

**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, June 28, 2022, at 5:45 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:

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| 5:45 - 6:15 p.m. | Transportation Funding Update |
| 6:15 - 6:30 p.m. | Updates to County Code Required as a Result of 2022 General Assembly |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items |

Tanya N. Brackett

Tanya N. Brackett, CMC
Clerk, Henrico County Board of Supervisors
June 23, 2022

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
June 28, 2022
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – June 14, 2022, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

Proclamation - Celebrating the Comboni Missionary Sisters 150TH Jubilee Anniversary.

APPOINTMENTS/RESIGNATIONS

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| 181-22 | Resolution - Resignation of Member - Central Virginia Waste Management Authority Board of Directors. |
| 182-22 | Resolution - Appointment of Members - Community Criminal Justice Board. |
| 183-22 | Resolution - Appointment of Members - Community Policy and Management Team. |
| 184-22 | Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors. |
| 185-22 | Resolution - Appointment of Members - J. Sargeant Reynolds Community College Board. |
| 186-22 | Resolution - Resignation of Member - Parks and Recreation Advisory Commission. |
| 187-22 | Resolution - Appointment of Members - Richmond Metropolitan Transportation Authority Board of Directors. |
| 188-22 | Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors. |
| 189-22 | Resolution - Appointment of Members and Alternates - Virginia Transit Association Board of Directors. |

PUBLIC HEARING ITEMS

- 190-22 Resolution - Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2022-23; to Execute the CDBG, HOME, and ESG Agreements for FY 2022-23; and to Execute Contracts to Implement the CDBG, HOME, and ESG Activities.
- 191-22 Resolution - Authorizing County Manager to Submit Eighth Amended Henrico County FY 2019-20 Annual Consolidated Action Plan and to Execute Contracts for CDBG Activities.

PUBLIC COMMENTS

GENERAL AGENDA

- 192-22 Resolution - Appropriation of Funds for FY 2022-23 and Approval of Meals Tax Capital Projects for Henrico County Public Schools.
- 193-22 Introduction of Ordinance - To Reduce the Effective Tax Rate for Qualifying Vehicles in 2022 by Returning Surplus Personal Property Tax Revenues for Qualifying Vehicles to Taxpayers.
- 194-22 Resolution - Signatory Authority - Agreement with Richmond Metropolitan Habitat for Humanity - 408 Dakar Drive - Varina District.
- 195-22 Resolution - Endorsement and Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation SMART SCALE Program for FY 2024.
- 196-22 Resolution - Award of Contract - Mill Road Improvements - Brookland District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
June 28, 2022**

PRESENTATION

PROCLAMATION - Celebrating The Comboni Missionary Sisters 150TH Jubilee Anniversary.

This proclamation celebrates the 150th Jubilee Anniversary of the Comboni Missionary Sisters on Saturday, July 9, 2022.

APPOINTMENTS/RESIGNATIONS

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

This Board paper accepts the resignation of J. Allen Lane from the Central Virginia Waste Management Authority Board of Directors.

RESOLUTION - Appointment of Members - Community Criminal Justice Board.

This Board paper reappoints the following persons to the Community Criminal Justice Board for two-year terms expiring June 30, 2024, or thereafter when their successors have been appointed and qualified:

- 1) Anthony E. McDowell, a representative of the Henrico County Board of Supervisors
- 2) Randall G. Johnson, Jr., Judge, Henrico Circuit Court
- 3) Lauren A. Caudill, Chief Judge, Henrico General District Court
- 4) Linda Y. Lambert, Judge, Henrico Juvenile and Domestic Relations District Court
- 5) Micah S. Blankenship, Chief Magistrate, Henrico County
- 6) Eric D. English., Chief, Henrico Police Division
- 7) Shannon L. Taylor, Commonwealth's Attorney for Henrico County
- 8) Jeffrey L. Everhart, an attorney experienced in the defense of criminal matters
- 9) Alisa A. Gregory, Sheriff of Henrico County
- 10) Mac R. Beaton, a representative of Henrico County Public Schools

- 11) Laura S. Totty, a representative of Henrico Area Mental Health and Developmental Services
- 12) _____, citizen representative for the Brookland District
- 13) Pierre L. Greene, citizen representative for the Fairfield District
- 14) Jeffrey P. Marks, citizen representative for the Three Chopt District
- 15) Rajendra P. Raval, citizen representative for the Tuckahoe District
- 16) _____, citizen representative for the Varina District

RESOLUTION - Appointment of Members - Community Policy and Management Team.

This Board paper appoints the following persons to the Community Policy and Management Team for three year terms expiring June 30, 2025, or thereafter when their successors have been appointed and qualified:

Private Provider	Emily L. Clark
Parent	C. Michael Schnurman, Jr.

RESOLUTION - Appointment of Member - Greater Richmond Partnership Board of Directors.

This Board paper appoints Patricia S. O'Bannon, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for a one-year term expiring June 30, 2023, or thereafter when her successor has been appointed and qualified.

