

**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 9, 2014, at 4:30 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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| 4:30 - 5:00 p.m. | Tuckahoe Creek Master Plan – Phase I                               |
| 5:00 - 5:30 p.m. | Economic Update and Local Fiscal Comparisons                       |
| 5:30 - 6:00 p.m. | Procedural Justice Initiative – Fair and Impartial Police Training |
| 6:00 - 6:15 p.m. | All Henrico Reads Update   |
| 6:15 - 6:30 p.m. | Regular Meeting Agenda Items                                       |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
September 4, 2014

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**September 9, 2014**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – August 12, 2014, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

Proclamation – Recovery Month – September 2014.

**RESIGNATION**

226-14 Resolution – Resignation of Member – Finance Board.

**PUBLIC HEARINGS – REZONING CASES**

227-14 B & T Rental, LLC: Request to conditionally rezone from O-2 Office  
REZ2014- District to O-3C Office District (Conditional) part of Parcel 778-757-  
00029 8541 containing 2.6 acres located on the south line of Parham Road at  
Fairfield its intersection with Lydell Drive. The applicant proposes office and  
classroom uses. The uses will be controlled by proffered conditions and  
zoning ordinance regulations. The 2026 Comprehensive Plan  
recommends Office and Environmental Protection Area. The Planning  
Commission voted to recommend the Board of Supervisors **grant** the  
request.

228-14 Virginia Electric and Power Company: Request to rezone from O-3C  
REZ2014- Office District (Conditional) to C-1 Conservation District part of Parcel  
00030 790-762-3014 containing 1.59 acres located on the south line of  
Fairfield Interstate 295 approximately 1650' north of Scott Road. The applicant  
proposes a conservation district. The uses will be controlled by zoning  
ordinance regulations. The 2026 Comprehensive Plan recommends  
Environmental Protection Area. The Planning Commission voted to  
recommend the Board of Supervisors **grant** the request.

**PUBLIC COMMENTS**

## **GENERAL AGENDA**

- 229-14 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2014-15 Annual Fiscal Plan: September, 2014.
- 230-14 Resolution – Award of Contract – Concrete and Asphalt Rehabilitation.
- 231-14 Resolution - Authorization to Accept Local Emergency Management Performance Grant for the Division of Fire.
- 232-14 Resolution - Signatory Authority - Acquisition of Real Property - Tax Parcel 5-A-12 and Portion of Tax Parcel 6-A-1 on Columbia Road - Cumberland County.
- 233-14 Resolution - Signatory Authority - Acquisition of Right-of-Way and Easements - Charles City Road Improvement Project - Varina District.
- 234-14 Resolution - Signatory Authority - Construction Change Order - 80 MGD Water Treatment Facility Upgrades and Improvements - Three Chopt District.
- 235-14 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Wistar Road - Project #0000-043-R28 (UPC 105647) - County Project #2101.28004.07003 - Brookland District.
- 236-14 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk and Pedestrian Ramp Construction along Prince Henry Drive - Project #0000-043-R30 (UPC 105657) - County Project #2101.28004.07005 - Brookland District.
- 237-14 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Nuckols Road and Pouncey Tract Road - Project #0271-043-R29 (UPC 105660) - County Project #2101.28004.07004 - Three Chopt District.
- 238-14 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Beulah Road - Project #0000-043-R27 (UPC 105658) - County Project #2101.28004.07002 - Varina District.
- 239-14 Resolution - Receipt of Letter of Necessity and Setting of Public Hearing - Creighton Road Improvements - Project #00985 - Fairfield and Varina Districts.

240-14 Resolution - Receipt of Letter of Necessity and Setting of Public Hearing - Dabbs House Road Improvements - Project #00610 - Varina District.

241-14 Resolution - Acceptance of Roads - Three Chopt District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
September 9, 2014**

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**PRESENTATION**

**PROCLAMATION – Recovery Month – September 2014.**

Recovery Month, which has been nationally observed for 25 years during the month of September, promotes the societal benefits of prevention, treatment, and recovery for mental and substance use disorders. It spreads the positive message that behavioral health is essential to overall health and that prevention works, treatment is effective, and people can and do recover. This proclamation recognizes September 2014 as Recovery Month and calls upon Henrico residents to acknowledge this year's theme, "Join the Voices for Recovery: Speak Up, Reach Out."

**RESIGNATION**

**RESOLUTION – Resignation of Member – Finance Board.**

By ordinance adopted March 11, 2008, the Board of Supervisors created a Finance Board (the "Finance Board") to serve as trustee of funds designated by the County to be held, accumulated, and invested by the Finance Board for the purpose of funding Other Post-Employment Benefits (OPEB). This Board paper accepts the resignation of Kevin D. Smith, one of the Finance Board's three citizen members.

