

**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, April 22, 2014, at 5:00 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:

5:00 – 5:30 p.m.	Update on The Cultural Arts Center at Glen Allen
5:30 – 6:00 p.m.	Henrico Area Mental Health & Developmental Services Reaccreditation



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
April 17, 2014

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**April 22, 2014**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**MOMENT OF SILENT PRAYER**

**APPROVAL OF MINUTES** – April 8, 2014, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation – Travel and Tourism Week – May 3 – 11, 2014.

Proclamation – Cooperative Extension Centennial Celebration Week – May 4 – 10, 2014.

Proclamation – Correctional Officers Week – May 4 – 10, 2014.

Proclamation – Law Enforcement Officers Week – May 11 – 17, 2014.

Proclamation – Drug Court Month – May 2014.

**PUBLIC HEARING ITEMS**

118-14 Resolution – Real Estate Tax Levies, 2014.

119-14 Resolution – Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans' Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2014.

120-14 Ordinance – To Amend and Reordain Section 20-79 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Residential Structures Other Than Multifamily Residential Units” to Increase the Maximum Value of Residential Structures Qualifying for Partial Exemption.

121-14 Ordinance – To Amend and Reordain Section 20-80 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Multifamily Residential Units” to Extend the Time for Completion of Rehabilitation Projects Encompassing at Least 50 Contiguous Acres.

- 122-14 Ordinance – To Amend and Reordain Section 20-82 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Hotel and Motel Structures” to Clarify the Scope of the Exemption.
- 123-14 Ordinance - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges.

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

- 124-14 Resolution – Authorization to Apply for and Accept Continuation Grants for Victim/Witness Assistance Program.
- 96-14 Resolution – Adoption of Operating and Capital Annual Fiscal Plans for Fiscal Year 2014-15 and Allocation of Car Tax Relief for Tax Year 2014. **(Deferred from the April 8, 2014, meeting.)**
- 125-14 Resolution - Award of Construction Contract - Human Services Building Roof Replacement - Brookland District.
- 126-14 Resolution– Authority to Submit Henrico County Plan for the Virginia Juvenile Community Crime Control Act (2014-2016).
- 127-14 Resolution - Award of Construction Contract - Laburnum Avenue Sidewalk Improvement - Fairfield District.



**COUNTY OF HENRICO, VIRGINIA**  
**BOARD OF SUPERVISORS' RESUME**  
**April 22, 2014**

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**PRESENTATIONS**

**PROCLAMATION – Travel and Tourism Week – May 3 – 11, 2014.**

The first full week of May is annually recognized as National Travel and Tourism Week, a tradition first celebrated in 1984 and established by a Congressional joint resolution passed in 1983. In 2012, Henrico County ranked fifth among Virginia localities in domestic travel impact with \$746.5 million in domestic traveler expenditures. Sports, heritage, and leisure travel is a pillar of economic growth in Henrico County and supported \$171.7 million in payroll income and 7,400 jobs for County residents in 2012. This proclamation recognizes May 3 – 11, 2014, as Travel and Tourism Week and calls the observance to the attention of all Henrico citizens.

**PROCLAMATION – Cooperative Extension Centennial Celebration Week – May 4 – 10, 2014.**

Virginia Cooperative Extension is celebrating the 100th anniversary of the Smith-Lever Act, which officially established the National Cooperative Extension System. The Henrico Office of Virginia Cooperative Extension provides citizens, families, schools, and businesses with access to the resources of our Commonwealth's two land-grant universities, Virginia Tech and Virginia State University. This proclamation recognizes May 4 – 10, 2014, as Cooperative Extension Centennial Celebration Week and encourages Henrico residents to take advantage of the programs and educational opportunities that Virginia Cooperative Extension offers to this community.

**PROCLAMATION – Correctional Officers Week – May 4 – 10, 2014.**

National Correctional Officers Week raises awareness of the dedication, loyalty, and work of the nation's correctional deputies. In conjunction with this national observance, it is fitting to honor Henrico's correctional deputies for the important tasks they perform each day, for the many risks they take to provide for our security outside of the County's jail facilities, and for the many sacrifices they make to protect Henrico citizens. This proclamation recognizes May 4 – 10, 2014, as Correctional Officers Week; encourages all Henrico citizens to acknowledge the significance of this observance; and salutes the County's correctional deputies for their invaluable contributions to the community.

