

**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, June 25, 2019, at 5:45 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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|------------------|--|
| 5:45 - 6:30 p.m. | Plans of Development for Highland Springs and J.R. Tucker High Schools |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
June 20, 2019

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
June 25, 2019
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES - June 11, 2019, Regular Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Keep Henrico Beautiful Committee Land Lover Awards, Clean Business Award, and Special Achievement Award.

APPOINTMENTS

- 144-19 Resolution - Appointment of Members - Community Policy and Management Team.
- 145-19 Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.
- 146-19 Resolution - Appointment of Members - J. Sargeant Reynolds Community College Board.
- 147-19 Resolution - Appointment of Member - Senior Connections Board of Directors.
- 148-19 Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.
- 149-19 Resolution - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

PUBLIC HEARING ITEMS

- 150-19 Resolution - Authorizing the County Manager to Submit the Henrico County Annual Consolidated Action Plan, including the CDBG, HOME and ESG Program Plans for Fiscal Year 2019-20; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2019-20; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.
- 151-19 Resolution - POD2019-00169 - Approval of a Plan of Development for J.R. Tucker High School - Three Chopt District.

- 152-19 Resolution - POD2019-00168 - Approval of a Plan of Development for Highland Springs High School - Varina District.
- 153-19 Ordinance - Vacation of Portion of Drainage and Utility Easement - Lindsay Place Subdivision - Tuckahoe District.

PUBLIC COMMENTS

GENERAL AGENDA

- 154-19 Resolution - Appropriation of Funds for Fiscal Year 2019-20.
- 155-19 Resolution - Approving the Issuance of Bonds for Expressway Improvements by the Richmond Metropolitan Transportation Authority.
- 156-19 Resolution - Award of Contract - Roof Replacement Project - Public Safety Building - Brookland District.
- 157-19 Resolution - Award of Contract - Annual Construction Services - Concrete and Asphalt Rehabilitation.
- 158-19 Resolution - Award of Contract - Design and Engineering Services for Master Plan and Development of Glover Park - Brookland District.
- 159-19 Resolution - Receipt of Letter of Necessity and Setting of Public Hearing - Oakleys Lane Improvements - Fairfield and Varina Districts.
- 160-19 Resolution - Request for Letter of Necessity - Sadler Road Improvements - Three Chopt District.
- 161-19 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - Revenue Sharing Program.
- 162-19 Resolution - Signatory Authority - Projects Under Agreement with Virginia Department of Transportation - Revenue Sharing Program.
- 163-19 Resolution - Acceptance of Roads - Fairfield District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
June 25, 2019**

PRESENTATIONS

Keep Henrico Beautiful Committee Land Lover Awards, Clean Business Award, and Special Achievement Award.

Representatives of the Keep Henrico Beautiful Committee will join members of the Board of Supervisors at the June 25, 2019, Board meeting to recognize this year's winners of the Land Lover and Clean Business Awards program. One residential property owner from each of the County's five magisterial districts and one Henrico business will receive awards for their beautification efforts. The Sheriff's Office will receive a Special Achievement Award for the ORBIT program. Lynne Yurchak, the committee's chairperson, will introduce the award recipients and coordinate the presentations.

APPOINTMENTS

RESOLUTION - Appointment of Members - Community Policy and Management Team.

This Board paper appoints the following persons to the Community Policy and Management Team for three-year terms beginning July 1, 2019, and expiring June 30, 2022, or thereafter, when their successors shall have been appointed and qualified:

Parent	Kae K. Zulager
Private Provider	_____

RESOLUTION - Appointment of Member - Greater Richmond Partnership Board of Directors.

This Board paper appoints **Patricia S. O'Bannon**, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for a one-year term expiring June 30, 2020, or thereafter, when her successor shall have been appointed and qualified.

RESOLUTION - Appointment of Members - J. Sargeant Reynolds Community College Board.

This Board paper appoints the following persons to the J. Sargeant Reynolds Community College Board for four-year terms beginning July 1, 2019, and expiring June 30, 2023, or thereafter, when their successors shall have been appointed and qualified:

Three Chopt District	Richard C. Rush
Tuckahoe District	Surya P. Dhakar
Varina District	Monica L. Smith-Callahan

RESOLUTION - Appointment of Member - Senior Connections Board of Directors.

