

**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, 2010 at 5:30 p.m.** in the County Manager's Conference Room located on the third 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 – 6:00 p.m. Draft 2011 Legislative Program

6:00 – 6:45 p.m. *Dinner*



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
September 23, 2010

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
September 28, 2010
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Rev. Cleveland Robertson, Senior Pastor, New Life Deliverance Church

APPROVAL OF MINUTES – September 14, 2010 Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation – Paralegals' Week – October 3 - 9, 2010.

Proclamation – Customer Service Week – October 4 – 8, 2010.

Proclamation – Domestic Violence Awareness Month – October 2010.

Proclamation – Henrico History Month – October 2010.

RESIGNATION/APPOINTMENTS

227-10 Resolution – Resignation of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

228-10 Resolution – Appointment of Members – The Cultural Arts Center at Glen Allen Foundation Board of Directors.

PUBLIC HEARING ITEMS

229-10 Resolution – Amendments to the FY 2010-11 Annual Fiscal Plan to (1) Reappropriate Funds for (a) Continuing Grant Programs and (b) Certain Unencumbered Balances from FY 2009-10, and (2) Appropriate Funds for Certain New Programs.

230-10 Resolution – Signatory Authority – Quitclaim of Portion of Drainage Easement – Deep Run Business Center – Three Chopt District.

231-10 Resolution - Condemnation - Rights-of-Way and Easements - North Gayton Road Extension Project - Trustees of Shady Grove United Methodist Church - Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

- 232-10 Resolution – Approval of Issuance of Bonds – Lewis Ginter Botanical Garden, Inc. – Economic Development Authority.
- 233-10 Resolution – Approval of Issuance of Bonds – St. Joseph’s Villa – Economic Development Authority.
- 234-10 Resolution – Award of Construction Contract – Administration Building Roof System Replacement.
- 235-10 Resolution - Consideration of Possible Amendments to the County Code Regarding Family Subdivisions.
- 236-10 Resolution – Acceptance of 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Local Solicitation Award to Henrico County Division of Police.
- 237-10 Resolution - Signatory Authority - Acquisition of Real Property - Church and Pump Roads - Three Chopt District.
- 238-10 Resolution - Signatory Authority – Agreement - Water and Sanitary Sewer Adjustments and Relocations for Huguenot Bridge Replacement – VDOT Project 0147-043-103, C-501 (PPMS # 16519) - Tuckahoe District.
- 239-10 Resolution - Award of Construction Contract - Hermitage Farms Water System Improvements - Brookland District.
- 240-10 Resolution - Award of Construction Contract - Strawberry Hill (SH01-A) Area Sanitary Sewer Rehabilitation – Three Chopt District.
- 241-10 Resolution – Signatory Authority, Amendment to Engineering Services Agreement – Greeley and Hansen LLC – Wastewater Flow Equalization System, Lakeside to Strawberry Hill Pipeline.
- 242-10 Resolution - Signatory Authority - Amendment to Engineering Services Agreement - Water Treatment Facility - Camp Dresser & McKee, Inc.
- 243-10 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
September 28, 2010**

INVOCATION – Rev. Cleveland Robertson, Senior Pastor, New Life Deliverance Church

PRESENTATIONS

PROCLAMATION – Paralegals' Week – October 3 - 9, 2010.

Paralegal work is an important part of the legal profession. Paralegals perform a wide variety of tasks, including preparation of briefs and memoranda, document production and organization, factual and legal research, assistance with depositions, interrogatories and answers, and assistance at trials and hearings. This proclamation recognizes October 3 – 9, 2010 as Paralegals' Week and calls the observance to the attention of all Henrico citizens.

PROCLAMATION – Customer Service Week – October 4 - 8, 2010.

The County of Henrico continues to be recognized locally, nationally, and internationally for the quality it provides to all its customers. This proclamation recognizes October 4 – 8, 2010 as Customer Service Week, and salutes and thank each and every County employee for the quality of service so willingly given to both the internal and external customers of the County.

PROCLAMATION – Domestic Violence Awareness Month – October 2010.

