

**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 24, 2018, at 4:45 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:

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| 4:45 - 5:15 p.m. | Sports Tourism Update |
| 5:15 - 6:15 p.m. | Economic Forum |
| 6:15 - 6:30 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
July 19, 2018

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
July 24, 2018
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES - July 10, 2018, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

175-18 Resolution - Expressing Appreciation to Monsignor George M. Sebaali.

APPOINTMENTS

176-18 Resolution - Nomination of Member - Local Emergency Planning Committee.

177-18 Resolution - Appointment of Member - Richmond Regional Planning District Commission.

PUBLIC HEARING – REZONING CASE

167-18 Staples Mill Investments, LLC: Request to conditionally rezone from A-1
REZ2018- Agricultural District to R-5AC General Residence District (Conditional)
00027 Parcel 756-761-2574 containing 9.85 acres located on the north line of
Brookland 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. **(Deferred from the July 10, 2018, meeting.)**

PUBLIC HEARINGS – OTHER ITEMS

178-18 Resolution - Amendments to the FY 2018-19 Annual Fiscal Plan: July,
2018.

179-18 Resolution - Signatory Authority - Quitclaim of Utility Easement - West
Chase Townhomes - Brookland District.

180-18 Resolution - Signatory Authority - Lease Amendments - SprintCom, Inc. -
RF&P Park and Meadowview Park - Brookland and Fairfield Districts.

PUBLIC COMMENTS

GENERAL AGENDA

- 181-18 Introduction of Ordinance - To Amend and Reordain Article III Titled “Smoke Detectors,” Section 6-56 Titled “Required in certain buildings,” Section 6-57 Titled “Installation standards,” Section 6-58 Titled “Inspections” and Section 6-59 Titled “Maintenance,” all of the Code of the County of Henrico, to Conform to Changes in State Law Enacted by the 2018 General Assembly Relating to Smoke Alarms.
- 182-18 Introduction of Ordinance - To Amend and Reordain Section 10-2 of the Code of the County of Henrico Titled “Repair, removal or securing of buildings and other structures harboring illegal drug use” to Conform to Changes in State Law Enacted by the 2018 General Assembly Relating to Criminal Blight.
- 183-18 Resolution - Award of Contract - Gambles Mill Sewage Pumping Station Equipment Installation - Tuckahoe District.
- 184-18 Resolution - Award of Contract - Annual Engineering Services - Water Reclamation Facility Projects.
- 185-18 Resolution - Award of Contract - Annual Engineering Services - Solid Waste Facilities.
- 186-18 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Smart Scale Program for FY 2018-19 & FY 2019-20.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
July 24, 2018**

PRESENTATION

RESOLUTION - Expressing Appreciation to Monsignor George M. Sebaali.

Monsignor George M. Sebaali, who has served the congregation of St. Anthony's Maronite Catholic Church in Henrico County since 1984, will be departing September 1 to assume the pastorate of Our Lady of Lebanon Maronite Catholic Church in Washington, D.C. This resolution expresses the Board's appreciation to Msgr. Sebaali for his humanitarian efforts and significant contributions to the community throughout the past 34 years.

APPOINTMENTS

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, 2018, or thereafter, when his successor shall have been appointed and qualified:

News Media Representative

Benjamin A. Sheppard

RESOLUTION - Appointment of Member - Richmond Regional Planning District Commission.

This Board paper appoints **Harvey L. Hinson**, a member of the Board of Supervisors, to the Richmond Regional Planning District Commission for a term coincident with his term of office on the Board of Supervisors.

PUBLIC HEARING – REZONING CASE

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|----------------------------|--|
| 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. **(Deferred from the July 10, 2018, meeting.)**

PUBLIC HEARINGS – OTHER ITEMS

RESOLUTION - Amendments to the FY 2018-19 Annual Fiscal Plan: July, 2018.

A Board paper was presented on July 10, 2018, that (a) received requests for amendments to the Annual Fiscal Plan and a project-by-project list of proposed capital projects of the Henrico County Public Schools to be funded with meals tax revenues, (b) directed their advertisement, and (c) set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan, appropriates funds for expenditure, as applicable, and transfers meals tax revenues to specific capital projects.