**PROCLAMATION – Law Enforcement Officers Week – May 11 – 17, 2014.**

The professional law enforcement officers of Henrico County serve our citizens daily, protecting lives and property while upholding County ordinances and Virginia laws. By the nature of their duties, these professionals endure grave danger and, on occasion, loss of their own lives. This proclamation recognizes May 11 – 17, 2014, as Law Enforcement Officers Week and Thursday, May 15, 2014, as Law Enforcement Officers Day; encourages Henrico citizens to take note of these special dates; and salutes the County’s law enforcement officers for their steadfast commitment to the County’s public safety efforts and for their ongoing contributions to the quality of life of this community. The proclamation will be presented to the Chief of Police on May 15, 2014, during the County’s annual Police Memorial Ceremony at Police Memorial Park.

**PROCLAMATION – Drug Court Month – May 2014.**

The National Association of Drug Court Professionals is coordinating the observance of National Drug Court Month during May 2014. This year marks the 25<sup>th</sup> anniversary of the nation’s first Drug Court and the 11<sup>th</sup> year of operation of the Henrico County Drug Court. This proclamation recognizes May 2014 as Drug Court Month and acknowledges the important contributions Drug Courts make toward reducing substance abuse, crime, and recidivism while saving valuable resources.

**PUBLIC HEARING ITEMS**

**RESOLUTION – Real Estate Tax Levies, 2014.**

An advertised public hearing will be held on April 22, 2014, prior to the setting of the real estate tax rate. This public hearing was advertised on March 23, 2014.

The proposed real estate tax levy is \$0.87 per \$100 of assessed valuation and represents no change from the prior year, 2013.

The proposed real estate tax levies for the Sanitary Districts are as follows: The proposed levy for Sanitary District #2 is \$0.003 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed levy for Sanitary District #3 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed levy for Sanitary District #3.1 is \$0.031 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed levy for Sanitary District #12 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed levy for Sanitary District #23 is \$0.010 per \$100 of assessed valuation, and represents no change from the prior year, 2013.

**RESOLUTION – Personal Property, Aircraft, Manufactured Homes, Qualifying Vehicles Owned or Leased by Members of a Volunteer Rescue Squad or Volunteer Fire Department, Disabled Veterans’ Vehicles, Motor Vehicles Specially Equipped to Provide Transportation for Physically Handicapped Individuals, Machinery and Tools, and Machinery and Tools for Semiconductor Manufacturers Tax Levies, 2014.**

An advertised public hearing will be held on April 22, 2014, prior to the setting of the personal property, aircraft, manufactured homes, qualifying vehicles owned or leased by members of a volunteer rescue squad or volunteer fire department, disabled veterans’ vehicles, motor vehicles specially equipped to provide transportation for physically handicapped individuals, machinery and tools and machinery and tools for semiconductor manufacturers tax rates. This public hearing was advertised on March 23, 2014.

The proposed personal property tax levy is \$3.50 per \$100 of assessed valuation and represents no change from the prior year, 2013. The proposed aircraft tax levy is \$1.60 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed manufactured homes tax levy is \$0.87 per \$100 of assessed valuation, the same as that applicable to real property, and represents no change from the prior year, 2013. The proposed tax levy on qualifying vehicles owned or leased by members of a volunteer rescue squad or volunteer fire department is \$1.00 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed tax levy on disabled veterans’ vehicles is \$0.01 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed tax levy on motor vehicles specially equipped to provide transportation for physically handicapped individuals is \$0.01 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed machinery and tools tax levy is \$1.00 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed tax levy for machinery and tools used in semiconductor manufacturing is \$0.40 per \$100 of assessed valuation, and represents no change from the prior year, 2013. The proposed tax levy on tangible personal property of public service corporations and other persons with property assessed pursuant to Chapter 26 of Title 58.1 of the Code of Virginia (except aircraft, automobiles, and trucks), is \$0.87 per \$100 of assessed valuation, the same as that applicable to real property, and represents no change from the prior year, 2013.