**PUBLIC HEARINGS – REZONING CASES**

REZ2014-  
00029  
Fairfield

B & T Rental, LLC: Request to conditionally rezone from O-2 Office District to O-3C Office District (Conditional) part of Parcel 778-757-8541 containing 2.6 acres located on the south line of E. Parham Road at its intersection with Lydell Drive. The applicant proposes office and classroom uses. The uses will be controlled by proffered conditions and zoning ordinance regulations. The 2026 Comprehensive Plan recommends Office and Environmental Protection Area. Acting on a motion by Mr. Archer, seconded by Mrs. Jones, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because the proffered conditions will provide appropriate quality assurances not otherwise available and it would not adversely affect the adjoining area if properly developed as proposed.

REZ2014-  
00030  
Fairfield

Virginia Electric and Power Company: Request to rezone from O-3C Office District (Conditional) to C-1 Conservation District part of Parcel 790-762-3014 containing 1.59 acres located on the south line of Interstate 295 approximately 1650' north of Scott Road. The applicant proposes a conservation district. The use will be controlled by zoning ordinance regulations. The 2026 Comprehensive Plan recommends Environmental Protection Area. Acting on a motion by Mr. Archer, seconded by Mr. Branin, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it conforms with the objectives and intent of the County's Comprehensive Plan.

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the FY 2014-15 Annual Fiscal Plan: September, 2014.**

Pursuant to Virginia Code Section 15.2-2507, amendments to the County's approved budget in excess of one percent of the County's currently adopted budget may be approved only after publishing a notice of a public hearing at least seven days before the hearing date. The budget amendments that are the subject of this paper fall under the one percent threshold that triggers the advertised public hearing requirement; nevertheless, this paper calls for their advertisement. The notice states the County's intent to amend the budget. To that end this paper is submitted, along with a list of the requested amendments, as an introduction, so the Board may authorize the advertising for September 16, 2014 and the public hearing for September 23, 2014. A separate paper will be submitted for Board action to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the September 23, 2014 public hearing.

#### **RESOLUTION – Award of Annual Contract – Concrete and Asphalt Rehabilitation.**

This Board paper would award an annual contract to Colony Construction, Inc., renewable for up to four additional one-year terms, for concrete and asphalt rehabilitation on an as-needed basis. The contract will primarily be used by the Departments of General Services and Public Utilities, and the Division of Recreation and Parks.

The County received four bids on July 1, 2014 in response to IFB No. 14-9576-3VK and Addendum No. 1. To determine the lowest responsive and responsible bidder, it was necessary to multiply the unit prices specified by each bidder by the estimated quantities specified in the County's Invitation for Bid.

Bids were submitted by the following companies: Colony Construction, Inc. (Powhatan, VA); Talley & Armstrong, Inc. (Henrico, VA); Central Contracting Co., Inc. (Richmond,

VA); and Finley Asphalt & Sealing, Inc. (Manassas, VA). Colony Construction, Inc. was determined to be the lowest responsive and responsible bidder.

During the past three years, the County spent an average of \$193,993 each year under the current unit-price contract. The County expects spending under this new contract to be comparable. Funding to support the contract is available within each department's budget.

The Purchasing Director recommends this Board paper, and the County Manager concurs.

**RESOLUTION - Authorization to Accept Local Emergency Management Performance Grant for the Division of Fire.**

This grant is offered to localities each year by the Virginia Department of Emergency Management (VDEM). The purpose of the grant program is to support local emergency management and disaster preparation activities.

The formula used by VDEM for dispersing these grants is based on the population of the locality. Henrico County is eligible to receive a total grant of \$67,504.

This grant will enable the Division of Fire to sponsor training for emergency operations, provide additional community outreach and education, and enhance our Continuity of Government and Continuity of Operations Planning.

While this grant requires a 1:1 local match, that match can be met with existing salaries of emergency management personnel. There is no cash match.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - Tax Parcel 5-A-12 and Portion of Tax Parcel 6-A-1 on Columbia Road - Cumberland County.**

This Board paper authorizes the County Manager to execute documents to purchase 131.187 acres in fee simple and 16.734 acres of restrictive use easement on Columbia Road in Cumberland County for the Cobbs Creek Reservoir project. The purchase price is \$585,000.

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

**RESOLUTION - Signatory Authority - Acquisition of Right-of-Way and Easements - Charles City Road Improvement Project - Varina District.**

This Board paper authorizes the acquisition of 11,796 square feet of fee simple right-of-way, a 612 square foot permanent guardrail easement, an 8,923 square foot temporary construction easement, and a 5,405 square foot easement to relocate Verizon's utility lines for the Charles City Road Improvement Project in the Varina District. The owner has agreed to accept \$40,000 for the right-of-way and easements.

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

**RESOLUTION - Signatory Authority - Construction Change Order - 80 MGD Water Treatment Facility Upgrades and Improvements - Three Chopt District.**

On February 28, 2012, the Board of Supervisors awarded a construction contract to Ulliman Schutte Construction, LLC to increase the County's water treatment capacity from 55 to 80 million gallons per day at a cost of \$8,744,000. The increase will be accomplished by providing two additional pumps in the Water Treatment Facility, two additional pumps in the Raw Water Pumping Station, associated electric power and control modifications, chemical upgrades, and an increase in the treatment solids handling pumping capacity.

