

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
May 24, 2011
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Rev. Angelo V. Chatmon, Pastor Pilgrim Journey Baptist Church

APPROVAL OF MINUTES – May 10, 2011 Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEM

122-11 Resolution – Signatory Authority – Deed of Release Terminating Temporary Turnaround Easement – Crawford Park at Greenbrooke Section B – Three Chopt District.

PUBLIC COMMENTS

GENERAL AGENDA

123-11 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2010-11 Annual Fiscal Plan: June, 2011.

124-11 Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management.

125-11 Resolution – Authorization to Accept Grant Funding from the FY2009 State Homeland Security Grant Program as Managed by the Virginia Department of Emergency Management.

126-11 Resolution – Authorization to Accept Grant Funding from the FY2009 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management.

127-11 Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management.

128-11 Resolution – Award of Construction Contract – Courthouse Annex Building Roof System Replacement.

129-11 Resolution - Award of Contract for Architectural and Engineering Services - 1400 North Laburnum Avenue - Virginia Department of Health.

- 130-11 Resolution – Award of Contract – Modular Units at Eastern Government Center – Virginia Department of Health.
- 131-11 Resolution – Signatory Authority – Second Amendment to Sublease – Virginia Department of Health – 3810 Nine Mile Road - Varina District.

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
May 10, 2011**

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, May 10, 2011 at 7:00 p.m. in the Board Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

Frank J. Thornton, Chairman, Fairfield District
Richard W. Glover, Vice Chairman, Brookland District
James B. Donati, Jr., Varina District
David A. Kaechele, Three Chopt District
Patricia S. O'Bannon, Tuckahoe District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Michael L. Wade, Sheriff
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
George T. Drumwright, Jr., Deputy County Manager for Community Services
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Ph.D., Deputy County Manager for Administration
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Randall R. Silber, Deputy County Manager for Community Development

Mr. Thornton called the meeting to order at 7:04 p.m.

Mr. Thornton led recitation of the Pledge of Allegiance.

Rev. Michael J. Robinson, Director of Missions for the Richmond Baptist Association, delivered the invocation.

On motion of Mrs. O'Bannon, seconded by Mr. Kaechele, the Board approved the minutes of the April 26, 2011 Regular and Special Meetings.

The vote of the Board was as follows:

Yes: Thornton, Glover, Donati, Kaechele, O'Bannon

No: None

MANAGER'S COMMENTS

The American Planning Association (APA) County Planning Division and the National Association of County Planners (NACP) have given an Award of Merit in the Grass Roots Initiative category to the County of Henrico for the County's *Homeowner's Enhancement Guide*. The award was presented to S. Mark Strickler, the County's Director of Community Revitalization, at the APA National Conference in Boston, Massachusetts on April 10, 2011. This is the second award received by the County for the guide, which is the County's newest neighborhood revitalization tool. The guide is available for free download on the County's website and can be checked out or purchased at the County's public libraries.

Bobbie Ragsdale, Solid Waste Labor Foreman II for the Department of Public Utilities, is this year's recipient of the Frank D. Soignoli Award for Excellence in Community Service Supervision. The award was established by the Henrico Community Corrections Program to be given annually in memory of Frank Soignoli, who served for 13 years as the community service site supervisor for the County's Department of Social Services. Mr. Ragsdale was recognized for his leadership role in the County's Community Maintenance Program (CCP) and most particularly for his utilization of clients in CCP's weekly cleanups.

BOARD OF SUPERVISORS' COMMENTS

Mr. Donati noted that the Eastern Henrico Business Association annually hosts a golf tournament that includes a competition among various departments of Henrico County government represented in the tournament. The Division of Fire was a one-stroke winner of the Henrico Cup in this year's challenge. Mr. Donati congratulated Fire Chief Edwin Smith on his department's success in capturing the Henrico Cup from last year's winner, the Division of Police.

RECOGNITION OF NEWS MEDIA

No media representatives were present.

PRESENTATIONS

Mr. Thornton presented a proclamation recognizing May 15 – 21, 2011 as Emergency Medical Services Week. Edwin W. Smith, Fire Chief, accepted the proclamation. Joining him were the following persons: from the Division of Fire, William M. "Mike" Cox, Battalion Chief for EMS Operations; Michael C. Kurz, M. D., Operational Medical Director; Mark F. Rowland, EMS Captain; and Amy A. Howard, Volunteer Coordinator; from the Division of Police, Stephen L. Weis and Valerie V. Jackson, Emergency Communications Managers; and from the volunteer rescue squads, Kathy S. Butler, President of the Henrico County Association of Volunteer Rescue Squads and Chief of Operations for Tuckahoe Volunteer Rescue Squad; Jerry Colgin, President of Henrico Volunteer Rescue Squad; Greg Cassis, President of Lakeside Volunteer Rescue Squad; and Andy Inge, President of Tuckahoe Volunteer Rescue Squad.

Mr. Glover presented a proclamation recognizing May 15 – 21, 2011 as Law Enforcement Officers Week. Col. Douglas A. Middleton, Chief of Police, accepted the proclamation. Joining him from the Division of Police were Maj. James B. Fitzgerald, Assistant Chief for Administrative Operations; Maj. Stephen F. Alloway, Assistant Chief for Patrol Operations; Maj. Fred E. Bolling, Assistant Chief for Investigative Operations; Maj. Albert T. “Tom” Leary III, Assistant Chief for Special Operations; Capt. Humberto I. Cardounel, Commanding Officer for Criminal Investigations; Capt. John C. Coover, Commanding Officer for Administrative Services; Capt. Clarence T. Hunter, Commanding Officer for the Fair Oaks Substation; Capt. Peter T. McRae, Commanding Officer for Community Services; Capt. Carl A. Mueller, Commanding Officer for Homeland Security; Capt. Albert J. Scott III, Commanding Officer for Communications and Technology; Capt. Jan W. Stem, Commanding Officer for West Station Patrol Operations; and Capt. C. Denny Williams, Commanding Officer for Organized Crime.

PUBLIC HEARINGS - REZONING CASE AND PROVISIONAL USE PERMITS

112-11 W.H. Capital, LLC: Request for a Provisional Use Permit under Sections
P-5-11 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code in order
Fairfield to allow 24 hour operation of a proposed restaurant on part of Parcel 802-
736-8028, located on the west line of Mechanicsville Turnpike (U.S. Route
360) approximately 225’ north of its intersection with E. Laburnum Avenue.

Mr. Hazelett informed the public that this item had been withdrawn by the applicant.

113-11 T.V. Wilson: Request for a Provisional Use Permit under Sections 24-
P-6-11 62.2(a), 24-62.2(b), 24-120 and 24-122.1 of Chapter 24 of the County Code
Fairfield in order to allow festivals and assembly halls in an existing building on
Parcel 797-736-6692, located on the east line of Carolina Avenue at its
intersection with Pensacola Avenue.

No one from the public spoke in opposition to a request by the applicant to defer this case.

On motion of Mrs. O’Bannon, seconded by Mr. Kaechele, and by unanimous vote, the Board deferred this item to the September 13, 2011 meeting.

The vote of the Board was as follows:

Yes: Thornton, Glover, Donati, Kaechele, O’Bannon

No: None

114-11
P-7-11
Three Chopt

Virginia CVS Pharmacy, LLC: Request for a Provisional Use Permit under Sections 24-58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code in order to allow 24 hour operation of an existing pharmacy on part of Parcel 747-759-8591, located in the southwest quadrant of the intersection of W. Broad Street (U.S. Route 250) and Cox Road.

Joe Emerson, Director of Planning, and Mike Rothermel, an attorney for Spotts Fain PC who was representing the applicant, responded to questions from Mr. Kaechele.

No one from the public spoke in opposition to this case.

On motion of Mr. Kaechele, seconded by Mrs. O'Bannon, the Board followed the recommendation of the Planning Commission and approved this item subject to the following conditions:

1. This permit shall only apply to the 24-hour operation of a CVS Pharmacy on Parcel 747-759-8591.
2. Store windows shall not be tinted or obscured by advertisements, posters, blinds, and/or other visual obstructions that inhibit or hinder exterior surveillance. The installation and use of light blocking devices during daylight hours shall be permissible if approved by the Crime Prevention Unit of the Division of Police.
3. Prior to 24-hour operation, the applicant and the Crime Prevention Unit of the Division of Police shall conduct a security survey of the subject property and store operations. The owner/occupant of the CVS Pharmacy shall implement the mutually agreed upon security measures affecting the property.
4. The owners or operators shall provide adequate lighting for all entrances, exits, and parking areas serving the use or location. "Adequate lighting" means lighting sufficient for clear visual and security camera surveillance.
5. Any outside speakers and/or sound system shall comply with the following standards:
 - a. Sound systems shall be equipped with controls that permit full and complete volume control; and,
 - b. Sound(s) emitted from the system shall not be audible beyond a distance of one hundred (100) feet measured from the source.
6. The owner or operator shall be responsible for the installation, operation, and maintenance of exterior security camera(s) and video system of

professional grade and quality, and rated for the exterior surveillance of retail operations. This security system shall at a minimum include:

- a. Exterior surveillance cameras shall monitor all entrance(s), fueling area(s), parking area(s), delivery area(s), and, other areas determined necessary by the Crime Prevention Unit of the Division of Police. Such security cameras shall provide clear imagery of the establishment's patrons and their vehicle.
 - b. Recordings of all activities under surveillance shall be preserved for a period of four (4) months by the applicant. Authorized representatives of the Henrico County Division of Police shall have full and complete access to all recordings upon request.
7. Should evidence (i.e. police calls to the premises, complaints from other businesses, criminal assaults, etc.) or registered complaints (i.e. increased public nuisance, loitering, excessive noise, etc.) indicate that 24-hour exterior operation is having adverse effects on the area, the Board of Supervisors may hold a public hearing to consider revoking the permit and/or amending all or some conditions.

