

**HENRICO COUNTY  
NOTICE OF SPECIAL MEETING  
BOARD OF SUPERVISORS**

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, April 23, 2019, at 5:30 p.m.** in the County Manager's Conference Room on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matters to be reviewed by the Board at this time are:

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|------------------|---|
| 5:30 - 5:45 p.m. | Housing Advisory Committee Update                     |
| 5:45 - 6:00 p.m. | Stormwater Pollution Prevention Project Grants Update |
| 6:00 - 6:30 p.m. | 2019 Water and Sewer System Revenue Bonds Issuance    |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items                          |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
April 18, 2019

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**April 23, 2019**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - April 9, 2019, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation - Correctional Officers Week - May 5 - 11, 2019.

Proclamation - Law Enforcement Officers Week - May 12 - 18, 2019.

Proclamation - Drug Court Month - May 2019.

Proclamation - Older Americans Month - May 2019.

**PUBLIC HEARING ITEMS**

- 100-19      Resolution - Authorizing and Providing for the Issuance and Sale of Not to Exceed Eighty-Five Million Dollars (\$85,000,000) Aggregate Principal Amount of Water and Sewer System Revenue Bonds, of the County of Henrico, Virginia, for the Purpose of Financing the Costs of Acquisition, Construction, Reconstruction, Improvement, Extension and Enlargement of the County's Water and Sewer System, and for the Purpose of Refunding One or More Outstanding Series of Water and Sewer System Revenue Bonds of the County.
- 101-19      Resolution - Real Estate Tax Levies, 2019.
- 102-19      Resolution - Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans' Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Computer Equipment and Peripherals Used in a Data Center, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2019.
- 103-19      Ordinance - To Amend and Reordain the Following Sections of the Code of the County of Henrico Titled:
- 20-414 "Enumerated; amount of license tax"
- 20-416 "Scientific research and development services"

- 20-446 “Enumerated; amount of license tax”
- 20-475 “Enumerated; amount of tax”
- 20-506 “Tax on owners and operators”
- 20-507 “Tax on promoters generally”
- 20-509 “Tax on promoters of athletic contests or races”
- 20-531 “Levy of tax; amount”
- 20-559 “Amount of tax”
- 20-560 “Speculative builders”
- 20-600 “Hotels”
- 20-601 “Restaurants, soda fountains and similar businesses”
- 20-624 “Small loan companies”
- 20-625 “Persons other than small loan companies lending money for purchase of chattels secured by liens; purchasers of conditional sales contracts”
- 20-626 “Other moneylenders”
- 20-627 “Persons making first mortgage loans or purchasing mortgage notes”
- 20-648 “Amount of tax”
- 20-650 “Commission merchants”
- 20-691 “License required; tax basis”
- 20-692 “Amount of tax”
- 20-793 “Term defined; amount of tax”
- 20-818 “Amount of tax on persons furnishing water”
- 20-819 “Amount of tax on persons furnishing heat, light and power, and gas”
- and
- 20-821 “Amount of tax for telephone and telegraph businesses”

to Raise the Threshold and Deduction for Business License Taxes from \$300,000 to \$400,000.

- 104-19 Ordinance - To Amend and Reordain Subsection (a) of Section 23-361 Titled “Water service and volume charges,” and Subsection (a) of Section 23-362 Titled “Sewer service charges and rates” of the Code of the County of Henrico, to Change Utility Charges.
- 105-19 Ordinance - Vacation of Building Line - Belle Air Subdivision - Brookland District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 90-19 Resolution - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2019-20 and Allocation of Car Tax Relief for Tax Year 2019. **(Deferred from the April 9, 2019, meeting.)**
- 106-19 Resolution - To Establish the Henrico Housing Advisory Committee, Set Its Duties, and Appoint Its Initial Members.

- 107-19 Resolution - Signatory Authority - Contract Amendment - Consulting Services for Revisions to Zoning and Subdivision Ordinances.
- 108-19 Resolution - Signatory Authority - Acquisition of Real Property - 1074 and 1080 Dabbs House Road - Varina District.
- 109-19 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - Lakeside Avenue Bridge Replacement - Fairfield District.
- 110-19 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - Wilkinson Road Culvert Replacement - Fairfield District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
April 23, 2019**

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**PRESENTATIONS**

**PROCLAMATION - Correctional Officers Week - May 5 - 11, 2019.**

National Correctional Officers Week raises awareness of the dedication, loyalty, and work of the nation's correctional deputies. In conjunction with this national observance, it is fitting to honor Henrico's correctional deputies for the important tasks they perform each day, for the many risks they take to provide for our security outside of the County's jail facilities, and for the many sacrifices they make to protect Henrico citizens. This proclamation recognizes May 5 - 11, 2019, as Correctional Officers Week; encourages all Henrico citizens to acknowledge the significance of this observance; and salutes the County's correctional deputies for their invaluable contributions to the community.

