

**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, July 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:

5:30 - 5:45 p.m.	Gun Violence Program
5:45 - 6:00 p.m.	Regional River Response Update
6:00 - 6:15 p.m.	Intern Recognition
6:15 - 6:30 p.m.	Review of Regular Meeting Agenda Items

*Tanya N. Brackett*

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

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

**PLEDGE OF ALLEGIANCE**

**INVOCATION**

**APPROVAL OF MINUTES** – June 27, 2023, Regular and Special Meetings

**MANAGER'S COMMENTS**

**BOARD OF SUPERVISORS' COMMENTS**

**RECOGNITION OF NEWS MEDIA**

**PRESENTATION**

210-23                      Resolution - Expressing Appreciation to Korean War Veterans.

**APPOINTMENT/RESIGNATIONS**

211-23                      Resolution - Appointment of Member - Finance Board.

212-23                      Resolution - Resignation of Members - Keep Henrico Beautiful Committee.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

213-23                      Introduction of Ordinance - To Add Article XIII Titled "Special Service Districts" to Chapter 20 of the Code of the County of Henrico to Establish the Virginia Center Commons Special Service District and Provide Public Streetlights in the District.

214-23                      Resolution - Authorization to Submit Letter of Intent to Participate in the Virginia Department of Transportation Revenue Sharing Program.

215-23                      Resolution - Authorization to Apply for Matching Grants from the Transportation Alternatives Program.

216-23                      Resolution - Authorization to Apply for Multimodal Project Discretionary Grant for Short Pump Area Improvements - Three Chopt District.

217-23                      Resolution - Award of Contract - Greenwood Estates Waterline Improvements - Brookland District.

218-23                      Resolution - Award of Contract - Rooftop Unit Replacement at Juvenile Courts Building.

219-23                      Introduction of Resolution - Receipt of Requests for Amendments to FY 2023-24 Annual Fiscal Plan - July/August 2023 - Refund of Excess Real Estate Taxes.

- 220-23                    Resolution - Award of Contract - Investment Management Services.
- 221-23                    Resolution - Authorizing the Reimbursement from the Proceeds of Bonds to be Issued by the County of Henrico, Virginia, of Expenditures for Various Public Improvement Projects to be Made in Advance of the Issuance of Such Bonds.



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

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**PRESENTATION**

**RESOLUTION - Expressing Appreciation to Korean War Veterans.**

This resolution expresses appreciation to Korean War veterans who upheld the highest ideals of the United States through their dedicated service and considerable sacrifices.

**APPOINTMENT/RESIGNATIONS**

**RESOLUTION - Appointment of Member - Finance Board.**

This Board paper reappoints the following member to the Finance Board for a term ending April 12, 2025, or thereafter when his successor has been appointed and qualified:

Carter Whitelow

**RESOLUTION - Resignation of Members - Keep Henrico Beautiful Committee.**

This Board paper accepts the resignation of Kendall E. Tyree and Bonnie Predd from the Keep Henrico Beautiful Committee.

**PUBLIC COMMENTS**

**GENERAL AGENDA**

**INTRODUCTION OF ORDINANCE - To Add Article XIII Titled “Special Service Districts” to Chapter 20 of the Code of the County of Henrico to Establish the Virginia Center Commons Special Service District and Provide Public Streetlights in the District.**

This Board paper introduces for advertisement and a public hearing on September 12, 2023, a proposed ordinance to create the Virginia Center Commons Special Service District. An additional levy on property taxes within the District would be used to construct, maintain, and operate streetlights in the District. Public streetlights will increase safety for pedestrians and vehicular traffic visiting the area.

The Deputy County Manager for Community Operations recommends approval of the Board paper, and the County Manager concurs.

**RESOLUTION - Authorization to Submit Letter of Intent to Participate in the Virginia Department of Transportation Revenue Sharing Program.**

This Board paper would authorize the Director of Public Works to submit a letter of intent to participate in the Revenue Sharing Program of the Virginia Department of Transportation for Fiscal Years 2027 and 2028. The program allocates state matching funds for local highway construction and maintenance projects.

The County has identified two projects that are eligible for state matching funds.

The state grants would match 50% of the County's actual costs for the two projects up to a maximum of \$10,000,000. The County must submit a letter of intent to participate in the program.

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

**RESOLUTION - Authorization to Apply for Matching Grants from the Transportation Alternatives Program.**

This Board paper would grant authorization for the Director of Public Works to apply to the Virginia Department of Transportation for federal matching grants from the Transportation Alternatives Program for two multi-use trail construction projects in Fiscal Years 2025 and 2026. The federal grants would pay 80% of the County's estimated costs for the projects, up to a maximum reimbursement of \$4,000,000.