The vote of the Board was as follows:

Yes: Thornton, Glover, Donati, Kaechele, O'Bannon

No: None

115-11
C-1C-11
Varina

Godsey Properties, Inc.: Request to conditionally rezone from M-1 Light Industrial District to RTHC Residential Townhouse District (Conditional) part of Parcel 817-721-5981 containing approximately 60.7 acres, located on the north line of Oakleys Lane approximately 300' west of its intersection with S. Holly Avenue.

Jean Moore, Assistant Director of Planning, and Mr. Emerson responded to questions from the Board.

No one from the public spoke in opposition to this case.

On motion of Mr. Donati, seconded by Mr. Glover, the Board followed the recommendation of the Planning Commission and approved this item with the following proffered conditions:

Building Type and Design

1. **Density.** There shall be no more than one hundred thirty-five (135) town homes developed on the property.

2. **Architecture.** The buildings shall be similar in architectural style to those illustrated in Exhibit A (see case file) and include materials such as brick, stone, dryvit, vinyl siding, and/or Hardiplank. At least 35% of the front elevation of a multi-unit building will include materials such as brick or stone. A confirmation of the building material percentages, for all units in the development, shall be provided at the time of each building permit, or at the request of the Director of Planning. Roofing material shall have a minimum thirty (30) year life and associated warranty. Vinyl siding shall have long-lasting strength, resilience and resistance to everyday wear and tear, with a minimum thickness of 0.042". Manufacturer's specifications, demonstrating the minimum vinyl thickness, shall be provided at the time of each building permit.
3. **Building Elevations.** All side elevations shall contain a minimum of two windows and a bay window. No cantilevered features will be allowed.
4. **Foundations.** The exposed exterior portions of all foundations below the first floor level shall be finished with brick or stone, with a minimum of twelve inches (12") of brick or stone visible above grade.
5. **Minimum House Size.** The minimum finished floor area shall be fifteen hundred (1500) square feet for town homes with garages, and twelve hundred eighty (1280) square feet for town homes without garages, exclusive of garages, porches, and decks.
6. **Building Size.** There shall be no more than six (6) town homes per building.
7. **Sound Suppression Measures.** Walls and ceilings between units shall be constructed with a minimum sound coefficient rating of fifty-four (54). Prior to the issuance of a building permit, the owner or applicant shall submit construction details (cross-section), with an architect's or engineer's seal, demonstrating that construction will provide the proffered sound coefficient.
8. **Chimneys.** The exposed portions of all fireplace chimneys shall be of brick, stone, or siding similar to the exterior treatment of the dwelling. The exposed bases of all chimneys shall be of the same material as the dwelling foundation. This proffer shall not apply to direct-vent gas fireplaces or appliances.
9. **Garages.** No less than 20% of the town house units will have a garage, based on the cumulative numbers for the entire development.

An individual section may have a lower percentage or no garages. A cumulative count of garages in the development shall be provided at the time of each building permit or at the request of the Director of Planning.

10. **Town Homes.** All town homes shall be marketed as owner-occupied homes.

Site Design

11. **Exterior Lighting.** Each town home shall have exterior wall-mounted lights at each entrance. Street lighting fixtures shall not exceed fifteen (15) feet in height above grade level. All lighting will be residential in character.
12. **Driveways.** All driveways shall be finished with concrete. All driveways on each individual lot shall be paved prior to receiving a Certificate of Occupancy.
13. **Sidewalks.** Sidewalks a minimum of four (4) feet in width shall be provided along one side of the roads within the development, and along the front of all lots.
14. **Trash.** There shall be no central trash receptacles.
15. **Curb and Gutter.** Standard six (6) inch curb and gutter, meeting Henrico County requirements, shall be provided within the development.
16. **Roads.** Prior to the issuance of any Certificate of Occupancy, the applicant shall provide the Planning Department with certification from a licensed engineer that the roadway within the project was constructed according to the approved subdivision plan, and in compliance with Henrico County road design standards and specifications (except as to pavement width and turning radii), to include proper compaction of the sub-base soils, utility trenches, base stone, and asphalt surface.
17. **Underground Utilities.** Except for junction boxes, meters and existing overhead utility lines or for technical or environmental reason, all utility lines shall be underground.
18. **Concept Plan.** The site will be developed similar to the attached concept plan, entitled Exhibit B (see case file), unless otherwise requested and specifically approved by the Planning Commission at the time of Plan of Development or subdivision approval.

19. **Recreational Amenities.** There shall be park areas as generally shown on the conceptual site plan (see case file). The Protective Covenants shall require that the rights and obligations associated with the recreational areas and amenities be clearly disclosed in writing to each purchaser.
20. **Stormwater Management.** If a wet pond is utilized as a BMP, it will be aerated and will be designed as an amenity. However, any existing ponds will not be required to be aerated or used as an amenity.
21. **Right-of-Way Dedication.** The owner shall dedicate to Henrico County the right-of-way, and any mutually agreed upon easements for drainage conveyance systems, required for the relocation of Oakleys Lane, upon the request of the County. Should the dedicated property not be used for widening of Oakleys Lane within thirty (30) years of the date of the dedication, title to the dedicated property will revert to the applicant or its successors in interest.
22. **Phasing.** No more than 82 units shall be constructed prior to the construction of relocated Oakleys Lane. The developer shall construct the westernmost entrance as shown on Exhibit B (see case file) first, which shall serve a maximum of 45 units as part of Phase 1. Upon the completion of Phase 1, but not prior to January 1, 2015, Certificates of Occupancy for an additional 37 units may be issued provided the easternmost entrance is constructed by the developer as shown on Exhibit B (see case file). Upon the completion of relocated Oakleys Lane, the preceding phasing requirements shall no longer apply.

Landscaping and Buffering

23. **Foundation Planting and Sod.** Each town home shall have a minimum of six (6) shrubs planted along the front foundation. The front and side yards shall have sod, exclusive of mulched flowerbeds and landscaping, and irrigation. The aforementioned planting and sod shall be installed prior to the issuance of the final Certificate of Occupancy for each town home.
24. **Landscaping.** There shall be at least one (1) tree with a minimum caliper of two (2) inches planted on each side of each building. Also, prior to final recordation, a landscape plan shall be submitted to the Planning Department for approval.
25. **Entrance Feature.** A landscaped entrance shall, at a minimum, be located at one of the entrances for the development. The entrance sign shall be ground-mounted and no more than six (6) feet in height.

Signage shall not be internally illuminated.

26. **Buffers.** A twenty-five (25) foot wide landscape buffer shall be provided adjacent to the future alignment of the right-of-way line of Oakley's Lane. The landscaping within the buffer shall at a minimum meet the Henrico County thirty-five (35) foot transitional buffer standards. Exceptions allowed within the buffer area shall include utility easements, signage, fences, and entrance roads to the project, and other purposes requested and specifically permitted or required by the Planning Commission at the time of Plan of Development or subdivision approval. A landscaped berm may be located within the buffer.

Other

27. **Hours of Construction.** The hours of site work construction, including operation of bulldozers and other earth-moving equipment, shall be between 8:00 a.m. and 5:00 p.m., Monday through Friday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work, such as concrete pours or utility connections. No site work construction will be performed on Saturday or Sunday. The hours of outside building construction shall be between 7:00 a.m. and 7:00 p.m., Monday through Friday, except in emergencies or where unusual circumstances require extending the specific hours in order to complete work, such as concrete pours or utility connections. Outside building construction on Saturday may take place if mutually agreed to by the homebuilder and the manager of Mankin Mansion. No outside building construction shall be performed on Sunday. Signs, in both English and Spanish, stating the above-referenced provisions, shall be posted and maintained at all entrances to the property prior to any land disturbance activities thereon.
28. **Protective Covenants.** Prior to or concurrent with the recordation of the first subdivision plat approved by the County, and before the conveyance of any portion of the property covered by said subdivision (other than for the dedication of easements, roads, or utilities), a document shall be recorded in the Clerk's Office of the Circuit Court of Henrico County, Virginia setting forth controls on the development and maintenance of the property. Storage or parking of recreational vehicles, boats and trailers will not be allowed outside.
29. **C-1 Zoning.** A rezoning application shall be filed for C-1 zoning for the area within the 100-year flood plain within the property prior to

the recordation of the subdivision plat for the last section of the property.

30. **Severance.** The unenforceability, elimination, revision or amendment of any proffer set forth herein, in whole or in part, shall not affect the validity or enforceability of the other proffers or unaffected part of any such proffer.

The vote of the Board was as follows:

Yes: Thornton, Glover, Donati, Kaechele, O'Bannon

No: None

PUBLIC COMMENTS

There were no comments from the public.

GENERAL AGENDA

- 116-11 Resolution – Award of Annual Construction Contract – Miscellaneous Concrete and Asphalt Rehabilitation Projects.

Cecelia Stowe, Purchasing Manager, responded to a question from Mr. Kaechele.

On motion of Mr. Glover, seconded by Mrs. O'Bannon, and by unanimous vote, the Board approved this item – see attached resolution.

- 117-11 Resolution – Award of Construction Contract – Magistrate's Office Alterations.

