

COUNTY OF HENRICO, VIRGINIA
Board of Supervisors' Agenda
March 10, 2009
7:00 p.m.

PLEDGE OF ALLEGIANCE

INVOCATION – Chaplain Dean Collings

APPROVAL OF MINUTES – February 24, 2009 Regular Meeting and March 17 – 20, 2008
Special Meeting

MANAGER'S COMMENTS

BOARD OF SUPERVISORS' COMMENTS

RECOGNITION OF NEWS MEDIA

PRESENTATION

70-09 Resolution - Recognizing the 75th Anniversary of the County Manager Form of
Government in Henrico, Virginia.

PUBLIC HEARINGS - REZONING CASE AND PROVISIONAL USE PERMITS

71-09 West End Farmers' Market, LLC: Request for a Provisional Use Permit under
P-4-09 Sections 24-62.2(g), 24-120 and 24-122.1 of Chapter 24 of the County Code in
Tuckahoe order to operate a farmers' market and related parking, on parts of Parcels 732-
751-4078, 732-751-0561, and 731-751-8088, located at the southwest
intersection of Ridgefield Parkway and Gayton Road. The existing zoning is B-3
Business District. The Land Use Plan recommends Commercial Concentration.
The Planning Commission voted to recommend the Board of Supervisors **grant**
the request.

72-09 Redco Properties, LLC: Request for a Provisional Use Permit under Sections 24-
P-3-09 58.2(a), 24-120 and 24-122.1 of Chapter 24 of the County Code in order to
Fairfield extend hours of operation for a quick service restaurant (Bojangles), on Parcel
810-723-7460, located at the southeast intersection of Nine Mile Road (State
Route 33), and S. Laburnum Avenue. The applicant proposes opening daily at
5:30 a.m. instead of 6:00 a.m. The existing zoning is M-1C Light Industrial
District. The Land Use Plan recommends Commercial Concentration. The site
is in the Enterprise Zone. The Planning Commission voted to recommend the
Board of Supervisors **grant** the request.

51-09 Arthur S. McGurn: Request to rezone 0.09 acres from B-2C Business District
C-4C-09 (Conditional) to C-1 Conservation District and conditionally rezone 0.18 acres
Brookland from C-1 Conservation District to B-2C Business District (Conditional), part of
Parcel 770-767-7982, located at the northeast intersection of Mountain Road and
John Cussons Drive. The applicant proposes a conservation area and extension
of office development. The uses will be controlled by zoning ordinance
regulations and proffered conditions. The Land Use Plan recommends

Commercial Concentration and Environmental Protection Area. The Planning Commission voted to recommend the Board of Supervisors grant the request. (Deferred from the February 10, 2009 Meeting.)

PUBLIC HEARINGS – OTHER ITEMS

- 73-09 Resolution – Signatory Authority – Amended Lease Agreement – Coal Pit Learning Center – Brookland District.
- 74-09 Resolution – Abandonment of Portion of Lucas Road – Brookland District.
- 75-09 Resolution – Condemnation – Right-of-Way and Easements – John Rolfe Parkway – Rebkee Replacement, LLC, Westline, LLC, Pump & Church (D&J) LLC, Pump & Church (CT) LLC, Pump & Church (JG), and Pump & Church (DM) LLC – Tuckahoe District.
- 76-09 Ordinance – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District.

PUBLIC COMMENTS

GENERAL AGENDA

- 77-09 Resolution – Designation of County Manager or his Designee to Accept Donations of Personal Property.
- 78-09 Resolution – Receipt of Operating and Capital Budget Estimates for Fiscal Year 2009-10 and Notice of Public Hearings on the Budget and Proposed Tax Rates.
- 79-09 Resolution - Award of Annual Contract - Engineering Services, Water Treatment Plant - Camp Dresser and McKee, Inc.
- 80-09 Resolution - Amendment to Construction Services Agreement - Wilkinson Road Area Water Main Improvements, Phase 2 - R.R. Snipes Construction Co., Inc.
- 81-09 Resolution - Signatory Authority - Water Agreement - Transfer of Potable Water System from Capital Region Airport Commission to Henrico County.
- 82-09 Resolution - Signatory Authority - Central Virginia Waste Management Authority - Agreement for Curbside Recycling and Processing of Recycling Materials from Drop - Off Recycling Centers.
- 83-09 Resolution - Acceptance of Roads.

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
REGULAR MEETING
February 24, 2009

The Henrico County Board of Supervisors convened a regular meeting on Tuesday, February 24, 2009 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:

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

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Joseph P. Rapisarda, Jr., County Attorney
Honorable 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, Deputy County Manager for Special Services
Leon T. Johnson, 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. Kaechele called the meeting to order at 7:01 p.m. and led recitation of the Pledge of Allegiance.

Chaplain Woody Fisher delivered the invocation.

On motion of Mr. Thornton, seconded by Mrs. O'Bannon, the Board approved the minutes of the February 10, 2009 Regular and Special meetings and November 5, 2008 Special meeting.

The vote of the Board was as follows:

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

No: None

MANAGER'S COMMENTS

For the 23rd consecutive year, the Henrico County Department of Finance's Office of Management and Budget has prepared the *Financial Trends Monitoring System* document prior to the Board's approval of the operating budget. This document provides an historical review, over an 11-year period, of financial and budgetary information that is combined with economic and demographic information. During these difficult economic times, the information provided within the *Trends* document is used alongside the *Comprehensive Annual Financial Report* (CAFR) and the *Annual Fiscal Plan* to monitor the County's financial health. This year's budget process is difficult, but the County is doing well in terms of revenues and expenditures despite these difficult times. The County recently resold bonds within its enterprise fund at a favorable interest rate, which is a reflection of the County's triple AAA/AAA/Aaa bond rating.

Mrs. O'Bannon recited and expressed appreciation for a paragraph on page 9 of the County's *Financial Trend Monitoring System* document for Fiscal Years 1998-2002 that explains how "an over dependence on intergovernmental revenues can have an adverse impact on financial condition." Mr. Kaechele thanked the Department of Finance for putting this document together and spoke to its importance.

BOARD OF SUPERVISORS' COMMENTS

Mrs. O'Bannon honored Marion Timberlake Yobs, a resident of the Tuckahoe District who passed away on February 15, 2009. Mrs. Yobs was actively involved in the community and worked very hard to bring women to the fore of the political arena. She taught history and government in Henrico County Public Schools from 1953 to 1965, established the Henrico County Retired School Personnel Association, and was the first woman to run for the Henrico County Board of Supervisors (in 1950) before later running for the Virginia House of Delegates. Mrs. Yobs also served adjoining localities as a guidance counselor and a social worker after retiring from teaching.

Mr. Glover reiterated that the County recently refinanced utility bonds at an interest rate of 3.67 percent, which resulted in a savings of \$5.6 million for the County's enterprise fund. Mr. Kaechele commented that this proves the County's coveted triple-A bond rating is paying off and saving the County money. Mr. Thornton suggested the County impart information on the impact of bond ratings in such a way that is understandable to citizens.

RECOGNITION OF NEWS MEDIA

Mr. Kaechele recognized Tom Lappas from the *Henrico Citizen*.

APPOINTMENT

63-09 Resolution – Appointment of Member – Richmond Regional Planning District Commission.

On motion of Mr. Thornton, seconded by Mr. Glover, and by unanimous vote, the Board approved Agenda Item No. 63-09 – see attached resolution.

PUBLIC HEARINGS –ITEMS

64-09 Resolution – Amendments to the FY 2008-09 Annual Fiscal Plan: February, 2009.

Budget and Management Division Director Gene Walter, Mr. Hazelett, Fire Chief Ed Smith, and Capital Area Training Consortium Director Roslyn Key-Tiller responded to questions from the Board. Mrs. O'Bannon mentioned citizen donations to the Eyes for Fire and Lifesaver programs and Mr. Thornton suggested that the County keep an eye on its procedures for accepting donations as the County becomes more urbanized. Mr. Glover remarked that Shoney's of Richmond and Captain D's make a \$900 contribution each year towards the Brookland District youth awards program. Mr. Kaechele noted the significance and timeliness of the \$500,000 federal grant for the new regional Employment Transition Center. Mr. Hazelett commented on an anonymous donation by a local business to help furnish the Innsbrook facility that will be used for this center.

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

On motion of Mrs. O'Bannon, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 64-09 – see attached resolution.

34-09 Resolution - POD-01-08 - Approval of a Revised Master Plan and Plan of Development for Twin Hickory Park and Western Maintenance Facility – see attached resolution.

Mr. Kaechele referred to a recent meeting of residents on this item where a number of concerns and questions were raised.

On motion of Mr. Glover, seconded by Mr. Donati, the Board deferred this item to April 28, 2009 meeting.

PUBLIC COMMENTS

Mr. Kaechele asked if anyone in the audience wished to address the Board on any items not on the agenda. There were no speakers.

GENERAL AGENDA

65-09 Resolution – Authorization to Apply for and Accept \$700 in Grant Funding from the Radiological Preparedness and Response Program Administered by the Virginia Department of Emergency Management.

Chief Smith responded to questions and comments from the Board regarding the weather radios and monitoring equipment that would be funded by this grant and also regarding County staff responsibilities for weather monitoring.

On motion of Mrs. O'Bannon, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 65-09 – see attached resolution.

- 66-09 Resolution – Authorization to Apply for and Accept Grant Funding from the Assistance to Firefighters Program Administered by the Department of Homeland Security to Purchase a Fire Extinguisher Training System.

Chief Smith and Mr. Hazelett responded to a question from the Board concerning the amount of the grant.

On motion of Mrs. O'Bannon, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 66-09 – see attached resolution.

- 67-09 Resolution – Award of Annual Contract – Electrical Engineering Design Services.

Bill Smith, Assistant Director of General Services, responded to questions from the Board pertaining to the selected firm and terms of the proposed contract.

On motion of Mr. Glover, seconded by Mr. Donati, and by unanimous vote, the Board approved Agenda Item No. 67-09 – see attached resolution.

- 68-09 Resolution – Award of Annual Contract – Architectural and Engineering Services – Roofing Rehabilitation Projects.

Mr. Smith and Mr. Hazelett responded to questions from the Board relating to the purpose and scope of the contract.

On motion of Mr. Glover, seconded by Mrs. O'Bannon, and by unanimous vote the Board approved Agenda Item No. 68-09 – see attached resolution.

- 69-09 Resolution - Acceptance of Roads.

On motion of Mr. Donati, seconded by Mrs. O'Bannon, and by unanimous vote the Board approved Agenda Item No. 69-09 – see attached resolution.

There being no further business, the meeting was adjourned at 7:38 p.m.

Chairman, Board of Supervisors
Henrico County, Virginia

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
March 17 - 20, 2008

The Henrico County Board of Supervisors convened a Special Meeting on Monday, March 17, 2008 at 9:30 a.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Richmond, Virginia. The Chairman called the meeting to order at 9:40 a.m. Those present during the morning session were:

PRESENT

The Honorable David A. Kaechele, Chairman (departed at 10:04 a.m and returned at 11:38 a.m.)
The Honorable Patricia S. O'Bannon, Vice-Chairman (arrived at 9:45 a.m.)
The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Richard W. Glover, Brookland District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor
Mr. Virgil R. Hazelett, P.E., County Manager
Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services
Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services
Mr. Leon T. Johnson, Deputy County Manager for Administration
Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Mr. Randall R. Silber, Deputy County Manager for Community Development
Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board
Mr. C. Michael Schnurman, Jr., Legislative Liaison
Mr. John A. Vithoukas, Director of Finance
Mr. Eugene H. Walter, Director of Management and Budget
Mr. Justin D. Crawford, Budget Analyst
Mr. William B. Hinton, Budget Analyst
Mr. Julian S. Parr, Budget Analyst
Mr. James Rosatelli, Budget Analyst
Mr. Juan Smith, Budget Analyst
Ms. Sharon T. Van Gils, Budget Analyst
Mr. George H. Cauble, Jr., Director of Human Resources
Mr. Will Jones, *Richmond Times-Dispatch*
Mr. Tom Lappas, *Henrico Citizen*

Mr. Kaechele noted that the Board had a busy week ahead. He recognized Mr. Hazelett, who reviewed the schedule for the day.

Expenditure Briefing

Mr. Hazelett narrated a Power Point presentation on the *County Manager's Overview and Expenditure Highlights, Proposed FY 2008-09 Annual Fiscal Plan* (see enclosed copy). He reviewed slides regarding assumptions in developing the FY 2008-09 budget, the County's real

estate tax rate, the most recent Thirteen City/County Comparison of local tax rates, the County's Real Estate Tax Advantage Program (REAP), construction costs and their continued impact, the impact of fixed costs for health care and retirement, and major budget recommendations for both general government and education. During his presentation, Mr. Hazelett responded to a number of questions from members of the Board concerning Virginia Retirement System costs, the level of state funding for proposed teacher salary increases, proposed increases in the County's health care fund, trends in House Bill 599 state funding; sources of state and federal funding for local education; proposed increases in full time equivalent employees (FTEs) for education; turnover and vacancy rates for police positions; inmate medical costs; inspection and repair of Recreation and Parks heating, venting, and air-conditioning (HVAC) systems; public library hours of operation; duties of the proposed Senior Television/Producer position; hospitalization coverage for juveniles in secured detention; and use of the County's sinking fund.

The Board recessed at 10:56 a.m. and reconvened at 11:08 a.m.

Mr. Hazelett announced that Margaret Lewis, a paralegal in the County Attorney's Office, passed away suddenly on the afternoon of March 16.

Mr. Thornton asked for more information on pending legislation impacting health insurance coverage for persons who are incarcerated. There was brief discussion by Board members relating to this issue.

Mr. Hazelett recognized Mr. Walter, who introduced the members of his staff. Mr. Walter pointed to his staff's hard work and dedication in producing a high quality budget document. He invited the Board to ask questions throughout the budget reviews and advised that any questions the staff could not answer immediately would be answered the following day.

Revenue Briefing

Mr. Walter narrated a Power Point presentation on the *Proposed Annual Fiscal Plan Revenue Briefing, Fiscal Year 2008-09* (see enclosed copy). His presentation included a number of slides relating to the national economy; state budget shortfall, revenues, and funding reductions; the impact of the communication sales and use tax (House Bill 568); changes in the County's real estate tax base; current real property tax revenue; a regional comparison of reassessment increases; a look at local revenues; and a summary of local, state, and federal general fund revenues.

Mr. Walter, Mr. Hazelett, and Mr. Vithoulkas responded to a number of questions from Board members regarding local foreclosure rates; federal funding reductions; economic growth and state revenue trends; the impact of rising gasoline taxes on demand for public transit; the distribution of state lottery proceeds; the status of the County's efforts to change the state funding formula for highway maintenance payments; the share of the County's budget funded by the state; local commercial and residential reassessment trends; the local impact of the Personal Property Tax Relief Act (PPTRA); the revenue impact of previous reductions in the County's machinery and tools tax; annual car sales and registrations in Henrico; and local trends in the Business, Professional, and Occupational License tax (BPOL). Mr. Kaechele commented that the presentation painted an interesting revenue picture and that there may be difficult times ahead.

