

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
November 27, 2012**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, November 27, 2012, at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

Richard W. Glover, Chairman, Brookland District
David A. Kaechele, Vice Chairman, Three Chopt District
Tyrone E. Nelson, Varina District
Patricia S. O'Bannon, Tuckahoe District
Frank J. Thornton, Fairfield District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Michael L. Wade, Sheriff
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Jane D. Crawley, Deputy County Manager for Community Services
Timothy A. Foster, P.E., Deputy County Manager for Community Operations
Randall R. Silber, Deputy County Manager for Community Development
John A. Vithoukias, Deputy County Manager for Administration

Mr. Glover called the meeting to order at 7:00 p.m.

Mr. Glover led recitation of the Pledge of Allegiance, which was followed by a moment of silence.

On motion of Mr. Kaechele, seconded by Mr. Nelson, the Board approved the minutes of the November 13, 2012, Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Glover, Kaechele, Nelson, O'Bannon, Thornton

No: None

MANAGER'S COMMENTS

There were no comments from the Manager.

BOARD OF SUPERVISORS' COMMENTS

Mr. Glover recognized the following Boy Scouts from Troop 705, sponsored by Derbyshire Baptist Church, who were observing the meeting to fulfill a requirement for the Citizenship in the Community Merit Badge: Roger Mayer, Andrew Smith, and Adam Svatos.

RECOGNITION OF NEWS MEDIA

No media representatives were present.

PUBLIC HEARING ITEM

279-12 Ordinance - To Amend and Reordain Section 19-28 Titled "Extension of approvals to address housing crisis," Section 19-93 Titled "Installation of improvements or bonding; release of bond," and Section 24-106 Titled "Plan of development (POD), administrative and schematic site plans" of the Code of the County of Henrico to Extend the Periods of Validity of Approved Plans and Plats and Allow Collection of Administrative Costs From Financial Guarantees.

Ben Blankinship, Principal Planner, narrated a brief slide presentation on these proposed zoning and subdivision ordinance amendments regarding the extension of certain plat and POD approvals and financial guarantees for defaults on performance bonds. He noted that the amendments were made necessary by actions of the Virginia General Assembly that took effect on July 1, 2012. Mr. Blankinship summarized the provisions of House Bill 571, which addressed the extension of approvals, and Senate Bill 179, which addressed financial guarantees. He also noted the Planning Commission's previous consideration of the ordinance and recommendation for approval.

Mr. Blankinship responded to questions from Mrs. O'Bannon.

No one from the public spoke in opposition to this item.

On motion of Mr. Nelson, seconded by Mr. Kaechele, and by unanimous vote, the Board approved this item – see attached ordinance.

GENERAL AGENDA

280-12 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2012-13 Annual Fiscal Plan: December, 2012.

Brandon Hinton, Management and Budget Division Director, and Mr. Hazelett responded to a question from Mrs. O'Bannon.

On motion of Mr. Thornton, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

281-12 Resolution - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2012 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

Gene Walter, Director of Finance, thanked Tim Conner, Ken Fown, and Kim Edwards from KPMG for conducting the audit for the County; Vaughan Crawley and his staff from the County's Internal Audit Office for their assistance to the external auditors; and Clarence Daniel and Charles Ramsey and their staff from the Department of Finance's Accounting Division, as well as all County staff that process financial transactions on a daily basis, for the exceptional job they did throughout the fiscal year and their dedication and hard work in making the excellent results of this audit possible.

Mrs. O'Bannon pointed out that she is a member of the County's Audit Committee and noted that the cost of the County's audit was lower than in past years because of the great help that KPMG received from the County's Internal Audit Office and the preparatory work that was done by County departments. She commended all of the County employees who are responsible for keeping financial receipts and making sure that the County's money comes in on time.

On motion of Mrs. O'Bannon, seconded by Mr. Thornton, and by unanimous vote, the Board approved this item – see attached resolution.

282-12 Resolution - Signatory Authority - Lease Amendment - 7740 Shrader Road - Brookland District.

On motion of Mr. Kaechele, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.

283-12 Resolution - Signatory Authority - Acquisition of Real Property - 1401 North Laburnum Avenue - Fairfield District.

Jon Tracy, Director of Real Property, confirmed for Mrs. O'Bannon that the negotiations for this acquisition followed the processes recommended by the County's independent commission that examined land purchases several years ago. Mr. Hazelett responded to additional questions from Mr. Thornton and Mrs. O'Bannon.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

284-12 Resolution - Award of Construction Contract - Westwood and Westview Areas Sewer Rehabilitation - Brookland District.

