

**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, November 24, 2015**, at **5:30 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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|------------------|---|
| 5:30 - 6:00 p.m. | Henrico Portion of Virginia Capital Trail   |
| 6:00 - 6:15 p.m. | Industrial Development Authority Bond Issuance for The Faison School for Autism, Inc. |
| 6:15 - 6:30 p.m. | Audited Annual Financial Report Update  |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items  |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
November 19, 2015

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**November 24, 2015**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – November 10, 2015, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**RESIGNATION/APPOINTMENTS**

- 240-15            Resolution – Resignation of Member – Local Emergency Planning Committee.
- 241-15            Resolution – Nomination of Members – Local Emergency Planning Committee.

**PUBLIC HEARING ITEMS**

- 242-15            Resolution – POD2015-00108 – Approval of a Master Plan of Development for Greenwood Park – Brookland District.
- 243-15            Ordinance – Vacation of Portion of Drainage Easement – Berkeley Park, Section A – Tuckahoe District.
- 244-15            Resolution - Signatory Authority - Quitclaim of Portions of Drainage and Utility Easements - East Towne Plaza - Varina District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 245-15            Resolution – Regarding the Approval of Issuance of Bonds by the Industrial Development Authority of Dinwiddie County, Virginia for the Benefit of 1701 Byrd Avenue, LLC, a Wholly Owned Subsidiary of The Faison School for Autism, Inc.
- 246-15            Introduction of Resolution – Receipt of Requests for Amendments to the FY 2015-16 Annual Fiscal Plan: December, 2015.

- 247-15 Resolution – Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2015 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.
- 248-15 Resolution - Signatory Authority - Acquisition of Real Property - New Market Road - Varina District.
- 249-15 Resolution - Authorization to Apply for a Transportation Alternatives Program Matching Grant.
- 250-15 Resolution - Award of Construction Contract - Hermitage Park and Park View Area Sewer Rehabilitation - Brookland District.
- 251-15 Resolution - Awards of Wetland and Stream Mitigation Purchase Contracts - Creighton Road Improvements - Fairfield and Varina Districts.
- 252-15 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2016-17.
- 253-15 Resolution - Acceptance of Roads – Fairfield, Three Chopt and Varina Districts.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
November 24, 2015**

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**RESIGNATION/APPOINTMENTS**

**RESOLUTION – Resignation of Member – Local Emergency Planning Committee.**

This Board paper accepts the resignation of **Dirk D. Engels** from the Local Emergency Planning Committee as the Law Enforcement Representative.

**RESOLUTION – Nomination of Members – 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, 2016, or thereafter, when his successor shall have been appointed and qualified:

Industry Representative

Brian R. Cowles

This Board paper also nominates the following person for appointment to the Local Emergency Planning Committee for an unexpired term ending December 31, 2016, or thereafter, when his successor shall have been appointed and qualified:

Law Enforcement Representative

Anthony J. Gordon

**PUBLIC HEARING ITEMS**

**RESOLUTION - POD2015-00108 - Approval of a Master Plan of Development for Greenwood Park - Brookland District.**

This Board paper is for Board of Supervisors' approval of a master plan of development, as required by Sections 24-11(b) and 24-106 of the Henrico County Code, for construction of Greenwood Park. The park will include eight lighted synthetic turf playing fields, one lighted synthetic turf championship field within a 3,000 seat stadium, eight sand volleyball courts, a multipurpose building, one large pavilion, two small pavilions, restroom buildings, a playground, pedestrian trails, assorted shelters, and related parking facilities. The 197.71-acre site is located along the north line of Greenwood Road and the west line of Bent Pine Road, approximately 1,580 feet west of the intersection of Greenwood Road and Woodman Road. The property is zoned A-1, Agricultural District, R-5AC, General Residence District

(Conditional) and R-6C, General Residence District (Conditional), and it is located in the Brookland District.

