

VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS  
Virginia State University, Virginia 23806

BOARD MEETING  
MINUTES

Thursday, January 16, 2014

**CALL TO ORDER**

Mr. Harry Black, Rector, called the meeting of the Virginia State University (“VSU”) Board of Visitors (“Board”) to order in Room A of the Gateway Dining Event Center at 1:05 p.m.

**ROLL CALL**

A quorum was present.

*Board Members Present:*

Mr. Harry Black, Rector  
Mr. Willie C. Randall, Vice Rector (*absent*)  
Ms. Daphne M. Reid, Secretary  
Mr. George K. Anas, II  
Dr. William C. Boshier  
Mr. Allyn Myles Carnam (*absent*)  
Mr. Felix Davis, Jr. (*absent*)  
Dr. Robert E. Denton, Jr.  
Mr. Frederick S. Humphries, Jr.  
Ms. Catherine H. Gillespie  
Mr. Terone B. Green  
Ms. Jennifer Hunter  
Mr. E. Ray Murphy  
Mr. James H. Starkey, III  
Mr. Huron Winstead  
Dr. Rodney Gaines, Faculty Member Representative (*absent*)  
Mr. Jahliel Thurman, Student Government Association Representative

*Administration Present:*

Dr. Keith T. Miller, President  
Dr. W. Weldon Hill, Vice President for Academic Affairs  
Dr. Michael M. Shackelford, Vice President for Student Affairs  
Mr. David J. Meadows, Vice President for Administration and Finance  
Ms. Adrienne Whitaker, Interim Vice President for Institutional Advancement  
Dr. Elliott L. Wheelan, Associate Vice President for Human Resources

Mr. Cortez K. Dial, Chief of Staff  
Ms. Joanne Curtis Taylor, Chief Audit Executive

*Legal Counsel Present:*

Mr. Roscoe C. Roberts, University Legal Counsel  
Ms. Stephanie Hamlett, Office of the Attorney General  
Ms. Bonnie N. Degen, Legal Assistant, University Legal Counsel  
Ms. Christy G. Brown, Paralegal, University Legal Counsel

*Other Attendees:*

Mr. L. A. Brockett, VSU Foundation  
Mr. Travis Edmonds, Office of Information Technology  
Dr. Milton O. Faison, Assistant Professor, Biology  
Mr. Hubert Harris, VSU Chief Information Officer  
Ms. Michaela Hatcher, Internal Audit  
Ms. Karen Johnson NAACP-ACT-SD  
Mr. Frank Jones, President, VSU Foundation  
Mr. Kenneth Jones, Prestige Construction  
Ms. Karin Kapsidelis, The Richmond Times Dispatch  
Mr. L. J. McCoy, Jr., NAACP-Chesterfield  
Dr. Nicolle Parsons-Pollard, Associate Professor, Sociology, Social Work and Criminal Justice  
Dr. Robert L. Turner, Executive Director, VSU Foundation  
Mr. Michael Wallace, Chief, VSU Department of Police and Public Safety

**OPENING REMARKS**

The Rector welcomed Ms. Stephanie Hamlett of the Office of the Attorney General.

President Miller welcomed everyone back for the 2014 year; and thanked the Board for their continued support.

Mr. Jahliel Thurman, Student Government Association President highlighted: the “Trojan Nation Speaks” video; SGA T-shirt Exchange; student community service activities; and weekly campus events for students.

The Rector recessed the meeting of the full Board at 1:20 p.m. to allow for concurrent Board Committee meetings. The reports of matters considered by the committees are included in the minutes of the Board’s meeting held Friday, January 17, 2014.

**BOARD MEETING  
MINUTES  
Friday, January 17, 2014**

**CALL TO ORDER**

Mr. Harry Black, Rector, called the meeting of the Virginia State University (“VSU”) Board of Visitors (“Board”) to order in Room A of the Gateway Dining Event Center at 8:17 a.m.

**ROLL CALL**

A quorum was present.

*Board Members Present:*

Mr. Harry Black, Rector  
Mr. Willie C. Randall, Vice Rector  
Ms. Daphne M. Reid, Secretary  
Mr. George K. Anas, II  
Dr. William C. Boshier (*absent*)  
Mr. Allyn Myles Carnam (*absent*)  
Mr. Felix Davis, Jr. (*absent*)  
Dr. Robert E. Denton, Jr.  
Mr. Frederick S. Humphries, Jr.  
Ms. Catherine H. Gillespie  
Mr. Terone B. Green  
Ms. Jennifer Hunter  
Mr. E. Ray Murphy  
Mr. James H. Starkey, III  
Mr. Huron Winstead  
Dr. Rodney Gaines, Faculty Member Representative (*absent*)  
Mr. Jahliel Thurman, Student Government Association Representative (*absent*)

*Administration Present:*

Dr. Keith T. Miller, President  
Dr. W. Weldon Hill, Vice President for Academic Affairs  
Dr. Michael M. Shackelford, Vice President for Student Affairs  
Mr. David J. Meadows, Vice President for Administration and Finance  
Ms. Adrienne Whitaker, Interim Vice President for Institutional Advancement  
Dr. Elliott L. Wheelan, Associate Vice President for Human Resources

Mr. Cortez K. Dial, Chief of Staff  
Ms. Joanne Curtis Taylor, Chief Audit Executive

*Legal Counsel Present:*

Mr. Roscoe C. Roberts, University Legal Counsel  
Ms. Bonnie N. Degen, Legal Assistant, University Legal Counsel  
Ms. Christy G. Brown, Paralegal, University Legal Counsel

*Other Attendees:*

Mr. Travis Edmonds, Office of Information Technology  
Dr. Joyce Edwards, Associate Professor, Sociology, Social Work and Criminal Justice  
Dr. Milton O. Faison, Assistant Professor, Biology  
Dr. Deborah Goodwyn, Associate Professor, Language and Literature  
Mr. Hubert Harris, VSU Chief Information Officer  
Ms. Karen Helderman, Auditor of Public Accounts  
Mr. Andrew McEnhimer, NAACP-Chesterfield  
Dr. Nicolle Parsons-Pollard, Associate Professor, Sociology, Social Work and Criminal Justice  
Mr. Thomas Reed, Director of Public Relations and Marketing  
Dr. Zoe Spencer, Professor, Sociology, Social Work, and Criminal Justice  
Dr. Robert L. Turner, Executive Director, VSU Foundation  
Dr. Isis Walton, Associate Professor, Sociology, Social Work and Criminal Justice  
Mr. Michael Wallace, Chief, VSU Department of Police and Public Safety

**OPENING REMARKS**

The Rector asked all present to pause for a moment of reverent silence in memory of Dr. Martin Luther King, Jr. and another successful semester.

**APPROVAL OF MINUTES**

Rector Black called for approval, the minutes of the Board meeting held November 15, 2013 and the Emergency Meeting held November 25, 2013. A motion for their approval was made by Mr. Randall, seconded by Mr. Winstead and the minutes were approved by voice vote.

On behalf of the Executive Committee, Mr. Black made the formal call for nominations for the election of officers at the April 2014 Annual Board Meeting.

## **PRESIDENT'S REMARKS**

President Miller highlighted: development of a calendar for the updates to the VSU Strategic Plan; his plans to develop a paper concerning the cycle of reoccurring board issues that come before the board for consideration and action (such as audit responses, enrollment, Presidential evaluations, etc.); public safety update; Central Intercollegiate Athletic Association (CIAA) including his correspondence to the Commissioner about the incident during the football player's banquet in November 2013 in Winston-Salem, N.C.; enrollment; and new media.

The President introduced Mr. Hubert Harris, VSU Chief Information Officer. Mr. Harris provided a brief overview of the "Business Value of Technology Services." Within the last three years VSU's network has greatly improved through the expansion of Information Technology (IT) services. Mr. Harris plans to present an IT Plan for board approval during the April 2014 meeting.

## **COMMITTEE REPORTS**

### **Institutional Advancement**

*(Committee members present: Starkey, Anas, Denton, Gillespie, Hunter, Reid.)*

Mr. James Starkey, III, Chair of the **Institutional Advancement Committee**, gave a highlight of the major gifts received through December 31, 2013. Mr. Starkey expressed gratitude to Board Member Hunter for her efforts in securing the \$150,000 gift from the Altria Group, Inc., as well as Lily Endowment Inc. for their gift of \$100,000. Mr. Starkey emphasized the need to increase staffing in the Office of Institutional Advancement in order to enhance fundraising capabilities and support future university capital campaigns.

Mr. Starkey requested the review and update to current Memorandums of Understanding (MOU) and Support Agreements between VSU and the foundations. In addition, Rector Black asked that a compliance review be conducted under the operating agreements.

On behalf of the committee, Ms. Hunter presented and moved for approval the establishment of a Director of National Alumni Association position within the Office of Institutional Advancement. The establishment of this position is supported by the Administration and would be critical in future university fundraising efforts. The motion carried by roll call voice vote.

### **Facilities, Finance and Audit Committee**

*(Committee members present were: Murphy, Black, Green, Randall, Humphries, Winstead.)*

Mr. E. Ray Murphy, Chair of the **Facilities, Finance and Audit Committee**, introduced Ms. Karen Helderman, Project Manager, Auditor of Public Accounts. Ms. Helderman conducted a brief entrance conference, reviewing: audit objectives, the audit plan; internal controls; and audit roles. She discussed the single audit review process required by the federal government because

of the federal grants and contracts held by the University. She looks to report the audit findings to the Board at the April 2014 meeting. Ms. Helderman also highlighted unfunded pension liability; discussion ensued.