The Board recessed for lunch at 12:33 p.m. and reconvened at 12:44 p.m.

Those present during the afternoon session were:

PRESENT

The Honorable David A. Kaechele, Chairman
The Honorable Patricia S. O'Bannon, Vice-Chairman
The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Richard W. Glover, Brookland District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor (departed at 3:00 p.m.)
Mr. Virgil R. Hazelett, P.E., County Manager
Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services
Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services
Mr. Leon T. Johnson, Deputy County Manager for Administration
Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Mr. Randall R. Silber, Deputy County Manager for Community Development
Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board
Mr. C. Michael Schnurman, Jr., Legislative Liaison
The Honorable Gary A. Hicks, Chief Judge, Circuit Court
The Honorable Yvonne G. Smith, Clerk, Circuit Court
Ms. Brenda C. Jamison, Chief Deputy Clerk, Circuit Court
Ms. Janice W. Bashore, Administrative Assistant, Circuit Court
Mr. Bruce N. Crusier, Program Coordinator, Community Corrections Program
Ms. Jennifer MacArthur, Management Specialist, Community Corrections Program
Ms. Patricia A. Shaw, Drug Court Administrator
The Honorable Wade A. Kizer, Commonwealth's Attorney
Ms. Brenda N. Johnson, Business Supervisor, Commonwealth's Attorney
Ms. Shelly J. Shuman-Johnson, Victim/Witness Director, Commonwealth's Attorney

Mr. Joseph P. Rapisarda, Jr., County Attorney
 Mr. John L. Knight, Deputy County Attorney
 Mrs. Karen W. Grizzard, Business Supervisor, County Attorney
 Mr. John A. Vithoulikas, Director of Finance
 Mr. John H. Schultheis, Treasury Supervisor, Finance
 Mr. Eugene H. Walter, Director of Management and Budget
 Mr. Justin D. Crawford, Budget Analyst
 Mr. William B. Hinton, Budget Analyst
 Mr. Julian S. Parr, Budget Analyst
 Mr. James Rosatelli, Budget Analyst
 Mr. Juan Smith, Budget Analyst
 Ms. Sharon T. Van Gils, Budget Analyst
 The Honorable John Marshall, Chief Judge, General District Court
 Mr. Lawrence G. Sprader, Clerk, General District Court
 Mr. George H. Cauble, Jr., Director of Human Resources
 Mrs. Paula G. Reid, Assistant Director of Human Resources
 Mr. Gary L. Martin, Director of Internal Audit
 The Honorable Stuart L. Williams, Jr., Judge, Juvenile/Domestic Relations District Court
 Mr. C. Thomas Elliott, Clerk, Juvenile/Domestic Relations District Court
 Mr. William J. Conner, Sr., Chief Magistrate
 Mrs. Tamra K. McKinney, Director of Public Relations & Media Services
 Mrs. Joyce H. Keenan, Business Supervisor, Public Relations & Media Services
 Mr. Will Jones, *Richmond Times-Dispatch*
 Mr. Tom Lappas, Henrico Citizen

Mr. Hazelett recognized Mr. Vithoulikas, who provided some comparative information on foreclosure trends in the Richmond metropolitan area versus other areas of the country.

Real Estate Assessments	Mr. Vithoulikas narrated a Power Point presentation on <i>Real Estate Assessments Effective January 1, 2008</i> (see enclosed copy). He explained slides pertaining to the County's 2008 tax base change, five-year taxable value history, and two-year average residential sales price by district for new construction and existing homes. Mr. Vithoulikas and Mr. Hazelett responded to a number of questions from Board members concerning state regulation of local assessments, residential assessment trends in Henrico and northern Virginia, and the projected amount of new revenues from residential and commercial reassessments. Mr. Thornton cited a need for the County to do a better job of educating citizens on the residential real estate assessment process. He said there is a perception in the community that the County keeps the tax rate low through high assessments and that the assessments are more onerous in certain areas of the County.
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The Legislative Budget Reviews with department heads and key officials commenced (see enclosed copy of printed schedule dated 2/28/08, which experienced several changes during the course of the four-day session). The following presentations were made:

- County Manager – Mr. Johnson

Mr. Johnson and Mr. Hazelett responded to questions from Board members pertaining to telecommunications costs, food costs, and technology provided to the Board for business use. Mrs. O'Bannon asked about having personal digital assistants (PDAs) provided to Board members and Mr. Thornton expressed concerns about the County's cellular telephone policy.

- Board of Supervisors – Mr. Johnson

Mr. Johnson explained a new line item relating to the lease of copiers used by the office. He responded to questions from Board members regarding the possible need to update personal computers provided to the Board, the number of positions supporting the Board, dues and association memberships, and a proposed decrease in the office supply line item.

- Public Relations & Media Services – Mrs. McKinney, joined by Mrs. Cooper

Mrs. McKinney advised the Board of plans to make technological upgrades to the Board Room and broadcast Board meetings live over the Internet. She and Mr. Hazelett responded to a number of questions and comments from Board members concerning the logistics of renovating the Board Room for this purpose and relocating Board meetings during the renovation. They also responded to questions pertaining to the location of Comcast's public access studio, HCTV's public service announcements, and the process for surveying citizens on the proposal to change local mailing addresses from Richmond, Virginia to Henrico, Virginia. Mr. Thornton complemented Mrs. McKinney and her staff on the quality of HCTV programs and offered hope that they could become even better. Mr. Kaechele saluted the agency for winning many awards.

- County Attorney – Mr. Rapisarda, joined by Mr. Knight and Mrs. Grizzard

Mr. Rapisarda responded to questions from Board members relating to the professional composition of his staff, the office's telecommunications costs, the definition of "administrative proceedings," and caseload trends.

- Internal Audit – Mr. Martin

Mr. Martin responded to questions from Board members regarding the agency's fraud reporting site, the origin of complaints received by his agency, and long distance telecommunications charges.

The Board recessed at 2:03 p.m. and reconvened at 2:11 p.m.

The Legislative Budget Reviews continued with the following presentations:

- General District Court – Judge Marshall, joined by Mr. Sprader

Judge Marshall commented and responded to questions concerning state legislation addressing salary supplements for General District Court employees. He distributed a spreadsheet listing monthly revenues generated by the General District Court for calendar year 2007 (see enclosed copy), reviewed how the elimination of County decals has affected caseloads, expressed appreciation for recent improvements to General District Court facilities, elaborated on a proposed pre-trial drug testing program, and spoke to the issue of having Driving Under the Influence (DUI) violations charged under the County Code rather than the State Code. Judge Marshall responded to questions from Board members pertaining to current legislative constraints on pre-trial drug testing, revenues generated by the General District Court, the status of state legislation that would provide for breathalyzers in cars in certain cases, and the types of fines for which revenues are returned to the state rather than the County.

- Magistrate – Mr. Conner

Mr. Connor and Mr. Hazelett responded to questions from Mr. Kaechele relating to this agency's request for salary supplements and revenues generated by the agency for the County.

- Circuit Court Services – Judge Hicks, joined by Ms. Bashore

Mr. Kaechele noted that he had enjoyed reading a recent newspaper article profiling Judge Hicks, who then reviewed the Circuit Court's request to the state to add a sixth judge. Judge Hicks and Mr. Hazelett responded to questions from Board members regarding space availability for a sixth judge.

- Drug Court -- Judge Hicks, joined by Mr. Cruser and Ms. Shaw

Judge Hicks noted that the Drug Court would be celebrating its fifth anniversary the following month. He and Ms. Shaw responded to a question from Mrs. O'Bannon concerning recidivism rates. Judge Hicks thanked the County for producing a second video on the Drug Court that mostly featured Judge Catherine Hammond. Mr. Kaechele thanked Judge Hicks and the Drug Court staff for doing a great job.

- Juvenile/Domestic Relations Court Services – Judge Williams and Mr. Elliott

Mr. Elliott announced that he would be retiring at the end of July, explained his agency's supplemental request for funds to implement drug testing, reviewed caseload trends for his agency, and referred to the results of a recent staffing study by the Virginia Supreme Court. Judge Williams highlighted several points, including recent increases in alcohol-related cases, and the benefits of on spot urine testing in domestic cases. He responded to questions

from Board members pertaining to caseload trends for traffic cases and whether drug testing also includes alcohol.

- Community Corrections – Mr. Cruser, joined by Ms. MacArthur

Mr. Cruser noted that it was his agency's 25th year of providing services in Henrico. Ms. MacArthur responded to a question from Mrs. O'Bannon relating to the agency's use of criminal justice students as volunteers. Mr. Cruser cited caseload statistics and his agency's space constraints and expressed appreciation for the Board's support. He responded to questions from Board members regarding client restitution.

- Human Resources/Employee Benefits – Mr. Cauble and Mrs. Reid

Mr. Cauble noted that two budgets fall under his agency, one for operations and the other for employee benefits. He referred to the County's attraction and retention efforts and responded to questions from Board members concerning application and interview statistics for County positions. Mrs. Reid highlighted the County's fitness and wellness benefits, updated the Board on a new employee fitness DVD and fitness survey, and expressed appreciation to the Board for its support of the fitness and wellness program. She, Mr. Hazelett, and Mr. Cauble responded to questions from Board members pertaining to the program's focus and participation levels. Mr. Cauble briefly addressed the County's health care premium supplement for retirees. He responded to further questions and comments from Board members relating to the County's annual health care costs and his agency's process for reviewing job applications.

- Circuit Court – Mrs. Smith, joined by Ms. Jamison

Mrs. Smith reviewed State Compensation Board reimbursements received by the County for her agency's operations and explained how her office is complying with a State mandate to provide land records to the public via a secure remote access system. She responded to questions and comments from Board members regarding the legislative history of this mandate, how the system will be protected against identity theft, how Circuit Court electronic records are being handled in Maryland, and the level of state funding that her office will receive to offset the costs of the system.

- Commonwealth's Attorney/ Victim/Witness /Drug Prosecutor – Mr. Kizer and Ms. Shuman-Johnson, joined by Ms. Johnson

Mr. Kizer responded to questions from Mr. Glover pertaining to recent increases in office staffing and explained a supplemental request for additional funding for travel and membership dues. Ms. Shuman-Johnson noted a supplemental request for a new computer system to serve the Victim/Witness Program and responded to questions from Mrs. O'Bannon relating to the numbers and types of persons receiving assistance through the program.

The Board recessed at 3:56 p.m. and reconvened at 4:05 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Finance – Mr. Vithoulkas

Mr. Vithoulkas noted that the County had once again received awards from the Government Finance Officers Association (GFOA) for its Comprehensive Annual Financial Report (CAFR) and annual budget document. He commented on the County's new auditing firm, its second year experience with Governmental Accounting Standards Board (GASB 45) regulations, reaffirmation of its triple-A bond rating from all three rating agencies, its low interest rate on a recent bond issue, and implementation by his department of a new cashing system. Mr. Vithoulkas responded to questions from Mr. Kaechele concerning the current bond market and projected bond earnings for the current year. He commented on the divestiture of acid backed commercial paper, the status of the County's investment policy and Real Estate Advantage Program (REAP), his agency's new debit card system agreements with banks, and future plans for a new real estate and personal property tax billing system. Mr. Hazelett also commented on the new tax billing system and REAP. Mr. Vithoulkas and Mr. Hazelett responded to questions and comments from Board members pertaining to the new debit card system, the financial institutions used by the County, the level of the County's day to day cash balances, and trends in real estate assessment appeals.

Mr. Hazelett briefly reviewed the schedule for the following day and confirmed that staff would provide written responses to those questions asked by the Board requiring additional research.

The Board adjourned for the day at 4:26 p.m. and reconvened at 1:06 p.m. on Tuesday, March 18, 2008. Those present during this session were:

PRESENT

The Honorable David A. Kaechele, Chairman

The Honorable Patricia S. O'Bannon, Vice-Chairman (arrived at 1:28 p.m.)

The Honorable Richard W. Glover, Brookland District Supervisor

The Honorable Frank J. Thornton, Fairfield District Supervisor

Mr. Virgil R. Hazelett, P.E., County Manager

Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services

Mr. Leon T. Johnson, Deputy County Manager for Administration

Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations

Mr. Randall R. Silber, Deputy County Manager for Community Development

Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board

Mr. C. Michael Schnurman, Jr., Legislative Liaison

Mr. John A. Vithoulkas, Director of Finance

Mr. Eugene H. Walter, Director of Management and Budget

Mr. Justin D. Crawford, Budget Analyst

Mr. William B. Hinton, Budget Analyst

Mr. Julian S. Parr, Budget Analyst

Mr. James Rosatelli, Budget Analyst

Mr. Juan Smith, Budget Analyst

Ms. Sharon T. Van Gils, Budget Analyst
Chief Edwin W. Smith, Division of Fire
Deputy Chief Richard D. McClure, Division of Fire
Acting Assistant Chief R. Wayne Baber, Division of Fire (Operations)
Acting Assistant Chief Kenneth L. Dunn, Division of Fire (Services)
Acting Battalion Chief Cornelius L. "Butch" Jones, Division of Fire, Fire Marshal's Office
Battalion Chief David West, Division of Fire
Capt. William Poston, Division of Fire, Training
Lt. Jimmy Hughes, Division of Fire
Lt. R. J. Whaley, Division of Fire
Firefighter Robert Farkas, Division of Fire
Mr. Vince E. Copeland, Controller, Division of Fire
Ms. Michele M. Smoot, Office Supervisor, Division of Fire
Ms. Debbie A. Sadler, Technology Support Specialist, Division of Fire
Ms. Pamela Roberson, Administrative Assistant, Division of Fire
Mr. Paul N. Proto, Director of General Services
Mr. William L. Smith, Deputy Director of General Services, Facilities Management
Mr. Fred W. Drake, Buildings and Grounds Manager, General Services
Mr. Charles A. Gibbens, Automotive Fleet Manager, General Services
Ms. Cynthia B. Smith, Risk Manager, General Services
Ms. Cecelia H. Stowe, Purchasing Manager, General Services
Ms. Shelly Blackstone, Senior Management Specialist, General Services
Mrs. Ann D. Fortune, Business Manager, General Services
Mr. Todd J. Pugh, Communications Systems Manager, General Services
Mr. Kelly E. Quinn, Chief of Security Services
Dr. Mark J. Levine, Director of Health
Dr. Brooke Rossheim, Physician Fellow, Health Department
Ms. Melody J. McCormick, Business Manager, Health Department
Mr. George H. Cauble, Jr., Director of Human Resources
Ms. Patricia F. Carrington, Superintendent, James River Juvenile Detention Center
Mr. Michael D. Bingham, Superintendent, Juvenile Detention
Mr. Edward O. Martin, Assistant Superintendent, Juvenile Detention
Mr. Gregory V. Smith, Assistant Superintendent, Juvenile Detention
The Honorable Stuart L. Williams, Jr., Judge, Juvenile/Domestic Relations District Court
Col. Henry W. Stanley, Jr., Chief of Police
Lt. Col. Douglas A. Middleton, Deputy Chief of Police
Maj. Stephen F. Alloway, Division of Police, Patrol Operations
Maj. Mary Ellen Fahed, Division of Police, Professional Standards
Maj. James B. Fitzgerald, Division of Police, Support Operations
Maj. A. Thomas Leary, III, Division of Police, Investigative Operations
Capt. Christopher S. Alberta, Division of Police
Capt. Humberto I. Cardounel, Division of Police
Capt. Pete MacRae, Division of Police
Capt. Joseph E. Sands, Division of Police
Capt. Jan W. Stem, Division of Police
Lt. Scott A. Jones, Division of Police