Art Petrini, Director of Public Utilities, responded to a question from Mr. Kaechele.

On motion of Mrs. O'Bannon, seconded by Mr. Nelson, and by unanimous vote, the Board approved this item – see attached resolution.


285-12 Resolution – Letter of Intent to Participate in VDOT's Revenue Sharing Program for FY 2013-2014.

Steve Yob, Director of Public Utilities, responded to questions from the Board.

On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item.

Mr. Thornton recognized students from Virginia Union University who were in the audience observing the proceedings of the Board at his invitation.

There being no further business, the meeting was adjourned at 7:24 p.m.


Chairman, Board of Supervisors
Henrico County, Virginia

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 279-12

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Agenda Title: **ORDINANCE - To Amend and Reordain Section 19-29 Titled "Extension of approvals to address housing crisis," Section 19-93 Titled "Installation of improvements or bonding; release of bond," and Section 24-106 Titled "Plan of development (POD), administrative and schematic site plans" of the Code of the County of Henrico to Extend the Periods of Validity of Approved Plans and Plats and Allow Collection of Administrative Costs From Financial Guarantees**

Sec. 19-93. Installation of improvements or bonding; release of bond.

(a) Prior to final approval of a plat for recordation, the subdivider shall complete or provide for completion of all required public improvements at the subdivider's expense. To provide for completion, the subdivider shall provide the director of planning a certified check, cash escrow, surety bond, or bank or savings and loan association's letter of credit approved by the county attorney in an amount sufficient to cover the estimated costs of all required improvements. The amount of the certified check, cash escrow, bond or letter of credit shall not exceed the estimated cost of construction based on unit prices for new public or private sector construction in the county plus a reasonable allowance for estimated administrative costs, inflation and potential damage to existing roads or utilities, which shall not exceed ten percent of the estimated construction cost. The subdivider shall obtain the director of planning's approval of its estimate of the time necessary to complete the improvements. If that time is exceeded and is not extended by the director of planning, the director of planning shall arrange for completion of the improvements using the certified check, cash escrow, or letter of credit or by calling on the surety on the bond. If the owner or developer defaults on construction of such improvements, and such improvements are constructed with funding from the certified check, cash escrow, or letter of credit, the county shall retain or collect the allowance for administrative costs to the extent the costs of such construction do not exceed the total of the originally estimated costs of construction and the allowance for administrative costs.

3. That Section 24-106 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 24-106. Plan of development (POD), administrative and schematic site plans.

(j) Approval and extension. Approved plans of development shall be valid for the periods provided in section 15.2-2261 of the Code of Virginia, as amended. However, any approved plan of development valid and outstanding as of January 1, ~~2009~~2011 shall remain valid until July 1, ~~2014~~2017. Any other plan or permit associated with such plan of development shall likewise be extended until July 1, ~~2014~~2017. The extension of validity provided for approved plans of development outstanding as of January 1, ~~2009~~2011 shall not be effective unless any performance

**COUNTY OF HENRICO, VIRGINIA
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Agenda Item No. 279-12

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Agenda Title: ORDINANCE - To Amend and Reordain Section 19-28 Titled "Extension of approvals to address housing crisis," Section 19-93 Titled "Installation of improvements or bonding; release of bond," and Section 24-106 Titled "Plan of development (POD), administrative and schematic site plans" of the Code of the County of Henrico to Extend the Periods of Validity of Approved Plans and Plats and Allow Collection of Administrative Costs From Financial Guarantees

bonds and agreements or other financial guarantees of completion of public improvements in or associated with the proposed development are continued in force.

4. That this ordinance shall be in full force and effect on and after its passage as provided by law.

Comments: The Director of Planning recommends approval of this Board paper, and the County Manager concurs.

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 280-12

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**Agenda Title INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the
FY 2012-13 Annual Fiscal Plan: December, 2012**

| <p>For Clerk's Use Only:</p> <p>Date NOV 27 2012</p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to</p> | <p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Thornton</u> Seconded by (1) <u>Nelson</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p> | <table border="0"> <thead> <tr> <th></th> <th>YES</th> <th>NO</th> <th>OTHER</th> </tr> </thead> <tbody> <tr> <td>Glover, R.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input checked="" type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> <td align="center"><input type="checkbox"/></td> </tr> </tbody> </table> | | YES | NO | OTHER | Glover, R. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Kaechele, D. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--|---|--------------------------|-----|----|-------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|--------------|-------------------------------------|--------------------------|--------------------------|
| | YES | NO | OTHER | | | | | | | | | | | | | | | | | | | | | | | |
| Glover, R. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | |
| Kaechele, D. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | |
| Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | |
| O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | |
| Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | | | | | | | | | | | | | | | | | | | | | | | |