On behalf of the committee, Mr. Murphy presented and moved for approval the resolution authorizing the President to provide the certification to the Department of Planning and Budget in accordance with the Debt Management Policy. Debt management policies approved by the Board define the maximum percent of institutional resources that can be used to pay debt service in a fiscal year, and the maximum amount of debts that can be issued within a specified period. Consistent with § 23-9.6:1.01 of the *Code of Virginia*, education-related, financial and administrative management measures shall be the basis on which the State Council of Higher Education shall annually assess and certify institutional performance. Such certification shall be completed and forwarded in writing to the Governor and the General Assembly no later than June 1 of each year. The motion carried by roll call voice vote.

Mr. Murphy discussed the right of way conveyance and grant of easements. Engineering plans include widening the corridor to an aesthetic four lane highway section, improvements to the storm drain system, and streetscaping along East River Road between Chesterfield Avenue and Martin Luther King Drive. On behalf of the committee, Mr. Murphy presented and moved for approval, the resolution Authorizing Right of Way Conveyance and Grant of Easements. Mr. Randall requested a friendly amendment to the resolution to include "President and/or his designee." The motion carried by roll call voice vote.

Mr. Murphy also discussed: the need for real estate delegation authority from the Board of Visitors to the President associated with income and expense leases (other than capital leases), the acquisition and conveyance of rights of way for the purpose of improving public roadways, and board delegated authority for the IT Strategic Plan for the promulgation of IT policies regarding IT security, project management, and enterprise architecture.

Governor McDonnell's 2014-2016 budgets presented to the money committees of the General Assembly included \$183.1 million dollars in new funding for colleges and universities. New funding initiatives for Virginia State University for FY 2015 total \$12.4 million (\$3.6 million from the general fund (GF) and \$8.8 million in nongeneral funds (NGF)).

Mr. Meadows provided a VSU Multipurpose Center Project Small Women and Minority (SWaM) supplier diversity update. To date, no project funds have been spent towards construction, but the University has a SWaM goal of 40% (minority goal 20%). Current site work spend are as follows: small owned businesses – 16.43%; minority owned businesses - 30.64%; and women owned – 5.96%.

The Department of General Services (DGS) conducted a comprehensive review of the University's non-capital procurement and IT during November and December of 2013. The review cited the failure to comply with small purchase card requirements and regulations. The

review resulted in VSU not receiving Level 2 autonomy in the functional areas of Information Technology and Procurement; another review can be conducted within a year. Additional training for VSU staff is needed, based on the samplings taken by DGS.

Rector Black discussed the Board's needs to operationalize a mechanism to approve, acquiesce, concur, and affirm policies; as by nature, the Board sets policy. The Administration was charged with having a responsive proposal at the April 2014 meeting to be codified by the Board. Mr. Meadows will make a distinction between board, presidential, and administrative policy and how the Board and the University can operationalize board approval of all.

Internal Audit continues to work with Administration and Finance to obtain contract information by January 31, 2014. With consideration to the number of university hotlines, and other audit activities, the audit on contracts and other audit plan activities may be delayed. Discussion ensued.

The Associate Director of Internal Audit position within the University's Internal Audit office has been established and recruitment efforts are underway with an expected Spring completion.

The Office of the State Inspector General report was discussed as it illustrates how VSU compares to others agencies and institutions regarding hotlines.

#### **Academic and Student Affairs**

*(Committee members present were: Boshier, Denton, Gillespie, Green, Humphries, Murphy.)*

Dr. Robert Denton, Chair of the **Academic and Student Affairs Committee**, asked that Dr. Michael Shackelford provide an update on: financial aid satisfactory academic progress; 2012/2013 crime statistics; hazing task force update; law enforcement update on the shooting incident at the University Apartments at Ettrick; campus safety and security assessment to be conducted by The Powhatan Group of Wilmington, Delaware; present law enforcement and security efforts at the University; and the Affordable Care Act and student health insurance information. Dr. Shackelford reported that additional cameras have been installed in student residence halls; emergency telephones have been installed in classrooms; dedicated security officers have been hired to patrol the University Apartments at Ettrick (UAE); and augmented police patrols have been instituted at UAE. Regarding student health insurance issues and the Affordable Care Act, Dr. Shackelford reported that VSU would impose insurance requirements on all students, and allow them to opt out if they are already covered by their parents or otherwise.

Provost Hill discussed: Academic Affairs priorities; status of performance and compliance; Southern Association of Colleges and Schools (SACS) accreditation, compliance and standards; spring enrollment; Accreditation Board for Engineering and Technology (ABET); sponsored research; new articulation agreements; program review; enrollment management and projections; State performance standards; and admissions.

The University has secured the services of Royall, Inc., to assist with the development of a media and marketing plan, to augment student recruiting and enrollment.

On behalf of the committee, Dr. Denton presented and moved for approval the rental of the distribution center and urban garden at Oak Street AME Zion Church in Petersburg for \$100 per month for one (1) year. The motion carried by roll call voice vote. Briefing paper attached to these minutes.

**CLOSED SESSION**

In accordance with § 2.2-3711(A)(1) of the *Code of Virginia*, the Secretary of the Board moved to go into closed session at 12:20 p.m. for a discussion of personnel matters. The motion provided that President Miller, Dr. Hill and Attorney Roberts, Ms. Degen and Ms. Brown attend the closed meeting as their presence was deemed necessary to aid the Board in its deliberations.

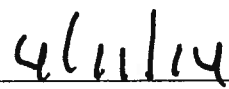
The Board reconvened in open session at 2:12 p.m. in accordance with § 2.2-3712(D) of the *Code of Virginia*. Ms. Reid conducted the poll in which all board members certified that the Board only discussed personnel matters. All board members present certified compliance with the Freedom of Information Act.

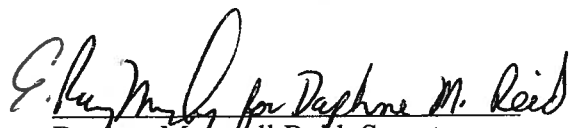
On behalf of the committee, Dr. Denton presented and moved to approve the sabbatical leave request of Dr. Justina Osa if sufficient funding is available. The motion carried by roll call voice vote.

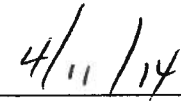
On behalf of the committee, Dr. Denton presented and moved to approve leave for Dr. Silas Christian at the request of the Administration. The motion carried by roll call voice vote.

There being no further business, the Rector adjourned the meeting of the Board at 2:14 p.m.

  
\_\_\_\_\_  
Harry Brack, Rector

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Daphne Maxwell Reid, Secretary

  
\_\_\_\_\_  
Date



**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS**

***AUTHORIZING THE PRESIDENT  
TO SIGN LETTER TO THE SECRETARY OF FINANCE***

**WHEREAS**, the 2008 Virginia Acts of Assembly, Chapter 879 includes a requirement in the General Provisions related to Higher Education Restructuring requiring an annual assessment and certification; and

**WHEREAS**, the Honorable Richard D. Brown, Secretary of Finance, has requested a statement from the Board certifying Virginia State University's compliance with Board approved debt management policy; and

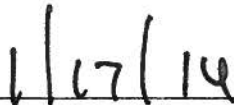
**WHEREAS**, the letter of certification should also include the effective date of the policy; and

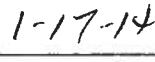
**WHEREAS**, this requirement is due by March 15, 2014, to John Ringer of the Virginia Department of Planning and Budget;

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Visitors authorizes President Keith T. Miller to provide the certification to the Department of Planning and Budget.

  
\_\_\_\_\_  
Harry Black, Rector

  
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Daphne Maxwell Reid, Secretary

  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Date

**RESOLUTION OF THE  
VIRGINIA STATE UNIVERSITY  
BOARD OF VISITORS**

***AUTHORIZING RIGHT OF WAY CONVEYANCE AND GRANT OF EASEMENTS***

**WHEREAS**, Section 2.2-1150(A)(1) of the *Code of Virginia* provides that, when it is deemed to be in the public interest, property owned by the Commonwealth may be sold, leased or other interests therein conveyed to political subdivisions, public authorities, or the federal government, for such consideration as is deemed proper; and

**WHEREAS**, Section 23-4.1 of the *Code of Virginia* authorizes the boards of visitors or trustees of all State educational institutions to lease or sell and convey whatever interest they may have in real property that has been or may hereafter be acquired by purchase, will or deed of gift; and

**WHEREAS**, Section 23-4.1 of the *Code of Virginia* further authorizes the boards of visitors or trustees of all State educational institutions to grant easements for roads, streets, sewers, waterlines, electric and other utility lines or other purposes on any property now owned or hereafter acquired by such boards of visitors or trustees, when, in the discretion of such visitors or trustees it is deemed proper to grant such easements; and

**WHEREAS**, construction of the Multipurpose Center at Virginia State University will generate traffic impacts which support a four lane highway; and

**WHEREAS**, widening of the River Road corridor is required for increased traffic impacts due to the Multipurpose Center at Virginia State University; and

**WHEREAS**, improvement of the River Road corridor will provide aesthetic enhancements to provide a campus-like feel throughout the corridor; and

**WHEREAS**, the Board of Visitors supports the widening of and improvements of the River Road corridor, reflecting the Campus Master Plan and 20/20 Vision Plan and benefitting the University and its own campus expansion development.