The Department of Planning has coordinated the review of the plan of development with all County departments and has held a meeting with the project engineer and appropriate representatives from the Division of Recreation and Parks, the Department of Public Works, the Department of Public Utilities, the Division of Fire, the Division of Police, and the Office of Building Construction and Inspections. All design issues raised during the review of the project have been resolved.

The Director of Planning recommends approval of the plan of development, subject to the staff recommendations, the staff plan dated November 24, 2015, and the conditions listed in the Board paper, and the County Manager concurs.

**ORDINANCE – Vacation of Portion of Drainage Easement – Berkeley Park, Section A – Tuckahoe District.**

This Board paper will vacate the drainage easement across Section A, Block B, Lot 8 of Berkeley Park subdivision. The owner wishes to construct a detached garage that would encroach on the easement, and the County has no need for it. The Real Property Department has processed the vacation request through the Departments of Planning, Public Utilities, and Public Works without objection.

**RESOLUTION - Signatory Authority - Quitclaim of Portions of Drainage and Utility Easements - East Towne Plaza - Varina District.**

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in 368 square feet of utility and drainage easements across East Towne Plaza on Williamsburg Road. The owner, Peck-East Towne, LLC, has requested this action, and the County has no current or planned facilities in these easement areas.

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

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION – Regarding the Approval of Issuance of Bonds by the Industrial Development Authority of Dinwiddie County, Virginia for the Benefit of 1701 Byrd Avenue, LLC, a Wholly Owned Subsidiary of The Faison School for Autism, Inc.**

This Board paper approves the issuance of bonds in an amount not to exceed \$6,500,000 by the Industrial Development Authority of Dinwiddie County to assist The Faison School for Autism, Inc., a not-for-profit Virginia corporation, in refinancing current debt and either purchasing currently leased property at 1600 Willow Lawn Drive or renovating and improving

the current campus and land at 1701 Byrd Avenue. By resolution approved following a public hearing on November 19, 2015, the Henrico Economic Development Authority has recommended that the Board approve the issuance of the bonds. Because the Faison School is located in Henrico County, state and federal law require that the Board adopt a resolution approving the issuance of the Dinwiddie IDA bonds and concurring with the resolution adopted by the Dinwiddie IDA. This Board paper shall become effective on the approval of the issuance of the bonds by both the Dinwiddie IDA and the Dinwiddie Board of Supervisors.

**INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2015-16 Annual Fiscal Plan: December, 2015.**

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 December 1, 2015, and the public hearing for December 8, 2015. A separate paper will be submitted for Board action to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the December 8, 2015, public hearing.

**RESOLUTION - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2015 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.**

This Board paper receives the Annual Financial Report of the County of Henrico for the fiscal year ended June 30, 2015, as audited by KPMG LLP, Certified Public Accountants. Representatives of the firm will be present and available for comment regarding this report. In addition, this Board paper acknowledges the discharge by the Audit Committee of its duties and responsibilities.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - New Market Road - Varina District.**

This Board paper authorizes the County Manager to execute documents to purchase 2.50± acres adjoining the Virginia Capital Trail at the southeast corner of New Market Road and North James Estates Drive for potential recreational use. The owner, Felts & Kilpatrick Construction Co., Inc., has agreed to sell the property for \$415,000.

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

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

This Board paper authorizes the Division of Recreation and Parks to apply to the Virginia Department of Transportation for a federal Transportation Alternatives Program matching grant to build a 0.70 mile section of asphalt multi-use trail at Short Pump Park.

The project would construct a 10 foot wide trail running from John Rolfe Parkway to a new parking lot accessed from Pump Road plus spur trails going to Three Chopt Road and Short Pump Elementary School. The grant administered by VDOT would match up to 80% of eligible project costs, and the County's estimated cost would be \$62,043 of a total project cost of \$310,215.

