

**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, July 14, 2020, at 5:00 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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| 5:00 - 5:30 p.m. | Henrico Jail Population Update |
| 5:30 - 6:00 p.m. | Services to Aid Recovery (STAR) Team and Crisis Intervention Team (CIT) Programs |
| 6:00 - 6:30 p.m. | Central Virginia Transportation Authority (CVTA) and Commonwealth Transportation Board (CTB) SMART SCALE Program |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
July 9, 2020

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
July 14, 2020
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – June 23, 2020, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

APPOINTMENT/RESIGNATION

163-20 Resolution - Resignation of Alternate - Central Virginia Waste Management Authority Board of Directors.

164-20 Resolution - Appointment of Member - Community Criminal Justice Board.

PUBLIC HEARINGS – PROVISIONAL USE PERMIT

165-20 Skyway Towers, LLC: Request for a Provisional Use Permit under Sections
PUP2020- 24-95(a)(3), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow a
00009 monopole communication tower up to 199' in height and related equipment
Fairfield on part of Parcel 812-725-4066 located on the south line of Cedar Fork Road
 approximately 1000' northeast of its intersection with Nine Mile Road (State
 Route 33). The existing zoning is R-4AC One-Family Residence District
 (Conditional). The 2026 Comprehensive Plan recommends Suburban
 Residential 2, density should not exceed 3.4 units per acre. The site is in the
 Airport Safety Overlay District. The Planning Commission voted to
 recommend the Board of Supervisors **grant** the request.

PUBLIC HEARINGS – OTHER ITEMS

166-20 Resolution - Signatory Authority - Exchange of Real Property - 7705 Impala Drive and 7200 Galaxie Road - Brookland District.

167-20 Ordinance - Vacation of Portion of Drainage and Utility Easement - West Broad Village - Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

168-20 Resolution - Concurrence in Chairman's Designation of Member of Central Virginia Transportation Authority.

- 169-20 Introduction of Ordinance - To Amend and Reordain Section 20-843 of the Code of the County of Henrico Titled "Exemptions" to Add a New Exemption to the County's Food and Beverage Tax in Conformance With Changes to State Code.
- 170-20 Resolution - Signatory Authority - Acquisition of Real Estate and Easements - Creighton & Laburnum, LLC - Creighton Road Improvements Project - Fairfield District.
- 171-20 Resolution - Award of Contract - Engineering Services - Water Reclamation Facility Clarifier Rehabilitation Project - Varina District.
- 172-20 Resolution - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - Three Chopt Road Improvements - Three Chopt and Tuckahoe Districts.
- 173-20 Resolution - Signatory Authority - Amendments to Contract for Engineering Design Services for Three Chopt Road Improvements - Three Chopt and Tuckahoe Districts.
- 174-20 Resolution - Award of Contract - Henrico Water Reclamation Facility Stream Restoration - Varina District.
- 175-20 Resolution - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Smart Scale Program for FY 2020-2021 and FY 2021-2022.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
July 14, 2020**

APPOINTMENT/RESIGNATION

RESOLUTION - Resignation of Alternate - Central Virginia Waste Management Authority Board of Directors.

This Board paper accepts the resignation of **Charles B. England**, former Director of Public Utilities, from the Central Virginia Waste Management Authority Board of Directors as the alternate for J. Allen Lane.

RESOLUTION - Appointment of Member - Community Criminal Justice Board.

This Board paper appoints the following person for appointment to the Community Criminal Justice Board for a two-year term expiring June 30, 2022, or thereafter, when her successor shall have been appointed and qualified:

Darcy L. Carroll, citizen representative for the Brookland District

PUBLIC HEARINGS – PROVISIONAL USE PERMIT

PUP2020-00009
Fairfield

Skyway Towers, LLC: Request for a Provisional Use Permit under Sections 24-95(a)(3), 24-120 and 24-122.1 of Chapter 24 of the County Code to allow a monopole communication tower up to 199' in height and related equipment on part of Parcel 812-725-4066 located on the south line of Cedar Fork Road approximately 1000' northeast of its intersection with Nine Mile Road (State Route 33). The existing zoning is R-4AC One-Family Residence District (Conditional). The 2026 Comprehensive Plan recommends Suburban Residential 2, density should not exceed 3.4 units per acre. The site is in the Airport Safety Overlay District. Acting on a motion by Mr. Archer, seconded by Mr. Witte, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would provide added services to the community and the recommended conditions should minimize the potential impacts on surrounding land uses.

PUBLIC HEARINGS – OTHER ITEMS

RESOLUTION - Signatory Authority - Exchange of Real Property - 7705 Impala Drive and 7200 Galaxie Road - Brookland District.

