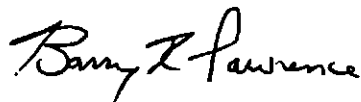


**HENRICO COUNTY
NOTICE OF SPECIAL MEETING
BOARD OF SUPERVISORS**

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, January 25, 2011 at 5:00 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 matters to be reviewed by the Board at this time are:

- | | |
|------------------|---|
| 5:00 – 5:20 p.m. | Proposed Zoning Ordinance Amendment Pertaining to Refuse Container Collection Hours |
| 5:20 – 5:40 p.m. | Virginia Department of Transportation Highway Safety Improvement Program |
| 5:40 – 6:00 p.m. | Proposed Specifications for the Henrico County Flag |
| 6:00 – 6:45 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
January 20, 2011

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
January 25, 2011
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Rev. C. David Torrence Jr., Pastor, Laurel Hill United Methodist Church;
Chaplain, Division of Police

APPROVAL OF MINUTES – January 11, 2011 Regular Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

APPOINTMENTS

- 27-11 Resolution – Appointment of Member – Community Criminal Justice Board.
- 28-11 Resolution – Nomination of Member – Local Emergency Planning Committee.
- 29-11 Resolution - Appointment of Member – Transportation Safety Commission.

PUBLIC HEARINGS - REZONING CASES

- 212-10 Hallmark Home Builders, Inc.: Request to amend proffered conditions accepted with
C-11C-10 Rezoning Case C-66C-03 on Parcels 771-774-3218, -1888, -1883, -3818, -1877,
Brookland -4418, -1871, -5017, -1765, -5617, -1858, -5837, -1853, -5137, -1747, -4537,
 -1840, -3937, -1735, -3337, -1729, -3449, -1723, -4049, -4648, -5248, -5847,
 -6067, -5366, -4765, -4165, -3565 located along the south line of Mill Road
 approximately 300 feet east of LaVecchia Way. The applicant proposes to amend
 Proffer 13 related to fence height and type. The existing zoning is R-5AC General
 Residence District (Conditional). The Land Use Plan recommends Suburban
 Residential 2, density not to exceed 3.4 units per acre. The Planning Commission
 voted to recommend the Board of Supervisors **grant** the request. **(Deferred from
 the November 9, 2010 Meeting).**
- 30-11 IHH Properties, LLC: Request to conditionally rezone from B-3C Business District
C-24C-10 (Conditional) to B-3C Business District (Conditional) part of Parcel 764-752-9619
Brookland containing 1.91 acres, located between the western terminus of Fountain Avenue and
 Shrader Road. The applicant proposes a medical office. The use will be controlled by
 zoning ordinance regulations and proffered conditions. The Land Use Plan
 recommends Commercial Arterial. The Planning Commission voted to recommend
 the Board of Supervisors **grant** the request.

31-11 Sky 88 LLC: Request to conditionally rezone from O-2 Office District to B-1C
C-26C-10 Business District (Conditional), Parcel 769-741-6348 containing 0.47 acres, located
Brookland on the east line of Morningside Drive approximately 160 feet south of its intersection
with W. Broad Street (U. S. Route 250). The applicant proposes a hair salon. The
use will be controlled by zoning ordinance regulations and proffered conditions. The
Land Use Plan recommends Suburban Residential 2, where density should not exceed
3.4 units per acre and Environmental Protection Area. The site is in the Enterprise
Zone. The Planning Commission voted to recommend the Board of Supervisors
grant the request.

