

**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, May 14, 2013, at 5:15 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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| 5:15 – 5:30 p.m. | Dominion Virginia Power State and Local Affairs Update |
| 5:30 – 6:00 p.m. | Henrico East Health Clinic Project Update |
| 6:00 – 6:30 p.m. | Proposed Disposition of Property at 1875 New Market Road |
| 6:30 – 6:50 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
May 9, 2013

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 14, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – April 23, 2013, Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation – Safe Boating Week – May 18 – 24, 2013.

Proclamation – Older Americans Month – May 2013.

RESIGNATION/APPOINTMENTS

103-13 Resolution – Resignation of Member – Finance Board.

104-13 Resolution – Appointment of Member – Finance Board.

105-13 Resolution – Nomination of Member – Local Emergency Planning Committee.

PUBLIC HEARINGS – PROVISIONAL USE PERMITS AND REZONING CASE

106-13 The Rebkee Company: Request for a Provisional Use Permit under Sections
PUP2013- 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code in order to
00004 allow 24 hour operation of a proposed convenience store with fuel pumps
Fairfield (Wawa) on part of Parcel 807-730-9116 located in the northwest quadrant of
the intersection of N. Laburnum Avenue and Creighton Road. The existing
zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan
recommends Office. The site is located in the Airport Safety Overlay District.
The Planning Commission voted to recommend the Board of Supervisors **deny**
the request.

107-13 Sprint: Request for a Provisional Use Permit under Sections 24-95(a)(3), 24-
PUP2013- 120 and 24-122.1 of Chapter 24 of the County Code in order to replace an
00006 existing light pole with a 124' high monopole-style telecommunications tower
Three Chopt and related equipment, on part of Parcel 743-770-4669, located approximately
750' northwest of the intersection of Twin Hickory Lake Drive and Twin

Hickory Road (Deep Run High School). The existing zoning is A-1 Agricultural District. The 2026 Comprehensive Plan recommends Government. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

108-13 REZ2013-00006 Fairfield 5801 Lakeside Avenue LLC: Request to amend proffered conditions accepted with Rezoning Case C-30C-92 on Parcel 782-746-0342 located at the northeast intersection of Lakeside Avenue (State Route 161) and Forest Street. The applicant proposes to amend proffers related to uses and hours of operation. The applicant proposes a beauty salon. The existing zoning is B-3C Business District (Conditional). The 2026 Comprehensive Plan recommends Office. The site is located in the Enterprise Zone. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

PUBLIC HEARINGS - OTHER ITEMS

109-13 Resolution - Signatory Authority - Quitclaim of Portion of Utility Easement - Monument Square - Brookland District.

110-13 Resolution - Signatory Authority - Conveyance of Real Estate - 1931 Mill Road - Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

111-13 Resolution - Signatory Authority - Lease - Commonwealth of Virginia - Virginia Department of Health Clinic - 1400 N. Laburnum Avenue - Fairfield District.

112-13 Resolution - North Gayton Road Extension Project - Hilton R. Davis, Jr. - Three Chopt District.

113-13 Resolution - Award of Construction Contract - Varina Recreation Area - Football Field Seating & Press Box - Varina District.

114-13 Resolution - Authorizing the Engagement of Williams Mullen - Cobbs Creek Reservoir Project.

115-13 Resolution - Award of Contract - Professional Engineering Services - Strawberry Hill Sewer Pumping Station Capacity Improvements - Fairfield District.

116-13 Resolution - Award of Contract - Professional Engineering Services - Strawberry Hill Subbasin (SH-02B) Sewer Rehabilitation - Brookland and Fairfield Districts.

117-13 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
May 14, 2013**

PRESENTATIONS

PROCLAMATION – Safe Boating Week – May 18 – 24, 2013.

Many Henrico residents choose recreational boating as a way to relax with their families and friends while opportunities for on-the-water activities grow each year. More than 5,000 of the approximately 240,000 boats currently registered in the Commonwealth of Virginia are owned by residents of the County of Henrico and the use of kayaks and other self-propelled watercraft not required to be registered is increasing rapidly. Flotilla 31 of the United States Coast Guard Auxiliary's Division 3 and 5th District Southern Region is participating with other local groups in the North American Safe Boating Campaign to promote safe boating practices, including the wearing of life jackets, in area waters. This proclamation recognizes May 18 – 24, 2013, as Safe Boating Week and urges all Henrico boaters to take a safe boating course, wear their life jackets, have their boats checked for other safety equipment, and practice safe boating.

