


**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 September 27, 2011 at 5:00 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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| 5:00 – 5:15 p.m. | All Henrico Reads Program Update |
| 5:15 – 5:45 p.m. | Quick Response (QR) Codes |
| 5:45 – 6:15 p.m. | Small, Women-owned, and Minority-owned (SWaM) Business Update |
| 6:15 – 6:45 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
September 22, 2011

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
September 27, 2011
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Rev. Kenneth Johnston, Pastor, West End Alliance Church

APPROVAL OF MINUTES – September 13, 2011 Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation – Natural Resources Stewardship Week – October 2 – 8, 2011.

Proclamation – Customer Service Week – October 3 – 7, 2011.

Proclamation – Domestic Violence Awareness Month – October 2011.

Proclamation – Henrico History Month – October 2011.

PUBLIC HEARINGS ITEMS

215-11 Resolution – Amendments to the FY 2011-12 Annual Fiscal Plan to (1) Reappropriate Funds for (a) Continuing Grant Programs and (b) Certain Unencumbered Balances from FY 2010-11, and (2) Appropriate Funds for Certain New Programs.

216-11 Ordinance – Vacation of Building Line – Lot 11 in Block B of Glen Manor - Fairfield District.

217-11 Ordinance - Vacation of Building Line - Lot 2 in Block L of Ridgecrest, Section 2 - Tuckahoe District.

218-11 Resolution – Adoption of Henrico County Water Supply Plan.

PUBLIC COMMENTS

GENERAL AGENDA

219-11 Resolution – End of Declared Emergency.

- 220-11 Resolution – Award of Construction Contract – Jail East Recreation Yard Walls Structural Repairs Buildings 3, 4, 5, 6, 7 and 8.
- 221-11 Resolution – Award of Construction Contract – Tuckahoe Library Retrofit, Library Headquarters.
- 222-11 Resolution – Signatory Authority – Lease – Division of Police – Laurel Park Shopping Center – Brookland District.
- 223-11 Resolution – Acceptance of Gift from Western Youth Football Association, Incorporated.
- 224-11 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
September 27, 2011**

INVOCATION – Rev. Kenneth Johnston, Pastor, West End Alliance Church

PRESENTATIONS

PROCLAMATION – Natural Resources Stewardship Week – October 2 – 8, 2011.

The Henricopolis Soil and Water Conservation District recognizes and promotes Natural Resources Stewardship Week as a means to increase awareness about the vulnerability of our resources. The focus of this year's observance is forests. This proclamation recognizes October 2 – 8, 2011 as Natural Resources Stewardship Week; applauds the positive actions taken by individuals, private organizations, and governments at all levels to improve our environment; and encourages Henrico citizens to show a personal commitment to protecting our forests for the future.

PROCLAMATION – Customer Service Week – October 3 – 7, 2011.

The County of Henrico continues to be recognized locally, nationally, and internationally for the quality of service it provides to all of its customers. The proclamation recognizes October 1 – 5, 2011 as Customer Service Week and salutes and thanks each and every County employee for the quality of service so willingly given to both the internal and external customers of the County.

PROCLAMATION – Domestic Violence Awareness Month – October 2011.

Domestic violence is a pervasive social issue affecting people of all ages, races, religions, cultures, and economic backgrounds. The County of Henrico is committed to prioritizing the problem of domestic violence in our community by increasing awareness and providing education to our citizens. This proclamation recognizes October 2011 as Domestic Violence Awareness Month and acknowledges the ongoing and coordinated efforts of local domestic violence providers and the community in addressing the problem of domestic violence.

PROCLAMATION - Henrico History Month - October 2011.

This year is the 400th anniversary of the founding of the County of Henrico, which has a significant history, including English exploration and settlement, Native American heritage and culture, Revolutionary War activity, and Civil War battles. The Board of Supervisors supports the Henrico County Historical Society's ongoing efforts to promote the County's history and heritage. This proclamation recognizes October 2011 as Henrico History Month and calls upon the citizens of the County to acknowledge and participate in this special observance.