RESOLUTION - Appointment of Members - J. Sargeant Reynolds Community College Board.

This Board paper appoints the following persons to the J. Sargeant Reynolds Community College Board for a four-year term expiring June 30, 2026, or thereafter when their successors have been appointed and qualified:

At-Large	_____
At-Large	Mary L. Studevart

RESOLUTION - Resignation of Member - Parks and Recreation Advisory Commission.

This Board paper accepts the resignation of Anne D. Sterling as the Tuckahoe District representative from the Parks and Recreation Advisory Commission.

RESOLUTION - Appointment of Members - Richmond Metropolitan Transportation Authority Board of Directors.

This Board paper appoints the following persons to the Richmond Metropolitan Transportation Authority Board of Directors for four-year terms expiring June 30, 2026, or thereafter when their successors have been appointed and qualified:

At-Large	Thomas A. Hawthorne
At-Large	Marvin R. Tart, Sr.
At-Large	James D. Campbell
Board of Supervisors	Tyrone E. Nelson

RESOLUTION - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

This Board paper appoints the following persons to The Cultural Arts Center at Glen Allen Foundation Board of Directors for three-year terms expiring June 30, 2025, or thereafter when their successors have been appointed and qualified:

At-Large	Lou Brown Ali
At-Large	Abrar Azamuddin
At-Large	Michael D. Burke
At-Large	Angela N. Harper
At-Large	Belinda R. McDowell

RESOLUTION - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.

This Board paper appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms expiring June 30, 2023, or thereafter when their successors have been appointed and qualified:

Members

Board of Supervisors	Tyrone E. Nelson
Director of Public Works	Terrell C. Hughes

Alternates

Assistant Director of Public Works	E. Todd Eure
Transportation Development Division Director	Sharon S. Smidler

PUBLIC HEARING ITEMS

RESOLUTION - Authorizing County Manager to Submit the Henrico County Annual Action Plan, Including the CDBG, HOME, and ESG Program Plans for FY 2022-23; to Execute the CDBG, HOME, and ESG Agreements for FY 2022-23; and to Execute Contracts to Implement the CDBG, HOME, and ESG Activities.

This Board paper would authorize the County Manager to submit the Henrico County Annual Action Plan consisting of the CDBG, HOME, and ESG FY 2022-23 Plans to the United States Department of Housing and Urban Development (HUD) by August 15, 2022, in accordance with federal submission requirements. It also authorizes the County Manager to execute agreements with HUD for FY 2022-23 for the Henrico CDBG, HOME, and ESG programs. Finally, it authorizes the County Manager to execute contracts in a form approved by the County Attorney to implement the FY 2022-23 CDBG, HOME, and ESG activities.

The County's entitlements for FY 2022-23 are: CDBG \$1,645,428; HOME \$991,558; and ESG \$146,882.

The Department of Community Revitalization has prepared the attached table of the proposed sources and uses of these funds.

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

RESOLUTION - Authorizing County Manager to Submit Eighth Amended Henrico County FY 2019-20 Annual Consolidated Action Plan and to Execute Contracts for CDBG Activities.

This Board paper would authorize the County Manager to submit an eighth amended Henrico County Annual Consolidated Action Plan for FY 2019-20 to the United States Department of Housing and Urban Development to allocate \$200,000 in CDBG funds for needs assessment and assistance to persons residing in hotels as primary housing. These funds were allocated to Henrico County by the federal Coronavirus Aid, Relief, and Economic Security Act (CARES Act) and are subject to an expenditure deadline of May 2026.

The Board paper also authorizes the County Manager to execute contracts with subrecipients to perform activities using these funds.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Appropriation of Funds for FY 2022-23 and Approval of Meals Tax Capital Projects for Henrico County Public Schools.

This Board paper appropriates funds for FY 2022-23 to allow the expenditure of funds budgeted in the County's Annual Fiscal Plans. The Board of Supervisors approved the FY 2022-23 Annual Fiscal Plan on April 12, 2022.

This Board paper also reappropriates to Fiscal Year 2022-23 (i) funds for ongoing capital projects, (ii) funds budgeted in Fiscal Year 2021-22 for the long-term disability benefit program, (iii) funds for all valid outstanding encumbrances as of June 30, 2022, (iv) funds within the Special Revenue Fund for grant programs and donations for specific purposes

that extend beyond June 30, 2022, and (v) all unspent asset forfeiture funds within the Special Revenue Fund. These funds are reappropriated to the same department and account for which they were originally appropriated or encumbered.

This Board paper also approves a project-by-project list of capital projects for Henrico County Public Schools to be funded with meals tax resources in the capital budget.

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

INTRODUCTION OF ORDINANCE - To Reduce the Effective Tax Rate for Qualifying Vehicles in 2022 by Returning Surplus Personal Property Tax Revenues for Qualifying Vehicles to Taxpayers.