Lt. A. D. Merz, Division of Police
Lt. James Price, Division of Police
Lt. Shawn M. Sears, Division of Police, Animal Protection Supervisor
Mr. T. E. Loving, Support Specialist IV, Division of Police
Ms. Suzanne Roberts, Emergency Communications Manager
Ms. Kathy A. Sobczak, Controller, Division of Police
Ms. Kay D. Frye, Director of Probation
Ms. Debra A. Nedervelt, Coordinator, Juvenile Crime Control Act, Probation
Mr. Steve Price, Assistant Director of Real Property
Ms. Barbara L. Driver, Director of Exceptional Education, Schools
The Honorable Michael L. Wade, Sheriff
Col. Merle H. Bruce, Jr., Undersheriff
Maj. Carlos V. Talley, Sheriff's Office
Mr. Dana L. Powell, Business Manager/Controller, Sheriff's Office
Ms. Jane D. Crawley, Director of Social Services
Mr. Shawn M. Rozier, Assistant Director of Social Services
Ms. Cynthia J. Steinhauer, Human Services Division Manager, Social Services
Mr. Hugh V. Field, Business Manager, Social Services
Ms. Carol P. Jellie, Supervisor, CSA Coordinator, Social Services

ABSENT

The Honorable James B. Donati, Jr., Varina District Supervisor

The Legislative Budget Reviews continued with the following presentations (see enclosed revised schedule as of 3/18/08):

- General Services/CAM – Mr. Proto, joined by Mrs. Fortune

Mr. Proto introduced the members of his staff who were present; expressed appreciation to the Board, County Manager, and budget staff for their support; and noted that he was pleased with his department's budget, which includes Central Automotive Maintenance (CAM). He briefly touched on his department's many operations, noted that many of its services are provided to schools as well as general government, mentioned that he represented the County on a number of regional and statewide bodies, explained the transfer of five positions from his department to the Department of Information Technology and a request for two new positions in his department, and referred to the need for additional funds to cover the operating costs for bond projects. He, Mr. Hazelett, and Ms. Stowe responded to a number of questions and comments from Board members relating to the shift of certain costs to the Department of Information Technology, contracted services, maintenance of leased space, cafeteria costs and subsidies, the County's long distance telephone service, purchasing software, sales and auctions of surplus County property, and his department's efforts to attract more minority-owned business vendors and promote energy conservation among County agencies. Mr. Thornton thanked Mr. Hazelett and Mr. Proto for establishing the County's program to attract small, woman-owned, and minority-owned (SWAM) vendors to the County's procurement process.

- Probation/VJCCA – Judge Williams, Ms. Nedervelt, and Ms. Freye

Judge Williams thanked the Board for its support of this agency's budget over the years and thanked Ms. Nedervelt for making optimal use of limited Virginia Juvenile Community Crime Control Act (VJCCA) funds. He reviewed factors contributing to an increase in families being served by the local juvenile justice system and spoke to the continuing need for programs offering alternatives to secure detention. Mr. Walter distributed two spreadsheets highlighting program utilization under VJCCA from July 1, 2005 through June 30, 2006 and from July 1, 2006 through June 30, 2007 (see enclosed copies). He and Ms. Nedervelt responded to questions from Board members regarding parenting programs and programs addressing teenage drinking. Ms. Frye referred to her agency's parent mediation programs. She and Judge Williams responded to further questions from Board members concerning how mediation hearings reduce time spent in court, factors contributing to increases in juvenile referrals, parental responsibility for juvenile conduct, and trends in juvenile crime among younger age groups.

- Juvenile Detention – Mr. Bingham, joined by Mr. Martin and Mr. Smith

Mr. Bingham introduced the members of his staff who were present and noted that the County's detention home was in its 29th year of service. He addressed facility improvements and how more intense medical conditions have impacted service levels and reviewed workload measures and staffing needs. Mr. Bingham and Mr. Drumwright responded to questions from Board members pertaining to United States Department of Agriculture (USDA) food standards, responsibilities of the food services supervisor position, the facility's capacity, family visitation policies, and resident profiles.

- JRJDC – Ms. Carrington, joined by Mr. Drumwright

Ms. Carrington spoke to the James River Juvenile Detention Commission's (JRJDC's) mission, special services, and use of volunteer and community resources. At Mr. Kaechele's request, Mr. Drumwright provided a history of how this regional organization was established, the County's responsibility for managing its resources, how costs are shared among the participating jurisdictions, and how the Commission is structured. He, Ms. Carrington, Mr. Hazelett, and Mr. Walter responded to a number of questions from Board members relating to funding of the Commission, policies for allocating the facility's beds, staffing levels and responsibilities, debt service on the facility's capital costs, state regulation, and the type of population served. Mr. Drumwright invited the Board to visit the facility in Powhatan County and complimented Ms. Carrington and her staff for doing an excellent job.

- Social Services – Ms. Crawley, joined by Ms. Steinhauser, Mr. Rozier, and Mr. Field

Ms. Crawley introduced the staff seated with her at the table and narrated a Power Point presentation on her agency's proposed budget (see enclosed copy). Her presentation highlighted statistics pertaining to Temporary Assistance for Needy Families (TANF)/Food Stamp/Medicaid caseloads, public assistance recipients, parallel growth patterns in

Henrico/statewide food stamp caseloads, children in foster care, adult services, and dollars generated by Social Services in FY 2006-07. She, Mr. Rozier, and Ms. Steinhauser responded to questions and comments from Board members regarding caseload definitions, foster care caseload trends, profiles of persons receiving adult services, Medicaid costs, revenue splits among the three levels of government, the County's experience with the use of debit cards for the food stamp program, dissemination of information for the fuel program, and sources of client referrals.

- Comprehensive Services Act – Ms. Jellie, joined by Mr. Johnson, Ms. Crawley, and Mr. Field

Ms. Jellie spoke to the complexity of this program and narrated a Power Point presentation on the Comprehensive Services Act (CSA) budget request (see enclosed copy). In addition to budget highlights, her presentation included a comparison of the numbers of children receiving services through CSA, special education costs, Governor's rates and local match, challenges, and solutions. Ms. Jellie, Ms. Crawley, Mr. Johnson, and Mr. Drumwright responded to questions from Board members and Mr. Hazelett concerning the numbers and types of Henrico children served by CSA, program costs, the relationship of this program to special education programs in the schools, major budget components, CSA's responsibility for educating clients, the local match rate for residential placements, the costs of keeping special needs children at home with their families versus placing them in residential facilities, age criteria for non-Individualized Education Plan (IEP) placements, the role of the County's Policy and Management Team in placing clients, and how federal Title IV-E funds can be used. Mr. Kaechele commented that this was a very challenging and informative presentation.

The Board recessed at 3:26 p.m. and reconvened at 3:39 p.m.

The Legislative Budget Reviews continued with the following presentations:

- Sheriff – Sheriff Wade, joined by Col. Bruce, Maj. Talley, and Mr. Powell

Sheriff Wade referred to jail population decreases during the months of January and February 2008, explained new unfunded legislation that will make local sheriffs responsible for determining the immigrant status of inmates held in local jails, thanked the public libraries for donating their old computer equipment to the jails, referred to a new agreement with the Department of Corrections, mentioned his agency's work release program, and noted that hospitalization was one of the major costs in his budget during the previous calendar year. He responded to numerous questions and comments by Board members and Mr. Hazelett pertaining to the inmate booking process, hospitalization costs for inmates, retention rates and compensation for sheriff's deputies, the State Compensation Board's procedure for determining how many positions it will fund, inmate profiles and demographics, jail capacity, the inadequacy of state funding, and problems posed by inmates with mental health issues. Mr. Thornton remarked that the Sheriff's Office is a very high quality operation that is nationally recognized and that the County needs to be sensitive to the need for competitive salaries in order to retain the agency's personnel.

- Police/Animal Protection – Col. Stanley, joined by Lt. Col. Middleton and Ms. Sobczak

Col. Stanley narrated a Power point presentation on the Division of Police's proposed budget (see enclosed copy). His presentation included slides addressing fighting crime in a changing community, crimes per 1,000 residents, other significant achievements, and proposed general fund and special fund budget highlights. Mr. Hazelett noted the impact of rising fuel costs on public safety and education agencies. Col. Stanley, Mr. Hazelett, Lt. Sears, and Lt. Col. Middleton responded to a series of questions from Board members relating to how the County contracts for fuel, rabies trends, placement rates for domestic animals in the County's shelter, the timeframe for opening the new shelter, police officer vacancy rates and morale, the status of the Police Athletic League (PAL), recent national recognition of the department for its highway safety efforts, the status of state legislation prohibiting solicitation at road intersections in the county, the County's certified crime prevention program, pay scale compression within the division and other public safety agencies, and the level of police officer pay and benefits. Mr. Thornton thanked the Division of Police for supporting the PAL program. Mr. Glover and Mr. Kaechele thanked the division for doing an outstanding job for Henrico citizens.

Mr. Johnson distributed staff's written responses to questions asked by the Board during the previous day's sessions (see questions 1 through 13 in enclosed copy of *Questions from Budget Reviews, March 17 – 20, 2008*). Mr. Hazelett advised that staff would be prepared to update the Board on the questions and responses at the following day's sessions.

The Legislative Budget Reviews continued with the following presentation:

- Fire/EMS/Emergency Services – Chief Smith, joined by Deputy Chief McClure, Mr. Copeland, and Ms. Smoot

Chief Smith narrated a Power Point presentation on the Division of Fire's proposed operating budget (see enclosed copy). His presentation addressed departmental accomplishments, statistics on total calls for service and Advanced Life Support (ALS) providers, proposed funding for major budget categories, and major components of the division's budget for administration and operations. Chief Smith responded to questions from Board members regarding the volume of emergency medical services (EMS) related calls for service and the proportion of the budget allocated to personnel costs. At Mr. Hazelett's request, he also updated the Board on the division's major apparatus program. Mr. Glover and Mr. Kaechele complimented the division on a good job and expressed appreciation to its personnel.

Mr. Hazelett reviewed the schedule for the following day's sessions and advised that the proposed connection fee increases would be discussed during the review of the Public Utilities budget. Mrs. O'Bannon stated that she wanted a darker color brick for the new building that will replace Fire Station No. 8.

The meeting adjourned at 5:12 p.m. and reconvened at 9:49 a.m. on Wednesday, March 19, 2008.

Those present during the morning session were:

PRESENT

The Honorable David A. Kaechele, Chairman
The Honorable Patricia S. O'Bannon, Vice-Chairman
The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Richard W. Glover, Brookland District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor
Mr. Virgil R. Hazelett, P.E., County Manager
Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services
Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services
Mr. Leon T. Johnson, Deputy County Manager for Administration
Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Mr. Randall R. Silber, Deputy County Manager for Community Development
Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board
Mr. C. Michael Schnurman, Jr., Legislative Liaison
Mr. Frederick T. Agostino, Executive Director, Economic Development Authority
Ms. Karen F. Carter, County Agent, Extension Service
Ms. Angela M. Wrigglesworth, Administrative Assistant, Extension Service
Mr. John A. Vithoulkas, Director of Finance
Mr. Eugene H. Walter, Director of Management and Budget
Mr. Justin D. Crawford, Budget Analyst
Mr. William B. Hinton, Budget Analyst
Mr. Julian S. Parr, Budget Analyst
Mr. James Rosatelli, Budget Analyst
Mr. Juan Smith, Budget Analyst
Ms. Sharon T. Van Gils, Budget Analyst
Dr. Mark J. Levine, Director of Health
Ms. Melody J. McCormick, Business Manager, Health Department
Mr. George H. Cauble, Jr., Director of Human Resources
Mr. Steven M. Lewis, Director of Information Technology
Mr. Thomas L. Owdom, Assistant Director of Information Technology
Mr. Arthur D. Petrini, Director of Public Utilities
Mr. William I. Mawyer, Assistant Director of Public Utilities
Mr. Ralph E. Claytor, Chief of Design, Public Utilities
Mr. Steven J. Yob, Chief of Solid Waste, Public Utilities
Mr. Tom Alford, Division Director of Operations, Public Utilities
Mr. Owen L. Maddox, III, Division Director for Construction, Public Utilities
Mr. Charles B. England, Assistant Division Director, Wastewater Treatment Facility, Public Utilities
Mr. James Grandstaff, Assistant Division Director for Water Reclamation Facility, Public Utilities
Ms. Evelyn D. McGuire, Controller, Public Utilities
Ms. Katie Torrance, Account III, Public Utilities
Mr. Steve Price, Assistant Director of Real Property
Mr. Will Jones, *Richmond Times-Dispatch*

ABSENT

The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor

Mr. Hazelett noted that many departments, including the Divisions of Fire and Police, did not receive all of the funding for which they asked.

The Legislative Budget Reviews continued with the following presentations (see enclosed revised schedule as of 3/19/08):

- Public Utilities/Solid Waste/Street Lighting – Mr. Petrini, joined by Mr. Mawyer and Ms. McGuire

Mr. Hazelett advised that he and Mr. Pinkerton had worked with the Department of Public Utilities to reduce the department's proposed rate water and sewer rate increase from an original request of 11 percent to a recommended increase of 5 percent. Mr. Petrini reviewed water and sewer system maintenance activities, identified three major priorities for his department concerning the system, and narrated a Power Point presentation on the department's proposed operating budget (see enclosed copy). His presentation provided a current system overview and highlighted water and sewer revenues, expenses, and connection fees. It also included a solid waste overview and highlighted the solid waste special revenue fund and street lighting levies. During his presentation, Mr. Petrini distributed a spreadsheet offering an area connection fee comparison (see enclosed copy). He, Mr. Hazelett, and Mr. Yob responded to questions and comments from Board members pertaining to the impact of the proposed rate increase on average water and sewer customers, the revenue impact of this increase, the department's methodology for projecting growth in its customer base, outstanding debt service and the budgeted amount for capital projects, the definition of miscellaneous waste, the size of the fund balance for the water and sewer enterprise fund, criteria used by bond rating agencies for rating water and sewer bonds, proposed increases and decreases in the department's line items, current and proposed bulky waste charges, garbage collection schedules, participation rates for the Central Virginia Waste Management Authority (CVWMA's) curbside recycling program, recycling collection options for churches and small businesses, and the status of the White Oak Technology Park water and sewer repayments. Mr. Hazelett expressed concerns about the potential revenue impact on the County should Qimonda close its plant at White Oak Technology Park. Mr. Kaechele expressed appreciation for the presentation and Mr. Glover thanked the department for its recent work in the Bremono Road area.

