

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

Please take notice that a special meeting of the Board of Supervisors will be held on **Tuesday, September 24, 2024, at 4:00 p.m.** in County Manager's Conference Room, located on the third floor of the Administration Building, 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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|------------------|--|
| 4:00 - 5:00 p.m. | Recovery Home Conversation with State Delegation |
| 5:00 - 5:15 p.m. | Review of Regular Meeting Agenda Items |

Tanya N. Brackett

Tanya N. Brackett, CMC
Clerk, Henrico County Board of Supervisors
September 19, 2024

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
September 24, 2024
6:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – September 10, 2024, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

- 269-24 Resolution - Expressing Appreciation to Henry D. Rosenbaum.
- 270-24 Resolution - Expressing Appreciation to Kurt Stiefvater.
- Proclamation - Active Aging Week - September 30 - October 6.
- Proclamation - Customer Service Week - October 7 - 11, 2024.

PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS

- 271-24 Forest Avenue Office LLC: Request to rezone from B-2C Business District
REZ-2024- (Conditional), B-3C Business District (Conditional), O-3C Office District
100545 (Conditional), and M-1 Light Industrial District to UMU-PDC Urban Mixed
Tuckahoe Use – Planned Development District (Conditional) Parcels 766-744-5757, 766-
 744-5838, 766-745-8010, 767-744-3162, 767-744-6580, 767-744-7864, 767-744-
 9052, 767-745-5610, 766-745-8230, and 767-744-6325 containing 52.41 acres
 located at the northwest intersection of W. Broad Street (U.S. Route 250) and
 Forest Avenue. The applicant proposes rezoning for a mixed-use development
 with residential uses. The uses will be controlled by zoning ordinance
 regulations and proffered conditions. The 2026 Comprehensive Plan
 recommends Office and Commercial Concentration. The site is located in the
 Enterprise Zone. The Planning Commission voted to recommend the Board of
 Supervisors **grant** the request.
- 272-24 HHHunt Parkside LLC: Request to rezone from RTHC Residential Townhouse
REZ-2024- District (Conditional) to C-1 Conservation District on part of Parcel 834-713-
101159 4519 containing 4.03 acres located at the southeast intersection of E.
Varina Williamsburg Road (U.S. Route 60) and Whiteside Road. The applicant
 proposes a conservation district. The use will be controlled by zoning ordinance
 regulations. The 2026 Comprehensive Plan recommends Environmental
 Protection Area, and Commercial Concentration. The site is located in the
 Airport Safety Overlay District. The Planning Commission voted to recommend
 the Board of Supervisors **grant** the request.

- 273-24 Grand Fitness Partners, LLC: Request for a Provisional Use Permit under Sections 24-2306 and 24-4315.E of Chapter 24 of the County Code to allow extended hours of operation for a fitness facility on part of Parcel 768-742-8126 located at the northwest intersection of W. Broad Street (U.S. Route 250) and Horsepen Road. The existing zoning is B-2 Business District. The 2026 Comprehensive Plan recommends Commercial Arterial and Environmental Protection Area. The site is located in the Enterprise Zone. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.
- 274-24 Jacqueline Bell: Request for a Provisional Use Permit under Sections 24-2306 and 24-4205 of Chapter 24 of the County Code to allow for a private reception and event venue on part of Parcel 789-754-3978 located at the northwest intersection of Wilkinson Road and Upham Drive. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. The site is located in the Enterprise Zone. The Planning Commission voted to recommend the Board of Supervisors **grant** the request.

PUBLIC HEARINGS - OTHER ITEMS

- 275-24 Resolution - Amendments to FY 2024-25 Annual Fiscal Plan - September 2024.
- 276-24 Resolution - Signatory Authority - Amendment to Memorandum of Understanding and Donation of Real Property - 5900 Nine Mile Road - Varina District.
- 277-24 Resolution - Comprehensive Plan Amendment - Recreation, Parks, and Open Space Master Plan.
- 278-24 Resolution - Signatory Authority - Lease of County Property - 9743 Malvern Hill Lane - Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

- 279-24 Resolution - Signatory Authority - Acquisition of Real Property for Floodplain Mitigation - 1101 Highland Meadow Court - Varina District.
- 280-24 Resolution - Award of Contract - Pine Heights Subdivision Sewer and Water Extension Phase I - Varina District.
- 281-24 Resolution - Signatory Authority - Award of Contract - Annual Contract for Valve and Fire Hydrant Maintenance.
- 282-24 Resolution - Award of Contract - Annual Contract for Various Construction Drainage Projects - Countywide.
- 283-24 Resolution - Award of Contract - Annual Contract for Various Bridge and Culvert Maintenance Projects - Countywide.

