

**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, February 26, 2019, at 5:00 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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| 5:00 - 5:30 p.m. | Richmond Metropolitan Transportation Authority (RMTA) Update |
| 5:30 - 6:15 p.m. | Community Land Trust and Land Bank |
| 6:15 - 6:35 p.m. | Fire Emergency Medical Services (EMS) System Update |
| 6:35 - 6:45 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
February 21, 2019

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
February 26, 2019
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – February 12, 2019, Regular and Special Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

APPOINTMENTS/RESIGNATION

- 52-19 Resolution - Appointment of Member - Board of Real Estate Review and Equalization.
- 53-19 Resolution - Appointment of Member - Community Criminal Justice Board.
- 54-19 Resolution - Resignation of Member - Local Emergency Planning Committee.
- 55-19 Resolution - Appointment of Member - Richmond Region Tourism Board of Directors.

PUBLIC HEARING ITEMS

- 56-19 Ordinance - To Amend and Reordain Chapter 6 of the Code of the County of Henrico by Adding Article VI Titled "Repair or Removal of Derelict Buildings" Consisting of Section 6-135 Titled "Purpose," Section 6-136 Titled "Definitions," Section 6-137 Titled "Declaration of derelict property; notice," Section 6-138 Titled "Submission of plan by property owner; approval by building official," Section 6-139 Titled "Plan completion; permit fees," and Section 6-140 Titled "Remedies for noncompliance," To Provide for Repair or Removal of Derelict Buildings in the County.
- 57-19 Resolution - Amendments to the FY 2018-19 Annual Fiscal Plan: February 2019.
- 58-19 Ordinance - To Amend and Reordain Code of the County of Henrico Section 20-79 Titled "Partial exemption for rehabilitated, renovated or replacement residential structures other than multifamily residential rental units," Section 20-80 Titled "Partial exemption for rehabilitated, renovated or replacement multifamily residential units," Section 20-81 Titled "Partial exemption for rehabilitated, renovated or replacement commercial and industrial structures," and Section 20-82 Titled "Partial exemption for rehabilitated, renovated or replacement hotel and motel structures" and to Add to the Code Section 20-84 Titled "Partial exemption for demolition or renovation of derelict buildings" to Expand the County's Partial Real Estate

Tax Exemption Program for Rehabilitated, Renovated, and Replacement Structures.

- 59-19 Resolution - Signatory Authority - Lease of County Property - Sun Tribe Solar LLC - Brookland and Varina Districts.
- 60-19 Resolution - POD2019-00002 - Approval of Plan of Development for Henrico Aquatics Center and a Revised Master Plan for Eastern Henrico Recreation Center - Fairfield District.
- 61-19 Resolution - Signatory Authority - Quitclaim of Portions of Drainage Easement - Everleigh Apartments - 12651 Three Chopt Road - Three Chopt District.
- 62-19 Resolution - Signatory Authority - Lease of County Property - 5618 Nine Mile Road - Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

- 63-19 Resolution - Award of Solar Power Purchase Agreement - Sun Tribe Solar LLC - Brookland and Varina Districts.
- 64-19 Resolution - Approval of Amendment No. 2 to Restated County of Henrico Flexible Benefits Plan.
- 65-19 Resolution - Award of Contract - Kings Hill Sewer Rehabilitation - Varina District.
- 66-19 Resolution - Award of Contract - Quarter Mill Apartments Stream Restoration - Three Chopt District.
- 67-19 Resolution - Award of Contract - Annual Construction Services - Asphalt-In-Place Repaving.
- 68-19 Resolution - Acceptance of Roads - Varina District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
February 26, 2019**

APPOINTMENTS/RESIGNATION

RESOLUTION - Appointment of Member - Board of Real Estate Review and Equalization.

This Board paper appoints the following person to the Board of Real Estate Review and Equalization for a term expiring December 31, 2019, or thereafter, when her successor shall have been appointed and qualified:

Fairfield District Marian J. Martin

RESOLUTION - Appointment of Member - Community Criminal Justice Board.

