

**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, July 10, 2018**, at **5:45 p.m.** in the County Manager's Conference Room located 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:

- |                  |        |   |
|------------------|--------|---|
| 5:45 - 6:05 p.m. |        | Commemoration of the Division of Fire's 75 <sup>th</sup> Anniversary  |
| 6:05 - 6:20 p.m. | 163-18 | Resolution - To Authorize the County Attorney to Petition the Circuit Court for a Writ of Election to Fill the Vacancy in the Office of the Brookland District Supervisor |
| 6:20 - 6:35 p.m. | 164-18 | Resolution - Interim Appointment to Fill Vacancy in Office of Brookland District Supervisor   |
| 6:35 - 6:45 p.m. |        | Regular Meeting Agenda Items  |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
July 5, 2018

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**July 10, 2018**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - June 26, 2018, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**APPOINTMENTS**

165-18                      Resolution - Appointment of Members - Keep Henrico Beautiful Committee.

**PUBLIC HEARINGS – REZONING CASES**

166-18                      McGeorge Financial 8225, LLC and Waco Street, LLC: Request to conditionally rezone from R-3 One-Family Residence District and O-2 Office District to B-3C Business District (Conditional) Parcels 761-754-2327, 761-754-2436, 761-754-2518 and 761-754-3722 containing 1.784 acres located at the northeast intersection of N. Parham and Skipwith Roads. The applicant proposes an automobile storage lot and services. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

167-18                      Staples Mill Investments, LLC: Request to conditionally rezone from A-1 Agricultural District to R-5AC General Residence District (Conditional) Parcel 756-761-2574 containing 9.85 acres located on the north line of Hungary Road approximately 240' west of its intersection with Fairlake Lane. The applicant proposes detached dwellings with zero lot lines. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Suburban Residential 2, density should not exceed 3.4 units per acre and Environmental Protection Area. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

**PUBLIC HEARINGS – OTHER ITEMS**

168-18                      Ordinance - Vacation of Building Lot Line - West Lawn Subdivision - Three Chopt District.

169-18                      Ordinance - Vacation of Drainage and Utility Easement - Mason Park Subdivision - Three Chopt District.

170-18 Resolution - Signatory Authority - Lease of County Property - Malvern Hill - Varina District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

171-18 Introduction of Resolution - Receipt of Requests for Amendments to the FY 2018-19 Annual Fiscal Plan: July, 2018.

172-18 Resolution - Amendment to Contract - Henrico County Courts Refresh Project - Brookland District.

173-18 Resolution - Signatory Authority - Acquisition of Real Property - 5618 Nine Mile Road - Varina District.

174-18 Resolution - Award of Contract - Glover Park, Parking Lot Addition - Brookland District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
July 10, 2018**

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**APPOINTMENTS**

**RESOLUTION – Appointment of Members – Keep Henrico Beautiful Committee.**

This Board paper appoints the following persons to the Keep Henrico Beautiful Committee for terms expiring December 31, 2019, or thereafter, when their successors shall have been appointed and qualified:

Three Chopt District	_____
Tuckahoe District	Linda A. Leigh
Tuckahoe District	_____

**PUBLIC HEARINGS – REZONING CASES**

REZ2018-00026  
Three Chopt  
McGeorge Financial 8225, LLC and Waco Street, LLC: Request to conditionally rezone from R-3 One-Family Residence District and O-2 Office District to B-3C Business District (Conditional) Parcels 761-754-2327, 761-754-2436, 761-754-2518 and 761-754-3722 containing 1.784 acres located at the northeast intersection of N. Parham and Skipwith Roads. The applicant proposes an automobile storage lot and services. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office. Acting on motion by Mr. Baka, seconded by Mr. Leabough, the Planning Commission voted 4-0 (one absent, one abstention) to recommend the Board of Supervisors **grant** the request because it continues a form of zoning consistent with the area and the business use is compatible with surrounding development.

REZ2018-00027  
Brookland  
Staples Mill Investments, LLC: Request to conditionally rezone from A-1 Agricultural District to R-5AC General Residence District (Conditional) Parcel 756-761-2574 containing 9.85 acres located on the north line of Hungary Road approximately 240' west of its intersection with Fairlake Lane. The applicant proposes detached dwellings with zero lot lines. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Suburban Residential 2, density should not exceed 3.4 units per acre and Environmental Protection Area. Acting on a motion by Mrs. Kotula, seconded by Mr. Leabough, the Planning Commission voted 4-0 (one absent, one abstention) to recommend the Board of Supervisors **grant** the request because it conforms to the recommendations of the Comprehensive Plan, is appropriate residential zoning at this location, and the proffered conditions will assure a level of development otherwise not possible.

## **PUBLIC HEARINGS – OTHER ITEMS**

### **ORDINANCE - Vacation of Building Lot Line - West Lawn Subdivision - Three Chopt District.**

This ordinance will vacate the portion of the 35' side building lot line along Anoka Road that crosses the southern portion of Lot 13, Block O of the West Lawn subdivision. The owner, Ridge Holdings, LLC, a Virginia limited liability company, requested the vacation in order to build a house.