RESOLUTION - Signatory Authority - Quitclaim of Utility Easement - West Chase Townhomes - Brookland District.

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in an unneeded utility easement across the West Chase Townhomes development. The owner, Townhomes at Parham Place, LLC, has requested the action. There are no County facilities in the easement, the County does not need it, and the owner has dedicated a replacement easement to the County.

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

RESOLUTION - Signatory Authority - Lease Amendments - SprintCom, Inc. - RF&P Park and Meadowview Park - Brookland and Fairfield Districts.

This Board paper would authorize the County Manager to execute amendments to two leases under which SprintCom, Inc. operates cellular communications equipment at RF&P Park and 3800 Meadowview Lane, which is a part of Meadowview Park.

The current 20-year leases end on September 30, 2018. The current lease for the site at RF&P Park required a single lump-sum payment of \$41,500.00 in 1998, while the current lease for the site at Meadowview Park required an annual payment of \$1,300.00. The amendments extend the leases with SprintCom, Inc. for five years, with up to three additional five-year terms. As amended, each lease provides for annual rent of \$6,000.00 during the first renewal term, which will increase 10% at the beginning of each successive renewal term.

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

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF ORDINANCE - To Amend and Reordain Article III Titled “Smoke Detectors,” Section 6-56 Titled “Required in certain buildings,” Section 6-57 Titled “Installation standards,” Section 6-58 Titled “Inspections,” and Section 6-59 Titled “Maintenance,” all of the Code of the County of Henrico, to Conform to Changes in State Law Enacted by the 2018 General Assembly Relating to Smoke Alarms.

This Board paper would introduce for advertisement and public hearing on August 14, 2018, a proposed ordinance to amend Chapter 6 to conform to changes in state law enacted by the 2018 General Assembly regarding smoke alarms. As required by the state legislation, the amendments make housekeeping changes in installation and maintenance requirements. There are no substantive changes that impact current County practices.

The Building Official and the Fire Chief recommend approval of this Board paper, and the County Manager concurs.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 10-2 of the Code of the County of Henrico Titled “Repair, removal or securing of buildings and other structures harboring illegal drug use” to Conform to Changes in State Law Enacted by the 2018 General Assembly Relating to Criminal Blight.

This Board paper would introduce for advertisement and public hearing on August 14, 2018, a proposed ordinance to amend Section 10-2 to conform to changes in state law enacted by the 2018 General Assembly regarding criminal blight. In keeping with changes made by the 2018 legislation, the ordinance:

- (1) Adds definitions of “affidavit,” “commercial sex acts,” “controlled substance,” “corrective action,” “criminal blight,” “law-enforcement official,” and “property”;
- (2) Allows the property owner additional time to take corrective action to abate the criminal blight on his property;
- (3) Recognizes the property owner’s nonconforming rights or permits; and
- (4) Deems the property owner in compliance if the owner in good faith takes corrective action or pursues legal action against a tenant who is the cause of the criminal blight.

The Building Official and the Police Chief recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Gambles Mill Sewage Pumping Station Equipment Installation - Tuckahoe District.

This Board paper awards a contract to Waco, Inc. to replace pumps, flow meters, and valves at the Gambles Mill Sewage Pumping Station for \$935,000. The equipment needs to be replaced because it is deteriorated.

The work will begin in September 2018 and is expected to be completed by May 2019. Funding will be provided by the Water and Sewer Revenue Fund.

Eight bids were received on May 30, 2018, in response to ITB No. 18-1647-4CLE and Addenda Nos. 1 and 2. The bidders and bid amounts are as follows:

| <u>Bidder</u> | <u>Bid Amount</u> |
|--|-------------------|
| Waco, Inc. Sandston, VA | \$ 935,000 |
| MEB General Contractors, Inc. Chesapeake, VA | \$ 977,000 |
| Fielder's Choice Enterprises, Inc. Troy, VA | \$ 996,635 |
| Lisbon Buildings & Infrastructures, Inc. Red Oak, NC | \$1,139,000 |
| T.A. Loving Company Goldsboro, NC | \$1,171,000 |
| Anderson Construction, Inc. Lynchburg, VA | \$1,210,000 |
| Southwood Building Systems, Inc. Ashland, VA | \$1,230,200 |
| East Coast Utility Contractors, Ltd. Williamsburg, VA | \$1,788,000 |

Based upon a review of the bid, Waco, Inc. is the lowest responsive and responsible bidder.