Ed Bass, Senior Capital Projects Manager, and Michael Verdu, Capital Projects Manager, responded to questions from Mrs. O'Bannon. Mr. Hazelett responded to a question from Mr. Donati.

On motion of Mr. Donati, seconded by Mr. Glover, and by unanimous vote, the Board approved this item – see attached resolution.

- 118-11 Resolution – Signatory Authority – Amendment #5 to Contract for Architectural and Engineering Services – Eastern Henrico Recreation Center.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote, the Board approved this item – see attached resolution.

119-11 Resolution - Signatory Authority - Agreement with the Virginia Department of Transportation for Federal Highway Safety Improvement Program Funds - Five Separate Intersection Improvement Projects. VDOT Project #0073-043-S57, PE101, RW201, C501, VDOT Project #0197-043-S56, PE101, RW201, C501, VDOT Project #073-043-S55, PE101, RW201, C501, VDOT Project #0073-043-S54, PE101, RW201, C501, and VDOT Project #0073-043-S53, PE101, RW201, C501. Brookland, Fairfield, Three Chopt, Tuckahoe, and Varina Districts.

Tim Foster, Director of Public Works, responded to questions from Mr. Donati and Mr. Kachele.

On motion of Mrs. O'Bannon, seconded by Mr. Kaechele, and by unanimous vote, the Board approved this item - see attached resolution.

120-11 Resolution - To Permit Additional Fine of \$200 for Speeding on West Club Lane from West Broad Street to Libbie Avenue.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote, the Board approved this item - see attached resolution.

121-11 Resolution - Acceptance of Roads.

On motion of Mr. Donati, seconded by Mr. Glover, and by unanimous vote, the Board approved this item - see attached resolution.

There being no further business, the meeting was adjourned at 7:55 p.m.

Chairman, Board of Supervisors
Henrico County, Virginia

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
May 10, 2011**

The Henrico County Board of Supervisors convened a special meeting on Tuesday, May 10, 2011 at 4:45 p.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

Members of the Board Present:

Frank J. Thornton, Chairman, Fairfield District
Richard W. Glover, Vice Chairman, Brookland District
James B. Donati, Varina District
David A. Kaechele, Three Chopt District
Patricia S. O'Bannon, Tuckahoe District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Deputy Clerk to the Board of Supervisors/Administrative Assistant
George T. Drumwright, Jr., Deputy County Manager for Community Services
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Ph.D., Deputy County Manager for Administration
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Randall R. Silber, Deputy County Manager for Community Development
John A. Vithoulkas, Director of Finance/Special Economic Advisor to the County Manager
C. Michael Schnurman, Jr., Legislative Liaison
Tamra R. McKinney, Director of Public Relations & Media Services

Mr. Thornton called the meeting to order at 4:50 p.m.

Mr. Hazelett briefly reviewed the two items listed on this special meeting agenda.

2011 Commemoration Advisory Commission Update

Mr. Hazelett recognized Ms. Harper, who in turn introduced the following Commission members who were present: Gail Atkins, Jack Berry, Jeanne McNeil, Sarah Pace, and Linda Robinson. Ms. Harper led a slide presentation that updated the Board on Commission activities. She began by reviewing the topics included in the update, highlighting the results of previously sponsored events and providing copies to the Board of a newly printed book titled *Landmarks of Greater Richmond* that features a Henrico landmark on the cover and a one-page advertisement promoting the County's 400th anniversary. Twenty thousand copies of the book have been printed and

individual copies will be placed in the rooms of 40 high end hotels throughout the region, 21 of which are in Henrico. Ms. Harper thanked Mr. Berry and his staff from the Richmond Metropolitan Convention & Visitor's Bureau (RMCVB), especially Marketing Director Katherine O'Donnell, for working on this effort in cooperation with Jennifer Acker, the County's Assistant Director of Public Relations & Media Services. There was some discussion by Mr. Kaechele and Mr. Berry regarding distribution of the book.

Ms. Harper recognized Carol Simopoulos, Henrico County Public Schools (HCPS) Educational Specialist for Social Studies K-5, who reported on how HCPS has assisted the Commission through musical and art student support at several hosted events; the student planting of Sycamore seedlings on Arbor Day to commemorate the County's 400th birthday and the contributions of Virginia Estelle Randolph; and various promotional activities using the HCPS website, other media, and school banners, bookmarks, and posters.

Ms. Simopoulos recognized Ms. McNeil, the Commission's representative from the Association for the Preservation of Henrico Antiquities, who thanked the Board for its support of history projects during the 2011 commemoration and commented on the talent and dedication of Advisory Commission members. Ms. McNeil noted that she was standing in for Nelson Wikstrom, Chairman of the Commission's Economic Development Committee, who was unable to be present. Ms. McNeil reviewed the transportation exhibits and booths as well as other activities and entertainment that will be offered at the next scheduled hosted event, "Moving Henrico Forward: Air, Road, Rail and Water," which is being held on May 29, 2011 at the Virginia Aviation Museum under the sponsorship of the Committee and the Museum. She responded to questions from Mr. Kaechele and Mrs. O'Bannon regarding event logistics.

Ms. McNeil recognized Ms. Pace, the Commission's representative from the Henrico Historical Society, who reviewed a hosted event titled "Civil War Commemoration: Henrico County – Gateway to Richmond, 1861 – 1865." This three-day event will include a symposium at the Henrico Theatre on September 23, 2011; an invitation-only reception and ball at Tree Hill Farm on September 23, 2011; an encampment and exhibits at Tree Hill Farm on September 24, 2011; and tours and demonstrations with the National Park Service at Fort Harrison on September 25, 2011. September 26, 2011 is being held as a rain date for this event.

Ms. Pace recognized Karen Perkins, the County's Recreation Manager for History and Tourism and lead staff to the Commission. Ms. Perkins distributed a flyer titled *2011 Historical Bus Tours* and identified the sites that will serve as the focus for the following scheduled historical bus tours that the County will be offering in partnership with the Valentine Richmond History Center: June 11, 2011 – "Henrico's Civil War History"; August 20, 2011 – "Henrico's African-American Heritage"; and October 22, 2011 – "Overview of Henrico's History." Ms. Perkins also explained tour costs and logistics. She then reviewed the entertainment and activities that are planned or proposed for the "Old-Fashioned Fourth of July" event scheduled for July 4, 2011 at Meadow Farm and Crump Park. Ms. Perkins reviewed slides and distributed a flyer depicting 400th anniversary commemorative specialty items that are available at select Henrico County-hosted 400th anniversary events and at several County facilities. She responded to several questions from Mr. Kaechele pertaining to bus tour logistics. She and Mrs. O'Bannon responded to a question from Mr. Thornton concerning how the commemorative items are being marketed.

Ms. Perkins recognized Ms. Harper, who concluded the presentation by noting that RMCVB will be sponsoring "Henrico County's 400th Anniversary at The Diamond" during a Richmond Flying Squirrels game scheduled for August 20, 2011. A fireworks show will follow the game.

Mr. Thornton commented on the verve and leadership demonstrated by the Commission. He conveyed thanks from the Board to the Commission and its staff and volunteers for their magnetism, energy, and organizational skills and for taking an upscale and positive approach towards the Commemoration. Mr. Thornton also thanked Mr. Berry for RMCVB's invaluable participation. He further remarked that the Commission has done an admirable job and has represented the County well.

Ms. Harper showed the Board a 400th anniversary events calendar that is being sold by the Henrico Historical Society. In response to a question raised by Mr. Thornton relating to the Commission's plans for archiving information for future generations, Ms. Harper revealed a planned effort led by Mr. Hazelett to create a time capsule that will be buried at the Henrico County Government Center and opened in 2061. In response to an additional question posed by Mr. Thornton, Ms. Harper elaborated on the partnerships that the Commission has successfully established with other organizations and groups. Mr. Thornton suggested that organizations and groups visiting the County during 2011 be invited to participate in commemorative events. He commented that a lot of Henrico churches have begun looking at their own history and heritage as a result of the County's commemoration efforts and suggested that the Commission reach out to them as well. Ms. Harper concluded the discussions by noting that the County hopes to plan an event at the end of the year to thank instrumental participants in the 400th anniversary commemoration. She thanked the Board on behalf of the Commission and advised that the next Commission update to the Board will be scheduled for the Board's September 13, 2011 work session.

New State Mandates on Community Services Board

Mr. Hazelett referred to budget amendment language adopted by the House of Delegates as part of House Bill 1500 during the 2011 General Assembly Session that would have created within the Community Services Act for At-Risk Youth and Families a new target population of children eligible for Medicaid mental health services. This proposal, which would have shifted costs from the state to local governments, was ultimately replaced by language that requires an evaluation by a Community Services Board before intensive Medicaid funded child services can be authorized. After this brief introduction of the item, Mr. Hazelett recognized Mike O'Connor, Director of Mental Health and Developmental Services, who narrated a slide presentation titled *New Legislative Mandate on Henrico Area Mental Health and Developmental Services*. Mr. O'Connor provided the background to legislative action in the recent General Assembly session; provided statistics showing that children account for the largest growth in community mental health expenditures and highlighting the dramatic growth in costs for children's mental health services; explained the differing solutions offered by the McDonnell administration and the General Assembly; elaborated on the replacement language agreed to by the General Assembly; and documented the impact of this new legislative mandate on his agency, Henrico Area Mental Health and Developmental Services (MH/DS). He concluded his presentation by emphasizing that MH/DS will need to increase its staff by July 1, 2011 to meet the timeframes for evaluating

new clients, the cost of which will be covered by Medicaid, and that he anticipates the majority of complaints about the new procedure will come from private providers.