WHEREAS, the County Manager has provided the Board of Supervisors of the County of Henrico, Virginia, with a list dated November 20, 2012 requesting amendments to the 2012-13 Annual Fiscal Plan; and,

WHEREAS, the County Manager listed by department, the purpose of the request, and the source of funding to support the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the Clerk of the Board is directed to advertise a synopsis of the proposed amendments and a public hearing thereon to be held on December 11, 2012, at 7:00 p.m., in the Board Room at the Henrico County Government Center, East Parham and Hungary Spring Roads, to ascertain the views of the citizens with respect to the proposed amendments, such advertisement to be placed in the Richmond Times-Dispatch on Tuesday, December 4, 2012.

COMMENTS: The Director of Finance recommends approval of this Board paper and the County Manager concurs.

By Agency Head Buyer H. Walters

By County Manager [Signature]

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Clerk, Board of Supervisors
Date: _____

AMENDMENT TO THE 2012-13
ANNUAL FISCAL PLAN FOR DECEMBER, 2012

OPRRATING FUNDS

FUND 0101 - GENERAL FUND - General Operating Fund

Department - 22 - Social Services

22001 - Independent Living Program

1302 00000 - Purchase of Services \$ 4,925

To appropriate additional funds for the Independent Living Education and Training Voucher Program. This program provides funding to help foster care youth with expenses associated with college and vocational training. The program is funded with Federal (80%) and State (20%) funding. The total appropriation for this program in fiscal year 2012-13 will be \$41,218, after this addition. No County matching funds are required.

22061 - Eligibility Administration

1301 00000 - Administration 12,670

The Commonwealth of Virginia, Department of Social Services, will provide the County of Henrico an additional \$4,371 of State (34.5%) and \$6,335 of Federal (50%) funds for the FUEL/Crisis Program in fiscal year 2012-13. This amendment provides funding for temporary labor for this program. The required 15.5% County match, \$1,964, will come from the fund balance in the General Fund, and is included in this \$12,670 amount. The total appropriation for this program in fiscal year 2012-13, will be \$5,373,645, after this addition.

22507 - Preventative Foster Care

1302 00000 - Purchase of Services 20,919

The Commonwealth of Virginia, Department of Social Services, will provide the County of Henrico an additional \$105 of State (0.5%) and \$17,572 of Federal (84%) funds for the Family Preservation Program in fiscal year 2012-13. The required 15.5% County match of \$3,242 will come from the fund balance in the General Fund, and is included in this \$20,919 amount.

Total Social Services \$ 38,514

Department - 24 - Public Health

24001 - Public Health \$ 81,277

0000 00000 - To appropriate funding to cover Henrico's 45% share of the increased funds provided to Henrico's Public Health department by the State in the current fiscal year. This funding will come from the fund balance of the General Fund.

Total GENERAL FUND \$ 119,791

FUND 1102 - SPECIAL REVENUE FUND - State and Federal Grants - County

Department 12 - Police

12800 - Grants

0000 00173 - Bulletproof Vest \$ 3,044

Additional funds have been approved for reimbursement to the County of Henrico from the United States Department of Justice, Office of Justice Programs, under the Bulletproof Vest Partnership Program, in the amount of \$3,044. No County matching funds are required.

0000 05198 - Spay and Neuter Foundation 1,134

The Commonwealth of Virginia, Department of Taxation, has awarded the County of Henrico, \$1,134, which was designated by Henrico citizens who voluntarily donated funds to the Spay and Neuter Foundation on their Virginia tax return. Once these funds are appropriated, the Division of Police will donate them to the local SPCA to support sterilization programs of dogs and cats.

Total Police \$ 4,178

Department 13 - Fire

13113 - Emergency Planning and Safety

0000 05444 - RMMRS - Regional Medical Gap Analysis \$ 3,000

To appropriate additional Federal funding received from the FY2009 Metropolitan Medical Response System (MMRS) Grant Program as a sub-awardee to the City of Richmond, and as managed by the Virginia Department of Health and the Virginia Department of Emergency Management. This additional federal funding will bring the total amount to \$90,000. This funding will be used to support a regional effort within the Richmond MMRS to conduct an analysis of capabilities and identify measures to enhance the regional medical surge response and capacity of participating localities. No local match is required.

