

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

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, June 13, 2017**, at **5:45 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:

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|------------------|---|
| 5:45 - 6:00 p.m. | Richmond-Henrico Turnpike Projects Update                         |
| 6:00 - 6:30 p.m. | Laburnum Gateway and Highland Springs Revitalization Areas Update |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items                                      |



Barry R. Lawrence, CMC  
Clerk, Henrico County Board of Supervisors  
June 8, 2017

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**June 13, 2017**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – May 23, 2017, Regular Meeting

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PUBLIC HEARINGS - REZONING CASES**

150-17  
REZ2017-  
00013  
Fairfield

Henrico County Vocational/Technical Education Foundation, Inc.: Request to conditionally rezone from R-5C General Residence District (Conditional) to R-3C One-Family Residence District (Conditional) Parcel 813-732-0538 containing 4.422 acres located on the east line of Cedar Fork Road at its intersection with Creighton Road. The applicant proposes single family dwellings. The R-3 District allows a maximum density of 3.96 units per acre. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office and Suburban Residential 1, density should not exceed 2.4 units per acre. The site is in the Airport Safety Overlay District. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

151-17  
REZ2017-  
00014  
Three Chopt

Gateway Partners: Request to amend proffered conditions accepted with C-57C-90 on Parcel 757-752-7456 located on the south line of N. Parham Road approximately 200' southwest of its intersection with Mayland Drive. The applicant proposes to amend proffers related to prohibited uses to allow medical offices, including massage therapy. The existing zoning is O-2C Office District (Conditional). The 2026 Comprehensive Plan recommends Office. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

**PUBLIC HEARINGS – OTHER ITEMS**

152-17

Resolution – Amendments to the FY 2016-17 Annual Fiscal Plan: June, 2017.

153-17

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.

154-17 Resolution - Signatory Authority - Quitclaim of Temporary Construction Easements - Corner of Kain Road and North Gayton Road - Three Chopt District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 155-17 Resolution – Transfers within the Henrico County Public Schools FY2016-17 Annual Fiscal Plan: June, 2017.
- 156-17 Resolution - Signatory Authority - Fifth Amendment to Communications Tower License Agreement - 3245 Basie Road - Brookland District.
- 157-17 Resolution - Signatory Authority - Radio Tower License Agreement - 5156 Francistown Road - Brookland District.
- 158-17 Resolution - Signatory Authority - Lease Amendment - Department of Community Revitalization - 4062-4066 Crockett Street - Brookland District.
- 159-17 Resolution - Signatory Authority - Lease Amendment - Department of Community Revitalization - 4070-4074 Crockett Street - Brookland District.
- 160-17 Resolution - Award of Contract - Short Pump Park - Dog Park Synthetic Surfacing Project - Three Chopt District.
- 161-17 Resolution – To Permit Additional Fine of \$200 for Speeding on Tonoka Road between Johnson Place and Jowin Lane – Fairfield District.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
June 13, 2017**

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**PUBLIC HEARINGS – REZONING CASES**

REZ2017-00013  
Fairfield

Henrico County Vocational/Technical Education Foundation, Inc.: Request to conditionally rezone from R-5C General Residence District (Conditional) to R-3C One-Family Residence District (Conditional) Parcel 813-732-0538 containing 4.422 acres located on the east line of Cedar Fork Road at its intersection with Creighton Road. The applicant proposes single family dwellings. The R-3 District allows a maximum density of 3.96 units per acre. The use will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office and Suburban Residential 1, density should not exceed 2.4 units per acre. The site is in the Airport Safety Overlay District. Acting on a motion by Mr. Archer, seconded by Mr. Baka, the Planning Commission voted 5-0 (one abstention) to recommend the Board of Supervisors **grant** the request because it would permit development of the land for residential use in an appropriate manner as proposed and is not be expected to adversely affect the pattern of zoning and land use in the area.

REZ2017-00014  
Three Chopt

Gateway Partners: Request to amend proffered conditions accepted with C-57C-90 on Parcel 757-752-7456 located on the south line of N. Parham Road approximately 200' southwest of its intersection with Mayland Drive. The applicant proposes to amend proffers related to prohibited uses to allow medical offices, including massage therapy. The existing zoning is O-2C Office District (Conditional). The 2026 Comprehensive Plan recommends Office. Acting on a motion by Mrs. Marshall, seconded by Mr. Witte, 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 and the change in use is compatible with surrounding development.

**PUBLIC HEARINGS – OTHER ITEMS**

**RESOLUTION – Amendments to the FY 2016-17 Annual Fiscal Plan: June, 2017.**

A Board paper was presented on May 23, 2017, that received requests for amendments to the Annual Fiscal Plan, directed their advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, amends the Annual Fiscal Plan and appropriates funds for expenditure for the purposes indicated.

**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 would change the County's procurement procedures. The proposed ordinance would amend 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 - Signatory Authority - Quitclaim of Temporary Construction Easements - Corner of Kain Road and North Gayton Road - Three Chopt District.**

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in temporary construction easements across the property of Welford Properties, LLC at the corner of Kain Road and North Gayton Road. The easements were acquired for the North Gayton Road project.

