

**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 28, 2021**, at **5:30 p.m.** in Café 1611 located on the second floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matter to be reviewed by the Board at this time is:

5:30 - 6:30 p.m.

Legislative Briefing with General Assembly Delegation

*Tanya N. Brackett*

Tanya N. Brackett, CMC  
Clerk, Henrico County Board of Supervisors  
September 23, 2021

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**September 28, 2021**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – September 14, 2021, Regular and Special Minutes

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Proclamation - Hispanic American Heritage Month - September 15 - October 15, 2021.

Proclamation - Fire Prevention Week - October 3 - 9, 2021.

301-21 Resolution - Commending Albert (Al) Rinaldi, Michael R. Crawley, Jr., Gregory O'Neil Taylor, and Ronald L. White.

**APPOINTMENTS/RESIGNATION**

302-21 Resolution - Appointment of Member - Central Virginia Waste Management Authority Board of Directors.

303-21 Resolution - Resignation of Member - Local Emergency Planning Committee.

304-21 Resolution - Appointment of Member - Local Emergency Planning Committee.

**PUBLIC HEARING ITEMS**

305-21 Resolution - Amendments to FY 2021-22 Annual Fiscal Plan to Reappropriate Funds for Continuing Programs and Appropriate Funds for Certain New Programs.

306-21 Resolution - Amendments to FY 2021-22 Annual Fiscal Plan - ARPA Funding.

307-21 Resolution - Amendments to FY 2021-22 Annual Fiscal Plan - ESSER III Funding for Henrico County Public Schools.

308-21 Resolution - Signatory Authority - Conveyance of Real Property - 4515 Old Oakleys Lane - Varina District.

**PUBLIC COMMENTS**

## **GENERAL AGENDA**

- 309-21 Resolution - Quarterly Appropriation of Funds for Second Quarter of FY 2021-22.
- 310-21 Resolution - Signatory Authority - Amendment to Lease - 3001 Hungary Spring Road - Brookland District.
- 311-21 Resolution - Acquisition of Easements - Dublin Road - Sadler Road Improvements Project - Three Chopt District.
- 312-21 Resolution - Acquisition of Right-of-Way and Easements - 4551 Sadler Road - Three Chopt District.
- 313-21 Resolution - Award of Contract - Roslyn Hills Drive Water Main Replacement - Tuckahoe District.
- 314-21 Resolution - Signatory Authority - Amendment to Engineering Design Services Contract - Wilkinson Road Bridge Replacement - Fairfield District.
- 315-21 Resolution - Authorization to Submit Letter of Intent - Virginia Department of Transportation Revenue Sharing Program.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
September 28, 2021**

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**PRESENTATIONS**

**PROCLAMATION - Hispanic American Heritage Month - September 15 - October 15, 2021.**

This proclamation declares September 15 - October 15, 2021, to be Hispanic American Heritage Month and recognizes the many positive contributions of Hispanic and Latino Americans to Henrico and the nation.

**PROCLAMATION - Fire Prevention Week - October 3 - 9, 2021.**

Fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire. The 2021 National Fire Prevention Week theme, "Learn the Sounds of Fire Safety," seeks to educate the community about the operation and use of smoke and carbon monoxide alarms. This proclamation recognizes October 3 - 9, 2021, as Fire Prevention Week in Henrico County and calls the observance to the attention of Henrico residents.

**RESOLUTION - Commending Albert (Al) Rinaldi, Michael R. Crawley, Jr., Gregory O'Neil Taylor, and Ronald L. White.**

This Board paper commends four individuals who distinguished themselves in the athletic program at Highland Springs High School (HSHS).

Albert (Al) Rinaldi was the head football coach at HSHS from 1952 through 1961 when his team won the state championship. Mr. Rinaldi also coached and taught at J. R. Tucker High School and was inducted into the Virginia High School League Hall of Fame in 1992.

Michael R. Crawley, Jr. lettered in football at HSHS and won Metro and All Colonial District honors in 1973. Mr. Crawley subsequently served as a Master Firefighter in the City of Richmond and was inducted into the Virginia Union University Athletic Hall of Fame in 2019.