This Board paper authorizes the Chairman to execute a deed of exchange for the exchange of real property at 7705 Impala Drive and 7200 Galaxie Road.

The County owns 15.09 acres of undeveloped land at 7200 Galaxie Road for future recreational use. The adjoining landowner, the Islamic Center of Henrico/Masjid Al-

Falah, has asked the County to convey 3.11 +/- acres of the County's property in exchange for 1.54 +/- acres of the Islamic Center's property. As additional consideration, the Islamic Center will pay \$25,000.00 to the County.

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

ORDINANCE - Vacation of Portion of Drainage and Utility Easement - West Broad Village - Three Chopt District.

This ordinance will vacate a portion of a drainage and utility easement located across property at West Broad Village. The property owner, West Broad Village IV, LLC, requested the vacation because this portion of the drainage and utility easement interferes with proposed development on its property.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Concurrence in Chairman's Designation of Member of Central Virginia Transportation Authority.

The 2020 General Assembly established the Central Virginia Transportation Authority ("Authority"), effective July 1, 2020.

Under the legislation, a locality's chief elected officer is automatically a member of the Authority for a term coincident with the officer's term of office. As a result, Henrico County's member of the Authority will automatically rotate annually when the Board of Supervisors elects its Chairman at its first meeting in January.

The legislation also provides that the chief elected officers of localities may name designees to serve in their place and that a locality's member of the Authority may designate another elected official to attend a meeting of the Authority if the member cannot attend.

This Board paper expresses the Board's concurrence in the Chairman's designation of Frank J. Thornton to be a member of the Authority and Mr. Thornton's designation of Patricia S. O'Bannon as his designee if he is unable to attend a meeting of the Authority.

INTRODUCTION OF ORDINANCE - To Amend and Reordain Section 20-843 of the Code of the County of Henrico Titled "Exemptions" to Add a New Exemption to the County's Food and Beverage Tax in Conformance With Changes to State Code.

This Board paper introduces for advertising and a public hearing on August 11, 2020, an amendment to the County's food and beverage tax ordinance. The amendment exempts food and beverages sold at local farmers markets and roadside stands when the sellers' annual

income from such sales does not exceed \$2,500. Finance staff believes the new exemption will have no impact on tax revenues.

This amendment is required by legislation enacted by the 2020 General Assembly. The Director of Finance recommends approval of this Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Acquisition of Real Estate and Easements - Creighton & Laburnum, LLC - Creighton Road Improvements Project - Fairfield District.

This Board paper authorizes the acquisition of 90,227 square feet of land, 21,062 square feet of permanent drainage easement, and 6,515 square feet of temporary construction easement, all from and across the property at 3350 Creighton Road for the Creighton Road Improvements Project. Creighton & Laburnum, LLC owns the property and has agreed to accept \$248,000 for the necessary real estate and easements.

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

RESOLUTION - Award of Contract - Engineering Services - Water Reclamation Facility Clarifier Rehabilitation Project - Varina District.

This Board paper would award an engineering services contract for \$2,746,835 to Hazen and Sawyer to provide professional engineering services for design of a phased construction approach to renew or replace the mechanical equipment that has deteriorated in 17 clarifiers at the Water Reclamation Facility. The clarifiers are required to provide treatment of wastewater in accordance with the Department of Environmental Quality permit.

Seven proposals were received in response to RFP 19-1890-7JOK. After review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Hazen and Sawyer
Arcadis US, Inc.
HDR Engineering, Inc.

Based on the written proposals and interviews, the Selection Committee members selected Hazen and Sawyer as the top-ranked firm and negotiated a fixed price contract.

The Board paper authorizes the County Manager, or the Purchasing Director as his designee, to execute the contract in a form approved by the County Attorney and amendments not to exceed 15% of the contract amount.

Funding will be provided by the Water and Sewer Revenue Fund. The Acting Director of Public Utilities and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - Three Chopt Road Improvements - Three Chopt and Tuckahoe Districts.

On November 30, 1999, the County entered into an agreement with the Virginia Department of Transportation (“VDOT”) for improvements to Three Chopt Road from Barrington Hill Drive to Gaskins Road.

On July 1, 2010, the Department of Public Works negotiated a comprehensive agreement with VDOT that superseded the previous agreement executed on November 30, 1999, as amended on June 23, 2004, and which set the estimated cost of preliminary engineering at \$1,974,000. On April 9, 2015, the County and VDOT amended the agreement to adjust the preliminary engineering cost to \$2,583,000 and to limit VDOT’s charges.

The Department of Public Works has negotiated an amendment to reflect the updated estimated preliminary engineering cost of \$2,934,592, of which VDOT will reimburse the County up to \$2,753,000.

