

**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, April 25, 2023, at 5:30 p.m.** in the County Manager's Conference Room, 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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| 5:30 - 5:45 p.m. | FEMA Partnership Update |
| 5:45 - 6:00 p.m. | Division of Police Update |
| 6:00 - 6:15 p.m. | Return Surplus Real Estate Tax Revenues to Taxpayers |
| 6:15 - 6:30 p.m. | Review of the Regular Meeting Agenda |

Tanya N. Brackett

Tanya N. Brackett, CMC
Clerk, Henrico County Board of Supervisors
April 20, 2023

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
April 25, 2023
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION

APPROVAL OF MINUTES - April 11, 2023, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATIONS

Proclamation - Crime Victims' Rights Week - April 23 - 29, 2023.

Proclamation - National Library Week - April 23 - 29, 2023.

Proclamation - Older Americans Month - May 2023.

PUBLIC HEARING ITEMS

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| 120-23 | Resolution - Real Estate Tax Levies, 2023. |
| 121-23 | Resolution - Personal Property and Machinery and Tools Tax Levies, 2023. |
| 122-23 | Ordinance - To Return Surplus Real Estate Tax Revenues to Taxpayers. |
| 123-23 | Resolution - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District. |
| 124-23 | Ordinance - Vacation of Portion of Drainage and Utility Easement - 9808 Old Milbrooke Way - Springfield Manor Subdivision - Brookland District. |
| 125-23 | Resolution - Condemnation - Easements - Ridge Road Sidewalk Project - 444 N. Ridge Road - Tuckahoe District. |
| 126-23 | Resolution - Signatory Authority - Termination and Release of Covenants Bridleton Landing, Section A - Varina District. |
| 127-23 | Resolution - Signatory Authority - Agreement with Richmond Metropolitan Habitat for Humanity and Conveyance of Real Property - 5200 and 5405 Moncure Avenue - Varina District. |
| 128-23 | Ordinance - To Amend and Reordain Section 23-359 Titled "Water connection fees," Section 23-360 Titled "Sewer connection fees," Section 23-361 Titled "Water service and volume charges," and Section 23-362 Titled "Sewer service |

charges and rates” of the Code of the County of Henrico to Change Utility Fees and Charges and Make Credits Available for the County’s ARPA Infill Project.

PUBLIC COMMENTS

GENERAL AGENDA

- 104-23 Resolution – Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023. [**Deferred from the April 11, 2023, meeting.**]
- 129-23 Resolution - Signatory Authority - Memorandum of Understanding - Capital Trees - Reforestation Program.
- 130-23 Resolution - Signatory Authority - Sublease - 2263 Dabney Road - Brookland District.
- 131-23 Resolution - Signatory Authority - Agreement with Maggie Walker Community Land Trust and Conveyance of Real Property - 10235 Greenwood Road - Fairfield District.
- 132-23 Resolution - Hotel Connection Fee Holiday - Use of the Shovel Ready Henrico Fund and County Utility Credits to Offset Utility Connection Fees for New and Rehabilitated Hotels.
- 133-23 Resolution - Award of Contract - Annual Contract to Apply Slurry Seal - Countywide.
- 134-23 Resolution - Signatory Authority - Agreement with the Central Virginia Transportation Authority for Regionally Funded Projects - Fall Line Trail - Fairfield District.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
April 25, 2023**

PRESENTATIONS

PROCLAMATION - Crime Victims' Rights Week - April 23 - 29, 2023.

This proclamation recognizes April 23 – 29, 2023, as Crime Victims' Rights Week, and reaffirms the County's commitment to creating a victim service and criminal justice response that assists all victims of crime during Crime Victims' Rights Week and throughout the year.

PROCLAMATION - National Library Week - April 23 - 29, 2023.

This proclamation recognizes April 23 – 29, 2023, as National Library Week and encourages all residents to visit their library in person or online to enjoy the amazing resources the County's libraries offer.

PROCLAMATION - Older Americans Month - May 2023.

This proclamation recognizes May 2023 as Older Americans Month and encourages Henrico residents to recognize the contributions of our older residents, help to create an inclusive society, and join efforts to support older Americans.

PUBLIC HEARING ITEMS

RESOLUTION - Real Estate Tax Levies, 2023.

This Board paper sets the real estate tax levies for calendar year 2023. The levies are to be fixed after an advertised public hearing held on April 25, 2023.