Following Mr. O'Connor's presentation, he and Mr. Hazelett responded to questions from the Board relating to the new "independent assessment" procedure and its impact on agency staffing. Mr. Hazelett advised that Mr. Drumwright and representatives of the Virginia Municipal League and Virginia Association of Counties will be meeting on May 11, 2011 with Bill Hazel, Virginia's Secretary of Health and Human Resources, to discuss how this new procedure will be implemented by local governments. He pointed out that this new state budget language impacts all Virginia local governments and advised that he will continue to update the Board on this matter.

The Board recessed for dinner at 5:51 p.m. and reconvened at 6:15 p.m.

Mr. Hazelett reviewed the agenda for the evening's regular meeting, noting that one of the four zoning cases scheduled for public hearing had been withdrawn by the applicant and that the applicant for a second case was requesting a deferral. In regards to one of the items listed on the general agenda, Mr. Hazelett advised that Mr. Thornton will be participating in a walkthrough of the Eastern Henrico Recreation Center on May 11, 2011.

Mr. Hazelett advised the Board of the recent passing of Bill Veeder, whose wife Jean works at Richmond International Raceway, and shared Mr. Veeder's obituary with the Board. Mr. Donati advised the Board of the recent passing of David Baldacci's mother.

Mr. Hazelett shared with the Board a *Washington Post* article that was brought to his attention by a member of his staff. The article profiles the unsuccessful efforts of a local businessman to place a large monument in Washington, D.C. and notes that the monument has been temporarily placed next to the Markel headquarters in Innsbrook. He noted that staff is trying to assemble a packet of newspaper articles that highlight how other localities are changing the way they do business or addressing budgetary challenges.

Mr. Hazelett advised the Board that he would be recognizing the Department of Community Revitalization during Manager's Comments at the evening meeting for an award that the agency received for the *Homeowner's Enhancement Guide*. He confirmed that the United States Department of Justice (DOJ) has received the County's redistricting ordinance.

Mr. Thornton suggested that the Board consider a resolution recognizing the 20th anniversary of the CONNECT program, a community-based substance abuse prevention program operated by MH/DS that receives Community Development Block Grant (CDBG) funding from the County. Mr. Hazelett provided background information on this program at Mr. Donati's request. Mr. Glover suggested that in lieu of a resolution Mr. Thornton write a letter on behalf of the Board acknowledging the program's benefit to the community.

Mr. Hazelett advised that he had submitted an application to the National Association of Counties (NACo) County Courthouse Award program at the suggestion of Mrs. O'Bannon and on behalf of the Board for the County's "Changing the Way Henrico Does Business" initiative. In response to

a question from Mr. Thornton, Mr. Drumwright noted that NACo does not have sufficient documentation to determine whether the Henrico Board of Supervisors has the nation's longest serving incumbent elected body.

At Mr. Kaechele's request, Mr. Hazelett commented on a recent article that appeared in the Virginia Association of Counties' (VACo's) newsletter, *County Connections*, highlighting the benefits of the Commonwealth of Virginia's statewide fuel purchasing contract. Mr. Hazelett noted that the County has a better contract that was negotiated by the County's Director of General Services, Paul Proto, and in which a number of other Virginia localities participate. In response to a question from Mrs. O'Bannon, Mr. Hazelett updated the Board on the status of recruitment efforts for Mr. Proto's position and a possible reorganization of the Department of General Services in view of Mr. Proto's pending retirement. He explained that a number of County employees in addition to Mr. Proto have chosen June 17 as their retirement date to maximize their annual leave benefit. George Cauble, Director of Human Resources, briefly updated the Board on retirement trends within Henrico County government. There was discussion by the Board and Mr. Hazelett of the County's succession management program and how it is being used to ensure orderly transitions as retirements occur.

Mr. Hazelett and Mr. Drumwright responded to questions from Mr. Kaechele regarding the new "independent assessment" procedure that MH/MR has been mandated by the General Assembly to follow and that was discussed during Mr. O'Connor's presentation earlier in this meeting. Mr. Kaechele expressed particular concern in regards to how the new positions will be funded.

Mr. Thornton expressed concerns about a pothole on Brook Road in the vicinity of the Travelodge Richmond Hotel. Mr. Pinkerton agreed to look into the matter and there was some discussion of it by Mr. Hazelett and the Board.

At Mr. Hazelett's request, Mr. Vithoulkas reviewed with the Board certain provisions of The Tax Increase Prevention and Reconciliation Act of 2005 that makes it mandatory for federal, state, and local governments to withhold a three percent income tax on all payments of \$10,000 or more made to vendors for products and services. Mr. Vithoulkas advised that the County will need to begin withholding this amount on all payments made after December 31, 2011. He noted that County staff has communicated its concerns with this law to its federal legislative delegation through Mr. Schnurman. There was extended discussion by the Board, Mr. Hazelett, and Mr. Vithoulkas of the implications of this law for the County and its vendors. Mr. Hazelett advised that bills to repeal the law have been introduced in both the House of Representatives and the United States Senate.

Mrs. O'Bannon commented on her recent appointment by the Virginia Secretary of Natural Resources, Douglas Domenich, to serve on a Stakeholder Advisory Group to aid the Commonwealth of Virginia in developing pollution reduction goals that meet new federal Environmental Protection Act (EPA) requirements for the reduction of nitrogen, phosphorous, and sediment loads in to the Chesapeake Bay. Mr. Hazelett alluded to the potential costs to local governments of complying with these requirements.

There being no further business, the meeting was adjourned at 6:53 p.m.

Chairman, Board of Supervisors
Henrico County, Virginia

RESOLUTION – Signatory Authority – Deed of Release Terminating Temporary Turnaround Easement – Crawford Park at Greenbrooke Section B – Three Chopt District

Approval of this Resolution will authorize the Chairman and Clerk of the Board of Supervisors to execute a Deed of Release in a form approved by the County Attorney, terminating the County's interest in a temporary turnaround easement across land now being Lot 29, Block D of Crawford Park at Greenbrooke Section B. With the construction of Leighwood Court the easement is no longer needed. TC Lot Investments, LLC, a Virginia limited liability company, the owner of Lot 29, would like to construct a house but there is not enough buildable area outside the temporary easement. The Real Property Department has processed this request through the Departments of Public Works, Public Utilities and Planning without objection. The Directors of Real Property and Public Works recommend approval of this action. **(Public Hearing)**



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 122-11

Page No. 1 of 1

Agenda Title

RESOLUTION - Signatory Authority – Deed of Release Terminating Temporary Turnaround Easement – Crawford Park at Greenbrooke Section B – Three Chopt District

For Clerk's Use Only:

MAY 24 2011

Date

- ☐ Approved
☐ Denied
☐ Amended
☐ Deferred to

BOARD OF SUPERVISORS ACTION

Moved by (1) _____ Seconded by (1) _____
(2) _____ (2) _____

REMARKS: _____

YES NO OTHER

Donati, J. _____
Glover, R. _____
Kaechele, D. _____
O'Bannon, P. _____
Thornton, F. _____

WHEREAS, by Temporary Easement Agreement dated May 2, 2005 and recorded in Deed Book 3917, Page 428, in the Clerk's Office of the Circuit Court of the County of Henrico, Virginia, Tomac Corporation, a Virginia corporation, conveyed to the County of Henrico, Virginia a temporary turnaround easement (the "Turnaround Easement") as shown and labeled "50' Radius Temporary Turnaround Easement" on the plat attached and marked as Exhibit "A"; and,

WHEREAS, the Turnaround Easement was to automatically terminate when Allenbend Road extended was constructed and accepted into the County's public road system; and,

WHEREAS, while Allenbend Road has not been extended, the Turnaround Easement is no longer needed because Leighwood Court, as shown on the plat of Crawford Park at Greenbrooke Section B subdivision attached as Exhibit "B," has been constructed and accepted into the County's road system; and,

WHEREAS, to allow for the construction of a home; the current owner of Lot 29, Block D of Crawford Park at Greenbrooke Section B (the "Lot"), TC Lot Investments, LLC, a Virginia limited liability company, has requested that the Turnaround Easement be terminated; and,

WHEREAS, this resolution was advertised pursuant to Section 15.2-1813 of the Code of Virginia, 1950, as amended, and a public hearing was held on May 24, 2011.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors that the Chairman and Clerk are authorized to execute a Deed of Release, in a form approved by the County Attorney, terminating the Turnaround Easement, as shown and labeled "50' Radius Temporary Turnaround Easement" on the plat attached and marked as Exhibit "A."

Comments: This request has been routed through the Departments of Public Works, Public Utilities and Planning without objection. The Directors of Real Property and Public Works recommend approval of this Board paper; the County Manager concurs.

