

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

Please take notice that a special joint meeting of the Board of Supervisors and School Board will be held on **Tuesday, February 23, 2021, at 5:00 p.m.** at Henrico Training Center shared classrooms 2029/2030 located at 7701 E. Parham Road, Henrico, Virginia 23294.

The public is welcome to attend this meeting subject to social distancing guidelines. There will not be an opportunity for public comment.

The meeting will be available online at: <https://henrico.us/supervisors/next-meeting/>

The matters to be considered by the Board of Supervisors and School Board at this time are:

5:00 - 6:30 p.m.

Update on Schools' Operational Matters and Future Fiscal Planning

Tanya Brackett Harding

Tanya Brackett Harding, CMC
Clerk, Henrico County Board of Supervisors
February 18, 2021

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
February 23, 2021
7:00 p.m.

PLEDGE OF ALLEGIANCE
INVOCATION

APPROVAL OF MINUTES – February 9, 2021, Regular Meeting; and February 2, 2021,
Special Meeting

MANAGER'S COMMENTS
BOARD OF SUPERVISORS' COMMENTS
RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEMS

- 70-21 Resolution - Amendment to FY 2020-21 Annual Fiscal Plan: February 2021.
- 71-21 Resolution - Signatory Authority - Conveyance of Real Property - 7500
Staples Mill Road - Brookland District.
- 72-21 Resolution - Signatory Authority - Quitclaim of a Portion of Drainage
Easement - Hawksgate at Bacova - Three Chopt District.
- 73-21 Ordinance - Vacation of Portion of Utility Easement - Beverly Hills
Subdivision - Tuckahoe District.

PUBLIC COMMENTS

GENERAL AGENDA

- 74-21 Resolution - Amendments to FY 2020-21 Annual Fiscal Plans and Quarterly
Appropriation of Funds for Fourth Quarter of FY 2020-21.
- 75-21 Resolution - Amendments to FY 2020-21 Annual Fiscal Plan - CARES Act
CDBG Funding: February 2021.
- 76-21 Resolution - Award of Contract - Annual Environmental Services.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
February 23, 2021**

PUBLIC HEARING ITEMS

RESOLUTION - Amendment to FY 2020-21 Annual Fiscal Plan: February 2021.

A Board paper was presented on February 9, 2021, to receive requests to appropriate funds for certain programs, direct 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.

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

RESOLUTION - Signatory Authority - Conveyance of Real Property - 7500 Staples Mill Road - Brookland District.

This Board paper authorizes the Chairman and County Manager to execute the documents necessary to convey a 9.937-acre parcel at 7500 Staples Mill Road owned by the County to the Henrico County Economic Development Authority for use in promoting economic development in the County. County staff has prepared a Memorandum of Understanding between Henrico County and the Henrico County Economic Development Authority regarding the terms of the conveyance.

The Director of Real Property recommends approval; the County Manager concurs.

RESOLUTION - Signatory Authority - Quitclaim of a Portion of Drainage Easement - Hawksgate at Bacova - Three Chopt District.

This Board paper authorizes the Chairman to execute a quitclaim deed releasing the County's interest in an unneeded portion of drainage easement across property at 12333 Hawksgate Landing Court. The owner, Boone Homes, Inc., has requested this action. There are no County facilities in the easement area, the County does not need the portion to be quitclaimed, and a replacement easement has been dedicated to the County.

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

ORDINANCE - Vacation of Portion of Utility Easement - Beverly Hills Subdivision - Tuckahoe District.

This ordinance would vacate a portion of the 40-foot-wide utility easement located across Lots 7 and 8 in Block 11 of the Beverly Hills subdivision. The property owners, Duc Truong and Gladys Truong, requested the vacation because they wish to build a shed and pool on the property. A 20-foot by 20-foot utility easement will be retained by the County.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Amendments to FY 2020-21 Annual Fiscal Plans and Quarterly Appropriation of Funds for Fourth Quarter of FY 2020-21.

This Board paper has two purposes. It appropriates funds for the fourth quarter of FY 2020-21 to allow the expenditure of a portion of the funds budgeted in the County's Annual Fiscal Plans during April, May, and June 2021. The Board of Supervisors approved the FY 2020-21 Annual Fiscal Plans on May 12, 2020.

The Board paper also amends the Annual Fiscal Plans by transferring funds for two new purposes: 1) funding the Vehicle Replacement Reserve and 2) funding reserves for use in the FY 2021-22 Capital Budget. The transferred funds are no longer needed for their original purpose because the associated costs were paid by federal CARES Act funding appropriated by the Board on September 22, 2020.

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

RESOLUTION - Amendment to FY 2020-21 Annual Fiscal Plan - CARES Act CDBG Funding: February 2021.

This Board paper would amend the Annual Fiscal Plan and appropriate Community Development Block Grant funds, awarded through the CARES Act of 2020, for assistance to programs designed to enhance community stability in response to the effects of the COVID-19 pandemic.

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

RESOLUTION - Award of Contract - Annual Environmental Services.

This Board paper would award a contract to Faulkner & Flynn, LLC, dba MMA Environmental, to provide annual environmental services as needed by the County.

The County received nine proposals in response to RFP #20-2083-11KMW. Based upon a review of the proposals, the Selection Committee interviewed the following firms:

- Faulkner & Flynn, LLC, dba MMA Environmental
- Rummel, Klepper & Kahl, LLP
- Draper Aden Associates, Inc.
- Schnabel Engineering, LLC

Based on the written proposals and interviews, the Selection Committee members selected Faulkner & Flynn, LLC, dba MMA Environmental as the top-ranked firm and negotiated a

unit cost rate schedule with the firm. The contract will be for a one-year term and may be renewed for two additional one-year terms. Compensation for services shall be based on the unit cost rate schedule. The project fees shall not exceed \$750,000 for any single project and \$5,000,000 in each one-year term.

The Director of General Services and the Purchasing Director recommend approval of the Board paper, and the County Manager concurs.