b>USES</b>		
1. CDBG & HOME Administration	242,000	60,000
2. Commercial Assistance Program	184,000	0
3. St. Joseph's Villa Gym Improvements	30,544	0
4. ElderHomes Rehabilitation	162,000	570,443
5. CONNECT Program	174,339	0
6. HOME Inc. Downpayment	22,000	106,000
7. Southside CDC Downpayment Assistance	50,000	200,000
8. Virginia Supportive Housing SRO	0	250,000
9. Virginia Supportive Housing HomeBuy5	0	14,999
10. Habitat for Humanity Maintenance	150,000	0
11. RAMPS	50,000	0
12. Design Assistance	70,000	0
13. Façade Grants	153,943	0
14. Belmont Recreation Center ADA Patio	187,894	0
<b>Total Allocation</b>	<b>1,476,720</b>	<b>1,201,442</b>

June 18, 2009

**RESOLUTION — POD-01-08 (POD-89-99 Revised) — Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility**

This Board Paper is for Board of Supervisors' approval of a revised master plan and plan of development for Twin Hickory Park, as required by Sections 24-11(b) and 24-106 of the Henrico County Code, to provide a Western Maintenance Facility consisting of a one-story, 5,745 square foot maintenance building, a service yard, two parking areas and related site improvements. This revision to POD-89-99, Northwest Park Master Plan deletes a previously proposed multi-use field and restroom building to accommodate the proposed maintenance facility and includes an additional 1.1 acre parcel of land, revised trail locations, an updated library facility layout, and an expanded shelter area. The 48.09 acre park property is located between Shady Grove Road and Twin Hickory Road, approximately 2,000 feet west of Nuckols Road on Parcels 744-771-3182 and 744-772-0941. The property is zoned A-1, Agricultural District and is located in the Three Chopt District.

The Planning Department has coordinated the review of the revised master plan of development with all County departments and has held a meeting with the project engineer and appropriate representatives of the Division of Recreation and Parks, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, the Office of Building Construction and Inspections, and the Virginia Department of Transportation.

This matter was discussed with the Board in a work session on December 9, 2008. The Board Paper was presented to the Board at its January 27, 2009 meeting and deferred to February 24, 2009, at which time it was deferred again to April 28, 2009. **It was subsequently deferred to June 23, 2009.**

The County Manager recommends withdrawal of the Board paper.



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

Agenda Item No. 34-09

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**Agenda Title: RESOLUTION — POD-01-08 — Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility**

<p>For Clerk's Use Only:</p> <p>Date <u>JUN 23 2009</u></p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<p align="center"><b>YES NO OTHER</b></p> <p>Donati, J.    ___ ___ ___</p> <p>Glover, R.    ___ ___ ___</p> <p>Kaechele, D. ___ ___ ___</p> <p>O'Bannon, P. ___ ___ ___</p> <p>Thornton, F. ___ ___ ___</p>
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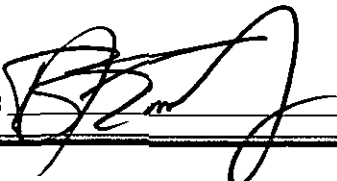
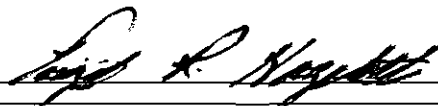
WHEREAS, Sections 24-11(b) and 24-106 of the Henrico County Code require the submission of applications for plans of development for public facilities to the Board of Supervisors; and,

WHEREAS, an application has been submitted for the approval of POD-01-08, a revised master plan and plan of development for Twin Hickory Park to provide a Western Maintenance Facility for the Division of Recreation and Parks consisting of a 5,475 square foot maintenance building, a service yard, two parking areas and related site improvements; and

WHEREAS, the revision to POD-89-99 Northwest Park Master Plan deletes a previously proposed multi-use field and restroom building to accommodate the proposed maintenance facility and includes revisions to the park boundary to include an additional 1.1 acre parcel of land, revised trail locations, an updated library facility layout, and an expanded shelter area; and

WHEREAS, the 48.09 acre park property is located between Shady Grove Road and Twin Hickory Road, approximately 2,000 feet west of Nuckols Road on Parcels 744-771-3182 and 744-772-0941; is zoned A-1, Agricultural District; and is located in the Three Chopt District; and,

WHEREAS, the County Administration, including the Division of Recreation and Parks, the Department of Planning, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, and the Office of Building Construction and Inspections, has reviewed the application along with the Virginia Department of Transportation and recommends approval subject to the staff recommendations and the staff plan dated **January 27, 2009**; and,

By Agency Head  By County Manager 

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**COUNTY OF HENRICO, VIRGINIA  
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MINUTE**

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**Agenda Title: RESOLUTION — POD-01-08 — Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility**

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WHEREAS, on **January 27, 2009**, the Board of Supervisors held a public hearing to receive comments on the application for approval.

NOW, THEREFORE, BE IT RESOLVED that the Henrico County Board of Supervisors hereby approves the application, subject to the following conditions:

1. The Director of Public Utilities shall approve the construction plans for public water and sewer prior to beginning any construction of these utilities. The Department of Public Utilities shall be notified at least 24 hours prior to the start of any County water or sewer construction.
2. The parking lot shall be subject to the requirements of Section 24-98 of the Henrico County Code.
3. The parking spaces shall be marked on the pavement surface with four-inch wide white painted traffic lines. All lane lines and parking lines shall be white in color with the exception that those dividing traffic shall be yellow.
4. Sufficient, effective usable parking shall be provided. If experience indicates the need, additional parking shall be provided.
5. Curb and gutter and necessary storm sewer shall be constructed as shown on approved plans.
6. The plan of development shall be revised as annotated on the staff plan dated **January 27, 2009**, which shall be as much a part of this approval as if its details were fully described herein. Eight (8) sets of revised plans, including the detailed drainage, erosion control and utility plans shall be submitted by the design engineer who prepared the plans to the Department of Planning for final review. Upon notice from the Department of Planning that all comments have been addressed, twenty-one (21) sets of final plans for signature shall be submitted to the Department of Planning for approval signatures.
7. The Department of Public Works shall be notified at least 24 hours prior to the start of any construction.
8. A detailed landscaping plan shall be submitted to the Department of Planning for review and approval prior to the issuance of any occupancy permits.
9. All ground cover and landscaping shall be properly maintained in a healthy condition at all times. Dead plant materials shall be removed within a reasonable time and replaced during the normal planting season.
10. Prior to the approval of an electrical permit application and installation of the site lighting equipment, a plan including light spread and intensity diagrams and fixture specifications and mounting height details shall be submitted for Department of Planning review and approval. Non-recreational lighting poles should not exceed a maximum height of 25 feet.
11. All exterior lighting shall be designed and arranged to direct the light and glare away from nearby residential property and streets.

**COUNTY OF HENRICO, VIRGINIA  
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MINUTE**

Agenda Item No. 34-09

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**Agenda Title: RESOLUTION — POD-01-08 — Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility**

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24. The construction shall be properly coordinated to ensure that safe access, circulation and adequate parking is provided for the facility. A plan to indicate the phasing of improvements and the handling of traffic (construction and employees) shall be submitted to the Department of Planning prior to the issuance of a building permit.
25. The conceptual master plan, as submitted with this application, is for planning and information purposes only. All subsequent detailed plans of development and construction needed to implement this conceptual plan may be administratively reviewed and approved and shall be subject to all regulations in effect at the time such subsequent plans are submitted for review/ approval.

COMMENTS: The Director of Planning has reviewed the plans submitted by Rawlings Wilson & Associates and Austin Brockenbrough & Associates, LLP and recommends approval, and the County Manager concurs.

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

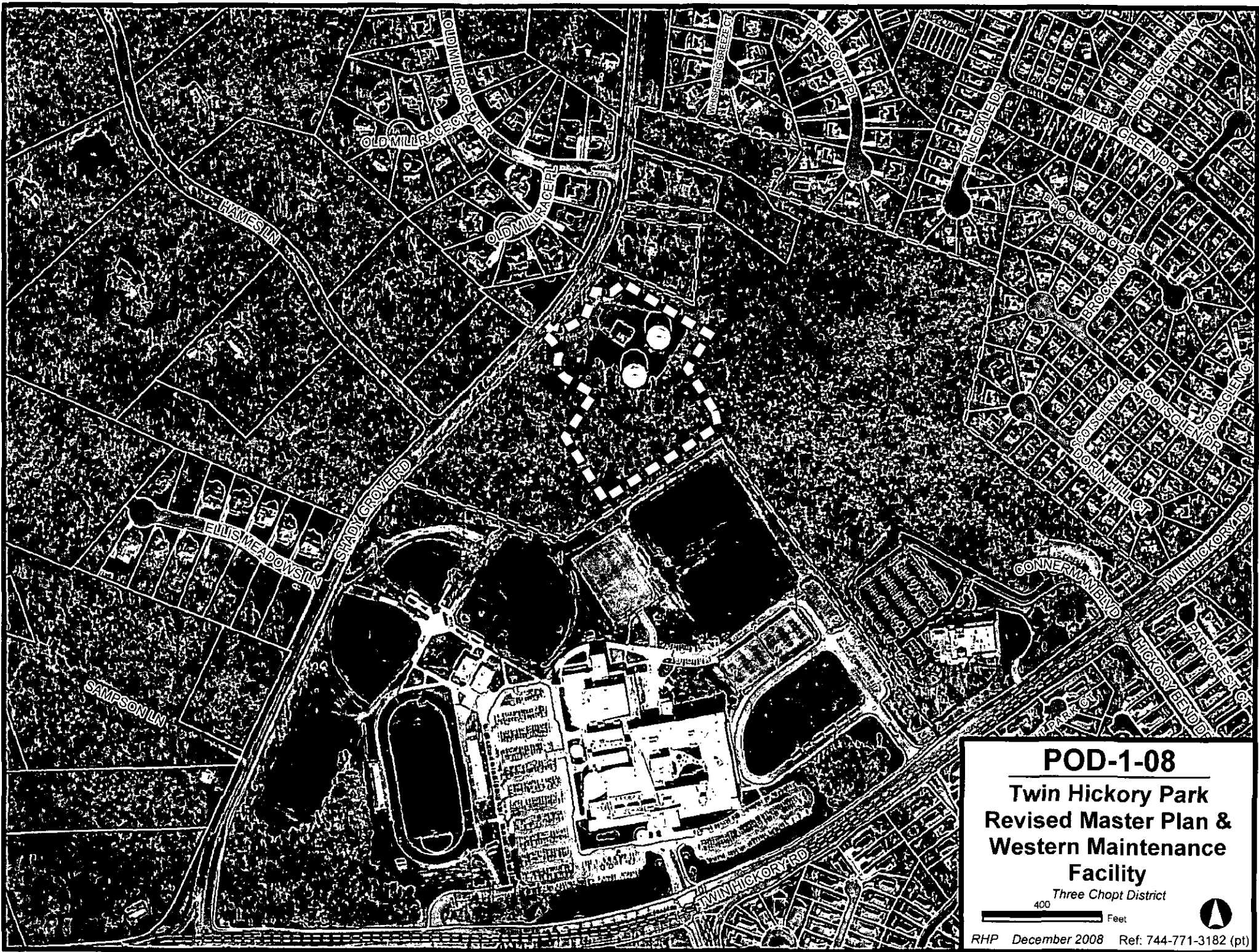
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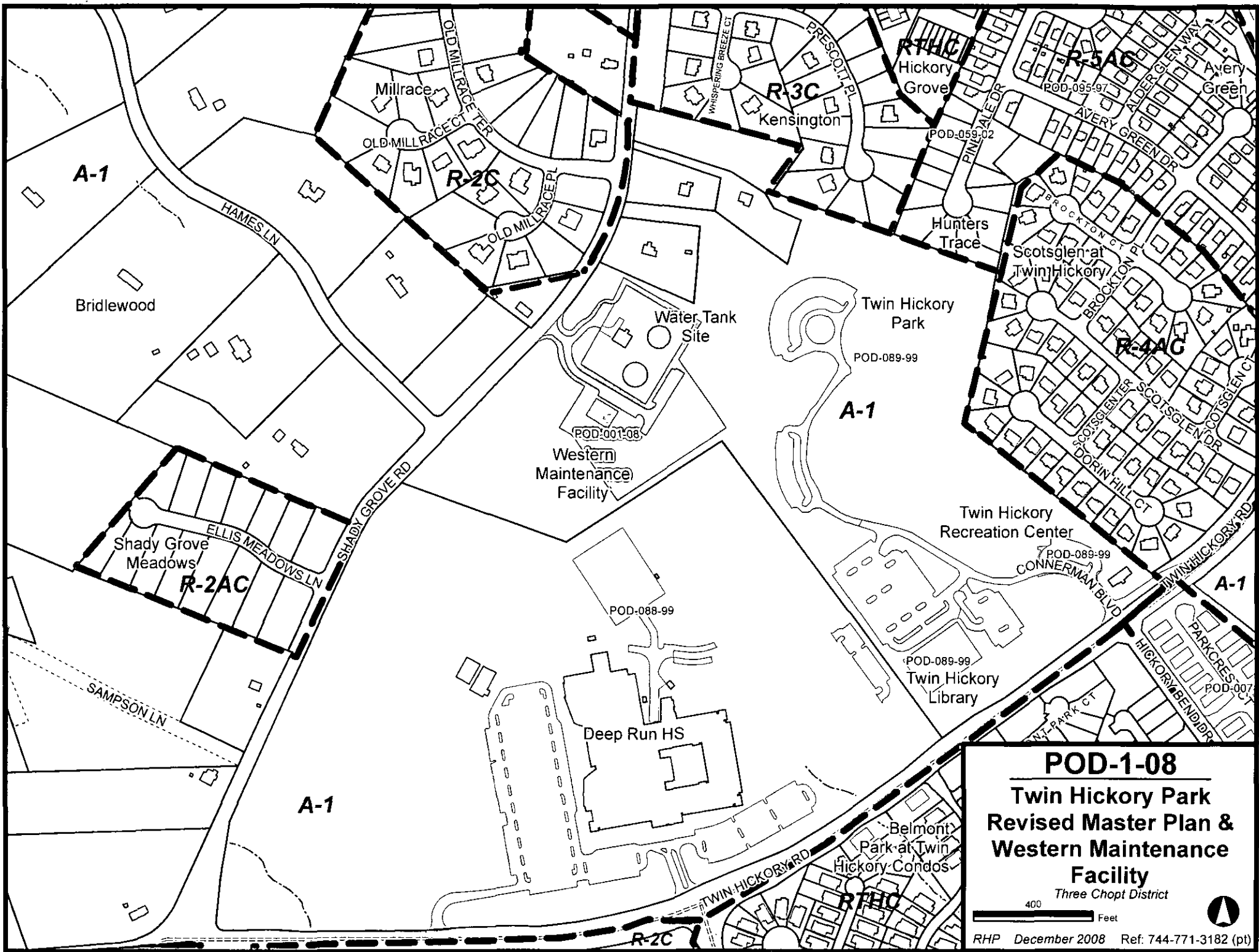
**Agenda Title: RESOLUTION — POD-01-08 — Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility**

