

**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 26, 2019, at 5:30 p.m.** in the County Manager's Conference Room 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:

5:30 - 6:00 p.m.	Jefferson Cup Soccer Tournament Economic Impact Study
6:00 - 6:30 p.m.	Indoor Sports and Convocation Center Update
6:30 - 6:35 p.m.	Closed Meeting for Consultation with Legal Counsel Regarding Specific Legal Matters Requiring the Provision of Legal Advice by Such Counsel Pertaining to a Personal Injury Claim by Charles Jasper, Pursuant to Section 2.2-3711(A)(8) of the Code of Virginia, 1950, as Amended.
6:35 - 6:45 p.m.	Regular Meeting Agenda Items



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
November 21, 2019

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
November 26, 2019
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – November 12, 2019, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

283-19 Resolution - Congratulating PlanRVA on Its 50th Anniversary.

PUBLIC HEARING ITEMS

284-19 Ordinance - To Designate the Maggie Walker Community Land Trust to Carry Out the Functions of a Land Bank Entity.

285-19 Resolution - Amendment to the FY 2019-20 Annual Fiscal Plan: November 2019.

286-19 Ordinance - Vacation of Building Line - West University Heights Subdivision - Tuckahoe District.

287-19 Ordinance - Vacation of Portion of Utility Easement - Airport Square - Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

288-19 Resolution - Determination Required for VHDA Financing of Regency Apartments - Tuckahoe District.

289-19 Resolution - Signatory Authority - Agreement with project:Homes - 24 N. Juniper Avenue - Varina District.

290-19 Introduction of Resolution - Receipt of Requests for Amendments to the FY 2019-20 Annual Fiscal Plan: December 2019.

291-19 Resolution - Signatory Authority - Contract Amendment for Construction Services - Sheriff's Lobby Renovation - Brookland District.

292-19 Resolution - Signatory Authority - Acquisition of Real Property - Winfrey Road - Fairfield District.

- 293-19 Resolution - Approval of Interim Agreement for Acquisition of Real Property - Virginia Center Commons - Fairfield District.
- 294-19 Resolution - Award of Construction Contract - Phase II, Tuckahoe Creek Park - Tuckahoe District.
- 295-19 Resolution - Award of Contract - Quioccasin Road Sidewalk Improvements - Tuckahoe District.
- 296-19 Resolution - Acceptance of Road - Three Chopt District.
- 297-19 Resolution - Settlement of Personal Injury Claim - Charles Jasper.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
November 26, 2019**

PRESENTATION

RESOLUTION - Congratulating PlanRVA on Its 50th Anniversary.

This year, Virginia's 21 planning districts are celebrating 50 years of promoting and supporting regional collaboration. The Richmond Regional Planning District Commission, currently known as PlanRVA, was formed by local governments in the greater Richmond region on August 14, 1969. This resolution congratulates PlanRVA on its 50th anniversary, recognizes this coordinating agency for five decades of superior service to the localities in this region, and extends best wishes for continued progress in fostering regional dialogue and cooperation.

PUBLIC HEARING ITEMS

ORDINANCE - To Designate the Maggie Walker Community Land Trust to Carry Out the Functions of a Land Bank Entity.

This ordinance designates the Maggie Walker Community Land Trust (the "Trust") to carry out the functions of a land bank entity for the County.

The Trust is an existing nonprofit organization providing land bank and community land trust services in the Richmond metropolitan area. Land banks acquire, hold, and convey real property on behalf of localities for the improvement of vacant, abandoned, and tax delinquent properties. State law allows the Board to designate an existing nonprofit to act as a land bank for the County.

The Board's designation is contingent upon the Trust's execution and performance of a Memorandum of Understanding with the County that sets forth the Trust's obligations to the County and the obligations imposed by state law.

The Director of Community Revitalization recommends approval of this Board paper, and the County Manager concurs.

RESOLUTION - Amendment to the FY 2019-20 Annual Fiscal Plan: November 2019

A Board paper was presented on November 12, 2019, that received a request for an amendment to the Annual Fiscal Plan, directed its advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan and appropriates funds for expenditure for the purpose indicated.

ORDINANCE - Vacation of Building Line - West University Heights Subdivision - Tuckahoe District.

This ordinance will vacate the 40' building line across the front of Lot 1, Block D of West University Heights subdivision. The property owner, Dan R. Quirk, requested the vacation in order to enlarge an existing front porch.