The Board paper awards the Contract to Waco, Inc. and grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director as his designee, is 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 Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Annual Engineering Services - Water Reclamation Facility Projects.

This Board paper would award a contract to Rummel, Klepper & Kahl, LLP to provide annual engineering services for Water Reclamation Facility projects. The work includes engineering studies, designs, cost estimates, and construction administration for repairs and improvements for infrastructure and facilities at the Water Reclamation Facility. Projects will include those identified in the Capital Improvement Program as well as those that address unforeseen and emergency conditions.

On May 11, 2018, two proposals were submitted in response to RFP #18-1635-4JOK. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Rummel, Klepper & Kahl, LLP

Hazen and Sawyer

Based on the written proposals and interviews, the Selection Committee chose Rummel, Klepper & Kahl, LLP as the top-ranked firm and negotiated an hourly rate schedule. The contract terms are from August 1, 2018, to July 31, 2019. The County may renew each contract for two additional one-year terms.

The fees shall not exceed \$300,000 for any single project or \$1,500,000 in any one-year term.

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

RESOLUTION - Award of Contract - Annual Engineering Services - Solid Waste Facilities.

This Board paper would award a contract to Draper Aden Associates, Inc. to provide annual engineering services for solid waste facility projects. The work includes professional engineering services to support the closed Springfield Road and Nine Mile Road landfills, public use areas, and the Springfield Road transfer station. These services will include designs for facility improvements or modifications, regulatory permitting, compliance testing, groundwater and landfill gas monitoring, and refuse truck routing. Projects will include those identified in the Capital Improvement Program as well as those that address unforeseen and emergency conditions.

On May 18, 2018, six proposals were submitted in response to RFP #18-1648-4JOK. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Draper Aden Associates, Inc.

LaBella Associates, DPC, PC (Joyce Engineering, Inc.)

Stearns, Conrad and Schmidt, Consulting Engineers, Inc.

Based on the written proposals and interviews, the Selection Committee chose Draper Aden Associates, Inc. as the top-ranked firm and negotiated an hourly rate schedule. The contract term is from August 1, 2018, to July 31, 2019. The County may renew the contract for two additional one-year terms.

The project fees for the contract shall not exceed \$300,000 for any single project or \$1,500,000 in any one-year term.

This Board paper would authorize the County Manager, or the Purchasing Director as his designee, to execute all change orders within the scope of the project budget.

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

RESOLUTION - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Smart Scale Program for FY 2018-19 & FY 2019-20.

This Board paper would authorize the Director of Public Works to submit a letter of intent to participate in the Smart Scale Program of the Virginia Department of Transportation for Fiscal Years 2018-19 and 2019-20. The program allocates funds for transportation projects such as highway improvements, transit and rail capacity expansion, bicycle and pedestrian improvements, and transportation demand management.

The County has identified 12 potential construction projects that are eligible for Smart Scale funds: (1) Interstate 64 at N. Gayton Road Interchange Project, (2) Magellan Parkway Extension Project, (3) W. Broad Street Pedestrian and Transit Improvements Project, (4) W. Broad Street Intersection Improvements Project at Dominion Boulevard and Cox Road, (5) Carolina Avenue Improvements Project, (6) Parham Road Traffic Signal and Sidewalk Project, (7) Springfield Road Improvements Project, (8) N. Laburnum Avenue Pedestrian and Transit Improvements Project, (9) W. Broad Street Operational Improvements Project, (10) Route 60/Route 33/Beulah Road Roundabout and Gateway Project, (11) W. Broad Street Intersection Improvements at Parham Road, and (12) W. Broad Street Intersection Improvements at Glenside Drive.

The County must submit a letter of intent to be eligible for funding.

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