The proposed real estate tax levy is \$0.85 per \$100 of assessed valuation and represents no change from the prior year.

The proposed real estate tax levies for the following streetlight districts represent no change from the prior year and are as follows:

Streetlight District #2: \$0.003 per \$100 of assessed valuation
Streetlight District #3: \$0.010 per \$100 of assessed valuation
Streetlight District #3.1: \$0.031 per \$100 of assessed valuation
Streetlight District #12: \$0.010 per \$100 of assessed valuation
Streetlight District #23: \$0.010 per \$100 of assessed valuation
Streetlight District #63.1: \$0.019 per \$100 of assessed valuation

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

RESOLUTION - Personal Property and Machinery and Tools Tax Levies, 2023.

This Board paper sets the personal property and machinery and tools tax levies for calendar year 2023. The levies are to be fixed after an advertised public hearing held on April 25, 2023.

The following proposed tax levies represent no change from the prior year:

- Personal property: \$3.50 per \$100 of assessed valuation
- Aircraft: \$0.50 per \$100 of assessed valuation
- Qualifying vehicles owned or leased by members of a volunteer emergency medical services agency or volunteer fire department: \$1.00 per \$100 of assessed valuation
- Disabled veterans' vehicles: \$0.01 per \$100 of assessed valuation
- Motor vehicles specially equipped to provide transportation for physically handicapped individuals: \$0.01 per \$100 of assessed valuation
- Computer equipment and peripherals used in a data center: \$0.40 per \$100 of assessed valuation
- Machinery and tools: \$0.30 per \$100 of assessed valuation
- Machinery and tools used in semiconductor manufacturing: \$0.30 per \$100 of assessed valuation
- Property used in a research and development business: \$0.30 per \$100 of assessed valuation
- Certain generating equipment purchased after December 31, 1974, for the purpose of changing the energy source of a manufacturing plant to achieve more efficient use of any energy source: \$0.30 per \$100 of assessed valuation
- Certain property used in manufacturing, testing, or operating satellites: \$0.30 per \$100 of assessed valuation
- Certain motor vehicles, trailers, and semitrailers used to transport property for hire by a motor carrier engaged in interstate commerce: \$0.30 per \$100 of assessed valuation
- Certain equipment used primarily for research, development, production, or provision of biotechnology: \$0.90 per \$100 of assessed valuation
- Qualifying vehicles owned or leased by members of the Virginia Defense Force: \$1.00 per \$100 of assessed valuation
- Manufactured homes: \$0.85 per \$100 of assessed valuation
- Tangible personal property of public service corporations and other persons with property assessed pursuant to Chapter 26 of Title 58.1 of the Code of Virginia (except aircraft, automobiles, and trucks): \$0.85 per \$100 of assessed valuation

The following proposed tax levy represents a decrease from the prior year:

- Vehicles generally: \$3.40 per \$100 of assessed valuation, a decrease of \$0.10 per \$100 of assessed valuation

No change is proposed for the tax levy in the County's streetlight districts. Such proposed tax levy is \$0.001 per \$100 of assessed valuation, except for property taxed at the rate applicable to real property, in which case the levies are as assessed on real property.

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

ORDINANCE - To Return Surplus Real Estate Tax Revenues to Taxpayers.

This ordinance would return surplus real estate tax revenues to taxpayers. The ordinance identifies surplus real estate taxes collected by the County and authorizes the Director of Finance to pay two cents per hundred dollars of assessed value of real estate to qualified real estate taxpayers in the County.

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

RESOLUTION - Signatory Authority - Lease of County Property - 10791 Old Washington Highway - Brookland District.

This Board paper authorizes the County Manager to execute a lease agreement with Seneca Fritts for the single-family dwelling at 10791 Old Washington Highway. The lease would be for a one-year term beginning on June 1, 2023, and ending on May 31, 2024. Mr. Fritts will pay a monthly rent of \$900 and perform routine maintenance of the dwelling. The parties may agree to renew and extend the lease term. Mr. Fritts is an employee of the County's Real Property Division. Mr. Fritts has not participated in the negotiation of this lease in his official capacity.

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

ORDINANCE - Vacation of Portion of Drainage and Utility Easement - 9808 Old Milbrooke Way - Springfield Manor Subdivision - Brookland District.

