

**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 22, 2021, at 5:30 p.m.** in the County Manager's Conference Room 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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| 5:30 - 6:15 p.m. | Holton Report and Children's Services Act (CSA) Update |
| 6:15 - 6:30 p.m. | Public Utilities Infrastructure Initiatives Update     |
| 6:30 - 6:45 p.m. | Regular Meeting Agenda Items                           |

*Tanya Brackett Harding*

Tanya Brackett Harding, CMC  
Clerk, Henrico County Board of Supervisors  
June 17, 2021

**COUNTY OF HENRICO, VIRGINIA**  
**Henrico County Board Room**  
**Board of Supervisors' Agenda**  
**June 22, 2021**  
**7:00 p.m.**

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – June 8, 2021, Regular and Special Minutes

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATIONS**

Keep Henrico Beautiful Committee Land Lover and Clean Business Awards.

**APPOINTMENTS**

- 192-21            Resolution - Appointment of Members - Board of Social Services.
- 193-21            Resolution - Appointment of Member - Greater Richmond Partnership Board of Directors.
- 194-21            Resolution - Appointment of Member - Henrico Area Mental Health and Developmental Services Board.
- 195-21            Resolution - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.
- 196-21            Resolution - Appointment of Members and Alternate - Virginia Transit Association Board of Directors.

**PUBLIC HEARING ITEMS**

- 197-21            Resolution - Amendments to FY 2020-21 Annual Fiscal Plan - ESSER II Funding for HCPS: June 2021.
- 198-21            Resolution - Signatory Authority - Consent and Agreement - Improvements and Utilities within County Utility Easement - White Oak Technology Park, Site 7 - Varina District.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

- 199-21            Resolution - Signatory Authority - Central Virginia Transportation Authority Memorandum of Understanding - Distribution and Use of Funds.

- 200-21 Resolution - Authorization to Submit Letter of Intent - U. S. Department of Transportation Rebuilding American Infrastructure with Sustainability and Equity Discretionary Grant - Fairfield District.
- 201-21 Resolution - To Set Public Hearing for Abandonment of Unused Right-of-Way - Proposed Green City Development - Fairfield District.
- 202-21 Resolution - Acceptance of Roads - Fairfield District.
- 203-21 Resolution - Quarterly Appropriation of Funds for First Quarter of FY 2021-22, and Approval of Meals Tax Capital Projects for Henrico County Public Schools.
- 204-21 Resolution - Request for Waiver to Administer Existing Split Precincts.
- 182-21 Ordinance - To Enact a New Subdivision Ordinance by Repealing Chapter 19 of the Code of the County of Henrico Titled “Subdivisions” and Replacing It with a New Chapter 19 Titled “Subdivisions.” **(Deferred from the June 8, 2021, meeting.)**
- 183-21 Ordinance - To Enact a New Zoning Ordinance by Repealing Chapter 24 of the Code of the County of Henrico Titled “Zoning” and Replacing It with a New Chapter 24 Titled “Zoning.” **(Deferred from the June 8, 2021, meeting.)**
- 205-21 Resolution - Signatory Authority - Acquisition of Real Property - 11700 Bent Pine Road - Brookland District.
- 206-21 Resolution - Acquisition of Right-of-Way and Easements - Oakstone Drive - Three Chopt District.
- 207-21 Resolution - Award of Engineering Services Contract - Water and Sewer Facilities Plan Update - Greeley and Hansen, LLC.



**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS' RESUME  
June 22, 2021**

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**PRESENTATIONS**

**Keep Henrico Beautiful Committee Land Lover and Clean Business Awards.**

Several members of the Keep Henrico Beautiful Committee will join members of the Board of Supervisors at the June 22, 2021, Board meeting to recognize the winners of this year's Land Lover and Clean Business Awards Program. One residential property owner from each of the County's five magisterial districts and one county-wide Clean Business will receive an award for their beautification and sustainability efforts. Kendall Tyree, a Beautification Subcommittee member from the Tuckahoe District, will introduce the award recipients and coordinate the presentations.