Domestic violence is a pervasive social issue affecting people of all ages, races, religions, cultures, and economic backgrounds. The County of Henrico is committed to prioritizing the problem of domestic violence in our community by increasing awareness and providing education to our citizens. This proclamation recognizes October 2010 as Domestic Violence Awareness Month and acknowledges the ongoing and coordinated efforts of local domestic violence providers and the community in addressing the problem of domestic violence.

PROCLAMATION – Henrico History Month – October 2010.

The County of Henrico has a significant history. Historic preservation has relevance for Henrico citizens of all ages, all walks of life, and all ethnic backgrounds. The Board of Supervisors supports the Henrico County Historical Society's ongoing efforts to promote the County's history and heritage. This proclamation recognizes October 2010 as Henrico History Month calls upon the citizens of the County to acknowledge and participate in this special observance.

RESIGNATION/APPOINTMENTS

RESOLUTION – Resignation of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

This Board paper accepts the resignation of Carrie P. Preston from The Cultural Arts Center at Glen Allen Foundation Board of Directors.

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 terms expiring June 30, 2013 or thereafter, when their successors shall have been appointed and qualified:

At-Large	Michael D. Burke
At-Large	Walter H. Ryland

PUBLIC HEARINGS ITEMS

RESOLUTION – Amendments to the FY 2010-11 Annual Fiscal Plan to (1) Reappropriate Funds for (a) Continuing Grant Programs and (b) Certain Unencumbered Balances from FY 2009-10, and (2) Appropriate Funds for Certain New Programs.

Pursuant to Virginia Code Section 15.2-2507, a Board paper was presented on September 14, 2010, which (a) received requests for amendments to the Annual Fiscal Plan, (b) directed the advertisement of same, and (c) set the date for a public hearing. Those requirements having been met, the Board may now receive this paper, which, if approved, amends the Annual Fiscal Plan and appropriates funds for expenditure, as applicable, on September 28, 2010. After the public hearing, at that same meeting, this paper may be approved.

This paper is divided into three types of amendment requests: (1.a.) Reappropriation of FY 2009-10 funds for grant programs having an ending date after June 30, 2010; (1.b.) Reappropriation of FY 2009-10 funds not expended or encumbered as of June 30, 2010, but needed in FY 2010-11, for purposes approved and budgeted for in FY 2009-10; and (2) Appropriation of new amendment requests for FY 2010-11. New amendment/appropriation requests for FY 2010-11 include certain resources received in FY 2009-10, but not appropriated, as well as new resources anticipated in FY 2010-11.

RESOLUTION – Signatory Authority – Quitclaim of Portion of Drainage Easement – Deep Run Business Center – Three Chopt District.

Approval of this Resolution will authorize the Chairman and Clerk of the Board of Supervisors to execute a Quitclaim Deed in a form approved by the County Attorney, releasing the County’s interest in a portion of a drainage easement acquired in 2006 across property in Deep Run Business Center. The former owner of the land conveyed to the County, at no cost, a

replacement easement to allow for construction of a medical building and now the present owner, Tripoli, Inc., a Virginia corporation, has requested the portion of the original easement which is no longer needed for drainage be quitclaimed to it. The Real Property Department has processed this request through the Departments of Public Works and Planning without objection. The Directors of Public Works and Real Property recommend approval of this action.

RESOLUTION - Condemnation - Rights-of-Way and Easements - North Gayton Road Extension Project - Trustees of Shady Grove United Methodist Church - Three Chopt District.

This Board paper authorizes condemnation proceedings for property owned by the Trustees of Shady Grove United Methodist Church that is needed for the construction of the North Gayton Road Extension Project.

The County needs to acquire right-of-way containing 28,797 sq. ft., permanent sight distance, slope and drainage easements containing 8,295 sq. ft., permanent slope, drainage and utility easements containing 5,210 sq. ft., temporary construction easements containing 8,768 sq. ft., permanent easements for Virginia Electric and Power Company, a Virginia public service corporation, doing business as Dominion Virginia Power, containing 2,942.35 sq. ft., and permanent easements containing 12,442.56 sq. ft. for Verizon Virginia Inc., a Virginia corporation, across the property at 4701, 4703, 4771, and 4795 Shady Grove Road identified as Tax Map Parcels 739-769-2272, 739-769-5185, 739-769-7686, and 739-770-8501, respectively, and 4825 Pouncey Tract Road identified as Tax Map Parcel 739-769-3330 owned by the Trustees of Shady Grove United Methodist Church. Based on an independent appraisal, a bona fide offer of \$267,946 was made to and rejected by the owner.