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12. The site including the parking areas shall be kept clean of litter and debris on a daily basis. Trash container units/litter receptacles and recycling containers shall be maintained with scheduled regular pickups and shall be screened properly on all four sides. The gate(s) shall remain closed except when the receptacle(s) are being filled or serviced and shall be repaired or replaced as necessary. Details shall be included with the final site plan or required landscape plan review and approval.
13. Required fire lanes shall be marked and maintained in accordance with the Virginia Statewide Fire Prevention Code.
14. Traffic control signs shall be provided as indicated on the Planning staff plan. All signs shall be fabricated as shown in The National Manual on Uniform Traffic Control Devices for Streets and Highways and The Virginia Supplement to The Manual on Uniform Traffic Control Devices for Streets and Highways.
15. The assigned property number shall be displayed so it is easily readable from the street. If assistance is needed with the address, please contact the Department of Planning at 501-4284. The Planning Department must assign all property addresses.
16. The contractor shall have a set of plans approved by the Director of Public Works, Director of Public Utilities and the County Manager available at the site at all times when work is being performed. A designated responsible employee shall be available for contact by County inspectors.
17. The property shall be developed generally as shown on the plan filed with the case, and no major changes or additions to the layout shall be made without the approval of the Board of Supervisors.
18. Upon completion of the improvements and prior to the certification of the permanent occupancy permit, the engineer or land surveyor who prepared the POD plan shall furnish a statement to the effect that all construction, including water and sewer, is in conformance with the regulations and requirements of the POD.
19. The developer shall provide fire hydrants as required by the Department of Public Utilities and Division of Fire.
20. Insurance Service Offices (ISO) calculations should be included on the final construction plans for approval by the Department of Public Utilities prior to issuance of a building permit.
21. Any necessary offsite drainage easements must be obtained in a form acceptable to the County Attorney prior to final approval of the construction plans by the Department of Public Works.
22. Deviations from County standards for pavement, curb, or curb and gutter design shall be approved by the County Engineer prior to final approval of the construction plans by the Department of Public Works.
23. Vehicles shall be parked only in approved and constructed parking spaces.



**POD-1-08**  
**Twin Hickory Park**  
**Revised Master Plan &**  
**Western Maintenance**  
**Facility**  
Three Chopt District  
400 Feet  
RHP December 2008 Ref: 744-771-3182 (pt)



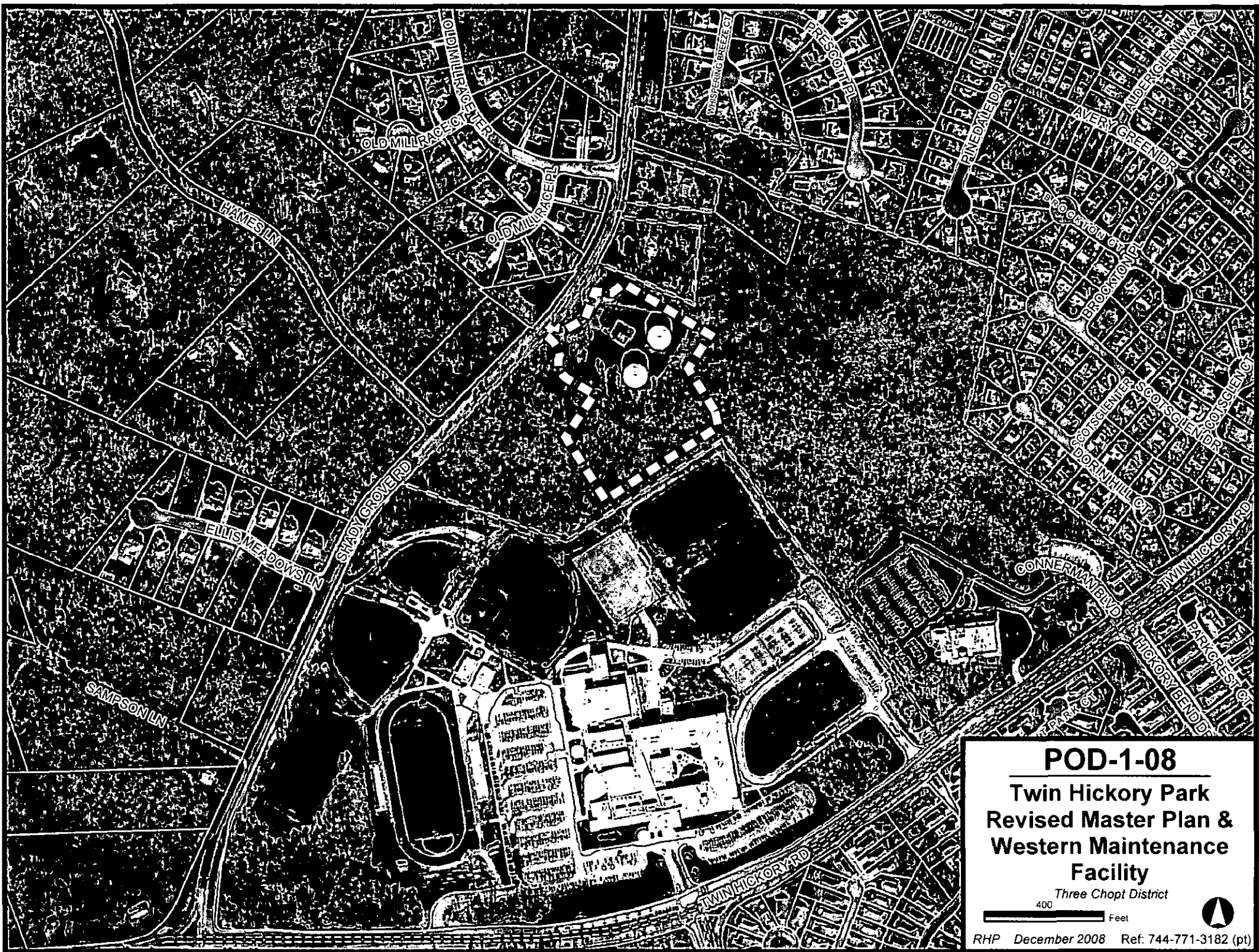
**POD-1-08**

**Twin Hickory Park  
Revised Master Plan &  
Western Maintenance  
Facility**

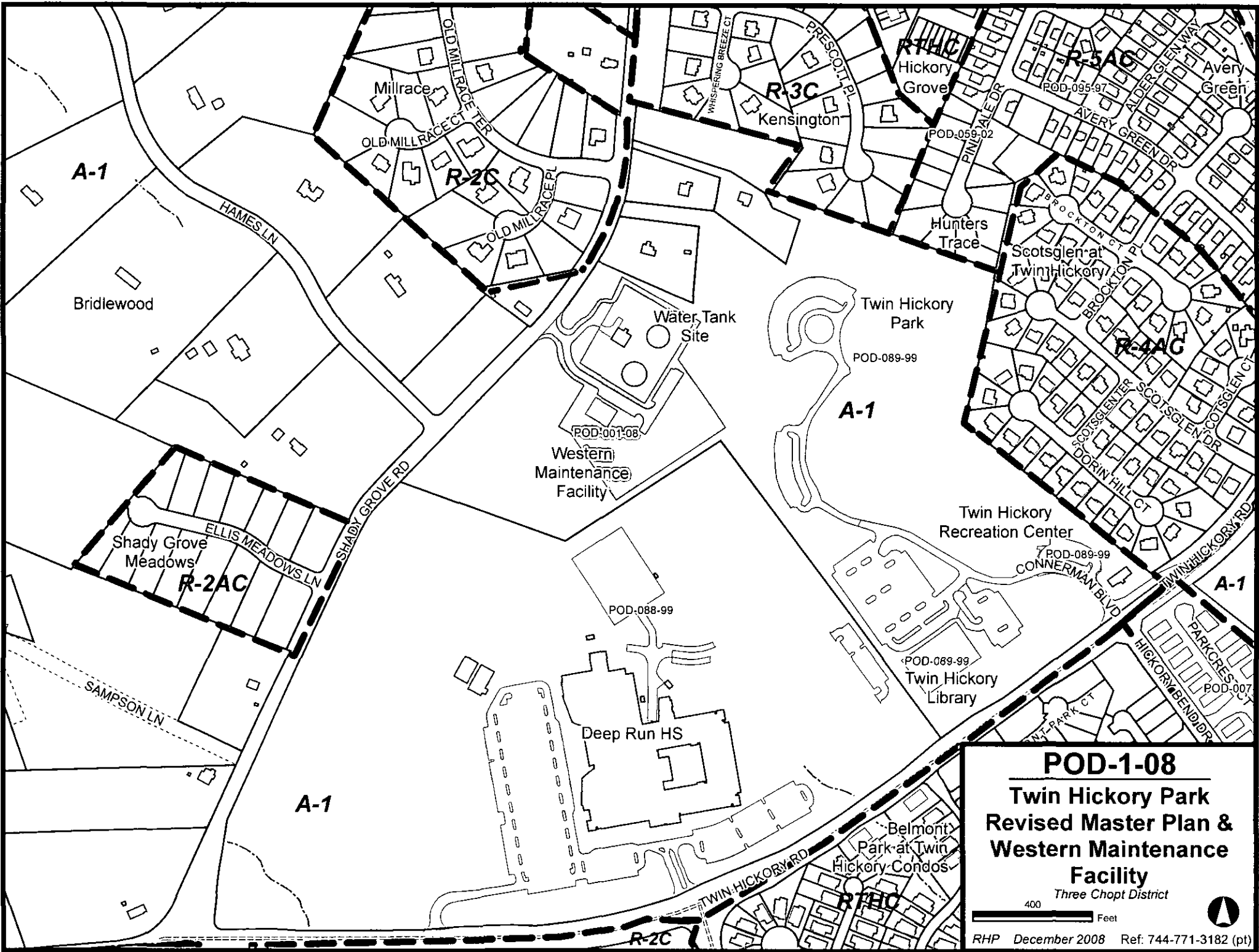
Three Chopt District

400 Feet

RHP December 2008 Ref: 744-771-3182 (pt)



