

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**April 24, 2018**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - April 10, 2018, Regular Meeting

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation - Correctional Officers Week - May 6 - 12, 2018.

Proclamation - Drug Court Month - May 2018.

Proclamation - Older Americans Month - May 2018.

**APPOINTMENT**

93-18            Resolution – Appointment of Member – Richmond Metropolitan  
Transportation Authority Board of Directors.

**PUBLIC HEARING ITEMS**

94-18            Resolution - Real Estate Tax Levies, 2018.

95-18            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, 2018.

96-18            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  
 \$200,000 to \$300,000.

- 97-18            Ordinance - To Amend and Reordain Section 20-78 of the Code of the  
 County of Henrico Titled "Elderly or permanently and totally disabled  
 persons" to Increase the Maximum Income and Net Worth Allowed for  
 Participants in the Real Estate Advantage Program.
  
- 98-18            Resolution - POD2017-00647 - Approval of a Plan of Development for East  
 Area Mental Health Facility - Varina District.
  
- 99-18            Resolution - Signatory Authority - Conveyance of Real Estate - 5200  
 Bloomingdale Avenue - Fairfield District.
  
- 100-18           Resolution - Signatory Authority - Easement Agreements - Virginia Electric  
 and Power Company - Fairfield and Varina Districts.
  
- 101-18           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.

**PUBLIC COMMENTS**

## GENERAL AGENDA

- 85-18 Resolution – Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2018-19 and Allocation of Car Tax Relief for Tax Year 2018. **(Deferred from the April 10, 2018, meeting.)**
- 102-18 Resolution - Regarding the Approval of the Issuance of a Revenue Bond by the Economic Development Authority of Mathews County, Virginia, for the Benefit of NOVA of Virginia Aquatics, Inc.
- 103-18 Resolution - Award of Contracts - Annual Consulting Services - Roofing Rehabilitation Projects.
- 104-18 Resolution - Award of Contract - Information Technology Suite Renovation - Brookland District.
- 105-18 Resolution - Authority to Submit Henrico County Plan for the Virginia Juvenile Community Crime Control Act (2018 - 2020).
- 106-18 Resolution - Signatory Authority - Acquisition of Real Property - 3807 Delmont Street - Fairfield District.
- 107-18 Resolution - Acceptance of Roads - Varina District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
April 24, 2018**

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**PRESENTATIONS**

**PROCLAMATION - Correctional Officers Week - May 6 - 12, 2018.**

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 6 – 12, 2018, 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 – Drug Court Month – May 2018.**

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 2018, the County's Drug Court will celebrate the program's 15<sup>th</sup> anniversary and 200<sup>th</sup> graduate. This proclamation recognizes May 2018 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 to the attention of Henrico residents the theme for this year's observance, *Justice for All*.

**PROCLAMATION – Older Americans Month – May 2018.**

Older Americans Month is observed each May across the United States and the Commonwealth of Virginia as a time to celebrate the contributions of older residents and the many ways they make a difference in the community. This year's theme for Older Americans Month, "Engage at Every Age," emphasizes that residents can take part in diverse activities throughout their lives. Senior Connections partners with the Henrico County 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 2018 as Older Americans Month in Henrico County and encourages Henrico residents to take time during the month to acknowledge older adults and the people who serve them as influential and vital parts of our community.

## **APPOINTMENT**

### **RESOLUTION – Appointment of Member – Richmond Metropolitan Transportation Authority Board of Directors.**

This Board paper appoints the following person to the Richmond Metropolitan Transportation Authority Board of Directors for an unexpired term expiring June 30, 2018, or thereafter, when his successor shall have been appointed and qualified:

At-Large

Thomas A. Hawthorne

## **PUBLIC HEARING ITEMS**

### **RESOLUTION – Real Estate Tax Levies, 2018.**

This paper sets the real estate tax levies for calendar year 2018. The levies are to be fixed after an advertised public hearing held on April 24, 2018.