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

**RESOLUTION - Authorization to Apply for Multimodal Project Discretionary Grant for Short Pump Area Improvements - Three Chopt District.**

This Board paper would grant authorization for the Director of Public Works to apply for funds in any amount from the Multimodal Project Discretionary Grant ("MPDG") program of the U. S. Department of Transportation for fiscal year 2023-2024. This grant program supports surface transportation projects of national or regional significance designed to strengthen supply chains, spur economic development, and improve safety and daily life.

The County has identified the Short Pump Area Improvements as an eligible project. The project includes the construction of a new interchange at N. Gayton Road and Interstate 64, a reconstruction of the interchange at W. Broad Street and Interstate 64, improvements on W. Broad Street, and improvements on I-295 between Interstate 64 and Nuckols Road.

The estimated cost of the project is \$250 million. The County will pursue other sources of local, regional, and state funding for this project and intends to request MPDG funds of \$50 million.

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

**RESOLUTION - Award of Contract - Greenwood Estates Waterline Improvements - Brookland District.**

This Board paper awards a fixed price contract for \$813,413 to J. Sanders Construction Co. for the Greenwood Estates Waterline Improvements. The project consists of providing approximately 2,540 linear feet of 8-inch ductile iron water main along Colfax Road and Bourne Road.

Work on the project is anticipated to begin in October 2023 and be completed within 150 calendar days.

The County received three bids on June 21, 2023, in response to ITB 23-2534-5EAR and Addendum No. 1. The bids were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
J. Sanders Construction Co. West Point, VA	\$813,413
Crown Construction Service, Inc. Alexandria, VA	\$924,890
G. L. Howard, Inc. Rockville, VA	\$933,510

Based upon a review of the bids, J. Sanders Construction Co. 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 - Award of Contract - Rooftop Unit Replacement at Juvenile Courts Building.**

This Board paper awards a fixed price contract for \$250,252 to JRC Services, LLC for the replacement of the existing rooftop units with new units including all piping, adapter curbs, roof work, electrical, and controls at the Henrico County Juvenile Courts Building.

Work on the project is anticipated to begin in late 2023 and be completed within 90 days after receipt of the air handling units.

The County received four bids on May 23, 2023, in response to ITB 23-2525-4EAR and Addenda Nos. 1 and 2. The bids were as follows:

<b><u>Bidders</u></b>	<b><u>Bid Amounts</u></b>
JRC Services, LLC Chesapeake, VA	\$250,252
EMC Mechanical Services Richmond, VA	\$270,178
Old Dominion Mechanical, LLC	\$272,975

Richmond, VA	
Waco, Inc. Sandston, VA	\$354,870

Based upon a review of the bids, JRC Services, LLC is the lowest responsive and responsible bidder.

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

**INTRODUCTION OF RESOLUTION - Receipt of Request for Amendments to FY2023-24 Annual Fiscal Plan - July/August 2023 - Refund of Excess Real Estate Taxes.**

This Board paper introduces for advertisement and a public hearing on August 8, 2023, a resolution to amend the annual fiscal plan for FY2023-24. The requested amendment is shown in a list dated July 20, 2023, provided by the County Manager to the Board.

The Board approved an ordinance on April 25, 2023, to refund excess real estate tax receipts equivalent to 2 cents per \$100 of assessed value to qualified taxpayers as of June 30, 2023. This amendment, if approved after the public hearing on August 8, 2023, would amend the Annual Fiscal Plan and appropriate funds for expenditure for this program.

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

**RESOLUTION - Award of Contract - Investment Management Services.**

This Board paper would award a contract to PFM Asset Management LLC (“PFM”) to provide investment management services.

Ten proposals were received on March 2, 2023, in response to RFP 23-2477-1JOK and Addendum No. 1 for investment management services. After review of the written proposals and oral presentations, the evaluation committee selected to enter into negotiations with the following offerors:

PFM Asset Management LLC  
Sterling Capital Management LLC

Based upon negotiations, the evaluation committee selected PFM as the top-ranked offeror.

The initial term of this contract begins on November 1, 2023, and ends on October 31, 2026, with the option to renew the contract for two additional one-year terms.

This Board paper grants signatory authority to the County Manager to execute the contract in a form approved by the County Attorney.

The Finance Director and the Purchasing Director recommend approval, and the County Manager concurs.

**RESOLUTION - Authorizing the Reimbursement from the Proceeds of Bonds to be Issued by the County of Henrico, Virginia, of Expenditures for Various Public Improvement Projects to be Made in Advance of the Issuance of Such Bonds.**

This resolution allows for the County to continue with the planned improvements to the Three Chopt Area Park and Tuckahoe Creek Park, construction of a new Environmental Center, Jackson Davis Elementary School, Longan Elementary School, and Quioccasin Middle School, County-wide drainage improvements, and construction of a new Eastover Gardens fire facility, and be reimbursed from bond proceeds project expenditures made before the issuance of the bonds. The resolution satisfies the requirement of federal tax law that the Board declare its official intent to reimburse such expenditures from bond proceeds.