

**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 22, 2020, at 6:00 p.m.** in the Board Room 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:

6:00 - 6:30 p.m.	J. Sargeant Reynolds Community College Update
6:30 - 6:45 p.m.	Internal Audit Consolidation Update
6:45 - 6:50 p.m.	Regular Meeting Agenda Items

Tanya Brackett Harding

Tanya Brackett Harding, CMC
Clerk, Henrico County Board of Supervisors
September 17, 2020

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
September 22, 2020
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES – September 8, 2020, Regular and Special Meetings; and January 24, 2020, Special Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

Proclamation - Fire Prevention Week - October 4 - 10, 2020.

APPOINTMENT/RESIGNATIONS

- 228-20 Resolution - Resignation of Member - Community Criminal Justice Board.
- 229-20 Resolution - Appointment of Member - Community Criminal Justice Board.
- 230-20 Resolution - Resignation of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

PUBLIC HEARING ITEMS

- 231-20 Resolution - Amendments to FY 2020-21 Annual Fiscal Plan to (1) Reappropriate Funds for Continuing Programs and (2) Appropriate Funds for Certain New Programs.
- 232-20 Resolution - Amendments to FY 2020-21 Annual Fiscal Plan - CARES Act Funding for General Government: September 2020.
- 233-20 Resolution - Authorizing and Providing for the Issuance and Sale of Not to Exceed Two Hundred Fifty Million Dollars (\$250,000,000) Aggregate Principal Amount of Water and Sewer System Revenue Bonds of the County of Henrico, Virginia, for the Purpose of Financing the Costs of Acquisition, Construction, Reconstruction, Improvement, Extension, and Enlargement of the County's Water and Sewer System, and for the Purpose of Refunding One or More Outstanding Series of Water and Sewer System Revenue Bonds of the County.
- 234-20 Resolution - Authorizing County Manager to Submit Second Amended Henrico County 2019-20 Annual Consolidated Action Plan; to Execute Additional ESG Agreement; and to Execute Contracts for New ESG Activities.

- 235-20 Resolution - Condemnation - Right-of-Way and Easements - Three Chopt Road Improvements Project - Saldus-West, LLC - Three Chopt District.
- 236-20 Resolution - Condemnation - Rights-of-Way and Easements - Three Chopt Road Improvements Project - Trustees of Deep Run Baptist Church - Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

- 237-20 Resolution - Amendments to FY 2020-21 Annual Fiscal Plan - CARES Act Emergency Solutions Grant Funding: September 2020.
- 238-20 Resolution - Quarterly Appropriation of Funds for Second Quarter of FY 2020-21.
- 239-20 Resolution - Signatory Authority - Extension of Lease - Capital Region Workforce Partnership - City of Richmond.
- 240-20 Resolution - Signatory Authority - Lease - Capital Region Workforce Partnership - Brookland District.
- 241-20 Resolution - Signatory Authority - Facility Encroachment Agreement - Bickerstaff Road - Varina District.
- 242-20 Resolution - Signatory Authority - Amendment to Contract for Engineering Design Services for Lakeside Avenue Bridge Replacement - Fairfield District.
- 243-20 Resolution - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - Pump Road Sidewalk Project - Three Chopt District.
- 244-20 Resolution - Acceptance of Road - Brookland District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
September 22, 2020**

PRESENTATION

PROCLAMATION - Fire Prevention Week - October 4 - 10, 2020.

Fire is a serious public safety concern both locally and nationally, and homes are where people are at greatest risk from fire. The 2020 National Fire Prevention Week theme, "Serve Up Safety in the Kitchen," to educate the community on cooking hazards, the dangers of unattended cooking, and precautions they can take to prevent cooking-related fires. This proclamation recognizes October 4 - 10, 2020, as Fire Prevention Week in Henrico County and calls the observance to the attention of Henrico citizens.

APPOINTMENT/RESIGNATIONS

RESOLUTION - Resignation of Member - Community Criminal Justice Board.

This Board paper accepts the resignation of **Humberto I. Cardounel, Jr.**, from the Community Criminal Justice Board.

RESOLUTION - Appointment of Member - Community Criminal Justice Board.

This Board paper appoints the following person to the Community Criminal Justice Board for an unexpired term ending June 30, 2022, or thereafter when his successor shall have been appointed and qualified:

Eric D. English, Chief, Henrico County Police Division

RESOLUTION - Resignation of Member - The Cultural Arts Center at Glen Allen Foundation Board of Directors.

This Board paper accepts the resignation of **Brandi N. Payne** from The Cultural Arts Center at Glen Allen Foundation Board of Directors.

PUBLIC HEARING ITEMS

RESOLUTION - Amendments to FY 2020-21 Annual Fiscal Plan to (1) Reappropriate Funds for Continuing Programs and (2) Appropriate Funds for Certain New Programs.