PUBLIC HEARING - OTHER ITEM

32-11 Resolution - Change in Street Name - Wheat First Drive - Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

- 33-11 Resolution – Authorizing the Execution and Delivery of a Continuing Disclosure Agreement and a Use of Proceeds Certificate in Connection with the Issuance by the Virginia Public School Authority of its School Financing Bonds (1997 Resolution) Refunding Series 2003 D.
- 34-11 Resolution – Acceptance of Gift from the Family of the Late Clark O. Martin, Jr.
- 35-11 Resolution – Authorization to Accept an Allocation of Grant Funding Totaling \$1,495 from the Virginia Department of Emergency Management’s Emergency Management Performance Competitive Grant Program.
- 36-11 Resolution – Adoption of Henrico Flag.
- 37-11 Resolution – Signatory Authority – Lease Amendment – 7740 Shrader Road - Brookland District.
- 38-11 Resolution – Signatory Authority – Acquisition of Real Property – Pouncey Tract Road – Three Chopt District.
- 39-11 Resolution – Signatory Authority – Virginia Randolph Museum Agreement - Fairfield District.
- 40-11 Introduction of Ordinance – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Sullivans Precinct in the Varina District.
- 304-10 Resolution – Award of Construction Contract – Charles City Road Sewage Pumping Station – Varina District. **(Deferred from the December 14, 2010 meeting).**

- 41-11 Resolution - Award of Construction Contract - Dabbs House Road 12-Inch Water System Extension - Varina District.
- 42-11 Resolution - Award of Contract for Engineering Services - Digital Aerial Orthophotography, Oblique Aerial Imagery, Planimetric Base Map and Topo Update Products and Services.
- 43-11 Resolution - Award of Annual Contract - Engineering Services - Construction Schedule and Claims Support.
- 44-11 Resolution - Acceptance of Roads.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
January 25, 2011**

INVOCATION – Rev. C. David Torrence Jr., Pastor, Laurel Hill United Methodist Church;
Chaplain, Division of Police

APPOINTMENTS

RESOLUTION – Appointment of Member – Community Criminal Justice Board.

This Board paper appoints the following person to the Community Criminal Justice Board for an unexpired term ending June 30, 2012 or thereafter, when his successor shall have been appointed and qualified:

James A. Leigh, citizen representative (Tuckahoe)

RESOLUTION – Nomination of Member – Local Emergency Planning Committee.

This Board paper nominates the following person for appointment to the Local Emergency Planning Committee for a two-year term expiring December 31, 2012 or thereafter, when her successor shall have been appointed and qualified:

Emergency Services

Kathy S. Butler, Henrico County Association of Volunteer Rescue Squads

RESOLUTION - Appointment of Member – Transportation Safety Commission.

This Board paper appoints the following person to the Transportation Safety Commission for a one-year term expiring December 31, 2011 or thereafter, when his successor shall have been appointed or qualified:

Three Chopt District Surya P. Dhakar

PUBLIC HEARINGS - REZONING CASES

C-11C-10 Brookland	Hallmark Home Builders, Inc.: Request to amend proffered conditions accepted with Rezoning Case C-66C-03 on Parcels 771-774-3218, -1888, -1883, -3818, -1877,-4418, -1871, -5017, -1765, -5617, -1858, -5837, -1853, -5137, -1747, -4537, -1840, -3937, -1735, -3337, -1729, -3449, -1723, -4049, -4648, -5248, -5847, -6067, -5366, -4765, -4165, -3565 located along the south line of Mill Road approximately 300 feet east of LaVecchia Way. The applicant proposes to amend Proffer 13 related to fence height and type. The existing zoning is R-5AC General Residence District
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(Conditional). The Land Use Plan recommends Suburban Residential 2, density not to exceed 3.4 units per acre. Acting on a motion by Mr. Vanarsdall seconded by Mr. Branin, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because the changes do not greatly reduce the original intended purpose of the proffers. **(Deferred from the November 9, 2010 Meeting)**.

C-24C-10
Brookland

IHH Properties, LLC: Request to conditionally rezone from B-3C Business District (Conditional) to B-3C Business District (Conditional) part of Parcel 764-752-9619 containing 1.91 acres, located between the western terminus of Fountain Avenue and Shrader Road. The applicant proposes a medical office. The use will be controlled by zoning ordinance regulations and proffered conditions. The Land Use Plan recommends Commercial Arterial. Acting on a motion by Mr. Vanarsdall seconded by Mr. Branin, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would provide for appropriate development and the proffered conditions will provide appropriate quality assurances not otherwise available.

