

**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, 2013, 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 – 5:45 p.m. | Update on the Department of General Services |
| 5:45 – 6:15 p.m. | Proposed Ordinance Amendments Resulting from 2013 State Legislation |
| 6:15 – 6:45 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
June 20, 2013

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
June 25, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – June 11, 2013, Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Keep Henrico Beautiful Committee Landlover and Clean Business Awards.

134-13 Resolution - In Memory of James L. Jenkins.

RESIGNATION/APPOINTMENTS

135-13 Resolution – Resignation of Member - Person Eligible to Serve as Third Member of Employee Grievance Panels.

136-13 Resolution – Appointment of Members - Board of Social Services.

137-13 Resolution – Appointment of Member – Greater Richmond Partnership Board of Directors.

138-13 Resolution – Appointment of Members – Policy and Management Team for Youth and Families.

139-13 Resolution – Appointment of Member – Senior Connections, The Capital Area Agency on Aging Board of Directors.

140-13 Resolution – Appointment of Members – The Cultural Arts Center at Glen Allen Foundation Board of Directors.

141-13 Resolution – Appointment of Members and Alternates – Virginia Transit Association Board of Directors.

PUBLIC HEARING ITEMS

- 142-13 Ordinance - Vacation of Rights-of-Way and Easements - Suburban Apartments -Brookland District.
- 143-13 Ordinance - Vacation of Easements, Building Lines, Lot Lines, and Right-of-Way for Lacy Lane - Westbourne, Revised Plan of Section C - Brookland District.
- 144-13 Resolution - Signatory Authority - Quitclaim of Utility Easements - Libbie Mill - Brookland District.

PUBLIC COMMENTS

GENERAL AGENDA

- 145-13 Resolution – Appropriation of Funds for Fiscal Year 2013-14.
- 146-13 Resolution - Signatory Authority - Amendment to Sublease - Capital Area Workforce Center - Chesterfield County, Virginia.
- 147-13 Resolution – Award of Construction Contract – Wedgewood Avenue Sewer and Water Replacement – Brookland and Fairfield Districts.
- 148-13 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
June 25, 2013**

PRESENTATIONS

Keep Henrico Beautiful Committee Land Lover and Clean Business Awards.

Members of the Keep Henrico Beautiful Committee will join members of the Board of Supervisors at the June 25, 2013, Board meeting to recognize the winners of this year's Land Lover and Clean Business Awards program. One residential property owners and one business from each of the County's five magisterial districts will receive an award for their beautification efforts. Lou Dean, the Committee's Vice Chairperson, will introduce the award recipients and coordinate the presentations.

RESOLUTION – In Memory of James L. Jenkins.

James L. Jenkins resided in Henrico County's Tuckahoe District for more than 45 years. He faithfully and effectively represented the County on the Richmond Metropolitan Authority Board of Directors for more than four decades until his passing on January 26, 2013, and served as the Authority's chairman from 1984 to 2012. In 1978 and 1979, Mr. Jenkins represented the Tuckahoe District on the County's Planning Commission. This Board paper memorializes the successful life and exceptional accomplishments of Mr. Jenkins and extends to his wife, children, and grandchildren this Board's sincere expression of sympathy for their loss.

RESIGNATION/APPOINTMENTS

RESOLUTION - Resignation of Member – Person Eligible to Serve as Third Member of Employee Grievance Panels.

This Board paper accepts the resignation of Fairfield District resident **Richard H. Hatcher** as a person eligible to serve as the third member of employee grievance panels.

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 beginning July 1, 2013, and expiring June 30, 2017, or thereafter, when their successors shall have been appointed and qualified:

Brookland District
Fairfield District

Lynne M. Yurchak
Richard H. Hatcher

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, 2014, or thereafter, when her successor shall have been appointed and qualified.

RESOLUTION – Appointment of Members – Policy and Management Team for Youth and Families.

This Board paper appoints the following persons to the Policy and Management Team for Youth and Families for three-year terms expiring June 30, 2016, or thereafter, when their successors shall have been appointed and qualified:

Parent	Ruth M. Langdon
Private Provider	Patricia I. Harris

RESOLUTION – Appointment of Member – Senior Connections, The Capital Area Agency on Aging Board of Directors.

This Board paper appoints the following person to the Senior Connections, The Capital Area Agency on Aging Board of Directors for a three-year term expiring June 30, 2016, or thereafter, when her successor shall have been appointed and qualified:

At-Large	Gloria B. Johnson
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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 beginning July 1, 2013, and expiring June 30, 2016, or thereafter, when their successors shall have been appointed and qualified:

At-Large	Elizabeth C. Brogan (<i>new member</i>)
At-Large	Michael D. Burke (<i>returning member</i>)
At-Large	John S. Henderson, Jr. (<i>returning member</i>)
At-Large	S. Owen Hunt (<i>returning member</i>)
At-Large	Bruce A. Kay (<i>returning member</i>)
At-Large	Elizabeth L. Noonan (<i>new member</i>)
At-Large	Brandi N. Payne (<i>new member</i>)
At-Large	Walter H. Ryland (<i>returning member</i>)
At-Large	Kanwar B. Singh (<i>new member</i>)

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, 2014, or thereafter, when their successors shall have been appointed and qualified:

Members

Board of Supervisors	David A. Kaechele
Board of Supervisors	Tyrone E. Nelson

Alternates

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

PUBLIC HEARING ITEMS

ORDINANCE - Vacation of Rights-of-Way and Easements - Suburban Apartments - Brookland District.