0000 00000 - Richmond MSA Shelter Enhancement 90,000

To appropriate funding from the Virginia Department of Emergency Management. These federal funds are pass-through from the National Preparedness Directorate (NPD) of the United States Department of Homeland Security and are being administered by the Commonwealth. Funds will be used for the Central Virginia Urban Area Security Initiative project to enhance emergency shelter capabilities at Elko Middle School. No local match is required.

Total Fire \$ 93,000

Department 23 - Recreation and Parks

23101 - Director

0476 05154 - Recreation Donations - Brookland Youth Baseball/Softball \$ 900

To appropriate a donation received from Shoney's of Richmond for the Brookland Youth Sports Awards.

| | | |
|------------|--|----------|
| 0472 05154 | - <u>Recreation Donations - Youth, Arts, and Humanities</u> | 2,400 |
| 0479 05154 | <u>Recreation Donations - Henrico Pops Chorus</u> | 1,000 |
| | To appropriate donations received for the Cultural Arts Center which will be utilized for youth programs entitled "The True Story of Pocahontas" and two performances by David Vanderveer. | |
| | Total Recreation and Parks | \$ 4,300 |

Department 30 - Economic Development

| | | |
|------------|--|--------------|
| 30001 | - Economic Development | |
| 0902 00000 | - <u>Governor's Opportunity Award - FAREVA</u> | \$ 650,000 |
| 0903 00000 | - <u>County Match - Governor's Oppormnity Award - FAREVA</u> | 650,000 |
| | The Commonwealth of Virginia, Governor's Opportunity Fund, through the Virginia Economic Development Partnership (VEDP), has awarded the County of Henrico a \$650,000 grant to FAREVA to assist in funding necessary technological improvements to the former Pfizer plant. A required County match of \$650,000 is also being appropriated at this time, and is to come from the fund balance in the General Fund via an interfund transfer to the Special Revenue Fund, for a total budget of \$1,300,000 for this purpose. | |
| | Total Economic Development | \$ 1,300,000 |
| | Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County | \$ 1,401,478 |

FUND 1110 – SPECIAL REVENUE FUND - Mental Health and Developmental Services

Department 26 - Mental Health and Developmental Services

| | | |
|------------|--|------------|
| 26106 | - Emergency Services | |
| 1674 00000 | - <u>MH State CIT Drop Off Site</u> | \$ 214,000 |
| | To appropriate restricted State funds to operate a crisis receiving center to be located at Henrico Doctor's Hospital, Parham Road campus. | |

FUND 1113 – SPECIAL REVENUE FUND - Forfeitures Commonwealth's Attorney State

Department 05 – Commonwealth's Attorney

| | | |
|------------|--|--------------|
| 05001 | - Commonwealth's Attorney | |
| 0000 00000 | - <u>Forfeimres - Commonwealth's Attorney - State</u> | \$ 6,364 |
| | Law enforcement special funds which have been received by the County of Henrico, and heretofore not appropriated for expenditure, are to be used by the Commonwealth's Attorney for law enforcement projects as determined and approved by the County Manager or his designee. | |
| | Total SPECIAL REVENUE FUND | \$ 1,621,842 |

FUND 6301 - RISK MANAGEMENT FUND

Department 16 - General Services

16001 - Risk Management

0000 00000 - Risk Management \$ 7,287,150

Funds are required to support anticipated expenses for the Workers' Compensation and Property/Liability programs for the fiscal year ending June 30, 2013. This appropriation is an estimate of what will be required for the balance of the fiscal year. Funds are to come from the Self-Insurance Reserve in the General Fund, via an interfund transfer to the Internal Service Fund.

Total OPERATING FUNDS \$ 9,028,783

CAPITAL FUNDS

FUND 2101 - CAPITAL PROJECTS FUND - General Capital Projects

Department 28 - Public Works

28004 - Construction

0000 06685 - Parham Road Improvements - Villa Park Drive to Sanctuary \$ 240,846

0000 06708 - Parham and Woodman - Federal Highway Safety Improvement Fund 159,754

0000 06709 - Parham and Shrader - Federal Highway Safety Improvement Fund 683,903

0000 06710 - Parham and Ackley - Federal Highway Safety Improvement Fund 175,828

0000 06711 - Labumum and Darbytown - Federal Highway Safety Improvement Fund 504,974

0000 06712 - Parham and Three Chopt - Federal Highway Safety Improvement Fund 782,731

To appropriate funding from the Department of Transportation for Federal Highway Safety Improvement Program Funds. The Department of Public Works has negotiated an agreement with VDOT for preliminary engineering, right of way, utilities, and constmction for road improvements. VDOT will reimburse 100% of project costs from the Federal Highway Safety Improvement Program Funds.