- 284-24 Resolution - Award of Contract - Lambert Way Improvements - Brookland District.
- 285-24 Resolution - Acceptance of Roads - Olga Sauer Boulevard - Varina District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
September 24, 2024**

PRESENTATIONS

RESOLUTION - Expressing Appreciation to Henry D. Rosenbaum.

This resolution expresses heartfelt appreciation to Henry D. Rosenbaum for his extraordinary service, unparalleled commitment, and invaluable contributions to the County, and offers him very best wishes in his retirement and future endeavors.

RESOLUTION - Expressing Appreciation to Kurt M. Stiefvater.

This resolution recognizes Kurt M. Stiefvater for his extraordinary service, unparalleled commitment, and invaluable contributions to the community, and offers him very best wishes in his retirement and future endeavors.

Proclamation - Active Aging Week - September 30 - October 6.

This proclamation recognizes September 30 - October 6, 2024, as Active Aging Week and calls this observance to the attention of all Henrico residents.

PROCLAMATION - Customer Service Week - October 7 - 11, 2024.

This proclamation recognizes October 7 – 11, 2024, as Customer Service Week and salutes and thanks each and every County employee for the quality of service so willingly given to both the internal and external customers of the County.

PUBLIC HEARINGS – REZONING CASES AND PROVISIONAL USE PERMITS

REZ-2024-100545
Tuckahoe

Forest Avenue Office LLC: Request to rezone from B-2C Business District (Conditional), B-3C Business District (Conditional), O-3C Office District (Conditional), and M-1 Light Industrial District to UMU-PDC Urban Mixed Use – Planned Development District (Conditional) Parcels 766-744-5757, 766-744-5838, 766-745-8010, 767-744-3162, 767-744-6580, 767-744-7864, 767-744-9052, 767-745-5610, 766-745-8230, and 767-744-6325 containing 52.41 acres located at the northwest intersection of W. Broad Street (U.S. Route 250) and Forest Avenue. The applicant proposes rezoning for a mixed-use development with residential uses. The uses will be controlled by zoning ordinance regulations and proffered conditions. The 2026 Comprehensive Plan recommends Office and Commercial Concentration. The site is located in the Enterprise Zone. Acting on a motion by Mr. Winterhoff, seconded by Mr. Mackey, the Planning Commission voted 5-0 (one absent) to recommend the Board of Supervisors **grant** the request because it conforms with the objectives and intent of the County's Comprehensive Plan and it would permit infill development with

the proper connection for roads and other public facilities.

REZ-2024-101159
Varina
HHHunt Parkside LLC: Request to rezone from RTHC Residential Townhouse District (Conditional) to C-1 Conservation District on part of Parcel 834-713-4519 containing 4.03 acres located at the southeast intersection of E. Williamsburg Road (U.S. Route 60) and Whiteside Road. The applicant proposes a conservation district. The use will be controlled by zoning ordinance regulations. The 2026 Comprehensive Plan recommends Environmental Protection Area, and Commercial Concentration. The site is located in the Airport Safety Overlay District. Acting on a motion by Mr. Mackey, seconded by Mr. Shippee, the Planning Commission voted 5-0 (one absent) to recommend the Board of Supervisors **grant** the request because it is reasonable and it conforms to the recommendations of the Comprehensive Plan.

PUP-2024-101284
Tuckahoe
Grand Fitness Partners, LLC: Request for a Provisional Use Permit under Sections 24-2306 and 24-4315.E of Chapter 24 of the County Code to allow extended hours of operation for a fitness facility on part of Parcel 768-742-8126 located at the northwest intersection of W. Broad Street (U.S. Route 250) and Horsepen Road. The existing zoning is B-2 Business District. The 2026 Comprehensive Plan recommends Commercial Arterial and Environmental Protection Area. The site is located in the Enterprise Zone. Acting on a motion by Mr. Winterhoff, seconded by Mr. Mackey, the Planning Commission voted 5-0 (one absent) to recommend the Board of Supervisors **grant** the request because when properly developed and regulated by the recommended special conditions, it would not be detrimental to the public health, safety, welfare and values in the area.