C-26C-10
Brookland

Sky 88 LLC: Request to conditionally rezone from O-2 Office District to B-1C Business District (Conditional), Parcel 769-741-6348 containing 0.47 acres, located on the east line of Morningside Drive approximately 160 feet south of its intersection with W. Broad Street (U. S. Route 250). The applicant proposes a hair salon. The use will be controlled by zoning ordinance regulations and proffered conditions. The Land Use Plan recommends Suburban Residential 2, where density should not exceed 3.4 units per acre and Environmental Protection Area. The site is in the Enterprise Zone. Acting on a motion by Mr. Vanarsdall seconded by Mr. Jernigan, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would provide for appropriate development in light of the business zoning in the area and the proffered conditions should minimize the potential impacts on surrounding land uses.

PUBLIC HEARING - OTHER ITEM

RESOLUTION - Change in Street Name - Wheat First Drive - Three Chopt District.

The current owner of the only properties with addresses along Wheat First Drive (GPINs 752-766-8796 and 753-767-4034) in the Innsbrook North Subdivision has requested Wheat First Drive between Nuckols Road and its terminus be renamed Capital One Way. The request has been reviewed by Planning, Police and Public Works; none of these agencies object to this request.

The proposed street name change has been advertised in the *Richmond Times-Dispatch*.

The Director of Planning, Chief of Police and the Director of Public Works recommend approval of this change.

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION – Authorizing the Execution and Delivery of a Continuing Disclosure Agreement and a Use of Proceeds Certificate in Connection with the Issuance by the Virginia Public School Authority of its School Financing Bonds (1997 Resolution) Refunding Series 2003 D.

A 2003 Virginia Public School Authority bond refunding in which the County participated resulted in debt service savings for the VPSA. The VPSA is required to pass on a portion of the savings allocable to each of the local participants in its refunded pooled bond issues. The VPSA has notified the County that it is entitled to lump sum refunding savings of \$30,377.33. This Board paper, which was requested by the VPSA, drafted by bond counsel for the VPSA, and reviewed by the County Attorney, authorizes the County to execute and deliver the documents necessary for the VPSA to release the refunding savings to the County.

RESOLUTION – Acceptance of Gift from the Family of the Late Clark O. Martin, Jr.

This Board paper authorizes the County Manager to accept this generous donation from the Martin family and commends the family for their generosity and interest in public safety in Henrico County.

RESOLUTION – Authorization to Accept an Allocation of Grant Funding Totaling \$1,495 from the Virginia Department of Emergency Management’s Emergency Management Performance Competitive Grant Program.

This Board paper authorizes the County Manager to accept a grant allocation of \$1,495 from the Emergency Management Performance Competitive Grant Program as administered through the Virginia Department of Emergency Management. The grant, which requires a 1:1 local match, will be used by the Division of Fire to upgrade communications capabilities in the County’s Emergency Operations Center (EOC) for use during emergencies and EOC activations.

RESOLUTION – Adoption of Henrico Flag.

The County has received requests from a firm seeking specifications for the Henrico County flag. This firm wishes to make and sell the flag. The Board of Supervisors adopted an official County Seal in 1984 which has been unofficially used in the Henrico County flag design for many years. However, an official flag design has never been adopted. This resolution would establish official specifications for the Henrico County flag.

RESOLUTION – Signatory Authority – Lease Amendment – 7740 Shrader Road - Brookland District.

Approval of this action will authorize the County Manager to execute a First Amendment of Lease, in a form approved by the County Attorney, for 1,902 sq. ft. of office space located at 7740 Shrader Road for the Human Resources Employee Health Clinic to extend the Lease for an additional two-year term. The landlord is HSOP, L.L.C. The monthly rent for the two-year term will be \$2,337.88. The monthly rental for 2010 was \$2,408.31. The Directors of Human Resources and Real Property recommend approval of this action.

RESOLUTION – Signatory Authority – Acquisition of Real Property – Pouncey Tract Road – Three Chopt District.