This Board paper appoints the following person to the Senior Connections Board of Directors for a three-year term expiring June 30, 2022, or thereafter, when her successor shall have been appointed and qualified:

At-Large Jane D. Crawley

RESOLUTION - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

This Board paper appoints the following persons to the Cultural Arts Center at Glen Allen Foundation Board of Directors for three-year terms beginning July 1, 2019, and expiring June 30, 2022, or thereafter, when their successors shall have been appointed and qualified:

Abrar Azamuddin (*new member*)
Shantelle L. Brown (*returning member*)
Michael D. Burke (*returning member*)
Angela N. Harper (*new member*)
Michael J. Haubensstock (*returning member*)
John S. Henderson, Jr. (*returning member*)
Christopher L. Jones (*new member*)
Brandi N. Payne (*returning member*)
Belinda A. Ragonese (*new member*)

RESOLUTION - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

This Board paper appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms beginning July 1, 2019, and expiring June 30, 2020, or thereafter, when their successors shall have been appointed and qualified:

Members

Board of Supervisors	Tyrone E. Nelson
Board of Supervisors	Frank J. Thornton

Alternates

Assistant Director of Public Works	E. Todd Eure
Transportation Development Division Director	Sharon S. Smidler

PUBLIC HEARING ITEMS

RESOLUTION - Authorizing the County Manager to Submit the Henrico County Annual Consolidated Action Plan, including the CDBG, HOME and ESG Program Plans for Fiscal Year 2019-20; to Execute the CDBG, HOME and ESG Agreements for Fiscal Year 2019-20; and to Execute Contracts to Implement the CDBG, HOME and ESG Activities.

This resolution authorizes the County Manager to submit the Henrico County Annual Consolidated Action Plan consisting of the CDBG, HOME and ESG Fiscal Year 2019-20 Plans to the United States Department of Housing and Urban Development (HUD) by August 15, 2019 in accordance with federal submission requirements. It also authorizes the County Manager to execute agreements with HUD for Fiscal Year 2019-20 for the Henrico CDBG, HOME and ESG programs. Finally, it authorizes the County Manager to execute contracts in a form approved by the County Attorney to implement the Fiscal Year 2019-20 CDBG, HOME and ESG activities.

The County's entitlements for Fiscal Year 2019-20 are: CDBG, \$1,678,478; HOME, \$857,308; and ESG, \$143,640.

The Department of Community Revitalization has prepared the attached table of the proposed sources and uses of these funds. The proposed use of funds includes \$92,064 in CDBG funds unspent from previous years.

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

RESOLUTION - POD2019-00169 - Approval of a Plan of Development for J.R. Tucker High School - Three Chopt 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 two-story, 265,101 square foot public high school, with a one-story, 10,096 square foot field house, a one-story, 4,342 square foot concession stand, associated playing fields, and parking areas; and for demolition of the existing J.R. Tucker High School and related facilities. The 40.81-acre site is located along the northern line of North Parham Road, the western line of Homeview Drive, and the southern line of St. Martins Lane, on Parcel 758-754-5905. The property is zoned A-1, Agricultural District and R-3, One-Family Residential District, and it is located in the Three Chopt 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 Schools, 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 the plan of development, subject to the staff recommendations, the staff plan dated June 25, 2019, and the conditions listed in the Board paper, and the County Manager concurs.

RESOLUTION - POD2019-00168 - Approval of a Plan of Development for Highland Springs High School - 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 two-story, 265,101 square foot public high school, with a one-story, 10,096 square foot field house, a one-story, 4,342 square foot concession stand, associated playing fields, and parking areas,

to replace the existing Highland Springs High School, which will be retained and reused. The 54.27-acre site is located along the northern line of South Airport Drive (U.S. Route 156), approximately 870 feet southwest of its intersection with East Nine Mile Road, on Parcels 823-721-6888, 823-720-5069, 824-721-0005, and 823-721-1436. The property is zoned B-2, Business District, R-3, One-Family Residential District, R-4, One-Family Residential District, R-5, General Residential District, R-6, General Residential District, and ASO, Airport Safety Overlay District, and it is located in the Varina 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 Schools, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, the Office of Building Construction and Inspections and the Virginia Department of Transportation. 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 June 25, 2019, and the conditions listed in the Board paper, and the County Manager concurs.

ORDINANCE - Vacation of Portion of Drainage and Utility Easement - Lindsay Place Subdivision - Tuckahoe District.

This ordinance will vacate the portion of the 10' drainage and utility easement located along the northern side lot line of Lot 1, Block A of Lindsay Place subdivision. The owner, Braxton C. Pruitt, requests the vacation because he plans to combine Lot 1, Block A of Lindsay Place subdivision with his adjoining lot located at 7206 Beechwood Drive.

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 - Appropriation of Funds for Fiscal Year 2019-20.

This Board paper appropriates funds for the operating and capital Annual Fiscal Plans for fiscal year 2019-20 approved by the Board of Supervisors on April 23, 2019.

This Board paper also reappropriates to fiscal year 2019-20 (i) funds for ongoing capital projects, (ii) funds budgeted in fiscal year 2018-19 for the long-term disability benefit, (iii) funds for all valid outstanding encumbrances as of June 30, 2019, and (iv) funds for grant programs and donations, for specific purposes that extend beyond June 30, 2019, and all unspent asset forfeiture funds, all within the Special Revenue Fund. These funds are reappropriated to the same department and account for which they were originally appropriated or encumbered.