On September 8, 2020, the Board approved a Board paper introducing a resolution to amend the FY 2020-21 Annual Fiscal Plan to (1) reappropriate funds for continuing programs and (2) appropriate funds for certain new programs. If approved after a public hearing, this Board paper would amend the Annual Fiscal Plan and reappropriate and appropriate funds for the purposes indicated.

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

RESOLUTION - Amendments to FY 2020-21 Annual Fiscal Plan - CARES Act Funding for General Government: September 2020.

This Board paper, if approved, would amend the FY 2020-21 Annual Fiscal Plan and appropriate funds from the federal CARES Act for the General Government.

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

RESOLUTION - Authorizing and Providing for the Issuance and Sale of Not to Exceed Two Hundred Fifty Million Dollars (\$250,000,000) Aggregate Principal Amount of Water and Sewer System Revenue Bonds of the County of Henrico, Virginia, for the Purpose of Financing the Costs of Acquisition, Construction, Reconstruction, Improvement, Extension, and Enlargement of the County's Water and Sewer System, and for the Purpose of Refunding One or More Outstanding Series of Water and Sewer System Revenue Bonds of the County.

This resolution authorizes and provides for the County's issuance of water and sewer system revenue bonds in a principal amount not to exceed \$250 million. The proceeds of the bonds will be used as follows: (1) \$220 million to refund bonds previously issued, and (2) \$30 million for new projects. The resolution also supersedes and repeals the authorization for the issuance and sale of water and sewer system revenue bonds approved by the Board on March 10, 2020.

The Virginia Public Finance Act requires a public hearing before authorization of the bonds.

This resolution was prepared by the County's bond counsel and has been reviewed and approved as to form by the County Attorney.

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

RESOLUTION - Authorizing County Manager to Submit Second Amended Henrico County 2019-20 Annual Consolidated Action Plan; to Execute Additional ESG Agreement; and to Execute Contracts for New ESG Activities.

This Board paper authorizes the County Manager to submit a second amended Henrico County Annual Consolidated Action Plan for Fiscal Year 2019-20 to the United States Department of Housing and Urban Development (HUD) to obtain additional ESG funds. These funds have been allocated to Henrico County by the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

This Board paper authorizes the County Manager to execute an additional ESG agreement with HUD and execute contracts with subrecipients to perform activities using additional CARES Act funding.

The CARES Act allocated \$1,154,186 in additional ESG funds to Henrico County. The Department of Community Revitalization has prepared a table summarizing how those funds will be used.

The Director of Community Revitalization recommends approval, and the County Manager concurs.

RESOLUTION - Condemnation - Right-of-Way and Easements - Three Chopt Road Improvements Project - Saldus-West, LLC - Three Chopt District.

This Board paper authorizes condemnation proceedings for property owned by Saldus-West, LLC that is needed for the construction of the Three Chopt Road Improvements Project.

The County needs to acquire right-of-way containing 1,463 square feet, a temporary construction easement containing 3,128 square feet, and a permanent easement for Virginia Electric and Power Company, a Virginia public service corporation, doing business as Dominion Energy Virginia, containing 1,548 square feet across the property located at 3351 Barony Crescent, identified as Tax Map Parcel 746-758-3404, and owned by Saldus-West, LLC. Based on an independent appraisal, the County made an offer of \$26,250 for the required property interests. The offer was not accepted.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the right-of-way and easements, to take all steps necessary to acquire the right-of-way and easements, and to enter on and take possession of the required right-of-way and easements in accordance with the Code.

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

RESOLUTION - Condemnation - Rights-of-Way and Easements - Three Chopt Road Improvements Project - Trustees of Deep Run Baptist Church - Three Chopt District.

This Board paper authorizes condemnation proceedings for property owned by the Trustees of Deep Run Baptist Church that is needed for the construction of the Three Chopt Road Improvements Project.

The County needs to acquire rights-of-way containing 11,260 square feet, a permanent drainage easement containing 474 square feet, temporary construction easements containing 8,875 square feet, permanent easements for Virginia Electric and Power Company, a Virginia public service corporation, doing business as Dominion Energy Virginia, containing 10,525 square feet, and permanent easements for Verizon Virginia, LLC, a Virginia limited liability company, containing 10,610 square feet across the property located at 10905, 10907, and 10927 Three Chopt Road, identified as Tax Map Parcels 747-756-8188, 747-757-9150, and 747-757-4315, respectively, and owned by the Trustees of Deep Run Baptist Church. Based on independent appraisals, the County made offers totaling \$169,286 for the required property interests. The offers were not accepted.

This Board paper authorizes the County Attorney to institute and conduct condemnation proceedings in accordance with the Code of Virginia. This Board paper further authorizes and directs the County Manager to continue to seek a voluntary acquisition of the rights-of-way and easements, to take all steps necessary to acquire the rights-of-way and easements, and to enter on and take possession of the required rights-of-way and easements in accordance with the Code.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Amendments to FY 2020-21 Annual Fiscal Plan - CARES Act Emergency Solutions Grant Funding: September 2020.

This paper would amend the Annual Fiscal Plan and appropriate funds for assistance to emergency shelters and other Henrico programs designed to provide housing stability in response to the effects of the COVID-19 pandemic.