This Board paper would introduce for advertisement and a public hearing on July 26, 2022, an ordinance to reduce the effective personal property tax rate for qualifying vehicles from \$3.50 to \$2.98 per \$100 of assessed value for 2022. The tax rate would be reduced by providing taxpayers a credit of \$0.52 per \$100 of assessed value for qualifying vehicles assessed personal property taxes for some or all of 2022. The credit would be provided from surplus personal property tax revenues for FY 2021-22 and reflected on the second-half installment bills due on December 5, 2022. Credits may also be applied to supplemental bills after December 5 when appropriate.

Under the ordinance, qualifying vehicles include automobiles, trucks, and motorcycles classified by Section 58.1-3503(A)(3), (4), (5), and (10) of the Code of Virginia and assessed personal property taxes in the County for some or all of 2022. Qualifying vehicles would not include tax-exempt vehicles or vehicles taxed at a rate of \$1.00 or less per \$100 of assessed value.

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

RESOLUTION - Signatory Authority - Agreement with Richmond Metropolitan Habitat for Humanity - 408 Dakar Drive - Varina District.

This Board paper authorizes the County Manager to execute an agreement to provide funding totaling \$71,500 to Richmond Metropolitan Habitat for Humanity, which will construct and sell a single-family house at 408 Dakar Drive in the Woodlawn Terrace subdivision. Richmond Metropolitan Habitat for Humanity is a non-profit corporation providing services and programs to residents in Central Virginia, including the County.

The lot has been undeveloped dating back to at least 1942, and the construction of a new home in this area will improve the community and its vitality.

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

RESOLUTION - Endorsement and Authorization to Submit Letter of Intent to Participate in Virginia Department of Transportation SMART SCALE Program for FY 2024.

This Board paper would authorize the 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 2024. 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 21 potential projects that are eligible for applications to the SMART SCALE funding program:

1. Broad Street Streetscape with Pulse BRT Expansion Phase III – Libbie Avenue to Commonwealth Avenue;
2. Brook Road Improvements – Azalea Avenue to Brook Run Shopping Center; Carolina Avenue Improvements – Laburnum Avenue to Richmond-Henrico Turnpike;
3. E. Parham Road Improvements – I-95 to Cleveland Street;
4. Gaskins Road Interchange at I-64 (Northern Quadrant & Auxiliary Lanes);
5. Gaskins Road Interchange at I-64 (Southwestern Quadrant Partial Cloverleaf);
6. Glenside Drive/Horsepen Road Safety Improvements;
7. Nine Mile Road – Gordon Lane to Dabbs House Road;
8. Nine Mile Road – Dabbs House Road to Laburnum Avenue;
9. Parham Road Pedestrian Improvements – Holly Hill Road to Three Chopt Road;
10. Route 250 at Route 288 Interchange Improvements;
11. Route 360/I-64 Interchange Reconfiguration;
12. Route 60/Route 33/Beulah Road Roundabout and Gateway Project;
13. S. Laburnum Avenue and Gay Avenue Intersection Improvements;
14. S. Laburnum Avenue Pedestrian Improvements – Thornhurst Street to Gay Avenue;
15. Springfield Road Improvements – Francistown Road to Staples Mill Road;
16. Staples Mill Road Improvements – Aspen Avenue to Waller Road;
17. W. Broad Street/ Parham Road Intersection Improvements;
18. W. Broad Street Pedestrian and Transit Stop Improvements – Forest Avenue to Willow Lawn Drive;
19. W. Broad Street - Short Pump;
20. Williamsburg Road - Randall Avenue to Charles City Road

To participate in the Program, the Board must authorize staff to submit these projects for funding and pass a resolution endorsing the specified projects.

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

RESOLUTION - Award of Contract - Mill Road Improvements - Brookland District.

This Board paper awards a unit price contract for \$704,308.21 to Blakemore Construction Corp. for the Mill Road Improvements project. The project consists of road widening,

restriping, sidewalk improvements, drainage improvements, and a concrete entrance along Mill Road.

Work on the project is anticipated to begin July 2022 and be completed within 120 calendar days.

The County received 5 bids on June 21, 2022, in response to ITB No. 22-2360-5JOK. The bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Blakemore Construction Corp. Rockville, VA	\$704,308.21
J.R. Caskey, Inc. Oilville, VA	\$799,892.00
Abernathy Construction Corp. Glen Allen, VA	\$817,791.95
J.L. Kent & Sons, Inc. Fredericksburg, VA	\$820,903.07
M&F Concrete, Inc. Manassas, VA	\$853,250.40

Based upon a review of the bids, **Blakemore Construction Corp.** is the lowest responsive and responsible bidder.

The final contract amount shall be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid, plus any earned incentive amount, up to, but not exceeding \$60,000, for early completion of the interim milestone to complete all roadway paving and associated work.

Funding to support the contract is available within the project budget. The Director of Public Works and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.