By Agency Head

[Signature]

By County Manager

[Signature]

Routing:

Yellow to:

Real Property

Copy to:

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:



Exhibit "A"

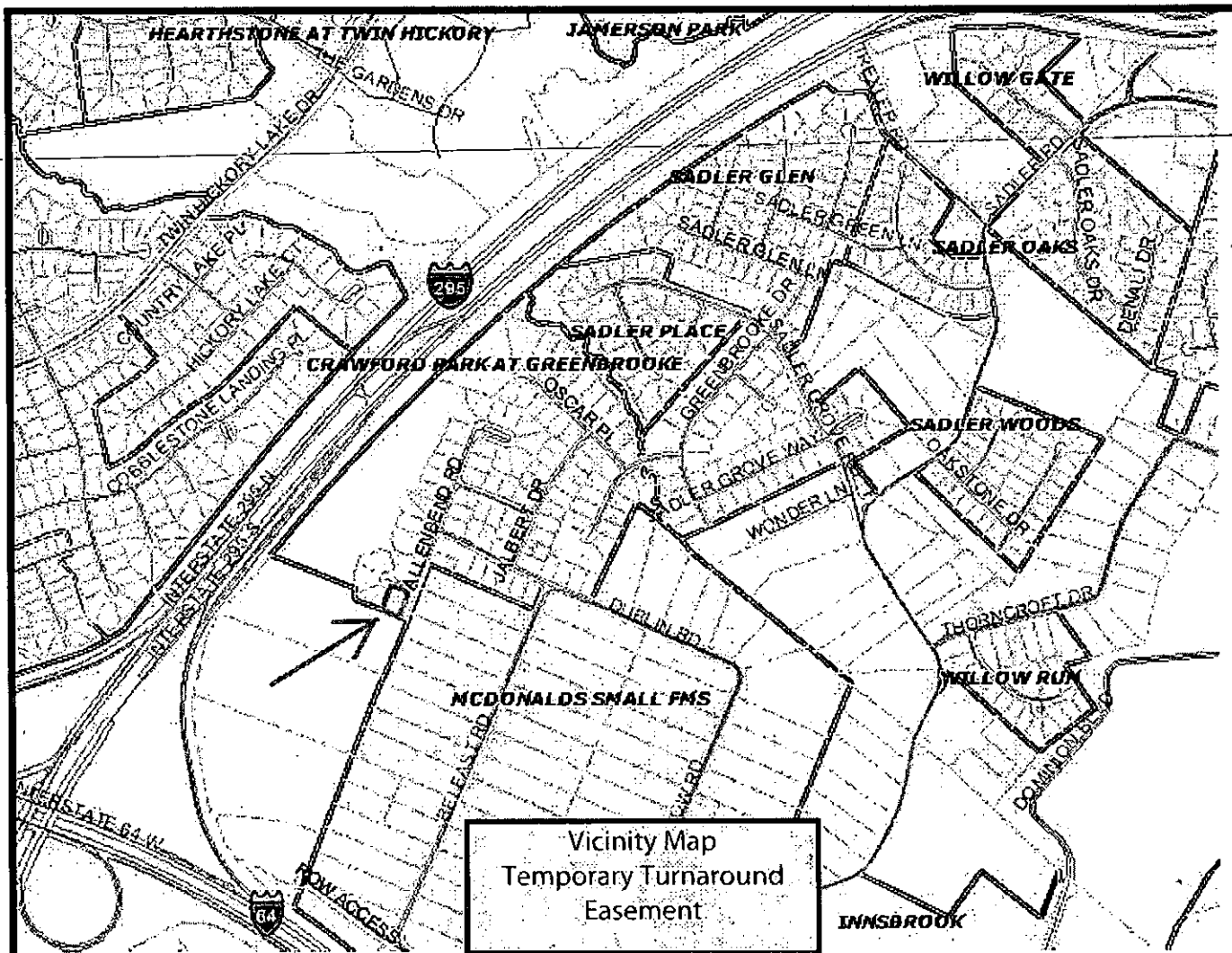
YOUNGBLOOD, TYLER & ASSOCIATES, P.C.
CIVIL ENGINEERS, PLANNERS
& LAND SURVEYORS
7309 HANOVER GREEN DRIVE
P.O. BOX 517 MECHANICSVILLE, Va. 23111
PHONE (804) 746-5285 FAX (804) 730-7624

JD No. 868-23-100
JAN FILE: 86823100

COMMONWEALTH OF VIRGINIA
26-APRIL-85
GREGORY E. MCCLOTHLEN
NO. 2667
LAB. GALT
SURGEON

REVISÉ: APRIL 19, 2005

NUMBER	DELTA ANG C	RADIUS	LENGTH	TANGENT	CHORD	CHORD DIRECTION
1	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
2	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
3	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
4	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
5	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
6	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
7	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
8	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
9	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
10	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
11	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
12	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
13	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
14	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
15	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
16	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
17	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
18	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
19	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
20	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
21	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
22	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
23	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
24	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
25	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
26	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
27	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
28	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
29	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
30	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
31	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
32	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
33	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
34	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
35	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
36	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
37	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
38	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
39	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
40	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
41	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
42	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
43	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
44	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
45	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
46	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000
47	0.0000	1.0000	1.0000	0.0000	0.0000	0.0000



INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2010-11 Annual Fiscal Plan: June, 2011

Pursuant to Virginia Code Section 15.2-2507, amendments to the County's approved budget in excess of one percent of the County's currently adopted budget may be approved by first publishing a notice of a public hearing. The notice shall state the County's intent to amend the budget. To that end this paper is submitted, along with a list of the requested amendments, as an introduction, so the Board may authorize the required advertising for June 7, 2011. A separate paper will be submitted at the public hearing on Tuesday, June 14, 2011, for Board action in amending the Annual Fiscal Plan and appropriating funds for expenditure, as applicable. The amendments may be approved after the public hearing at that same meeting.

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 123-11

Page No. 1 of 1

**Agenda Title INTRODUCTION OF RESOLUTION - Receipt of Requests for Amendments to the
FY 2010-11 Annual Fiscal Plan: June, 2011**

For Clerk's Use Only: <div style="text-align: center; font-weight: bold; font-size: 1.2em;">MAY 24 2011</div> Date _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied <input type="checkbox"/> Amended <input type="checkbox"/> Deferred to _____	BOARD OF SUPERVISORS ACTION Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____ REMARKS: _____ _____ _____	<table style="margin: auto;"><tr><td></td><td style="text-align: center;">YES NO OTHER</td></tr><tr><td>Donati, J.</td><td style="text-align: center;">_____</td></tr><tr><td>Glover, R.</td><td style="text-align: center;">_____</td></tr><tr><td>Kaechele, D.</td><td style="text-align: center;">_____</td></tr><tr><td>O'Bannon, P.</td><td style="text-align: center;">_____</td></tr><tr><td>Thornton, F.</td><td style="text-align: center;">_____</td></tr></table>		YES NO OTHER	Donati, J.	_____	Glover, R.	_____	Kaechele, D.	_____	O'Bannon, P.	_____	Thornton, F.	_____
	YES NO OTHER													
Donati, J.	_____													
Glover, R.	_____													
Kaechele, D.	_____													
O'Bannon, P.	_____													
Thornton, F.	_____													

WHEREAS, the County Manager has provided the Board of Supervisors of the County of Henrico, Virginia, with a list dated May 17, 2011 requesting amendments to the 2010-11 Annual Fiscal Plan; and,

WHEREAS, the County Manager listed by department and cost center, the purpose of the request, and the source of funding to support the proposed amendments.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of the County of Henrico, Virginia, that the Clerk of the Board is directed to advertise a synopsis of the proposed amendments and a public hearing thereon to be held on June 14, 2011, at 7:00 p.m., in the Board Room at the Henrico County Government Center, East Parham and Hungary Spring Roads, to ascertain the views of the citizens with respect to the proposed amendments, such advertisement to be placed in the Richmond Times-Dispatch on Tuesday, June 7, 2011.

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

<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">By Agency Head _____ <div style="margin-top: 20px;">Routing: Yellow to: _____ Copy to: _____</div></div><div style="width: 45%; text-align: center;"></div></div>	<div style="display: flex; justify-content: space-between;"><div style="width: 45%;">By County Manager _____ <div style="margin-top: 20px;">Certified: A Copy Teste: _____ <div style="text-align: right;">Clerk, Board of Supervisors</div> Date: _____</div></div><div style="width: 45%; text-align: center;"></div></div>
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AMENDMENT TO THE 2010-11
ANNUAL FISCAL PLAN FOR JUNE, 2011

OPERATING FUNDS

FUND 0101 - GENERAL FUND - General Operating

Department 03 - Sheriff

03005 - Administration \$ 21,920

0000 00000 To appropriate additional funding of \$21,920 for uniforms, equipment, and a pre-academy physical associated with the 2011 Summer Student Basic Jailor Academy. A total of thirty-two students from Virginia Commonwealth University and Virginia Union University are projected to participate in this program which will award each student with nine college credits and certification as a correctional deputy.

Department 22 - Social Services

22301 - VIEW Program

1302 00000 - Purchase of Services \$ 773,066

The Commonwealth of Virginia, Department of Social Services, will reimburse the County of Henrico, an additional \$266,708 of State (34.5%) and \$386,533 of Federal (50%) funds for the Virginia Initiative for Employment not Welfare (VIEW) Program in fiscal year 2010-11. The required 15.5% County match (\$119,825) will come from the fund balance in the General Fund, and is included in this \$773,066 amount. The total appropriation for this program in fiscal year 2010-11 will be \$1,492,364 after this addition.

Department 30 - Economic Development

30001 - Economic Development

0000 01043 - Richmond Center Expansion \$ 400,000

Revenue from the 8.0 percent Hotel/Motel Occupancy Tax is exceeding the estimate of \$9,200,000, included in the fiscal year 2010-11 Annual Fiscal Plan. This \$400,000 increase will cover additional payments to the Greater Richmond Convention Center Authority (GRCCA), resulting from revenue that has been received and is projected to be received through the end of the fiscal year. Payment will be made based on actual collections from the tax. Subsequently, the County's 2.0 percent local tax component (estimated at \$100,000 for this amendment), will come back to the County. In total, for fiscal year 2010-11, the County expects to receive \$9,600,000 in Hotel/Motel Occupancy Taxes.