RESOLUTION - Approving the Issuance of Bonds for Expressway Improvements by the Richmond Metropolitan Transportation Authority.

The Richmond Metropolitan Transportation Authority (the “Authority”) issued \$23,225,000 tax-exempt bonds and \$14,605,000 tax-exempt bonds (the “2011 Bonds”) through the Virginia Resources Authority (“VRA”) in November 2011. Tax-exempt interest rates have decreased to a point that the Authority has the opportunity to utilize cash reserves to defease a portion of the 2011 Bonds and issue new tax-exempt bonds through VRA for future projects and achieve significant debt service savings. Based on the market as of late May 2019, the transaction will result in total debt service savings of approximately \$3,000,000 over the life of the loan, or in excess of 10% on Present Value Savings basis. These savings equate to a reduction in annual debt service of approximately \$130,000. The bond transaction will not extend debt maturity past 2041.

The Authority is attempting to participate in VRA’s summer pool bond sale. In order to meet the deadlines of VRA’s summer sale, approvals are required prior to June 30, 2019, by the member jurisdictions and the Mayor of the City of Richmond. The next potential sale after VRA’s summer transaction is not until November 2019 which introduces significant interest rate risk to the Authority.

RESOLUTION - Award of Contract - Roof Replacement Project - Public Safety Building - Brookland District.

This Board paper would award a construction contract for \$336,382.50 to Custom Roofing, Inc. t/a J. King DeShazo, III, Inc. for replacement of the roof at the Public Safety Building, 7721 East Parham Road. Construction is anticipated to begin in July 2019 and be completed by November 2019.

The County received three bids on April 30, 2019, in response to ITB No. 19-1843-3PEW with the following results:

Bidder	Bid
Custom Roofing, Inc. t/a J. King DeShazo, III, Inc. Ashland, VA	\$336,382.50
Roof Systems of VA, Inc. Richmond, VA	\$347,100.00
Vertex Roofing Contractors, Inc. Manassas, VA	\$638,000.00

Based upon a review of the bids, Custom Roofing, Inc. t/a J. King DeShazo, III, Inc. is the lowest responsive and responsible bidder for the work.

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

The Director of General Services, the Chief of Police, the Fire Chief and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

Resolution - Award of Contract - Annual Construction Services - Concrete and Asphalt Rehabilitation.

This Board Paper would award an annual contract for Concrete and Asphalt Rehabilitation projects on an as needed and requested basis to Finley Asphalt & Sealing, Inc., the lowest responsive and responsible bidder. The contract will be for an initial one-year term with an option for the County to renew up to two additional one-year terms, all in accordance with ITB No. 19-1826-2EAR and the bid submitted by Finley Asphalt & Sealing, Inc.

Six bids were submitted by the following companies: Finley Asphalt & Sealing, Inc. (Ashland, VA); Hy-Tech Services, LLC (Midlothian, VA); A&A Contractors, LLC (Chester, VA); Colony Construction, Inc. (Powhatan, VA); Talley & Armstrong, Inc. (Henrico, VA); and Blakemore Construction Corporation (Rockville, 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, with Finley Asphalt & Sealing, Inc. being determined the lowest responsive and responsible bidder. The Board paper grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney.

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

RESOLUTION - Award of Contract - Design and Engineering Services for Master Plan and Development of Glover Park - Brookland District.

This Board paper would award a contract to CHA Consulting, Inc. to provide Design and Engineering Services for Master Planning, Professional Architectural and Engineering Services, and Construction Administration required to continue development of Glover Park. The services include required engineering and consulting services to complete planning, environmental research, permitting, construction documents and construction administration to complete phase II development. Consulting services would include architectural and engineering services, wetland research and permitting, topographic survey and geotechnical investigations, traffic study and off-site road or utility improvements. The master plan process during the summer 2019 will determine the proposed development, probable construction costs, and future project schedule. Staff envisions the development may include additional facilities which could consist of additional multi-purpose lighted athletic fields, a championship stadium with fixed seating, public restrooms, concessions, team facilities, playgrounds, spray-ground, walking trails, picnic areas, roads, parking, infrastructure, and related park amenities and service facilities.

The master plan process is anticipated to be completed late fall 2019. The engineering design and plan of development efforts should be completed late summer 2020. On-site construction should occur fall 2020.

On March 22, 2019, the County received four proposals in response to RFP#19-1809-1CHS. Based upon review and evaluation of the written proposals, the selection committee interviewed the following firms:

CHA Consulting, Inc.
Lose & Associates d.b.a. Lose Design

The Selection Committee selected CHA Consulting, Inc. and negotiated a fixed fee of \$1,693,430. Funding to support this contract is included in 2016 Bond Funding.

