

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

Please take notice that a special joint meeting of the Board of Supervisors and School Board will be held on **Tuesday, June 23, 2020, at 5:00 p.m.** in the Glen Allen High School Commons located at 10700 Staples Mill Road, Glen Allen, Virginia 23060.

The public is welcome to attend this meeting subject to social distancing guidelines. There will not be an opportunity for public comment. Persons attending the meeting should use the back entrance from Staples Mill Road and enter the building at the bus loop.

The matters to be considered by the Board of Supervisors and School Board at this time are:

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| 5:00 - 5:05 p.m. | Welcome and Agenda Overview                      |
| 5:05 - 5:35 p.m. | School Resource Officer Program                  |
| 5:35 - 6:05 p.m. | Capital Improvement Program (CIP) Update         |
| 6:05 - 6:35 p.m. | COVID-19 Update and HCPS Reopening Plans/Options |
| 6:35 - 6:45 p.m. | Closing and Follow-up                            |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
June 18, 2020

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**June 23, 2020**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – June 9, 2020, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**APPOINTMENTS**

- 149-20                    Resolution - Appointment of Member - Board of Social Services.
- 150-20                    Resolution - Appointment of Members - Community Criminal Justice Board.
- 151-20                    Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.
- 152-20                    Resolution - Appointment of Members - James River Juvenile Detention Commission.
- 153-20                    Resolution - Nomination of Member - Local Emergency Planning Committee.
- 154-20                    Resolution - Appointment of Member - Richmond Metropolitan Transportation Authority Board of Directors.
- 155-20                    Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors
- 156-20                    Resolution - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

**PUBLIC HEARING ITEM**

- 157-20                    Ordinance - To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings.

**PUBLIC COMMENTS**

## **GENERAL AGENDA**

- 158-20 Resolution - Signatory Authority - Commonwealth's Development Opportunity Fund Performance Agreement - ASGN Incorporated - Three Chopt District.
- 159-20 Resolution - Quarterly Appropriation of Funds for First Quarter of FY 2020-21.
- 160-20 Resolution - To Accept a Grant From the U.S. Department of Justice Awarded Under the Coronavirus Emergency Supplemental Funding Program to Prevent, Prepare for, and Respond to the Coronavirus.
- 161-20 Resolution - Signatory Authority - Conveyance of Real Estate - 3216 Emporia Street - Varina District.
- 162-20 Resolution - Award of Annual Contracts - Road and Drainage Projects.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
June 23, 2020**

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**APPOINTMENTS**

**RESOLUTION - Appointment of Member - Board of Social Services.**

This Board paper appoints the following person to the Board of Social Services for a four-year term expiring June 30, 2024, or thereafter, when her successor shall have been appointed and qualified:

Tuckahoe District                      Lucy C. Wells

**RESOLUTION - Appointment of Members - Community Criminal Justice Board.**

This Board paper appoints the following persons to the Community Criminal Justice Board for two-year terms beginning July 1, 2020, and expiring June 30, 2022, or thereafter, when their successors shall have been appointed and qualified:

- 1) Anthony E. McDowell, a representative of the Henrico County Board of Supervisors
- 2) Randall G. Johnson, Jr., Judge, Henrico Circuit Court
- 3) Lauren A. Caudill, Judge, Henrico General District Court
- 4) Linda Y. Lambert, Judge, Henrico Juvenile and Domestic Relations District Court
- 5) Micah S. Blankenship, Chief Magistrate, Henrico County
- 6) Humberto I. Cardounel, Jr., Chief, Henrico Police Division
- 7) Shannon L. Taylor, Commonwealth's Attorney for Henrico County
- 8) Jeffrey L. Everhart, an attorney experienced in the defense of criminal matters
- 9) Alisa A. Gregory, Sheriff of Henrico County
- 10) Mac R. Beaton, a representative of Henrico County Public Schools
- 11) Laura S. Totty, a representative of the Henrico Area Mental Health and Developmental Services Board

- 12) \_\_\_\_\_, citizen representative for the Brookland District
- 13) Pierre L. Greene, citizen representative for the Fairfield District
- 14) Matt C. Pinsker, citizen representative for the Three Chopt District
- 15) Rajendra P. Raval, citizen representative for the Tuckahoe District
- 16) James L. Sailes, citizen representative for the Varina District

**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, 2021, or thereafter, when her successor shall have been appointed and qualified.