**PROCLAMATION - Law Enforcement Officers Week - May 12 - 18, 2019.**

The professional law enforcement officers of Henrico County serve our citizens daily, protecting lives and property while upholding local ordinances and state laws. By the nature of their duties, these officers endure grave danger and, on occasion, loss of their own lives. Each year, the 15<sup>th</sup> day of May is nationally designated as Peace Officers Memorial Day and the calendar week in which that date occurs is nationally designated as Police Week. The Police Division will hold its annual memorial service and wreath-laying ceremony at Police Memorial Park on Monday, May 13, 2019, to honor the County's fallen police officers. This proclamation recognizes May 12 - 18, 2019, as Law Enforcement Officers Week and Monday, May 13, 2019, as Law Enforcement Officers Day in Henrico County; encourages Henrico citizens to take note of these special dates; and salutes the County's law enforcement officers for their steadfast commitment to the County's public safety efforts and for contributing significantly to the quality of life of this community.

**PROCLAMATION - Drug Court Month - May 2019.**

The National Association of Drug Court Professionals sponsors the observance of National Drug Court Month each May. The Henrico County Drug Court is a collaborative effort of the 14<sup>th</sup> Judicial Circuit, the Commonwealth's Attorney's Office, the Sheriff's Office, Henrico Area Mental Health and Developmental Services, the Police Division, the Community Corrections Program, and the Probation and Parole District 32 Office of the Virginia Department of Corrections. During May 2019, the County's Drug Court will celebrate the program's 16<sup>th</sup> anniversary and 219<sup>th</sup> graduate. This proclamation recognizes May 2019 as Drug Court Month in Henrico County; salutes the men and women who have contributed to the success of the County's Adult Drug Court; and brings this observance to the attention of Henrico residents.

## **PROCLAMATION - Older Americans Month - May 2019.**

The United States Administration for Community Living and Virginia Department for Aging and Rehabilitative Services observe Older Americans Month in May as a time to celebrate the contributions of older residents and the many ways they “connect, create, and contribute” in our communities. The 2019 theme for Older Americans Month is “Connect, Create, Contribute,” which emphasizes the important roles that older residents serve in their homes and communities. Senior Connections joins with Henrico County’s Advocate for the Aging, Department of Social Services, and Division of Recreation and Parks to ensure that residents have supportive and protective services at every age to allow them to enjoy the best possible quality of life. This proclamation recognizes May 2019 as Older Americans Month in Henrico County and encourages Henrico residents to take time during this month to consider older adults and the people who serve them as essential and valuable members of our community.

## **PUBLIC HEARING ITEMS**

**RESOLUTION - Authorizing and Providing for the Issuance and Sale of Not to Exceed Eighty-Five Million Dollars (\$85,000,000) Aggregate Principal Amount of Water and Sewer System Revenue Bonds, of the County of Henrico, Virginia, for the Purpose of Financing the Costs of Acquisition, Construction, Reconstruction, Improvement, Extension and Enlargement of the County’s Water and Sewer System, and for the Purpose of Refunding One or More Outstanding Series of Water and Sewer System Revenue Bonds of the County.**

This resolution authorizes and provides for the issuance by the County of water and sewer system revenue bonds in a principal amount not to exceed \$85 million to (1) finance various water and sewer system capital improvement projects of the Department of Public Utilities and (2) refund bonds previously issued. The Virginia Public Finance Act requires a public hearing before authorization of the bonds.

## **RESOLUTION – Real Estate Tax Levies, 2019.**

This paper sets the real estate tax levies for calendar year 2019. The levies are to be fixed after an advertised public hearing held on April 23, 2019.

The proposed real estate tax levy is \$0.87 per \$100 of assessed valuation and represents no change from the prior year.