**POD-1-08**  
**Twin Hickory Park**  
**Revised Master Plan &**  
**Western Maintenance**  
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400 Feet  
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**POD-1-08**  
**Twin Hickory Park**  
**Revised Master Plan &**  
**Western Maintenance**  
**Facility**  
 Three Chopt District

400 Feet

RHP December 2008 Ref: 744-771-3182 (pt)

**RESOLUTION – Signatory Authority – Lease of County Property – Dorey Park -  
Varina District**

Approval of this resolution will authorize and direct the County Manager to execute a lease agreement, by and between the County of Henrico, Virginia and Ivan M. Kopelove for the dwelling at Dorey Park. The lease will commence July 1, 2009. Mr. Kopelove will pay to the County rent of \$1.00 per year and will perform certain maintenance *responsibilities concerning the dwelling and caretaker duties at Dorey Park, as more fully outlined in the lease agreement.* The Directors of Recreation and Parks and Real Property recommend approval of this paper. **(Public Hearing)**



**COUNTY OF HENRICO, VIRGINIA  
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**Agenda Title     RESOLUTION - Signatory Authority – Lease of County Property – Dorey Park -  
Varina District**

<p>For Clerk's Use Only:</p> <p align="center"><b>JUN 23 2009</b></p> <p>Date _____</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to _____</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<p align="center">YES NO OTHER</p> <p>Donati, J.     ___ ___ ___</p> <p>Glover, R.     ___ ___ ___</p> <p>Kaechele, D. ___ ___ ___</p> <p>O'Bannon, P. ___ ___ ___</p> <p>Thornton, F. ___ ___ ___</p>
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WHEREAS, the County of Henrico, Virginia (the "County") is the owner of that certain parcel of real property known as Dorey Park, which property is improved with a single-family dwelling; and,

WHEREAS, the County desires to lease this dwelling to a person who will perform certain caretaker duties at Dorey Park until such time as the dwelling is needed for other purposes; and,

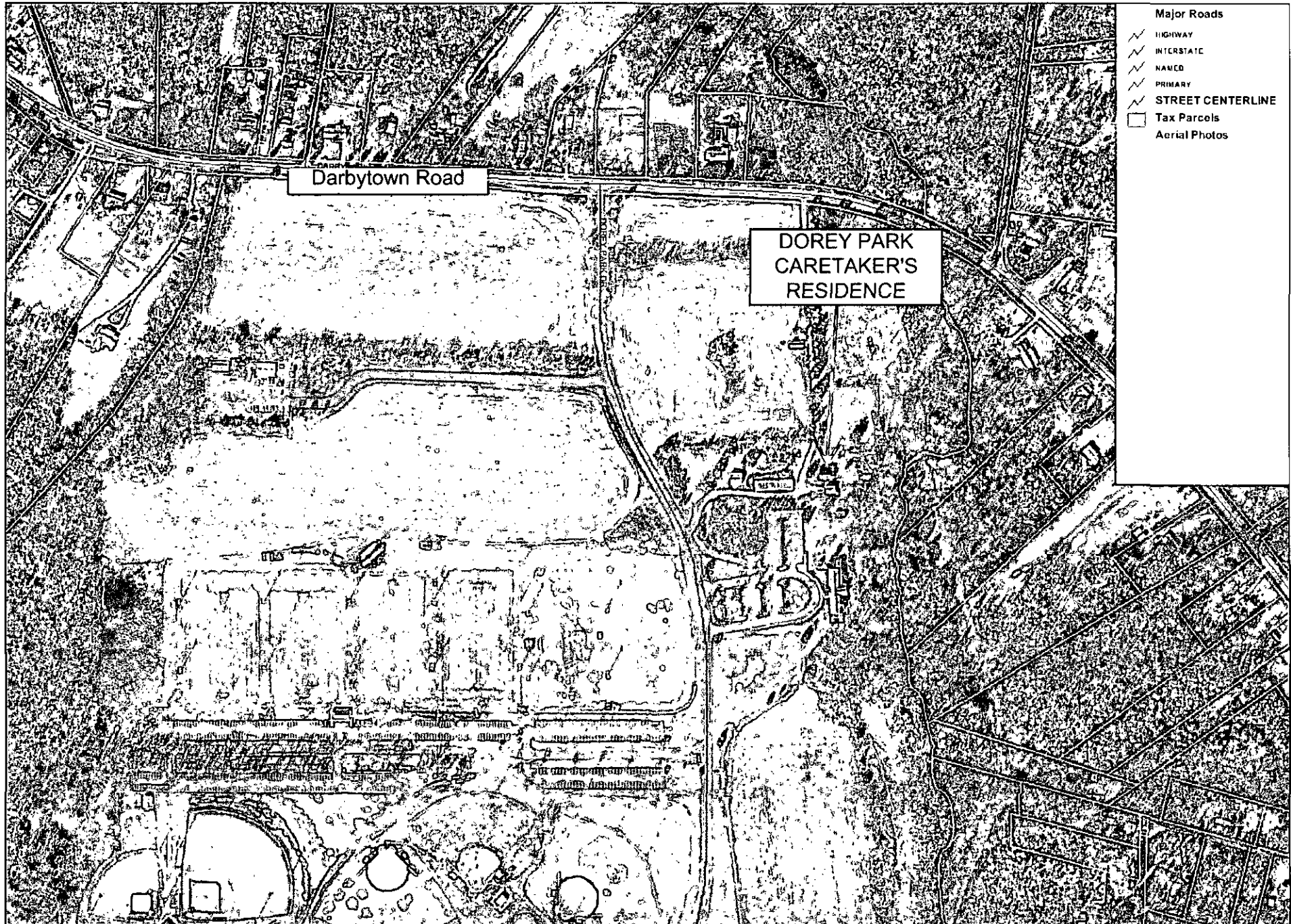
WHEREAS, Ivan M. Kopelove ("Kopelove") desires to lease this residence from the County under the terms and conditions negotiated by the parties, including Kopelove's performance of certain caretaker duties at Dorey Park; and,

WHEREAS, this Resolution was advertised pursuant to Section 15.2-1813 of the Code of Virginia, 1950, as amended, and a public hearing was held on June 23, 2009 by the Board of Supervisors of the County.

NOW, THEREFORE, BE IT RESOLVED by the Board that the County Manager is authorized to execute a lease agreement on behalf of the County, in a form approved by the County Attorney, for the above-described real property for a period of one (1) year commencing July 1, 2009 at a rental of \$1.00 per year, with Kopelove's performance of certain maintenance responsibilities concerning the dwelling, and the caretaker duties at Dorey Park as outlined in the lease.

Comments: The Directors of Recreation and Parks and Real Property recommend approval of this action; the County Manager concurs.

<p>By Agency Head <u><i>[Signature]</i></u></p>	<p>for By County Manager <u><i>[Signature]</i></u></p>
<p>Routing: Yellow to: <u><i>Real Property</i></u></p> <p>Copy to: _____</p>	<p>Certified: A Copy Teste: _____ Clerk, Board of Supervisors</p> <p>Date: _____</p>



**Major Roads**

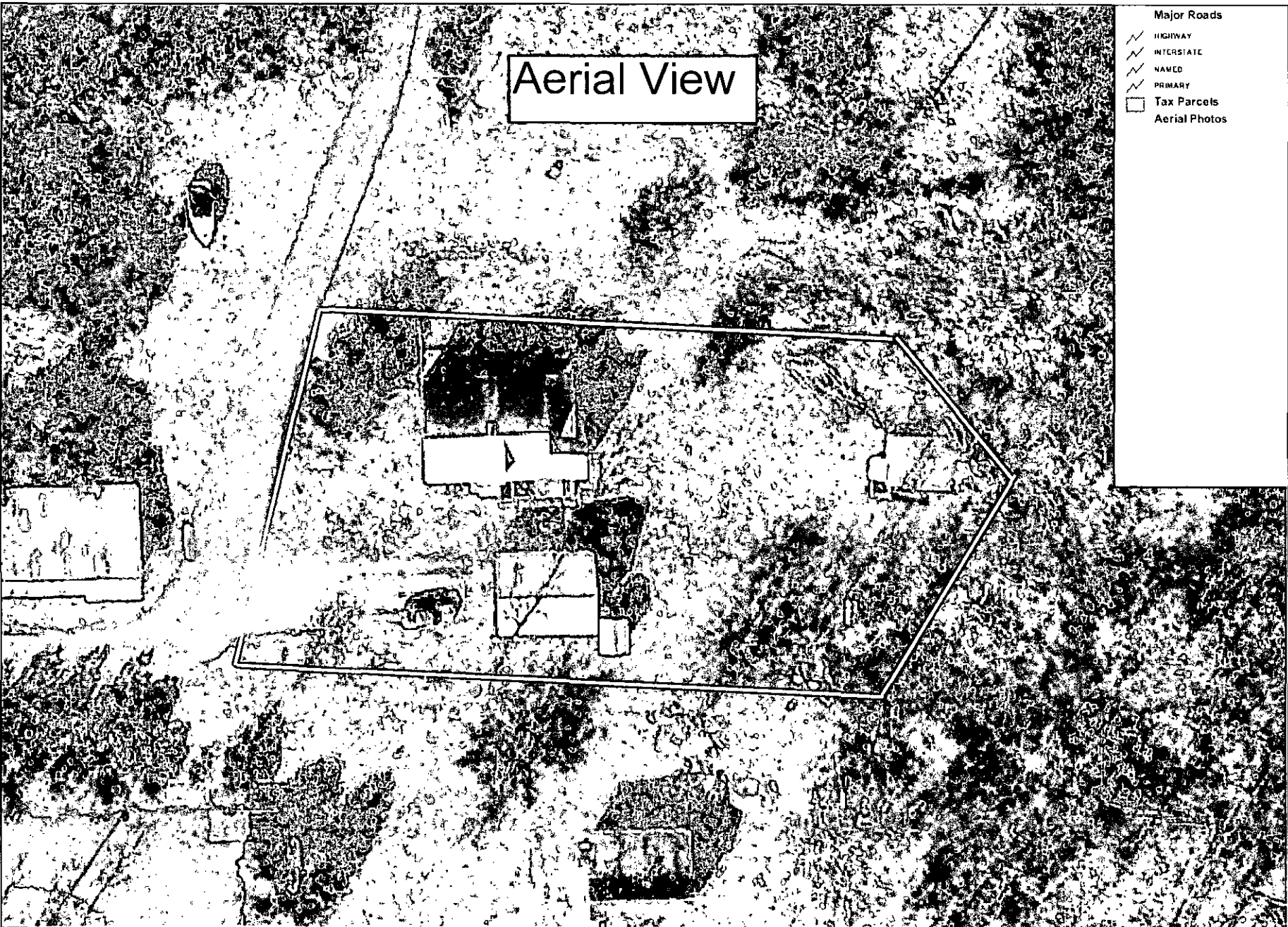
- ⚡ HIGHWAY
- ⚡ INTERSTATE
- ⚡ NAMED
- ⚡ PRIMARY
- ⚡ STREET CENTERLINE

□ Tax Parcels

Aerial Photos

# Aerial View

- Major Roads
- /// HIGHWAY
  - /// INTERSTATE
  - /// NAMED
  - /// PRIMARY
  - Tax Parcels
  - Aerial Photos



DISCLAIMER: This map has been produced on Henrico County's Geographical Information System using the best data available to the County. This map is to be used for reference purposes only and the County of Henrico makes no warranty as to its completeness or accuracy. Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination

## **Resolution – Signatory Authority – Amendment to Contract for Sandston/Williamsburg Road Streetscape Design and Construction Drawings**

This resolution authorizes the County Manager to execute an amendment to the October 28, 2008 contract with LandMark Design Group, Inc. for the Sandston/Williamsburg Road Streetscape Design and Construction Drawings project. The original contract sum was \$245,467.95 and covered streetscape design and construction drawings for a five block Pedestrian Core area on Williamsburg Road from Confederate Avenue on the west to Garland Road on the east.

This amendment extends the scope of the project an additional block in each direction of Williamsburg Road to Pickett Avenue on the west and to Raines Avenue on the east. The negotiated value of these services is \$66,045.50, resulting in a new contract sum of \$311,513.45.

Funding to support this contract amendment is available within the project budget.



## **RESOLUTION – Appropriation of Funds for Fiscal Year 2009-10**

The operating Annual Fiscal Plan for fiscal year 2009-10, was approved by the Board of Supervisors on April 28, 2009, and those funds contained therein should be appropriated for expenditure, as an annual appropriation, effective July 1, 2009.

The capital Annual Fiscal Plan for fiscal year 2009-10, was also approved by the Board of Supervisors on April 28, 2009, and those funds contained therein are to be appropriated for expenditure for the life of the projects, effective July 1, 2009.