Department 32 - Non-Departmental

32001 - Non-Departmental

0000 00000 \$ 1,750,000

Participation in the County's Real Estate Assistance Program (REAP) is forecasted to exceed the FY2010-11 appropriation of \$7,592,550. Additional funding is required due to the success of the program in providing tax relief to the elderly and disabled. Funding for the program is to come from the fund balance in the General Fund. This amendment will increase the total appropriation for REAP in FY2010-11 to \$9,342,550.

Total General Fund - General Government

\$ 2,944,986

FUND 0102 - GENERAL FUND - School Board

Department 50 - Education

50302	- <u>Pupil Transportation</u>	\$	400,000
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50401	- <u>Assistant Superintendent for Finance</u>		357,727
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0000 00000 To appropriate additional State revenues estimated to be received in excess of the original budget projections. The funding is to be used for one-time purchases.

Total General Fund - School Board		\$	<u>757,727</u>
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Total GENERAL FUND		\$	3,702,713
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FUND 1102 - SPECIAL REVENUE FUND - State and Federal Grants - County

Department 12 - Police

12800	- Grants		
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1825 00000	- <u>Dog Food Donations</u>	\$	12
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This amount represents a donation received from a citizen to purchase dog food for the Animal Shelter.

0000 00033	- <u>Police - DMV Animal Friendly Plates</u>		6,396
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The Commonwealth of Virginia, Department of Motor Vehicles (DMV) has awarded the County of Henrico, \$6,396 from the Dog and Cat Sterilization Fund as a result of the sale of State Animal Friendly license plates in Henrico County during fiscal year 2010-11. Funds will be used to support sterilization programs for dogs and cats through CARE (Cat Adoption and Rescue Efforts).

0000 00110	- <u>P.E.A.K.</u>		176
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Donations have been received for the Parents, Educators, and Kids (P.E.A.K.) Program formerly known as D.A.R.E. Funding received from the Old Dominion Moose Legion #148 has been dedicated to this program.

Total Police		\$	<u>6,584</u>
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Department 13 - Fire

13113	- Emergency Planning and Safety		
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0000 05134	- <u>Radiological Preparedness and Response Program</u>	\$	700
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To appropriate funding received for the Radiological Preparedness and Response Program administered through the Virginia Department of Emergency Management on behalf of Dominion Virginia Power. This funding will be used for planning and public outreach in response to hazardous material events. No local match is required.

0000 05382	- <u>EOC Communications</u>		1,495
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To appropriate funding from the Virginia Department of Emergency Management. These federal funds are pass-through from the National Preparedness Directorate (NPD) of the United States Department of Homeland Security and are being administered by the Commonwealth. Funds will be used to upgrade the audio capability from the primary Emergency Operations Center to auxiliary use rooms. No local match is required.

0000 05386 - MMRS - Prime Mover Tow Vehicle 28,500

To appropriate funding from the Virginia Department of Emergency Management. These federal funds are pass-through from the National Preparedness Directorate (NPD) of the United States Department of Homeland Security and are being administered by the Commonwealth. Funds will be used for the acquisition of a Prime Mover tow vehicle. No local match is required.

13171 - Volunteer Rescue Squads

0000 05388 - Tuckahoe VRS Mobile Computers \$ 20,575

To appropriate funding donated to the County of Henrico, Division of Fire, by the Tuckahoe Volunteer Rescue Squad. The donation is for the purchase of five mobile computers that will give the rescue squad the ability to complete the Prehospital Patient Care report (PPCR).

Total Fire \$ 51,270

Total Fund 1102 - Special Revenue Fund-State/Fed Grants-County \$ 57,854

FUND 1113 - SPECIAL REVENUE FUND - Forfeitures Commonwealth's Attorney State Department 05 - Commonwealth's Attorney

05001 - Commonwealth's Attorney

0000 00000 - Forfeitures - Commonwealth's Attorney - State \$ 5,546

Law enforcement special funds which have been received by the County of Henrico, and heretofore not appropriated for expenditure, are to be used by the Commonwealth's Attorney for law enforcement projects as determined and approved by the County Manager or his designee.

Total SPECIAL REVENUE FUND \$ 63,400

Total OPERATING FUNDS \$ 3,766,113

CAPITAL FUNDS

FUND 2101 - CAPITAL PROJECTS FUND - General Capital Projects

Department 08 - Electoral Board

08002 - Election Expenses

0000 06516 - Electronic Polling Books \$ 500,000

To appropriate funding of \$500,000 for the purchase of electronic polling books. This will replace the paper books that have been used in the past to account for voter registration. The purpose of this replacement is to make the voting process more efficient for County citizens including directing the voter to the correct polling place if necessary. This system also efficiently interfaces with electronic voter systems. Funds are to come from the fund balance in the General Fund through an interfund transfer to the Capital Projects Fund.

Department 28 - Public Works

28004 - Construction

0000 01152 - North Gayton Road Extension \$ 12,200,000

To appropriate additional funding of \$12,200,000 for the North Gayton Road Extension project. A total of \$36,180,900 has been appropriated to date for this project and the total appropriation for this project will be \$48,380,900 after this addition. Funds are to come from the designated fund balance in the General Fund through an interfund transfer to the Capital Projects Fund.

Department 30 - Economic Development

30001 - Economic Development

0000 06638 - Wetlands - White Oak Technology \$ 418,440

To provide funding for the purchase of wetland credits for 12.68 acres of impacted wetlands at the White Oak Technology Park. The cost of these wetland credits is \$33,000 per acre. Funds are to come from the fund balance in the General Fund through an interfund transfer to the Capital Projects Fund.

Total Capital Projects Fund - General Capital Projects \$ 13,118,440

FUND 2105 - CAPITAL PROJECTS FUND - General Capital Projects

Department 50 - Education

50331 - Construction and Maintenance

0260 06647 - New Bridge Board Room Renovations \$ 200,000

To appropriate funding of \$200,000 for renovations and upgrades at the New Bridge facility that will be used as a temporary location by the School Board. Funds are to come from additional State revenues estimated to be received in excess of the original budget projections.

FUND 2111 - Capital Initiatives Fund

Department 23 - Recreation and Parks

23101 - Director

0256 00447 - RF&P Park Improvements \$ 112,392

To provide funding for additional improvements associated with RF&P Park. A total of \$590,000 has been appropriated to date for this project and the total appropriation for this project will be \$702,392 after this addition. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

0000 00000 - Elko Community Center 370,000

To provide funding for renovation, upgrade, and operations of the Elko Community Center. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Recreation and Parks \$ 482,392

Department 32 - Non-Departmental

0000 06643 - Village of Azalea Sign Project

2,150

To provide funding of \$2,150 for a new sign for the Village of Azalea at the corner of Wilmer Avenue and Crenshaw Road. The total cost of the sign is \$3,050. The Village of Azalea Civic Association is providing the differential in required funding. Funds are to come from the fund balance in the General Fund via a transfer to the Capital Projects Fund.

Department 50 - Education

50331 - Construction and Maintenance

0000 00000 - Varina HS - Weight Room

\$ 7,000

This amendment will appropriate funding of \$7,000 for the Varina High School weight room. This funding will be used in conjunction with a \$10,000 donation received by Varina High School for athletic equipment for the weight room. Funds are to come from the fund balance in the General Fund via an interfund transfer to the Capital Projects Fund.

Total Capital Projects Fund - Capital Initiatives

\$ 491,542

Total CAPITAL PROJECTS FUND

\$ 13,809,982

FUND 5102 - Water and Sewer Construction Fund

Department 31 - Public Utilities

31201 - Accounting

1001 00735 - Water Reclamation Facility

\$ 881,787

The Virginia Department of Environmental Quality (DEQ) under the Water Quality Improvement Program has awarded a grant equal to thirty-five percent of the cost of design and installation of Nutrient Removal Technology at the Water Reclamation Facility. This amendment reflects the sixth reimbursement from the DEQ and brings the total reimbursement to \$7,808,379. The total estimated value of the grant is \$8,584,821.

TOTAL CAPITAL FUNDS

\$ 14,691,769

Total Amendments/Appropriations

\$ 18,457,882

Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

This Board paper authorizes the County Manager to accept a \$5,000 grant from the FY2010 Urban Area Security Initiative (UASI) Grant Program as managed by the Virginia Department of Emergency Management. This grant, which does not require a local match, will be used by the Division of Fire to continue support of training initiatives to enhance local emergency shelter staff capability in the Central Virginia UASI region.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 124-11

Page No.

Agenda Title

Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

For Clerk's Use Only:

MAY 24 2011

Date

- ☐ Approved
☐ Denied
☐ Amended
☐ Deferred to

BOARD OF SUPERVISORS ACTION

Moved by (1) _____ Seconded by (1) _____
(2) _____ (2) _____

REMARKS: _____

YES NO OTHER

Donati, J. _____
Glover, R. _____
Kaechele, D. _____
O'Bannon, P. _____
Thornton, F. _____

WHEREAS, the Division of Fire wishes to accept a \$5,000 grant from the FY2010 Urban Area Security Initiative (UASI) Grant Program as managed by the Virginia Department of Emergency Management (VDEM); and

WHEREAS, this funding will be used to continue support of training initiatives to enhance local emergency shelter staff capability in the Central Virginia UASI region.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County authorizes the County Manager to accept grant funding totaling \$5,000, which does not require a local match, from VDEM.

Comments: The Fire Chief recommends approval of this Board Paper; the County Manager concurs.

