

**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 27, 2017**, at **5:30 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:

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| 5:30 - 6:15 p.m. | Essex Village Briefing   |
| 6:15 - 6:30 p.m. | Updates to County Code Required as a Result of 2017 General Assembly Legislation |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items   |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
June 22, 2017

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**June 27, 2017**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – June 13, 2017, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Keep Henrico Beautiful Committee Land Lover and Clean Business Awards.

**APPOINTMENTS/RESIGNATIONS**

- 162-17            Resolution – Appointment of Members – Board of Social Services.
- 163-17            Resolution – Resignation of Alternate – Central Virginia Waste Management Authority Board of Directors.
- 164-17            Resolution – Appointment of Alternate – Central Virginia Waste Management Authority Board of Directors.
- 165-17            Resolution – Resignation of Member – Finance Board.
- 166-17            Resolution – Appointment of Member – Greater Richmond Partnership Board of Directors.
- 167-17            Resolution – Appointment of Members – Keep Henrico Beautiful Committee.
- 168-17            Resolution – Appointment of Members – The Cultural Arts Center at Glen Allen Foundation Board of Directors.
- 169-17            Resolution – Appointment of Members and Alternates – Virginia Transit Association Board of Directors.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 170-17            Resolution – Appropriation of Funds for Fiscal Year 2017-18.
- 171-17            Resolution – Approving the Issuance of Refunding Bonds by the Richmond Metropolitan Transportation Authority.

- 172-17 Resolution - Donation of Surplus Equipment - Henrico Police Athletic League - Brookland District.
- 173-17 Resolution - Award of Annual Contract - Engineering and Technology Services - Department of Public Utilities.
- 174-17 Resolution - Signatory Authority - Lease Amendment - Henrico Area Mental Health and Developmental Services - 205 Roxbury Industrial Center - Charles City County.
- 175-17 Resolution - Signatory Authority - Easement Agreement - Virginia Electric and Power Company - Jail East.
- 176-17 Resolution - To Permit Additional Fine of \$200 for Speeding on Countryside Lane between River Road and September Drive - Tuckahoe District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
June 27, 2017**

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**PRESENTATIONS**

**Keep Henrico Beautiful Committee – Clean Business and Land Lover.**

Several members of the Keep Henrico Beautiful Committee will join members of the Board of Supervisors at the June 27, 2017, Board meeting to recognize the winners of this year's Land Lover and Clean Business Awards Program. One residential property owner and one business from each of the County's five magisterial districts will receive an award for their beautification efforts. Lynne Yurchak, Chairman of the committee, will introduce the award recipients and coordinate the presentations.

**APPOINTMENTS/RESIGNATIONS**

**RESOLUTION – Appointment of Members – Board of Social Services.**

This Board paper appoints the following persons to the Board of Social Services for four-year terms expiring June 30, 2021, or thereafter, when their successors shall have been appointed and qualified:

Brookland District	Lynne M. Yurchak
Fairfield District	Richard H. Hatcher

**RESOLUTION – Resignation of Alternate – Central Virginia Waste Management Authority Board of Directors.**

This Board paper accepts the resignation of **Arthur D. Petrini**, Director of Public Utilities, from the Central Virginia Waste Management Authority Board of Directors as the alternate for J. Allen Lane.

**RESOLUTION – Appointment of Alternate – Central Virginia Waste Management Authority Board of Directors.**

This Board paper appoints the following person to the Central Virginia Waste Management Authority Board of Directors as an alternate for an unexpired term ending December 31, 2017, or thereafter, when his successor shall have been appointed and qualified:

Alternate for J. Allen Lane	Charles B. England
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**RESOLUTION – Resignation of Member – Finance Board.**

By ordinance approved on March 11, 2008, the Board of Supervisors created a finance board (the "Finance Board") to serve as trustee of funds designated by the County to be held, accumulated, and invested by the Finance Board for the purpose of funding Other Post-

Employment Benefits. This Board paper accepts the resignation of **Edward N. Smither, Jr.**, as a citizen member of the Finance Board, effective June 30, 2017.

**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, 2018, or thereafter, when her successor shall have been appointed and qualified.

**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, 2017, or thereafter, when their successors shall have been appointed and qualified:

Brookland District	Norma Jean Beaken
Brookland District	Leslyn B. Broughton
Three Chopt District	Jennifer D. Sanford-Caples
Three Chopt District	_____

**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, 2020, or thereafter, when their successors shall have been appointed and qualified:

At-Large	Sherman V. Burroughs, IV
At-Large	Kerry L. Grey
At-Large	Scott K. Hammer
At-Large	Michael E. Klein
At-Large	Juanita B. Leatherberry
At-Large	Peter N. Thacker, Jr.

**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, 2018, 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**

Director of Public Works	Steven J. Yob
Transportation Development Division Director	E. Todd Eure

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **RESOLUTION – Appropriation of Funds for Fiscal Year 2017-18.**

This Board paper appropriates funds for the operating and capital Annual Fiscal Plans for fiscal year 2017-18 approved by the Board of Supervisors on April 25, 2017.