**NOW, THEREFORE, BE IT RESOLVED THAT**, the Board of Visitors of Virginia State University does hereby deem it to be in the public interest and proper to approve and does hereby approve:

1. The conveyance to the County of Chesterfield, Virginia, of pieces of the University's real property, aggregating approximately 5.3 acres, as shown on the two plats (the "Plats") each prepared by NXL Engineers, Surveyors Construction Managers, and entitled "PLAT SHOWING PROPOSED ACQUISITION AND EASEMENTS ON THE LANDS OF COMMONWEALTH OF VIRGINIA MATOACA MAGISTERIAL DISTRICT, CHESTERFIELD COUNTY,

VIRGINIA,” December 5, 2013, and “PLAT SHOWING PROPOSED ACQUISITIONS AND EASEMENTS ON THE LANDS OF THE VISITORS OF VIRGINIA STATE UNIVERSITY, MATOACA MAGISTERIAL DISTRICT, CHESTERFIELD COUNTY, VIRGINIA,” dated November 14, 2013, subject to the approval of the Governor;

2. The grant to the County of Chesterfield, Virginia, of temporary construction easements over the areas shown on the Plats; and

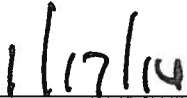
3. The grant to Virginia Electric and Power Company, DBA, Dominion Virginia Power, and to Verizon and Comcast of permanent utility easements over the areas shown on the Plats; and

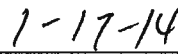
4. The grant to the Virginia Department of Transportation of a permanent sight distance easement and a permanent drainage easement over the areas shown on the Plats.

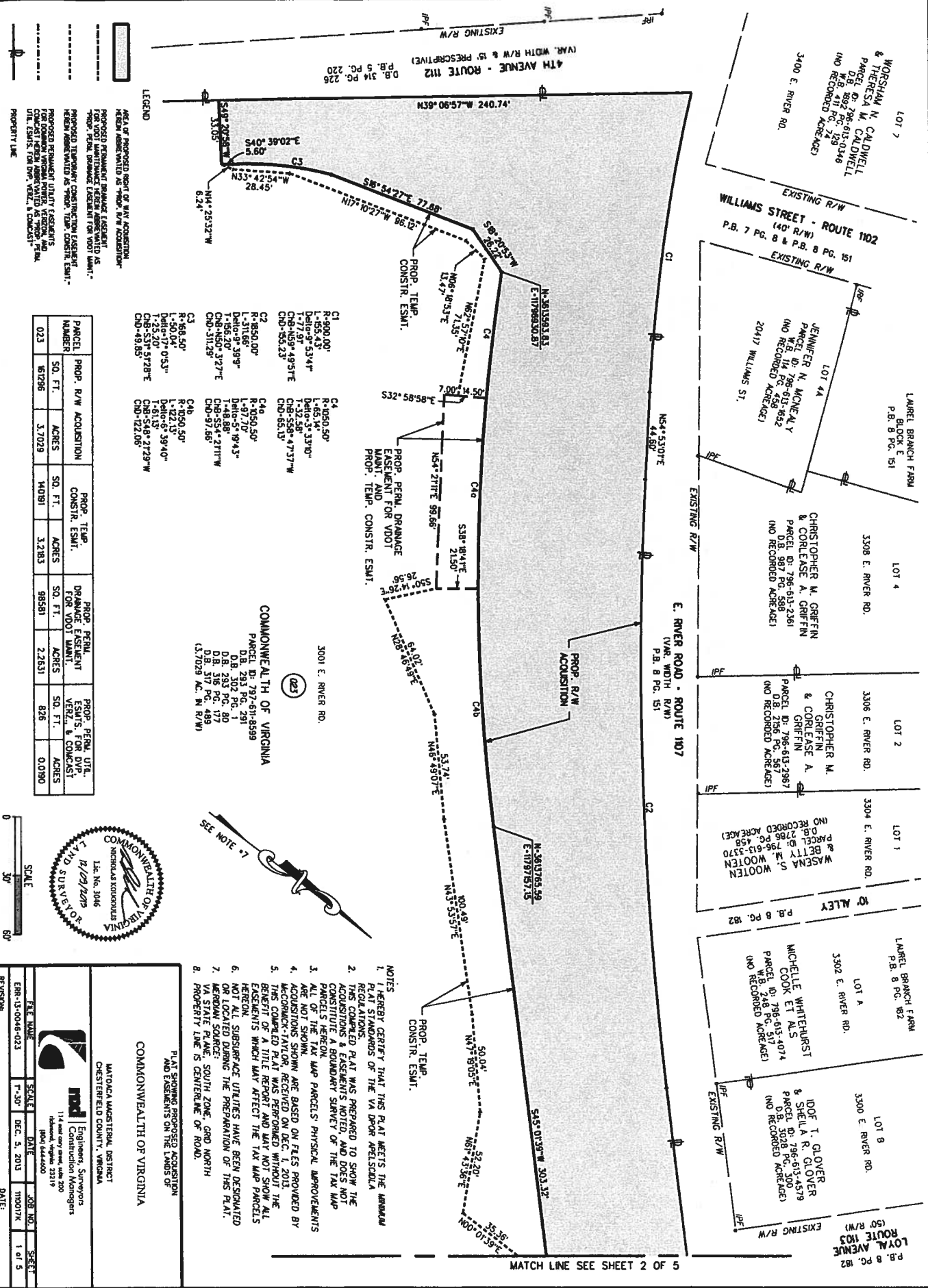
**AND, BE IT FURTHER RESOLVED THAT,** the Board of Visitors of Virginia State University does hereby authorize and direct the President and/or the Vice President for Administration and Finance to execute and deliver all documents and to take such other action as may be necessary or appropriate to properly complete the afore-approved conveyances of interests in University real property.

  
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Harry Black, Rector

  
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Daphne Maxwell Reid, Secretary

  
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Date

  
\_\_\_\_\_  
Date



**LEGEND**

AREA OF PROPOSED ACQ. OF N.W. ACQUISITION  
 HEREIN ABSENT WAITED AS "PROP. R/W ACQUISITION"

PROPOSED PERMANENT EASEMENT FOR VDOT LANDSCAPE  
 HEREIN ABSENT WAITED AS "PROP. PERM. EASEMENT FOR VDOT LANDSCAPE"

PROPOSED TEMPORARY CONSTRUCTION EASEMENT FOR VDOT LANDSCAPE  
 HEREIN ABSENT WAITED AS "PROP. TEMP. CONSTR. ESMT."

PROPOSED PERMANENT UTILITY EASEMENTS FOR DOMESTIC WATER, SEWER, GAS, AND UTILITY CONDUIT (ON OWN, VERT., HORIZONTAL)  
 HEREIN ABSENT WAITED AS "PROP. PERM. UTIL. ESMT."

PROPERTY LINE

PARCEL NUMBER	PROP. R/W ACQUISITION SO. FT.	ACRES	PROP. TEMP. CONSTR. ESMT. SO. FT.	ACRES	PROP. PERM. DRAINAGE EASEMENT FOR VDOT MANT. SO. FT.	ACRES	PROP. PERM. UTIL. ESMT. FOR DWP, VERT. & CONCAST. SO. FT.	ACRES
023	61296	3.7029	14091	3.2183	98581	2.2631	826	0.0190

**C1**  
 R-900.00'  
 L-165.43'  
 D.B. 892 PG. 226  
 D.B. 314 PG. 226  
 (VAR. WIDTH R/W & IS PRESCRIPTIVE)

**C2**  
 R-8150.00'  
 L-318.06'  
 D.B. 293 PG. 291

**C3**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**C4**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**C5**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**C6**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**C7**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**C8**  
 R-1050.50'  
 L-145.61'  
 D.B. 207 PG. 207

**COMMONWEALTH OF VIRGINIA**  
 PARCEL ID: 797-611-8999  
 D.B. 293 PG. 291  
 D.B. 207 PG. 207  
 D.B. 314 PG. 226  
 D.B. 317 PG. 489  
 (3.7029 AC. IN R/W)

**NOTES**

1. I HEREBY CERTIFY THAT THIS PLAT MEETS THE MINIMUM PLAT STANDARDS OF THE VA DPOR APPLICABLE REGULATIONS.
2. THIS COMPARED PLAT WAS PREPARED TO SHOW THE ACQUISITIONS & EASEMENTS NOTED AND DOES NOT CONSTITUTE A BOUNDARY SURVEY OF THE TAX MAP AND THE TAX MAP PARCELS' PHYSICAL IMPROVEMENTS ARE NOT SHOWN.
3. ACQUISITIONS SHOWN ARE BASED ON FILES PROVIDED BY MCGONMACK-TAYLOR, RECEIVED ON DEC. 1, 2013.
4. THIS COMPARED PLAT WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ALL EASEMENTS WHICH MAY AFFECT THE TAX MAP PARCELS HEREON. SURFACE UTILITIES HAVE BEEN DESCRIBED ON LOCATED DURING THE PREPARATION OF THIS PLAT.
5. MERIDIAN SOURCE: VA STATE PLANE, SOUTH ZONE, GRID NORTH
6. PROPERTY LINE IS CENTERLINE OF ROAD.