The proposed real estate tax levies for the Sanitary Districts represent no change from the prior year and are as follows:

Sanitary District #2: \$0.003 per \$100 of assessed valuation  
Sanitary District #3: \$0.010 per \$100 of assessed valuation  
Sanitary District #3.1: \$0.031 per \$100 of assessed valuation  
Sanitary District #12: \$0.010 per \$100 of assessed valuation  
Sanitary District #23: \$0.010 per \$100 of assessed valuation

**RESOLUTION - Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans' Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Computer Equipment and Peripherals Used in a Data Center, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2019.**

This paper sets the levies mentioned above for calendar year 2019. The levies are to be fixed after an advertised public hearing held on April 23, 2019.

The following proposed tax levies represent no change from the prior year:

- Personal property: \$3.50 per \$100 of assessed valuation
- Aircraft: \$0.50 per \$100 of assessed valuation
- Manufactured homes: \$0.87 per \$100 of assessed valuation
- Qualifying vehicles owned or leased by members of a volunteer rescue squad or volunteer fire department: \$1.00 per \$100 of assessed valuation
- Disabled veterans' vehicles: \$0.01 per \$100 of assessed valuation
- Computer equipment and peripherals used in a data center: \$0.40 per \$100 of assessed valuation
- Machinery and tools: \$0.30 per \$100 of assessed valuation
- Machinery and tools used in semiconductor manufacturing: \$0.30 per \$100 of assessed valuation
- Motor vehicles specially equipped to provide transportation for physically handicapped individuals: \$0.01 per \$100 of assessed valuation
- Tangible personal property of public service corporations and other persons with property assessed pursuant to Chapter 26 of Title 58.1 of the Code of Virginia (except aircraft, automobiles, and trucks): \$0.87 per \$100 of assessed valuation
- Property used in a research and development business: \$0.30 per \$100 of assessed valuation
- Certain generating equipment purchased after December 31, 1974, for the purpose of changing the energy source of a manufacturing plant to achieve more efficient use of any energy source: \$0.30 per \$100 of assessed valuation
- Certain property used in manufacturing, testing, or operating satellites: \$0.30 per \$100 of assessed valuation
- Certain motor vehicles, trailers, and semitrailers used to transport property for hire by a motor carrier engaged in interstate commerce: \$0.30 per \$100 of assessed valuation

No change is proposed for the tax levy in Sanitary Districts #2, #3, #3.1, #12, and #23 from the prior year. Such proposed tax levy is \$0.001 per \$100 of assessed valuation, except for property taxed at the rate applicable to real property, in which case the levies are as assessed on real property.

**ORDINANCE - To Amend and Reordain the Following Sections of the Code of the County of Henrico Titled:**

**20-414“Enumerated; amount of license tax”**

**20-416“Scientific research and development services”**

**20-446“Enumerated; amount of license tax”**

20-475“Enumerated; amount of tax”  
20-506“Tax on owners and operators”  
20-507“Tax on promoters generally”  
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20-531“Levy of tax; amount”  
20-559“Amount of tax”  
20-560“Speculative builders”  
20-600“Hotels”  
20-601“Restaurants, soda fountains and similar businesses”  
20-624“Small loan companies”  
20-625“Persons other than small loan companies lending money for purchase of chattels secured by liens; purchasers of conditional sales contracts”  
20-626“Other moneylenders”  
20-627 “Persons making first mortgage loans or purchasing mortgage notes”  
20-648“Amount of tax”  
20-650“Commission merchants”  
20-691“License required; tax basis”  
20-692“Amount of tax”  
20-793“Term defined; amount of tax”  
20-818“Amount of tax on persons furnishing water”  
20-819“Amount of tax on persons furnishing heat, light and power, and gas”  
and  
20-821“Amount of tax for telephone and telegraph businesses”

**to Raise the Threshold and Deduction for Business License Taxes from \$300,000 to \$400,000.**

This Board paper increases the threshold for imposition of business licenses taxes from \$300,000 to \$400,000. Under the new threshold, businesses earning \$400,000 or less would not have to pay business license taxes to the County. Similarly, businesses making over \$400,000 would be able to deduct \$400,000 from their earnings before calculating the amount of their business license tax.

The Director of Finance recommends these changes, and the County Manager concurs.

**ORDINANCE - To Amend and Reordain Subsection (a) of Section 23-361 Titled “Water service and volume charges,” and Subsection (a) of Section 23-362 Titled “Sewer service charges and rates” of the Code of the County of Henrico, to Change Utility Charges.**

The ordinance would increase bimonthly service and volume charges for water and sewer. The total increase in water and sewer charges for the median residential account holder using 10 CCF of water every two months will be \$5.77, or approximately 10¢ per day. These changes would be effective July 1, 2019.