\$ 2,548,036

0000 06721 - Woodman Road Tum Lanes \$ 268,000

To appropriate funding from the State Department of Transportation for the County to construct a southbound left tum lane on Woodman Road at Jesse Chavis Drive. VDOT will reimburse up to fifty percent of the project costs under their Revenue Sharing Program.

Total Public Works \$ 2,816,036

Total Fund 2101 - Capital Projects Fund \$ 2,816,036

FUND 2111 - CAPITAL PROJECTS FUND - Capital Initiatives Fund

Department 23 - Recreation and Parks

23101 - Director

0000 00000 - Greenwood Road Park \$ 1,150,000

This amendment will provide funding for design work for a proposed athletic field complex at Greenwood Road. Funding is to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

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| 0000 00000 | - <u>Greenwood Road Park</u> | 160,000 |
| | This amendment will provide funding for the purchase of an additional two acres for a proposed athletic field complex at Greenwood Road. Funding is to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| | Total Recreation and Parks | \$ 1,310,000 |
| Department 32 - Non-Departmental | | |
| 32001 | - Non-Departmental | |
| 0000 06483 | <u>Lakeside Business Association Project</u> | \$ 9,950 |
| | To provide funding for the Lakeside Business Association avenue-wide event to promote economic activities in the Lakeside community. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| 0000 06619 | - <u>Children's Museum of Richmond</u> | 50,000 |
| | This amendment will provide funding to upgrade exhibits at the Children's Museum located at West Broad Village. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| 0000 00000 | - <u>Fastpitch Softball Tournament</u> | 10,000 |
| | This amendment will provide funding to the Glen Allen Youth Athletic Association to support hosting a girls Southeast Regional Fastpitch Softball Tournament. At this event fifty to sixty teams are expected to come to the area for at least five days. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| | Total Non-Departmental | \$ 69,950 |
| Department 50 - Education | | |
| 50331 | - Constmction and Maintenance | |
| 0000 06750 | - <u>Baker Elementary School - Main Gym Light Replacements</u> | \$ 7,500 |
| | This amendment will provide funding for the main gym light replacements for Baker Elementary School. Punds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| 0000 06751 | - <u>Donahoe Elementary School - Multi-Purpose Room Light Replacements</u> | 7,500 |
| | This amendment will provide funding for the multi-purpose room light replacements for Donahoe Elementary School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |
| 0000 06752 | - <u>Montrose Elementary School - Multi-Purpose Gym Light Replacements</u> | 7,500 |
| | This amendment will provide funding for the multi-purpose gym light replacements for Montrose Elementary School. Funds are to come from the fimd balance in the General Fund via an interfund transfer to the Capital Projects Fund. | |

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| 0000 06753 | - <u>Rolfe Middle School - Athletic Improvements</u> This amendment will provide funding for athletic improvements for Rolfe Middle School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | 10,000 |
| 0000 06754 | - <u>Baker Elementary School - Computers On Wheels</u> This amendment will provide funding for the Computers On Wheels learning system for Baker Elementary School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | 20,000 |
| 0000 06760 | - <u>Sandston Elementary School - Multi-Purpose Gym Light Replacements</u> This amendment will provide funding for the multi-purpose gym light replacements for Sandston Elementary School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | 7,500 |
| | | \$ 60,000 |
| 50331 | - Constmction and Maintenance | |
| 0000 06755 | - <u>Henrico High School - Athletic Equipment/Facility</u> | \$ 14,000 |
| 0000 06757 | - <u>Fairfield Middle School - Athletic Equipment/Facility</u> | 15,000 |
| 0000 06758 | - <u>Wilder Middle School - Athletic Equipment/Pacility</u> This amendment will provide funding for educational and athletic equipment as well as facility improvements for Henrico High School, Fairfield Middle School, and Wilder Middle School. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund. | 15,000 |
| | | \$ 44,000 |
| | Total Education | \$ 104,000 |
| | Total Fund 2111 - Capital Initiatives Fund | \$ 1,483,950 |
| | Total CAPITAL PROJECTS FUND | \$ 4,299,986 |
| | Totai Amendments/Appropriations | \$ 13,328,769 |

TRANSFER OF FUNDS
BETWEEN OPERATING FUNDS AND CAPITAL FUNDS

FROM:

CAPITAL FUNDS

FUND 2101 - CAPITAL PROJECTS FUND

Department 38 - Community Revitalization

38003 - CDBG

0000 05317 - 09-10 South Elm Road Drainage Improvement \$ (21,278)