SEE NOTE #7

SCALE  
 0 30 60

COMMONWEALTH OF VIRGINIA  
 LAND SURVEYORS  
 12/09/2019  
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 12/09/2019

**PLAT SHOWING PROPOSED ACQUISITION AND EASEMENTS ON THE LANDS OF**

**COMMONWEALTH OF VIRGINIA**

LAYOACA MANAGERIAL DISTRICT  
 CHESTERFIELD COUNTY, VIRGINIA

**ENGINEER**  
 Nicholas Kravchuk  
 1111 Industrial, Virginia 23119  
 8041 6444000

**DATE** DEC. 5, 2013

**JOB NO.** 10007K

**SHEET** 1 of 5

FILE NAME: ERR-13-0046-023  
 SCALE: 1"=30'  
 DATE: DEC. 5, 2013  
 REVISION:

MATCH LINE SEE SHEET 2 OF 5

MATCH LINE SEE SHEET 1 OF 5

EXISTING R/W  
150' R/W

P.B. 8 PG. 182  
LOYAL AVENUE  
ROUTE 103

EXISTING R/W

LOT 2

ELIZABETH M. WILLSON  
PARCEL ID: 796-613-5691  
(NO RECORDED ACRESAGE)  
3202 E. RIVER RD.

LOT 4

LAUREL BRANCH FARM  
BLOCK C  
P.B. 9 PG. 124

LOT 31

ELIJAH JOHNSON, JR.  
& EVORIA L. JOHNSON  
PARCEL ID: 796-614-6804  
D.B. 3937 PG. 352  
(NO RECORDED ACRESAGE)  
3200 E. RIVER RD.

LOT 30

(284)  
CARLESA A. COATES  
TINA M. COATES, NIKOS W. COATES  
WALTER L. COATES, ANN T. COATES  
LESLIE R. COATES III  
PARCEL ID: 796-614-8309  
P.B. 218 PG. 892  
D.B. 743 PG. 352  
(NO RECORDED ACRESAGE)

EXISTING R/W

LOT 2

(285)  
JOHNNY W. BELL, VALERIA K. BELL  
SYLVIA EVANGELINE BELL  
PARCEL ID: 796-614-9015  
W.B. 166 PG. 559  
W.B. 172 PG. 203  
D.B. 596 PG. 487  
(NO RECORDED ACRESAGE)

EXISTING R/W

LOT 1

3102 E. RIVER RD.

E. RIVER ROAD - ROUTE 107  
(VAR. WIDTH R/W)  
P.B. 9 PG. 124

EXISTING R/W

PROF. R/W ACQUISITION  
N-3819728.97  
E-187973173

PROF. TEMP. CONSTR. ESMT.

PROF. TEMP. CONSTR. ESMT.

PROF. TEMP. CONSTR. ESMT.

PROF. TEMP. CONSTR. ESMT.

PROF. TEMP. CONSTR. ESMT.

C5  
R-800.00'  
L-189.18'  
Dch=135.1252°  
T-253.89'  
CH-N62°50'00"W  
CND-483.99'

C6  
R-649.50'  
L-167.08'  
Dch=9°28'40"  
T-78.77'  
CND-S54°45'39"W  
CND-85.88'

C7  
R-347.50'  
L-22.37'  
Dch=31°47'17"  
T-253.89'  
CH-N38°54'39"W  
CND-22.36'

C8  
R-749.50'  
L-34.20'  
Dch=20°13'35"  
T-174.60'  
CH-N38°54'39"W  
CND-140.09'

C9  
R-292.50'  
L-6.57'  
Dch=1°29'57"  
T-3.30'  
CND-S50°55'24"W  
CND-8.51'

C10  
R-149.50'  
L-2.76'  
Dch=0°12'40"  
T-1.138'  
CND-S50°55'24"W  
CND-2.78'

C1  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C2  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C3  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C4  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C11  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C12  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C13  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C14  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C15  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C16  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C17  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

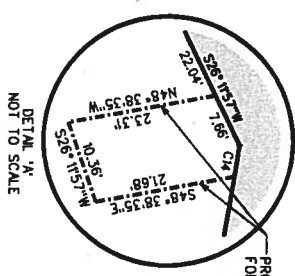
C18  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C19  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

C20  
R-100.00'  
L-1.35'  
Dch=0°11'12"  
T-0.36'  
CND-113°15'11"W

3001 E. RIVER RD.  
JEFFERSON DRIVE  
MATTHERS DRIVE

COMMONWEALTH OF VIRGINIA  
PARCEL ID: 797-611-8599



DETAIL 'A'  
NOT TO SCALE

SCALE  
0 30 60

PLAT SHOWING PROPOSED ACQUISITION AND EASEMENTS ON THE LANDS OF COMMONWEALTH OF VIRGINIA

MATCOCA INDUSTRIAL DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

Engineers, Surveyors  
1111 Construction Way  
Hopewell, Virginia 23110  
Phone 646-4400

FILE NAME	SCALE	DATE	JOB NO.	SHEET
ERR-13-004-023	T-30"	DEC. 9, 2013	110037K	2 of 5
REVISION:			DATE:	

SEE NOTE 7

MATCH LINE SEE SHEET 3 OF 5  
MATCH LINE SEE SHEET 4 OF 5  
MATCH LINE SEE SHEET 5 OF 5

203

COMMONWEALTH OF VIRGINIA

PARCEL ID: 797-61-8599  
D.B. 293 PG. 291  
D.B. 302 PG. 1  
D.B. 285 PG. 80  
D.B. 317 PG. 488  
13,7029 AC. IN R/W  
3001 E. RIVER RD.

JANESHVAR UPADHYAY  
& PURNIMA UPADHYAY  
PARCEL ID: 797-64-2457  
D.B. 1748 PG. 522

MATAR PROPERTIES LLC  
PARCEL ID: 797-64-5833  
D.B. 1005 PG. 561  
2,225 AC.

BILLIPS T & C  
DEVELOPMENT CENTER, LLC.  
PARCEL ID: 797-614-3922  
D.B. 2224 AC. 175  
0,454 AC.

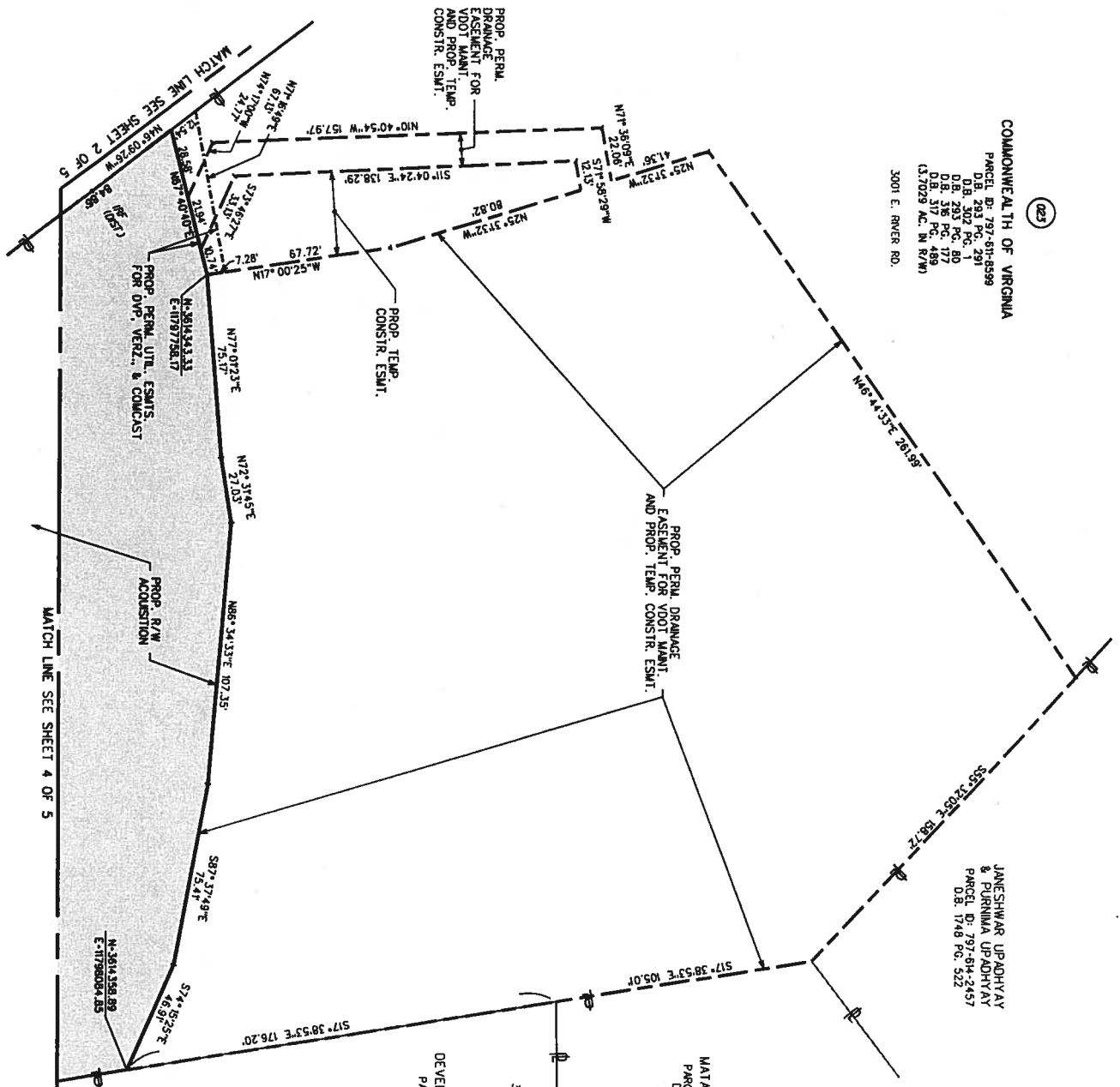


PLAT SHOWING PROPOSED ACQUISITION  
AND EASEMENTS ON THE LANDS OF  
COMMONWEALTH OF VIRGINIA

MATOKA MANORIAL DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

ndi Engineers, Surveyors  
1111 Westwood Park  
Chesterfield County, VA 23119  
(804) 644-4400