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, 2018.**

This paper sets the levies mentioned above for calendar year 2018. The levies are to be fixed after an advertised public hearing held on April 24, 2018.

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”**
- 20-509“Tax on promoters of athletic contests or races”**
- 20-531“Levy of tax; amount”**
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- 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 \$200,000 to \$300,000.**

This Board paper increases the threshold for imposition of business licenses taxes from \$200,000 to \$300,000. Under the new threshold, businesses earning \$300,000 or less would not have to pay business license taxes to the County. Similarly, businesses making over \$300,000 would be able to deduct \$300,000 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 Section 20-78 of the Code of the County of Henrico Titled “Elderly or permanently and totally disabled persons” to Increase the Maximum Income and Net Worth Allowed for Participants in the Real Estate Advantage Program.**

This ordinance increases the maximum allowable gross combined income of participants in REAP from \$67,000 to \$75,000. The ordinance also increases the maximum allowable net worth of participants from \$350,000 to \$400,000. Both changes would take effect on January 1, 2019.

**RESOLUTION - POD2017-00647 - Approval of a Plan of Development for East Area Mental Health Facility - Varina District.**

This Board paper is for Board of Supervisors’ approval of a plan of development, as required by Sections 24-11(b) and 24-106 of the Henrico County Code, for construction of a one-story, 30,002-square foot public mental health facility. The 4.04-acre site is located on the northern line of Nine Mile Road (State Route 33), approximately 200 feet east of Dabbs House Road on Parcel 807-722-5968. The property is zoned A-1, Agricultural District.

The Department of Planning has coordinated the review of the plan of development with all County departments and has held a meeting with the project engineer and appropriate representatives from the Department of General Services, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, the Department of Building Inspections, and the Virginia Department of Transportation. All design issues raised during the review of the project have been resolved.

The Director of Planning recommends approval of the plan of development, subject to the staff recommendations, the staff plan dated April 24, 2018, and the conditions listed in the Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Conveyance of Real Estate - 5200 Bloomingdale Avenue - Fairfield District.**

This Board paper authorizes the County Manager and Chairman of the Board of Supervisors to execute documents to convey real estate known as Tax Map Parcel 782-743-4949 that is located at 5200 Bloomingdale Avenue in the Bloomingdale subdivision to Linda S. Clarke, Scott A. Clarke, and Mark S. Southworth for \$1,700, its assessed value. The County does not need it for any public purpose.

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

**RESOLUTION - Signatory Authority - Easement Agreements - Virginia Electric and Power Company - Fairfield and Varina Districts.**

This Board paper authorizes the Chairman to execute easement agreements with Virginia Electric and Power Company for underground electric facilities across the County properties at 512 Danray Drive and Deep Bottom Park. VEPCO requested these easements so it can provide more reliable service to the County facilities and the surrounding properties. The underground electric facilities will replace existing overhead lines, and the easements will not interfere with the County's use of its land.

The Real Property Department has processed these requests through the Division of Recreation and Parks, and the Departments Planning, Public Utilities, and Public Works without objection; 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, including industrial strong waste charges. The total increase in water and sewer charges for an average residential account holder using 14.0 CCF of water every two months will be \$6.91, or approximately 11¢ per day. These changes would be effective July 1, 2018.

The changes are recommended to support annual operating and capital costs associated with water and sewer rehabilitation projects, as well as the Cobbs Creek Reservoir project.

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

**PUBLIC COMMENTS**



## **GENERAL AGENDA**

### **RESOLUTION – Approval of Operating and Capital Annual Fiscal Plans for Fiscal Year 2018-19 and Allocation of Car Tax Relief for Tax Year 2018.**

This Board paper approves the proposed Operating and Capital Annual Fiscal Plans for fiscal year 2018-19 and allocates car tax relief for tax year 2018. The Board of Supervisors deferred this paper after a public hearing on April 10, 2018.