This Board paper directs the County Manager to take the necessary steps to acquire the right-of-way and easements with the right to enter the property upon the filing of a certificate of take and the deposit of \$267,946 in the Clerk's Office of the Henrico County Circuit Court.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Approval of Issuance of Bonds - Lewis Ginter Botanical Garden, Inc. - Economic Development Authority.

This Board paper approves the issuance of revenue bonds in an amount not to exceed \$3,475,000 by the County's Economic Development Authority for the benefit of Lewis Ginter Botanical Garden, Inc. The Proposed bonds would be used to assist Lewis Ginter by (1) refunding in whole or in part the variable rate revenue bonds which the Authority issued on August 28, 2003 for Lewis Ginter, and (2) financing the amounts required for expenses related

to the issuance of the proposed bonds. By resolution adopted September 16, 2010, the EDA recommended that the Board approve the issuance of the bonds.

RESOLUTION – Approval of Issuance of Bonds – St. Joseph’s Villa – Economic Development Authority.

This Board paper approves the issuance of revenue bonds in an amount not to exceed \$4,500,000 by the County’s Economic Development Authority for the benefit of St. Joseph’s Villa. The proceeds of the Bonds will assist the Villa in financing the construction, improvement, renovation, and equipping of certain infrastructure on its campus, including, without limitation, a perimeter road, pedestrian mall, walkways, and waterlines, which will be located at 8000 Brook Road in the County. By resolution adopted September 16, 2010, the Economic Development Authority recommended that the Board approve the issuance of the Bonds.

RESOLUTION – Award of Construction Contract – Administration Building Roof System Replacement.

This resolution awards a contract to **Patel Services LLC / DBA Sanger Roofing** in the amount of **\$609,000** for the removal and replacement of the existing roof systems at the Administration Building.

This project consists of the removal of the existing roof system and the installation of a new roof including insulation. The original 62,376 square foot roof was installed when the building was constructed in 1976.

The building will remain occupied during construction and temporary protective measures will be provided. The work will be substantially complete within 110 calendar days after the date the written notice to proceed is given to the contractor. Final completion of all work will be within 30 calendar days after the date of substantial completion.

Nine bids were received on August 18, 2010 as follows:

<u>Bidder</u>	<u>Base Bid</u>
Patel Services LLC / DBA Sanger Roofing	\$ 609,000.00
Northeast Contracting Corporation	\$ 628,432.00
CHU Contracting Inc.	\$ 721,719.90
AAR of North Carolina, Inc.	\$ 815,410.00
Autumn Contracting, Inc.	\$ 841,295.00
Roof Systems of VA, Inc.	\$ 874,000.00
Design Systems & Services Corporation	\$ 940,260.00
Dunn Roofing and Sheet Metal, Inc.	\$ 952,276.00
Melvin T. Morgan Roofing & Sheet Metal Co., Inc.	\$ 993,333.00

Patel Services LLC/DBA Sanger Roofing has been determined to be the lowest responsive and responsible bidder.

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

RESOLUTION - Consideration of Possible Amendments to the County Code Regarding Family Subdivisions.

On September 23, 2009, the Planning Commission recommended approval of an amendment to the public street frontage requirement. That amendment would have authorized the Board of Zoning Appeals to approve lots without public street frontage by special exception. At a work session on October 20, 2009, the Board decided not to proceed with that amendment.

On September 14, 2010, the Board discussed possible amendments to the subdivision and zoning ordinances to allow the Planning Commission to approve family subdivisions without public street frontage. Because the amendments now being considered are materially different from the amendment previously recommended by the Planning Commission, the Director of Planning suggests the Board adopt this resolution referring the matter back to the Planning Commission for further study. The County Manager concurs with this recommendation.

RESOLUTION - Acceptance of 2011 Edward Byrne Memorial Justice Assistance Grant (JAG) Program Local Solicitation Award to Henrico County Division of Police.