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

RESOLUTION - Quarterly Appropriation of Funds for Second Quarter of FY 2020-21.

This Board paper appropriates funds for the second quarter of FY 2020-21 to allow the expenditure of a portion of the funds budgeted in the County's Annual Fiscal Plan during October, November, and December 2020. The Board of Supervisors approved the FY 2020-21 Annual Fiscal Plan on May 12, 2020.

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

RESOLUTION - Signatory Authority - Extension of Lease - Capital Region Workforce Partnership - City of Richmond.

As fiscal agent for the Capital Region Workforce Partnership (CRWP), the County has negotiated an amendment of the current lease for office space at 203 E. Cary Street in the City of Richmond for use by various public and private entities to provide training and other services pursuant to the Workforce Innovation and Opportunity Act of 2014 (WIOA).

The Board paper authorizes the County Manager to execute the amendment to change the termination date of the lease from November 30, 2020, to December 31, 2020. CRWP will use the extension period to move into new office space.

The rent for the period from December 1, 2020, to December 31, 2020, will be \$24,979, which is 3% over the November rent. The extension of the lease will be funded by annual WIOA federal grants.

The Director of the Capital Region Workforce Partnership and the Acting Director of Real Property recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Lease - Capital Region Workforce Partnership - Brookland District.

As fiscal agent for the Capital Region Workforce Partnership, the County has negotiated a lease for approximately 7,500 square feet of office space at 4914 Radford Avenue for use by various public and private entities to provide training and other services pursuant to the Workforce Innovation and Opportunity Act of 2014 (WIOA).

The Board paper authorizes the County Manager to execute the lease for a term beginning December 1, 2020, or as soon thereafter as the landlord completes necessary improvements, and ending on February 28, 2031. The lease may be renewed for one additional five-year term. There will be no rent for the first three months, and the rent for the period March 1, 2021, to November 30, 2021, will be \$92,812.50. The annual rent for the term beginning December 1, 2021, will be \$126,225 and will increase 2% each year thereafter. The lease will be funded through annual WIOA federal grants and is subject to annual appropriation by the Board.

The Director of the Capital Region Workforce Partnership and the Acting Director of Real Property recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Facility Encroachment Agreement - Bickerstaff Road - Varina District.

This Board paper authorizes the County Manager to execute a Facility Encroachment Agreement that would allow Bickerstaff Crossing Va., LLC to construct off-site sanitary sewer and storm sewer improvements required by POD2019-00215 for the Bickerstaff Crossing Apartments on land owned by CSX Transportation, Inc. (CSX). The improvements include 177 feet of 8-inch diameter sanitary sewer and three storm sewer structures. The developer will pay a \$5,100 permit fee to CSX.

The Director of Public Utilities, the Director of Public Works, and the Acting Director of Real Property recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Signatory Authority - Amendment to Contract for Engineering Design Services for Lakeside Avenue Bridge Replacement - Fairfield District.

On February 25, 2014, the Board of Supervisors approved a contract with Johnson, Mirmiran & Thompson, Inc. (d/b/a/JMT) for a lump sum fee of \$1,191,044.93 to provide engineering services to design the replacement of the Lakeside Avenue Bridge. The Department of Public Works approved a \$2,650 contract amendment on August 7, 2017.

Additional design work is required to comply with federal and state requirements not included in the original scope of work. The work includes additional surveying services, upgrading the guardrail system to current standards, and adding details to the construction plan. JMT and the Department of Public Works have negotiated a lump sum fee of \$264,418.27 for the additional work.

The Board paper approves the amendment and authorizes the County Manager to execute the amendment in a form approved by the County Attorney.

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

RESOLUTION - Signatory Authority - Amendment to Agreement with Virginia Department of Transportation - Pump Road Sidewalk Project - Three Chopt District.

On September 27, 2018, the County entered into an agreement with the Virginia Department of Transportation (“VDOT”) for the estimated project cost of \$1,600,000 for preliminary engineering, right-of-way acquisition, utility relocation, and construction improvements to Pump Road from Hazel Tree Drive to Kingsbury Court. On July 1, 2019, the County re-executed the agreement with VDOT because the Revenue Sharing Programmatic Agreement expired.

The improvements include approximately 0.44 miles of 5-foot wide sidewalk with 2-foot wide utility strip, road widening, curb and gutter, and storm sewer on the east side of Pump Road between the existing taper just north of Sandy Bluff Drive and Hazel Tree Drive.

The Department of Public Works has negotiated an amended agreement with VDOT to reflect the new estimated project cost of \$2,229,300, of which VDOT will reimburse the County a maximum of \$711,820.

This Board paper would authorize the County Manager to execute the amended agreement with VDOT for the Pump Road project.

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

RESOLUTION - Acceptance of Road - Brookland District.

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

0.12 mile of Laurel Heights, Section D, and a Resubdivision of a Portion of Lot 28 of Laurel Heights, Section B

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