The Real Property Department has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection.

ORDINANCE - Vacation of Portion of Utility Easement - Airport Square - Varina District.

This ordinance will vacate a portion of the 16' utility easement located across Lot 5 in Block B, Section D of Airport Square subdivision. The property owner, Khushal, LLC, requested the vacation because this portion of the utility easement interferes with the location of the hotel on its property.

The Real Property Department has processed this request through the Departments of Planning and Public Utilities without objection.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Determination Required for VHDA Financing of Regency Apartments - Tuckahoe District.

This Board paper would make two determinations required by state law for VHDA financing of a proposed apartment complex of up to 350 units at the western end of Regency Mall facing Starling Drive. The proposed project would increase the availability of affordable housing in the County because the VHDA financing would require the applicant to lease at least 20% of the dwellings to persons earning not more than 80% of the area median income.

For the VHDA financing to be available, the Board of Supervisors must make certain determinations by resolution. The Board paper would determine (1) the ability to provide residential housing and supporting facilities that serve persons or families of lower or moderate income will be enhanced if a portion of the units therein are occupied or held available for occupancy by persons and families who are not of low and moderate income, and (2) private enterprise and investment are not reasonably expected, without assistance, to produce the construction or rehabilitation of decent, safe and sanitary housing and supporting facilities that will meet the needs of low and moderate income persons and families in such area and will induce other persons and families to live within such area and thereby create a desirable economic mix of residents in such area.

The Director of Community Revitalization recommends approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Agreement with project:Homes - 24 N. Juniper Avenue - Varina District.

This Board paper authorizes the County Manager to execute an agreement with project:Homes to provide up to \$94,846 for project:Homes to acquire, rebuild, and sell a single-family house at 24 N. Juniper Avenue in the Highland Springs Revitalization Area. project:Homes is a non-profit corporation providing services and programs to residents in Central Virginia.

The house is vacant and needs to be rebuilt to be a viable dwelling. The home is located just behind 19 N. Ivy Avenue that project:Homes currently has under construction, and it is near several homes recently constructed by the private sector. project:Homes will purchase and rebuild the house for sale.

The Director of Community Revitalization recommends approval of this Board paper; the County Manager concurs.

INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the FY 2019-20 Annual Fiscal Plan: December 2019.

This Board paper introduces a resolution to amend the annual fiscal plan for fiscal year 2019-20. The requested amendments are shown in a list dated November 19, 2019, provided by the County Manager to the Board of Supervisors.

Pursuant to Virginia Code Section 15.2-2507, the County may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing notice of a meeting and public hearing once in a newspaper having general circulation in the County at least seven days prior to the meeting date. The notice states the intent of the Board of Supervisors to amend the budget and includes a brief synopsis of the proposed budget amendments.

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 directs the Clerk of the Board to advertise, in the Richmond Times-Dispatch on December 3, 2019, a synopsis of the proposed amendments and a public hearing to be held on December 10, 2019. A separate paper will be submitted to the Board to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the December 10, 2019, public hearing.

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

RESOLUTION - Signatory Authority - Contract Amendment for Construction Services - Sheriff's Lobby Renovation - Brookland District.

On December 11, 2018, the Board of Supervisors awarded a contract in the amount of \$174,000 to Daniel & Company, Inc. for construction services for the Sheriff's Lobby Renovation project. There have been two contract amendments that have increased the contract amount to \$193,764.71.

Additional construction services for a security door, camera, and secure vestibule are needed to complete the renovation. A lump sum fee of \$52,000 has been negotiated for the additional work, and the Board's approval is required because this amendment, when combined with the previous two amendments, would increase the original contract amount by more than 15% to a total of \$245,764.71.

This Board paper authorizes the County Manager to execute a contract amendment in a form approved by the County Attorney for additional services by Daniel & Company, Inc.

Funding for the contract amendment is available within the project budget. The Director of General Services, the Sheriff's Office, and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition of Real Property - Winfrey Road - Fairfield District.

This Board paper would authorize the County Manager to execute two purchase agreements and accept the deeds necessary to acquire approximately 34.6 acres of land comprised of two parcels on Winfrey Road for a future school site. Stanley J. Schermerhorn and Nicole Schermerhorn own the northern 17.9 acres and have agreed to sell this property for \$850,000. Further, Stanley J. Schermerhorn and Nicole Schermerhorn are the contract purchasers of the southern 16.7 acres and have agreed to sell this property for \$1,175,000.