This Board paper will also authorize the reappropriation of funds budgeted in fiscal year 2008-09, for all valid outstanding encumbrances as of June 30, 2009, to fiscal year 2009-10, to the same department and account for which they are encumbered.

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

Agenda Item No. **175-09**  
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Agenda Title: **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

For Clerk's Use Only:  Date: <b>JUN 23 2009</b> <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to	<b>BOARD OF SUPERVISORS ACTION</b>  Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____  REMARKS: _____ _____ _____	<table style="width: 100%; border-collapse: collapse;"> <tr> <td></td> <td style="text-align: center;"><b>YES</b></td> <td style="text-align: center;"><b>NO</b></td> <td style="text-align: center;"><b>OTHER</b></td> </tr> <tr> <td>Donati, J.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Glover, R.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Kaechele, D.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>O'Bannon, P.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> <tr> <td>Thornton, F.</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> <td style="text-align: center;">_____</td> </tr> </table>		<b>YES</b>	<b>NO</b>	<b>OTHER</b>	Donati, J.	_____	_____	_____	Glover, R.	_____	_____	_____	Kaechele, D.	_____	_____	_____	O'Bannon, P.	_____	_____	_____	Thornton, F.	_____	_____	_____
	<b>YES</b>	<b>NO</b>	<b>OTHER</b>																							
Donati, J.	_____	_____	_____																							
Glover, R.	_____	_____	_____																							
Kaechele, D.	_____	_____	_____																							
O'Bannon, P.	_____	_____	_____																							
Thornton, F.	_____	_____	_____																							

**BE IT RESOLVED** by the Board of Supervisors of the County of Henrico, Virginia, that the following amounts be, and they hereby are, appropriated for expenditure in fiscal year 2009-10, for the accounts and purposes indicated below, these same amounts being in the approved operating and capital Annual Fiscal Plans for fiscal year 2009-10, as approved by the Board of Supervisors on April 28, 2009 (Agenda Item No. 98-09), and to be funded from the estimated resources shown:

**OPERATING FUNDS**

**ESTIMATED RESOURCES**

<u>SOURCE</u>	<u>AMOUNT</u>
<b><u>GENERAL FUND:</u></b>	
From Local Sources:	
General Property Taxes	\$ 409,500,000
Other Local Taxes	114,615,000
Permits, Fees, and Licenses	3,859,200
Fines and Forfeitures	2,727,900
Use of Money and Property	8,533,200
Charges for Services	3,176,800
Miscellaneous	45,000
Non-Revenue Receipts	2,765,000
Recovered Costs	4,130,700
Total Local	\$ 549,352,800

By Agency Head:	By County Manager:
Routing: Yellow to: _____  Copy to: _____	Certified: _____ A Copy Teste: _____ <div style="text-align: right;">Clerk, Board of Supervisors</div> Date: _____

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
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Agenda Title   **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

ESTIMATED RESOURCES (cont'd)

<u>SOURCE</u>	<u>AMOUNT</u>
<u>GENERAL FUND (cont'd):</u>	
From the Commonwealth of Virginia:	
Non-Categorical Aid	\$ 17,376,300
Shared Expenses	15,902,300
Categorical Aid	<u>273,081,900</u>
Total State	\$ 306,360,500
From the Federal Government:	
Categorical Aid – Total Federal	\$ 10,935,200
Operating Transfers	\$ (109,348,930)
From (To) Fund Balance/Reserves	<u>14,900,000</u>
Total General Fund	\$ 772,199,570
<u>SPECIAL REVENUE FUND:</u>	
From Local Sources:	
Permits, Fees, and Licenses	\$ 1,003,870
Fines and Forfeitures	1,145,832
Use of Money and Property	165,574
Charges for Services	29,214,486
Miscellaneous	71,580
Recovered Costs	<u>545,446</u>
Total Local	\$ 32,146,788
From the Commonwealth of Virginia:	
Non-Categorical Aid	\$ 97,050
Categorical Aid	<u>24,854,949</u>
Total State	\$ 24,951,999
From the Federal Government:	
Categorical Aid – Total Federal	\$ 36,912,022
Non-Revenue Receipts	\$ 211,300
Operating Transfers	19,635,305
From (To) Fund Balance	<u>2,833,189</u>
Total Special Revenue Fund	\$ 116,690,603

**COUNTY OF HENRICO, VIRGINIA  
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Agenda Item No. 175-09  
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Agenda Title   **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

ESTIMATED RESOURCES (cont'd)

<u>SOURCE</u>	<u>AMOUNT</u>
<u>WATER AND SEWER ENTERPRISE FUND:</u>	
From Local Sources:	
Fines and Forfeitures	\$       127,000
Charges for Services	87,089,666
Miscellaneous	3,679,264
Total Local	<u>\$    90,895,930</u>
Non-Revenue Receipts	30,000
Operating Transfers	1,609,569
From (To) Retained Earnings	(18,989,523)
Total Water & Sewer Enterprise Fund	<u>\$    73,545,976</u>
 <u>BELMONT GOLF COURSE ENTERPRISE FUND:</u>	
Charges for Services - Local	\$       1,192,479
Total Belmont Golf Course Enterprise Fund	<u>\$       1,192,479</u>
 <u>CENTRAL AUTOMOTIVE MAINTENANCE FUND:</u>	
From Local Sources:	
Use of Money and Property	\$       365,000
Miscellaneous	31,000
Recovered Costs	21,308,736
Total Local	<u>\$    21,704,736</u>
Non-Revenue Receipts	17,915
Total Internal Service Fund	<u>\$    21,722,651</u>
 <u>TECHNOLOGY REPLACEMENT FUND:</u>	
Non-Revenue Receipts	\$       2,654,551
From (To) Retained Earnings	155,873
Total Technology Replacement Fund	<u>\$       2,810,424</u>
 <u>RISK MANAGEMENT FUND:</u>	
Recovered Costs	\$       624,727
Operating Transfers - Total Fund	4,361,686
Total Risk Management	<u>\$       4,986,413</u>

**COUNTY OF HENRICO, VIRGINIA  
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Agenda Title   **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

ESTIMATED RESOURCES (cont'd)

<u>SOURCE</u>	<u>AMOUNT</u>
<u>HEALTHCARE FUND</u>	
Recovered Costs	\$     80,693,361
Use of Money and Property	150,000
Total Healthcare Fund	<u>\$     80,843,361</u>
 <u>DEBT SERVICE FUND:</u>	
Operating Transfers - Total Fund	\$     55,782,472
From (To) Fund Balance	2,000,000
Total Debt Service Fund	<u>\$     57,782,472</u>
 <u>JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:</u>	
Shared Expenses - Local	\$           403,312
Shared Expenses - State	1,498,939
Operating Transfers	3,286,700
From (To) Fund Balance	404,178
Total JRJDC Agency Fund	<u>\$     5,593,129</u>
 <u>OTHER POST EMPLOYMENT (OPEB) BENEFITS: - GASB 45</u>	
Operating Transfers - Total Fund	\$           6,000,000
 <u>ADJUSTMENTS FOR INTERFUND TRANSACTIONS:</u>	
Operating Transfers - Total Fund	<u>\$     (84,752,377)</u>
TOTAL OPERATING FUNDS RESOURCES	<u><u>\$   1,058,614,701</u></u>

APPROPRIATIONS

<u>DEPARTMENT</u>	<u>AMOUNT</u>
<u>GENERAL FUND:</u>	
Board of Supervisors	\$     1,164,196
Library	16,399,039
Sheriff	34,233,243
Circuit Court	3,099,930
Commonwealth's Attorney	4,699,778
General District Court	200,491
Juvenile/Domestic Relations Court	2,434,398
Electoral Board	1,457,761
County Manager	4,025,580
County Attorney	2,049,269
Human Resources	6,281,177
Police	66,579,523

**COUNTY OF HENRICO, VIRGINIA  
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Agenda Title   **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

<u>DEPARTMENT</u>	<u>APPROPRIATIONS (cont'd)</u>	<u>AMOUNT</u>
<u>GENERAL FUND:</u>		
Fire		50,195,913
Finance		12,806,463
General Services		17,275,345
Internal Audit		361,168
Information Technology		13,340,288
Agriculture and Home Extension		376,772
Social Services		18,794,146
Recreation and Parks		16,770,371
Public Health		1,645,730
Public Works		35,935,899
Real Property		605,673
Economic Development		13,256,265
Non-Departmental		12,256,941
Building Inspections		4,668,567
Planning		4,326,456
Permit Centers		945,672
Community Revitalization		1,763,516
Education		424,250,000
Total General Fund		\$ 772,199,570
 <u>SPECIAL REVENUE FUND:</u>		
Commonwealth's Attorney		\$ 835,304
Juvenile/Domestic Relations Court (VJCCCA)		1,088,023
Police		1,410,225
Social Services (CSA)		8,564,611
Mental Health/Retardation Services		32,111,037
Capital Area Training Consortium		3,666,521
Public Works		897,000
Public Utilities		12,134,268
Non-Departmental		111,895
Community Corrections/Drug Court Programs		1,741,679
Education - Cafeterias		17,412,081
Education - Grants		36,717,959
Total Special Revenue Fund		\$ 116,690,603

**COUNTY OF HENRICO, VIRGINIA  
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Agenda Title **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

<u>DEPARTMENT</u>	<u>AMOUNT</u>
<u>WATER AND SEWER ENTERPRISE FUND:</u>	
Public Utilities – Operations	\$ 58,132,963
Public Utilities – Debt Service	15,413,013
Total Water & Sewer Enterprise Fund	\$ 73,545,976
 <u>BELMONT GOLF COURSE ENTERPRISE FUND:</u>	
Recreation and Parks – Total Fund	\$ 1,192,479
 <u>CENTRAL AUTOMOTIVE MAINTENANCE FUND:</u>	
General Services – Total Fund	\$ 21,722,651
 <u>TECHNOLOGY REPLACEMENT FUND:</u>	
Technology Replacement – Total Fund	\$ 2,810,424
 <u>RISK MANAGEMENT FUND:</u>	
General Services – Total Fund	\$ 4,986,413
 <u>HEALTHCARE FUND</u>	
Healthcare – Total Fund	\$ 80,843,361
 <u>DEBT SERVICE FUND:</u>	
General Government	\$ 17,727,683
Education	40,054,789
Total Debt Service Fund	\$ 57,782,472
 <u>JAMES RIVER JUVENILE DETENTION CENTER AGENCY FUND:</u>	
JRJDC – Operations	\$ 4,912,908
JRJDC – Debt Service	680,221
Total JRJDC Agency Fund	\$ 5,593,129
 <u>OTHER POST EMPLOYMENT (OPEB) BENEFITS – GASB 45</u>	
GASB 45 OPEB – Total Fund	\$ 6,000,000
 <u>ADJUSTMENTS FOR INTERFUND TRANSACTIONS:</u>	
Interdepartmental Billings – Total Fund	\$ (84,752,377)
<b>TOTAL OPERATING FUNDS APPROPRIATIONS</b>	<b>\$ 1,058,614,701</b>

**COUNTY OF HENRICO, VIRGINIA  
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Agenda Title   **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

**CAPITAL FUNDS**

<u>SOURCE</u>	<u>ESTIMATED RESOURCES</u>	<u>AMOUNT</u>
<b><u>CAPITAL PROJECTS FUND:</u></b>		
Landfill Revenue		\$     3,600,000
Motor Vehicle License Revenue		850,000
Fund Balance – Designated Capital Reserve		9,150,000
Fund Balance – Central Automotive		590,600
Fund Balance – General Fund		5,000,000
Total Capital Projects Fund		<u>\$   19,190,600</u>
 <b><u>WATER AND SEWER ENTERPRISE FUND:</u></b>		
Water and Sewer Fees/Charges – Total Fund		<u>          33,802,600</u>
TOTAL CAPITAL FUNDS RESOURCES		<u><u>\$   52,993,200</u></u>

**APPROPRIATIONS**

<b><u>CAPITAL PROJECTS FUND:</u></b>		
Sheriff		\$     150,000
Finance – Land Purchase Reserve		7,000,000
General Services		1,997,900
Information Technology		2,617,700
Recreation and Parks		300,000
Public Works - GIS		1,025,000
Public Utilities – Landfill		3,600,000
Education		2,500,000
Total Capital Projects Fund		<u>\$   19,190,600</u>
 <b><u>WATER AND SEWER ENTERPRISE FUND:</u></b>		
Public Utilities – Water		\$   10,275,000
Public Utilities – Sewer		23,527,600
Total Water & Sewer Enterprise Fund		<u>\$   33,802,600</u>
TOTAL CAPITAL FUNDS APPROPRIATIONS		<u><u>\$   52,993,200</u></u>

**BE IT FURTHER RESOLVED** by the Board of Supervisors of the County of Henrico, Virginia that funds appropriated for capital projects and the long-term disability function will not lapse at the end of the fiscal year, but shall remain appropriated until spent, or until the Board of Supervisors eliminates the appropriation.