**APPOINTMENTS**

**RESOLUTION - Appointment of Members - Board of Social Services.**

This Board paper appoints the following persons to the Board of Social Services for four-year terms expiring June 30, 2025, or thereafter when their successors shall have been appointed and qualified:

Brookland District \_\_\_\_\_  
Fairfield District Aljanette A. Hall

**RESOLUTION - Appointment of Member - Greater Richmond Partnership Board of Directors.**

This Board paper appoints Patricia S. O'Bannon, a member of the Board of Supervisors, to the Greater Richmond Partnership Board of Directors for a one-year term expiring June 30, 2022, or thereafter when her successor shall have been appointed and qualified.

**RESOLUTION - Appointment of Member - Henrico Area Mental Health and Developmental Services Board.**

This Board paper appoints the following person to the Henrico Area Mental Health and Developmental Services Board for a term expiring December 31, 2021, or thereafter, when her successor shall have been appointed and qualified:

Family/Consumer Valerie James Abbott

**RESOLUTION - Appointment of Members - The Cultural Arts Center at Glen Allen Foundation Board of Directors.**

This Board paper appoints the following persons to The Cultural Arts Center at Glen Allen Foundation Board of Directors for three-year terms expiring June 30, 2024, or thereafter when their successors shall have been appointed and qualified:

At-Large	Carolyn B. Pitts
At-Large	James M. Doering
At-Large	Nancy L. McMahon
At-Large	Joshua M. Parsley

**RESOLUTION - Appointment of Members and Alternates - Virginia Transit Association Board of Directors.**

This Board paper appoints the following persons to the Virginia Transit Association Board of Directors for one-year terms expiring June 30, 2022, or thereafter when their successors shall have been appointed and qualified:

**Members**

Board of Supervisors	Tyrone E. Nelson
Board of Supervisors	Frank J. Thornton

**Alternates**

Assistant Director of Public Works	E. Todd Eure
Transportation Development Division Director	Sharon S. Smidler

**PUBLIC HEARING ITEMS**

**RESOLUTION - Amendments to FY 2020-21 Annual Fiscal Plan - ESSER II Funding for HCPS: June 2021.**

This Board paper, if approved, amends the Annual Fiscal Plan and appropriates funds from the federal Elementary and Secondary School Emergency Relief Fund II Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (ESSER II) for Henrico County Public Schools.

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

**RESOLUTION - Signatory Authority - Consent and Agreement - Improvements and Utilities within County Utility Easement - White Oak Technology Park, Site 7 - Varina District.**

This Board paper would authorize the Chairman to execute a Consent and Agreement with Scout Development LLC that would permit Scout to install improvements and utilities within a County utility easement on Site 7 in the White Oak Technology Park.

The Director of Public Utilities recommends approval of the Board paper; the County Manager concurs.

## **PUBLIC COMMENTS**

### **GENERAL AGENDA**

#### **RESOLUTION - Signatory Authority - Central Virginia Transportation Authority Memorandum of Understanding - Distribution and Use of Funds.**

This Board paper would approve a Memorandum of Understanding prepared by the Central Virginia Transportation Authority (CVTA) and its member jurisdictions regarding the distribution and use of funds collected for transportation purposes in Planning District 15. The County's use of CVTA funds must be in accordance with enabling legislation enacted by the General Assembly, and the County must submit an annual certification of expenditures for the stated purposes.

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

#### **RESOLUTION - Authorization to Submit Letter of Intent - U. S. Department of Transportation Rebuilding American Infrastructure with Sustainability and Equity Discretionary Grant - Fairfield District.**

The Rebuilding American Infrastructure with Sustainability and Equity (RAISE) Discretionary Grant program of the U. S. Department of Transportation allocates funds for transportation improvements that have a significant local or regional impact.

