

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**May 23, 2017**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – May 9, 2017, Regular and Special Meetings; and March 18, 2017, Special Meeting

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

138-17            Resolution – Congratulating the Richmond Symphony on Its 60<sup>th</sup> Anniversary.

**RESIGNATION/APPOINTMENT**

139-17            Resolution – Resignation of Member – Keep Henrico Beautiful Committee.

140-17            Resolution – Appointment of Member – Richmond Regional Transportation Planning Organization Citizens Transportation Advisory Committee.

**PUBLIC HEARING ITEMS**

141-17            Ordinance - Vacation of Utility Easement - Church Road Glen Subdivision - Three Chopt District.

142-17            Ordinance - Vacation of Drainage and Utility Easement - Chatham Woods Subdivision - Three Chopt District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

143-17            Introduction of Resolution – Receipt of Requests for Amendments to the FY 2016-17 Annual Fiscal Plan: June, 2017.

144-17            Introduction of Ordinance - To Amend and Reordain Section 16-43 Titled “Award of contracts generally,” and Section 16-45 Titled “Exceptions to requirement for competitive procurement,” and to Repeal Section 16-49 Titled “When protests not permitted” of the Code of the County of Henrico, All to Change County Procurement Procedures.

145-17            Resolution - To Initiate Consideration of Amendment to Zoning Ordinance - Front Porches in Residential Districts.

146-17            Resolution - Award of Contract - Montrose Heights and Shurm Heights Area Sewer and Water Rehabilitation - Varina District.

- 147-17 Resolution - Signatory Authority - Agreement with CSX Transportation, Inc. - Greenwood Road Bridge Rehabilitation - Brookland District.
- 148-17 Resolution – Request for Funding – Virginia Department of Transportation Economic Development Access Program – Varina District.
- 149-17 Resolution - Acceptance of Roads - Three Chopt District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
May 23, 2017**

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**PRESENTATION**

**RESOLUTION – Congratulating the Richmond Symphony on Its 60<sup>th</sup> Anniversary.**

The Richmond Symphony, the largest performing arts organization in Central Virginia, was founded in 1957 and is celebrating its 60<sup>th</sup> anniversary during the 2017-18 season. The first concert of the Symphony's diamond anniversary season will be performed at Henrico County's Crump Park on July 4, 2017. This resolution congratulates the Symphony on its 60<sup>th</sup> anniversary, extends best wishes to the Symphony for an exciting anniversary season, and recognizes the Symphony's tremendous cultural contributions to the Henrico community.

**RESIGNATION/APPOINTMENT**

**RESOLUTION – Resignation of Member – Keep Henrico Beautiful Committee.**

This Board paper accepts the resignation of **Jill L. Finnie** from the Keep Henrico Beautiful Committee as a representative of the Brookland District.

**RESOLUTION – Appointment of Member – Richmond Regional Transportation Planning Organization Citizens Transportation Advisory Committee.**

This Board paper appoints the following person to the Richmond Regional Transportation Planning Organization Citizens Transportation Advisory Committee for a term expiring December 31, 2018, or thereafter, when his successor shall have been appointed and qualified:

At-Large                      James R. Barrett

**PUBLIC HEARING ITEMS**

**ORDINANCE - Vacation of Utility Easement - Church Road Glen Subdivision - Three Chopt District.**

This ordinance will vacate a 22 foot wide utility easement in the front southeast corner of Lot 8, Block A, Section 1 of the Church Road Glen subdivision. The owner, Eagle Construction of VA. Properties, LLC, requested the vacation to increase the buildable area of the lot. The County does not need the easement.

The Real Property Department has processed this request through the Departments of Planning and Public Utilities without objection.

**ORDINANCE - Vacation of Drainage and Utility Easement - Chatham Woods Subdivision - Three Chopt District.**

This Board paper will vacate eight feet of a 16 foot drainage and utility easement along the eastern side lot line of Lot 6, Block C of the Chatham Woods subdivision. The owner, Ricardo O. Freitas, requested the vacation to build an attached garage. The County does not need the requested easement area.

The Real Property Department has processed this request through the Departments of Planning, Public Utilities, and Public Works without objection.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2016-17 Annual Fiscal Plan: June, 2017.**

This Board paper introduces a resolution to amend the annual fiscal plan for fiscal year 2016-17. The requested amendments are shown in a list dated May 16, 2017, provided by the County Manager to the Board of Supervisors.

Pursuant to Virginia Code Section 15.2-2507, the County may amend its budget to adjust the aggregate amount to be appropriated during the current fiscal year. However, any such amendment which exceeds one percent of the total expenditures shown in the currently adopted budget must be accomplished by publishing notice of a meeting and public hearing once in a newspaper having general circulation in the County at least seven days prior to the meeting date. The notice states the intent of the Board to amend the budget and includes a brief synopsis of the proposed budget amendment.

The budget amendments that are the subject of this paper fall under the one percent threshold that triggers the advertised public hearing requirement. Nevertheless, this paper directs the Clerk of the Board to advertise, in the Richmond Times-Dispatch on June 6, 2017, a synopsis of the proposed amendments and a public hearing to be held on June 13, 2017. A separate paper will be submitted to the Board to amend the Annual Fiscal Plan and appropriate funds for expenditure, as applicable, after the June 13, 2017, public hearing.