FILE NAME	SCALE	DATE	JOB NO.	SHEET
EMR-13-0046-023	T-30'	DEC. 5, 2013	110017K	3 of 5
REVISION				
DATE:				



MATCH LINE SEE SHEET 2 OF 5

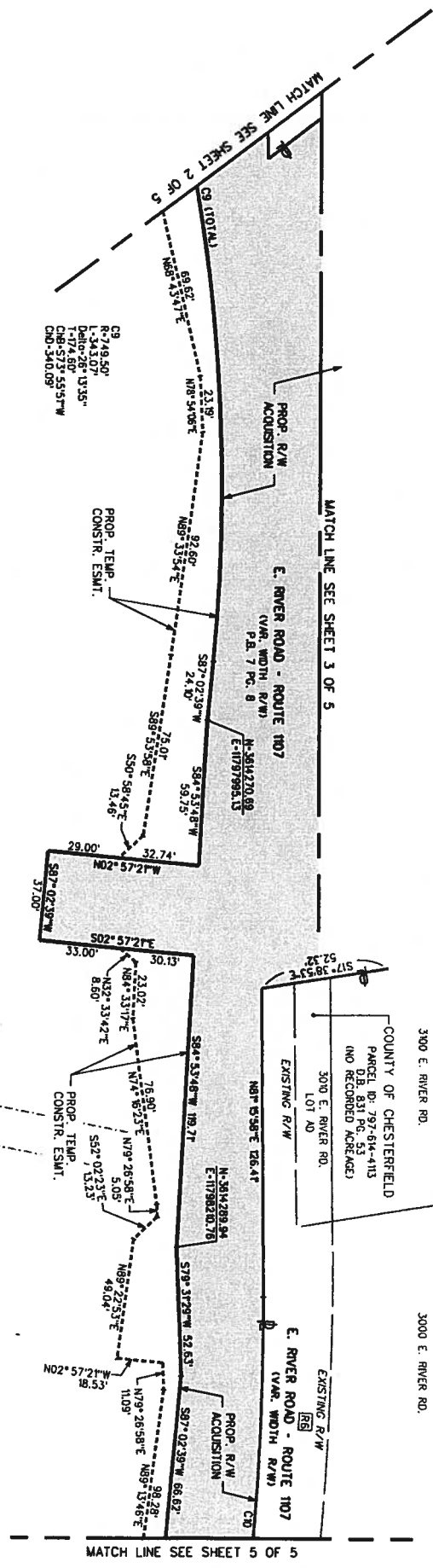
MATCH LINE SEE SHEET 4 OF 5

LOT #E  
3100 E. RIVER RD.

PROP. TEMP.  
CONSTR. ESMIT.

PROP. PERM. DRAINAGE  
EASEMENT FOR VDOT MAINT.  
AND PROP. TEMP. CONSTR. ESMIT.

PROP. PERM.  
DRAINAGE  
EASEMENT FOR  
VDOT MAINT.  
AND PROP. TEMP.  
CONSTR. ESMIT.



BILLIPS I & C  
 DEVELOPMENT CENTER, LLC.  
 PARCEL ID: 797-64-3922  
 D.B. 9226 PG. 175  
 0.454 AC.

3009 E. RIVER RD.

LOT #C

MATAR PROPERTIES, LLC  
 PARCEL ID: 797-64-5633  
 D.B. 1005 PG. 561  
 1.570 AC.

3000 E. RIVER RD.

LOT A

3001 E. RIVER RD.



COMMONWEALTH OF VIRGINIA

PARCEL ID: 797-64-8599  
 D.B. 2519 PG. 251  
 D.B. 2002 PG. 451  
 D.B. 293 PG. 80  
 D.B. 316 PG. 177  
 D.B. 317 PG. 488  
 13.7029 AC. W R/W



COMMONWEALTH OF VIRGINIA  
 LATOACA MAGISTERIAL DISTRICT  
 CHESTERFIELD COUNTY, VIRGINIA

PLAT SHOWING PROPOSED ACQUISITION AND EASEMENTS ON THE LANDS OF	
COMMONWEALTH OF VIRGINIA	
114 West Court Street, Suite 200 Henric, Virginia 23119 Phone: 804-644-6600	
FILE NO. ER-13-004-B-023	SCALE 1" = 30'
DATE DEC. 5, 2013	JOB NO. 110007K
REVISIONS	SHEET 4 of 5

LAUREL BRANCH FARM  
P.B. 7 PC. 8

LOT A

MATAR PROPERTIES, LLC  
PARCEL D  
D.B. 1005 PC. 561  
D.B. 1570 AC.

3000 E. RIVER RD.

MATCH LINE SEE SHEET 4 OF 5

3001 E. RIVER RD.

COMMONWEALTH OF VIRGINIA

(223)

PARCEL D: 797-8148599

D.B. 202 PC. 291  
D.B. 302 PC. 291  
D.B. 293 PC. 80  
D.B. 318 PC. 177  
D.B. 317 PC. 489  
(177029 AC. IN R/W)

C10  
R-3000.00'  
1-328.12'  
D.B. 172 2712-  
1-153.50'  
CHB-198° 59'34"E  
CHD-303.44'  
  
C11  
R-3330.57'  
1-617.73'  
DELTA-1° 34'3"  
1-30.88'  
CHB-523° 48'33"E  
CHD-617.3'  
  
C12  
R-1748.50'  
1-14.69'  
DELTA-0° 28'36"  
1-7.35'  
CHB-148° 1'38"W  
CHD-14.89'

C13  
R-3664.50'  
1-386.79'  
DELTA-1° 47'25"  
1-98.74'  
CHB-138° 47'53"W  
CHD-386.45'

SEE NOTE #7

CITY OF COLONIAL HEIGHTS  
CHESTERFIELD COUNTY

CITY OF COLONIAL HEIGHTS  
PARCEL D: 798617214900000  
D.B. 1153 PC. 566  
22.46 AC.

BRUNNEN O. SCOTT SR.  
PARCEL D: 8215648840  
D.B. 5603 PC. 233  
2.0 AC.