This resolution accepts a \$102,013 grant under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program Local Solicitation of the U.S. Department of Justice. These funds are part of the regular, annual allocation of the JAG Program and are not part of the 2009 Recovery Act, and will be used to purchase Police-related equipment for the Divisions' specialized tactical, community policing, and investigative teams. No local match is required for this award.

RESOLUTION - Signatory Authority - Acquisition of Real Property - Church and Pump Roads - Three Chopt District.

This Board paper authorizes settlement of the case styled *Board of Supervisors of Henrico County, Virginia v. John C. Zehler, Jr, et al.* on terms recommended by the County Manager and County Attorney.

RESOLUTION - Signatory Authority - Agreement - Water and Sewer Adjustments and Relocations for Huguenot Bridge Replacement - VDOT Project 0147-043-103, C-501 (PPMS # 16519) - Tuckahoe District.

This resolution authorizes the Director of Public Utilities to execute an agreement with the Virginia Department of Transportation for the adjustment and relocation of County-owned water and sewer mains required for replacement of the Huguenot Bridge.

VDOT will pay all costs of the water and sewer adjustments and relocations required by the project. VDOT will adjust or replace portions of the County's 42 inch diameter trunk sewer and smaller sanitary sewers in the area, as well as 6 inch and 8 inch diameter water mains as part of the project. County forces will operate valves as necessary and will inspect the work. VDOT will reimburse the County for this expense.

The Directors of Public Utilities and General Services recommend approval of this Board paper; the County Manager concurs.

RESOLUTION - Award of Construction Contract - Hermitage Farms Water System Improvements - Brookland District.

This resolution awards a contract to Piedmont Construction Company, Inc. in the amount of \$765,088.13 to provide approximately one mile of 4-inch, 6-inch, and 12-inch diameter ductile iron water main in the Hermitage Farms Subdivision along Somoa Drive, Rumford Road, Ara Road, Birchbrook Road, Stoneman Road, Opal Avenue, Abelia Road and Lupine Road, and along Wistar Road.

The purpose of the project is to replace deteriorated plastic water mains installed in the 1970's. The work includes abandoning water mains located in the rear of residences in the area, installing water mains in the street, installing 110 water service lines and 11 fire hydrants, rehabilitating approximately 0.17 miles of 8-inch diameter sewer main by the lining method, and replacing five existing sewer connections.

Work is anticipated to begin in November 2010 and to be completed by August 2011. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Eleven bids were received on August 26, 2010 in response to Bid Request No.10-8883-6CE and Addenda Nos.1 and 2 for the Hermitage Farms Water System Improvements project.

<u>Bidders</u>	<u>Bid Amounts</u>
Piedmont Construction Company, Inc. Oilville, VA	\$ 765,088.13
J. D. Ludwig, Inc. West Point, VA	\$ 797,456.00
Godsey & Son, Inc. Richmond, VA	\$ 809,600.00
R. R. Snipes Construction Company, Inc. Ashland, VA	\$ 813,523.00
Castle Equipment Corporation Richmond, VA	\$ 888,571.30
Perkinson Construction, LLC Prince George, VA	\$ 963,005.55
Toano Contractors, Inc. Toano, VA	\$ 997,000.00

Walter C. Via Enterprises, Inc. West Point, VA	\$ 982,684.00
Richard L. Crowder Construction Company, Inc. Petersburg, VA	\$1,030,440.00
J. Sanders Construction Company West Point, VA	\$1,141,780.00
G. L. Howard, Inc. Rockville, VA	\$1,287,065.00

The Directors of Public Utilities and of General Services recommend the Board award the contract to Piedmont Construction Company, Inc., the lowest responsive and responsible bidder, in the amount of \$765,088.13, and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original contract amount. The County Manager concurs.

RESOLUTION - Award of Construction Contract - Strawberry Hill (SH01-A) Area Sanitary Sewer Rehabilitation - Three Chopt District.

This resolution awards a contract to G. L. Howard, Inc. in the amount of \$1,623,550 for replacement of approximately 1,400 linear feet of 8-inch diameter gravity sewer by the open cut method, rehabilitation of approximately 9,000 linear feet of 8-inch diameter gravity sewer by the lining method along with 105 sanitary manholes, and replacement of approximately 5,600 linear feet of sanitary sewer laterals and 5 sanitary manholes.