The Directors of Public Works, Public Utilities, Planning, and Real Property recommend approval of this Board paper.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**RESOLUTION – Transfers within the Henrico County Public Schools FY 2016-17 Annual Fiscal Plan: June, 2017.**

There has been a revenue shortfall of \$5,296,510 for Henrico County Public Schools due to the average daily membership being substantially below the estimated level and actual State Sales Tax collections being below the original statewide projection. In order to rebalance the budget after this shortfall, expenditure savings of \$3,755,825 need to be moved into an inaccessible expenditure account and \$1,540,685 of Supplemental Lottery Funding revenue needs to be added in place of a portion of the unrealized revenue. This Board paper consists of requests for two transfers within the Henrico County Public Schools Annual Fiscal Plan for FY 2016-17 to accomplish these purposes.

**RESOLUTION - Signatory Authority - Fifth Amendment to Communications Tower License Agreement - 3245 Basie Road - Brookland District.**

This Board paper authorizes the County Manager to execute an amendment to the license agreement with Vertical Bridge CC FM, LLC for the County's use of public safety radio system equipment on a communications tower at 3245 Basie Road.

In 2014, the Board of Supervisors approved an amendment to the license agreement that permits the County to operate equipment for both the current and new public safety radio systems between July 1, 2017, and June 30, 2019, as the new system is being built and tested. This amendment would revise the license agreement to change the dates of the dual operation period to July 1, 2018, through June 30, 2020.

The Chief of Police and the Director of Real Property recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Radio Tower License Agreement - 5156 Francistown Road - Brookland District.**

This Board paper authorizes the County Manager to execute a license agreement with American Towers, LLC for tower and ground space for the placement of equipment to support the region's new public safety radio system. The initial term would be 20 years, commencing June 13, 2017 and ending on June 12, 2037, with the option of a renewal term of 17 years. The monthly license fee is \$3,500 with an annual escalator of 3%.

The Police Chief and Director of Real Property recommend approval of this Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Lease Amendment - Department of Community Revitalization - 4062-4066 Crockett Street - Brookland District.**

This resolution authorizes the County Manager to execute a lease amendment for the lease of 2,940 square feet of office space used by the Department of Community Revitalization at 4062-4066 Crockett Street.

The amendment will extend the lease for a three-year term beginning July 1, 2017, with an option to renew for an additional one-year term. Thereafter, the lease will continue on a month-to-month basis until the County gives 60 days written notice of termination. The current annual rent of \$31,634.40 will remain the same during the new three-year term and will increase 2.5% annually thereafter.

The Directors of Community Revitalization and Real Property recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Signatory Authority - Lease Amendment - Department of Community Revitalization - 4070-4074 Crockett Street - Brookland District.**

This Board paper authorizes the County Manager to execute a lease amendment for the lease of 2,994 square feet of office space used by the Department of Community Revitalization at 4070-4074 Crockett Street.

The amendment will extend the lease for a three-year term beginning July 1, 2017, with an option to renew for an additional one-year term. Thereafter, the lease will continue on a month-to-month basis until the County gives 60 days written notice of termination. The current annual rent of \$32,215.44 will remain the same during the new three-year term and will increase 2.5% annually thereafter.

The Directors of Community Revitalization and Real Property recommend approval of this Board paper; the County Manager concurs.

**RESOLUTION - Award of Contract - Short Pump Park – Dog Park Synthetic Surfacing Project – Three Chopt District.**

This Board paper awards a contract to Enviroscape, Inc., in the amount of \$228,000 to renovate the existing Short Pump Park dog park areas. This project will convert the existing 31,190 square foot grassed areas within the large and small dog parks to synthetic turf. The construction project will install new synthetic grass/surface system designed for dog parks within the existing dog park fenced areas and will provide a surface able to handle the high wear and tear. Currently, daily use has resulted in the dog areas becoming denuded/dirt surfaces. The work will include site-work, grading, concrete work, installation of a stone base to support the new synthetic surface and landscape planters. The Division of Recreation and Parks will be responsible for the installation of shade structures and trees. The on-site construction effort is anticipated to begin July 24, 2017, and be completed September 3, 2017.

The County received two bids on May 23, 2017, in response to ITB# 17-1386-4JK and Addendum No. 1 for the Short Pump Park Dog Park Synthetic Surfacing Project as follows:

<b>Bidder</b>	<b>Total Bid</b>
<b>Enviroscape, Inc., Sandston, VA</b>	<b>\$228,000</b>
<b>Central Contracting Company, Inc., Richmond, VA</b>	<b>\$234,920</b>

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

The Board paper also authorizes the County Manager, or the Purchasing Director as his designee, to execute change orders not to exceed 15% of the original contract amount.

The Director of Recreation and Parks and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

**RESOLUTION - To Permit Additional Fine of \$200 for Speeding on Tonoka Road between Johnson Place and Jowin Lane - Fairfield District.**

Section 46.2-878.2 of the Code of Virginia provides for the imposition of a \$200 fine for speeding, in addition to other penalties provided by law, when a locality has established a maximum speed limit for a highway in a residential district and the speed limit is indicated by appropriately placed signs. The law requires the Board of Supervisors to develop criteria for the overall applicability for the installation of the signs and to specify application of the law to particular streets before the additional fine may be imposed.

On February 10, 2004, the Board approved criteria for the County's Traffic Calming Program.

The citizens in the area of this road requesting the increased fine have collected signatures from 100% of the residents.

This Board paper authorizes the County Manager to place appropriate signs on Tonoka Road between Johnson Place and Jowin Lane warning of an additional fine of \$200 for speeding.

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