The Board paper authorizes the County Manager to execute an amendment to the County’s agreement with VDOT for improvements to Three Chopt Road.

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

RESOLUTION - Signatory Authority - Amendments to Contract for Engineering Design Services for Three Chopt Road Improvements - Three Chopt and Tuckahoe Districts.

On January 25, 2005, the Board of Supervisors approved a contract with Earth Tech (now known as AECOM) for a total fixed lump sum fee of \$1,495,047.68 for the preparation of design and construction plans for Three Chopt Road from Barrington Hills Drive to 1,000 feet east of Gaskins Road (approximately 2.05 miles). The Board approved contract amendments on June 10, 2008, July 27, 2010, February 13, 2013, March 24, 2015, March 27, 2018, and September 11, 2018.

AECOM and the Department of Public Works have negotiated a fixed lump sum fee of \$249,582.36 for the preliminary engineering portion of the contract for out of scope plan revisions, additional scope items to be performed to complete the project, and updated utility information for the corridor. In addition, AECOM and the Department of Public Works have negotiated a fixed lump sum fee of \$315,403.64 for the right-of-way portion of the contract for plan revisions during right-of-way negotiations and advertisement, construction consultation services, plat revisions, and right-of-way/easement stakeouts.

This Board paper approves the contract amendments and authorizes the County Manager to execute the amendments in a form approved by the County Attorney.

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

RESOLUTION - Award of Contract - Henrico Water Reclamation Facility Stream Restoration - Varina District.

This Board paper would award a contract to Fluvial Solutions, Inc. for \$1,484,595.25 for the Henrico Water Reclamation Facility Stream Restoration project. The project will improve the water quality of the stream and satisfy a portion of the County’s MS4 permit requirements.

The project will include the installation of in-stream structures, floodplain bench grading, seeding, and planting along 2,876 linear feet of Roundabout Creek. The construction is anticipated to begin in October 2020 and to be completed in October 2021.

The County received five bids on June 9, 2020, in response to ITB No. 20-2007-5JOK and Addendum No. 1 as follows:

Bidder	Total Bid
Fluvial Solutions, Inc. (Raleigh, NC)	\$1,484,595.25
Environmental Quality Resources, LLC (Millersville, MD)	\$1,777,485.00
HGS, LLC (Warrenton, VA)	\$1,869,840.29
Synchronized Construction Services, Inc. (Orange, VA)	\$2,221,008.05
G. L. Howard, Inc. (Rockville, VA)	\$2,903,943.00

For selection and evaluation purposes, the lowest responsive and responsible bidder was determined by multiplying the unit prices times the unit quantities specified in the bid documents. Based upon a review of the bids, Fluvial Solutions, Inc. was determined to be the lowest responsive and responsible bidder.

The Board paper authorizes the County Manager to execute the contract in a form approved by the County Attorney. It also authorizes the County Manager, or the Purchasing Director as his designee, to execute all change orders within the scope of the budget, not to exceed 15% of the original contract amount.

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

RESOLUTION - Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation Smart Scale Program for FY 2020-2021 and FY 2021-2022.

This Board paper would authorize the Assistant Director of Public Works to submit a letter of intent to participate in the Smart Scale Program of the Virginia Department of Transportation for FY 2020-2021 and FY 2021-2022. The program allocates funds for transportation projects such as highway improvements, transit and rail capacity expansion, bicycle and pedestrian improvements, and transportation demand management.

The County has identified 10 potential construction projects that are eligible for Smart Scale funds:

- (1) Magellan Parkway Extension from Brook Road (US Route 1) to existing Magellan Parkway;
- (2) West Broad Street (Route 250) Short Pump Improvements from I-64 to Pump Road;
- (3) Longdale Trail and Intersection Improvements from E. Parham Road to Woodman Road Extended;
- (4) Nine Mile Road (Route 33) Multimodal Mobility and Safety Improvements from Laburnum Avenue to Orams Lane;
- (5) Nine Mile Road Roadway Reconfiguration and Pedestrian Safety Improvements from Newbridge Road to Lee Avenue;
- (6) Brook Road and Hilliard Road Reconfiguration for Brook Road from Hilliard Road (Route 161) to Lakeside Avenue and Hilliard Road from Brook Road to Lakeside Avenue;
- (7) Parham Road Interchange Modification at I-64;
- (8) Woodman Road Improvements from 500 feet south of Mountain Road to 300 feet south of Terry Drive;
- (9) Springfield Road (Route 157) Improvements from Staples Mill Road (Route 33) to Francistown Road;
- (10) Staples Mill Road Improvements from Townhouse Road to Waller Road

The County must submit a letter of intent to be eligible for funding.

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