This Board paper authorizes the County Manager to execute a construction change order in the amount of \$433,052 because of unforeseen concrete, electrical and control wiring modifications required to complete the work.

Funding to support this change order is available within the Water and Sewer Enterprise Fund.

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 Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Wistar Road - Project #0000-043-R28 (UPC 105647) - County Project #2101.28004.07003 - Brookland District.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will construct 3,530 feet of sidewalk within the County right-of-way.

The sidewalk will run along the south side of Wistar Road from 300 feet west of Shrader Road to 200 feet east of Birchbrook Road.

The estimated cost for the construction of the sidewalk is \$1,413,000. VDOT will contribute 50% of the County's actual cost of construction up to a maximum of \$706,500, and the County will pay the remainder of the project cost.

The Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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



**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk and Pedestrian Ramp Construction along Prince Henry Drive - Project #0000-043-R30 (UPC 105657) - County Project #2101.28004.07005 - Brookland District.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will construct 900 feet of sidewalk and pedestrian ramps within the County right-of-way.

The sidewalk will run along portions of the east side and north side of the Prince Henry Drive from E. Parham Road to Hungary Spring Road, and pedestrian ramps will be constructed as needed for access.

The estimated cost for the construction of the sidewalk is \$81,000. VDOT will contribute 50% of the County's actual cost of construction up to a maximum of \$35,000, and the County will pay the remainder of the project cost.

The Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Nuckols Road and Pouncey Tract Road - Project #0271-043-R29 (UPC 105660) - County Project #2101.28004.07004 - Three Chopt District.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will construct 6,760 feet of sidewalk within the County and state right-of-way. The sidewalk will run along the south side of Nuckols Road from Heatherford Drive to the intersection with Pouncey Tract Road and then along the west side of Pouncey Tract Road to Old Wyndham Drive.

The County's estimated cost for the construction of the sidewalk is \$800,000. VDOT will contribute 50% of the County's actual cost of construction up to a maximum of \$400,000, and the County will pay the remainder of the project cost.

The Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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

**RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation for State-Funded Projects - Sidewalk Construction along Beulah Road - Project #0000-043-R27 (UPC 105658) - County Project #2101.28004.07002 - Varina District.**

The Department of Public Works has negotiated an agreement with the Virginia Department of Transportation (VDOT) under which the County will construct 630 feet of sidewalk within the County right-of-way. The sidewalk will run along the west side of Beulah Road from Huntsman Road to Green Hollow Lane.

The estimated cost for the construction of the sidewalk is \$107,000. VDOT will contribute 50% of the County's actual cost of construction up to a maximum of \$47,000, and the County will pay the remainder of the project cost.

The Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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

**RESOLUTION - Receipt of Letter of Necessity and Setting of Public Hearing - Creighton Road Improvements - Project #00985 - Fairfield and Varina Districts.**

On August 12, 2014, the Board of Supervisors approved a resolution directing the County Engineer to prepare a report concerning the need for constructing the Creighton Road improvements. On August 27, 2014, the County Engineer filed the report with the Clerk of the Board. The Board must hold a public hearing concerning the expediency of constructing the Creighton Road improvements, and notice of the hearing must be given by the Clerk of the Board.

This Board paper receives the report and sets the public hearing for September 23, 2014. It further directs the Clerk of the Board to give timely, written notice of the date, time, and place of the hearing to the persons required by statute to receive such notice.

Funding for the proposed improvements will come from General Obligation Bonds, state funding, and the General Fund, Project #00985.

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

**RESOLUTION - Receipt of Letter of Necessity and Setting of Public Hearing - Dabbs House Road Improvements - Project #00610 - Varina District.**

On August 12, 2014, the Board of Supervisors approved a resolution directing the County Engineer to prepare a report concerning the need for construction of the Dabbs House Road improvements. On August 27, 2014, the County Engineer filed the report with the Clerk of the Board. The Board must hold a public hearing concerning the expediency of constructing

the Dabbs House Road improvements, and notice of the hearing must be given by the Clerk of the Board.

This Board paper receives the report and sets the public hearing for September 23, 2014. It further directs the Clerk of the Board to give timely, written notice of the date, time, and place of the hearing to the persons required by statute to receive such notice.

Funding for the proposed improvements will come from state funding and the General Fund, Project #00610.

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

**RESOLUTION - Acceptance of Roads - Three Chopt District.**

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

- 1) 0.13 miles of Ellington at Wyndham, Section 1. Three Chopt District.
- 2) 0.60 miles of Ellington at Wyndham, Section 2. Three Chopt District.
- 3) 0.05 miles of Henley, Section C. Three Chopt District.

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