PUP-2024-101255
Fairfield
Jacqueline Bell: Request for a Provisional Use Permit under Sections 24-2306 and 24-4205 of Chapter 24 of the County Code to allow for a private reception and event venue on part of Parcel 789-754-3978 located at the northwest intersection of Wilkinson Road and Upham Drive. The existing zoning is B-2C Business District (Conditional). The 2026 Comprehensive Plan recommends Commercial Concentration. The site is located in the Enterprise Zone. Acting on a motion by Mr. Dandridge, seconded by Mr. Winterhoff, the Planning Commission voted 5-0 (one absent) to recommend the Board of Supervisors **grant** the request because it is reasonable in light of the surrounding uses and existing zoning on the property.

PUBLIC HEARINGS - OTHER ITEMS

RESOLUTION - Amendments to FY 2024-25 Annual Fiscal Plan - September 2024.

The Board approved a resolution on September 10, 2024, that received requests to appropriate funds for certain programs, directed their advertisement, and set the date for a public hearing. This paper, if approved after the public hearing, would amend the Annual Fiscal Plan and appropriate funds for expenditure for the indicated purposes.

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

RESOLUTION - Signatory Authority - Amendment to Memorandum of Understanding and Donation of Real Property - 5900 Nine Mile Road - Varina District.

This Board paper authorizes the Chair to execute documents necessary to donate an unimproved parcel of land owned by the County known as 5900 Nine Mile Road to Project:HOMES. This paper also authorizes the County Manager to execute an amendment to the existing memorandum of understanding with Project:HOMES relating to adjacent property. Project:HOMES will use the property to develop affordable homes for residents of the County.

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

RESOLUTION - Comprehensive Plan Amendment - Recreation, Parks, and Open Space Master Plan.

This Board paper would amend the 2026 Comprehensive Plan to incorporate the recently completed 2024 Recreation, Parks, and Open Space Master Plan (the “2024 Master Plan”). The 2024 Master Plan will be used to guide decision-making for the Division of Recreation and Parks and will be consulted during the review of land use applications. The 2024 Master Plan will also support the Division of Recreation and Parks’ application for recertification by the National Recreation and Parks Association. In addition to amending the 2026 Comprehensive Plan, the 2024 Master Plan will be incorporated into the 2045 comprehensive plan.

Following a public hearing, the Planning Commission recommended approval of the proposed 2026 Comprehensive Plan amendment on September 12, 2024.

The Directors of Planning and Recreation and Parks recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Lease of County Property - 9743 Malvern Hill Lane - Varina District.

This Board paper authorizes the County Manager to execute a lease agreement in a form approved by the County Attorney with John Martin and Kenzie Teague for the single-family dwelling at 9743 Malvern Hill Lane. The lease would be for a one-year term beginning October 1, 2024, and ending September 30, 2025. Mr. Martin and Ms. Teague will pay a monthly rent of \$1,500 and will be subject to the terms and conditions of the lease, including routine maintenance of the property. The Board paper also authorizes the County Manager to extend the lease for a maximum of five additional one-year terms. Mr. Martin is an employee of the Police Division, and Ms. Teague is an employee of the Department of Emergency Communications. Mr. Martin and Ms. Teague have not and will not participate in any way in the negotiation of this lease in their official capacities.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Signatory Authority - Acquisition of Real Property for Floodplain Mitigation - 1101 Highland Meadow Court - Varina District.

This Board paper authorizes the acquisition of 1101 Highland Meadow Court for floodplain mitigation to benefit the surrounding residents. The owner, Dean Dyna Buth, Trustee of the Dean Dyna Buth Revocable Trust, has agreed to sell the property to the County for \$14,000.

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

RESOLUTION - Award of Contract - Pine Heights Subdivision Sewer and Water Extension Phase I - Varina District.

This Board paper awards a fixed price contract for \$2,861,092 to Walter C. Via Enterprises, Inc. for Pine Heights Subdivision Sewer and Water Extension Phase I project. The project consists of providing approximately 2,290 linear feet of 8-inch sanitary sewer main and 1,110 linear feet of 8-inch water main along Clayman Road, Old Memorial Road, Stevie Road, and Betner Road.

Work on the project is anticipated to begin in November 2024 and be completed within 330 calendar days.

The County received four bids on August 28, 2024, in response to ITB 24-2731-8JL and Addendum No. 1. The bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Walter C. Via Enterprises, Inc. Mattaponi, VA	\$2,861,092.00
G.L. Howard, Inc. Rockville, VA	\$2,881,150.00
Central Site and Utilities, Inc. Montpelier, VA	\$2,952,853.64
Tidewater Utility Construction, Inc. Suffolk, VA	\$5,492,500.00

Based upon a review of the bids, Walter C. Via Enterprises, Inc. is the lowest responsive and responsible bidder.

