

**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, November 27, 2012**, at **5:00 p.m.** in the County Manager's Conference Room located on the third floor of the Administration Building at the Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

The matters to be reviewed by the Board at this time are:

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| 5:00 – 5:30 p.m. | Code Red Emergency Notification System |
| 5:30 – 6:15 p.m. | Urban Mixed Use Application for Portions of Innsbrook by Highwoods Properties (C-13C-11 and P-10-11) |
| 6:15 – 6:45 p.m. | <i>Dinner</i> |



Barry R. Lawrence, CMC
Clerk, Henrico County Board of Supervisors
November 21, 2012

COUNTY OF HENRICO, VIRGINIA
Henrico County Board Room
Board of Supervisors' Agenda
November 27, 2012
7:00 p.m.

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES – November 13, 2012, Regular and Special Meetings

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PUBLIC HEARING ITEM

279-12 Ordinance - To Amend and Reordain Section 19-28 Titled “Extension of approvals to address housing crisis,” Section 19-93 Titled “Installation of improvements or bonding; release of bond,” and Section 24-106 Titled “Plan of development (POD), administrative and schematic site plans” of the Code of the County of Henrico to Extend the Periods of Validity of Approved Plans and Plats and Allow Collection of Administrative Costs From Financial Guarantees.

PUBLIC COMMENTS

GENERAL AGENDA

280-12 Introduction of Resolution – Receipt of Requests for Amendments to the FY 2012-13 Annual Fiscal Plan: December, 2012.

281-12 Resolution - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2012 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

282-12 Resolution - Signatory Authority - Lease Amendment - 7740 Shrader Road - Brookland District.

283-12 Resolution - Signatory Authority - Acquisition of Real Property - 1401 North Laburnum Avenue - Fairfield District.

284-12 Resolution - Award of Construction Contract - Westwood and Westview Areas Sewer Rehabilitation - Brookland District.

285-12 Resolution – Letter of Intent to Participate in VDOT’s Revenue Sharing Program for FY 2013-2014.



**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS' RESUME
November 27, 2012**

PUBLIC HEARING ITEM

ORDINANCE - To Amend and Reordain Section 19-28 Titled “Extension of approvals to address housing crisis,” Section 19-93 Titled “Installation of improvements or bonding; release of bond,” and Section 24-106 Titled “Plan of development (POD), administrative and schematic site plans” of the Code of the County of Henrico to Extend the Periods of Validity of Approved Plans and Plats and Allow Collection of Administrative Costs From Financial Guarantees.

This Board paper would amend the County Code to reflect two new laws passed by the 2012 General Assembly. House Bill 571 extended the approval of certain plans of development and subdivision plats to July 1, 2017 (they had previously been extended to July 1, 2014). Senate Bill 179 provides that if a developer defaults on a performance bond, and the County collects the money to complete the improvements, the County may collect administrative costs.

After a public hearing on October 11, 2012, the Planning Commission recommended approval of the amendments. The Planning Director recommends approval of this Board paper, and the County Manager concurs.

PUBLIC COMMENTS

GENERAL AGENDA

INTRODUCTION OF RESOLUTION – Receipt of Requests for Amendments to the FY 2012-13 Annual Fiscal Plan: December, 2012.

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 December 4, 2012. A separate paper will be submitted at the public hearing on Tuesday, December 11, 2012, 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.

RESOLUTION - Receipt of Audited Annual Financial Report for Fiscal Year Ended June 30, 2012 and Acknowledgement of Discharge of Duties and Responsibilities by Audit Committee.

This Board paper receives the Annual Financial Report of the County of Henrico for the fiscal year ended June 30, 2012, as audited by KPMG LLP, Certified Public Accountants. Representatives of the firm will be present and available for comment regarding this report. In addition, this Board paper acknowledges the discharge by the Audit Committee of its duties and responsibilities.

RESOLUTION - Signatory Authority - Lease Amendment - 7740 Shrader Road - Brookland District.

This Board paper authorizes the County Manager to execute a lease amendment for 1,902 sq. ft. of office space at 7740 Shrader Road. The space has been occupied by the Human Resources Employee Health Clinic since 2006.

This amendment will extend the lease for three years beginning February 1, 2013. The current annual rent of \$28,054.50 would remain unchanged for the first year of the lease extension and would increase 3% each year thereafter.

The Directors of Human Resources and Real Property recommend approval of this action.

RESOLUTION - Signatory Authority - Acquisition of Real Property - 1401 North Laburnum Avenue - Fairfield District.

This Board paper authorizes the County Manager to execute documents to purchase 10.328 acres of unimproved land at 1401 North Laburnum Avenue in the Fairfield District for the new Fairfield library. The purchase price is \$975,000, the amount of an independent appraisal. The seller is KCA/Laburnum, LLC.

The Directors of Libraries and Real Property recommend approval of this paper, and the County Manager concurs.

RESOLUTION - Award of Construction Contract - Westwood and Westview Areas Sewer Rehabilitation - Brookland District.

This resolution awards a contract to G.L. Howard, Inc. for rehabilitation of approximately 2.6 miles and replacement of approximately 0.7 miles of 8-inch diameter concrete sewer pipe; rehabilitation of 61 sewer manholes and replacement of 25 sewer manholes; rehabilitation of 9 sewer service laterals and replacement of 263 sewer service laterals; and relocation of 17 water service connections.

The purpose of the project is to maintain the reliability of the sewer system by rehabilitating deteriorated pipe systems, the majority of which were installed between 1950 and 1958. The

work is anticipated to begin in January 2013 and to be completed by September 2014. Funding to support the contract is available within the Water and Sewer Enterprise Fund.

Three bids were received on October 17, 2012 in response to IFB # 12-9321-9CE and Addendum No. 1:

<u>Bidder</u>	<u>Bid Amount</u>
G. L. Howard, Inc. Rockville, VA	\$2,552,200.00
Piedmont Construction Company, Inc. Oilville, VA	\$2,638,648.00
Perkinson Construction, LLC Prince George, VA	\$3,143,963.00

G.L. Howard, Inc. is the lowest responsive and responsible bidder.

This resolution authorizes the County Manager to execute the contract in a form approved by the County Attorney. It also authorizes the County Manager, or the Director of General Services as his designee, to execute change orders within the scope of the project budget, not to exceed 15% of the original contract amount.

The Directors of Public Utilities and General Services recommend approval of this Board paper, and the County Manager concurs.

RESOLUTION – Letter of Intent to Participate in VDOT’s Revenue Sharing Program for FY 2013-2014.

The Revenue Sharing Program of the Virginia Department of Transportation (the “Program”), allocates matching state funds for local highway construction and maintenance projects.

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

These four projects consist of the construction of approximately 800 feet of sidewalk on Shady Grove Road and Old Nuckols Road; the acquisition of right-of-way and utility relocation for the widening of Creighton Road between Sandy Lane and the Richmond corporate limits; and the resurfacing and restriping of the pavement at the Gaskins Road and Glenside Drive park-and-ride facilities.

The County’s cost estimate for these four projects is \$3,534,600 and the County wishes to apply for \$1,742,500 in state matching funds.

The County must submit a letter of intent to participate in the Program.

This Board paper authorizes the Director of Public Works to submit a letter of intent to participate in the Program for Fiscal Year 2013-2014.

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