

**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, May 26, 2020, at 5:45 p.m.** in the Board Room 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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| 5:45 - 6:00 p.m. | COVID-19 Community Mitigation Outreach |
| 6:00 - 6:15 p.m. | Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding – Education |
| 6:15 - 6:30 p.m. | CARES Act Funding – General Government |
| 6:30 - 6:45 p.m. | Central Virginia Transportation Authority (CVTA) Briefing |
| 6:45 - 7:00 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
May 21, 2020

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 26, 2020
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – May 12, 2020, Regular Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEM

- 129-20 Ordinance - To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled "Precincts and polling places" by Temporarily Changing the Polling Places for Certain Precincts Due to the COVID-19 Pandemic.

PUBLIC COMMENTS

GENERAL AGENDA

- 130-20 Introduction of Resolution - Receipt of Requests for Amendments to the FY 2019-20 Annual Fiscal Plan: June 2020
- 131-20 Introduction of Resolution - Receipt of Request for Amendment to FY 2019-20 Annual Fiscal Plan - CARES Act Funding for Henrico County Public Schools.
- 132-20 Introduction of Ordinance - To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings.
- 133-20 Resolution - Signatory Authority - Amendment of Agreement with Virginia Department of Transportation - Dorey Park Shared Use Path, Phase II - Varina District.
- 134-20 Resolution - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - E. Laburnum Avenue Sidewalk and Drainage Improvements - Fairfield District.
- 135-20 Resolution - Signatory Authority - Agreement with Virginia Department of Transportation - N. Parham Road Traffic Signal and Sidewalk Project - Three Chopt and Tuckahoe Districts.
- 136-20 Resolution - Acceptance of Roads - Brookland District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
May 26, 2020**

PUBLIC HEARING ITEM

ORDINANCE - To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Temporarily Changing the Polling Places for Certain Precincts Due to the COVID-19 Pandemic.

This Board paper temporarily changes the polling places for the following precincts:

District	Precinct	Current Polling Place	Temporary Polling Place
Fairfield	Canterbury	Westminster Canterbury House	Belmont Recreation Center
Fairfield	Oakview	Chestnut Grove Assisted Living Facility	Brookland Middle School
Fairfield	Stratford Hall	ManorCare Stratford Hall	Moody Middle School
Three Chopt	Cedarfield	The Hermitage at Cedarfield	Pocahontas Middle School
Varina	Laburnum	Mountain of Blessings Christian Center	Montrose Elementary School

The changes affect only the primary election on June 23, 2020. The ordinance expires on July 1, 2020. On that date, the former polling places would resume serving as the polling places for their respective precincts.

The Electoral Board met on April 23 and recommended temporarily moving polling places that are unavailable for the primary election due to the COVID-19 pandemic. In accordance with that recommendation, the General Registrar identified, and recommends approval of, the changes set forth in this Board paper. The County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the FY 2019-20 Annual Fiscal Plan: June 2020.

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 May 19, 2020, 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 that 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 June 2, 2020, a synopsis of the proposed amendments and a public hearing to be held on June 9, 2020. A separate paper will be submitted to the Board to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the June 9, 2020, public hearing.

INTRODUCTION OF RESOLUTION - Receipt of Request for Amendment to FY 2019-20 Annual Fiscal Plan - CARES Act Funding for Henrico County Public Schools.

This Board paper introduces a resolution to amend the Annual Fiscal Plan for fiscal year 2019-20 to add funding from the federal CARES Act for Henrico County Public Schools. The requested amendment is shown in a May 19, 2020, list provided 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 that 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.

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

INTRODUCTION OF ORDINANCE - To Amend and Reordain the Planning Applications Fee Schedule to Include the Fee for Conditional Use Permits for Short-Term Rentals of Dwellings.

This Board paper introduces for advertisement and public hearing on June 23, 2020, an ordinance to revise the Planning Applications Fee Schedule to include the fee for conditional use permits for short-term rentals of dwellings.

As discussed with the Board in a public hearing on February 25, staff recommends an application fee of \$300. The fee would defray some, but not all, of the costs of mailing notices to neighbors, publishing newspaper advertisements, placing neighborhood signs, staff investigations and reports, maintaining files for each application, and providing copies of application materials to the Board of Zoning Appeals.

The proposed fee is equal to the lowest fee currently charged for any review by the Board of Zoning Appeals.

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

RESOLUTION - Signatory Authority - Amendment of Agreement with Virginia Department of Transportation - Dorey Park Shared Use Path, Phase II - Varina District.

On November 12, 2014, the Board of Supervisors authorized the County to apply for a federal Transportation Alternatives Program matching grant for construction of a 1.1-mile section of 10-foot-wide asphalt, multi-use trail in Dorey Park.

On November 10, 2016, the County entered into an agreement with VDOT for a total estimated project cost of \$284,425. An amendment to the agreement is necessary because of higher estimated project costs.

The Department of Public Works has negotiated an amendment to the project agreement to reflect a revised estimated project cost of \$534,425. The amendment provides that VDOT will reimburse the County up to \$189,540 for approved project expenditures.

The Board paper would authorize the County Manager to execute an amendment to the County's agreement with VDOT for these improvements to Dorey Park.

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

RESOLUTION - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - E. Laburnum Avenue Sidewalk and Drainage Improvements - Fairfield District.

On August 21, 2017, the County entered into an agreement with the Virginia Department of Transportation (VDOT) for preliminary engineering, right-of-way acquisition, utility relocation, and construction of improvements to E. Laburnum Avenue from Mechanicsville Turnpike (Route 360) to Bolling Road. The improvements include installation of 1,450 feet of sidewalk, 1,200 feet of curb and gutter, and associated drainage structures. The project also includes concrete pads and benches at two GRTC bus stops.

The original contract amount was \$833,973. The Department of Public Works has negotiated an amendment to the agreement to reflect updated estimated project costs. The estimated amended project cost is \$961,391, for which VDOT will reimburse the County up to \$791,973. The Department of Public Works will continue to work with VDOT to increase VDOT's funding for the project.

The County will provide the necessary oversight to ensure the project is developed in accordance with all applicable federal, state, and local requirements for its design, right-of-way acquisition, and construction.

The Board paper would authorize the County Manager to execute an amendment to the County's agreement with VDOT for improvements to E. Laburnum Avenue.

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

RESOLUTION - Signatory Authority - Agreement with Virginia Department of Transportation - N. Parham Road Traffic Signal and Sidewalk Project - Three Chopt and Tuckahoe Districts.

This Board paper would authorize the County Manager to execute an agreement with the Virginia Department of Transportation (VDOT) for VDOT to construct a transportation project on County roads at no cost to the County. Under the agreement, VDOT will install a new traffic signal with pedestrian signals and crosswalks at the intersection of N. Parham Road and Homeview Drive, replace the existing span wire traffic signal with mast arms at N. Parham Road and Skipwith Road, construct an eastbound right lane at N. Parham Road and Skipwith Road, and install approximately 2,550 feet of five-foot wide sidewalk with ADA ramps on the south side of N. Parham Road.

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

RESOLUTION - Acceptance of Roads - Brookland District.

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

0.69 mile of Emerson Mill, Section 1 — Brookland District

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