In addition, four classifications of personal property: (a) property used in a research and development business; (b) certain generating equipment purchased after December 31, 1974, for the purpose of changing the energy source of a manufacturing plant to achieve more efficient use of any energy source; (c) certain property used in manufacturing, testing, or operating satellites, and (d) certain motor vehicles, trailers, and semitrailers used to transport property for hire by motor carrier engaged in interstate commerce, are to be taxed at the same rate, \$1.00 per \$100 of assessed valuation as that applicable to the machinery and tools classification, and represents no change from the prior year, 2013.

No change is proposed in the sanitary districts’ tax levy in Sanitary Districts #2, #3, #3.1, #12, and #23 from the prior year, 2013 for street lighting. Such proposed tax levies are \$0.001 for all sanitary districts per \$100 of assessed valuation, except for property taxed at the rate applicable to real property, in which case the levies are as assessed on real property.

**ORDINANCE – To Amend and Reordain Section 20-79 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Residential Structures Other Than Multifamily Residential Units” to Increase the Maximum Value of Residential Structures Qualifying for Partial Exemption.**

This Board paper increases from \$200,000 to \$250,000 the maximum value of residential structures qualifying for the partial tax exemption for residential rehabilitation projects. This change would allow approximately 3,500 additional residential properties to qualify for the partial exemption program.

**ORDINANCE – To Amend and Reordain Section 20-80 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Multifamily Residential Units” to Extend the Time for Completion of Rehabilitation Projects Encompassing at Least 50 Contiguous Acres.**

This Board paper increases from four to six the number of reapplications available for multifamily residential rehabilitation projects of more than 50 contiguous acres applying for partial tax exemption. This change would allow complex projects additional time to qualify for the partial tax exemption.

**ORDINANCE – To Amend and Reordain Section 20-82 of the Code of the County of Henrico Titled “Partial Exemption for Rehabilitated, Renovated or Replacement Hotel and Motel Structures” to Clarify the Scope of the Exemption.**

This Board paper clarifies the partial tax exemption for qualifying hotel and motel rehabilitation projects applies when the rehabilitated hotel or motel structure is converted to residential use.

**ORDINANCE - To Amend and Reordain Subsections (b) and (c) of Sections 23-359 and 23-360 Titled “Water connection fees” and “Sewer connection fees,” Respectively, and Subsection (a) of Sections 23-361 and 23-362 Titled “Water service and volume charges” and “Sewer service charges and rates,” Respectively, of the Code of the County of Henrico, All to Change County Utility Fees and Charges .**

The proposed ordinance would increase basic connection fees for single-family residences approximately 5% from \$4,485 to \$4,710 for water and from \$5,480 to \$5,755 for sewer when the developer installs all local facilities. Fees for other categories, such as multi-family residences, hotels, hospitals and nursing homes, would also increase approximately 5%. Local facilities fees would increase from \$2,505 to \$2,630 for water and from \$3,690 to \$3,875 for sewer. These changes would be effective October 1, 2014.

The proposed ordinance would also increase bimonthly service and volume charges by approximately 5% for water and 5% for sewer, including industrial strong waste charges, effective July 1, 2014. The total increase in water and sewer charges to the average customer

using 14.25 CCF of water every two months will be \$2.90 monthly, or approximately 9.5¢ per day.

These changes are recommended to support the operating and capital budgets, including water and sewer rehabilitation projects, as well as Cobbs Creek Reservoir project.

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

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **Resolution – Authorization to Apply for and Accept Continuation Grants for Victim/Witness Assistance Program.**

This Board paper authorizes the County Manager to apply for and accept continuation grants from the Virginia Department of Criminal Justice Services totaling \$363,092 for fiscal year 2015 and currently estimated at \$363,092 for fiscal year 2016 for continuation of the Victim/Witness Assistance Program in Henrico County. The total County support of this grant in fiscal year 2015 will be approximately \$343,711, which includes one 100% County-funded position.