- Real Property – Mr. Price

Mr. Hazelett reviewed the functions of this agency and noted that Mr. Price was managing the office while the County recruited a new director from outside the County. He, Mr. Price, and Mr. Pinkerton responded to questions from Board members relating to the size of the department's staff, the feasibility of using outside contractors, the square footage of properties leased by the County, the status of recommendations by the

Land Commission to restructure the department, reasons for the County's acquisition of parcels and easements, the status of land acquisition for Phase II of the John Rolfe Parkway project, and the timeframe for hiring a new director.

The Board recessed at 11:07 a.m. and reconvened at 11:14 a.m.

The Legislative Budget Reviews continued with the following presentations:

- Information Technology – Mr. Lewis and Mr. Owdom

Mr. Lewis referred to the challenges power surges pose for his department. He, Mr. Hazelett, and Mr. Owdom responded to questions from Board members regarding personnel complement increases caused by the transfer of positions from the Department of General Services, the status of voice over the Internet technology, the impact of power surges on the County's E-911 system and the system's interoperability with other localities, the department's role in future audio or video streaming of Board meetings, and the availability of data showing the County web pages most frequently accessed by County citizens.

- Technology Replacement – Mr. Walter, joined by Mr. Lewis, Mr. Owdom, and Ms. Van Gils

Mr. Hazelett reminded the Board that this fund was created several years previously to make sure that technology is available to County agencies on a recurring basis. Mr. Walter noted that 26 departments currently participate in the fund, which is primarily overseen by Ms. Van Gils. Mr. Hazelett, Mr. Walter, Mr. Owdom, and Mr. Lewis responded to questions from Board members concerning personal computer and E-911 equipment replacement cycles, fund overhead costs, technology replacement plans for the Board Room, the County's predominant reliance on desk top computers versus laptops, how the schools interface with general government on technology issues, the status of the schools' contract to replace student laptop computers, the status of statewide interoperability of telecommunications systems, and the process for surplusing old County computers.

- Public Health, Dr. Levine, joined by Ms. McCormick

Mr. Hazelett explained how the Health Department is funded and stated that Dr. Levine has done an excellent job for the County. Dr. Levine introduced Ms. McCormick and thanked the Board for its support. He reviewed the status of state funding, referred to a new infant mortality project and infectious disease program, cited working with the Board as a privilege, commented on the professionalism of the County's staff, and noted that his department is trying to operate more efficiently through electronics and other means. Dr. Levine and Mr. Hazelett responded to questions from Board members pertaining to the structure of local health departments as set forth by the state, the County's share in funding the departmental budget, changing demographics of the department's clientele, public health trends in the community, the challenges of serving clients who speak little

or no English, and the status of the Centers for Disease Control and Prevention (CDC) pilot dental program.

- Agriculture and Home Extension – Ms. Carter, joined by Ms. Wrigglesworth

Mr. Hazelett referred to the complexity of the Extension Office's budget because of the way the agency is funded. Ms. Carter responded to questions from Board members relating to salary increases for agency staff, the gypsy moth cycle, the recent deaths of a number of oak trees in western Henrico, and the status of the smart lawn program. Mr. Kaechele remarked that this agency provides a great service to Henrico citizens.

- Economic Development – Mr. Agostino

Mr. Hazelett, Mr. Agostino, and Mr. Vithoukas responded to a number of questions from Board members regarding various contributions made by the Economic Development Authority to regional organizations, expected results from the recent visit by a Chinese business delegation, the level of the County's contribution to the Richmond Metropolitan Convention and Visitor's Bureau (RMCVB), how the County compares to other Virginia localities in terms of economic activity, local companies supporting computer chip manufacturers, tax payments by companies housed in the Qimonda plant, the number of foreign owned companies located in the County, contractual services in the Authority's budget for services at Qimonda, the status of debt service for White Oak Technology Park, how revenue generated by the Authority is used, the status of County contributions to the Richmond Metropolitan Authority (RMA) for The Diamond ballpark, the status of negotiations to attract a new minor league baseball team to the Richmond area, and future plans for The Diamond.

Mr. Walter distributed staff's written responses to questions asked by the Board during the previous day's sessions (see questions 14 through 18 in enclosed copy of *Questions from Budget Reviews, March 17 – 20, 2008*).

The Board recessed at 12:27 p.m. and reconvened at 3:03 p.m. Those present during the afternoon session were:

PRESENT

The Honorable David A. Kaechele, Chairman

The Honorable Patricia S. O'Bannon, Vice-Chairman

The Honorable Richard W. Glover, Brookland District Supervisor

Mr. Virgil R. Hazelett, P.E., County Manager

Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services

Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services

Mr. Leon T. Johnson, Deputy County Manager for Administration

Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations

Mr. Randall R. Silber, Deputy County Manager for Community Development

Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board

Mr. C. Michael Schnurman, Jr., Legislative Liaison

Mr. Gregory H. Revels, Building Official
Mr. H. Bolman Bowles, Deputy Building Official
Ms. Rosalyn D. Key-Tiller, Director, Capital Area Training Consortium (CATC)
Ms. Ann R. Stone, Deputy Director, CATC
Ms. Elsie Best, Business Manager, CATC
Mr. Lee J. Tyson, Director of Community Development, The Permit Center
Mr. David E. Pennock, Assistant Director of Community Development, The Permit Center
Mr. S. Mark Strickler, Director of Community Revitalization
Mr. John A. Young, Community Development Manager, Community Revitalization
Mr. Paul A. Johnson, Division Manager, Community Maintenance
Mr. Melvin R. Slough, County Planner, Community Revitalization
Mr. John A. Vithoulkas, Director of Finance
Mr. Eugene H. Walter, Director of Management and Budget
Mr. Justin D. Crawford, Budget Analyst
Mr. William B. Hinton, Budget Analyst
Mr. Julian S. Parr, Budget Analyst
Mr. James Rosatelli, Budget Analyst
Mr. Juan Smith, Budget Analyst
Ms. Sharon T. Van Gils, Budget Analyst
Ms. Rebecca C. Slough, Human Resources
Mr. Gerald M. McKenna, Director of Libraries
Mrs. Christine M. Campbell, Assistant Director of Libraries
Ms. Heather Villafranca, Business Manager, Libraries
Mr. Ralph J. Emerson, Director of Planning
Mr. Seth D. Humphreys, County Planner III
Ms. Nancy Graham, Business Supervisor, Planning
Mr. Jon Steele, Information Technology Manager, Planning
Mr. Edward L. Priestas, Director of Public Works
Mr. Timothy A. Foster, Assistant Director of Public Works
Mr. E. Todd Eure, Transportation Development Engineer, Public Works
Mr. Mike K. Bryant, Road Construction and Maintenance Superintendent, Public Works
Mr. Jeffrey W. Perry, Environmental Manager Engineer, Public Works
Mr. Michael A. Jennings, Traffic Engineer, Public Works
Mr. Alfredo C. Frauenfelder, GIS Coordinator, Public Works
Ms. Danielle E. Bazemore, Controller, Public Works
Mr. Rob Tieman, Capital Projects Coordinator, Public Works

ABSENT

The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor

The Legislative Budget Reviews continued with the following presentations:

- CATC – Ms. Key-Tiller, joined by Ms. Stone and Ms. Best

Mr. Hazelett advised the Board that the Capital Area Training Consortium (CATC) was involved in ongoing discussions with the City of Richmond concerning restructuring the Workforce Investment Board to include the City. He noted that the County serves as fiscal agent for CATC. Ms. Key-Tiller and Ms. Stone responded to questions from Board members pertaining to the levels of contributions to CATC by other member localities, the County's role as fiscal agent for the agency, the change in mandated CATC partners from the Virginia Employment Commission (VEC) to the Virginia community college system, the impact of federal funding reductions on the CATC budget, local company closings and worker dislocation trends, Virginia's Career Readiness Certificate (CRC), and the reduction in the agency's proposed personnel budget. Mr. Kaechele expressed appreciation to Ms. Key-Tiller and her staff for being present.

- Planning – Mr. Emerson, joined by Ms. Graham

Mr. Emerson recognized the members of his staff who were present, advised that he was happy with the Manager's recommendations, and narrated a brief Power Point presentation on his agency's proposed budget that included slides depicting office, retail, and industrial plan of development square footage approval by year and recorded single-family lots and multi-family units by year (see enclosed copy). He responded to several questions and comments from Board members relating to commercial and residential development trends and the large recent increases in the number of hotels in the County.

- Building Inspections – Mr. Revels, joined by Mr. Bowles

There was brief discussion by Mr. Hazelett and Mrs. O'Bannon about efforts by counties in other areas of the Commonwealth to change zip codes. Mr. Revels narrated a Power Point presentation on the department's proposed budget, which provided slides depicting permit and inspection data as well as data regarding existing structures, offered a review of the new state building code, and explained the fat, oil, and grease (FOG) program supplement. He, Mr. Bowles, Mr. Silber, Mr. Hazelett, and Mr. Pinkerton responded to a number of questions from Board members pertaining to the definition of condominiums, the increasing complexity of commercial inspections, anticipated increases in fire and sprinkler system inspections, daily and annual averages for inspections performed by the agency, how new inspection cases are handled and residential overcrowding complaints are resolved, changes in the new state building code, the timing and logistics of FOG inspections, and how FOG violations are reported.

- Permit Center – Mr. Tyson, joined by Mr. Pennock

Mr. Hazelett referred to the increases in the levels of activity at the County's two permit centers. Mr. Tyson presented a handout on The Permit Center containing slides depicting performance measure inquiries at the two permit centers and explaining requested resources (see enclosed copy). He responded to several questions from Board members relating to allocation of staff between the two centers and services provided at The Permit Center West. Mr. Tyson introduced Mr. Pennock, a former County employee who returned to the County to work as Assistant Director of Community Development on Mr. Tyson's staff.

- Community Revitalization – Mr. Strickler, joined by Mr. Young and Mr. Johnson

Mr. Strickler introduced the members of his staff who were present. He commented on the Commonwealth's recent approval of an enterprise zone expansion within the County and recent changes to the Commonwealth's enterprise zone program. At Mr. Hazelett's request, Mr. Strickler reviewed the County's new enterprise zone incentives and grants available to qualifying businesses. He and Mr. Young responded to several questions from Board members regarding the County's design assistance within enterprise zones and progress in revitalizing Willow Lawn and other areas along West Broad Street. Mr. Strickler narrated a Power Point presentation on his agency's FY 2006-07 highlights and accomplishments and proposed FY 2008-09 budget (see enclosed copy). His presentation included information on the enterprise zone program, Community Development Block Grant (CDBG) and Housing Opportunities Made Equal (HOME) programs, the Community Maintenance Program, and the Volunteer Assistance Program. He responded to further questions from Board members concerning inspector caseloads, how cases are reviewed and assigned, proactive versus complaint enforcement, the level of requests for assistance from homeowners, and voluntary compliance rates among property owners. Mr. Glover complimented the department for helping to revitalize neighborhoods and improve property values. Mr. Kaechele expressed appreciation to the agency's staff members for their efforts on behalf of the County.

- Public Works – Mr. Priestas, joined by Mr. Foster, Ms. Bazemore, Mr. Perry, Mr. Frauenfelder, Mr. Eure, Mr. Jennings, and Mr. Bryant

Mr. Priestas commented that the County Manager's recommended budget for the Department of Public Works was very satisfactory. He described the purpose and duties of a new Engineer II position requested by the department and explained several notable increases within the operating component. He, Mr. Frauenfelder, Mr. Eure, Mr. Jennings, and Mr. Foster responded to a number of questions from Board members pertaining to the status and cost of the new Geographic Information System (GIS) overfly, a Greater Richmond Transit Company (GRTC) study of the status and condition of the existing GRTC system and plans to extend the system into Chesterfield County, statistics on the County's traffic calming program, the design and costs of speed humps used by the department on certain roads, and the possible need for traffic studies on Gayton Road and in Wyndham as the result of citizen complaints. Mr. Priestas explained the purpose of the Best Management Practices (BMP) fund and Mr. Perry reviewed two major stream restoration projects within his department. Mr. Perry responded to questions from Board members relating to BMP maintenance and the BMP fund balance.

- Public Library – Mr. McKenna, joined by Mrs. Campbell and Ms. Villafranca

Mr. McKenna commented that his agency was very pleased with the Board's level of support. He and Mr. Hazelett responded to questions from Board members regarding library branch hours, the two library food cafes, self-service check out transactions, outside drop off areas for book returns, the status of appraisals and disposition of the former Innsbrook library branch, new library projects coming on line, and the schedule for

renovating the Dumbarton library branch. Mr. Kaechele and Mr. Glover thanked Mr. McKenna.

Mr. Hazelett advised that the discussion of the non-departmental budget would occur when all five Board members were present. He briefly reviewed the schedule for the following day.

The Board adjourned for the day at 5:20 p.m. and reconvened at 9:34 a.m. on Thursday, March 20, 2008. Those present during the morning session were:

PRESENT

The Honorable David A. Kaechele, Chairman (arrived at 10:04 a.m.)
The Honorable Patricia S. O'Bannon, Vice-Chairman (arrived at 9:43 a.m.)
The Honorable James B. Donati, Jr., Varina District Supervisor
The Honorable Richard W. Glover, Brookland District Supervisor
The Honorable Frank J. Thornton, Fairfield District Supervisor
Mr. Virgil R. Hazelett, P.E., County Manager
Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services
Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services
Mr. Leon T. Johnson, Deputy County Manager for Administration
Mr. Randall R. Silber, Deputy County Manager for Community Development
Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board
Mr. C. Michael Schnurman, Jr., Legislative Liaison
Ms. Bebe W. West, Chairperson, Electoral Board
Ms. Alice F. Creighton, Vice Chairperson, Electoral Board
Mr. Ronald B. Chaney, Sr., Secretary, Electoral Board
Mr. John A. Vithoulkas, Director of Finance
Mr. Eugene H. Walter, Director of Management and Budget
Mr. Justin D. Crawford, Budget Analyst
Mr. William B. Hinton, Budget Analyst
Mr. Julian S. Parr, Budget Analyst
Mr. James Rosatelli, Budget Analyst
Mr. Juan Smith, Budget Analyst
Ms. Sharon T. Van Gils, Budget Analyst
Mr. George H. Cauble, Jr., Director of Human Resources
Mr. Michael D. O'Connor, LCSW, Executive Director of Mental Health & Retardation Services
Ms. Lynn A. Goodale, CCM, Director of Administrative and Financial Services, Division, MH/MR
Ms. A. Michelle Johnson, LCSW, Director of Community Support Services Division, MH/MR
Ms. Laura S. Totty, MS, Director of Clinical and Prevention Services Division, MH/MR
Ms. Marty Shephard, Controller, MH/MR
Ms. Karen K. Mier, Director of Recreation and Parks
Mr. Neil C. Luther, IV, Assistant Director of Recreation and Parks
Mr. Albert M. Azzarone, Parks Planning Supervisor, Recreation and Parks
Mr. Arthur Bennett, Facilities Supervisor, Recreation and Parks
Ms. Deborah Cassidy, Recreation Manager, Recreation and Parks
Mr. Frank Flanagan, Belmont Golf Course Maintenance Supervisor

Mr. Steve Hart, Capital Project Manager, Recreation and Parks
Ms. Karen J. Perkins, History and Special Programs Supervisor, Recreation and Parks
Mr. Raymond W. Pauley, Jr., Park Services Manager, Recreation and Parks
Ms. Cindy Jo P. Daniel, Management Specialist, Recreation and Parks
Ms. Louise S. Evans, Business Manager, Recreation and Parks
Ms. Kim Schott, Administrative Assistant, Recreation and Parks
Mr. Mark J. Coakley, General Registrar

The Legislative Budget Reviews continued with the following presentations (see enclosed revised schedule as of 3/20/08):

- Electoral Board/Registrar – Mr. Coakley, joined by Ms. West, Ms. Creighton, and Mr. Cheney

Mr. Coakley noted the small proposed increase in his agency's budget; the upcoming *primary and general elections, including the November 2008 Presidential election*; and the freezing of precincts in 2009 and 2010 during redistricting. He, Mr. Hazelett, Ms. West, and Mr. Cheney responded to questions from Board members pertaining to party participation in the June 2008 primary elections, the status of state and federal legislation addressing paper trails for electronic voting systems, the possibility of recent voting snafus in Chesterfield replicating themselves in Henrico, the volume and types of complaints that the Henrico Electoral Board has received from local voters during the past few years, future plans for dividing Sullivan's precinct in the Varina District, challenges in recruiting poll workers and the adequacy of the County's pay scale for these workers, voting attendance in European countries versus the United States, and the prospects of future legislation to allow early voting. Mr. Glover expressed concerns about the public schools being open on election days. Mr. Coakley thanked the Board for its support.

