

**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, October 22, 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. | Mental Health First Aid |
| 5:30 – 6:00 p.m. | Commission on Local Government Mandates Report |
| 6:00 – 6:30 p.m. | Renewal of Comcast's Cable Television Franchise |
| 6:30 – 6:50 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
October 17, 2013

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
October 22, 2013
7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENT PRAYER

APPROVAL OF MINUTES – October 8, 2013, Regular and Special Meeting Minutes

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation – Domestic Violence Awareness Month – October 2013.

198-13 Resolution - Commending the Tuckahoe American League All-Stars.

APPOINTMENTS

199-13 Resolution – Appointment of Member – J. Sargeant Reynolds Community College Board.

200-13 Resolution – Appointment of Members – The Cultural Arts Center at Glen Allen Foundation Board of Directors.

PUBLIC HEARING ITEM

201-13 Resolution - Signatory Authority - Lease Purchase Agreement - 908 E. Nine Mile Road - Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

202-13 Resolution – Award of Contract for Banking and Investment Management Services – Branch Bank & Trust Company (BB&T).

203-13 Resolution – Irrevocable Election Not to Participate in Virginia Local Disability Program.

204-13 Resolution – Approval of Amendment – Long-Term Disability Plan Document.

- 205-13 Resolution – Authority to Apply for a Transportation Alternatives Program Matching Grant.
- 206-13 Resolution - Award of Construction Contract - Beverly Hills Phase 3 Water Line Replacement - Tuckahoe District.
- 207-13 Resolution - Signatory Authority - Agreement with Crown Castle NG Atlantic Inc. - Use of County Right-of-Way for Cellular Equipment.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
October 22, 2013**

PRESENTATIONS

PROCLAMATION – Domestic Violence Awareness Month – October 2013.

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 2013 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.

RESOLUTION – Commending the Tuckahoe American League All-Stars.

This past summer, the Tuckahoe American League All-Star team composed of 11-year-old and 12-year-old boys won their district and state tournaments and advanced to the Southeastern Regional Championship game in Warner Robins, Georgia, after defeating teams from Tennessee, West Virginia, Alabama, and South Carolina. Tuckahoe American made waves throughout Virginia and the southeastern United States by entering the regional championship game with a perfect record of 15 wins and no losses and compiling impressive offensive and defensive statistics. This resolution commends and congratulates the All-Stars on their monumental athletic achievements and extraordinary tournament season.

APPOINTMENTS

RESOLUTION – Appointment of Member – J. Sargeant Reynolds Community College Board.

This Board paper appoints the following person to the J. Sargeant Reynolds Community College Board for an unexpired term ending June 30, 2015, or thereafter, when his successor shall have been appointed and qualified:

Three Chopt District Richard C. Rush

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 terms expiring June 30, 2016, or thereafter, when their successors shall have been appointed and qualified:

At-Large
At-Large

Shantelle L. Brown
Harold C. Thaxton, Jr.

PUBLIC HEARING ITEM

RESOLUTION - Signatory Authority - Lease Purchase Agreement - 908 E. Nine Mile Road - Varina District.

This Board paper authorizes the County Manager to execute a lease purchase agreement with the Henrico County Professional Firefighters Association for 908 E. Nine Mile Road, the former location of Fire Station #3. The agreement includes a 15-year lease commencing on November 1, 2013 at an annual rent of \$6,000. The agreement also provides for a \$80,000 payment on November 1, 2013 and for title to pass to the Association at the conclusion of the lease term or upon the Association's earlier payment of all amounts due under the lease. The Association shall be responsible for renovating and maintaining the property at its expense.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Award of Contract for Banking and Investment Management Services - Branch Bank & Trust Company (BB&T).

This Board paper awards a contract for banking and investment management services for the County and authorizes the County Manager to sign the contract in a form approved by the County Attorney. The contract is for a three-year term commencing on November 1, 2013 with the option of two one-year extensions.

The banking services include maintenance and reconciliation of the County's checking accounts, depository services, payment transaction processing, and debit card services. The investment services include management of the County's investment portfolio in accordance with the Virginia Investment of Public Funds Act and the County's investment guidelines.

On August 16, 2013, five proposals were received in response to RFP #13-9441-7CS. Based upon review of the written proposals, the Selection Committee (consisting of Mr. Tim Leclerc, Mr. Ed Trice, Mr. Eugene Walter, Mrs. Sarah Patterson, Ms. Louise Evans and Mrs. Cecelia Stowe) interviewed and negotiated with the following firms:

Branch Bank and Trust Company (BB&T)
Wells Fargo Bank, N.A.
SunTrust Bank

The Selection Committee subsequently selected Branch Bank and Trust Company (BB&T) as the successful offeror.