PROCLAMATION – Older Americans Month – May 2013.

Henrico County's growing population of citizens aged 60 and older now comprises 15 percent of all County residents and more than 48,000 persons. The County's Department of Social Services, the Senior Center of Greater Richmond, and Senior Connections, The Capital Area Agency on Aging, have long-established partnerships that share resources to maximize services in support of older adults, individuals with disabilities, and caregivers. The U.S. Administration on Aging has designated May as a time to recognize older Americans, and the theme for this year's Older Americans Month, *Unleash the Power of Age*, highlights the importance of older adults sharing their experience, wisdom, knowledge, and understanding with other generations. This proclamation recognizes May 2013 as Older Americans Month in Henrico County and encourages every citizen to take time to engage, interact, and connect with our treasured older neighbors.

RESIGNATION/APPOINTMENTS

RESOLUTION – Resignation of Member – Finance Board.

By ordinance adopted March 11, 2008, the Board of Supervisors created the Finance Board to serve as trustee of funds designated by the County to be invested for the purpose of funding Other Post-Employment Benefits. This Board paper accepts the resignation of John A. Vithoukaskas, one of the Finance Board's three citizen members.

RESOLUTION – Appointment of Member – Finance Board.

By ordinance adopted March 11, 2008, the Board of Supervisors created the Finance Board to serve as trustee of funds designated by the County to be invested for the purpose of funding Other Post-Employment Benefits.

Under State law, the Finance Board must be composed of at least three members. The County’s Director of Finance must be a member. In addition, the County’s Finance Board currently includes three members who are citizens of the Commonwealth with proven integrity, business ability, and demonstrated experience in cash management and investments. On May 10, 2012, the Board appointed John A. Vithoukias, Kevin D. Smith, and Vaughan G. Crawley to serve on the Finance Board as citizen members.

Mr. Vithoukias has resigned from the Finance Board and acceptance of his resignation is also on the Board’s agenda. This Board paper appoints Joseph P. Casey to fill the unexpired term created by the resignation of Mr. Vithoukias. Mr. Casey’s term will expire May 8, 2014 or thereafter, when his successor shall have been appointed and qualified.

RESOLUTION – Nomination of Member – Local Emergency Planning Committee.

This Board paper nominates the following person for appointment to the Local Emergency Planning Committee for a term expiring December 31, 2014, or thereafter, when his successor shall have been appointed and qualified:

Community Representative

James R. Harris, Sr., Fairfield District

PUBLIC HEARING – PROVISIONAL USE PERMITS AND REZONING CASE

PUP2013-00004
Fairfield

The Rebkee Company: Request for a Provisional Use Permit under Sections 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code in order to allow 24 hour operation of a proposed convenience store with fuel pumps (Wawa) on part of Parcel 807-730-9116 located in the northwest quadrant of the intersection of N. Laburnum Avenue and Creighton Road. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Office. The site is located in the Airport Safety Overlay District. Acting on a motion by Mr. Archer, seconded by Mr. Leabough, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **deny** the request because it could have a precedent setting impact on existing land uses in the area, it does not conform to the recommendation of the Land Use Plan nor the Plan’s goals, objectives, and policies, and it could influence future land use decisions in the area.

PUP2013-00006
Three Chopt
Sprint: Request for a Provisional Use Permit under Sections 24-95(a)(3), 24-120 and 24-122.1 of Chapter 24 of the County Code in order to replace an existing light pole with a 124' high monopole-style telecommunications tower and related equipment, on part of Parcel 743-770-4669, located approximately 750' northwest of the intersection of Twin Hickory Lake Drive and Twin Hickory Road (Deep Run High School). The existing zoning is A-1 Agricultural District. The 2026 Comprehensive Plan recommends Government. Acting on a motion by Mr. Branin, seconded by Mr. Leabough, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would provide added services to the community and it is reasonable in light of the surrounding uses and existing zoning on the property.