**RESOLUTION - Appointment of Members - James River Juvenile Detention Commission.**

This Board paper appoints the following persons to the James River Juvenile Detention Commission for terms beginning July 1, 2020, and expiring June 30, 2024, or thereafter, when their successors shall have been appointed and qualified:

Shannon L. Taylor	Commonwealth's Attorney
Anthony E. McDowell	Deputy County Manager for Public Safety

**RESOLUTION - Nomination of Member - Local Emergency Planning Committee.**

This Board paper nominates the following person for appointment to the Local Emergency Planning Committee for an unexpired term ending December 31, 2020, or thereafter, when her successor shall have been appointed and qualified:

**Emergency Communications Representative**

Alysa M. Morgan

**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 a four-year term expiring June 30, 2024, or thereafter, when her successor shall have been appointed and qualified:

At-Large	Jane M. duFrane
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**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 expiring June 30, 2023, or thereafter, when their successors shall have been appointed and qualified:

At-Large	Sherman V. Burroughs, IV
At-Large	Scott K. Hammer
At-Large	Juanita B. Leatherberry

**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 expiring June 30, 2021, 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 ITEM**

**ORDINANCE - To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings.**

This Board paper amends the Planning Applications Fee Schedule to include the fee for conditional use permits for short-term rentals of dwellings.

As discussed with the Board in a public hearing on February 25, staff recommends an application fee of \$300. The fee would defray some, but not all, of the costs of mailing notices to neighbors, publishing newspaper advertisements, placing neighborhood signs, staff investigations and reports, maintaining files for each application, and providing copies of application materials to the Board of Zoning Appeals.

The proposed fee is equal to the lowest fee currently charged for any review by the Board of Zoning Appeals.

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

**PUBLIC COMMENTS**

## **GENERAL AGENDA**

### **RESOLUTION - Signatory Authority - Commonwealth's Development Opportunity Fund Performance Agreement - ASGN Incorporated - Three Chopt District.**

This Board paper would authorize the County Manager to execute a performance agreement among the County, the County's Economic Development Authority (EDA), the Virginia Economic Development Partnership Authority (VEDP), and ASGN Incorporated (ASGN). ASGN will relocate its world headquarters from California to Innsbrook, making this Henrico's fifth Fortune 1000 headquarters, and expand its existing facilities in Virginia Beach and Roanoke.

Pursuant to the agreement, VEDP will pay a \$900,000 grant from the Commonwealth's Development Opportunity Fund to ASGN. To match the Commonwealth's grant, the County will appropriate \$400,000 to the EDA over a four-year period for \$100,000 annual grants by the EDA to ASGN. In return, ASGN has agreed to make a capital investment of at least \$5,000,000 in a facility at 4400 Cox Road and to create at least 121 jobs in the County.

The Executive Director of the Economic Development Authority recommends approval, and the County Manager concurs.

### **RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY 2020-21.**

This Board paper appropriates funds for the first quarter of FY 2020-21 to allow the expenditure of a portion of the funds budgeted in the County's Annual Fiscal Plans during July, August, and September 2020. The Board of Supervisors approved the FY 2020-21 Annual Fiscal Plans on May 12, 2020.

This Board paper also reappropriates to Fiscal Year 2020-21 (i) funds for ongoing capital projects, (ii) funds budgeted in Fiscal Year 2019-20 for the long-term disability benefit program, (iii) funds for all valid outstanding encumbrances as of June 30, 2020, (iv) funds within the Special Revenue Fund for grant programs and donations for specific purposes that extend beyond June 30, 2020, and (v) all unspent asset forfeiture funds within the Special Revenue Fund. These funds are reappropriated to the same department and account for which they were originally appropriated or encumbered.

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

### **RESOLUTION - To Accept a Grant From the U.S. Department of Justice Awarded Under the Coronavirus Emergency Supplemental Funding Program to Prevent, Prepare for, and Respond to the Coronavirus.**

This Board paper accepts a grant in the amount of \$214,763 from the U.S. Department of Justice, Coronavirus Emergency Supplemental Funding Program. The County will use this grant to offset the cost of purchasing KN95 masks that enhance County employee and citizen safety in response to the Coronavirus. No local match is required.

**RESOLUTION - Signatory Authority - Conveyance of Real Estate - 3216 Emporia Street - Varina 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 811-715-0112 that is located at 3216 Emporia Street in the Eastover Gardens subdivision to the Maggie Walker Community Land Trust (the “Trust) at no cost.

The property is a former well lot that is not needed for any public purpose. The Trust will build a single-family dwelling on the property and sell it to a lower-income homebuyer.

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

**RESOLUTION - Award of Annual Contracts - Road and Drainage Projects.**

This Board paper would award annual contracts for road and drainage projects in the County on an as-needed basis.

On May 14, 2020, five bids were submitted by the following companies in response to ITB 20-2004-4EAR and Addenda Nos. 1 and 2: Central Contracting Co., Inc. (Richmond, VA); Tally & Armstrong, Inc. (Henrico, VA); Blakemore Construction Corp. (Rockville, VA) ; Possie B. Chenault, Inc. (Bumpass, VA); and Messer Contracting, LLC (Glen Allen, VA).

The Board paper awards contracts to Central Contracting Co., Inc. and Tally & Armstrong, Inc., the two lowest responsive and responsible bidders, and grants signatory authority to the County Manager to execute the contracts in a form approved by the County Attorney.

The contracts will have an initial one-year term with an option for the County to renew for up to two additional one-year terms. Project assignments shall not exceed \$500,000 for a single project and \$1,000,000 in a one-year term.

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