- MH/MR/SA Services – Mr. O'Connor, joined by Ms. Totty, Mr. Johnson, Ms. Goodale, and Ms. Shephard

Mr. Hazelett pointed out that the proposed budget for Henrico Area Mental Health and Retardation (MH/MR) Services, which includes Substance Abuse (SA) Services, would continue to include additional funding for Day Support Services to ensure that there are no waiting lists for these services. He commented that Mr. O'Connor and his staff provide excellent service and are recognized throughout the state. Mr. O'Connor introduced the members of his staff who were present and narrated a Power Point presentation on the Manager's proposed MH/MR proposed budget for FY 2008-09 and program trends and highlights for FY 2007 (see enclosed copy). His presentation included statistical and background information on unduplicated mental health, mental retardation, and substance abuse consumers served; disabilities of persons served; court ordered evaluations; access center activity; 24/7 crisis response; the MR waiver; improving quality of services; the impact of the Virginia Tech and MH Law Reform Commission; program evaluation and outcome measures; funding source and revenue source analysis; and major budget recommendations. Mr. O'Connor, Mr. Hazelett, Mr. Schnurman, Mr. Drumwright, Mr. Vithoulkas, and Ms. Shephard responded to numerous questions and comments from Board

members during the presentation relating to factors contributing to the large increase since 2006 in court ordered evaluations, the agency's role in responding to crises in the public schools, the number of psychiatric beds in the region, recent replacement of a non-accessible County group home, the feasibility of teaching mental health hygiene in public schools, how additional state funds for mental health services will be used, how reading on grade level is assessed, how rules issued by the new federal Center for Medicare and Medicaid Service could impact Medicaid funding, sources of Medicaid funding, the relationship between children's reading levels and their mental health, whether New Kent and Charles City are experiencing the same MH/MR/SA service trends as Henrico, the predominant age range of Henrico residents receiving substance abuse services through the agency, how the Henrico Area Mental Health and Retardation Services Board benefits the agency, how the agency is addressing employee morale and keeping staff energized in a stressful work environment, the history of the CONNECT program and how it is funded, and the status of state legislation that will substitute the term *intellectually disability* for mental retardation.

- Recreation and Parks/Belmont Golf – Ms. Mier, joined by Mr. Luther and Ms. Evans

Ms. Mier thanked the Board and Mr. Hazelett for continuing to support the Division of Recreation and Parks. After commenting that the division is provided with outstanding resources and is proud of its work, Ms. Mier introduced the members of her staff who were present. She then showed a short video titled *Making a Difference*, which highlighted the County's parks and recreation system. Ms. Mier explained the proposed budget increase for her agency, including five new positions associated with completion of the renovation of Dabbs House and the Clarke-Palmore House; a new park services equipment replacement program and continuation of the facility rehabilitation program; and recommended fee increases for picnic shelters and gazebo rentals, Center Stage Summer Camp participants, and Meadow Farm Museum group tours. She referred to recent increases in the number of rounds played at Belmont Golf Course in the aftermath of course renovations to repair damages caused by Tropical Storm Gaston and noted that permits had been issued to repair the maintenance building damaged by fire. Ms. Mier and Mr. Hazelett responded to a number of questions and comments from Board members regarding the level of outstanding debt for green repairs, operation of the snack bar at the golf course, trends in golf course revenues and expenses, how proposed fee restructuring for the golf course would impact Henrico residents, the process for reserving picnic shelters at parks, how Dabbs House will be interpreted to the public, the status of the sale of prints from the *Fields of Honor* book, the status of murals previously on display at the Eastern Government Center and paintings previously on display at the golf course, the location of the agency's archives, and the status of plans for a Henrico museum. There was discussion between Mrs. O'Bannon and Mr. Hazelett concerning fundraising and possible revenue sources for the County's 400-year celebration in 2011. Mr. Donati commented on the new visitor's center in New Kent County just off of I-64.

- Non-Departmental (Cooperative Projects) – Mr. Hazelett

Mr. Hazelett distributed and reviewed a spreadsheet listing details of activities for non-departmental County supported activities (see enclosed copy). He noted that staff was proposing increases of five percent or less for the activities recommended for funding. There was discussion by Board members, Mr. Hazelett, Mr. Walter, Mr. Vithoukas, and Mr. Drumwright concerning staff's recommendation not to fund requests by the School for the Performing Arts (SPARC) and the Henrico Police Athletic League (PAL); the status of the Virginia Commonwealth University (VCU) Children's Medical Center and Leadership Metro Richmond (LMR); how the Richmond Metropolitan Authority (RMA) funds The Diamond stadium; the status of County funding for Court Appointed Special Advocates (CASA); and the missions of Henrico Community Partners, The Read Center, Horses in Service Riding Center, Sports Backers (Metropolitan Richmond); Asian American Society of Virginia, and Organization of Chinese-Americans. Mr. Thornton suggested moving \$5,000 from the Richmond Gold Bowl to PAL and Mr. Glover suggested moving \$5,000 from the Richmond Council NLUS (Navy League) to PAL.

The Board recessed for lunch at 12:05 p.m. and reconvened at 12:32 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Non-Departmental (Cooperative Projects) – Mr. Hazelett

Mr. Hazelett returned to this matter. The Board agreed to provide \$30,000 for PAL and discontinue funding for the Richmond Council NLUS, Richmond Gold Bowl, and VCU Children's Medical Center. Mr. Vithoukas offered further background information on the SPARC request. Mr. Hazelett and Mr. Vithoukas responded to questions from Board members pertaining to how funding for the YWCA, VCU – Monroe Campus, and Central Virginia Foodbank would be used; the County's share of funding for Reynolds Community College's operating and capital expenses; how funds eliminated from the non-departmental (cooperative projects) category are redistributed within the County's budget; and recent trends in local tax delinquencies. There was discussion by Board members and Mr. Hazelett relating to services provided by the Central Virginia Foodbank and Meals on Wheels of Greater Richmond, the impact of the economy on the County's budget, and State lottery funding. Mrs. O'Bannon asked for more information on the Central Virginia Foodbank and the Board concurred with a request by Mr. Donati to fund FISH (Eastern Henrico County) at the level requested by the organization, an increase of \$8,500 over the County Manager's recommendation.

The Board recessed at 12:57 p.m. and reconvened at 1:08 p.m. Those present during the afternoon session were:

PRESENT

The Honorable David A. Kaechele, Chairman

The Honorable Patricia S. O'Bannon, Vice-Chairman

The Honorable James B. Donati, Jr., Varina District Supervisor

The Honorable Richard W. Glover, Brookland District Supervisor

The Honorable Frank J. Thornton, Fairfield District Supervisor

Mr. Virgil R. Hazelett, P.E., County Manager
 Mr. George T. Drumwright, Jr., Deputy County Manager for Community Services
 Ms. Angela N. Harper, FAICP, Deputy County Manager for Special Services
 Mr. Leon T. Johnson, Deputy County Manager for Administration
 Mr. Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
 Mr. Randall R. Silber, Deputy County Manager for Community Development
 Mr. Barry R. Lawrence, Assistant to the County Manager/Clerk to the Board
 Mr. C. Michael Schnurman, Jr., Legislative Liaison
 Mr. John A. Vithoukas, Director of Finance
 Mr. Eugene H. Walter, Director of Management and Budget
 Mr. Justin D. Crawford, Budget Analyst
 Mr. William B. Hinton, Budget Analyst
 Mr. Julian S. Parr, Budget Analyst
 Mr. James Rosatelli, Budget Analyst
 Mr. Juan Smith, Budget Analyst
 Ms. Sharon T. Van Gils, Budget Analyst
 Acting Assistant Chief Kenneth L. Dunn, Division of Fire (Services)
 Mr. Vince E. Copeland, Controller, Division of Fire
 Mr. Paul N. Proto, Director of General Services
 Mr. George H. Cauble, Jr., Director of Human Resources
 Mr. Steven M. Lewis, Director of Information Technology
 Mr. Gerald M. McKenna, Director of Libraries
 Col. Henry W. Stanley, Jr., Chief of Police
 Lt. Col. Douglas A. Middleton, Deputy Chief of Police
 Maj. Mary Ellen Fahed, Division of Police, Professional Standards
 Sgt. Linda N. Toney, Division of Police
 Mr. Arthur D. Petrini, Director of Public Utilities
 Mr. William I. Mawyer, Assistant Director of Public Utilities
 Ms. Evelyn D. McGuire, Controller, Public Utilities
 Mr. Edward L. Priestas, Director of Public Works
 Mr. Timothy A. Foster, Assistant Director of Public Works
 Mr. Alfredo C. Frauenfelder, GIS Coordinator, Public Works
 Mr. Rob Tieman, Capital Projects Coordinator, Public Works
 Ms. Karen K. Mier, Director of Recreation and Parks
 Mr. Neil C. Luther, IV, Assistant Director of Recreation and Parks
 Ms. Louise S. Evans, Business Manager, Recreation and Parks
 The Honorable Diana D. Winston, Chairman, School Board (arrived at 1:33 p.m.)
 The Honorable John W. Montgomery, Jr., Vice-Chairman, School Board
 The Honorable Linda L. McBride, School Board Member, Brookland District
 The Honorable Lamont Bagby, School Board Member, Fairfield District
 The Honorable Lisa A. Marshall, School Board Member, Tuckahoe District
 Mr. Frederick S. Morton, IV, Superintendent of Schools
 Mr. Armando J. de Leon, Assistant Superintendent of Operations, Schools
 Dr. Jean S. Murray, Assistant Superintendent for Instruction, Schools
 Mr. T. David Myers, Assistant Superintendent for Finance, Schools
 Mr. Wendell C. Roberts, Assistant County Attorney, Schools

Mr. D. Mychael Dickerson, Director of Media Relations, Schools
 Mr. Al Ciarochi, Director of Construction and Maintenance, Schools
 Ms. Debra R. Hargrave, Director of Budget, Schools
 Mr. Kevin D. Smith, Senior Accountant, Schools
 Ms. Haynie J. Morgheim, Budget Analyst, Schools
 Ms. Sharlene A. Wrenn, Auditor, Schools
 Mr. Larry V. Willis, Jr., Technology Support Specialist, Schools
 The Honorable Michael L. Wade, Sheriff
 Col. Merle H. Bruce, Jr., Undersheriff
 Mr. Dana L. Powell, Business Manager/Controller, Sheriff's Office
 Ms. Lisa Crutchfield, *Richmond Times-Dispatch*

The Legislative Budget Reviews continued with the following presentation:

- Schools – Mr. Morton, joined by Ms. Winston, Mr. Montgomery, Ms. McBride, Mr. Bagby, and Ms. Marshall

Mr. Kaechele welcomed the School Board, Mr. Morton, and school administrators and expressed appreciation for this opportunity to create dialogue. Mr. Hazelett noted the recommended budget for education fully funded the School Board's request. Mr. Morton emphasized the School Board's very healthy partnership with the Board of Supervisors and how their collaboration benefits students and teachers. He narrated a Power Point presentation that provided a budget overview on the 2008 - 2009 school budget (see enclosed copy). His presentation addressed Henrico County Public Schools' (HCPS's) mission, goals, and recent awards; a summary of all funds; general fund revenues and expenditures; major budget increases; new positions by categories; and elementary pupil teacher ratio (PTR) and secondary class size. He, Mr. Myers, Mr. Montgomery, Ms. McBride, Dr. Murray, Mr. deLeon, and Ms. Marshall responded to questions from members of the Board of Supervisors and Mr. Hazelett regarding the replacement cycle for personal computers; school resource officers; teacher certification costs; school bus parking, communications systems, and routes; the status of programs for four-year olds; and the admissions process and funding for the Governor's School. Upon arriving, Ms. Winston thanked the Board of Supervisors for the opportunity to share the School Board's approved budget, noted the hard work of schools staff in preparing the budget, and continued the Power Point presentation by reviewing slides that addressed setting the stage and the core attributes of HCPS. There was extended discussion by members of the Board of Supervisors and School Board, Mr. Morton, and Mr. Myers concerning the percentages of HCPS students receiving college scholarships and pursuing higher education, the role of the Henrico Education Foundation, the request by SPARC for non-departmental (cooperative projects) funding, teacher shortages among minorities, the impact of the Standards of Learning (SOLs) on critical thinking, recruitment of teachers, local student population trends, the use of trailers to house classrooms and their impact on student learning, the number of new schools in the planning stages, and retaining teachers at schools with challenging environments. Mr. Glover expressed disappointment that local government is no longer being taught in the schools. Mr. Myers introduced the members of

his staff who were present who were directly involved in developing the HCPS budget. Mr. Morton then introduced other members of the HCPS staff who were present.

The Board recessed at 2:28 p.m. and reconvened at 2:37 p.m.