The purpose of this Board paper is to approve settlement of the pending condemnation proceeding against the Trustees of Christ Church Episcopal Church. In addition to the right-of-way and easements acquired by the County when it filed its condemnation certificate and deposited \$405,380 with the Circuit Court, the County will acquire from the church an additional 2,731 square feet of temporary construction easement areas and 3.123 acres of a portion of the church’s residue land along Pouncey Tract Road. As total compensation for all of these acquisitions, the church has agreed to accept \$787,918, which can be itemized as follows:

Original take of right-of-way and easements	
(+) additional temporary construction easement areas	\$475,618
3.123 acres from residue	
Land	\$312,300
Total payment to church	\$787,918

The Directors of Public Works and Real Property recommend approval and the County Manager concurs.

RESOLUTION – Signatory Authority – Virginia Randolph Museum Agreement – Fairfield District.

This Board paper authorizes the County Manager to execute an agreement, in a form approved by the County Attorney, between the School Board and the County for the renovation, operation and maintenance of Virginia Randolph Museum. The museum, which was declared a National Historic Landmark in 1974, is located at 2200 Mountain Road in the Fairfield District. The Board has appropriated \$330,800 for this project, which is expected to be completed by July 1, 2011. The property is owned by the School Board, but under the agreement will be operated and maintained by the Division of Recreation and Parks. The agreement was approved by the School Board on January 13, 2011.

INTRODUCTION OF ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Sullivans Precinct in the Varina District.

This Board paper introduces for advertisement and public hearing on February 22 an ordinance to change the polling place for Sullivans Precinct in the Varina District from Varina High School to Settlers Ridge Community Center. This change is necessary because ongoing construction at Varina High School makes the current polling place inadequate to accommodate voters.

The Electoral Board approved this change on December 8, 2010. It is being requested now so that it can be implemented for the June 14 primary election. After Board approval, it must be submitted to the U.S. Department of Justice for preclearance under the Voting Rights Act before implementation.

RESOLUTION - Award of Construction Contract - Charles City Road Sewage Pumping Station - Varina District.

This Board Paper awards a construction contract to English Construction Company, Inc. in the amount of \$3,300,000.00 to construct a 4.0 mgd sewage pumping station and demolish the existing 2.5 mgd sewage pumping station located at 2807 Charles City Road.

The purpose of the project is to increase the capacity of the sewage pumping station to handle future wastewater flows. The work will begin in January 2011 and will be completed by January 2013. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Bids were received on September 29, 2010. The bidders and bid amounts are as follows:

Bidders	<u>Bid Amounts</u>
Southwood Builders, Inc. and Southwood Building Systems, Inc. Ashland, VA	\$3,148,860.00
English Construction Company, Inc. Lynchburg, VA	\$3,300,000.00
Mid Eastern Builders, Inc. Chesapeake, VA	\$3,417,000.00
M&W Construction Corporation Portsmouth, VA	\$3,646,770.00
Virtexco Corporation Norfolk, VA	\$4,114,700.00
Piedmont Concrete Contractors, Inc. Charlottesville, VA	\$4,122,946.00
Anderson Construction, Inc. Lynchburg, VA	\$4,227,560.00

Versar, Inc. Springfield, VA	\$4,358,656.00
Shaw Construction Corp. Williamsburg, VA	\$4,387,310.00
Waco, Inc. Sandston, VA	\$4,786,860.00

After a review and evaluation of all bids received, the Director of General Services determined that Southwood Builders, Inc. is not a responsible bidder.

The Directors of Public Utilities and General Services recommend the Board award the contract to English Construction Company, Inc., the lowest responsive and responsible bidder, in the amount of \$3,300,000.00 and authorize the County Manager, or the Director of General Services as his designee, to execute the contract and change orders not to exceed 15% of the original contract amount. The County Manager concurs.

This Board Paper was deferred from the December 14, 2010 meeting.

RESOLUTION - Award of Construction Contract - Dabbs House Road 12-Inch Water System Extension - Varina District.

This resolution would award a contract to Godsey & Son, Inc. to install approximately 695 linear feet of 12-inch diameter ductile iron water main, nine water services, and one fire hydrant along Dabbs House Road between Creighton Road and Wheelwood Way.