REZ2013-00006
Fairfield
5801 Lakeside Avenue LLC: Request to amend proffered conditions accepted with Rezoning Case C-30C-92 on Parcel 782-746-0342 located at the northeast intersection of Lakeside Avenue (State Route 161) and Forest Street. The applicant proposes to amend proffers related to uses and hours of operation. The applicant proposes a beauty salon. The existing zoning is B-3C Business District (Conditional). The 2026 Comprehensive Plan recommends Office. The site is located in the Enterprise Zone. Acting on a motion by Mr. Archer, seconded by Mr. Leabough, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it is not expected to adversely impact surrounding land uses in the area and the changes do not greatly reduce the original intended purpose of the proffers.

PUBLIC HEARING - OTHER ITEMS

RESOLUTION - Signatory Authority - Quitclaim of Portion of Utility Easement - Monument Square - Brookland District.

This resolution authorizes the Chairman to execute a quitclaim deed releasing the County's interest in an unneeded portion of a utility easement across property south of Monument Avenue known as Monument Square to the landowner, Monument Square, LLC.

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

RESOLUTION - Signatory Authority - Conveyance of Real Estate - 1931 Mill Road - Varina District.

This Board paper authorizes the County Manager to execute the documents necessary for the sale of a house and lot owned by the County at 1931 Mill Road to Larry E. and Amelia M.

Whittington for \$180,000. The County purchased the property in 1997 for use as a group home for Mental Health and Developmental Services.

The agreement is subject to the purchasers' ability to obtain financing.

The Directors of Mental Health and Developmental Services, Real Property and General Services recommend approval of this action.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION – Signatory Authority – Lease – Commonwealth of Virginia – Virginia Department of Health Clinic – 1400 N. Laburnum Avenue – Fairfield District.

This Board paper authorizes the County Manager to execute a lease between the County and the Commonwealth for a public health clinic to be operated by the Virginia Department of Health (“VDH”) in a one-story, 13,248 square foot building to be built by the County on County-owned property at 1400 N. Laburnum Avenue. The Board approved POD 2013-00010 Henrico East Health Clinic at its March 26, 2013 meeting.

Building construction is scheduled to be complete by September 1, 2014. The lease term shall begin September 1, 2014 and end on August 31, 2034.

The initial monthly rent will be \$14,533.33 and will increase each year thereafter with a 3% increase in operating and maintenance costs. The County will contribute 45% of this amount as its contribution to the operating costs of the clinic. The lease shall be subject to annual appropriations by the Virginia General Assembly and by the Board for the County's share of operating costs as well as the availability of applicable federal funding.

The Directors of Health, General Services and Real Property recommend approval of this action, and the County Manager concurs.

RESOLUTION - North Gayton Road Extension Project - Hilton R. Davis, Jr. - Three Chopt District.

On September 14, 2010, the Board of Supervisors approved a resolution directing the County Manager to take the necessary steps to acquire rights-of-way and easements across the property owned by Hilton R. Davis, Jr. (the “Owner”) for the North Gayton Road Extension Project.

The County initiated a condemnation action based upon road plans and an acquisition plat prepared for the project. Subsequent to the filing of the action, County staff learned of two errors on the road plans and acquisition plat filed with the certificate of take. These errors were a calculation error of 102 sq. ft. in the measured area of permanent slope and drainage easements and the failure to label a 4,409 sq. ft. portion of a permanent slope and drainage easement as a permanent slope, drainage and guardrail easement. However, the road plans and acquisition plat filed with the

certificate of take correctly showed the outer boundaries of the easements taken by the County. The County's appraiser has determined that, taking both errors into account, the Owner is entitled to additional compensation of \$218.

This Board paper authorizes the County Attorney to file in the Clerk's Office of the Circuit Court an amended certificate of take signed by the Chairman and Clerk of the Board and an amended petition for condemnation, and to deposit with the Clerk the additional compensation of \$218, for total compensation to the Owner of \$94,784.

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

RESOLUTION - Award of Construction Contract - Varina Recreation Area - Football Field Seating & Press Box - Varina District.