This Board paper appoints the following person to the Community Criminal Justice Board for an unexpired term ending June 30, 2020, or thereafter, when his successor shall have been appointed and qualified:

Matt C. Pinsker, citizen representative (Three Chopt)

RESOLUTION - Resignation of Member - Local Emergency Planning Committee.

This Board paper accepts the resignation of **Anna M. McRay** from the Local Emergency Planning Committee as an Emergency Service Representative.

RESOLUTION - Appointment of Member - Richmond Region Tourism Board of Directors.

This Board paper appoints the following person to the Richmond Region Tourism Board of Directors for an unexpired term ending December 31, 2019, or thereafter, when his successor shall have been appointed and qualified:

At-Large Tourism Stakeholder Christopher C. Tsui

PUBLIC HEARING ITEMS

ORDINANCE - To Amend and Reordain Chapter 6 of the Code of the County of Henrico by Adding Article VI Titled "Repair or Removal of Derelict Buildings" Consisting of Section 6-135 Titled "Purpose," Section 6-136 Titled "Definitions," Section 6-137 Titled "Declaration of derelict property; notice," Section 6-138 Titled "Submission of plan by property owner; approval by building official," Section 6-139 Titled "Plan completion; permit fees," and Section 6-140 Titled "Remedies for noncompliance," To Provide for Repair or Removal of Derelict Buildings in the County.

This Board paper would add an article to Chapter 6 of the County Code to address derelict buildings in the County.

State law permits localities to enact an ordinance to declare that a building is derelict and to require the property owner to submit a plan to demolish or renovate the building.

Under the proposed ordinance, the building official would identify derelict buildings and notify owners to submit a renovation or demolition plan for approval. The owner's submission of a plan would qualify for expedited review of land use and building permit applications as well as a reduction in application fees. An owner could request the Building Official to declare a building derelict in order to qualify for the expedited reviews and fee reductions.

The Building Official and Director of Community Revitalization recommend approval of this Board paper; the County Manager concurs.

RESOLUTION - Amendments to the FY 2018-19 Annual Fiscal Plan: February 2019.

A Board paper was presented on February 12, 2019, that received requests for amendments to the Annual Fiscal Plan, directed their advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan and appropriates funds for expenditure for the purposes indicated.

ORDINANCE - To Amend and Reordain Code of the County of Henrico Section 20-79 Titled "Partial exemption for rehabilitated, renovated or replacement residential structures other than multifamily residential rental units," Section 20-80 Titled "Partial exemption for rehabilitated, renovated or replacement multifamily residential units," Section 20-81 Titled "Partial exemption for rehabilitated, renovated or replacement commercial and industrial structures," and Section 20-82 Titled "Partial exemption for rehabilitated, renovated or replacement hotel and motel structures" and to Add to the Code Section 20-84 Titled "Partial exemption for demolition or renovation of derelict buildings" to Expand the County's Partial Real Estate Tax Exemption Program for Rehabilitated, Renovated, and Replacement Structures.

This Board paper proposes an ordinance that would expand the County's partial real estate tax exemption program for rehabilitated, renovated, and replacement structures. Specifically, the ordinance would:

- **Expand the residential program** by (1) decreasing the maximum age of qualifying structures from 40 to 26 years, (2) increasing the maximum base assessed value of qualifying structures from \$250,000 to \$300,000, and (3) increasing the length of the exemption period from seven to 10 years.
- **Make it easier to apply for the programs** by allowing applications to be submitted after work has begun.
- **Expand the commercial and industrial programs** by reducing the required value increase to qualify for tax exemption from 50% to 40% and allowing the

renovated properties to be used in any way permitted by the zoning ordinance, including mixed use.

- **Incentivize demolition of exterior-corridor hotels** by relaxing the qualifications for such hotels and lengthening the exemption for replacement of those structures.
- **Create a new exemption for the demolition or renovation of derelict buildings** pursuant to the derelict building ordinance proposed in a separate Board paper.

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

RESOLUTION - Signatory Authority - Lease of County Property - Sun Tribe Solar LLC - Brookland and Varina Districts.