The County has identified the Magellan Parkway Extension as a project that improves safety, regional mobility, bicycle/pedestrian accessibility, and access to a regionally significant economic development site. The project includes approximately 0.37 mile of roadway on a new alignment connecting Brook Road and existing Magellan Parkway, a new bridge over I-95, and a 10-foot shared-use path.

The estimated cost of the project is \$24,000,000, and the federal share may not exceed 80% of the total project estimate. The County intends to request grant funds up to \$19,200,000 and must submit a letter of intent and provide a commitment of the local match to be eligible for funding.

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

#### **RESOLUTION - To Set Public Hearing for Abandonment of Unused Right-of-Way - Proposed Green City Development - Fairfield District.**

This Board paper authorizes the required public notices and sets a public hearing for August 10, 2021, to consider the abandonment of a variable width strip of right-of-way that has never been used for public passage. The right-of-way is on property owned by the Economic Development Authority of Henrico County ("EDA") located at the northeast corner

of Parham Road and Interstate 95. The EDA has entered into a purchase and sale agreement for the sale of the property to Green City Partners, LLC.

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

**RESOLUTION - Acceptance of Roads - Fairfield District.**

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

0.84 mile of Club Court – Fairfield District

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

**RESOLUTION - Quarterly Appropriation of Funds for First Quarter of FY 2021-22, and Approval of Meals Tax Capital Projects for Henrico County Public Schools.**

This Board paper appropriates funds for the first quarter of FY 2021-22 to allow the expenditure of a portion of the funds budgeted in the County’s Annual Fiscal Plans during July, August, and September 2021. The Board of Supervisors approved the FY 2021-22 Annual Fiscal Plans on April 13, 2021.

This Board paper also reappropriates to Fiscal Year 2021-22 (i) funds for ongoing capital projects, (ii) funds budgeted in Fiscal Year 2020-21 for the long-term disability benefit program, (iii) funds for all valid outstanding encumbrances as of June 30, 2021, (iv) funds within the Special Revenue Fund for grant programs and donations for specific purposes that extend beyond June 30, 2021, and (v) all unspent asset forfeiture funds within the Special Revenue Fund. These funds are reappropriated to the same department and account for which they were originally appropriated or encumbered.

This Board paper also approves a project-by-project list of capital projects for Henrico County Public Schools to be funded with meals tax resources in the capital budget.

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

**RESOLUTION - Request for Waiver to Administer Existing Split Precincts.**

This Board paper would authorize and direct the General Registrar to apply to the State Board of Elections for a waiver to administer the County’s existing split precincts in calendar year 2021. Such a waiver is permitted if a governing body is unable to correct existing split precincts prior to the 2021 General Election.

The County currently has five split precincts for which a waiver may be requested:

- Precinct: 105-Greendale                      House of Delegates: 72 & 73
- Precinct: 403-Derbyshire                      House of Delegates: 72 & 73

- Precinct: 404-Freeman                      House of Delegates: 68 & 73
- Precinct: 509-Laburnum                    House of Delegates: 70 & 74
- Precinct: 513-Pleasants                   House of Delegates: 70 & 74

The Henrico County Electoral Board requested that the Board of Supervisors seek a waiver on May 10, 2021.

**ORDINANCE - To Enact a New Subdivision Ordinance by Repealing Chapter 19 of the Code of the County of Henrico Titled “Subdivisions” and Replacing It with a New Chapter 19 Titled “Subdivisions.”**

This substitute Board paper would repeal the current subdivision ordinance in Chapter 19 of the County Code and replace it with a new Chapter 19. The new Chapter 19 is the result of several years of work, public meetings, and community input.

The Planning Commission recommended approval of a substantially similar version of this Ordinance after a public hearing on January 14, 2021. This substitute Board paper and attachment contains revisions to the April 28, 2021, draft considered by the Board on June 8, 2021. The attachment contains changes described in the list of “Changes from April 28, 2021 Draft to Chapter 19 before the Board of Supervisors on June 8, 2021” posted for review on the Department of Planning’s website on June 17, 2021. The Director of Planning recommends approval of the new Chapter 19, as revised and attached to this Board paper, and the County Manager concurs.