**INTRODUCTION OF ORDINANCE – To Amend and Reordain Section 16-43 Titled “Award of contracts generally,” and Section 16-45 Titled “Exceptions to requirement for competitive procurement,” and to Repeal Section 16-49 Titled “When protests not permitted” of the Code of the County of Henrico, All to Change County Procurement Procedures.**

This Board paper introduces for advertisement and a public hearing on June 13, 2017, a proposed ordinance to change the County’s procurement procedures.

The proposed ordinance would make changes to the County Code to conform to state law by: (1) eliminating exceptions for purchases of library books and special police services from the requirement for competition and (2) repealing the prohibition on administrative protests of

procurement decisions. The ordinance would also change the thresholds for small purchases and the authority of the Purchasing Director and the School Board to award contracts.

The proposed changes were discussed in the Board’s work session on May 9, 2017.

The Director of Finance and Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - To Initiate Consideration of Amendment to Zoning Ordinance - Front Porches in Residential Districts.**

The Board paper directs County staff to prepare a zoning ordinance amendment to allow the administrative approval of extensions of front porches up to eight feet into the front yard setback in subdivisions approved prior to 1960. The amendment would eliminate the need for homeowners to obtain a provisional use permit from the Board of Supervisors for such porch extensions. The proposed amendment will be submitted to the Planning Commission for review and recommendation after a public hearing.

This topic was discussed in the Board’s work session and regular meeting on May 9, 2017.

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

**RESOLUTION - Award of Contract - Montrose Heights and Shurm Heights Area Sewer and Water Rehabilitation - Varina District.**

This Board paper would award a contract to Tidewater Utility Construction, Inc. for \$3,957,207 for the Montrose Heights and Shurm Heights Area Sewer and Water Rehabilitation project. This project will rehabilitate approximately 1.7 miles of deteriorated sewer main and replace or upgrade approximately 1.6 miles of water main in the area bounded by Granville Avenue, Brittles Lane, Williamsburg Road, and Randall Avenue. The sewer main was predominantly installed around 1970, and the water main was installed predominantly in the early 1950s.

The work will begin in July 2017 and will be completed by August 2018. Funding will be provided by the Water and Sewer Revenue Fund.

Five bids were received on April 11, 2017, in response to Invitation to Bid No. 17-1344-3CE and Addendum No. 1:

<b><u>BIDDER</u></b>	<b><u>BID AMOUNT</u></b>
Tidewater Utility Construction, Inc. Suffolk, VA	\$ 3,957,207.00
Henkels & McCoy, Inc. Richmond, VA	\$ 4,596,244.40
Henry S. Branscome, LLC Williamsburg, VA	\$ 4,865,042.00

G. L. Howard, Inc. Rockville, VA	\$ 5,372,000.00
Walter C. Via Enterprises, Inc. West Point, VA	\$ 5,575,000.00

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

The Board paper would also grant signatory authority to the County Manager to execute a contract in a form approved by the County Attorney. The County Manager, or the Purchasing Director as his designee, is authorized to execute change orders within the scope of the project budget not to exceed 15% of the contract amount.

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

**RESOLUTION - Signatory Authority - Agreement with CSX Transportation, Inc. - Greenwood Road Bridge Rehabilitation - Brookland District.**

This Board paper would authorize the County Manager to execute an agreement with CSX Transportation, Inc. ("CSX") for the rehabilitation of the Greenwood Road Bridge. Under the agreement, the County will be authorized to work on the bridge over CSX's tracks and will pay the actual costs incurred by CSX for engineering, inspections, flagging, and signal work. The estimated cost of CSX's work is \$191,885.

Funding for project costs will be provided from the Capital Projects Fund.

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

**RESOLUTION - Request for Funding - Virginia Department of Transportation Economic Development Access Program - Varina District.**

This Board paper would request Economic Development Access Program funding from the Commonwealth Transportation Board for the extension of Engineered Wood Way to Parcel 849-704-6939 in the White Oak Technology Park. The total estimated project cost is \$2.8 million.

The Economic Development Access Program provides up to \$650,000 for construction of road access to economic development sites not adequately served by the existing road network. The program requires local match funds and a financial guarantee from the County if anticipated capital investment does not occur on the site.

The Henrico Economic Development Authority has also applied for a competitive grant of up to \$500,000 from the Virginia Economic Development Partnership's VA Business Ready Sites Program for the road extension.

The Directors of Public Works and the Economic Development Authority recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Acceptance of Roads - Three Chopt District.**

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

- 1) 0.14 mile of Cameron at Grey Oaks, Section 2 a Resubdivision of Cameron at Grey Oaks, Section 1 Reserved for Future Development — Three Chopt District.
- 2) 0.12 mile of Estates at Grey Oaks, Section 4 and a Resubdivision of Estates at Grey Oaks, Section 3 Reserved for Future Development — Three Chopt District.
- 3) 0.53 mile of The Enclave at Bacova, Section 1 — Three Chopt District.

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