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

**RESOLUTION - Award of Construction Contract - Hermitage Park and Park View Area Sewer Rehabilitation - Brookland District.**

This Board paper awards a contract to G. L. Howard, Inc. to rehabilitate or replace approximately four miles of sewer piping for \$8,155,050. The project area is approximately bounded by Hilliard Road to the north, Hermitage Road to the east, Parkside Avenue to the south, and Greendale Road to the west.

The project will maintain the reliability of the sewer system by rehabilitating or replacing deteriorated piping installed in the mid-1940s and the early 1960s. The work will begin in January 2016 and will be completed by February 2017. Funding for the contract will be provided by the Water and Sewer Revenue Fund.

Two bids were received on September 16, 2015, in response to ITB #15-1027-8CE and Addendum No. 1:

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. Rockville, VA	\$8,155,050
C. T. Purcell, Inc. Montpelier, VA	\$8,963,776

Based upon a review of the bids, G. L. Howard, Inc. is the lowest responsive and responsible bidder.

This Board paper awards the contract to G. L. Howard, Inc. and grants signatory authority to the County Manager to execute the 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 - Awards of Wetland and Stream Mitigation Purchase Contracts - Creighton Road Improvements - Fairfield and Varina Districts.**

This Board paper awards a contract for \$89,910 to Falling Springs, LLC for the purchase of stream mitigation credits and a contract for \$39,750 to TCP II Weatherbury, LLC for the purchase of wetland mitigation credits. The Virginia Department of Environmental Quality and the Army Corps of Engineers require these credits to compensate for the loss of wetlands and streams in the Creighton Road Improvements project.

Bidders submitted unit prices for each type of credit. For selection and evaluation purposes, the bids were calculated by multiplying the unit price per credit times the number of needed credits. The County needs 270 stream mitigation credits and 1.06 wetland credits.

Three bids were received and opened on August 20, 2015, in response to ITB #15-1006-7CE and Addendum No. 1 with the following results.

<b>Bidders</b>	<b>Bid Amount Per Wetland Credit</b>	<b>Bid Amount Per Stream Credit</b>
TCP II Weatherbury, LLC	\$37,500	\$394
Falling Springs, LLC	\$38,000	\$333
GrayCole, LLC	\$44,000	No Bid

TCP II Weatherbury, LLC was the lowest responsive and responsible bidder for wetland mitigation credits, and Falling Springs, LLC was the lowest responsive and responsible bidder for stream mitigation credits.

The funds for this project will be provided from the Capital Projects Fund, Project #00985.

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

**RESOLUTION - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Revenue Sharing Program for FY 2016-17.**

This Board paper authorizes the Director of Public Works to submit a letter of intent to participate in the Revenue Sharing Program of the Virginia Department of Transportation for Fiscal Year 2016-17. The program allocates state matching funds for local highway construction and maintenance projects.

The County has identified six projects eligible for state matching funds for construction of (1) approximately 470 feet of sidewalk on Richmond-Henrico Turnpike, (2) approximately 465

feet of sidewalk on Nuckols Road and Wyndham Forest Drive, (3) 937 feet of sidewalk on N. Parham Road, (4) approximately 990 feet of sidewalk on Quioccasin Road, (5) approximately 1,700 feet of sidewalk on Gay Avenue, and (6) turn lanes at the intersection of Buffin Road and New Market Road. These projects will include the installation of pedestrian ramps and curbs and gutters where needed.

The County's cost estimate for these six projects is \$4,585,000, and the County wishes to apply for \$2,292,500 in state matching funds. The County must submit a letter of intent to participate in the program.

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

**RESOLUTION - Acceptance of Roads – Fairfield, Three Chopt and Varina Districts.**

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

- 1) 0.17 miles of Woodman Glen, Section 2 – Fairfield District.
- 2) 0.26 miles of Liesfeld Farm Drive, Section 2 – Three Chopt District.
- 3) 0.60 miles of Westin Estates, Section 1 – Three Chopt District.
- 4) 0.10 miles of Hunters Run, Section D – Varina District.
- 5) 0.23 miles of Hunters Run, Section E – Varina District.

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