- Capital Projects – Mr. Hazelett

Mr. Hazelett referred to the County's low ratio of employees to residents and responded to questions from Board members pertaining to this ratio. He narrated a Power Point presentation that provided a capital budget overview and highlights of the proposed annual fiscal plan (see enclosed copy). His presentation addressed capital improvement program (CIP) requests and funding sources, an historical depiction of pay-as-you-go funding for the capital budget, and proposed capital improvement projects. He noted that the CIP did not include certain school projects which the Board might later consider funding through Virginia Public School Authority (VPSA) bonds. Mr. Hazelett, Mr. Petrini, and Mr. Priestas responded to questions from Board members pertaining to future plans for the County's landfill, the status of school roof replacement funds, the use of landfill revenue, the location of Fire Station No. 9, road projects included in the CIP and funding sources for these projects, the status of improvements to Fire Station No. 8, the cost of additions and renovations to Henrico High School, the source of funding for utilities CIP projects, and the timing of the next general obligation bond referendum.

Mr. Hazelett reviewed the schedule for the Board's public hearing on the budget and approval of the budget and tax rates. He thanked the Board for its patience during the Legislative Budget Reviews. Mr. Kaechele remarked that it had been an intense four days with a lot of information provided. He stated that it is healthy for the Board to have these budget briefings. On behalf of the Board, Mr. Kaechele thanked Mr. Hazelett, the Department of Finance's Management and Budget Division, and all of the staff persons who presented information to the Board.

There being no further business, the meeting was adjourned at 3:10 p.m.

Chairman, Henrico County Board of Supervisors

Resolution – Recognizing the 75th Anniversary of the County Manager Form of Government in Henrico, Virginia

Henrico voters approved adoption of the county manager form of government on September 19, 1933 and the first Board of Supervisors elected under this new form of government appointed Henrico's first county manager on March 6, 1934. Seventy-five years later, Henrico is the only Virginia locality that has adopted this form of government. This Board Paper recognizes the 75th anniversary of the county manager form of government in Henrico, Virginia and extends the Board's congratulations and appreciation to the County Manager and the County's nearly 4,000 general government employees as they celebrate this milestone year.



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

Agenda Item No. 70-09

Page No. 1 of 2

Agenda Title: RESOLUTION - Recognizing 75th Anniversary of the County Manager Form of Government in Henrico, Virginia

For Clerk's Use Only: MAR 10 2009 Date: _____ () Approved () Denied () Amended () Deferred to: _____	BOARD OF SUPERVISORS ACTION Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____ REMARKS: _____ _____ _____	<table style="width: 100%; border-collapse: collapse;"><thead><tr><th></th><th style="text-align: center;">YES</th><th style="text-align: center;">NO</th><th style="text-align: center;">OTHER</th></tr></thead><tbody><tr><td>Donati, J.</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr><tr><td>Glover, R.</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr><tr><td>Kaechele, D.</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr><tr><td>O'Bannon, P.</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr><tr><td>Thornton, F.</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td><td style="text-align: center;">_____</td></tr></tbody></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 Virginia General Assembly enacted legislation in March 1932 authorizing counties to adopt alternative structural forms of county government, including the county manager form; and

WHEREAS, Henrico voters approved adoption of the county manager form of government on September 19, 1933 in a local referendum that was supported by public-minded citizens, the Henrico Citizens' League, other civic organizations, and local newspapers; and

WHEREAS, the first Board of Supervisors under this new form of government was elected on November 7, 1933 and after assuming office unanimously appointed Willard F. Day as Henrico's first county manager on March 6, 1934; and

WHEREAS, 75 years later, Henrico is the only Virginia locality that has adopted the county manager form of government; and

WHEREAS, since implementation of the county manager form of government in 1934, Henrico's population has grown from approximately 35,000 residents to over 300,000 residents and seven individuals have held the position of county manager, including Mr. Day, Sterry J. Mahaffey, Carlton C. Massey, Edward A. Beck, Frank A. Faison, William F. LaVecchia, and Virgil R. Hazelett; and

WHEREAS, Henrico's county manager form of government has realized the promise of its proponents and benefited the citizens of the county by facilitating economical, efficient, effective, responsible, and responsive government; and

By Agency Head _____ By County Manager Virgil R. Hazelett

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Yellow to: _____

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Certified: _____
A Copy Teste: _____
Clerk, Board of Supervisors

Date: _____

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 10-09
Page No. 2 of 2

Agenda Title: RESOLUTION - Recognizing the 75th Anniversary of the County Manager form of Government in Henrico, Virginia

WHEREAS, the success of Henrico's county manager form of government is evidenced by the County's triple-A bond rating, numerous national awards, strong commercial tax base, comparatively low tax rates, and high quality of life; and

WHEREAS, Henrico citizens can rightfully look upon their county manager form of government with great pride and favor; and

WHEREAS, the county manager form of government, which has been a successful and resourceful experiment in local governance, will continue to serve as a valuable and instructive model of local governance for other counties in Virginia and throughout the nation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia hereby recognizes the 75th anniversary of the county manager form of government in Henrico.

BE IT FURTHER RESOLVED that the Board of Supervisors extends its warmest congratulations and sincere appreciation to the County Manager and the County's nearly 4,000 general government employees as they celebrate this milestone year in Henrico's long and distinguished history.

BE IT FURTHER RESOLVED that this resolution shall be spread upon the minutes of this meeting and a copy shall be presented to the County Manager on behalf of the Board of Supervisors and the grateful citizens of Henrico County.

Resolution



OF THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA

Recognizing the 75th Anniversary of the County Manager Form of Government in Henrico, Virginia

WHEREAS, the Virginia General Assembly enacted legislation in March 1932 authorizing counties to adopt alternative structural forms of county government, including the county manager form; and

WHEREAS, Henrico voters approved adoption of the county manager form of government on September 19, 1933 in a local referendum that was supported by public-minded citizens, the Henrico Citizens' League, other civic organizations, and local newspapers; and

WHEREAS, the first Board of Supervisors under this new form of government was elected on November 7, 1933 and after assuming office unanimously appointed Willard F. Day as Henrico's first county manager on March 6, 1934; and

WHEREAS, 75 years later, Henrico is the only Virginia locality that has adopted the county manager form of government; and

WHEREAS, since implementation of the county manager form of government in 1934, Henrico's population has grown from approximately 35,000 residents to over 300,000 residents and seven individuals have held the position of county manager, including Mr. Day, Sterry J. Mahaffey, Carlton C. Massey, Edward A. Beck, Frank A. Faison, William F. LaVecchia, and Virgil R. Hazelett; and

WHEREAS, Henrico's county manager form of government has realized the promise of its proponents and benefited the citizens of the county by facilitating economical, efficient, effective, responsible, and responsive government; and

WHEREAS, the success of Henrico's county manager form of government is evidenced by the County's triple-A bond rating, numerous national awards, strong commercial tax base, comparatively low tax rates, and high quality of life; and

WHEREAS, Henrico citizens can rightfully look upon their county manager form of government with great pride and favor; and

WHEREAS, the county manager form of government, which has been a successful and resourceful experiment in local governance, will continue to serve as a valuable and instructive model of local governance for other counties in Virginia and throughout the nation.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of Henrico County, Virginia hereby recognizes the 75th anniversary of the county manager form in Henrico.

BE IT FURTHER RESOLVED that the Board of Supervisors extends its warmest congratulations and sincere appreciation to the County Manager and the County's nearly 4,000 general government employees as they celebrate this milestone year in Henrico's long and distinguished history.

BE IT FURTHER RESOLVED that this resolution shall be spread upon the minutes of this meeting and a copy shall be presented to the County Manager on behalf of the Board of Supervisors and the grateful citizens of Henrico County.



Barry R. Lawrence, Clerk
March 10, 2009




David A. Kaechele, Chairman
Board of Supervisors

71-09 West End Farmers' Market, LLC: Request for a Provisional Use Permit
P-4-09 under Sections 24-62.2(g), 24-120 and 24-122.1 of Chapter 24 of the
Tuckahoe County Code in order to operate a farmers' market and related parking,
on parts of Parcels 732-751-4078, 732-751-0561, and 731-751-8088,
located at the southwest intersection of Ridgefield Parkway and Gayton
Road. The existing zoning is B-3 Business District. The Land Use Plan
recommends Commercial Concentration. Acting on a motion by Mrs.
Jones seconded by Mr. Vanarsdall, the Planning Commission voted 4-0
(one absent, one abstention) to recommend the Board of Supervisors
grant the request because it would provide added services to the
community and when properly regulated by the recommended special
conditions, it would not be expected to adversely affect the public safety,
health, or general welfare.

72-09
P-3-09
Fairfield

Redco Properties, 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 extend hours of operation for a quick service restaurant (Bojangles), on Parcel 810-723-7460, located at the southeast intersection of Nine Mile Road (State Route 33), and S. Laburnum Avenue. The applicant proposes opening daily at 5:30 a.m. instead of 6:00 a.m. The existing zoning is M-1C Light Industrial District. The Land Use Plan recommends Commercial Concentration. The site is in the Enterprise Zone. Acting on a motion by Mr. Archer, seconded by Mr. Vanarsdall, the Planning Commission voted 4-0 (one absent, one abstention) to recommend the Board of Supervisors grant the request because it is reasonable in light of the surrounding uses and existing zoning on the property.

51-09 Arthur S. McGurn: Request to rezone 0.09 acres from B-2C Business
C-4C-09 District (Conditional) to C-1 Conservation District and conditionally
Brookland rezone 0.18 acres from C-1 Conservation District to B-2C Business
District (Conditional), part of Parcel 770-767-7982, located at the
northeast intersection of Mountain Road and John Cussons Drive. The
applicant proposes a conservation area and extension of office
development. The uses will be controlled by zoning ordinance
regulations and proffered conditions. The Land Use Plan recommends
Commercial Concentration and Environmental Protection Area. Acting on
a motion by Mr. Vanarsdall, seconded by Mr. Branin, the Planning
Commission voted 5-0 (one absent) to recommend the Board of
Supervisors grant the request because it conforms to the
recommendations of the Land Use Plan and it would not adversely affect
the adjoining area if developed as proposed. **(Deferred from the
February 10, 2009 Meeting.)**

RESOLUTION – Signatory Authority – Amended Lease Agreement – Coal Pit Learning Center – Brookland District

Approval of this resolution will authorize the County Manager to execute an amended lease agreement, in a form approved by the County Attorney, for County-owned property located at 5101 Francistown Road, by and between the County of Henrico, Virginia and Coal Pit Ministry, Inc., d/b/a Coal Pit Learning Center. The amended lease agreement will update the terms and conditions of the lease that has been in place since 1989. The lease may be renewed annually at a rental rate of \$1.00 per year. The Directors of Recreation and Parks and Real Property recommend approval of this resolution. **(Public Hearing)**



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 73-09

Page No.

1 of 1

Agenda Title

RESOLUTION - Signatory Authority – Amended Lease Agreement – Coal Pit Learning Center – Brookland District

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES NO OTHER
MAR 10 2009 Date _____	Moved by (1) _____ Seconded by (1) _____ (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, the County of Henrico, Virginia (the "County") is the owner of property at 5101 Francistown Road identified as Tax Map Parcel Number 759-766-8673, and known as the Coal Pit Learning Center; and,

WHEREAS, the County has leased the property to Coal Pit Ministry, Inc., d/b/a Coal Pit Learning Center since 1989; and,

WHEREAS, the County and Coal Pit Ministry, Inc. desire to amend the lease to update its terms and conditions; and,

WHEREAS, on March 10, 2009, the Board held an advertised public hearing on this Resolution pursuant to Sections 15.2-1800 and 15.2-1813 of the Code of Virginia, 1950, as amended.

NOW, THEREFORE, BE IT RESOLVED by the Board that the County Manager is authorized to execute an amended lease agreement on behalf of the County, in a form approved by the County Attorney, for 5101 Francistown Road, at a rental rate of \$1.00 per year.

Comments: If neither party gives at least 90 days written notice prior to the end of the yearly term, the lease shall renew annually under the same terms and conditions. The Directors of Recreation and Parks and Real Property recommend approval of this action; the County Manager concurs.

By Agency Head _____

By County Manager _____

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Certified:

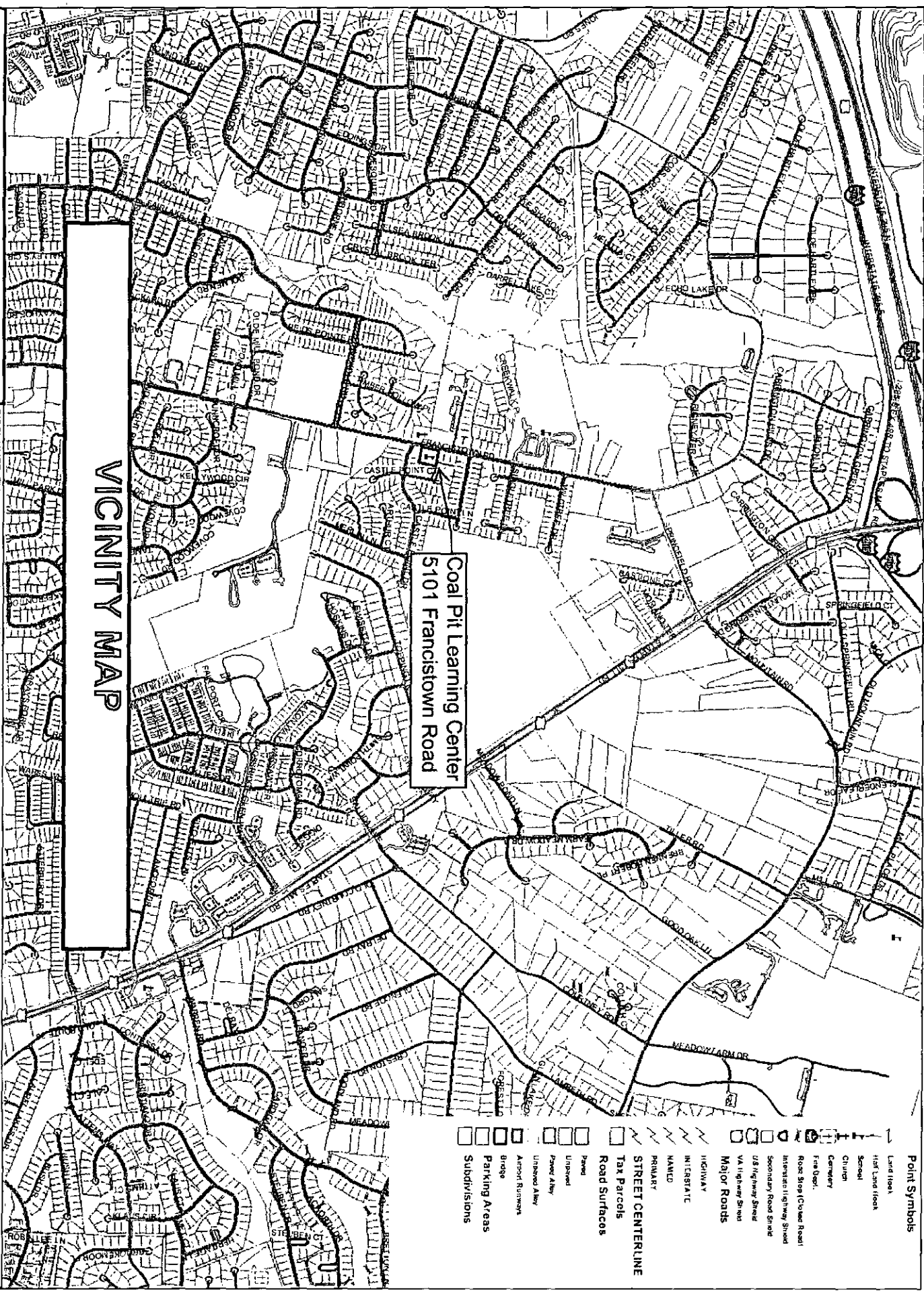
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Clerk, Board of Supervisors