Gregory O'Neil Taylor was a member of the football and track teams at HSHS where he set records for both the 100- and 200-yard dash at the 1976 Colonial District Championship Meet. Mr. Taylor played professional football in the National Football League and currently trains high school athletes in Maryland.

Ronald L. White was the first African-American student to play varsity football at HSHS. After his high school graduation in 1968, he served in the United States Air Force and had a civilian career in the United States Department of Agriculture.

## **APPOINTMENTS/RESIGNATION**

### **RESOLUTION - Appointment of Member - Central Virginia Waste Management Authority Board of Directors.**

This Board paper appoints the following person to the Central Virginia Waste Management Authority Board of Directors for an unexpired term ending December 31, 2023, or thereafter, when his successor shall have been appointed and qualified:

Citizen At-Large                      John Mitchell

### **RESOLUTION - Resignation of Member - Local Emergency Planning Committee.**

This Board paper accepts the resignation of Jackson P. F. Baynard from the Local Emergency Planning Committee.

### **RESOLUTION - Appointment of Member - Local Emergency Planning Committee.**

This Board paper appoints the following person to for an unexpired term ending December 31, 2022, or thereafter, when their successor shall have been appointed and qualified:

#### **Emergency Service Representative**

Robert G. Rowley

## **PUBLIC HEARING ITEMS**

### **RESOLUTION - Amendments to FY 2021-22 Annual Fiscal Plan to Reappropriate Funds for Continuing Programs and Appropriate Funds for Certain New Programs.**

The Board approved a resolution on September 14, 2021, that received requests to appropriate funds for certain programs, directed their advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, would amend the Annual Fiscal Plan and appropriate funds for expenditure for the indicated purposes.

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

### **RESOLUTION - Amendments to FY 2021-22 Annual Fiscal Plan - ARPA Funding.**

This Board paper, if approved, amends the Annual Fiscal Plan and appropriates funds from the American Rescue Plan Act of 2021.

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

**RESOLUTION - Amendments to FY 2021-22 Annual Fiscal Plan - ESSER III Funding for Henrico County Public Schools.**

This Board paper, if approved, amends the Annual Fiscal Plan and appropriates funds from the federal Elementary and Secondary School Emergency Relief Fund under the American Rescue Plan Act of 2021 (ESSER III) for Henrico County Public Schools.

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

**RESOLUTION - Signatory Authority - Conveyance of Real Property - 4515 Old Oakleys Lane - Varina District.**

This Board paper authorizes the Chairman of the Board of Supervisors and the Clerk to execute the documents necessary to convey the real property at 4515 Old Oakleys Lane, the location of the abandoned Gillies Creek sewer pumping station.

On April 13, 2021, the Board of Supervisors authorized conveyance of the property to Max S. Maizels (“Maizels”) for \$66,121.66. Maizels has since requested that at closing title to the Property be conveyed to Miriam’s Realty, LLC. All other terms of the conveyance will remain the same.

The Deputy County Manager for Administration recommends approval of the Board paper; the County Manager concurs.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION - Quarterly Appropriation of Funds for Second Quarter of FY 2021-22.**

This Board paper appropriates funds for the second quarter of FY 2021-22 to allow the expenditure of a portion of the funds budgeted in the County’s Annual Fiscal Plans during October, November, and December 2021. The Board of Supervisors approved the FY 2021-22 Annual Fiscal Plans on April 13, 2021.

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

**RESOLUTION - Signatory Authority - Amendment to Lease - 3001 Hungary Spring Road - Brookland District.**

This Board paper authorizes the County Manager to execute a lease amendment for 6,111 square feet of office space at 3001 Hungary Spring Road. The Commonwealth’s Attorney’s Victim/Witness Assistance Program and CASA have occupied the space since 2006 and would like to continue at that location.

The amendment would extend the lease for a five-year term beginning January 1, 2022. The amendment also provides for dividing the space to create additional offices, painting the

space and installing new carpet throughout, replacing damaged ceiling tiles, and replacing door and window blinds, all at the landlord's expense. The annual rent for the first year will be \$107,920.26 and will increase 3% each year thereafter.