This ordinance will vacate portions of the rights-of-way and easements dedicated on the plat of Suburban Apartments. The subdivision is located west of Staples Mill Road and is being developed as part of Libbie Mill.

The owners of all the land shown on the plat have requested the vacation. There are no existing or planned County facilities in the areas to be vacated except for a drainage pipe in Crestwood Avenue for which an easement will be reserved.

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

ORDINANCE - Vacation of Easements, Building Lines, Lot Lines, and Right-of-Way for Lacy Lane - Westbourne, Revised Plan of Section C - Brookland District.

This ordinance will vacate all easements, building lines, lot lines, and the right-of-way for Lacy Lane shown on the plat of Westbourne, Revised Plan of Section C. The subdivision is located west of Staples Mill Road and is being developed as part of Libbie Mill.

The owners of all lots shown on the plat have requested the vacation. There are no existing or planned County facilities in the areas to be vacated.

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

RESOLUTION - Signatory Authority - Quitclaim of Utility Easements - Libbie Mill - Brookland District.

This resolution authorizes the Chairman to execute a quitclaim deed releasing the County's interest in unneeded utility easements across property west of Staples Mill Road that will be developed as Libbie Mill to the landowners, Arch Creek Venture, LLLP, GGC Associates, LLC, and Midtown Land Partners, LLC.

The Directors of Public Utilities, Planning, and Real Property recommend approval of this Board paper, and the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION – Appropriation of Funds for Fiscal Year 2013-14.

This Board paper appropriates funds for the operating and capital Annual Fiscal Plans for fiscal year 2013-14 approved by the Board of Supervisors on April 23, 2013.

This Board paper also reappropriates to fiscal year 2013-14 (i) funds for ongoing capital projects, (ii) funds budgeted in fiscal year 2012-13 for the long-term disability benefit, and (iii) funds for all valid outstanding encumbrances as of June 30, 2013. These funds are reappropriated to the same department and account for which they are originally appropriated or encumbered.

RESOLUTION - Signatory Authority - Amendment to Sublease - Capital Area Workforce Center - Chesterfield County, Virginia.

This Board paper authorizes the County Manager to execute a sublease amendment between the County and the Commonwealth of Virginia for additional space at the Capital Area Workforce Center at 7333 Whitepine Road in Chesterfield County. The County leases 10,000 square feet from FP Chesterfield, ABEF, LLC for service delivery to clients under the Workforce Investment Act of 1998.

The amendment will increase office space for the Virginia Department of Aging and Rehabilitative Services from 1,064 to 1,252 square feet, and the monthly rent will increase from \$4,828.58 to \$6,013.24, effective July 1, 2013. The sublease will end on July 31, 2014 when the master lease terminates.

The Directors of the Capital Region Workforce Partnership and Real Property recommend approval of this action, and the County Manager concurs.

RESOLUTION - Award of Construction Contract - Wedgewood Avenue Sewer and Water Replacement - Brookland and Fairfield Districts.

This resolution awards a contract to G.L. Howard, Inc. to replace approximately 2,750 linear feet of 8-inch diameter vitrified clay sewer piping, 11 standard manholes, 71 sewer service connections, approximately 500 linear feet of 6-inch diameter water main, 14 water service lines, and approximately 195 linear feet of 24-inch diameter storm sewer pipe.

The purpose of the project is to maintain the reliability of the sewer system in the area by rehabilitating deteriorated piping systems installed in the early 1950s. The water main (installed in the early 1950s) and the storm sewer are directly on top of, and in conflict with, the sanitary sewer and must be replaced due to the proposed sewer construction. The work is anticipated to begin in August 2013 and to be completed by May 2014. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Three bids were received on May 21, 2013 in response to IFB # 13-9400-4CE and Addendum No. 1:

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. Rockville, VA	\$1,127,430.00
Piedmont Construction Company, Inc. Oilville, VA	\$1,240,036.82
Lyttle Utilities, Inc. Richmond, VA	\$1,242,500.00

G.L. Howard, Inc. is the lowest responsive and responsible bidder.

This resolution authorizes the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Acting Director of General Services as his designee, would also be authorized to execute change orders within the scope of the project budget not to exceed 15% of the original contract amount.

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

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) 0.32 miles of Estates at Grey Oaks, Section 2. Three Chopt District.
- 2) 0.06 miles of Ashburn at Maple Ridge, Section 1. Varina District.

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