Date: _____

Point Symbols

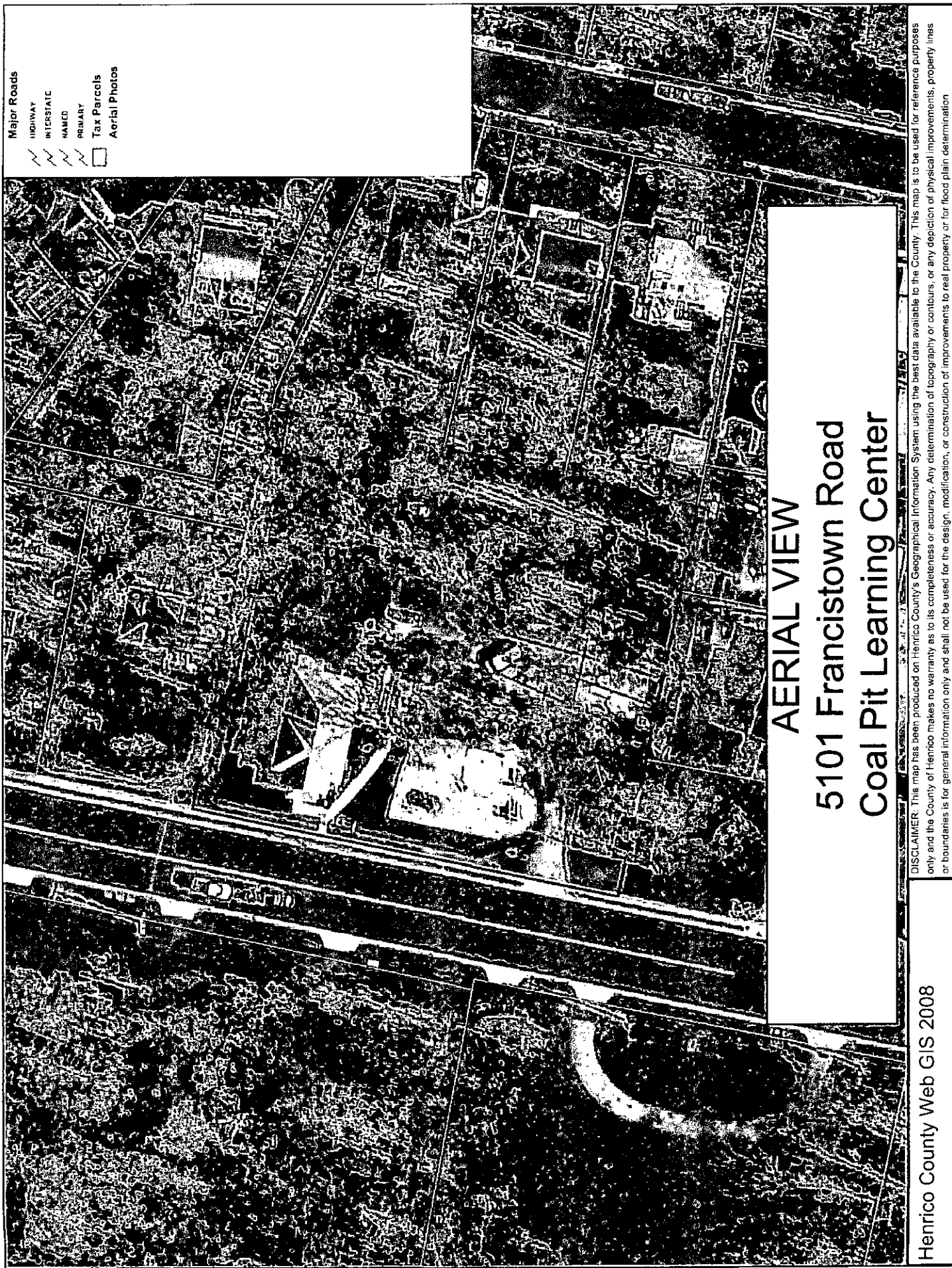
- Land Area
- High Line (foot)
- School
- Church
- Cemetery
- Fire Dept.
- Road Stop (County Road)
- Interstate Highway
- Secondary Road
- US Highway
- VA Highway
- Major Roads
- Interstate
- Named
- Primary
- Street Centerline
- Tax Parcels
- Road Surfaces
- Paved
- Unpaved
- Power Alley
- Unpaved Alley
- Airport Runways
- Bridge
- Parking Areas
- Subdivisions



VICINITY MAP

Coal Pit Learning Center
5101 Francisstown Road

DISCLAIMER: This map has been produced on Henrico County's Geographical Information System using the best data available to the County. This map is to be used for reference purposes only and the County of Henrico makes no warranty as to its completeness or accuracy. Any determination of topography or contours, or any depiction of physical improvements, property lines or boundaries is for general information only and shall not be used for the design, modification, or construction of improvements to real property or for flood plain determination.



- Major Roads
- Highway
 - Interstatic
 - Named
 - Primary
- Tax Parcels
- Aerial Photos

AERIAL VIEW
5101 Francistown Road
Coal Pit Learning Center

RESOLUTION – Abandonment of Portion of Lucas Road – Brookland District

Approval of this resolution will grant Goodwill Baptist Church's request that the Board abandon a portion of Lucas Road at its intersection with Hungary Spring Road as well as the original replacement right-of-way to relocate Lucas Road, acquired as a part of the Hungary Spring Road Project. The church, at no cost to the County, previously conveyed the necessary right-of-way and reimbursed the County for the engineering costs to relocate the intersection further south of the original location. The relocated road serves the same citizens that used the old road. The Real Property Department and the Department of Public Works recommend approval of this resolution. **(Public Hearing)**



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 74-09

Page No.

1 of 2

Agenda Title RESOLUTION – Abandonment of Portion of Lucas Road – Brookland District

<p>For Clerk's Use Only:</p> <p>MAR 10 2009</p> <p>Date _____</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 style="text-align: center;">BOARD OF SUPERVISORS ACTION</p> <p>Moved by (1) _____ Seconded by (1) _____</p> <p>(2) _____ (2) _____</p> <p>REMARKS: _____</p> <p>_____</p> <p>_____</p>	<table border="1"><thead><tr><th></th><th>YES</th><th>NO</th><th>OTHER</th></tr></thead><tbody><tr><td>Donati, J.</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Glover, R.</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Kaechele, D.</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>O'Bannon, P.</td><td>_____</td><td>_____</td><td>_____</td></tr><tr><td>Thornton, F.</td><td>_____</td><td>_____</td><td>_____</td></tr></tbody></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, Goodwill Baptist Church (the "Church") has requested that the County of Henrico, Virginia (the "County") abandon a portion of Lucas Road and right-of-way originally acquired for the relocation of Lucas Road, as shown shaded on the attached Exhibits "A," and "B," respectively, since the Church previously conveyed, at no cost to the County, replacement right-of-way and a new road has been constructed as a part of the Hungary Spring Road Project; and,

WHEREAS, §33.1-164 of the Code of Virginia allows the Board to declare abandoned a section of road when it is no longer necessary for public use because a new road, which serves the same citizens as the old road, is constructed and approved by the governing body; and,

WHEREAS, the Board previously approved a new road which has now been constructed and opened for the use by the public which serves the same citizens as the portion of Lucas Road and right-of-way to be abandoned; and,

WHEREAS, the Board held a duly advertised public hearing on March 10, 2009; and,

WHEREAS, the Board is satisfied that no public necessity exists for the continuance of the portion of Lucas Road and right-of-way shown shaded on Exhibits "A" and "B," respectively.

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. 74-09

Page 2 of 2

Agenda Title: RESOLUTION – Abandonment of Portion of Lucas Road – Brookland District

NOW, THEREFORE, BE IT RESOLVED by the Board that:

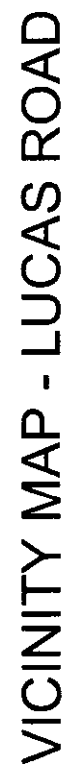
(1) The cross-hatched portion of Lucas Road and right-of-way shown shaded on Exhibits “A” and “B,” respectively, are declared abandoned.

(2) The Clerk of the Board is directed to enter into its minutes this order of abandonment.

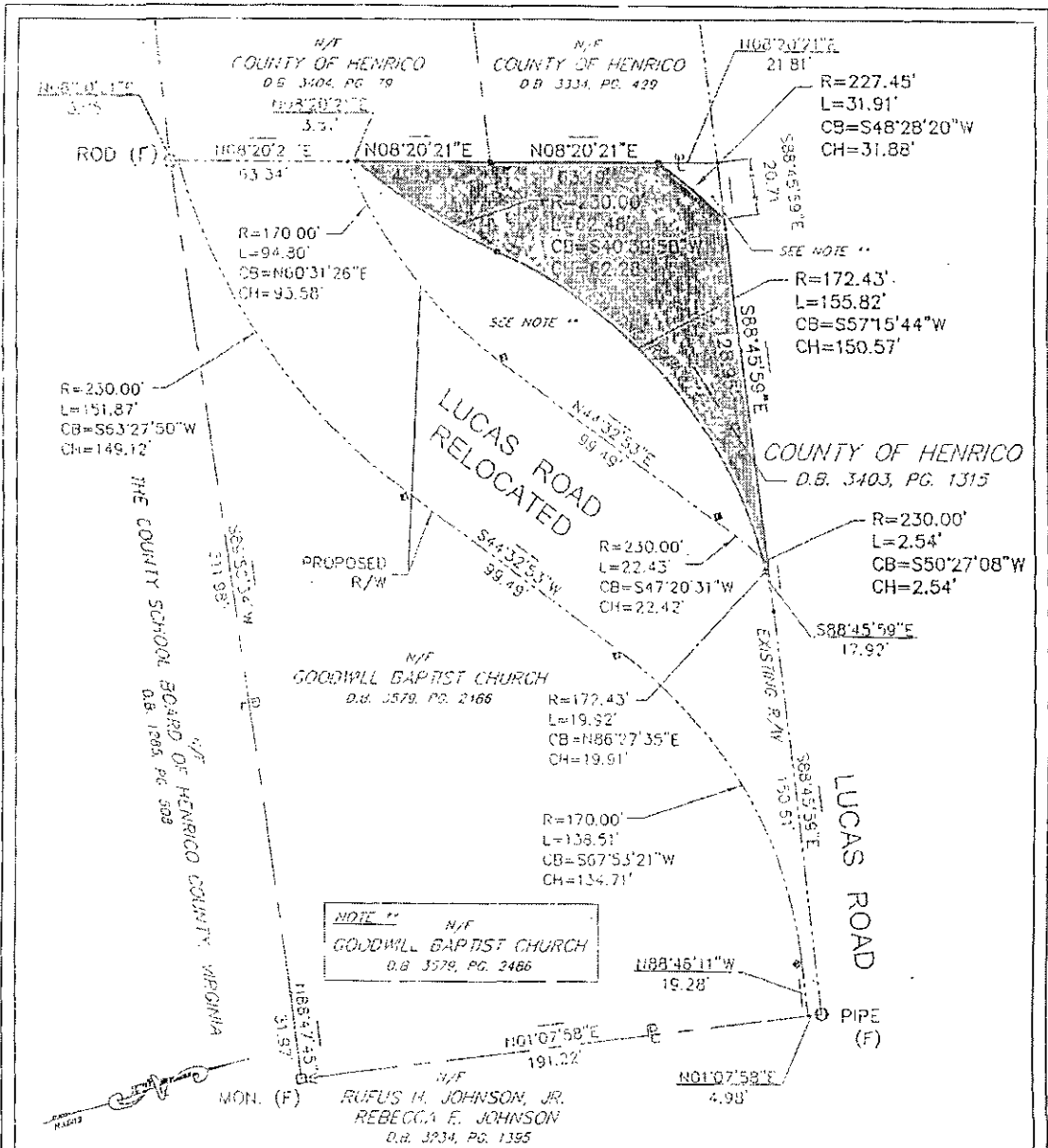
(3) The Clerk of the Circuit Court of Henrico County, Virginia (the “Clerk”) is authorized upon receipt of payment therefor, to record a certified copy of this resolution in her office after the expiration of 30 days from its passage, provided no appeal to the Circuit Court has been taken.

(4) The Clerk is further authorized and directed to index the same on the Grantor side of the general index of deeds in the name of the County.

Comments: The Director of Real Property and the Acting Director of Public Works recommend the approval of this Board Paper; the County Manager concurs.



VICINITY MAP - LUCAS ROAD



FEE TAKING 0.810.19 S.F. / 0.156 Ac.

PLAT SHOWING THE LOCATION OF PROPERTY TO BE ACQUIRED FROM THE RIGHT OF WAY OF

COUNTY OF HENRICO
IN THE BROOKLAND MAGISTERIAL DISTRICT,
COUNTY OF HENRICO, VIRGINIA.

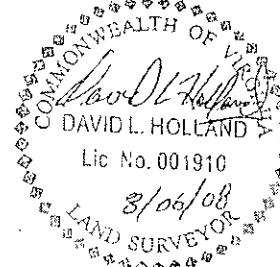



EXHIBIT "B"

	COUNTY OF HENRICO DEPARTMENT OF PUBLIC WORKS		TITLE: PROPERTY TO GOODWILL BAPTIST CHURCH DISTRICT: BROOKLAND DATE: August 06, 2008 SCALE: 1"=30'	
	RECOMMENDED FOR R/W APPROVAL 8/06/08 <i>David L. Holland</i> DATE COUNTY SURVEYOR		APPROVED FOR R/W DATE DIRECTOR, REAL PROPERTY	

RESOLUTION — Condemnation — Right-of-Way and Easements — John Rolfe Parkway Project — Rebkee Replacement, LLC, Westline LLC, Pump & Church (D&J) LLC, Pump & Church (CT) LLC, Pump & Church (JG) LLC, and Pump & Church (DM) LLC — Tuckahoe District

This Board paper authorizes condemnation proceedings for property needed in Phase II of construction of John Rolfe Parkway.

The County needs to acquire 164,335 sq. ft. of right-of-way, a permanent slope easement containing 25,112 sq. ft., a permanent slope, drainage and guardrail easement containing 12,563 sq. ft., a permanent slope, drainage and site distance easement containing 22,287 sq. ft., and temporary construction easements totaling 898 sq. ft. The County has made a bona fide offer of \$934,100 that has been rejected by the owners. The property is located at the southwest intersection of Pump and Church Roads in the Tuckahoe District.

The Board paper directs the County Manager to take the necessary steps to acquire the necessary right-of-way and easements with the right to enter the property upon the deposit of \$934,100 in the Clerk's Office of the Henrico County Circuit Court.