DURY ROAD - ROUTE 106  
D.B. 1479 PC. 533 & D.B. 831 PC. 56  
150 R/W IS PRESERVED  
EXISTING R/W

E. RIVER ROAD - ROUTE 107  
D.B. 1479 PC. 533 (VAR. WIDTH R/W)  
(VAR. WIDTH R/W)  
D.B. 831 PC. 56 & D.B. 207 PC. 32

APPROX. LOCATION  
EX. WATER ESMT  
D.B. 9445 PC. 915

MARTIN LUTHER KING DRIVE  
(PRIVATE R/W)  
P.B. 202 PC. 32



PLAT SHOWING PROPOSED ACQUISITION  
AND EASEMENTS ON THE LANDS OF  
COMMONWEALTH OF VIRGINIA

LATOWCA MASTERPLAN, DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA



FILE NAME	SCALE	DATE	JOB NO.	SHEET
ERR-13-004-6-023	1"=30'	DEC. 5, 2013	110001X	5 of 5
REVISION	DATE			

114 east cove road, suite 200  
Hillsboro, Virginia 22319  
(804) 644-4000



THE VISITORS OF VIRGINIA  
STATE UNIVERSITY

20827 CHESTERFIELD AVE.  
PARCEL ID: 795-62-1749  
D.B. 9917 PG. 479  
D.B. 02759 AC. 510  
(0.0633 AC. N/R/W)

20831 CHESTERFIELD AVE.  
PARCEL ID: 795-62-1758  
D.B. 9942 PG. 33  
D.B. 01890 AC. N/R/W  
(0.0423 AC. N/R/W)

20809 GRANGER ST.  
PARCEL ID: 795-62-1765  
D.B. 9917 PG. 479  
D.B. 01090 AC. N/R/W  
(0.0404 AC. N/R/W)

20807 GRANGER ST.  
PARCEL ID: 795-62-1770  
D.B. 9917 PG. 431  
D.B. 01053 AC. N/R/W  
(0.0442 AC. N/R/W)

20805 GRANGER ST.  
PARCEL ID: 795-62-1777  
D.B. 9917 PG. 484  
D.B. 02020 AC. N/R/W  
(0.0632 AC. N/R/W)

20808 JAMES ST.  
PARCEL ID: 795-62-2075  
D.B. 9917 PG. 445  
D.B. 0128203 AC. N/R/W  
(0.0095 AC. N/R/W)

20829 CHESTERFIELD AVE.  
PARCEL ID: 795-62-1745  
D.B. 9942 PG. 40  
D.B. 02265 AC. N/R/W

3515 E. RIVER RD.  
PARCEL ID: 795-62-3296  
D.B. 9982 PG. 434  
D.B. 02702 AC. N/R/W  
(0.0883 AC. N/R/W)

3513 E. RIVER RD.  
PARCEL ID: 795-62-3370  
D.B. 9313 PG. 673  
D.B. 0154 AC. N/R/W  
(0.0680 AC. N/R/W)

3511 E. RIVER RD.  
PARCEL ID: 795-62-4203  
D.B. 9091 PG. 832  
D.B. 0180 AC. N/R/W  
(0.0785 AC. N/R/W)

20802 SECOND AVE.  
PARCEL ID: 795-62-4294  
D.B. 9735 PG. 385  
D.B. 0235 AC. N/R/W

20805 SECOND AVE.  
PARCEL ID: 795-62-4590  
D.B. 9172 PG. 379  
D.B. 0236 AC. N/R/W

3509 E. RIVER RD.  
PARCEL ID: 795-62-5003  
D.B. 9469 PG. 655  
D.B. 022443 AC. N/R/W  
(0.0829 AC. N/R/W)

20802 THIRD AVE.  
PARCEL ID: 795-62-5206  
D.B. 9203 PG. 851  
D.B. 02062 AC. N/R/W  
(0.0082 AC. N/R/W)

3505 E. RIVER RD.  
PARCEL ID: 795-62-5811  
D.B. 9288 PG. 728  
D.B. 02089 AC. N/R/W  
(0.2089 AC. N/R/W)

20810 SECOND AVE.  
PARCEL ID: 795-62-5588  
D.B. 9917 PG. 463  
D.B. 1083 AC. N/R/W  
(0.1553 AC. N/R/W)

20801 THIRD AVE.  
PARCEL ID: 795-62-5729  
D.B. 9078 PG. 358  
D.B. 0186 AC. N/R/W  
(0.585 AC. N/R/W)

20803 THIRD AVE.  
PARCEL ID: 795-62-6174  
D.B. 9121 PG. 468  
D.B. 0183 AC. N/R/W  
(0.0005 AC. N/R/W)

3411 E. RIVER RD.  
PARCEL ID: 795-62-8420  
D.B. 1017 PG. 413  
D.B. 018 AC. N/R/W  
(0.0746 AC. N/R/W)

3409 E. RIVER RD.  
PARCEL ID: 795-62-9020  
D.B. 9177 PG. 245  
D.B. 0186 AC. N/R/W  
(0.0646 AC. N/R/W)

3407 E. RIVER RD.  
PARCEL ID: 795-62-9423  
D.B. 9521 PG. 801  
D.B. 01761 AC. N/R/W  
(0.0641 AC. N/R/W)

3405 E. RIVER RD.  
PARCEL ID: 795-62-9827  
D.B. 1024 PG. 540  
D.B. 01593 AC. N/R/W  
(0.0680 AC. N/R/W)

20802 FOURTH AVE.  
PARCEL ID: 795-62-0725  
D.B. 1042 PG. 341  
D.B. 0286 AC. N/R/W

20804 FOURTH AVE.  
PARCEL ID: 796-62-1208  
D.B. 9342 PG. 455  
D.B. 01329 AC. N/R/W  
(0.0034 AC. N/R/W)

20801 GRANGER ST.  
COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF TRANSPORTATION  
PARCEL ID: 795-62-2856  
D.B. 9940 PG. 1252  
D.B. 368 PG. 340  
D.B. 0181 AC. N/R/W

3607 E. RIVER RD.  
COMMONWEALTH OF VIRGINIA  
DEPARTMENT OF TRANSPORTATION  
PARCEL ID: 795-62-5593  
D.B. 1955 PG. 80  
D.B. 0122 AC. N/R/W

EXISTING RIGHT-OF-WAY  
REFERENCES

[R1] D.B. 1955 PG. 114  
D.B. 1959 PG. 1317  
D.B. 1940 PG. 368  
D.B. 1940 PG. 1252

[R2] P.B. 7 PG. 8

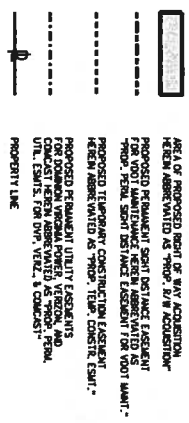
[R3] D.B. 9917 PG. 445  
D.B. 9982 PG. 434  
D.B. 140 PG. 283

[R4] D.B. 9917 PG. 463  
D.B. 9172 PG. 379

[R5] D.B. 9429 PG. 728  
D.B. 9200 PG. 851  
P.B. 8 PG. 152  
D.B. 347 PG. 248  
D.B. 347 PG. 248  
P.B. 5 PG. 220

[R6] D.B. 314 PG. 226  
P.B. 5 PG. 220

LEGEND



PARCEL NUMBER	PROP. R/W ACQUISITION	PROP. TEMP. CONSTR. ESM'T	PROP. PERM. SIGHT DISTANCE EASEMENT FOR VDOT MAINWAY	PROP. PERM. UTIL. ESM'TS, FOR DWP, VERT. & CONCAST
	SO. FT. ACRES	SO. FT. ACRES	SO. FT. ACRES	SO. FT. ACRES
001	70359	1,6162	14685	732
			0.3371	0.0431
			1876	0.0431
				732
				0.0168



- NOTES
1. I HEREBY CERTIFY THAT THIS PLAN MEETS THE MINIMUM PLAN STANDARDS OF THE VA DPOR APLS/COLA REGULATIONS.
  2. THIS COMPLETED PLAN WAS PREPARED TO SHOW THE LOCATION OF A BOUNDARY SURVEY OF THE TAX MAP PARCELS HEREON.
  3. ALL OF THE TAX MAP PARCELS' PHYSICAL IMPROVEMENTS ARE NOT SHOWN.
  4. ACQUISITIONS SHOWN ARE BASED ON FILES PROVIDED BY MCDONNICK-TAYLOR, RECEIVED ON NOV. 13, 2013.
  5. THIS COMPLETED PLAN WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE REPORT AND MAY NOT SHOW ALL EASEMENTS WHICH MAY AFFECT THE TAX MAP PARCELS HEREON.
  6. NOT ALL SUBSURFACE UTILITIES HAVE BEEN DESIGNATED OR LOCATED DURING THE PREPARATION OF THIS PLAN.
  7. VA STATE PLANE, SOUTH ZONE, GRID NORTH

PLAN SPACING PROPOSED ACQUISITIONS  
AND EASEMENTS ON THE PARCELS OF  
THE VISITORS OF  
VIRGINIA STATE UNIVERSITY  
LATOKA MASTERPLAN DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA



Engineers, Surveyors  
Construction Managers  
114 East Cary Street, Suite 200  
Harrisonburg, Virginia 22819  
(804) 644-0400

FILE NAME	SCALE	DATE	JOB NO.	SHEET
ERR-13-0046-001	M/A	NOV. 14, 2013	110001X	1 of 4
REVISION				

MACEDONIA TABERNACLE TRUSTEES  
 PARCEL ID: 794-612-9474  
 DB: 5026 PG. 299  
 AC: N/A

GRANGER STREET ROUTE 1021  
 (VAR. WIDTH R/W)

CHESTERFIELD AVE. - ROUTE 36

LINE DATA TABLE		
LINE	BEARING	DIST. (FT.)
L1	S07°46'54"E	6.60'
L2	S42°46'32"E	0.90'
L3	S87°58'14"E	6.89'
L4	N77°28'36"W	18.28'

CURVE DATA TABLE (ALL MEASUREMENTS IN FT.)				
CHORD	RADIUS	ARC	DELTA	TANGENT
C1	31.00	18.93	34°58'37"	9.77
C2	9.00	8.75	55°44'07"	4.76
C3	052.50	236.61	12°52'51"	18.81
C4	220.50	72.74	8°54'07"	36.70
C5	026.00	43.90	2°27'55"	21.95
C6	026.50	39.04	2°40'46"	19.52
C7	226.50	64.95	8°25'46"	32.70
C8	174.50	56.92	18°47'21"	28.71
C9	174.50	32.82	10°48'30"	16.51
C10	229.50	74.45	18°35'17"	37.56

THE VISITORS OF VIRGINIA  
 THE STATE UNIVERSITY

LOT 188  
 BOSSFIELD  
 PG. 5 PG. 220

SCALE  
 0 30' 60'

PLAT SHOWING PROPOSED ACQUISITIONS AND EASEMENTS ON THE LANDS OF THE VISITORS OF VIRGINIA STATE UNIVERSITY  
 WATOGA METROPOLITAN DISTRICT  
 CHESTERFIELD COUNTY, VIRGINIA