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

Agenda Item No. 175-09  
Page No. 8 of 8

Agenda Title **RESOLUTION - Appropriation of Funds for Fiscal Year 2009-10**

**BE IT FURTHER RESOLVED** by the Board of Supervisors of the County of Henrico, Virginia, that funds budgeted in fiscal year 2008-09, which support valid outstanding encumbrances as of June 30, 2009, be, and hereby are, reappropriated to fiscal year 2009-10, to the same department and account for which they were encumbered.

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

**RESOLUTION – Authorization to Apply for and Accept \$20,000 in Federal Grant Funding from the Citizen Corps Program and State Homeland Security Program Administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management**

This Board paper authorizes the County Manager to apply for and accept \$20,000 in Federal grant funding from the Citizen Corps Program and the State Homeland Security Program administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management. The grant, which requires no local match, will be used by the Division of Fire's Office of Emergency Management to support Citizen Corps training programs, including Community Emergency Response Team, Medical Reserve Corps, and Fire Corps.



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

Agenda Item No. 170-09

Page No. 1

**Agenda Title: RESOLUTION – Authorization to Apply for and Accept \$20,000 in Federal Grant Funding from the Citizen Corps Program and State Homeland Security Program Administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management**

For Clerk's Use Only:	<b>BOARD OF SUPERVISORS ACTION</b>	<b>YES NO OTHER</b>
Date: <b>JUN 23 2009</b>	Moved by (1) _____ Secoded by (1) _____ (2) _____ (2) _____	Donati, J. _____ Glover, R. _____ Kaechele, D. _____ O'Bannon, P. _____ Thornton, F. _____
( ) Approved ( ) Denied ( ) Amended ( ) Deferred to: _____	REMARKS: _____ _____ _____	

WHEREAS, the Division of Fire wishes to apply for and accept \$20,000 in Federal grant funding from the Citizen Corps Program and the State Homeland Security Program administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management; and

WHEREAS, the grant, which requires no local match, will be used by the Division of Fire's Office of Emergency Management for its Citizen Corps training program, including Community Emergency Response Team, Medical Reserve Corps, and Fire Corps.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County authorizes the County Manager to apply for and accept \$20,000 in federal grant funding from the Citizen Corps Program and the State Homeland Security Program administered by the Commonwealth of Virginia through the Virginia Department of Emergency Management.

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

By Agency Head *John W. Smith* By County Manager *Richard R. Hayden*

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**RESOLUTION** - To Accept the Virginia Wireless E-911 Services Board Award to the County of Henrico, Division of Police, for a Joint Project with Richmond City Police to Share Critical Infrastructure Data Through Replicated Data Systems.

This resolution accepts the \$314,500 grant award from the Virginia Wireless E-911 Services Board to the Henrico County Division of Police and Richmond City Department of Police to replicate and share critical infrastructure data between the County and City.



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

Agenda Item No. 177-09  
Page No.

**Agenda Title**

**RESOLUTION - To Accept the Virginia Wireless E-911 Services Board Award to the County of Henrico, Division of Police, for a Joint Project with Richmond City Police to Share Critical Infrastructure Data Through Replicated Data Systems.**

<p>For Clerk's Use Only:</p> <p><b>JUN 23 2009</b></p> <p>Date _____</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to _____</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<table border="0"> <tr> <td></td> <td align="center"><b>YES</b></td> <td align="center"><b>NO</b></td> <td align="center"><b>OTHER</b></td> </tr> <tr> <td>Donati, J.</td> <td align="center">___</td> <td align="center">___</td> <td align="center">___</td> </tr> <tr> <td>Glover, R.</td> <td align="center">___</td> <td align="center">___</td> <td align="center">___</td> </tr> <tr> <td>Kaechele, D.</td> <td align="center">___</td> <td align="center">___</td> <td align="center">___</td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">___</td> <td align="center">___</td> <td align="center">___</td> </tr> <tr> <td>Thornton, F.</td> <td align="center">___</td> <td align="center">___</td> <td align="center">___</td> </tr> </table>		<b>YES</b>	<b>NO</b>	<b>OTHER</b>	Donati, J.	___	___	___	Glover, R.	___	___	___	Kaechele, D.	___	___	___	O'Bannon, P.	___	___	___	Thornton, F.	___	___	___
	<b>YES</b>	<b>NO</b>	<b>OTHER</b>																							
Donati, J.	___	___	___																							
Glover, R.	___	___	___																							
Kaechele, D.	___	___	___																							
O'Bannon, P.	___	___	___																							
Thornton, F.	___	___	___																							

**WHEREAS**, the County of Henrico, Division of Police, and the City of Richmond, Department of Police, are responsible for emergency services in their respective jurisdictions; and

**WHEREAS**, Henrico County and Richmond City share common borders and issues and seek common solutions to crime problems; and

**WHEREAS**, the County of Henrico, Division of Police, and the City of Richmond, Department of Police, applied for and were awarded \$314,500 in Public Safety Answering Point (PSAP) funds from the Virginia Wireless E-911 Services Board to replicate and share critical infrastructure data between the County and City.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Supervisors of Henrico County, Virginia, accepts the interjurisdictional grant award and authorizes the County Manager to sign appropriate agreements.

**COMMENT:** The Chief of Police and the County Manager recommend approval of this resolution. There are no local funds involved. The Henrico County Division of Police will be the fiscal agent for this grant.

By Agency Head *[Signature]* *SM*

for By County Manager *[Signature]*

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

MEMORANDUM OF UNDERSTANDING  
between  
COUNTY OF HENRICO AND CITY OF RICHMOND  
for  
WIRELESS E-911 GRANT

This Memorandum of Understanding (the "MOU") is entered into this 1<sup>st</sup> day of January, 2009, by and between Henrico County, Virginia (the "County") and the City of Richmond, Virginia (the "City") in order to document their agreements pertaining to a joint grant application for a cooperative GIS-based initiative benefiting E-911.

1. The parties agree to apply jointly for the Wireless E-911 Enhancement Program – Regional Grant (FY10) from the Virginia Information Technology Agency.

2. The parties agree that the County will act as the "host applicant" and, as such, will be the fiscal agent should the grant be awarded to the parties.

3. As fiscal agent, the County will be fully responsible for fulfilling all grant requirements including, but not limited to, reports, control of and accounting for funds, and distribution of services and equipment purchased with the grant award.

4. The County shall receive all grant funds and disburse same as specified in the grant application.

5. The County shall be responsible for the procurement and management of a consultant contract awarded for the benefit of the parties in connection with the grant.

6. Both parties agree that they shall at all times comply with the grant guidelines and state law applicable to the grant.

7. The City agrees that it shall take all steps necessary to assist the County in fulfilling its obligations as fiscal agent for the grant.

8. Should the parties receive the grant, and should the Commonwealth of Virginia or any entity thereof subsequently determine that any portion of the grant has been spent in violation of the grant guidelines or state law, or any services or equipment purchased with grant funds have been spent in violation of the grant guidelines or state law, and require reimbursement, the parties shall reimburse the Commonwealth in proportion to the benefit each party received from (1) the grant funds that the

Commonwealth has determined were spent in violation of the grant guidelines or state law, or (2) the services or equipment that the Commonwealth has determined were used in violation of the grant guidelines or state law.

9. Both parties agree that upon receipt of the final award notification letter from the Virginia Wireless E-911 services board for this grant, the governing bodies of the respective parties must give final approval for official acceptance of any awarded funds.

10. This MOU shall be null and void should a PSAP Grant not be awarded to the parties.

11. This MOU may be modified by the written mutual consent of the parties.

HENRICO COUNTY, VIRGINIA

By: *Denny W. Stanley Jr.*  
Title: *Chief of Police*

CITY OF RICHMOND, VIRGINIA

By: *[Signature]*  
Title: *Chief of Police*



RECEIVED

APR 29 2009

County of Henrico  
Police Planning

**COMMONWEALTH of VIRGINIA**  
*Virginia Wireless E-911 Services Board*

April 28, 2009

Dorothy Spears-Dean  
PSC Coordinator  
(804) 416-6201

Michael M. Cline  
Chairman  
VDEM

Robert W. Woltz, Jr.  
Vice-Chairman  
Verizon

David A. Von Moll  
Treasurer  
Comptroller

Linda W. Cage  
Mecklenburg County

Chief Ed Frankenstein  
Prince George County

Captain John Furlough  
Virginia State Police

Tracy Hanger  
City of Hampton

Philip Heins  
Hanover County

Robert Layman  
AT & T

Robert L. McAvoy  
NTELOS

Chief Ron Mastin  
Fairfax County

Sheriff Fred Newman  
Washington County

Pat B. Shumate  
Roanoke County

Denise B. Smith  
Charles City County

Lemuel C. Stewart, Jr.  
VITA

Albert F. Vincent  
Virginia Dept. of  
Emergency Management

Mr. Juston Manville, GIS Coordinator  
Henrico County Emergency Communications  
Henrico County Division of Police  
P. O. Box 90775  
Henrico, Virginia 23273-0775

Dear Mr. Manville:

This letter is in reference to your grant application for consideration under the FY10 PSAP Grant Program.

Henrico County Emergency Communications and Richmond City Police Communications requested grant funding for a data replication project. I am pleased to advise you that the Virginia Wireless E-911 Services Board has approved your request. You have been awarded \$314,500. Also, please be advised that this award does not require a match of local funds.

Funding for this grant award will be available after July 1, 2009. However, in accordance with stricter controls and regulatory oversight being deployed throughout the Commonwealth of Virginia, the E-911 Wireless Services Board has identified guidelines for requesting draw down against this grant award that differ from previous grant award years.

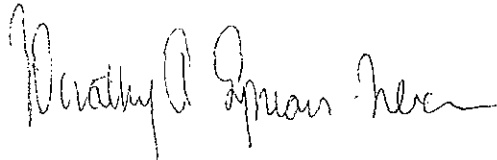
The attached Public Safety Grant Payment Request Form must be completed in its entirety and submitted electronically to the contact identified on the form. A cost schedule or final vendor quote that substantiates the amount requested must be attached to the request form.

If there are changes to your initial budget summary submitted during the application process, submit it with the request. (NOTE: Your grant award will not change as a result of budgetary changes.) Supporting documentation may be submitted electronically. Once the project is complete, you will need to close out the grant award for the period awarded.

Henrico County Emergency Communications  
April 28, 2009  
Page Two

Congratulations on your grant award! If you have any questions, please do not hesitate to contact me or your Regional Coordinator.

Sincerely,

A handwritten signature in cursive script that reads "Dorothy A. Spears-Dean". The signature is written in black ink and is positioned above the printed name.