PUBLIC HEARINGS ITEMS

RESOLUTION – Amendments to the FY 2011-12 Annual Fiscal Plan to (1) Reappropriate Funds for (a) Continuing Grant Programs and (b) Certain Unencumbered Balances from FY 2010-11, and (2) Appropriate Funds for Certain New Programs.

Pursuant to Virginia Code Section 15.2-2507, a Board paper was presented on September 13, 2011, which (a) received requests for amendments to the Annual Fiscal Plan, (b) directed the advertisement of same, and (c) set the date for a public hearing. Those requirements having been met, the Board may now receive this paper, which, if approved, amends the Annual Fiscal Plan and appropriates funds for expenditure, as applicable, on September 27, 2011. After the public hearing, at that same meeting, this paper may be approved.

This paper is divided into three types of amendment requests: (1.a.) Reappropriation of FY 2010-11 funds for grant programs having an ending date after June 30, 2011; (1.b.) Reappropriation of FY 2010-11 funds not expended or encumbered as of June 30, 2011, but needed in FY 2011-12, for purposes approved and budgeted for in FY 2010-11; and (2) Appropriation of new amendment requests for FY 2011-12. New amendment/appropriation requests for FY 2011-12 include certain resources received in FY 2010-11, but not appropriated, as well as new resources anticipated in FY 2011-12.

ORDINANCE – Vacation of Building Line – Lot 11 in Block B of Glen Manor - Fairfield District.

This ordinance will vacate the building line on the plat for Lot 11 in Block B of Glen Manor.

The owner, Calvin W. Clarke, Sr., wants to construct a handicap accessible ramp and porch which will violate the building line on the plat. The Real Property Department has processed this requested vacation through the Departments of Planning, Public Utilities and Public Works without objection.

ORDINANCE - Vacation of Building Line - Lot 2 in Block L of Ridgecrest, Section 2 - Tuckahoe District.

This ordinance will vacate the building line on the plat for Lot 2 in Block L of Ridgecrest, Section 2.

The owner, Paul Kalimerakis, recently constructed a front porch which violated the building line as well as the setback requirements in the zoning ordinance. This vacation would allow him to retain a portion of the front porch, and he has applied to the BZA for a variance so he can keep all of it. The Real Property Department has processed this requested vacation through the Departments of Planning, Public Utilities and Public Works without objection.

RESOLUTION - Adoption of Henrico County Water Supply Plan.

This Board paper authorizes adoption of the Henrico County Water Supply Plan that is part of a Regional Water Supply Plan.

The General Assembly has mandated the development of local and regional water supply plans throughout the Commonwealth. The State Water Control Board has developed regulations to implement this planning process. Local governments with populations in excess of 35,000 that elect to join one or more other local governments to develop a regional water supply plan must submit the plan by November 2, 2011.

Regional water supply planning is desirable because watershed boundaries do not follow political boundaries. Cumberland, Goochland, Henrico, and Powhatan Counties have previously coordinated and collaborated in the development of a regional water supply plan involving the Cobbs Creek Reservoir Project located in Cumberland County.

Cumberland, Goochland and Powhatan Counties are completing their portions of the Regional Water Supply Plan. This resolution formally adopts the Henrico County Water Supply Plan.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION – End of Declared Emergency.

This purpose of this Board paper is to end the emergency declared in connection with Hurricane Irene. The paper is required by Virginia Code Section 44-146.21(a).

RESOLUTION – Award of Construction Contract – Jail East Recreation Yard Walls Structural Repairs Buildings 3, 4, 5, 6, 7 and 8.

This resolution awards a construction contract to **Edward L. Muller Construction Co., Inc.** The work consists of repairs of cracks in concrete masonry block recreation yard walls and bracing of the walls to meet wind load requirements of the Virginia Uniform Statewide Building Codes. The existing buildings house inmates at the Jail East Regional Facility in New Kent County. Work is anticipated to begin October 2011 and scheduled to be completed 75 days from the Notice to Proceed.