The purpose of the project is to replace deteriorated sewer piping installed from the mid-1950s to the mid-1970s to minimize sanitary sewer overflows and provide adequate capacity for peak wet weather flows. The project area is bordered by W. Franklin Street to the north, Patterson Avenue to the south, Orchard Road to the east, and Horsepen Road to the west.

Work is anticipated to begin in October 2010 and is anticipated to be completed by December 2011. Funding to support the contract is available from federal Recovery Zone Economic Development Bond proceeds within the Water and Sewer Enterprise Fund.

Four bids were received on September 9, 2010 in response to Bid Request No.10-8904-8CE and Addendum No.1 for the Strawberry Hill (SH01-A) Area Sanitary Sewer Rehabilitation project.

<u>Bidders</u>	<u>Bid Amounts</u>
G. L. Howard, Inc. Rockville, VA	\$1,623,550.00
R. R. Snipes Construction Company, Inc. Ashland, VA	\$1,756,699.00
Piedmont Construction Company, Inc. Oilville, VA	\$1,897,133.60
Spiniello Companies Livingston, NJ	\$2,685,577.00

The Directors of Public Utilities and of General Services recommend the Board award the contract to G. L. Howard, Inc., the lowest responsive and responsible bidder, in the amount of \$1,623,550.00 and authorize the County Manager, or the Director of General Services as his designee, to execute change orders not to exceed 15% of the original contract amount; the County Manager concurs.

RESOLUTION - Signatory Authority, Amendment to Engineering Services Agreement - Greeley and Hansen LLC - Wastewater Flow Equalization System, Lakeside to Strawberry Hill Pipeline.

On January 28, 2003, the Board of Supervisors approved an Engineering Services Agreement with Greeley and Hansen LLC totaling \$844,000 for design and construction administration services for a flow equalization pipeline. The project included approximately 15,000 feet of 108-inch diameter piping that will store excess sewer flows during wet weather to prevent sanitary sewer overflows.

This resolution authorizes the County Manager to execute an amendment to the Engineering Services Agreement in the amount of \$168,000, for a new total of \$1,012,000, to provide additional engineering services required to update environmental permits and surveys and to cover the cost of an extension of the project schedule requested by Public Utilities.

The Directors of Public Utilities and General Services recommend approval of this Board paper; the County Manager concurs.

RESOLUTION- Signatory Authority - Amendment to Engineering Services Agreement - Water Treatment Facility - Camp Dresser & McKee, Inc.

On October 25, 1989, the Board of Supervisors approved an engineering agreement with Camp Dresser & McKee for professional engineering services in the amount of \$12,373,486 to design the Henrico Water Treatment Plant/Raw Water Transmission Project. The agreement total has been increased to \$18,649,990 by Amendments No. 1 through 9 to address state and federal permitting requirements, relocate the site from Patterson Avenue to Three Chopt Road, revise the design to increase treatment and distribution capacity from 55 to 80 million gallons per day, design building and site security improvements, provide operational service for plant start-up, develop procedures for compliance with water quality standards and provide treatment instrumentation training for plant operators.

This resolution authorizes the County Manager to execute an amendment to the engineering services agreement in the amount of \$476,000 to increase the total contract amount to \$19,125,990 to accomplish the following tasks:

1. Provide additional preliminary design, testing and reporting services to complete the remaining study and 12-month demonstration process in accordance with Virginia Department of Health requirements to increase the water treatment capacity from 55 to 80 million gallons per day.

2. Provide additional design and construction administration services to provide regulatory and operational improvements for the sludge and chemical metering pumps, raw and finished water pump motor drives, ozone sampling system, carbon filtering system, and the filter-to-waste system.

The Directors of Public Utilities and General Services recommend approval of the resolution; the County Manager concurs.

RESOLUTION - Acceptance of Roads.

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

- 1) 0.03 miles of The Ponds at Dandridge Farm, Section B and a Resubdivision of a Portion of The Area Reserved for Future Development of The Ponds at Dandridge Farm, Section A. Brookland District.
- 2) 0.17 miles of Old Springfield Farm. Brookland District.

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