The Board paper also authorizes the County Manager, or his designee, to execute all other documents necessary to complete the County's due diligence and to close the transaction.

The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

RESOLUTION - Approval of Interim Agreement for Acquisition of Real Property - Virginia Center Commons - Fairfield District.

This Board paper would approve, and authorize the County Manager to execute, an interim agreement under The Public-Private Education Facilities and Infrastructure Act of 2002 with Rebkee Co. for the acquisition of approximately 24.5 acres at Virginia Center Commons for construction of a new sports and convocation center. Rebkee Co. submitted a detailed proposal for the project and has agreed to convey it to the County for \$8,300,000. The Board paper also authorizes the County Manager and the County Attorney to undertake all other actions necessary to complete the conveyance to the County.

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

RESOLUTION - Award of Construction Contract - Phase II, Tuckahoe Creek Park - Tuckahoe District.

This Board paper would award a construction contract to extend the Tuckahoe Creek Park Phase I boardwalk project, which was awarded by the BOS in October 2015 and completed in

summer 2016. This boardwalk trail system provides accessible access for walking, fishing, and enjoying the natural beauty of Tuckahoe Creek.

The Phase II construction project will provide an additional 1,079 linear feet of trail, beginning at the end of the completed Phase I boardwalk and terminating near the end of Old Coach Lane. It will complete the pedestrian link from Ridgefield Parkway to Old Coach Lane as shown on the adopted master plan. The work consists of 733 linear feet of new boardwalk and 346 linear feet of new asphalt trail.

Construction will begin in November 2019, and the project will be complete by July 2020.

The following four bids were received on September 4, 2019, in response to ITB No.19-1894-7EAR:

Bidder	Bid Amount
John K. George & Company	\$664,011
Signature Bridge, Inc.	\$709,311
Capital Carbonic Gas Corp t/a Harbor Dredge & Dock	\$820,028
J. Sanders Construction Company	\$915,960

Based upon a review of the bids, John K. George & Company is the lowest responsive and responsible bidder with a bid of \$664,011.

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. Funding to support the contract is available within the project budget.

The Director of Recreation & Parks and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Quioccasin Road Sidewalk Improvements - Tuckahoe District.

This Board paper would award a construction contract for \$355,772.50 to Simons Contracting Company, Inc. for Quioccasin Road sidewalk improvements. The work consists of 1,000 linear feet of variable width concrete sidewalk adjacent to the existing curb and gutter along the south side of Quioccasin Road from Blue Jay Lane to Starling Drive. The project includes drainage work, earthwork, aggregate base, concrete, pavement patching, relocation of traffic signs, pavement markings, planting, and incidental construction. The construction work is anticipated to begin on March 1, 2020, is scheduled to be completed within 90 calendar days.

Six bids were received on November 6, 2019, in response to ITB No. 19-1928-10EAR and Addendum No. 1. The bidders and bid amounts are as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Simons Contracting Company, Inc. Richmond, Virginia	\$355,772.50
Central Contracting Company, Inc. Richmond, Virginia	\$392,867.75
Shoosmith Construction, Inc. Chester, Virginia	\$430,000.00
M & F Concrete, Inc. Manassas, Virginia	\$474,753.29
Jeffrey Stack, Inc. Jersey, Virginia	\$511,777.00
Blakemore Construction Corporation Rockville, Virginia	\$679,796.15

Based upon a review of the bids, Simons Contracting Company, Inc. is the lowest responsive and responsible bidder.

The final contract amount shall be determined upon completion of the project by multiplying the actual unit quantities authorized by the County for construction by the unit prices submitted in the contractor's bid. Funding to support the contract is available within the project budget.

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

RESOLUTION - Acceptance of Road - Three Chopt District.

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

0.11 mile of Stanford Mill, Section 1, a Resubdivision of Lots 74 & 75
McDonalds Small Farms - Three Chopt District

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

RESOLUTION - Settlement of Personal Injury Claim - Charles Jasper.

The purpose of this Board paper is to authorize settlement of the personal injury claim of Charles Jasper. The Self-Insurance Trustees have approved this settlement and recommend it to the Board.