The lease is subject to annual appropriation. The Director of the Victim/Witness Assistance Program and the Deputy County Manager for Community Operations recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Acquisition of Easements - Dublin Road - Sadler Road Improvements Project - Three Chopt District.**

This Board paper would authorize the acquisition of 3,406.77 sq. ft. of permanent drainage easement, 2,125.43 sq. ft. of public utility easement, and 8,337.85 sq. ft. of temporary construction easement across the property owned by the Sadler Crossing Condominium Unit Owners Association, Inc. at Dublin Road for the Sadler Road Improvements project. The owner has agreed to accept \$90,723 for the easements.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Acquisition of Right-of-Way and Easements - 4551 Sadler Road - Three Chopt District.**

This Board paper would authorize the acquisition of 2,833.93 square feet of right-of-way, 1,618.31 square feet of prescriptive right-of-way, 2,519.27 square feet of joint use utility easement, and 2,193.79 square feet of temporary construction easement across the property at 4551 Sadler Road for the Sadler Road Improvements project. Alvin L. and Mary L. Thomas own the property and have agreed to sell the right-of-way and easements for the appraised value of \$51,117 plus \$198,883 towards the cost of a new house, demolition of the existing house on the property, connection of the new house to County utilities, and moving expenses from the existing house to the new house.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Award of Contract - Roslyn Hills Drive Water Main Replacement - Tuckahoe District**

This Board paper awards a fixed price contract for \$585,000 to Tidewater Utility Construction, Inc. for the Roslyn Hills Drive Water Main Replacement project. The project consists of installing approximately 1,105 feet of 6-inch ductile iron water main and six water service connections in the Roslyn Hills subdivision along Roslyn Hills Drive between Shadow Lane and Melwood Lane.

Work on the project is anticipated to begin in December 2021 and be completed within 150 calendar days.

The County received six bids on August 19, 2021, in response to ITB 21-2196-7KMW and Addendum No. 1. The bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Tidewater Utility Construction, Inc. Suffolk, VA	\$585,000.00
Walter C. Via Enterprises, Inc. West Point, VA	\$619,780.00
C.T Purcell Excavating, Inc. Montpelier, VA	\$622,582.00
Kelvic Construction Company, Inc. Stafford, VA	\$711,173.31
J.R. Caskey, Inc. Oilville, VA	\$876,705.00
Concrete Foundations, Inc. Gretna, VA	\$1,525,000.00

Based upon a review of the bids, Tidewater Utility Construction, Inc. is the lowest responsive and responsible bidder.

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

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

**RESOLUTION - Signatory Authority - Amendment to Engineering Design Services Contract - Wilkinson Road Bridge Replacement - Fairfield District.**

On June 24, 2014, the Board of Supervisors approved a contract with Clark-Nexsen, Inc. for a total fixed lump sum fee of \$370,536 to provide engineering services to design the replacement of the Wilkinson Road Bridge over Upham Brook.

On July 14, 2015, the Board of Supervisors approved a contract revision for a total fixed lump sum fee of \$408,355 for additional design work for two additional bridges needed to reduce flooding and to increase accessibility for emergency vehicles during storm events.

Additional design work is required for aspects of the project not anticipated in the original scope, including compliance with federal and state environmental requirements. Clark-Nexsen, Inc. and the Department of Public Works have negotiated an amendment for the additional design work for the fixed lump sum fee of \$75,845.

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

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



**RESOLUTION - Authorization to Submit Letter of Intent - Virginia Department of Transportation Revenue Sharing Program.**

This Board paper would authorize the Director of Public Works to submit a letter of intent to participate in the Revenue Sharing Program of the Virginia Department of Transportation in FY 2027 and FY 2028. The program allocates state matching funds for local highway construction and maintenance projects.

Public Works has identified three projects that are eligible for state matching funds: Greenwood Road Improvements, Phase 1, which runs from Woodman Road to Branch Road; Woodman Road Improvements, Phase 1, which runs from Mountain Road to Terry Drive; and Ridge Road Sidewalk, Phase 2, which runs from Old Providence Circle to N. Parham Road.

The state grants would match 50% of the County's actual costs up to a maximum of \$10,000,000. The County must submit a letter of intent to participate in the program.

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