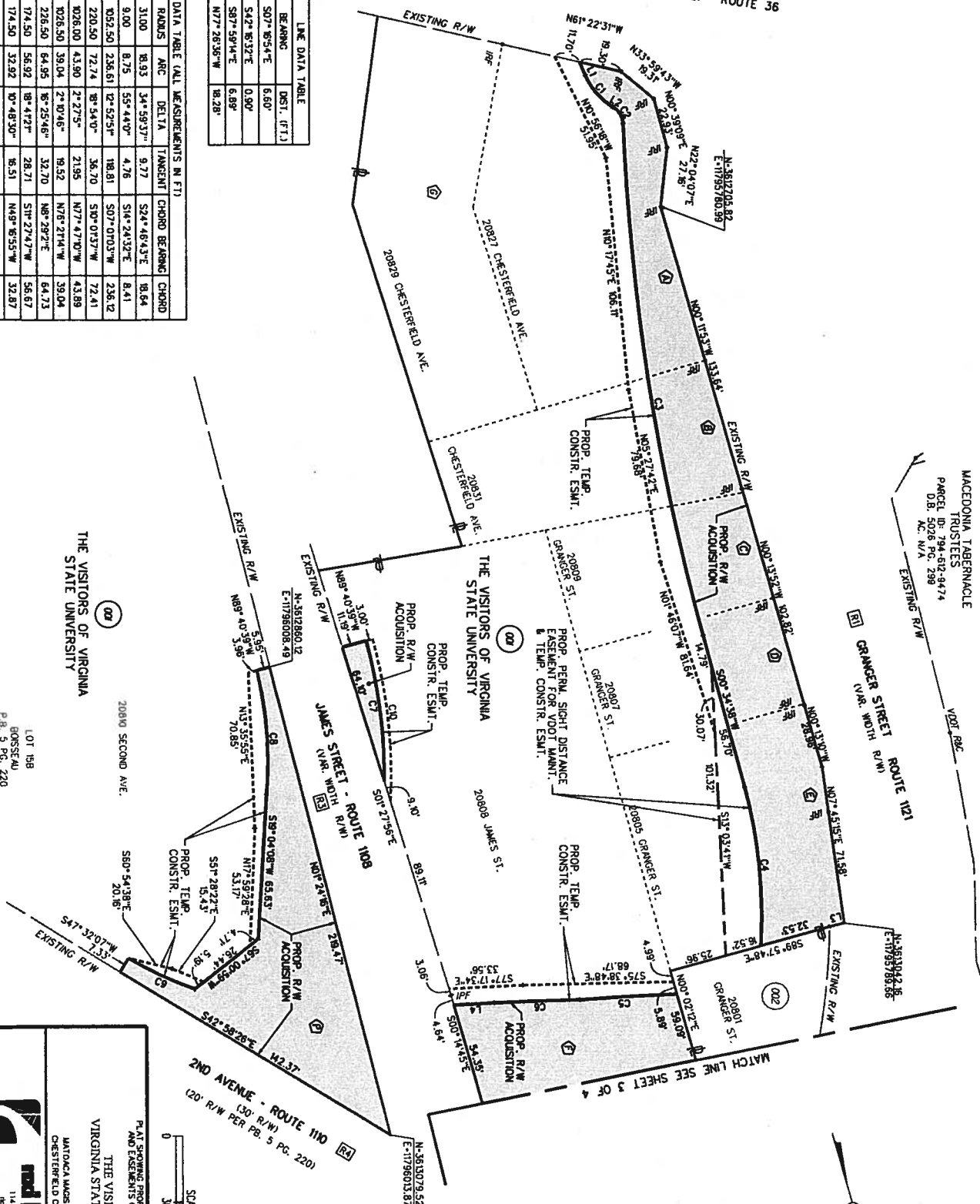
Engineers, Surveyors  
 Construction Managers  
 114 West Cary Street, Suite 700  
 Richmond, Virginia 23219  
 (804) 771-2210

FILE NO.	SCALE	DATE	JOB NO.	SHEET
ERR-13-0048-001	T-30'	PRELIMINARY	100017K	2 of 4
REVISIONS				



MATCH LINE SEE SHEET 3 OF 4

2ND AVENUE - ROUTE 110  
 (30' R/W)  
 (20' R/W PER PG. 5 PG. 220)



LINE DATA TABLE	
L1	BEARING DIST. (FT.)
L2	552° 56'59"W 104'
L3	142° 24'39.44"W 13.32'
L4	154° 48'12"W 53.13'
L5	183° 49'17"W 14.07'
L6	567° 09'38"W 6.58'
L7	567° 09'38"W 14.08'
L8	567° 09'38"W 66.53'
L9	173° 2'36"W 57.92'
L10	180° 34'56"W 28.28'
L11	152° 17'3"E 8.73'
L12	542° 38'48"E 26.55'
L13	554° 48'07"E 53.13'
L14	184° 39'44"W 13.32'
L15	552° 56'59"W 104'

C13  
R-309.30'  
L-50.73'  
DELTA=94°59'40"  
C=40.70'  
CHD=80.71'

C14  
R-222.50'  
L-50.73'  
DELTA=94°59'40"  
C=40.70'  
CHD=80.71'

C15  
R-989.00'  
L-50.73'  
DELTA=94°59'40"  
C=40.70'  
CHD=80.71'

120' R/W PER PG. 5 PG. 2201  
(50' R/W)

2ND AVENUE - ROUTE 110  
EXISTING R/W

3RD AVENUE - ROUTE 110  
EXISTING R/W

PROP. TEMP. CONSTR. ESMT.

20801 SECOND AVE.  
LOT 248

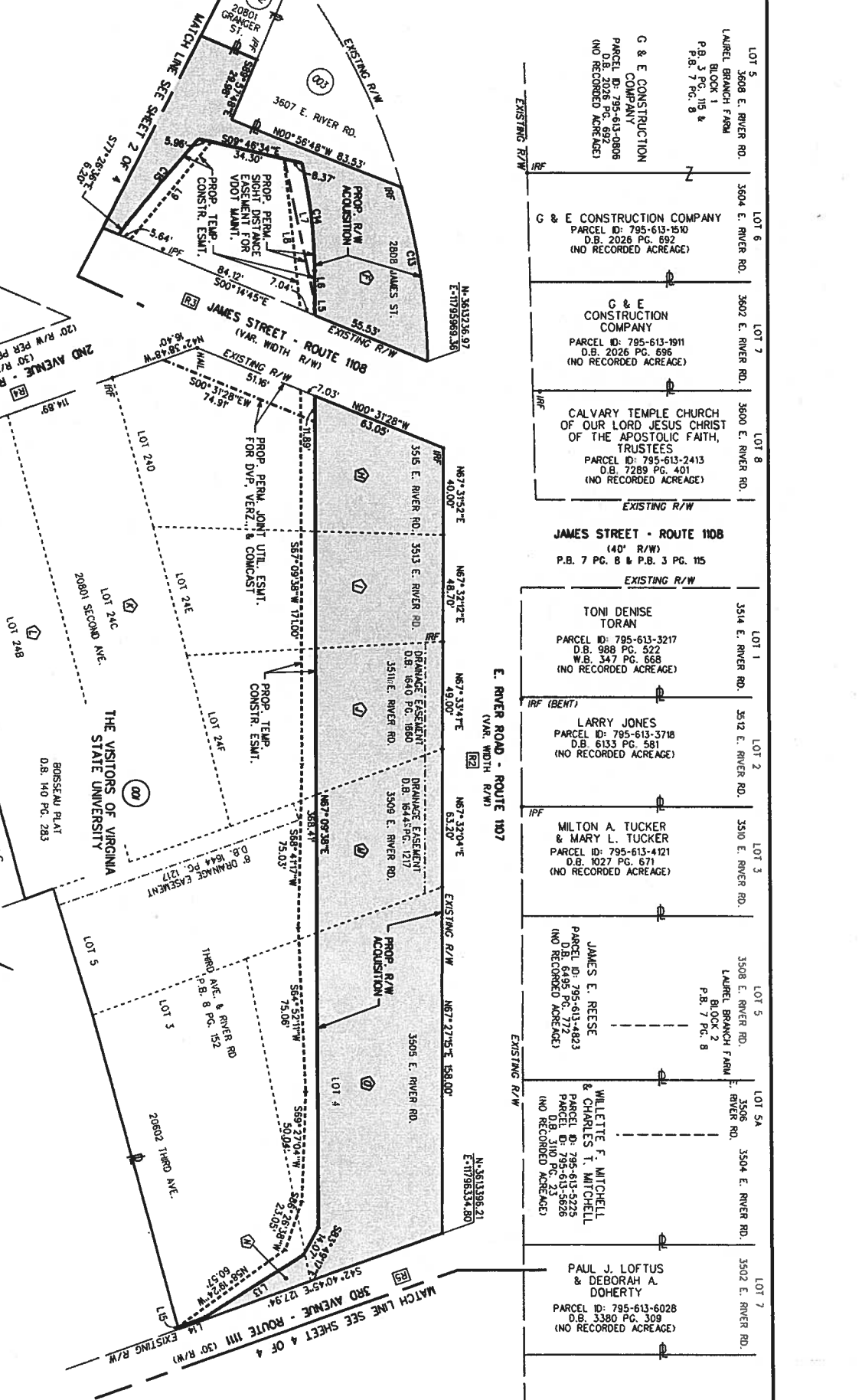
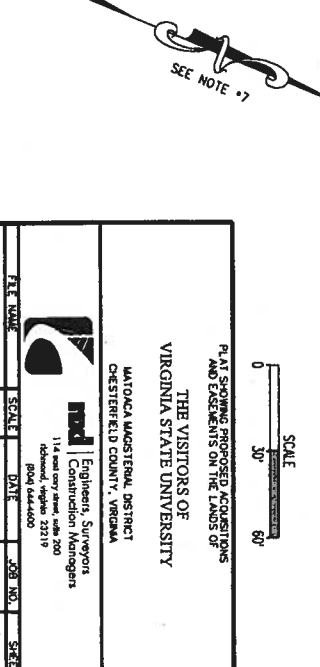
20805 SECOND AVE.  
LOT 24A