This Board paper also reappropriates to fiscal year 2017-18 (i) funds for ongoing capital projects, (ii) funds budgeted in fiscal year 2016-17 for the long-term disability benefit, (iii) funds for all valid outstanding encumbrances as of June 30, 2017, and (iv) funds for grant programs and donations, for specific purposes that extend beyond June 30, 2017, 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 Refunding Bonds by the Richmond Metropolitan Transportation Authority.**

State law requires the Richmond Metropolitan Transportation Authority to obtain the approval of its member localities for the Authority to borrow money and issue bonds, notes, or other evidences of indebtedness. The Authority's Board has approved the issuance of its Taxable Expressway Revenue Refunding Bond to refund a 2011-A RMTA Bond and to pay costs of issuance of the transaction, subject to obtaining the necessary local approvals. This resolution approves the Authority's issuance of the refunding bond, shall take effect immediately upon its adoption, and shall continue in full force and effect until June 30, 2018, unless extended by subsequent action of the Board of Supervisors.

#### **RESOLUTION - Donation of Surplus Equipment - Henrico Police Athletic League - Brookland District.**

This Board paper would authorize the donation of a 2000 International bus to the Henrico Police Athletic League. The County has declared the bus surplus to its needs. This bus has been driven 129,743 miles and has an estimated value of \$5,000.

The Henrico Police Athletic League is a Section 501 (c)(3) corporation that was established in 2007. It offers year-round and seasonal sports programs, after-school education programs, and summer camps for youth. The corporation requested the donation of a surplus bus in support of their after-school and summer programs.

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

#### **RESOLUTION – Award of Annual Contract – Engineering and Technology Services – Department of Public Utilities.**

This Board paper would award a professional services contract to Stantec Consulting Services, Inc. to provide engineering and technology services to the Department of Public Utilities.

On April 14, 2017, the County received three proposals pursuant to RFP#17-1347-3CS, Professional Services for Annual Engineering and Technology System Consulting Services. The services include engineering design and assistance for software configuration, database design, and deployment planning for DPU projects. The projects will integrate information resources and functional objectives throughout the department to enhance efficiency, customer service, and water/wastewater/solid waste management programs. Some of the upcoming projects are:

- Upgrade of the Engineering & Technology Master Plan
- Management of the replacement of the laboratory and Monitoring & Compliance systems
- Warehouse inventory management/bar coding

Based upon the professional qualifications and experience demonstrated in the written proposals and interviews, the Selection Committee selected Stantec Consulting Services, Inc. as the top-ranked firm. Engineering fees will be determined for each project at the time of assignment. The contract term will be for the period of one year after contract award, with the option to renew for two additional one-year terms. Fees shall not exceed \$300,000 for any single project, and the total amount of fees for all projects shall not exceed \$1,000,000 for each one-year term of the contract. Funding to support this contract will be available within the Water and Sewer Revenue Fund.

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

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

**RESOLUTION - Signatory Authority - Lease Amendment - Henrico Area Mental Health and Developmental Services - 205 Roxbury Industrial Center - Charles City County.**

This Board paper authorizes the County Manager to execute a lease amendment between Robert W. Peay and the County for the lease of 6,850 square feet at 205 Roxbury Industrial Center in Charles City County. The space is leased for the Cypress Enterprises day support and workshop program of the Henrico Area Mental Health and Developmental Services. The program serves persons with intellectual disabilities living in eastern Henrico County and Charles City County.

The current lease has an annual rent of \$38,694.60, and it expires on August 31, 2017. The amendment would extend the lease for five years at an annual rent of \$42,564.

The Directors of Henrico Area Mental Health and Developmental Services and Real Property recommend approval of this Board paper.

**RESOLUTION - Signatory Authority - Easement Agreement - Virginia Electric and Power Company - Jail East.**

This Board paper authorizes the Chairman of the Board of Supervisors to execute an agreement consenting to the conveyance of a 15-foot wide easement across the Henrico Jail East property from New Kent County to Virginia Electric and Power Company.

The Director of Real Property recommends approval of this Board paper.

**RESOLUTION - To Permit Additional Fine of \$200 for Speeding on Countryside Lane between River Road and September Drive - Tuckahoe District.**

Section 46.2-878.2 of the Code of Virginia provides for the imposition of a \$200 fine for speeding, in addition to other penalties provided by law, when a locality has established a maximum speed limit for a highway in a residential district and the speed limit is indicated by appropriately placed signs. The law requires the Board of Supervisors to develop criteria for the overall applicability for the installation of the signs and to specify application of the law to particular streets before the additional fine may be imposed.

On February 10, 2004, the Board approved criteria for the County's Traffic Calming Program.

The County's Traffic Engineer has collected traffic data and has determined that Countryside Lane between River Road and September Drive is experiencing speeding problems and meets the criteria for traffic calming measures set forth in the Traffic Calming Program.

The citizens in the area of this road requesting the increased fine have collected signatures from 77.3% of the residents.

This Board paper authorizes the County Manager to place appropriate signs on Countryside Lane between River Road and September Drive warning of an additional fine of \$200 for speeding.

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