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

### **ORDINANCE - Vacation of Drainage and Utility Easement - Mason Park Subdivision - Three Chopt District.**

This ordinance will vacate a portion of an existing 16' drainage and utility easement crossing Lot 10, Block A, Section 1 of Mason Park subdivision. The owners, Brian R. Marks and Nicole R. Marks, requested the vacation because they want to install an in-ground pool that would encroach on the easement. The County has no need for the easement.

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

### **RESOLUTION - Signatory Authority - Lease of County Property - Malvern Hill - Varina District.**

This Board paper authorizes the County Manager to execute (1) an agreement to lease 9743 Malvern Hill Lane, also known as the Farm Manager's House, to Craig and Karen Seaver for one year at \$900 per month; (2) an agreement to lease 9729 Malvern Hill Lane to Christopher Welch for one year at \$600 per month; and (3) an agreement to lease approximately 113.76 acres of agricultural land on the Malvern Hill Property to Engel Family Farms for \$100 per acre of crop and grain field for a term ending on January 30, 2020, with an option to renew the lease on an annual basis thereafter for up to six years.

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

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the FY 2018-19 Annual Fiscal Plan: July, 2018.**

This Board paper introduces a resolution to amend the annual fiscal plan for fiscal year 2018-19. The requested amendments are shown in a list dated July 3, 2018, provided by the County Manager to the Board of Supervisors. As part of the proposed amendments, the list includes a project-by-project list of capital projects of the Henrico County Public Schools to be funded with meals tax revenues.

Pursuant to Virginia Code Section 15.2-2507, the County may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing notice of a meeting and public hearing once in a newspaper having general circulation in the County at least seven days prior to the meeting date. The notice states the intent of the Board of Supervisors to amend the budget and includes a brief synopsis of the proposed budget amendment.

The budget amendments that are the subject of this paper fall under the one percent threshold that triggers the advertised public hearing requirement. Nevertheless, this paper directs the Clerk of the Board to advertise, in the Richmond Times-Dispatch on July 17, 2018, a synopsis of the proposed amendments and a public hearing to be held on July 24, 2018. A separate paper will be submitted to the Board to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the July 24, 2018, public hearing.

**RESOLUTION - Amendment to Contract - Henrico County Courts Refresh Project - Brookland District.**

On April 11, 2017, the Board of Supervisors awarded a contract to Haley Builders, Inc. for construction of the Courts Refresh Project in the amount of \$878,000. The project is for renovation of the lobbies and main corridors of the Circuit and General District Courts in the Courts Building.

The contract has previously been amended by change order to add \$95,581 (10.88%) for modification of the existing main staircase to match the new terrazzo flooring.

This Board paper is to authorize the County Manager to execute a change order for \$68,133.47 to resolve unforeseen conditions encountered during the demolition and installation of the new flooring and carpet. The Board paper is necessary because the change order would increase the contract amount above the 15% limit for change orders without Board approval.

Funding for the additional work is available within the project budget. The Director of General Services recommends approval, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - 5618 Nine Mile Road - Varina District.**

This Board paper authorizes the County Manager to execute the purchase agreement and any other documents necessary to acquire a 5.1 acre parcel of land at 5618 Nine Mile Road for a new fire station. The sellers, Barbara G. George, Rebecca G. Bartelt, Deborah G. LaVecchia, and Susan G. Hicks, have agreed to sell it for \$204,000.

The Fire Chief and Directors of Real Property and General Services recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Award of Contract - Glover Park, Parking Lot Addition - Brookland District**

This Board paper would award a construction contract for \$573,816 to Forty-Two Contracting, Inc. to provide additional parking spaces for the existing tournament quality sports complex opened in February 2018. The Glover Park – Parking Lot Addition Project will provide an additional 163 parking spaces to the existing complex which is located at 11217 Greenwood Road in Glen Allen. The project will include site-work/grading, off-site disposal of excavated dirt, concrete sidewalks/curb & gutter work, asphalt paving and LED parking lot lighting. The work is anticipated to begin on July 16, 2018, and be completed within 105 calendar days.

Seven bids were received on June 13, 2018, in response to ITB No.18-1681-5JCK and Addendum No. 1. The bidders and bid amounts are as follows:

<b><u>Bidder</u></b>	<b><u>Bid Amount</u></b>
Forty-Two Contracting, Inc. Richmond, VA	\$573,816
Central Contracting Co., Inc. Richmond, VA	\$599,479
Enviroscape, Inc. Sandston, VA	\$617,000
Branscome Incorporated Williamsburg, VA	\$620,173.59
Finley Asphalt & Sealing, Inc. Bristow, VA	\$620,923.24
Fielder's Choice Enterprises, Inc. Troy, VA	\$622,560
Liquid Incorporated Richmond, VA	\$733,040

Based upon a review of the bids, Forty-Two Contracting, 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 Recreation & Parks and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.