The purpose of the project is to connect the properties at 1006, 1008, 1040 and 1060 Dabbs House Road to the County water system. This project was requested by the Virginia Department of Environmental Quality (DEQ) due to an underground petroleum release from a site at the corner of Laburnum Avenue and Creighton Road that impacted or threatened private water wells in the area. The work will begin in March 2011 and will be completed by September 2011. Funding to support the contract is available within the Water and Sewer Enterprise Fund, and DEQ will reimburse the County \$96,007 of the cost.

Bids were opened on December 8, 2010. The bidders and bid amounts are as follows:

Bidders	<u>Bid Amounts</u>
Godsey & Son, Inc. Richmond, VA	\$103,322.00
Walter C. Via Enterprises, Inc. West Point, VA	\$119,382.00
Castle Equipment Corp. Richmond, VA	\$120,023.82
R.R. Snipes Construction Co., Inc. Ashland, VA	\$121,437.00
Central Contracting Co., Inc. Richmond, VA	\$124,727.00

G. L. Pruett, Inc.
Ashland, VA

\$163,812.00

The Directors of Public Utilities and General Services recommend the Board award the contract to Godsey & Son, Inc., the lowest responsive and responsible bidder, in the amount of \$103,322.00 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, and the County Manager concurs.

RESOLUTION - Award of Contract for Engineering Services - Digital Aerial Orthophotography, Oblique Aerial Imagery, Planimetric Base Map and Topo Update Products and Services.

This resolution would award a contract to **Merrick & Company** for products and services for Digital Aerial Orthophotography, Oblique Imagery, Planimetric Base Map and Topographic Updates of the County's Geographic Information Systems (GIS) mapping data. The data in the GIS System must be updated to accurately reflect the current layout of land and other features in the County.

Updates of the County's Planimetric Base Map and Topographic features are scheduled every three years, while updates of Digital Aerial Orthophotography and Oblique Imagery occur every year if funds are available.

On October 22, 2010, six proposals were received in response to RFP #10-8912-8CS. Based upon evaluation of the proposals, the Selection Committee (consisting of Mr. Jon Steele, Mr. Jay Cummins, Mr. Tom Little, Mr. Jim Uzel, Mr. Juston Manville, Mr. Chris Winstead, Mr. B.R. Carson and Mrs. Cecelia Stowe) interviewed the following firms:

Merrick & Company
Sanborn Map Company, Inc.

The Committee selected **Merrick & Company** as the first ranked firm and negotiated a fixed fee of \$ 544,765.62

Funding to support this contract is available within the project budget. The Director of General Services recommends that the referenced contract be awarded to **Merrick & Company** for \$544,765.62, and the County Manager concurs.

RESOLUTION - Award of Annual Contract - Engineering Services - Construction Schedule and Claims Support.

This resolution awards an annual contract to Alpha Corporation for engineering services for construction schedule and claims support on complex construction projects.

On November 18, 2010, eight proposals were received in response to RFP #10-8945-10CS. Based upon evaluation of the proposals, the Selection Committee (consisting of Mr. Donny

Johnson, Mr. Robert Tieman, Mr. Chris Winstead, and Mrs. Cecelia Stowe) interviewed the following firms:

Alpha Construction and Engineering Corporation
ATCS, P.L.C.

Based on the written proposals and interviews, the committee selected Alpha Construction and Engineering Corporation, d/b/a Alpha Corporation as the first ranked firm for the purpose of negotiating the contract.

The contract term will be for the period February 1, 2011 through February 28, 2012 and may be renewed for two additional one-year terms. Compensation for services shall be based upon the contract's hourly rate schedule. Project fees shall not exceed \$300,000 for any single project or a total of \$1,500,000 for the term of the contract.

The Directors of Public Works and General Services recommend that the contract be awarded to Alpha Corporation, and 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) 0.02 miles of Concourse Boulevard Extended – a Dedication of Concourse Boulevard. Three Chopt District.
- 2) 0.11 miles of Holman Ridge Road Extended – a Dedication of Holman Ridge Road. Three Chopt District.

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