**ORDINANCE - To Enact a New Zoning Ordinance by Repealing Chapter 24 of the Code of the County of Henrico Titled “Zoning” and Replacing It with a New Chapter 24 Titled “Zoning.”**

This substitute Board paper would repeal the current zoning ordinance in Chapter 24 of the County Code and replace it with a new Chapter 24. The new Chapter 24 is the result of several years of work, public meetings, and community input.

Since the new Chapter 24 would eliminate certain zoning districts entirely, two properties currently zoned in those districts would be rezoned to the closest analogous districts.

The Planning Commission recommended approval of a substantially similar version of this Ordinance after two public hearings on January 14 and May 13, 2021. This substitute Board paper and attachment contains revisions to the April 28, 2021, draft considered by the Planning Commission on May 13, 2021, and the Board on June 8, 2021. The attachment contains changes described in the list of “Changes from April 28, 2021 Draft to Chapter 24 before the Board of Supervisors on June 8, 2021” posted for review on the Department of Planning’s website on June 17, 2021. The Director of Planning recommends approval of the new Chapter 24, as revised and attached to this Board paper, and the County Manager concurs.

**RESOLUTION - Signatory Authority - Acquisition of Real Property - 11700 Bent Pine Road - Brookland District.**

This Board paper authorizes the County Manager to execute a purchase agreement and accept the deed to acquire a 6.474-acre parcel at 11700 Bent Pine Road for an addition to the Richard W. Glover Memorial Park and a second entrance to the park. The acquisition will not include a 1.0-acre portion of the parcel that is used as a cemetery.

The Board paper authorizes the County Manager, or his designee, to execute all other documents necessary to complete the County's due diligence and close the transaction. The owners have agreed to sell the property for \$550,000.

The Deputy County Manager for Community Operations and the Directors of Recreation and Parks and Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Acquisition of Right-of-Way and Easements - Oakstone Drive - Three Chopt District.**

This Board paper would authorize the acquisition of 268.23 square feet of permanent drainage easement, 3,546.41 square feet of temporary construction easement, 3,967.75 square feet of permanent utility easement to relocate Dominion Energy Virginia facilities, 3,967.75 square feet of permanent utility easement to relocate Verizon Virginia facilities, and 3,967.75 square feet of permanent joint use utility easement across the property at 11225 Oakstone Drive for the Sadler Road Improvements project. Frederick C. Burke and Nancy S. Burke own the property and have agreed to accept \$54,203 for the easements.

The Deputy County Manager for Community Operations and the Director of Public Works recommend approval of the Board paper; the County Manager concurs.

**RESOLUTION - Award of Engineering Services Contract - Water and Sewer Facilities Plan Update - Greeley and Hansen, LLC.**

This Board paper would award a contract to Greeley and Hansen, LLC to provide professional engineering services for updating the Facilities Plan for County water and sewer facilities.

The contract is for an evaluation of the adequacy of existing water and wastewater systems, a projection of water and wastewater infrastructure requirements to meet future demands through 2050, and updated computerized water and sewer system flow models. Funding for the contract will be provided by the Water and Sewer Revenue Fund.

Two proposals were received on May 10, 2021, in response to RFP No. 21-2155-4JOK. After review and evaluation of the proposals, the Selection Committee interviewed the following firms:

Greeley and Hansen, LLC  
Environ-Civil Engineering, Ltd.

Based on the written proposals and interviews, the Selection Committee members selected Greeley and Hansen, LLC as the top-ranked firm and negotiated a fixed price contract for \$1,599,956.

The Board paper awards the contract to Greeley and Hansen, LLC and grants signatory authority to the County Manager to execute the 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 original contract amount.

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