Funding to support the contract is available within the project budget. The Director of Public Utilities and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Award of Contract - Annual Contract for Valve and Fire Hydrant Maintenance.

This Board paper awards a unit price contract to Hydromax USA, LLC for valve and fire hydrant maintenance. The contract consists of furnishing all tools, labor, materials, equipment, fees, software, and supervision necessary for valve and fire hydrant maintenance which includes the inspection services (field service and reporting) and maintenance of fire hydrants and water valves when needed and requested.

The County received one bid on July 24, 2024, in response to ITB No. 24-2715-6EAR and Addendum No. 1. The bid was as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Hydromax USA, LLC Flower Mound, TX	\$253,700

Based upon a review of the bid, Hydromax USA, LLC is the lowest responsive and responsible bidder.

Estimated first year expenditures are approximately \$250,000 which may increase or decrease depending on the actual need of the County.

The contract will be for a period of one year, with the option for the County to renew the contract for two additional one-year terms.

The cost of each project assigned under contract will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid.

Funding to support the contract is available within the Department of Public Utilities budget. The Director of Public Utilities and the Purchasing Director recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION - Award of Contract - Annual Contract for Various Construction Drainage Projects - Countywide.

This Board paper awards a unit price annual contract to Blakemore Construction Corporation, Webb Development, LLC, Messer Contracting, LLC, and Harbor Dredge and Dock for various types of construction drainage projects.

The County received five bids on August 27, 2024, in response to ITB 24-2688-4EAR and Addendum No. 1 for an annual contract for various types of construction drainage projects. The bids were as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Blakemore Construction Corporation Rockville, VA	\$453,886
Webb Development, LLC Midlothian, VA	\$467,157
Messer Contracting, LLC Glen Allen, VA	\$564,940
Harbor Dredge and Dock N. Chesterfield, VA	\$670,280
Environmental Quality Resources, LLC Gambrills, MD	\$675,985

Based upon a review of the bids, Blakemore Construction Corporation, Webb Development, LLC, Messer Contracting, LLC, and Harbor Dredge and Dock are the lowest responsive and responsible bidders.

Work is anticipated to begin October 2024 on multiple projects.

The final contract amount will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractors' bids.

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

RESOLUTION - Award of Contract - Annual Contract for Various Bridge and Culvert Maintenance Projects - Countywide.

This Board paper awards a contract for construction of various bridge and culvert maintenance and rehabilitation projects to Burleigh Construction Company.

The contract consists of construction of various types of concrete substructure and superstructure repairs expansion joint reconstruction, and bridge seat repair throughout the County as needed and requested by the County Engineer.

The County received four bids on August 27, 2024, in response to 1TB #24-2665-3EAR. The bids were as follows:

Bidders	Bid Amounts
Burleigh Construction Company, Inc. Concord, VA	\$2,422,075.00
Curtis Contracting, Inc. West Point, VA	\$3,155,750.00
Kokosing Construction Company, Inc. Westerville, OH	\$5,148,884.33
Abernathy Construction Corporation Glen Allen, VA	\$6,307,546.00

Based upon a review of the bids, Burleigh Construction Company is the lowest responsive and responsible bidder.

The final contract amount will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid.

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

RESOLUTION - Award of Contract - Lambert Way Improvements - Brookland District.

This Board paper would award a construction contract for \$3,332,651.53 to Stanley Construction Company, Inc. for construction of the Lambert Way Improvements project. This project consists of a 2 125-foot public road connection from Glover Park Phase II to the recently completed Woodman Road Extension and includes a shared-use path, curb

and gutter, storm sewer, stormwater management, pavement markings, and signs. The project will be constructed entirely on properties owned by the County.

The construction work is anticipated to begin in October 2024 and is scheduled to be completed within 335 calendar days.

The County received four bids on August 29, 2024, in response to ITB #24-2701-SJL and Addendum No. 1. The bids were as follows:

Bidders	Bid Amounts
Stanley Construction Company, Inc. Ashland, VA	\$3,332,651.53
Dickerson Construction, LLC Chesterfield, VA	\$3,489,648.99
Branscome Operating, LLC Williamsburg, VA	\$3,537,240.40
J. L. Kent & Sons, Inc. Spotsylvania, VA	\$4,245,000.00

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

The final contract amount will be determined upon completion of the project by multiplying the unit quantities authorized by the County by the unit prices submitted in the contractor's bid.

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

RESOLUTION - Acceptance of Roads - Olga Sauer Boulevard - Varina District.

This Board paper would accept the following named and described section of road into the County road system for maintenance:

0.65 miles of Olga Sauer Boulevard

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