CARLTON D. BANKS, ET AL'S  
PARCEL ID: 795-612-4881  
D.B. 259 PG. 1  
P.B. 259 PG. 1  
O.259 PG. 1

20807 SECOND AVE.  
LOT 244

20802 THIRD AVE.  
LOT 5

THE VISITORS OF VIRGINIA  
BOSSERAU PLAT  
D.B. 140 PG. 283



FILE NO.	SCALE	DATE	JOB NO.	SHEET
ERR-13-0046-001	T-30'	PRELIMINARY	11007	3 of 4

PLAT SHOWING PROPOSED ACQUISITIONS AND EASEMENTS ON THE LANDS OF

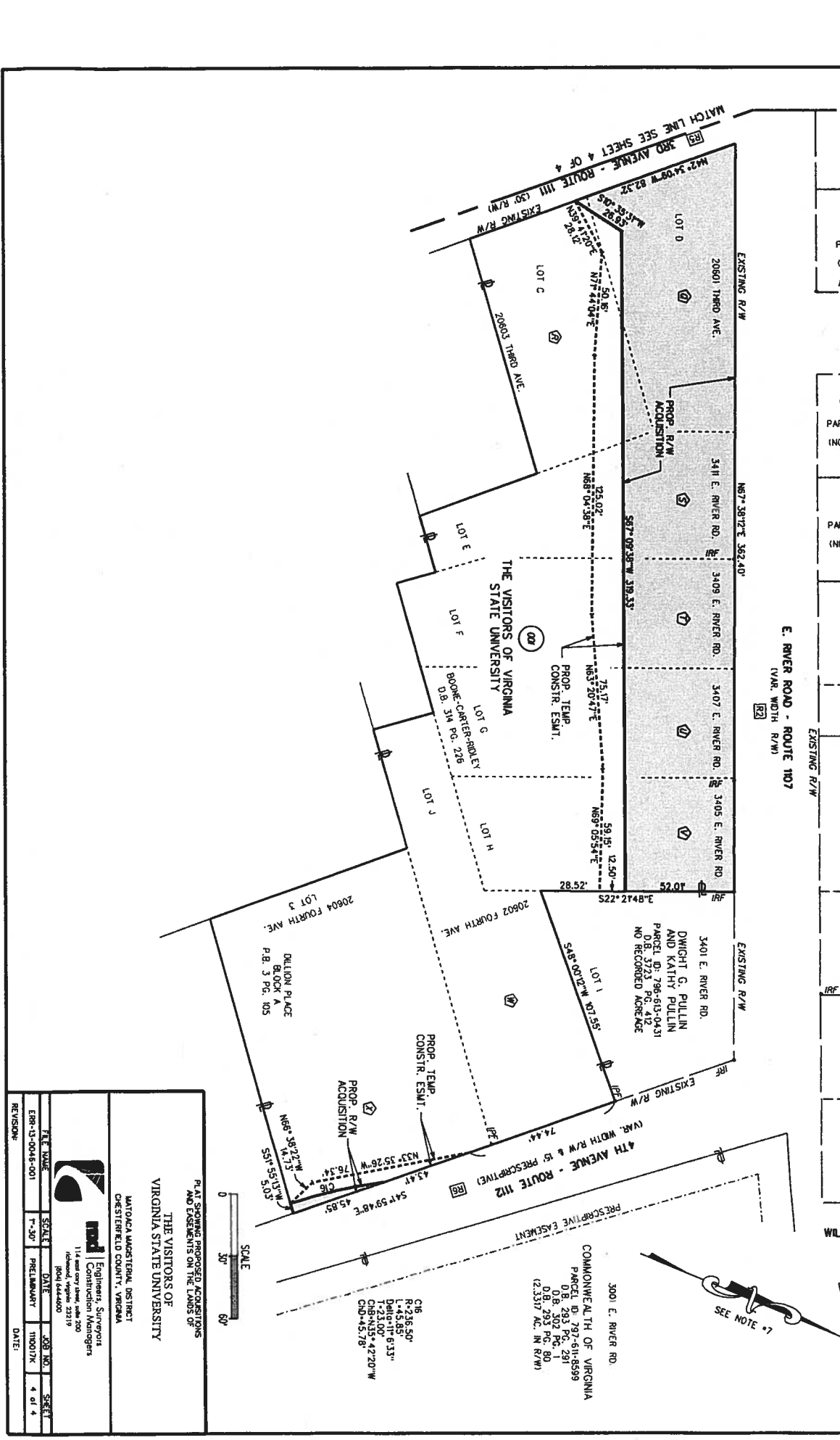
**THE VISITORS OF VIRGINIA STATE UNIVERSITY**

MATOKA MASTERS, DISTRICT  
CHESTERFIELD COUNTY, VIRGINIA

Engineers, Surveyors  
Construction Managers  
114 East Cary Street, Suite 200  
Richmond, Virginia 23219  
P.O. Box 14400

SCALE  
0 30' 60'

SEE NOTE 17



LOT 8	ELREE CORE & MINNIE C. CORE PARCEL ID: 795-613-6530 D.B. 1105 PG. 82 (NO RECORDED ACREAGE)
EXISTING R/W	CHARLES STREET (40' UNIMPROVED) P.B. 7 PG. 8
LOT 1	NANCY GHOLSON WALDEN PARCEL ID: 795-613-7334 D.B. 6367 PG. 938 (NO RECORDED ACREAGE)
LOT 2	JOHN W. KIRBY PARCEL ID: 795-613-7836 D.B. 2272 PG. 545 (NO RECORDED ACREAGE)
LOT 3	TERESA M. CALDWELL (PER TAX RECORDS) PARCEL ID: 795-613-8438 D.B. 2083 PG. 566 W.B. 411 PG. 74 (NO RECORDED ACREAGE)
LOT 4A	LARRY D. BROWN, SR. PARCEL ID: 795-613-8840 PARCEL ID: 795-613-9343 D.B. 9400 PG. 356 (NO RECORDED ACREAGE)
LOT 6	WORGSHAN N. CALDWELL & THERESA M. CALDWELL PARCEL ID: 795-613-0346 D.B. 411 PG. 74 (NO RECORDED ACREAGE)
LOT 7	LOT 7 3400 E. RIVER RD.

**COMMONWEALTH OF VIRGINIA**  
 PARCEL ID: 797-611-8599  
 D.B. 2932 PG. 291  
 D.B. 2822 PG. 80  
 (2,3317 AC. IN R/W)

3000 E. RIVER RD.  
 DWIGHT G. PULLIN AND KATHY PULLIN  
 PARCEL ID: 796-613-0431  
 D.B. 3723 PG. 472  
 (NO RECORDED ACREAGE)

DATE:	
DESIGN:	
DRAWN:	
CHECKED:	
DATE:	
PREPARED BY:	
SCALE:	
TITLE:	

PLAT SHOWING PROPOSED ACQUISITIONS AND EASEMENTS ON THE LANDS OF THE VISITORS OF VIRGINIA STATE UNIVERSITY  
 NANTAWCA MANORIAL DISTRICT  
 CHESTERFIELD COUNTY, VIRGINIA

DATE:	028 180	SHEET	4 of 4
PRELIMINARY:			
SCALE:	1" = 30'		
TITLE:	ERR-13-0048-001		

**TOPIC: Authorization for Sublease Agreement for Off Campus Extension facility with Oak Street African Methodist Episcopal Zion Church - Funded by U.S. Department of Agriculture Grant**

**BACKGROUND:**

Dr. Marcus Comer, Natural Resource Specialist, has been awarded a three year grant in the amount of \$1.14 million to “build a sustainable food production system and distribution hub to address the existing food deserts in the City of Petersburg, VA communities.” A key component of this grant is the conversion of “an abandoned/underutilized structure into a year round indoor production system and market with the historic downtown Petersburg”. The grant is intended to offer community service programs, to include, but not limited to:

- Free mammograms to uninsured women in Petersburg
- Breast and Prostrate education
- Fitness and nutrition classes
- Obesity training
- Alzheimer’s Education/Care (Patient/Caregiver)
- Tutorial programs (Grades 1-6)
- Adult tutorial for GED testing

The facility will test innovative indoor food production and sustainable environmental practices. Additionally, a training program will be developed centered around operations, marketing, and entrepreneurship. Products of the facility will be distributed around the city to deliver fresh produce to underserved communities. The long term goal of the facility is to build a sustainable food production and distribution hub to serve existing food deserts in the City of Petersburg.

Dr. Comer has identified facilities located at 29 Union Street, Petersburg, Virginia which are conducive to providing the services authorized by the grant. The facility is described as:

*The property, parcel ID 022060004, located at 29 Union Street, Petersburg, Virginia 23806 is a three story 47,880 square foot brick warehouse and located on parcel of approximately 18,034 square feet, or .41 acres.*

This facility is owned by the City of Petersburg and is currently leased in its entirety by the Oak Street African Methodist Episcopal Zion Church. This Master Lease between the City of Petersburg and Oak Street African Methodist Episcopal Zion Church specifically identifies Virginia State University Agriculture Department as a potential subtenant.

This sublease was previously submitted for consideration by the Board at the January, 2014 meeting. At that time, it was anticipated that the rental payment would not include utility expenses and a sublease with monthly rental rate of \$100/month was authorized by the Board. During sublease negotiations, it was recommended that the sublease be modified to a full service lease. The sublease now includes, with the exception of janitorial service, all Common

Area maintenance, management fees, insurance, real estate taxes, and utilities with no pass-throughs resulting in rent for the initial term of the sublease of \$83,998.80, to be paid in monthly installments of \$699.99 with the first payment due on May 10, 2014. Virginia State University Agriculture Department proposes to enter into this sublease for an initial term of ten (10) years.

All funding for the lease and associated expenditures will be funded from the current grant and/or subsequent grants related to this project. Should this grant fail to appropriate funds for the continuance of this Lease, this Lease and all obligations will automatically terminate upon depletion of the grant funding. The sublease has been prepared by the Division of Real Estate Services, and is under review by the Office of the Attorney General.

A resolution from the Board authorizing Virginia State University to execute a sublease with Oak Street African Methodist Episcopal Zion Church followed by the President and/or Vice President for Administration and Chief Financial Officer being authorized to approve and execute said sublease agreement is requested.

**AUTHORITY:** § 23-38.88, Code of Virginia

**CONSEQUENCE OF NON-APPROVAL:** Inability to adhere to requirements of the U. S. Department of Agriculture Grant and loss of funding associated with same. Furthermore, an opportunity to collaborate with the City of Petersburg and others to meet the needs of underserved citizens in the City would be lost.