Dorothy A. Spears-Dean  
PSC Coordinator

Question	Answer	Notes
<b>General (Part 1)</b>		
Grant Title	Richmond-Henrico Data Replication	
Grant Fiscal Year (July 1 - June 30)	2010	
Tier	STRENGTHEN	<p><i>Options:</i>                      A: Replacement of <b>Out of Service</b> wireless E-911 equipment to enable primary PSAP to maintain current service levels to the general public                      B: Replacement of <b>Non-Vendor Supported</b> wireless E-911 equipment or service to enable primary PSAP to maintain current service levels to the general public                      C: <b>Consolidation</b>                      D: Replacement of <b>Technically Outdated</b> wireless E-911 equipment or service to enable primary PSAP to maintain current service levels to the general public                      E: <b>Strengthen</b> current equipment and service delivery capability by upgrading existing wireless E-911 related equipment or services                      F: <b>Broaden</b> or increase the delivery of wireless E-911 equipment or services beyond established minimum functional standards</p>
<b>General (Part 2)</b>		
Grant Program	Enhancement	<p><i>Options:</i>                      A: Continuity and Consolidation                      B: Enhancement                      Not required if Consolidation Project</p>
Grant Type	Regional Initiative	<p><i>Options:</i>                      A: Individual PSAP                      B: Regional Initiative                      Not required if Consolidation Project</p>
<b>General (Part 3)</b>		
Project Focus	GIS HIGH PRIORITY	<p><i>Options (if Grant Program is "Continuity and Consolidation"):</i>                      A: CPE (CPE)                      B: Mapping system (MAPPING)                      C: Mapping servers and workstations (MAPPING SUPPORT)                      D: GIS: high priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a high funding priority) (GIS HIGH PRIORITY)                      E: Voice recorders and logging systems (VOICE)                      F: Computer-Aided Dispatch (CAD)                      G: Call accounting equipment (CALL)                      H: GIS: medium priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a medium funding priority) (GIS MEDIUM)                      I: Time Synchronization (TIME SYNCH)                      J: Computer system networking improvements for primary items (NETWORK)                      K: Other Continuity and Consolidation items (OTHER)</p> <p><i>Options (if Grant Program is "Enhancement"):</i>                      A: Next Generation 9-1-1 (NG)                      B: Recruitment of personnel (RECRUIT)                      C: Training of personnel (TRAIN)                      D: Transportable back-up for PSAP primary operational items (TRANSPORTABLE BACKUP)                      E: Fixed back-up for primary PSAP operational items (FIXED BACKUP)                      F: Radio consoles (CONSOLES)                      G: GIS: high priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a high funding priority) (GIS HIGH PRIORITY)                      H: GIS: low priority (refer to GIS-related Grant Request Prioritization Matrix for a description of GIS projects that would have a low funding priority) (GIS LOW PRIORITY)                      I: EMD/ Police Dispatch/Fire Dispatch software or protocols (not funded through another grant program) (DISPATCH)                      J: Other Enhancement Items (OTHER)</p>
Priority	1	Number to represent the relative priority of this grant application compared to any others you have.
<b>General (Part 4)</b>		
Host Applicant	Henrico County	Required only if Regional Initiative
Primary PSAP Applicant(s)	Henrico County	Separate multiple entries by commas
	Henrico, County of; Richmond, City of	Separate multiple entries by commas

Primary PSAP(s) serve the following Jurisdiction(s)		
---	--	--

<b>Project Director</b>		
Project Contact	Juston Marville	
Title	GIS Coordinator	
Address	County of Henrico P.O.Box 90775 Henrico, VA 23273-0775	
Phone	804-501-5769	Eg: (nnn) nnn-nnnn Ext. nnnn
Fax	804-501-7470	Eg: (nnn) nnn-nnnn Ext. nnnn
Email	man86@co.henrico.va.us	Eg: name@company.com

<b>Regional Initiative</b>		
The relationship of the initiative to the participating PSAPs	<p>This project is part of both localities'™ long-term commitment to improve regional response capabilities and emergency planning. The reliability of the data and ability to maintain it more efficiently is paramount to the successful application of these CAD systems and overall situational awareness. Henrico and Richmond initially hope to prove the usability and usefulness of the ArcGIS Server Advanced Enterprise capabilities in this smaller test case (within the two-locality project scope), then extend the opportunity to cooperate with other neighboring localities in the same fashion. This project would be the first of its kind in the Central Virginia region, and following its successful completion the VA Information Technology Agency's (VITA) Integrated Services Program (ISP) may also opt to participate in geodatabase replication solutions with Henrico and Richmond. It should once again be highlighted that the benefits and outcomes from this project will extend beyond the scope of just the 911 centers. Establishing a robust, stable, and reliable GIS infrastructure should actually be prerequisite to committing to provide GIS services to the larger GIS community. All agencies in both Henrico and Richmond will be able to rely on GIS services that meet their business requirements with reduced likelihood for failure by the shared infrastructure.</p>	Required only if Regional Initiative
Intended Collaborative Efforts	<p>The goal of Henrico and Richmond's™ regional project is to improve regional response capabilities and emergency planning, benefiting E-911, by implementing both ArcGIS Server Advanced Enterprise (AGS) software and supporting hardware architecture for deploying new GIS capabilities. These capabilities as outlined below are the following: 1. Enable editing GIS address and street information directly from the field; 2. Support geodatabase replication between our localities to share near-real time GIS data, which will be immediately available for use in both localities'™ Computer Aided Dispatch (CAD) applications and E.O.C. analysis scenarios. 3. Produce geospatial information (by acquiring a plotter for Richmond only) on hardcopy media to support planning and decision-making capabilities.</p>	Required only if Regional Initiative
Resource Sharing	Staff Resources Consulting Services Project Management Data	Required only if Regional Initiative
How the initiative impacts the operational or strategic plans of the participating agencies:	<p>Upon completion of this project, Richmond and Henrico will achieve greater efficiencies when address and street data can be one-time updated on a regular basis via mobile field data management techniques. With the additional benefit of having the data replicated in the ArcGIS Server environment, data updates to the PSAP in both localities can now be handled on a near-real time basis, ensuring that the PSAPs will have the most current and accurate mapping data possible at a regional level. 911 Center staff will be able to have large size maps plotted out of any aspect of their calls for service and any other geospatial information. These working maps can be used in the office for planning and evaluation of information, or supplied to emergency responders who deploy into the field.</p>	Required only if Regional Initiative

<b>Consolidation Project</b>		
How would a consolidation take place and provide improved service:		Required only if Consolidation Project
How should it be organized and staffed:		Required only if Consolidation Project
What services should it perform:		Required only if Consolidation Project
How should policies be made and changed:		Required only if Consolidation Project
How should it be funded:		Required only if Consolidation Project
What communication changes or improvements should be made in order to better support operations:		Required only if Consolidation Project

<b>Financial Data</b>	
Amount Requested	\$314,500
Total Project Cost	\$314,500

<b>Statement of Need</b>	
<p>The county and the city share a continuous 35-mile long irregular corporate boundary which wraps all the way around the city from the western to the south eastern section of the city. This boundary represents 66% of the total 53-mile perimeter of the city. As the city of Richmond sees itself as largely encapsulated by the county of Henrico, the county sees the area of the city nestled firmly in between its western and eastern portions, where there is a mapping void. Therefore, our localities fit together like two jigsaw puzzle pieces; the city snaps into the void resulting from Henrico's semi-circular shape around the city. (A map is attached to this grant application.) Henrico and Richmond have long partnered and provided public assistance across our lengthy corporate boundary when necessary. But there are many secondary benefits that the localities will realize from this project as well. In addition to providing public safety assistance across our shared jurisdictional boundary, the city and county have a long history of sharing (providing services for) the same public water utility and natural gas utility. Simply stated, the city and county have many interdependencies, and data sharing is of paramount importance to meet both E-911 and other critical regional efforts. We need GIS solutions for maintaining our situational awareness of current infrastructures. Even our agencies outside of emergency services, like Public Works, Public Utilities, and Offices of Emergency Management will realize tremendous advantages in this type of immediate data sharing. By keeping one another apprised of and updated with the most current geospatial information, we'll enhance and support cross-agency and regional needs. Other important benefits will be realized with the Mobile GIS solution. Each deployment of ArcGIS Server Advanced Enterprise comes with 50 field client licenses. Building upon the success of addresses and street maintenance activities, these capabilities can be deployed for numerous other business cases: emergency</p>	<p><i>This statement should reference the relationship to the current funding priorities established by the Grant Committee and include evidence of any financial need. Additional items to discuss that reference need should include: impact on operational services; consequences of not receiving funding; inclusion of project in a long-term or a strategic plan; and, local sustainability</i></p>

## Statement of Need

response/incident capture, asset management, utilities, community development, environmental studies and data capture, etc. This project addresses the continuation of improvements and enhancements to the geographic information systems (GIS) that support the E-911 systems in both the County of Henrico and the City of Richmond. In the ever evolving world of Environmental Systems Research Institute's (ESRI) GIS software, new capabilities are made available for improving data maintenance, increasing our efficiencies, and enabling real-time geospatial data exchanges. The most recent and significant GIS solution that will help the E-911 centers in these localities is ESRI's ArcGIS Server Advanced Enterprise. Our regional project will focus on the implementation of both the ArcGIS Server software and supporting hardware architecture that will enable us to deploy the proposed GIS solutions. Purchasing, or even upgrading, to ESRI's newest version of AGS software is not a free upgrade and neither locality's GIS budget can afford to purchase AGS Advanced Enterprise. AGS Advanced Enterprise becomes important where the employees in both localities currently do not use mobile field automation solutions for collecting or managing address and street information. Current processes are completely manual. Employees will print hardcopy maps for use during field visits, where by they will draw and mark-up the map with their field inspection notes. Following their field work, the employees will return to their desk in order to enter and edit the address and street information. Both localities see the current methods described here as inefficient and cumbersome. We believe AGS Advanced Enterprise will allow us to achieve greater efficiencies through one-time edits of GIS addressing and streets information from mobile field computers. There are occasions when staff in the 911 centers request large size maps depicting calls for service and other geospatial information to support their planning activities and evaluations associated with public safety business. Currently, the city's 911 center can only provide 11x17-inch maps, which do not allow the mapping of too many features/elements in a legible way. The city 911 center needs the ability to plot large size mapping materials to give to public safety personnel when they are stationed in the field. We believe a plotter will address the hardcopy mapping needs of both 911 centers. In uncertain financial times The Count of Henrico is tightening its budget for FY 2009. Although GIS has been identified as a critical technology, it is expected that very little money will be allocated to move GIS Technology forward in FY2009. In order participate in what will certainly be an outstanding project with The City of Richmond; The Henrico County GIS Office will need financial assistance. The City faces a budget shortfall for FY 2009, which will likely be met through such extreme measures as a reduction in personnel and service costs expenditures during the fiscal year. It is predicable that these budget shortfalls will also have an impact for FY 2010. As a result, the City cannot implement this project without the benefit of financial assistance. There are a number of factors that have contributed to the current budget shortfall and are generally problematic for funding the project proposed here. First, Richmond has a very high rate of poverty, which increases the need for service provision, but limits the City's ability to generate revenue. According to the 2000 US Census, 21.4% of Richmond residents live below the federal poverty level, a rate far exceeding that of the US as a whole (12.0%). Other government measures provide additional insight into the extent of this problem. The US Department of Housing and Urban Development (HUD) maintains data on the number of people who are low- and moderate-income (LMI). HUD has identified 111,170 Richmond residents, 56.2% of the entire population (111,470 divided by 197,790) as being LMI. Another measure of poverty, a proxy measure of child poverty and well being often used in social services, is the number of public school children on the free and reduced lunch program. According to the Virginia Department of Education, 74% of Richmond Public School Students were eligible for free or reduced-price lunch programs in the 2006-2007 school year. To compound matters, Richmond has been losing population to the surrounding Counties. Richmond has lost more than one-fifth of population since 1970, from 249,621 in 1970 to 197,790 in 2000 (US Census Bureau). This trend in population loss can largely be attributed to the retaining of the poorest citizens who continue to live in the older infrastructure. An additional net population loss of 4.1% is projected by the year 2020 (Virginia Employment Commission). This loss of population has negatively impacted the City's tax base and, as a result, its ability to fund projects such as that proposed here. Second, related to poverty and directly

	<p>impacting revenue to the City is the low rate of homeownership. According to the 2000 Census, only 46.1% of occupied housing units in Richmond are owner-occupied, compared to 68.1 and 66.2% for Virginia and the US, respectively. Finally, unlike city/county governmental structures in other states, the governmental structure in Virginia precludes statutory linkages between independent cities like Richmond and Henrico. As is the case with many older urban centers, fiscal pressures have been exerted on Richmond in particular. Unlike many older urban centers, however, fiscal pressures exerted on Richmond are further exacerbated by the lack of fiscal linkages with surrounding county entities.</p>	
<p>How will the grant be maintained and supported in the future, if necessary?</p>	<p>The County of Henrico and City of Richmond intend to perpetuate the results of the project through a combination of GIS general funds and funding associated with the operation of the emergency operations.</p>	