By Agency Head

Robert W. McClure

By County Manager

David L. Hays

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

Resolution – Authorization to Accept Grant Funding from the FY2009 State Homeland Security Grant Program as Managed by the Virginia Department of Emergency Management

This Board paper authorizes the County Manager to accept a \$49,950 grant from the FY2009 State Homeland Security Grant Program as managed by the Virginia Department of Emergency Management for a project overseen by the Virginia Department of Agriculture and Consumer Services. This grant, which does not require a local match, will be used by the Division of Fire to support a regional effort among Henrico County, the City of Richmond, and New Kent County to enhance domestic pet sheltering in each locality during emergencies through the purchase of equipment and trailers.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 125-11
Page No.

Agenda Title

Resolution - Authorization to Accept Grant Funding from the FY2009 State Homeland Security Grant Program as Managed by the Virginia Department of Emergency Management

For Clerk's Use Only:

BOARD OF SUPERVISORS ACTION

YES NO OTHER

Date **MAY 24 2011**

- ☐ Approved
☐ Denied
☐ Amended
☐ Deferred to

Moved by (1) _____ Seconded by (1) _____
(2) _____ (2) _____

REMARKS:

Donati, J. _____
Glover, R. _____
Kaechele, D. _____
O'Bannon, P. _____
Thornton, F. _____

WHEREAS, the Division of Fire wishes to accept a \$49,950 grant from the FY2009 State Homeland Security Grant Program as managed by the Virginia Department of Emergency Management (VDEM) for a project overseen by the Virginia Department of Agriculture and Consumer Services; and

WHEREAS, this funding will be used to support a regional effort among Henrico County, the City of Richmond, and New Kent County to enhance domestic pet sheltering in each locality during emergencies through the purchase of equipment and trailers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County authorizes the County Manager to accept grant funding totaling \$49,950.00, which does not require a local match, from VDEM.

Comments: The Fire Chief recommends approval of this Board Paper; the County Manager concurs.

By Agency Head

[Signature]

[Signature]

By County Manager

[Signature]

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Tests: _____

Clerk, Board of Supervisors

Date: _____

Resolution – Authorization to Accept Grant Funding from the FY2009 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

This Board paper authorizes the County Manager to accept a \$10,000 grant from the FY2009 Urban Area Security Initiative (UASI) Grant Program as managed by the Virginia Department of Emergency Management. This grant, which does not require a local match, will be used by the Division of Fire to continue support of training initiatives to enhance local emergency shelter staff capability within the Central Virginia UASI region.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 12611
Page No.

Agenda Title

Resolution – Authorization to Accept Grant Funding from the FY2009 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

<p>For Clerk's Use Only:</p> <p>Date MAY 24 2011</p> <p><input type="checkbox"/> Approved</p> <p><input type="checkbox"/> Denied</p> <p><input type="checkbox"/> Amended</p> <p><input type="checkbox"/> Deferred to</p>	<p>BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<p>YES NO OTHER</p> <p>Donati, J. _____</p> <p>Glover, R. _____</p> <p>Kaechele, D. _____</p> <p>O'Bannon, P. _____</p> <p>Thornton, F. _____</p>
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WHEREAS, the Division of Fire wishes to accept a \$10,000 grant from the FY2009 Urban Area Security Initiative (UASI) Grant Program as managed by the Virginia Department of Emergency Management (VDEM); and

WHEREAS, this funding will be used to continue support of training initiatives to enhance local emergency shelter staff capability within the Central Virginia UASI region.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County authorizes the County Manager to accept grant funding totaling \$10,000, which does not require a local match, from VDEM.

Comments: The Fire Chief recommends approval of this Board Paper; the County Manager concurs.

By Agency Head

[Signature]

By County Manager

[Signature]

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

This Board paper authorizes the County Manager to accept a \$72,000 grant from the FY2010 Urban Area Security Initiative Grant Program as managed by the Virginia Department of Emergency Management. This grant, which does not require a local match, will be used by the Division of Fire to support efforts to enhance domestic pet sheltering in the Central Virginia UASI region during emergencies through the purchase of equipment and trailers.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 127-11

Page No.

Agenda Title

Resolution – Authorization to Accept Grant Funding from the FY2010 Urban Area Security Initiative (UASI) Grant Program as Managed by the Virginia Department of Emergency Management

For Clerk's Use Only:

BOARD OF SUPERVISORS ACTION

YES NO OTHER

MAY 24 2011

Date

- ☐ Approved
☐ Denied
☐ Amended
☐ Deferred to

Moved by (1) _____ Seconded by (1) _____
(2) _____ (2) _____

REMARKS: _____

Donati, J. _____
Glover, R. _____
Kaechele, D. _____
O'Bannon, P. _____
Thornton, F. _____

WHEREAS, the Division of Fire wishes to accept a \$72,000 grant from the FY2010 Urban Area Security Initiative (UASI) Grant Program as managed by the Virginia Department of Emergency Management (VDEM); and

WHEREAS, this funding will be used to support efforts within the Central Virginia UASI region to enhance domestic pet sheltering during emergencies through the purchase of equipment and trailers.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County authorizes the County Manager to accept grant funding totaling \$72,000, which does not require a local match, from VDEM.

Comments: The Fire Chief recommends approval of this Board Paper; the County Manager concurs.

By Agency Head

Tom McChine

By County Manager

David L. Smith

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Tests: _____

Clerk, Board of Supervisors

Date: _____

Resolution – Award of Construction Contract – Courthouse Annex Building Roof System Replacement

This resolution awards a contract to **Old Dominion Roofing & Construction, Inc.** in the amount of **\$287,175** for the removal and replacement of the 16,338 square foot roof system at the Courthouse Annex Building. All work will be performed on weekends and between 6:00 PM and 7:00 AM on weekdays. It is anticipated that the project will be completed within 120 calendar days from the date the County issues the notice to proceed.

Three bids were received on April 5, 2011 in response to Bid Request No.11-8960-11JK and Addendum No.1 for the Courthouse Annex Building Roof System Replacement.

<u>Bidder</u>	<u>Base Bid</u>
Old Dominion Roofing & Construction, Inc.	\$ 287,175
Patel Services LLC / DBA Sanger Roofing	\$ 320,950
Roof Systems of VA, Inc.	\$ 336,300

Funding to support this contract is available within the project budget.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 128-11

Page No. 1 of 2

Agenda Title: **Resolution – Award of Construction Contract – Courthouse Annex Building Roof System Replacement**

For Clerk's Use Only: MAY 24 2011 Date: _____ () Approved () Denied () Amended () Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____ REMARKS: _____ _____ _____	YES NO OTHER Donati, J. _____ Glover, R. _____ Kaechele, D. _____ O'Bannon, P. _____ Thornton, F. _____
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WHEREAS, three bids were received on April 5, 2011 in response to Bid Request No. 11-8960-11JK, inclusive of Addendum No. 1, for the removal and replacement of the existing roof system at the Courthouse Annex Building, as follows:

<u>Bidder</u>	<u>Base Bid</u>
Old Dominion Roofing & Construction, Inc.	\$ 287,175
Patel Services LLC / DBA Sanger Roofing	\$ 320,950
Roof Systems of VA, Inc.	\$ 336,300

WHEREAS, after review and evaluation of all bids received, it was determined that **Old Dominion Roofing & Construction, Inc.** is the lowest responsive and responsible bidder with a bid in the amount of **\$287,175**.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County that:

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the removal and replacement of the existing roof system at the Courthouse Annex Building is awarded to **Old Dominion Roofing & Construction, Inc.**, the lowest responsive and responsible bidder, in the amount of **\$287,175**, pursuant to Bid Request No. 11-8960-11JK, inclusive of Addendum No.1, and the bid submitted by **Old Dominion Roofing & Construction, Inc.**
2. The County Manager and Clerk are authorized to execute the contract in a form approved by the County Attorney.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 128-11

Page No. 2 of 2

Agenda Title: **Resolution – Award of Construction Contract – Courthouse Annex Building Roof System Replacement**

3. The County Manager, or the Director of General Services as his designee, is further authorized to execute all necessary change orders within the scope of the project budget.

Comments: The Director of General Services, the County Manager concurring, recommends approval of this Board paper.

Resolution – Award of Contract for Architectural and Engineering Services – 1400 North Laburnum Avenue – Virginia Department of Health

This resolution awards a contract to **Moseley Architects** for architectural and engineering services necessary for the construction of a new 10,287 square foot health clinic at 1400 North Laburnum Avenue for the Virginia Department of Health. Services will include (1) provision of overall design services, construction contract administration, interior furnishings and equipment design, site civil design, plan of development administration, site lighting and landscape plan, and parking design, and (2) provision of all necessary architectural and engineering services to apply for LEED Silver Certification for the new building. It is anticipated that the design process will be completed by July 2012.

On February 18, 2011, eighteen proposals were received in response to RFP #11-8991-1CS. Based upon review and evaluation of the proposals, the Selection Committee (consisting of Carla Bennett, Al Ciarochi, Edward Bass, Lee Pambid, and Richard Morse) interviewed the following offerors:

Moseley Architects
BCWH Architects
Worley Associates Architects

The Committee subsequently selected **Moseley Architects** as the first-ranked offeror and negotiated a fixed fee of **\$441,811**.