This Board paper authorizes the County Manager to execute a deed of lease with Sun Tribe Solar, LLC for space on the rooftops of the Libbie Mill Library and the Mental Health and Developmental Services East Clinic. Sun Tribe will install, own, and maintain solar panels and associated equipment on the rooftop of each facility to generate electric power to be purchased by the County in accordance with the terms of a power purchase agreement.

The initial term of the lease will be 25 years, commencing on the effective date of a power purchase agreement between Sun Tribe and the County. Sun Tribe and the County may agree to extend the lease for up to two successive periods of five years, each at the same rent of \$1.00 per year.

The Directors of General Services, Public Libraries, Mental Health and Developmental Services, and Real Property recommend approval of this paper; the County Manager concurs.

RESOLUTION - POD2019-00002 - Approval of Plan of Development for Henrico Aquatics Center and a Revised Master Plan for Eastern Henrico Recreation Center - Fairfield 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, 20,920-square foot aquatic center with parking and related site improvements on the portion of the Eastern Henrico Recreation Center property located south of Watts Lane. The Board paper would also approve a revision to the Eastern Henrico Recreation Center Master Plan to substitute the Henrico Aquatics Center for a future passive park area.

The YMCA of Greater Richmond will construct the aquatic center in accordance with a development agreement and lease with the County. The site is a 5.9-acre portion of the overall 24.15-acre property located along the southern line of Watts Lane, approximately 300 feet west of its intersection with North Laburnum Avenue on part of Parcel 807-731-5805. The property is zoned A-1, Agricultural District, and ASO, Airport Safety Overlay 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 Division of Recreation and Parks, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, and the Office of Building Construction and Inspections. All design issues raised during the review of the project have been resolved.

The Director of Planning recommends approval of (1) the plan of development, subject to the staff recommendations, the staff plan dated February 26, 2019, and the conditions listed in the Board paper; and (2) the revised master plan. The County Manager concurs.

RESOLUTION - Signatory Authority - Quitclaim of Portions of Drainage Easement - Everleigh Apartments - 12651 Three Chopt Road - Three Chopt District

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in unneeded portions of a drainage easement across the Everleigh Apartments property at 12651 Three Chopt Road. The owner, GS Short Pump AA Apartments Owner, LLC, has requested this action. There are no County facilities in the easement, the County does not need the portions to be quitclaimed, and replacement easements have been dedicated to the County.

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

RESOLUTION - Signatory Authority - Lease of County Property - 5618 Nine Mile Road - Varina District.

This Board paper authorizes the County Manager to execute a lease for 5618 Nine Mile Road to Mr. Stephen G. Winters for \$250.00 per year for farming purposes for a term ending February 28, 2022. The lease will reduce the Division of Fire's maintenance costs and enhance erosion control at the property.

The Acting Fire Chief and Director of Real Property recommend approval of this Board paper; the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Award of Solar Power Purchase Agreement - Sun Tribe Solar LLC - Brookland and Varina Districts.

This Board paper would award a solar power purchase agreement for Sun Tribe Solar LLC to provide electric power generated by solar panels it will install at the Libbie Mill Library and the Mental Health and Developmental Services East Clinic.

On October 24, 2018, three proposals were received in response to RFP #18-1708-6JOK. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Bith Energy, Inc.
Secure Futures LLC
Sun Tribe Solar LLC

Based on the written proposals and interviews, the Committee members selected Sun Tribe Solar as the top-ranked firm and negotiated an annual rate schedule for the purchase of generated electric power. The contract to purchase the generated power will be for a 25-year term. Compensation for services shall be based on the annual rate schedule.

The general topic of the use of solar power in certain County facilities was discussed with the Board in a work session held on January 22, 2019.

The Directors of General Services, Mental Health and Developmental Services, and Public Libraries, and the Purchasing Director, recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Approval of Amendment No. 2 to Restated County of Henrico Flexible Benefits Plan.

This Board paper would amend The County of Henrico Flexible Benefits Plan established under Section 125 of the Internal Revenue Code. The Plan allows employees to make pre-tax contributions to health savings and flexible spending accounts, and it permits employees to pay health insurance premiums on a pre-tax basis.