This ordinance would vacate a portion of a drainage and utility easement that crosses the northwest corner of Lot 8, Section A, Block A in the Springfield Manor subdivision, also known as 9808 Old Milbrooke Way, in the Brookland District. Jeffrey K. and Sharon L. Jahn own the lot that would be affected by the vacation and have requested the vacation to accommodate a pool house that encroaches on the drainage and utility easement. County facilities are not needed in the portion of the easement to be vacated.

The Real Property Division has processed this request through the Departments of Planning, Public Works, and Public Utilities without objection. The Director of Real Property recommends approval of the Board paper; the County Manager concurs.

RESOLUTION - Condemnation - Easements - Ridge Road Sidewalk Project - 444 N. Ridge Road - Tuckahoe District.

This Board paper authorizes condemnation proceedings for property that is needed for the construction of the Ridge Road Sidewalk Project.

The County needs to acquire a permanent sidewalk easement containing 119 square feet and a temporary construction easement containing 11 square feet across the property located at 444 N. Ridge Road, identified as Tax Map Parcel 756-736-5992, and owned by the Robins

Family Limited Partnership. Based on an independent appraisal, the County made an offer of \$1,100 for the required property interests. The parties cannot reach an agreement on the acquisition of the Easements.

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 easements, to take all steps necessary to acquire the easements, and to enter on and take possession of the required easements in accordance with the Code of Virginia.

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

RESOLUTION - Signatory Authority - Termination and Release of Covenants - Bridleton Landing, Section A - Varina District.

This Board paper authorizes the Director of Public Works to execute a Termination and Release of Covenants related to former Stream Protection Areas in Bridleton Landing, Section A, in the Varina District. The property owners have requested the Termination and Release because the property no longer contains any Stream Protection Areas.

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

RESOLUTION - Signatory Authority - Agreement with Richmond Metropolitan Habitat for Humanity and Conveyance of Real Property - 5200 and 5405 Moncure Avenue - Varina District.

This Board paper authorizes (1) the County Manager to execute an agreement to provide funding totaling \$100,000 to Richmond Metropolitan Habitat for Humanity ("RMHFH") for the construction of two affordable single-family homes at 5200 and 5405 Moncure Avenue, and (2) the Chairman to execute a deed conveying 5200 and 5405 Moncure Avenue to RMHFH subject to the condition that RMHFH will use the properties only to construct two affordable single-family homes in accordance with the terms of the agreement.

5200 and 5405 Moncure Avenue are surplus to the needs of the County, and the construction of affordable single-family homes in this area will help add to the community and its vitality.

The Real Property Division has processed this conveyance through the Departments of Planning, Public Utilities, and Public Works without objection. The Directors of Community Revitalization and Real Property recommend approval of the Board paper, and the County Manager concurs.

ORDINANCE - To Amend and Reordain Section 23-359 Titled "Water connection fees," Section 23-360 Titled "Sewer connection fees," Section 23-361 Titled "Water service and volume charges," and Section 23-362 Titled "Sewer service charges and rates" of the Code of the County of Henrico to Change Utility Fees and Charges and Make Credits Available for the County's ARPA Infill Project.

This ordinance would change utility fees and charges effective July 1, 2023, and to make credits available for the County's ARPA Infill Project.

The ordinance would increase bimonthly service and volume charges for water and sewer. The total increase in water and sewer charges for the median residential account holder using 10 CCF of water every two months will be \$6.70, or approximately \$0.11 per day. The changes are recommended to support annual operating, debt service, and capital costs associated with water and sewer projects.

The ordinance would also authorize and direct the County Manager to retire water and sewer credits owned by the County for the purpose of offsetting the basic and local facilities connection fees that would otherwise apply to existing single-family dwellings served by private wells and individual septic systems as part of the County's ARPA Infill Project. The authorization would expire on December 31, 2026, and is subject to the availability of credits owned by the County.

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

PUBLIC COMMENTS

GENERAL AGENDA

RESOLUTION - Approval of Operating and Capital Annual Fiscal Plans for FY 2023-24 and Allocation of Car Tax Relief for Tax Year 2023.

This Board paper approves the proposed Operating and Capital Annual Fiscal Plans for FY 2023-24 and allocates car tax relief for tax year 2023. The Board of Supervisors deferred this paper after a public hearing on April 11, 2023.

RESOLUTION - Signatory Authority - Memorandum of Understanding - Capital Trees - Reforestation Program.