The Director of Recreation and Parks and the Purchasing Director, the County Manager concurring, recommend the contract be awarded to CHA Consulting, Inc. for \$1,693,430.

RESOLUTION - Receipt of Letter of Necessity and Setting of Public Hearing - Oakleys Lane Improvements - Fairfield and Varina Districts.

On June 11, 2019, the Board of Supervisors approved a resolution directing the County Engineer to prepare a report concerning the need for construction of improvements on Oakleys Lane from Oakleys Place to S. Holly Avenue. On June 18, 2019, the County Engineer filed the report with the Clerk of the Board. In accordance with state law, the Board must hold a public hearing concerning the expediency of constructing the improvements, and notice of the hearing must be given by the Clerk of the Board.

This Board paper receives the report and sets the public hearing for July 9, 2019. It further directs the Clerk of the Board to give timely, written notice of the date, time, and place of the hearing to the persons required by statute to receive notice.

Funding for the proposed improvements will come from the Capital Project Fund.

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

RESOLUTION - Request for Letter of Necessity - Sadler Road Improvements - Three Chopt District.

Sadler Road is identified as a Minor Collector roadway on the 2026 Major Thoroughfare Plan. The Board of Supervisors is of the opinion that it is necessary to improve Sadler Road from Dominion Boulevard to 150 feet east of Cedar Branch Court. The proposed project will improve safety by bringing the roadway geometry, lane widths, and shoulders to current standards, as well as include a paved shared-use path.

This Board paper directs the County Engineer to examine the proposed improvements and report to the Board upon the expediency of the project. It also directs the County Engineer to prepare a Letter of Necessity in accordance with Section 33.2-706 of the Code of Virginia and to file it with the Clerk of the Board.

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 - Revenue Sharing Program.

This Board paper would grant signatory authority to enter into a programmatic project administration agreement with the Virginia Department of Transportation (VDOT) for

participation in the Revenue Sharing Program for transportation-related projects. The Board will approve qualifying projects in Board papers designating state and local funds for each project. Under the agreement, the County will pay the local share of the costs of preliminary engineering, right-of-way, and construction of qualifying projects. The agreement will expire in three years and may be extended for an additional three-year term.

The Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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

RESOLUTION - Signatory Authority - Projects Under Agreement with Virginia Department of Transportation - Revenue Sharing Program.

This Board paper would grant signatory authority for construction of qualifying projects under a programmatic project administration agreement for the Virginia Department of Transportation (VDOT) Revenue Sharing Program.

The County has identified 16 projects that are eligible for state funds under the agreement:

- (1) Wistar Road sidewalk from 300 feet west of Shrader Road to 200 feet east of Birchbrook Road.
- (2) Pouncey Tract Road (Route 271) sidewalk from 3,000 feet west of Nuckols Road to 4,510 feet east of Pouncey Tract Road (Route 271).
- (3) Glenside Drive sidewalk from Bethlehem Road to Flagstaff Lane.
- (4) St. Claire Lane sidewalk from Mechanicsville Turnpike (Route 360) to 350 feet east of East Hartman Street.
- (5) Richmond-Henrico Turnpike sidewalk from East Laburnum Avenue to 175 feet north of Pinalto Drive.
- (6) Wyndham Forest Drive and Nuckols Road sidewalk from 300 feet east of Nuckols Road to 200 feet south of Wyndham Forest Drive.
- (7) North Parham Road sidewalk from 200 feet south of Three Chopt Road to 650 feet south of Fargo Road.
- (8) Gay Avenue sidewalk from Millers Lane to 850 feet west of South Laburnum Avenue.
- (9) Quioccasin Road sidewalk from Blue Jay Lane to Starling Drive.
- (10) Ridgefield Parkway sidewalk from Glen Eagles Drive to 750 feet west of Glen Eagles Drive.
- (11) Woodman Road and Greenwood Road roundabout.
- (12) Bethlehem Road Improvements from Staples Mill Road to Libbie Avenue.
- (13) Hunton Park Boulevard sidewalk from 500 feet east of Staples Mill Road (Route 33) to Hunton Park Lane.
- (14) John Rolfe Parkway sidewalk from Lauderdale Drive to Gayton Road.
- (15) Pump Road widening and sidewalk from Hazel Tree Drive to Kingsbury Court.
- (16) Hungary Road sidewalk from Hungary Spring Road to Hardings Way Drive.

VDOT will contribute 50% of the County's actual costs of construction for the 16 projects up to a maximum of \$10,945,835, and the County will pay the remainder of the costs of the projects.

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

RESOLUTION - Acceptance of Roads - Fairfield District.

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

0.43 mile of Oak Knoll, Section 1 - Fairfield District

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