The changes are recommended to support annual operating and debt service costs and capital costs associated with water and sewer rehabilitation projects.



The Board approved the introduction of this ordinance on March 26, 2019.

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

**ORDINANCE - Vacation of Building Line - Belle Air Subdivision - Brookland District.**

This ordinance will vacate the 35' front building line across Lot 8, Block C of Belle Air subdivision. The owners, Michael Aronowitz and Devorah Aronowitz, requested the vacation in order to build a front porch.

The Real Property Department has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2019-20 and Allocation of Car Tax Relief for Tax Year 2019.**

This Board paper approves the proposed Operating and Capital Annual Fiscal Plans for fiscal year 2019-20 and allocates car tax relief for tax year 2019. The Board of Supervisors deferred this paper after a public hearing on April 9, 2019.

**RESOLUTION - To Establish the Henrico Housing Advisory Committee, Set Its Duties, and Appoint Its Initial Members.**

This Board paper establishes the Henrico Housing Advisory Committee to advise the Board of Supervisors on housing issues, strategies, goals, and policies that will improve the County's housing stock, its affordability, and its neighborhoods. This committee will serve as a "think-tank" charged with assisting to develop and recommend innovative approaches to accomplish the County's housing goals. This paper also sets the minimum qualifications of the committee members and the duties of the committee. The initial members and the expiration date of their terms are as follows:

Allison M. Bogdanovic	Dec. 31, 2020
Brian K. Jackson	Dec. 31, 2020
Michael J. Polychrones	Dec. 31, 2020
Rene B. Shepperson	Dec. 31, 2020
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Costantine Canavos	Dec. 31, 2021
Joshua A. Goldschmidt	Dec. 31, 2021
Laura D. Lafayette	Dec. 31, 2021
Danna M. Markland	Dec. 31, 2021
Howard Bernard Rogers	Dec. 31, 2021

**RESOLUTION - Signatory Authority - Contract Amendment - Consulting Services for Revisions to Zoning and Subdivision Ordinances.**

On November 23, 2016, the Purchasing Director awarded a contract in the amount of \$519,679 to Clarion Associates, LLC for consulting services for zoning and subdivision ordinance revisions. There has been one contract amendment that increased the contract amount to \$549,679.

Additional services are needed to prepare two form-based districts through charrette processes for Virginia Center Commons Mall and the adjacent area and for Williamsburg Road between Laburnum Avenue and Airport Drive. A lump sum fee of \$176,440 has been negotiated for the additional work. State law requires Board approval because this amendment, when combined with the previous amendment, would increase the original contract amount by more than 39% to \$726,119. Funding for the contract amendment is available within the project budget.

The Director of Planning and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - 1074 and 1080 Dabbs House Road - Varina District.**

This Board paper authorizes the County Manager to execute the purchase agreement and any other documents necessary to acquire two parcels of real property identified as 1074 and 1080 Dabbs House Road for the Creighton Road Improvements Project in the Varina District. The owners have agreed to accept \$165,000 for the two parcels.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - Lakeside Avenue Bridge Replacement - Fairfield District.**

This Board paper would authorize the County Manager to execute a project administration agreement with the Virginia Department of Transportation (VDOT) under which the County will replace the Lakeside Avenue Bridge over North Run.

The estimated cost for the project is \$3,750,000. VDOT will reimburse the County 100% of the eligible project cost from the State of Good Repair Program. Because of VDOT charges, the estimated payment to the County is \$3,581,250.

The County will provide the necessary oversight to ensure the project is developed in accordance with applicable federal, state, and local requirements for construction of the project.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - Wilkinson Road Culvert Replacement - Fairfield District.**

This Board paper would authorize the County Manager to execute a project administration agreement with the Virginia Department of Transportation (VDOT) under which the County will replace the Wilkinson Road Culvert over Upham Brook.

The estimated cost for the project is \$1,853,000. VDOT will reimburse the County 100% of eligible project costs from the State of Good Repair Program. Because of VDOT charges, the estimated payment to the County is \$1,727,350.

The County will provide the necessary oversight to ensure the project is developed in accordance with applicable federal, state, and local requirements for construction of the project.

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