0000 05318 - 09-10 Sandston Ballfield Parking Lor (2,638)

0000 06606 - FY2010-11 CDBG MH&DS Group Home Improvements (509)

0000 06699 - PY11-12 CDBG MH/DS Group Home Improvements (7,442)

TO:

OPERATING FUNDS

FUND 1102 - SPECIAL REVENUE FUND

Department 38 - Community Revitalization

38003 - CDBG

0000 05470 - FY12-13 Enterprise Zone - Façade Grants \$ 31,867

To transfer completed capital project balances to the Enterprise Zone program to allow one to two additional façade grants.

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

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Agenda Title **RESOLUTION – Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2012 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee**

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|---|---|---|--|---------------------|------------|---|--------------|---|--------------|---|--------------|---|------------|---|
| <p>For Clerk's Use Only:</p> <p>NOV 27 2012</p> <p>Date _____</p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to _____</p> | <p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>O'Bannon</u> Seconded by (1) <u>Shanley</u></p> <p>(2) _____ (2) _____</p> <p>REMARKS: APPROVED</p> | <table border="0"> <tr> <td></td> <td align="center">YES NO OTHER</td> </tr> <tr> <td>Glover, R.</td> <td align="center"><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center"><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td>Thornton, F.</td> <td align="center"><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center"><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td>Nelson, T.</td> <td align="center"><input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> </table> | | YES NO OTHER | Glover, R. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | Kaechele, D. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | Thornton, F. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | O'Bannon, P. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | Nelson, T. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> |
| | YES NO OTHER | | | | | | | | | | | | | |
| Glover, R. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | | | | | | | | | | | |
| Kaechele, D. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | | | | | | | | | | | |
| Thornton, F. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | | | | | | | | | | | |
| O'Bannon, P. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | | | | | | | | | | | |
| Nelson, T. | <input checked="" type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> | | | | | | | | | | | | | |

BE IT RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the Comprehensive Annual Financial Report for the fiscal year ended June 30, 2012 including the Schedule of Expenditures of Federal Awards, is received in accordance with the Single Audit Act and OMB Circular A-133, as audited by KPMG LLP, Certified Public Accountants; and

BE IT FURTHER RESOLVED that the Board acknowledges that the Henrico County Audit Committee (consisting of Board of Supervisors members from the Tuckahoe and Brookland Districts plus the County Manager) having met on May 8, August 14 and November 27, 2012, discharged its duties and responsibilities by reviewing the presented External and Internal Audit Reports, Audit Plans, External Auditor Compensated Services, and Internal Audit Planning Survey.

COMMENTS: The Director of Finance recommends approval of this Board paper and the County Manager concurs.

By Agency Head Ernie H. Walker

By County Manager Joseph E. Hight

Routing:
Yellow to: _____
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Certified:
A Copy Teste: _____
Clerk, Board of Supervisors
Date: _____



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 282-12

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Lease Amendment — 7740 Shrader Road — Brookland District

| | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---|--------------|------------|-----------|--------------|------------|---|--|--|--------------|---|--|--|------------|---|--|--|--------------|---|--|--|--------------|---|--|--|
| <p>For Clerk's Use Only: Date: NOV 27 2012</p> <p><input checked="" type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to:</p> | <p align="center">BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Kaechele</u> Seconded by (1) <u>Nelson</u> (2) _____ (2) _____</p> <p>REMARKS: <u>APPROVED</u></p> | <table border="0"> <tr> <td></td> <td align="center">YES</td> <td align="center">NO</td> <td align="center">OTHER</td> </tr> <tr> <td>Glover, R.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Kaechele, D.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Nelson, T.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>O'Bannon, P.</td> <td align="center">✓</td> <td></td> <td></td> </tr> <tr> <td>Thornton, F.</td> <td align="center">✓</td> <td></td> <td></td> </tr> </table> | | YES | NO | OTHER | Glover, R. | ✓ | | | Kaechele, D. | ✓ | | | Nelson, T. | ✓ | | | O'Bannon, P. | ✓ | | | Thornton, F. | ✓ | | |
| | YES | NO | OTHER | | | | | | | | | | | | | | | | | | | | | | | |
| Glover, R. | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kaechele, D. | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | |
| Nelson, T. | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | |
| O'Bannon, P. | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | |
| Thornton, F. | ✓ | | | | | | | | | | | | | | | | | | | | | | | | | |

WHEREAS, the County currently leases 1,902 sq. ft. of office space at 7740 Shrader Road from HSOP, L.C. for the Human Resources Employee Health Clinic; and,

WHEREAS, the lease terminates on January 31, 2013; and,

WHEREAS, both parties wish to extend the lease for three years beginning February 1, 2013 at an annual rent of \$28,054.50 in the first year, payable in equal monthly installments of \$2,337.88, with a 3% increase each year thereafter.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the County Manager is authorized to execute a lease amendment, in a form approved by the County Attorney, for office space at 7740 Shrader Road.