### **RESOLUTION – Regarding the Approval of the Issuance of a Revenue Bond by the Economic Development Authority of Mathews County, Virginia, for the Benefit of NOVA of Virginia Aquatics, Inc.**

This Board paper approves the issuance of bonds in an amount estimated not to exceed \$7,500,000 by the Economic Development Authority of Mathews County, Virginia for the benefit of NOVA of Virginia Aquatics, Inc. (“NOVA”), a nonstock, not-for-profit Virginia corporation with its principal place of business in the Tuckahoe District. The bonds will finance a portion of the cost of constructing and equipping a new, outdoor aquatic facility, refinance existing debt, and finance the costs of issuing the bonds. By resolution approved following a public hearing on April 19, 2018, the Henrico EDA recommended the Board approve the issuance of the bonds. Because NOVA will use some of the bond proceeds to improve its facility in the County, state and federal law require that the Board adopt a resolution approving the issuance of the bonds and concurring with the Mathews EDA’s resolution.

### **RESOLUTION - Award of Contracts - Annual Consulting Services - Roofing Rehabilitation Projects.**

This Board paper would award contracts to Roof Consulting Services, Inc. and Bluefin, LLC to provide annual consulting services for roofing rehabilitation projects. Six proposals were submitted on October 12, 2017, in response to RFP# 17-1472-8CLE. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Roof Consulting Services, Inc.  
Bluefin, LLC  
TAM Consultants, Inc.

Based on the written proposals and interviews, the Selection Committee chose Roofing Consulting Services, Inc. and Bluefin, LLC as the top-ranked firms and negotiated a rate schedule for compensation to each firm. Each contract will be for a one-year term and may be renewed for two additional one-year terms.

Funding to support these contracts is available within the project budget. The Director of General Services and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Award of Contract - Information Technology Suite Renovation - Brookland District.**

This Board paper would award a contract for \$551,800 to Woodland Construction, Inc. for renovation of the second floor of the Information Technology Suite in the County's Administration Building. Construction is anticipated to begin in May 2018 with occupancy by February 2019.

The County received seven bids on March 28, 2018, in response to Invitation to Bid No. 18-1585-2JCK and Addendum No. 1 as follows:

<b>Bidder</b>	<b>Bid Amount</b>
Woodland Construction, Inc. Richmond, VA	\$551,800
Contracting Solutions, Inc. Chesapeake, VA	\$563,324
RMT Construction & Development Group, LLC Richmond, VA	\$589,200
Brooks and Company General Contractors, Inc. Richmond, VA	\$608,700
Daniel and Company, Inc. Richmond, VA	\$619,000
General Contracting Solutions, Inc. Chesapeake, VA	\$619,870
Noah Enterprises, Inc. Virginia Beach, VA	\$632,970

Based upon a review of the bids, Woodland Construction, Inc. is the lowest responsive and responsible bidder.

This Board Paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount. Funding to support the contract is available within the project budget.

The Director of General Services, Director of Information Technology, and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION – Authority to Submit Henrico County Plan for the Virginia Juvenile Community Crime Control Act (2018 - 2020).**

This Board paper authorizes the County Manager to submit to the State Board of Juvenile Justice, under Section 16.1-309.3D of the Code of Virginia, the biennial plan for services, programs, and facilities for juveniles before the Henrico County Juvenile and Domestic Relations District Court and the 14<sup>th</sup> District Court Services Unit. The juveniles to be served by the program are in need of services, in need of supervision, or delinquent. The plan has been developed after consultation with the Judges of the Henrico County Juvenile and Domestic Relations District Court.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - 3807 Delmont Street - Fairfield District.**

This Board paper authorizes the County Manager to execute a purchase agreement to acquire a 0.201-acre lot with improvements located at 3807 Delmont Street. The owner, Idea of Increase, Inc., has agreed to sell the property for \$50,000 net of expenses and prorations. The current assessed value is \$31,800.

The Directors of Real Property and Community Revitalization, the Building Official and Chief of Police recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Acceptance of Roads - Varina District.**

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

- 1) 0.06 mile of Eagles Nest, Section B - Varina District.

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