Project Description		
<p>Comprehensive Project Description</p>	<p>Overview: This project proposes the implementation of ArcGIS Server Advanced Enterprise (AGS) software and supporting hardware architecture in Richmond and Henrico for deploying new GIS capabilities benefiting E-911. It is not the intent for both localities to have identical GIS infrastructures, but two thirds of the grant request budget proposal is to enable our GIS infrastructures to perform effectively. Both localities believe that without a sufficient system backbone, offering these services isn't truly attainable and will be very problematic. Each locality has a certain amount of existing infrastructure and its own architecture plans and methodologies for developing GIS architecture solutions that are reliable, expandable, and will meet the ever growing demands witnessed from GIS. While these GIS infrastructures may differ, they are each designed to better guarantee uptime and responsiveness of the respective GIS systems; GIS services for mobile devices and GIS data replication (among the plethora of other existing and emerging GIS services) should be highly available with failover and the ability to manage high volumes of requests. The use of fault-tolerant architectures should be a core requirement of any production system. What are the IT architectural factors that must be addressed in order to reliably deliver mobile GIS and data replication solutions? Geodatabases: databases should exist on at least two servers that permit either an active-passive failover, or active-active solution. This ensures data availability in the event that one database server goes down. Application Servers: ArcGIS Server applications should be multi-tier; separating the database system from the application system on separate servers will distribute the processing loads. When possible, multiple application servers can be set up to balance request loads, just as having multiple database servers can distribute the load. Hardware Load-Balancers: Load-balancers can help provide fault-tolerance and fail-over and manage incoming traffic to a series of servers and associated services. Map Caching: It is highly recommended to utilize ESRI's ArcGIS Server map caching to improve performance. This is a requirement for mobile GIS mapping solutions. Tile Caches take processing resources to generate the map tile images and a lot of storage space is also required for storing the images. The proposed architectures will enable two features for E-911. The first is to employ mobile field GIS maintenance solutions, which is immediately applicable for updating address and street files in our GIS systems. The second is to use geodatabase replication services for sharing geospatial information between localities. While the first two features are dependent upon GIS infrastructure upgrades, there is a third feature to the proposal: to procure a plotter for the Richmond E-911 center, which will support the mapping needs of staff. Our project will also ensure the successful deployment of these technologies by using highly experienced GIS Consultants that will become part of the implementation team. It is expected that the GIS Consultant will help address any technical difficulties and nuances with deploying ArcGIS Mobile solutions using ArcGIS Server Advanced Enterprise and geodatabase replication. These are essentially first generation solutions offered by ESRI, and our experiences tell us that we will need help from experts in this field. A qualified GIS Consultant will be found through a RFP process, managed by Henrico County. The RFP process will also help manage consulting costs. Goals: 1) ArcGIS Server Advanced Enterprise will allow both localities to use a mobile data service for mobile applications with access to the contents of a map document through a Web service. We will use ESRI's ArcGIS Mobile solution. Our mobile solution will be designed to be</p>	<p><i>At a minimum, this description should include the following: an outline of goals and objectives, an implementation strategy and work plan, a list of the activities to be accomplished, a timeline, and identification of the longevity or sustainability of the project.</i></p>

	<p>used by GIS applications running in handheld devices such as tablet PCs. This will allow us to discontinue the use of mark-ups on hardcopy maps for both address field inspections and street corrections and verifications. We will achieve greater efficiencies through direct editing of GIS data from the field by trained professionals. 2) ArcGIS Server will allow the localities to share near real-time GIS data, such that when map data is edited by the GIS editing entity, it can be seen immediately by the partnering locality and will be immediately available for use in, or incorporation by, the emergency services mapping applications. Having access to the most current and correct GIS data is important for emergency response. It can be reiterated that by combining information from both localities, a common operating picture can be achieved. 3) Unrelated to the implementation of ArcGIS Server Advanced Enterprise infrastructures, the Richmond E-911 center does not currently have the ability to map out information on large size media for planning, decision-making and emergency responses. This grant proposes to install a large size plotter in that E-911 center to support the creation and output of geospatial information into the "hands-on" media. Project Activities:</p> <ol style="list-style-type: none"> <li>1. Henrico will be the host applicant for the grant and, as such, will be serving as fiscal agent. Richmond will receive grant funds, services, and equipment through Henrico. As fiscal agent, Henrico will be responsible for conducting the procurement process necessary to secure the services of a qualified consultant.</li> <li>2. Both localities will create a Project Working Group.</li> <li>3. The GIS Coordinators of Henrico and Richmond will jointly create, monitor, and follow a Project Implementation Plan.</li> <li>4. Procure or upgrade to ArcGIS Server Advanced Enterprise software, with price quotes from the State of Virginia's eVA contract, to obtain the best price possible.</li> <li>5. Procure the hardware to support the AGS infrastructure. Each locality will work with their own Procurement agencies' established contracts to obtain compliant hardware at the best price possible.</li> <li>6. Establish private, secure computer network (bi-directional) between Henrico and Richmond with the assistance and cooperation of IT support staff to create, test and optimize the network.</li> <li>7. Perform isolated and systemic testing to: a. Determine that network topography, security, protocols and throughput requirements for data replication are met. b. Validate end-to-end map data changes, file merges, file transfer, data backup. c. Identify and confirm all desired geo datasets are successfully replicating and integrated into both CAD systems. d. Validate ArcGIS Server's office-to-field through put and ArcGIS Mobile's field-to-geodatabase data changes.</li> <li>8. Procure the ESRI recommended (proven) hardware solution to operate Mobile GIS software for use in the field.</li> <li>9. Perform installation and testing, validation of GIS data editing functionality from mobile devices using AGS Advanced Enterprise software.</li> <li>10. Procure the plotter to house in Richmond's 911 centers.</li> </ol>	
<p>How will the equipment purchased support future technologies for PSAP readiness?</p>	<p>The utilization of ESRI's replication technologies will serve as a blueprint to incorporate GIS data from the Richmond-Henrico GIS user community. Emergencies, such as natural disaster events (e.g. hurricanes), are never restricted to the extent of a single locality and having this broader map base will be important to support a common operating picture. The PSAPs can use the established geodatabase replication services to exchange on-going event (e.g. call types) or infrastructure (e.g. gas lines) information from each other's jurisdiction during an emergency event to provide greater situational awareness.</p>	

Budget and Budget Narrative		
	<p>The Henrico/Richmond Budget(s) are itemized in a spreadsheet that is included as an attachment to this grant application. The architecture diagrams proposed by each locality are also included in an attachment. The letter designations (A through T) on the itemized budget, architecture diagrams, and the narrative below will permit the reader to cross reference all requested items using these letters. Henrico Budget Narrative: (\$213K) Geodatabase Servers i, \$ A &amp; C. Calls for two geodatabase servers (\$15K each). Having two geodatabase servers provides a higher degree of availability and reliability. Geodatabase RDBMS i, \$ B &amp; D. Each of these two geodatabase servers will require SQLServer licensing</p>	<p>List the planned expenditures to be made with grant funds. In lieu of a line item breakdown, an itemized cost schedule or detailed vendor prepared quote may be submitted as an attachment. Also, briefly explains the reason for each requested budget item and provide the basis for its cost. A A A</p>

<p>Budget and Budget Narrative</p>	<p>(estim. \$7K) Application Server i, § E. An ArcGIS Server hardware server is needed (\$8K) Application Software i, § F. An ArcGIS Server Advanced Enterprise software purchase for the AGS server is needed \$€ new (\$40) Mobile Device i, § G. A mobile device for GIS field work/updating is needed (\$5K) Communications Line i, § H. If a VPN solution will not suffice, then a T1 circuit will need to be established (\$500/month) (\$6K) Consulting Services i, § I. Henrico will be the prime on obtaining experienced GIS Consulting services to help both the county and the city implement mobile field solutions with ArcGIS Server Advanced and for geodatabase data replication. (\$110K) Richmond Budget Narrative: (\$101,500) Richmond already has its geodatabase availability and reliability solutions in place, so costs for these resources are not to be incurred. Application Servers i, § J. K. Each of the 2 ArcGIS Server Advanced licenses does not currently have a server on which to run. The city uses Virtual Server environments (€Virtual Machines€ = VM) to host production servers. The shared cost model will permit the GIS Team to establish 2 server environments as VMs. (\$2K each) Application Software Upgrades i, § L, M. Request to upgrade 2 of existing ArcGIS Server €Standard€ licenses to €Advanced.€ The use of multi-thread balancing across multiple application servers are highly recommended in Richmond€™s Geospatial Architecture Plan for providing stability and handling high-volume calls for services. (\$20K each) Application Load-Balancer i, § N, O. Calls for building stability for ArcGIS Server application solutions by using a hardware load-balancer (as prescribed in their Geospatial Systems Infrastructure Plan). (\$10K, plus S \$4K for Ethernet connector) Virtual Machines Host Server i, § P. A dedicated host machine will be established for managing the ArcGIS Server application servers and map tile-caching servers (\$12,500); including ESX software for running VMs. (\$7,000) (\$19,500 total) Tile Cache Processing Server i, § Q. While Henrico already has their ArcGIS Server tile caching solutions well planned, the city requests a tile cache processing VM server (\$2K), Tile Cache File Server i, § R. A tile cache VM file server for storing the pre-cached images (\$2K, plus \$5 K for 1 TB of Storage Area Network (SAN) space to be allocated to this server) Mobile Device i, § S. A mobile device for GIS field work/updating is needed (\$5K) Plotter i, § T. A plotter (10K)</p>	
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<p>Evaluation</p> <p>Evaluation: (How will project be evaluated and measured for achievement and success)</p>	<p>Short Term Outcomes: i, § The county and the city will implement more efficient address maintenance solutions via ArcGIS Mobile. i, § The localities will have more complete base mapping for their common operating picture. i, § The localities will share near-real time changes in their address GIS data via replication services. Intermediate/Long Term Outcomes: i, § The county and the city provide a model that other PSAP€™s can leverage to enable faster access to local and regional E-911 mapping data through establishing a best practice replication services framework; other Central Virginia localities, plus VITA ISP, can consider replication with Henrico and Richmond as well. i, § Additional data, such as €event€ data, can be replicated/shared during emergency events. What measures will be used to determine outcomes? Our project will follow the IT industry€™s well established project management methodologies. Successful implementation will be defined in terms of project milestones and final project deliverables. We have identified the following categories of our project, each of which will deliver on the following milestones: ArcGIS Mobile Solution: 1. Project Management Plan &amp; Schedule 2. Project Kick-off 3. Requirements Definition 4. Meeting Agendas and Notes 5. System Architecture and Design 6. Acceptance Testing 7. User Sign-off ArcGIS Geodatabase Replication: 1. Project Management Plan &amp; Schedule 2. Project Kick-off 3. Requirements Definition 4. Meeting Agendas and Notes 5. System Architecture and Design 6. Acceptance Testing 7. User Sign-off Richmond 911 Center Plotter: 1. Information Systems Request (ISR) for work to be performed 2. Hardware &amp; Network Team Consultation 3. Installation 4. Acceptance Testing 5. User sign-off How will data be collected and how will evaluations be conducted? Evaluation data will be collected throughout the project as specific milestones are achieved. In particular, the data sources will include those milestone elements from our project management methodologies: i, § Regular Project Status Reports i, § Project Check-lists i, § Project Meeting Agendas &amp; Notes i, § Acceptance Test Plans i, § User Sign-Off Documents. How will data be presented? As part of the overall project, a Project Management Document (Plan and Schedule) shall be developed that incorporates each stage of the project, and provides an audit trail associated with the final short and long</p>	
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	term outcomes, final project metrics, and achievement of specific project deliverables.	
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**RESOLUTION – Signatory Authority – Lease Amendment – 4062-4066 Crockett Street - Brookland District**

Approval of this action will authorize the County Manager to execute a Third Addendum to Lease, in a form approved by the County Attorney, for 2,940 sq. ft. of office space located at 4062-4066 Crockett Street for the offices of the Department of Community Revitalization for an additional one-year term with the option of two one-year renewals. The landlord is C. F. Joyner, Jr. & Sons, LLC. The rent for the first year and the first renewal year will be \$2,572.50 per month with a 3% increase for the second renewal year. The Directors of Community Revitalization and Real Property recommend approval of this action.



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

Agenda Item No. 178-09

Page No. 1 of 1

**Agenda Title**     **RESOLUTION - Signatory Authority – Lease Amendment – 4062-4066 Crockett Street – Brookland District**

<p>For Clerk's Use Only:</p> <p>Date <b>JUN 23 2009</b></p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<p><b>YES NO OTHER</b></p> <p>Donati, J.    ___ ___ ___</p> <p>Glover, R.    ___ ___ ___</p> <p>Kaechele, D. ___ ___ ___</p> <p>O'Bannon, P. ___ ___ ___</p> <p>Thornton, F. ___ ___ ___</p>
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WHEREAS, the County of Henrico, Virginia currently leases 2,940 sq. ft. of space located at 4062-4066 Crockett Street in the Glenside Business Center from C. F. Joyner, Jr. & Sons, LLC, under terms of the original Lease dated May 31, 2000, as amended by a First Addendum to Lease dated August 30, 2000, and a Second Addendum to Lease dated September 8, 2004, which space is currently occupied by the Department of Community Revitalization; and,

WHEREAS, both parties to the lease wish to amend the lease to provide for a renewal period commencing July 1, 2009 and expiring June 30, 2010, with the option to renew for two additional terms of one year each and with the rent being \$2,572.50 per month for the first year and the first renewal year and increasing 3% for the second renewal year.