Comments: This lease is subject to annual appropriation. The Directors of Human Resources and Real Property recommend approval of this action; the County Manager concurs.

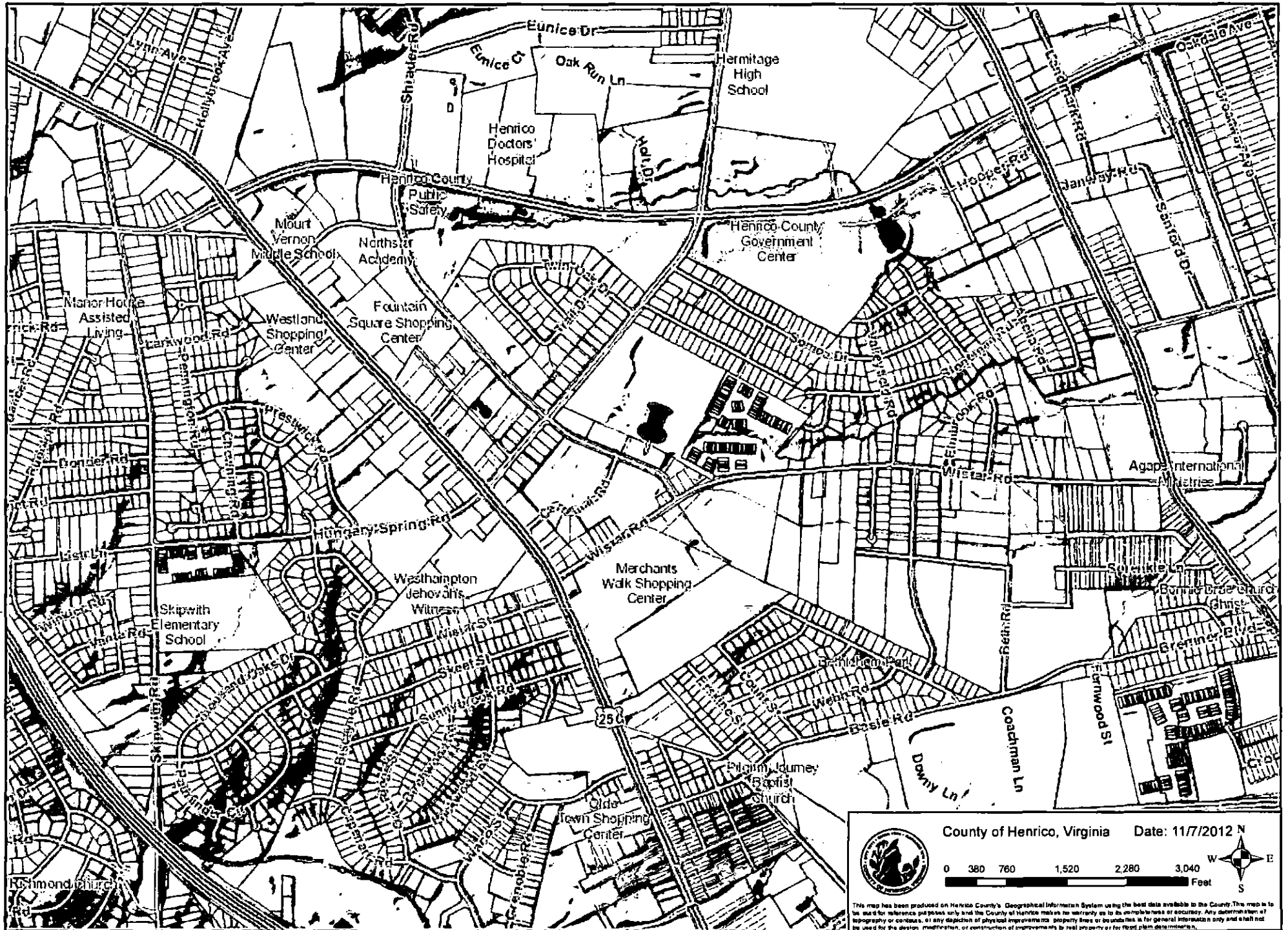
By Agency Head [Signature] By County Manager [Signature]