The County received five bids on September 7, 2011 as follows:

<u>Bidder</u>	<u>Bid</u>
Edward L. Muller Construction Co., Inc.	\$104,669
Eastern Waterproofing & Restoration of Virginia, LLC	\$117,658
J. Sanders Construction Company, Inc.	\$127,947
Contracting Specialists Inc. - DC	\$129,709
United Unlimited Construction, Inc.	\$270,817

Funding to support the contract is available within the project budget. The Director of General Services and the Sheriff recommend that the Board award the contract to **Edward L. Muller Construction Co., Inc.**, as the lowest responsive and responsible bidder, in the amount of **\$104,669.00**. The Director of General Services and the Sheriff further recommend that the Board authorize the Director of General Services as the County Manager's designee to execute change orders not to exceed 15% of the original contract amount. The County Manager concurs.

RESOLUTION – Award of Construction Contract – Tuckahoe Library Retrofit, Library Headquarters.

This resolution awards a construction contract to **Conquest, Moncure & Dunn, Inc.** for the Phase II renovation of the former Tuckahoe Library building at 1700 North Parham Road. The project consists of the renovation of approximately 16,500 square feet of the existing building to provide space for Library Headquarters. Also included in the work are related off-site drainage improvements. The project is scheduled to be substantially complete 335 calendar days after the date of written notice to proceed.

The County received eight bids on August 9, 2011 as follows:

<u>Bidder</u>	<u>Bid</u>
Conquest, Moncure & Dunn, Inc.	\$2,398,465.50
Evans Construction, Inc.	\$2,453,938
Kenbridge Construction Company, Inc.	\$2,477,011
Virtexco Corporation	\$2,485,011
Haley Builders, Inc.	\$2,529,636
J. W. Enochs, Inc.	\$2,604,385
SRC, Inc.	\$2,626,761
Daniel & Company, Inc.	\$2,679,011

Funding to support the contract is available within the project budget. The Director of General Services and the Library Director recommend that the Board award the contract to **Conquest, Moncure & Dunn**, as the lowest responsive and responsible bidder, in the amount of **\$2,398,465.50**. The County Manager concurs.

RESOLUTION – Signatory Authority – Lease – Division of Police – Laurel Park Shopping Center – Brookland District.

The Division of Police desires to lease approximately 1,000 sq. ft. of office space in the Laurel Park Shopping Center at 9528 Woodman Road for a field office. The owner, J.D. Properties, L.P., is willing to lease the space at an annual rental rate of \$1.00 to enhance security in the area. The lease may automatically renew annually at the annual rental rate of \$1.00, subject to the terms and conditions in the lease agreement.

The Board paper authorizes the County Manager to execute an agreement in a form approved by the County Attorney to lease the space for a one-year term commencing October 1, 2011 at an annual rental rate of \$1.00.

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

RESOLUTION – Acceptance of Gift from Western Youth Football Association, Incorporated.

The Western Youth Football Association, Inc. (“Western”) has donated \$15,000 to Henrico County to support the construction of an announcer’s booth at Byrd Middle School, which is the home field for the Western Wildcats.

Western provides a positive and enjoyable learning experience for Henrico County youth, teaching sportsmanship, teamwork, fair play, dedication and the game of football. Western was formed and is operated under the premise that the best interests of the players and cheerleaders come first and that any and all efforts undertaken by Western parents, volunteers, and coaches will support as the one and only priority the motto that “the kids come first!”

With this generous contribution of \$15,000 from Western the Division of Recreation and Parks will be able to move forward with the construction of the announcer’s booth.

RESOLUTION - Acceptance of Roads.

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

- 1) 0.51 miles of Fisher’s Woods. Varina District.

The Director of Public Works and the County Manager recommend approval of this Board paper.