This Board paper authorizes the County Manager to execute a memorandum of understanding with Capital Trees, a 501(c)(3) non-profit organization, and the Henrico County School Board. The MOU establishes a reforestation program that will (i) identify trees in the County's park properties and the School Board's school properties, and (ii) create a reforestation plan to increase tree canopy and sustain healthy wooded areas on the properties. The initial term of the MOU is one year and may be renewed on an annual basis. The initial budget for the program is \$50,000, subject to appropriation by the Board.

The Chief of Staff recommends approval of this Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Sublease - 2263 Dabney Road - Brookland District.

This Board paper authorizes the County Manager to execute a sublease with Game On Foods, Inc. for approximately 9,217 square feet of office warehouse space at 2263 Dabney Road. The Division of Fire will use the subleased premises to conduct firefighter candidate physical

ability tests and work performance evaluations. Monthly rent will be \$13,000. The term will begin on or about May 1, 2023, and end on January 31, 2026.

The Fire Chief and the Director of Real Property recommend approval of the Board paper; the County Manager concurs.

RESOLUTION - Signatory Authority - Agreement with Maggie Walker Community Land Trust and Conveyance of Real Property - 10235 Greenwood Road - Fairfield District.

This Board paper authorizes (1) the County Manager to execute an agreement to provide funding totaling \$25,077 to the Maggie Walker Community Land Trust (“MWCLT”) for the construction of an affordable single-family home at 10235 Greenwood Road, and (2) the Chairman to execute a deed conveying 10235 Greenwood Road to MWCLT subject to the condition that MWCLT will use the property only to construct an affordable single-family home for sale to a qualified homebuyer using the community land trust model in accordance with the terms of the agreement.

10235 Greenwood Road is surplus to the needs of the County, and the construction of an affordable single-family home in this area will help add to the community and its vitality.

The Real Property Division has processed this conveyance through the Departments of Planning, Public Utilities, and Public Works without objection. The Directors of Community Revitalization and Real Property recommend approval of the Board paper, and the County Manager concurs.

RESOLUTION - Hotel Connection Fee Holiday - Use of the Shovel Ready Henrico Fund and County Utility Credits to Offset Utility Connection Fees for New and Rehabilitated Hotels.

This resolution authorizes the County Manager to establish a program to use the Shovel Ready Henrico Fund and County utility credits to offset the costs of connection fees to the County’s water and sewer systems for new and rehabilitated hotels for 36 months, subject to the availability of credits and funding.

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

RESOLUTION - Award of Contract - Annual Contract to Apply Slurry Seal – Countywide.

This Board paper awards an annual contract to Slurry Pavers, Inc. to apply slurry seal throughout the County on an as-needed and as-requested basis. Staff estimates annual expenditures under the contract will be \$1,000,000. This amount may increase or decrease depending on the actual needs of the County.

The annual contract is expected to begin in July 2023 and will remain in effect for a period of one year with two one-year renewal options.

The County received one bid on March 7, 2023, in response to ITB 23-2483-1EAR and Addendum No. 1. The bid was as follows:

<u>Bidder</u>	<u>Bid Amount</u>
Slurry Pavers, Inc. Richmond, Va.	\$4,165,900

Based upon a review of the bid, Slurry Pavers, Inc. is the lowest responsive and responsible bidder.

This Board paper awards the annual contract to Slurry Pavers, Inc. The County Manager is authorized 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.

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

RESOLUTION - Signatory Authority - Agreement with the Central Virginia Transportation Authority for Regionally Funded Projects - Fall Line Trail - Fairfield District.

The Department of Public Works has negotiated an agreement with the Central Virginia Transportation Authority (“CVTA”) under which the County will construct approximately 7.5 miles of the Fall Line Trail, along with other associated roadway improvements. The County section of the Fall Line Trail will run from Bryan Park Avenue to Woodman Road and include trailheads, connector trails, pedestrian crossings, drainage improvements, intersection modifications, and landscaping.

The estimated cost for the design, right-of-way, and construction of the portion of the Fall Line Trail within Henrico County is \$52,614,905. Funding for the portion of the Fall Line Trail within Henrico County has been allocated approximately as follows:

\$ 7,630,000 – CVTA Local Funds from the County
\$ 9,165,000 – State and Federal Grants
\$ 35,819,905 – CVTA Regional Funds
\$ 52,614,905 – TOTAL

This Board paper authorizes the County Manager to execute the agreement in a form approved by the County Attorney.

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