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Clerk, Board of Supervisors

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Vicinity Map - 7740 Shradar Road





COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 283-12

Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Acquisition of Real Property —
1401 North Laburnum Avenue — Fairfield District

| | | |
|--|---|---|
| <p>For C NOV 27 2012</p> <p>Date: _____</p> <p><input checked="" type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to: _____</p> | <p style="text-align: center;">BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) <u>Thornton</u> Seconded by (1) <u>O'Bannon</u> (2) _____ (2) _____</p> <p>REMARKS: APPROVED</p> | <p style="text-align: center;">YES NO OTHER</p> <p>Glover, R. <input checked="" type="checkbox"/> _____</p> <p>Kaechele, D. <input checked="" type="checkbox"/> _____</p> <p>Nelson, T. <input checked="" type="checkbox"/> _____</p> <p>O'Bannon, P. <input checked="" type="checkbox"/> _____</p> <p>Thornton, F. <input checked="" type="checkbox"/> _____</p> |
|--|---|---|

WHEREAS, the Board of Supervisors desires to acquire 10.328 acres of unimproved land at 1401 North Laburnum Avenue in the Fairfield District for future library uses; and,

WHEREAS, KCA/Laburnum, LLC and Attack Properties, Inc. have agreed to sell the property for \$975,000, the amount of an independent appraisal.

NOW, THEREFORE, BE IT RESOLVED by the Board:

- (1) the County Manager is authorized to execute documents in a form approved by the County Attorney to purchase the property for \$975,000; and,
- (2) the County Manager and County Attorney are authorized to take all actions necessary to acquire title to the property.

Comments: The Directors of Libraries and Real Property recommend approval of this Board paper, and the County Manager concurs.

By Agency Head Jon B. [Signature] By County Manager [Signature]

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Copy to: _____

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Clerk, Board of Supervisors

Date: _____



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 284-12
Page No. 1 of 2

Agenda Title: RESOLUTION — Award of Construction Contract — Westwood and Westview Areas Sewer Rehabilitation — Brookland District

For Clerk's Office: **NOV 27 2012**

Date: _____

- Approved
- Denied
- Amended
- Deferred to: _____

BOARD OF SUPERVISORS ACTION

Moved by (1) O'Bannon Seconded by (1) Nelson
(2) _____ (2) _____

REMARKS:

APPROVED

YES NO OTHER

| | | | |
|--------------|-------------------------------------|--------------------------|--------------------------|
| Glover, R. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Kacchete, D. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Nelson, T. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| O'Bannon, P. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Thornton, F. | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

WHEREAS, three bids were received on **October 17, 2012** in response to **IFB #12-9321-9CE** and Addendum No.1 for the Westwood and Westview Areas sewer rehabilitation project in the Brookland District; and,

WHEREAS, the project includes rehabilitation of approximately 2.6 miles and replacement of approximately 0.7 miles of 8-inch diameter concrete sewer pipe; rehabilitation of 61 sewer manholes and replacement of 25 sewer manholes; rehabilitation of 9 sewer service laterals and replacement of 263 sewer service laterals; and relocation of 17 water service connections; and,

WHEREAS, the bids were as follows:

| <u>Bidder</u> | <u>Bid Amount</u> |
|--------------------------------|-------------------|
| G. L. Howard, Inc. | \$2,552,200.00 |
| Piedmont Construction Co. Inc. | \$2,638,648.00 |
| Perkinson Constmction, LLC | \$3,143,963.00 |

WHEREAS, after a review and evaluation of the bids received, it was determined that G.L. Howard, Inc. is the lowest responsive and responsible bidder with a bid of \$2,552,200.00.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors:

1. The contract is awarded to **G.L. Howard, Inc.**, the lowest responsive and responsible bidder, in the amount of \$2,552,200.00 pursuant to **IFB #12-9321-9CE**, Addendum No.1, and the bid submitted by G.L. Howard, Inc.

By Agency Head _____

Arthur C. Petroni

By County Manager _____

[Signature]

Routing:

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Clerk, Board of Supervisors

Date: _____

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 284-12

Page No. 2 of 2

Agenda Title: **RESOLUTION — Award of Construction Contract — Westwood and Westview Areas Sewer Rehabilitation — Brookland District**

2. The County Manager is authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is authorized to execute change orders within the scope of the project budget, not to exceed 15% of the original contract amount.

Comment: Funding to support the contract is available within the Water and Sewer Enterprise Fund. The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