Fees for banking services will be based on activity in the County's bank accounts and paid through compensating balances in the accounts. Fees for investment management services will be based on investment balances and netted against investment earnings.

The Director of Finance and Purchasing Director recommend that the banking and investment management services contract be awarded to Branch Bank and Trust Company (BB&T), and the County Manager concurs.

RESOLUTION – Irrevocable Election Not to Participate in Virginia Local Disability Program.

This Resolution certifies to the Virginia Retirement System (“VRS”) the Board’s irrevocable election not to participate in the Virginia Local Disability Program (the “VLDP”).

The General Assembly established the VLDP for the payment of short-term and long-term disability benefits for certain participants in the hybrid retirement plan. The County may make an irrevocable election not to participate in the VLDP provided that the County provides comparable employer-paid short and long-term disability coverage.

This Board paper is in the format prescribed by the VRS.

This action was discussed with the Board in work sessions on July 9 and September 10, 2013.

RESOLUTION – Approval of Amendment - Long-Term Disability Plan Document.

This resolution amends the Long-Term Disability Plan Document to exclude from eligibility employees who are eligible for the Virginia Retirement System (“VRS”) Hybrid Retirement Plan. In accordance with state law, the County will provide, as of January 1, 2014, a separate plan of short and long-term disability benefits for employees eligible for the VRS Hybrid Retirement Plan.

RESOLUTION - Authority to Apply for a Transportation Alternatives Program Matching Grant.

The Division of Recreation and Parks wishes to apply for a federal Transportation Alternatives Program (TAP) matching grant to build an approximately 0.42 mile section of 10' wide asphalt, multi-use trail in Dorey Park.

This project will connect an existing parking lot with a section of the VDOT-constructed Capital Trail that will pass through the park as it runs between Jamestown and Richmond. The VDOT- administered TAP will match up to 80% of eligible projects. The County's cost estimate for the project is \$129,500, and the County wishes to apply for \$103,600 in TAP

funds with the understanding that the County would be responsible for the 20% balance of \$25,900 with in kind services or cash.

The Director of Recreation and Parks recommends approval of this Board paper; the County Manager concurs.

RESOLUTION - Award of Construction Contract - Beverly Hills Phase 3 Water Line Replacement - Tuckahoe District.

This resolution awards a \$1,096,888 construction contract to Southern Construction Utilities, Inc. for the Beverly Hills Phase 3 Water Line Replacement Project in the Tuckahoe District.

The project area is bound by Parham Road to the west, Wetherly Drive to the south, Bridle Lane to the east, and Holly Hill Road to the north. The project includes providing 5,750 linear feet of 6-inch diameter ductile iron water line to replace existing water line, 152 water service connections, 200 linear feet of 8-inch diameter PVC sewer line, and 5 sewer service connections. The work will begin in December 2013 and will be completed by February 2015. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Bids were received on August 28, 2013. The bidders and bid amounts are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Southern Construction Utilities, Inc. Petersburg, VA	\$1,096,888.00
Piedmont Construction Company, Inc. Oilville, VA	\$1,184,651.00
Godsey & Son, Inc. Richmond, VA	\$1,428,050.00
Walter C. Via Enterprises, Inc. West Point, VA	\$1,438,692.00
Perkinson Construction, LLC Prince George, VA	\$1,568,325.00
Fielder's Choice Enterprises, Inc. Charlottesville, VA	\$2,096,794.00

After a review and evaluation of all bids received, it was determined that **Southern Construction Utilities, Inc.** is the lowest responsive and responsible bidder.

This resolution grants signatory authority to the County Manager to execute a 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 - Signatory Authority - Agreement with Crown Castle NG Atlantic Inc. - Use of County Right-of-Way for Cellular Equipment.

The Department of Public Works has negotiated an agreement with Crown Castle NG Atlantic Inc. (“Crown Castle”) permitting Crown Castle to use County right-of-way for the installation of a fiber-based telecommunications network. The primary purpose of this network is to improve cellular service in areas where locating a tower is impractical.

The County allows third parties to use County right-of-way after execution of a standard agreement and obtaining a County permit. Crown Castle requested changes to the standard agreement to (1) specify the reasons for its need to use right-of-way, (2) cite sections of the Code of Virginia regarding use of right-of-way by telecommunications companies, (3) provide that Crown Castle is not liable for damage to County right-of-way or adjacent property when the damage is caused by the negligence or intentional misconduct of the County, (4) cite Virginia Code § 56-468.2 regarding reimbursement of the costs of relocating Crown Castle’s equipment should such relocation become necessary, (5) provide 45 days to cure any failure to comply with the agreement, and (6) change the term of the agreement from “open until cancelled or modified” to a fixed term of ten years, renewable for three successive five years terms.

The Board paper authorizes the County Manager to execute the modified right-of-way agreement in a form approved by the County Attorney.

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