The Plan was restated effective January 1, 2015, and the Board approved Amendment No. 1 effective January 1, 2016.

On October 28, 2018, the Board awarded a contract to Pierce Insurance Agency, Inc. to serve as third-party administrator for employee voluntary benefits. Amendment No. 2 would make the following voluntary benefits available to employees: (a) cancer insurance benefits; (b) accident insurance benefits; (c) critical illness insurance benefits; and (d) hospital indemnity insurance benefits. The Board paper would adopt Amendment No. 2 to the restated Plan effective March 1, 2019.

The Director of Human Resources recommends approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Kings Hill Sewer Rehabilitation - Varina District.

This Board paper would award a construction contract for \$451,505 to BLD Services, Inc. for the Kings Hill Sewer Rehabilitation project. The project will rehabilitate approximately 2,015 feet of 8-inch vitrified clay gravity sewer pipe and 44 sewer service connections as well as replace one sewer service connection in the area approximately bounded by Parrish Street (north), McGill Street (west), Bromby Street (south), and Blackberry Patch Road (east).

The work is expected to begin in April 2019 and to be completed by November 2019. Funding will be provided by the Water and Sewer Revenue Fund.

Two bids were received on December 19, 2018, in response to Invitation to Bid No. 18-1786-11EAR:

<u>Bidders</u>	<u>Bid Amount</u>
BLD Services, LLC Kenner, LA	\$ 451,505
Enviroscape, Inc. Sandston, VA	\$ 599,780

Based upon a review of the bids, BLD Services, LLC is the lowest responsive and responsible bidder.

The Board paper awards the contract to BLD Services, LLC and grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

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

RESOLUTION - Award of Contract - Quarter Mill Apartments Stream Restoration - Three Chopt District

This Board paper awards a contract to Environmental Quality Resources in the amount of \$632,990.50 for the Quarter Mill Apartments Stream Restoration Project. This project will improve the water quality of the stream and will satisfy a portion of the County’s MS4 Permit requirements.

The project will include installation of in-stream structures, floodplain bench grading, seeding, and planting along 1,100 linear feet of an unnamed tributary of Deep Run. The construction is anticipated to begin in July 2019 and to be completed in January 2020.

The County received six bids on November 28, 2018, in response to ITB No. 18-1777-10JOK and Addendum No. 1 as follows:

Bidder	Total Bid
Dorin Landscaping	\$620,998.32
Environmental Quality Resources	\$632,990.50
Fluvial Solutions	\$649,208.75
River Works	\$756,795.80
New Field	\$810,054.15
C.S. Britton	\$822,360.62

For selection and evaluation purposes, the lowest responsive and responsible bid was determined by multiplying the unit price times the unit quantities specified in the bid documents. Based upon a review of the bids, the bid of Dorin Landscaping was determined to be non-responsive, and Environmental Quality Resources was determined to be the lowest responsive and responsible bidder.

The Board paper authorizes the County Manager to execute the contract in a form approved by the County Attorney. It also authorizes the County Manager, or the Purchasing Director as his designee, to execute all change orders within the scope of the budget, not to exceed 15% of the original contract amount.

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

RESOLUTION - Award of Contract - Annual Construction Services - Asphalt-In-Place Repaving.

This Board paper would award an annual contract for asphalt-in-place repaving projects to Lee Hy Paving Corporation for an initial one-year term with an option for the County to renew up to two additional one-year terms.

Bids were submitted by the following four companies: Lee Hy Paving Corporation (Richmond, VA); Allan Myers VA, Inc. (Glen Allen, VA); Branscome, Inc. (Williamsburg, VA); and Finley Asphalt & Sealing, Inc. (Manassas, VA). For selection and evaluation purposes, the lowest responsive bid was determined by multiplying the unit prices specified by each bidder by the estimated quantities specified in the County's Invitation to Bid.

The Board paper awards the contract to Lee Hy Paving Corporation, the lowest responsive and responsible bidder, and grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney.

The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and 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.

0.07 mile of The Village at Olde Colony, Section C - Varina District

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