This resolution awards a construction contract to Dant Clayton Corp. pursuant to Invitation to Bid #13-9399-4JK, Varina Recreation Area – Football Field Seating & Press Box.

The project consists of the installation of bleachers for approximately 320 spectators and an elevated scorer's booth and press box system at McGeorge Field located at 8081 Recreation Road. Construction is anticipated to begin June 1, 2013 and to be completed by August 15, 2013. Funding to support the contract is available within the Recreation and Parks project budget.

The County received four bids, as follows:

<u>Bidders</u>	<u>Base Bid Amount</u>
Dant Clayton Corp.	\$128,821.00
Grandstand Design Enterprises, Inc.	\$141,299.00
Brooks & Company General Contractors, Inc.	\$147,700.00
SRC, Inc.	\$149,450.00

Dant Clayton Corp. was determined to be the lowest responsive and responsible bidder. The Directors of Recreation & Parks and General Services recommend that the Board award a contract for \$128,821.00 to Dant Clayton Corp. and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original contract amount. The County Manager concurs.

RESOLUTION - Authorizing the Engagement of Williams Mullen – Cobbs Creek Reservoir Project.

This Board paper authorizes the engagement of Williams Mullen to represent the County in connection with development of the Cobbs Creek Reservoir in Cumberland County. The paper is being presented because attorney John Daniel, who has been providing these legal services to the County, has switched law firms and recently joined Williams Mullen.

RESOLUTION - Award of Contract - Professional Engineering Services - Strawberry Hill Sewer Pumping Station Capacity Improvements - Fairfield District.

This resolution awards a contract for \$740,848 to **Greeley and Hansen LLC** to provide comprehensive engineering design and construction administration services to complete the Strawberry Hill Sewer Pumping Station Capacity Improvements project. It also authorizes the County Manager, or the Director of General Services as his designee, to execute change orders within the funds available, not to exceed 15% of the original contract amount. The Strawberry Hill Pump Station is located on Vawter Avenue in the Fairfield District.

This project will replace three pumps installed in 1986 and increase pumping capacity of the station from 83 to 100 million gallons per day. The additional pumping capacity is required to meet future demands on the sewer system. The engineer will obtain all regulatory permits and provide construction plans, specifications and construction administration services for replacement of the pumps.

Four proposals were received in response to RFP #12-9343-11CS. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Greeley and Hansen LLC
Whitman, Requardt and Associates LLC

Based on the written proposals and interviews, the Committee selected **Greeley and Hansen LLC** as the top-ranked firm and negotiated a contract with a final price of \$740,848.

Funding to support the project is available within the Water and Sewer Revenue Fund. The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Professional Engineering Services - Strawberry Hill Subbasin (SH-02B) Sewer Rehabilitation - Brookland and Fairfield Districts.

This resolution awards a contract for \$669,864 to **URS Corporation** to provide comprehensive engineering design and construction administration services to complete the Strawberry Hill Subbasin (SH-02B) Sewer Rehabilitation project. It also authorizes the County Manager, or the Director of General Services as his designee, to execute change orders within the funds available, not to exceed 15% of the original contract amount.

A preliminary engineering assessment identified the requirements for rehabilitation of sewers in the subbasin which is located in the Strawberry Hill Sewage Pumping Station service area. The SH-02B basin is generally bounded by Hermitage Road to the east, Impala Drive to the west, Hilliard Road to the north, and Dumbarton Road to the south. The project area includes approximately 40,000 feet of sewer mains from 8 inches to 21 inches in diameter and 177 manholes. Most of the piping in the subbasin area was installed between 1948 and 1968.

Seven proposals were received in response to RFP #12-9314-8CS. Based upon review and evaluation of the proposals, the Selection Committee interviewed the following firms:

URS Corporation
Hazen and Sawyer, P.C.
O'Brien & Gere

Based on the written proposals and interviews, the Committee selected **URS Corporation** as the top-ranked firm and negotiated a contract for \$669,864.

Funding to support the project is available within the Water and Sewer Revenue Fund. The Directors of Public Utilities and 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) 0.06 miles of Cole Run. Fairfield District.
- 2) 0.50 miles of White Oak Technology Park. Varina District.

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