

**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 26, 2017**, 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. | DC to Richmond Southeast High Speed Rail (DC2RVA) Study Update |
| 5:15 - 6:00 p.m. | Regulation of Short Term Rentals                               |
| 6:00 - 6:15 p.m. | Lifetime Dog Licenses  |
| 6:15 - 6:30 p.m. | Regular Meeting Agenda Items                                   |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
September 21, 2017

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**September 26, 2017**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** - September 12, 2017, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation - Customer Service Week - October 2 - 6, 2017.

Proclamation - Fire Prevention Week - October 8 - 14, 2017.

**PUBLIC HEARING ITEMS**

246-17            Resolution – Amendments to the FY 2017-18 Annual Fiscal Plan to (1) Reappropriate Funds for Continuing Programs and (2) Appropriate Funds for Certain New Programs.

247-17            Resolution - Signatory Authority - Quitclaim of Utility Easements - Reynolds Crossing - Tuckahoe District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

248-17            Resolution - Concurring in the Declarations and Findings of The Shops at White Oak Village Community Development Authority and Authorizing the Dissolution of the Authority and Execution of Documents in Connection Therewith.

249-17            Resolution - Signatory Authority - Amendment to Engineering Services Agreement - Upham Brook Trunk Sewer - Brookland and Fairfield Districts.

250-17            Resolution - Signatory Authority - Water and Sewer Agreements - Scout Development LLC - Varina District.

251-17            Resolution - Request for Letter of Necessity - Woodman Road Extended - Brookland and Fairfield Districts.

252-17            Resolution - Acceptance of Roads - Varina District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
September 26, 2017**

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**PRESENTATIONS**

**PROCLAMATION - Customer Service Week - October 2 - 6, 2017.**

The County of Henrico continues to be recognized locally, nationally, and internationally for the quality of service it provides to all of its customers. This proclamation recognizes October 2 - 6, 2017, 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 - Fire Prevention Week - October 8 - 14, 2017.**

Fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire. The 2017 Fire Prevention Week theme is "Every Second Counts: Plan 2 Ways Out." This proclamation recognizes October 8 – 14, 2017, as Fire Prevention Week and calls the observance to the attention of Henrico citizens.

**PUBLIC HEARING ITEMS**

**RESOLUTION – Amendments to the FY 2017-18 Annual Fiscal Plan to (1) Reappropriate Funds for Continuing Programs and (2) Appropriate Funds for Certain New Programs.**

A Board paper was presented on September 12, 2017, that received requests to (1) reappropriate funds for continuing programs and (2) appropriate funds for certain new programs, directed their advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan and reappropriates and appropriates funds for expenditure for the purposes indicated.

**RESOLUTION - Signatory Authority - Quitclaim of Utility Easements - Reynolds Crossing - Tuckahoe District.**

This Board paper authorizes the Chairman to execute quitclaim deeds releasing the County's interest in unneeded utility easements across the Reynolds Crossing development. The owners, 6946 Forest, LLC and Wal-Mart Real Estate Business Trust, have requested the action. There are no County facilities in the easements, the County does not need them, and replacement easements have been dedicated to the County.

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

**PUBLIC COMMENTS**

## **GENERAL AGENDA**

### **RESOLUTION - Concurring in the Declarations and Findings of The Shops at White Oak Village Community Development Authority and Authorizing the Dissolution of the Authority and the Execution of Documents in Connection Therewith.**

The purpose of this Board paper is to authorize the dissolution of The Shops at White Oak Village Community Development Authority. The County received a certified copy of a resolution adopted by the board of the Authority on August 9, 2017, and related correspondence from the chairman of the board of the Authority on September 11, 2017, indicating that the Authority's bonds have been paid and requesting that the Authority be dissolved.

After the Board of Supervisors authorizes dissolution, the County Manager will execute Articles of Dissolution and Articles of Termination of Corporate Existence for filing with the State Corporation Commission.

### **RESOLUTION - Signatory Authority - Amendment to Engineering Services Agreement - Upham Brook Trunk Sewer - Brookland and Fairfield Districts.**

On June 14, 2011, the Board of Supervisors approved an engineering services agreement for \$1,420,415 with Whitman Requardt & Associates, LLC for design and construction administration services for the Upham Brook trunk sewer project. The project includes construction of approximately 16,000 linear feet of 48-inch and 54-inch diameter gravity trunk sewer to reduce the occurrence of sanitary sewer overflows and provide additional capacity.

On March 16, 2016, the Purchasing Director approved an amendment to increase the agreement amount by \$163,393 for additional engineering services for project management, permitting, meetings, tunnel and geotechnical design, design submittals and approvals, and a Phase 2 Cultural Resource study.

Additional engineering services are necessary to incorporate sewer rehabilitation work, address environmental requirements, and provide supplemental environmental inspection services. The Department of Public Utilities has negotiated a contract amendment of \$351,571 for the additional services. Board approval of the second amendment is required because the new contract amount exceeds the 15% limit for change orders.

The Board paper authorizes the County Manager to execute the amendment. With this amendment, the contract amount would be increased to a total of \$1,935,379. Funding is available in the Water and Sewer Revenue Fund.

The Director of Public Utilities recommends approval; the County Manager concurs.

### **RESOLUTION - Signatory Authority - Water and Sewer Agreements - Scout Development LLC - Varina District.**

Scout Development LLC ("Scout") has requested water and sewer service from Henrico County for property in the White Oak Technology Park that Scout will acquire from the

Economic Development Authority of Henrico County, Virginia (“EDA”). Scout will undertake development of the property and wishes to ensure that sufficient water and sewer capacity is available for its project. Scout also wishes to obtain temporary water and sewer service to an adjoining parcel that will be licensed for use during construction of the project.

Scout and the County have negotiated utility agreements which include the following terms:

1. The County will provide up to 3.5 million gallons of water capacity per day and up to 1.5 mgd of sewer capacity for Scout’s project when completed.
2. The County will provide temporary utility service to the adjacent construction staging area.
3. Scout shall relocate a sewer line on the property to be acquired at its expense and shall, at the EDA’s expense, construct sewer line extensions along Portugee Road to serve other parcels in White Oak Technology Park.
4. The County will apply \$850,000 in water and sewer credits to Scout for payment of water and sewer connection fees in accordance with the Henrico County Code.

The Board paper authorizes the County Manager to execute the water and sewer agreements in a form approved by the County Attorney.

The Director of Public Utilities recommends approval; the County Manager concurs.

**RESOLUTION - Request for Letter of Necessity - Woodman Road Extended - Brookland and Fairfield Districts.**

The extension of Woodman Road from Greenwood Road to J.E.B. Stuart Parkway is designated a Proposed Minor Arterial roadway on the 2026 Major Thoroughfare Plan. On July 26, 2016, the Board of Supervisors approved hiring Clark Nexsen to design the extension. On August 23, 2017, the Board of Supervisors approved an agreement with HHHunt for construction of this extension. The project will relieve traffic congestion and improve vehicular and pedestrian connectivity in the area.

The Board paper directs the County Engineer to examine extending Woodman Road from Greenwood Road to Jeb Stuart Parkway and to report to the Board upon the expediency of the project. It also directs the County Engineer to prepare a Letter of Necessity in accordance with Section 33.2-706 of the Code of Virginia and to file it with the Clerk of the Board.

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

**RESOLUTION - Acceptance of Roads - Varina District.**

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

- 1) 0.30 mile of Eagle's Nest, Section C - Varina District.

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