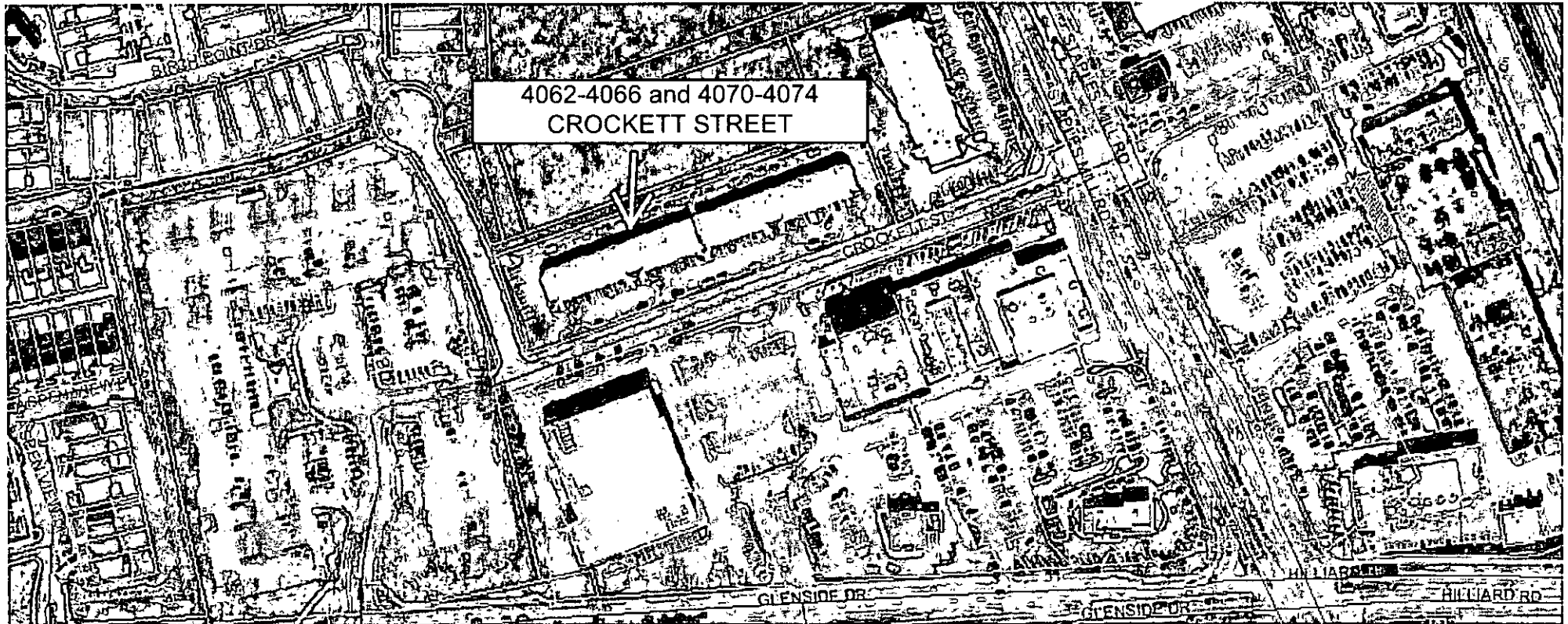
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County, Virginia that the County Manager is hereby authorized and directed to execute a Third Addendum to Lease dated May 19, 2009 for the term and conditions as set forth above, by and between C. F. Joyner, Jr. & Sons, LLC, and the County of Henrico, Virginia in a form approved by the County Attorney.

Comments: This lease is subject to annual appropriations by the Board of Supervisors. The Directors of Community Revitalization and Real Property recommend approval of this action; the County Manager concurs.

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

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VICINITY MAP  
CROCKETT STREET

**RESOLUTION – Signatory Authority – Lease Amendment – 4070-4074 Crockett Street - Brookland District**

Approval of this action will authorize the County Manager to execute a First Addendum to Lease, in a form approved by the County Attorney, for 2,994 sq. ft. of office space located at 4070-4074 Crockett Street for the offices of the Department of Community Revitalization for an additional one-year term with the option of two one-year renewals. The landlord is C. F. Joyner, Jr. & Sons, LLC. The rent for the first year and the first renewal year will be \$2,619.75 per month with a 3% increase for the second renewal year. The Directors of Community Revitalization and Real Property recommend approval of this action.



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

Agenda Item No. 179-09  
Page No. 1 of 1

Agenda Title **RESOLUTION - Signatory Authority – Lease Amendment – 4070-4074 Crockett Street – Brookland District**

<p>For Clerk's Use Only:</p> <p><b>JUN 23 2009</b></p> <p>Date _____</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to _____</p>	<p><b>BOARD OF SUPERVISORS ACTION</b></p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<p align="center"><b>YES NO OTHER</b></p> <p>Donati, J. _____</p> <p>Glover, R. _____</p> <p>Kaechele, D. _____</p> <p>O'Bannon, P. _____</p> <p>Thornton, F. _____</p>
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WHEREAS, the County of Henrico, Virginia currently leases 2,994 sq. ft. of space located at 4070-4074 Crockett Street in the Glenside Business Center from C. F. Joyner, Jr. & Sons, LLC, under terms of the original Lease dated May 11, 2004, which space is currently occupied by the Department of Community Revitalization; and,

WHEREAS, both parties to the lease wish to amend the lease to provide for a renewal period commencing July 1, 2009 and expiring June 30, 2010, with the option to renew for two additional terms of one year each and with the rent being \$2,619.75 per month for the first year and the first renewal year and increasing by 3% for the second renewal year.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County, Virginia that the County Manager is hereby authorized and directed to execute a First Addendum to Lease dated May 19, 2009 for the term and under the conditions as set forth above, by and between C. F. Joyner, Jr. & Sons, LLC, and the County of Henrico, Virginia, in a form approved by the County Attorney.

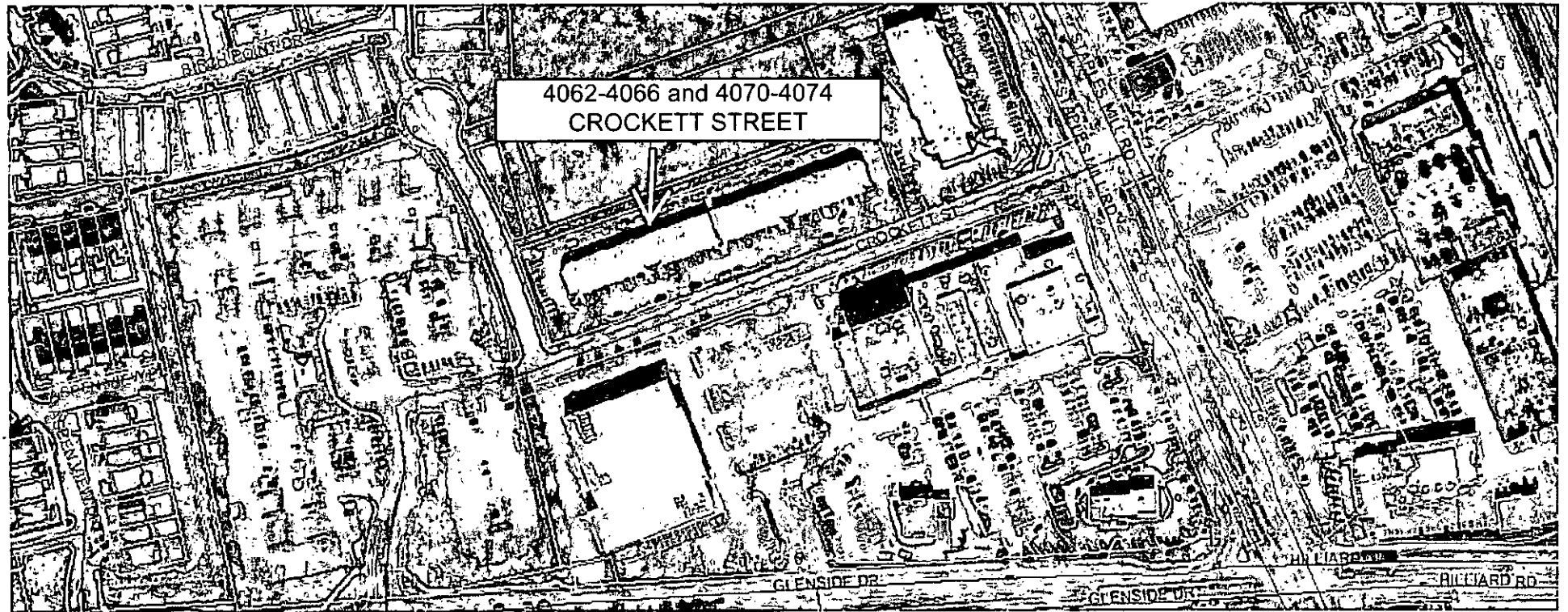
Comments: This lease is subject to annual appropriations by the Board of Supervisors. The Directors of Community Revitalization and Real Property recommend approval of this action; the County Manager concurs.

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

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Clerk, Board of Supervisors



VICINITY MAP  
CROCKETT STREET

**Resolution — Award of Contract — Signatory Authority — Pavement Management Survey and Asset Management System — Stantec Consulting Services, Inc.**

This Board paper awards a contract to Stantec Consulting Services, Inc. for its Pavement Management Survey and Asset Management System. The System will provide for the evaluation of all County-maintained road surfaces and will numerically rate the condition of the entire road system.

In addition to compiling a video inventory of all County roads, the contractor will install software to assist the Department of Public Works in determining when a road should be resurfaced and the best method to complete the task. The software includes alternatives using a set budget or maintaining the road system at a certain quality level regardless of cost. The contract will also generate an inventory of street signs, streetlights, traffic signals and pavement markings.

On October 17, 2008, five proposals were received in response to RFP# 08-8481-8CS. Based upon evaluation of the proposals, the Selection Committee (consisting of Mr. Tom Owdom, Mr. Joe Deso, Mr. Richard Martin, Mr. John Cejka, Mr. Tim Foster and Mrs. Cecelia Stowe) interviewed the following firms:

Stantec Consulting Services, Inc.  
IMS Infrastructure Management Services

Based on the written proposals and interviews, the Committee selected Stantec Consulting Services, Inc. as the first ranked firm and negotiated a fixed fee of \$494,000. The process will be completed by March 2010.

Funding to support this contract is available. The Directors of Public Works and General Services recommend that the contract be awarded to Stantec Consulting Services, Inc., and the County Manager concurs.



**RESOLUTION — Request for Letter of Necessity — North Gayton Road. Project #01152.  
Three Chopt District**

The extension of North Gayton Road from West Broad Street over Interstate 64 to Pouncey Tract Road is shown in the County's 2010 Major Thoroughfare Plan, and the project was approved by County voters as part of the 2005 bond referendum. This project will relieve traffic congestion on Pouncey Tract and Nuckols Roads by serving a third access route to the northwest portion of the County.

The Board of Supervisors has determined it is necessary to construct improvements at the intersection. Pursuant to the Public-Private Transportation Act of 1995, the County has signed a Comprehensive Agreement with W.C. English, Inc. to design and construct this project. Under state law, the County Engineer must examine the road and report to the Board upon the expediency of the proposed improvement.

This Board paper directs the County Engineer to examine the extension of North Gayton Road and to report to the Board, in accordance with Section 33.1-231 of the Code of Virginia, 1950, as amended. The report shall be filed with the Clerk of the Board.

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



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

Agenda Item No. 181-09  
Page No. 1 of 1

Agenda Title

**RESOLUTION — Request for Letter of Necessity — North Gayton Road. Project #01152. Three Chopt District**

For Clerk's Use Only:  <b>JUN 23 2009</b>  Date _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to _____	<b>BOARD OF SUPERVISORS ACTION</b>	YES NO OTHER
	Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____  REMARKS: _____ _____ _____	Donati, J. _____ Glover, R. _____ Kaechele, D. _____ O'Bannon, P. _____ Thornton, F. _____

WHEREAS, in a 2005 bond referendum, Henrico citizens voted to fund the North Gayton Road extension project with General Obligation Bonds; and,

WHEREAS, this project will relieve traffic congestion by extending North Gayton Road from West Broad Street over Interstate 64 to Pouncey Tract Road and serving as a third access route to the northwest portion of the County; and,

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

NOW, THEREFORE, BE IT RESOLVED by the Henrico County Board of Supervisors that the County Engineer is directed to examine the extension of North Gayton Road and to report to the Board upon the expediency of this project.

BE IT FURTHER RESOLVED that the County Engineer is directed to prepare a Letter of Necessity in accordance with Section 33.1-231 of the Code of Virginia, 1950, as amended, and to file it with the Clerk of the Board.

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

By Agency Head 21A

By County Manager George J. Quinlan

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# NORTH GAYTON ROAD



**RESOLUTION - Acceptance of Road**

This Board paper would accept the following named and described section of road into the County road system for maintenance.

- 1) 0.09 miles of Lawford, Section A. Fairfield District.

The Director of Public Works and the County Manager recommend approval of this Board paper.



# LAWFORD SECTION A