#### **RESOLUTION – Adoption of Operating and Capital Annual Fiscal Plans For Fiscal Year 2014-15 and Allocation of Car Tax Relief for Tax Year 2014. (Deferred from the April 8, 2014, meeting.)**

On Tuesday, April 8, 2014, this paper will be considered, but should be deferred (at least seven days, according to law) before being approved. At a scheduled meeting on Tuesday, April 22, 2014, at 7:00 p.m. the proposed Operating and Capital Annual Fiscal Plans may be approved, amended, substituted for, or deferred until a later date, but, at least with regard to the schools' budget, should be approved by May 1, 2014. This paper will also allocate car tax relief for tax year 2014.

#### **RESOLUTION - Award of Construction Contract - Human Services Building Roof Replacement - Brookland District.**

This Board paper would award a construction contract for \$279,220 to Reliance Roofing & Waterproofing, Inc. to replace the roof on the Human Services Building. The existing roof is 15 years old. However, a high volume of roof-top foot traffic and HVAC repairs have resulted in premature wear and significant leaks. Construction is anticipated to begin May 19, 2014 and will be completed by August 19, 2014.

On February 18, 2014, the County received ten bids in response to IFB No. 13-9517-11JK and Addenda Nos. 1, 2, and 3 as follows:



<u>Bidder</u>	<u>Bid Amount</u>
Reliance Roofing & Waterproofing, Inc. Manassas, VA	\$279,220
Simpson Unlimited, Inc. Manassas, VA	\$298,690
KCT Group, Inc. Sterling, VA	\$341,495
N.W. Martin & Bros., Inc. Richmond, VA.	\$379,925
Old Dominion Roofing & Construction, Inc. Richmond, VA	\$382,175
Haley Builders, Inc. Ashland, VA	\$415,900
CHU Contracting, Inc. Chantilly, VA	\$429,321
Roof Systems of Virginia, Inc. Richmond, VA	\$437,000
AAR of North Carolina Kernersville, NC	\$438,850
Starburst Construction, LLC Norfolk, VA	\$522,900

The Board paper would award the contract to Reliance Roofing & Waterproofing, Inc., the lowest responsive and responsible bidder.

The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount.

The Director of General Services and Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION – Authority to Submit Henrico County Plan for the Virginia Juvenile Community Crime Control Act (2014-2016).**

This Board paper authorizes the County Manger to submit to the State Board of Juvenile Justice under § 16.1-309.3D of the Code of Virginia the biennial plan for services, programs, and

facilities for juveniles before the Henrico County Juvenile and Domestic Relations District Court and the 14<sup>th</sup> District Court Services Unit. The juveniles to be served by the program are in need of services, in need of supervision, or delinquent. The plan has been developed after consultation with the judges of the Henrico County Juvenile and Domestic Relations District Court.

**RESOLUTION - Award of Construction Contract - Laburnum Avenue Sidewalk Improvement - Fairfield District.**

This Board paper would award a contract for \$348,018 to Central Contracting Co., Inc. to construct two sidewalks on Laburnum Avenue: (1) between the Richmond-Henrico Turnpike and Delmont Street, and (2) between Pilots Lane and Alma Avenue. The work would also include an additive alternate bid to construct a sidewalk on Laburnum Avenue at the Alma Avenue Bus Stop. The construction is anticipated to begin in May 2014, and be substantially complete by August 31, 2014.

The County received four bids on March 25, 2014 in response to IFB No. 14-9567-2JK and Addendum No. 1. For selection and evaluation purposes, the lowest responsive bid was determined by multiplying each bidder’s unit prices by the unit quantities specified in the bid documents, with the following results:

<u>Bidder</u>	<u>Base Bid</u>	<u>Additive Alternate</u>	<u>Bid Amount</u>
Central Contracting Co., Inc. Richmond, Virginia	\$334,740.00	\$13,278.00	\$348,018.00
Simons Contracting Co., Inc. Richmond, Virginia	\$395,650.75	\$14,834.00	\$410,484.75
Dickerson Construction, LLC Midlothian, Virginia	\$513,123.00	\$23,293.00	\$536,416.00
Shoosmith Construction, Inc. Richmond, Virginia	\$630,248.00	\$68,098.00	\$698,346.00

The Board paper would award the contract to Central Contracting Co., Inc., the lowest responsive and responsible bidder.

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

Funding to support the contract is available within the Department of Community Revitalization project budget. The entire project cost will be reimbursed by Community Development Block Grant funds made available by the U.S. Department of Housing and Urban Development.

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