Funding to support this contract is available within the project budget.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 129-11

Page No. 1 of 1

Agenda Title: Resolution – Award of Contract for Architectural and Engineering Services – 1400 North Laburnum Avenue – Virginia Department of Health

For Clerk's Use Only:

MAY 24, 2011

Date: _____

- () Approved
() Denied
() Amended
() Deferred to: _____

BOARD OF SUPERVISORS ACTION

Moved by (1) _____ Seconded by (1) _____
(2) _____ (2) _____

REMARKS: _____

YES NO OTHER

Donati, J. _____
Glover, R. _____
Kaechele, D. _____
O'Bannon, P. _____
Thornton, F. _____

WHEREAS, eighteen proposals were received on February 18, 2011 in response to RFP #11-8991-1CS; and

WHEREAS, based upon review and evaluation of the proposals, the Selection Committee (Carla Bennett, Al Ciarochi, Edward Bass, Lee Pambid, and Richard Morse) interviewed the following offerors:

Moseley Architects
BCWH Architects
Worley Associates Architects

WHEREAS, the Selection Committee subsequently negotiated a contract with **Moseley Architects**, the first-ranked offeror, in the amount of **\$441,811**.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County that:

1. A contract to provide architectural and engineering services for the construction of a new building to house clinic and office space for the Virginia Department of Health at 1400 North Laburnum Avenue is awarded to **Moseley Architects** in the amount of **\$441,811** in accordance with RFP #11-8991-1CS, **Moseley Architects'** April 28, 2011 proposal, and **Moseley Architects'** May 10, 2011 best and final offer letter.
2. The County Manager and Clerk are authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is authorized to execute all change orders within the scope of the project budget.

Comments: The Director of General Services, the County Manager concurring, recommends approval of this Board paper.

By Agency Head _____

By County Manager _____

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

Resolution – Award of Contract – Modular Units at Eastern Government Center – Virginia Department of Health

This resolution awards a contract to **Spectrum Building Systems, Inc. ("Spectrum")**, the lowest responsive and responsible bidder, for the manufacture, delivery, installation, and removal of modular units to house on a temporary basis the Eastern Henrico County Public Health Clinic. The negotiated total contract amount consists of the following components:

36 monthly payments of \$12,351.51 each =	\$444,660.12
Delivery and Set-up Modular Units =	\$154,333.00
Dismantle and Removal Modular Units=	\$ 55,526.00
Total Contract Amount =	\$654,519.12

The delivery and installation is scheduled to be completed within 90 days from the date the County issues the written notice to proceed.

Four bids were received on March 29, 2011 in response to Bid Request No. 11-9000-2CE:

<u>Bidder</u>	<u>Bid</u>
Spectrum Building Systems, Inc.	\$687,219.00
M Space Holdings, LLC	\$721,942.00
Mobilease Modular Space, Inc.	\$727,600.00
Sustainable Modular Management	\$751,296.00

Because **Spectrum's** bid exceeded the construction budget for the project, the County negotiated with **Spectrum** to reduce its bid by **\$32,699.88** through the use of substitute building materials and equipment for a final bid price of **\$654,519.12**.

Funding to support the contract is available within the project budget.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 130-1A
Page No. 1 of 2

Agenda Title: **Resolution – Award of Contract – Modular Units at Eastern Government Center – Virginia Department of Health**

For Clerk's Use Only: MAY 24 2011 Date: _____ () Approved () Denied () Amended () Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____ REMARKS: _____ _____ _____	YES NO OTHER Donati, J. _____ Glover, R. _____ Kaechele, D. _____ O'Bannon, P. _____ Thornton, F. _____
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WHEREAS, four bids were received on March 29, 2011 in response to Bid Request No. 11-9000-2CE for the construction, delivery, installation, and removal of modular units to house on a temporary basis the Virginia Department of Health at the Eastern Government Center:

<u>Bidder</u>	<u>Bid</u>
Spectrum Building Systems, Inc.	\$687,219
M Space Holdings, LLC	\$721,942
Mobilease Modular Space, Inc.	\$727,600
Sustainable Modular Management	\$751,296

WHEREAS, after review and evaluation of all bids received, it was determined that the bid submitted by **Spectrum Building Systems, Inc. ("Spectrum")** was the lowest responsive and responsible bid; and

WHEREAS, because **Spectrum's** bid exceeded the project construction budget, the County negotiated with **Spectrum** to reduce its bid by **\$32,699.88** through the use of substitute building materials and equipment for a final bid price of **\$654,519.12**.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County:

1. A contract to furnish all labor, materials, supplies, equipment, and services necessary for the manufacture, delivery, installation, and removal of modular units at the Eastern Government Center for use by the Virginia Department of Health is awarded to **Spectrum**, the lowest responsive and responsible bidder, in the amount of **\$654,519.12**, pursuant to Bid Request No. 11-9000-2CE, the bid submitted by **Spectrum**, and a Post Bid Addendum dated May 10, 2011.

By Agency Head

By County Manager

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

COUNTY OF HENRIC, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 130-11
iYlwBgfpBHTBT

Agenda Title: Resolution – Award of Contract – Modular Units at Eastern Government Center – Virginia Department of Health

2. The County Manager and Clerk are authorized to execute the contract in a form approved by the County Attorney.
3. The County Manager, or the Director of General Services as his designee, is further authorized to execute all necessary change orders within the scope of the project budget.

Comments: The Director of General Services, the County Manager concurring, recommends approval of this Board paper.

**RESOLUTION – Signatory Authority – Second Amendment to Sublease – Virginia
Department of Health – 3810 Nine Mile Road – Varina District**

Approval of this resolution will authorize and direct the County Manager to execute a Second Amendment to Sublease (the "Amendment"), in a form approved by the County Attorney, for a three year and two month extension term commencing July 1, 2011. The Amendment is between the County of Henrico, Virginia, as lessor, and the Commonwealth of Virginia, Department of General Services, as lessee. Under the Amendment, the Virginia Department of Health will occupy approximately 9,600 gross sq. ft. of office and clinic space in modular facilities to be located on the County-owned Glen Echo property during the extension term of the Amendment. The amount of annual rent is \$50,184. The Directors of Health, General Services and Real Property recommend approval of this paper.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 131-11
Page No. 1 of 2

Agenda Title **RESOLUTION - Signatory Authority – Second Amendment to Sublease – Virginia
Department of Health – 3810 Nine Mile Road – Varina District**

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	
MAY 24 2011	Moved by (1) _____ Seconded by (1) _____	YES NO OTHER
Date _____	(2) _____ (2) _____	Donati, J. _____
<input type="checkbox"/> Approved	REMARKS: _____	Glover, R. _____
<input type="checkbox"/> Denied	_____	Kaechele, D. _____
<input type="checkbox"/> Amended	_____	O'Bannon, P. _____
<input type="checkbox"/> Deferred to	_____	Thornton, F. _____

WHEREAS, by Lease Agreement dated March 4, 1979 and by Lease Amendment dated December 17, 1981, the County of Henrico, Virginia (the "County" or "Lessor") leased from the County School Board of Henrico, Virginia (the "School Board") certain office and clinic space containing 10,200 sq. ft. located in the Glen Echo Office Building, 3810 Nine Mile Road (the "Building"); and,

WHEREAS, in order to promote the public health of its citizens, by Sublease dated March 1, 1982 (the "Sublease") the County, as Sublessor, subleased to the Virginia Department of Health (formerly "Sublessee," now "VDH" or "Occupant") approximately 7,400 sq. ft. in the Building; and,

WHEREAS, the County and VDH entered into a First Amendment to Sublease dated June 13, 2007 whereby an additional 2,800 sq. ft. was added to the premises subleased by VDH, increasing the premises to 10,200 sq. ft. of office and clinic space (the "Premises"), the annual rent was increased to \$50,184.00, including the cost of maintenance, utilities, janitorial services, and security services, and the term of the lease was to automatically renew on a year-to-year basis; and,

WHEREAS, pursuant to Commonwealth policy, Sublessee assigned the Sublease to the Commonwealth of Virginia, Department of General Services ("Lessee") on January 1, 2011 and VDH continued as Lessee's Occupant in the Premises; and,

WHEREAS, by Deed of Gift dated January 27, 2011, recorded in the Clerk's Office of the Circuit Court of the County of Henrico, Virginia on February 3, 2011, the School Board conveyed the subject property (the "Glen Echo Property") to the County; and,

By Agency Head

[Signature]

By County Manager

[Signature]

Routing:

Yellow to:

Real Property

Copy to:

Certified:

A Copy Teste:

Clerk, Board of Supervisors

Date:

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE**

Agenda Item No. 631-11

Page No. 2 of 2

Agenda Title:

**RESOLUTION - Signatory Authority – Second Amendment to Sublease –
Virginia Department of Health – 3810 Nine Mile Road – Varina District**

WHEREAS, the County and Lessee agree that the Sublease is in full force and effect, as previously amended, and that the Sublease governs the terms and conditions of VDH's occupancy; and,

WHEREAS, the parties agree that the Sublease is in automatic year-to-year renewal, with the current year renewal period set to terminate on June 30, 2011; and,

WHEREAS, the parties wish to amend the Sublease to provide for relocating VDH into approximately 9,600 gross sq. ft. of office and clinic space in modular facilities ("Temporary Premises") on the Glen Echo Property, with the Temporary Premises to be substituted for the Premises, to extend the lease to commence on July 1, 2011, and terminate on August 31, 2014 ("Extension Term"), and to provide Lessor and Lessee the right to terminate the Extension Term beginning on August 31, 2013, with not less than six (6) months prior written notice to the other (the "Second Amendment to Sublease").

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Henrico County, Virginia that the County Manager is hereby authorized and directed to execute a Second Amendment to Sublease containing the terms and conditions described above and in a form approved by the County Attorney.

Comments: The Directors of Health, General Services and Real Property recommend approval of this paper; the County Manager concurs.