The Acting Director of Public Works and Director of Real Property recommend approval of this action. **(Public Hearing)**



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 75-09

Page No.

1 of 2

Agenda Title RESOLUTION — Condemnation — Right-of-Way and Easements — John Rolfe Parkway Project — Rebkee Replacement, LLC, Westline LLC, Pump & Church (D&J) LLC, Pump & Church (CT) LLC, Pump & Church (JG) LLC, and Pump & Church (DM) LLC — Tuckahoe District

For Clerk's Use Only:

MAR 10 2009

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, it is necessary for the County to acquire 164,335 sq. ft. of right-of-way, a permanent slope easement containing 25,112 sq. ft., a permanent slope, drainage and guardrail easement containing 12,563 sq. ft., a permanent slope, drainage and site distance easement containing 22,287 sq. ft., and temporary construction easements totaling 898 sq. ft. (the "Right-of-Way and Easements") for the construction of the John Rolfe Parkway Project (the "Project") across land in the Tuckahoe District owned by REBKEE REPLACEMENT, LLC, WESTLINE LLC, PUMP & CHURCH (D&J) LLC, PUMP & CHURCH (CT) LLC, PUMP & CHURCH (JG) LLC, and PUMP & CHURCH (DM) LLC, (the "Owners"); and,

WHEREAS, the Board of Supervisors of Henrico County, Virginia (the "Board") desires to exercise authority granted by the Code of Virginia (the "Code") to acquire title, to enter upon and take possession of the Right-of-Way and Easements referred to above, and to construct the Project before the institution of condemnation proceedings; and,

WHEREAS, after advertisement in the *Richmond Times-Dispatch*, a public hearing was held by the Board pursuant to §15.2-1903 of the Code, at which time the Board declared its intent to enter and take the Right-of-Way and Easements for the Project across portions of the Owner's property.

NOW, THEREFORE, BE IT RESOLVED that:

- (1) The Board directs the County Manager to take the necessary steps to acquire the Right-of-Way and Easements over, upon, across and through the property of the Owners, as shown on a plat dated July 24, 2008, a reduced size copy of which is attached and marked Exhibit "A" and a plat dated October 16, 2006, a reduced size copy of which is attached and marked Exhibit "B";

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. **75-09**
Page No. **2 of 2**

Agenda Title **RESOLUTION — Condemnation — Right-of-Way and Easements — John Rolfe Parkway Project – Rebkee Replacement, LLC, Westline LLC, Pump & Church (D&J) LLC, Pump & Church (CT) LLC, Pump & Church (JG) LLC, and Pump & Church (DM) LLC — Tuckahoe District**

- (2) The Board deems it necessary to enter upon the property and take possession of the Right-of-Way and Easements in order to construct the Project prior to the time in which a condemnation case can be filed and heard in accordance with the Code;
- (3) The County Manager shall send by certified mail dated March 11, 2009, a notice advising the Owners that the County intends to enter upon and take the Right-of-Way and Easements prior to the conclusion of condemnation proceedings, setting forth the compensation and damages offered by the County, and informing the Owners they have 30 days within which to contest the taking;
- (4) The Board finds a necessity exists to institute condemnation proceedings pursuant to the Code to acquire the Right-of-Way and Easements for the public use of constructing, operating, and maintaining the Project and to determine the amounts of compensation and damages, if any, caused by the taking, possession and acquisition of the Right-of-Way and Easements;
- (5) After the 30-day period for the Owners to contest the taking has run, the County Attorney shall file in the Clerk's Office of the Circuit Court a certificate signed by the Chairman and Clerk of the Board in accordance with the Code and shall deposit with the Clerk the amount of the bona fide offer listed below that has not been accepted by the Owners:

**REBKEE REPLACEMENT, LLC, WESTLINE LLC,
PUMP & CHURCH (D&J) LLC, PUMP & CHURCH
(CT) LLC, PUMP & CHURCH (JG) LLC, and PUMP
& CHURCH (DM) LLC - \$934,100; and,**

- (6) The Board authorizes and directs the County Manager to continue to seek a voluntary acquisition of the Right-of-Way and Easements, to take all steps necessary to acquire the Right-of-Way and Easements, and to enter on and take immediate possession of the required Right-of-Way and Easements.

Comments: The Real Property Department has been unsuccessful in negotiating a settlement for the acquisition of the Right-of-Way and Easements. Therefore, the Acting Director of Public Works and Director of Real Property recommend approval of this Board paper, and the County Manager concurs.

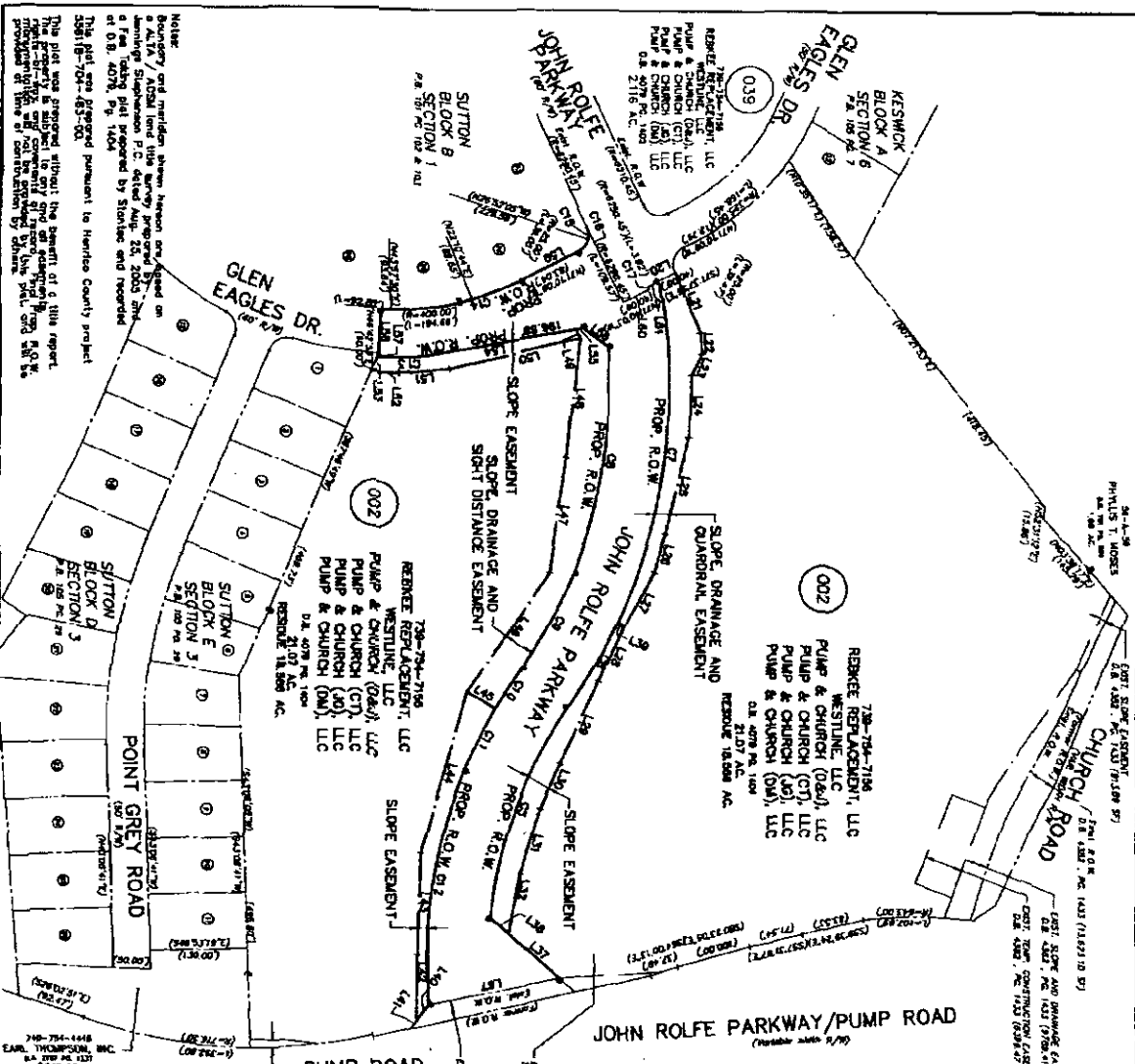
EXHIBIT "A"

OWNER: REEBKE REPLACEMENT, LLC, WESTLINE, LLC
 PUMP & CHURCH (000), LLC, PUMP & CHURCH (001), LLC
 PUMP & CHURCH (002), LLC, AND PUMP & CHURCH (003), LLC
 DEED BOOK: 4073 PAGE: 1404
 PARCEL NO. 66-A-113 GPN NO. 739-754-7156



LINE TABLE			LINE TABLE		
LINE	LENGTH	BEARING	LINE	LENGTH	BEARING
130	24.52	N71°24'22"W	133	138.62	S47°02'42"E
131	67.07	N27°4'58"E	134	223.52	S80°04'07"W
132	27.87	N46°28'43"E	135	43.52	S10°08'40"E
133	31.50	N70°24'31"E	136	181.15	S10°02'03"W
134	82.29	N46°28'43"E	137	158.37	S51°11'03"W
135	138.54	N56°19'48"E	138	182.06	S51°16'12"W
136	54.16	N61°20'40"E	139	131.01	S10°28'40"W
137	61.34	N73°15'54"E	140	178.65	S58°23'20"E
138	80.62	N68°25'42"E	141	87.86	S58°28'17"E
139	122.03	N68°25'03"E	142	38.46	S44°00'34"E
140	68.71	N68°12'20"E	143	21.46	S67°20'17"W
141	68.87	N61°20'40"E	144	181.36	S55°11'36"W
142	82.08	N68°25'03"E	145	8.57	S55°11'36"W
143	72.03	S53°17'12"E	146	42.18	N07°29'27"W
144	86.85	S02°17'12"E	147	4.89	S87°29'17"E
145	31.47	S53°17'12"E	148	80.07	S48°46'21"W
146	18.07	S20°11'15"E	149	63.04	N17°36'32"W
147	13.18	N68°24'29"E	150	45.05	N17°36'32"W
148	87.16	S40°18'37"E	151	18.45	N17°36'32"W
149	87.16	S40°18'37"E	152	176.35	N26°31'18"W

CURVE TABLE			CURVE TABLE		
CURVE	LENGTH	PIRADIUS	CURVE	LENGTH	PIRADIUS
01	582.47	288.62	08	288.62	288.62
02	130.11	288.62	09	288.62	288.62
03	470.88	288.62	10	288.62	288.62
04	808.88	288.62	11	288.62	288.62
05	610.62	288.62	12	288.62	288.62
06	82.23	288.62	13	288.62	288.62
07	318.06	288.62	14	288.62	288.62
08	288.62	288.62	15	288.62	288.62
09	38.46	288.62	16	288.62	288.62
10	182.06	288.62	17	288.62	288.62
11	108.57	288.62	18	288.62	288.62
12	108.57	288.62	19	288.62	288.62
13	3.87	288.62	20	288.62	288.62



OWNER: REEBKE REPLACEMENT, LLC, WESTLINE, LLC
 PUMP & CHURCH (000), LLC, PUMP & CHURCH (001), LLC
 PUMP & CHURCH (002), LLC, AND PUMP & CHURCH (003), LLC
 DEED BOOK: 4073 PAGE: 1404
 PARCEL NO. 66-A-113 GPN NO. 739-754-7156

DATE: JULY 24, 2008

SCALE: 1" = 100'

PLAT NUMBER: 002
 SHEET: 1 OF 1
 RECORDED: P.B. PG.

NOTES:
 1. This plat was prepared pursuant to Henrico County project 55618-704-651-50.
 2. The property is subject to any and all existing easements, rights, and interests of record in the public records of Henrico County, Virginia, and is shown as such.
 3. The plat was prepared pursuant to Henrico County project 55618-704-651-50.
 4. The property is subject to any and all existing easements, rights, and interests of record in the public records of Henrico County, Virginia, and is shown as such.
 5. The plat was prepared pursuant to Henrico County project 55618-704-651-50.

OWNER: REBKEE REPLACEMENT, LLC; WESTLINE, LLC;

PUMP & CHURCH (D&J), LLC; PUMP & CHURCH (CT), LLC
PUMP & CHURCH (JG), LLC; AND PUMP & CHURCH (DM), LLC

DEED BOOK: 4079

PAGE: 1402

PARCEL NO. 56-26-D-100 GFIN NO. 739-753-1396

739-753-1396
REBKEE REPLACEMENT, LLC

WESTLINE, LLC

PUMP & CHURCH (D&J), LLC

PUMP & CHURCH (CT), LLC

PUMP & CHURCH (JG), LLC

PUMP & CHURCH (DM), LLC

D.B. 4079 PG. 1402
2.116 AC.

56-26-D-7
ROBERT P. FISHER AND
JENNIFER A. FISHER
D.B. 2740 PG. 638
0.0 AC.

56-26-D-10
PAUL E. MILLER AND
PEGGY L. MILLER
D.B. 2728 PG. 114
0.0 AC.

86-23-D-6
JON B. BROWNER AND
BELLE B. BROWNER
D.B. 2000 PG. 2006
.41 AC.

(L=116.13')
(S=132.15'W)
(239.46')

Prop. R.O.W.

(L=364.68') (R=8210.45')
Exist. R.O.W.

Exist. 20' Reserved Strip for
Roadway Widening

Exist. R.O.W.

Exist. 16' Easement
for Drainage and Utilities

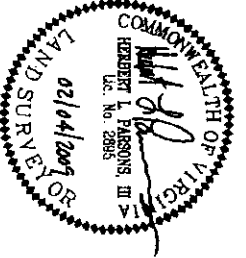
Exist. R.O.W.

Exist. R.O.W.

Exist. R.O.W.

Note: This plot was prepared without the benefit of a title report.
The property is subject to any and all easements,
rights-of-way, and covenants of record. Final Prop. R.O.W.
monumentation will not be provided by this plat, and will be
provided at time of construction by others.

JOHN ROLFE PARKWAY



PLAT SHOWING FEE TAKING AND TEMPORARY
CONSTRUCTION EASEMENT FOR JOHN ROLFE PARKWAY
PROJECT 556118-704-463-00
THROUGH THE PROPERTY OF
REBKEE REPLACEMENT, LLC; WESTLINE, LLC;
PUMP & CHURCH (D&J), LLC; PUMP & CHURCH (CT), LLC
PUMP & CHURCH (JG), LLC; AND PUMP & CHURCH (DM), LLC
IN THE TUCKAHOE
COUNTY OF HENRICO, VIRGINIA

FEE TAKING 55,279 S.F. / 1,269 AC.
TEMPORARY CONSTRUCTION EASEMENT 898 S.F.

039 Denotes Project Parcel No.
Reference Plan Sheet 4L, 4N

SCALE: 1" = 50'

DATE: October 16, 2006

Stantec Consulting Services Inc.
2810 N. Pompano Road, Suite 242
Richmond VA USA.
23294
Tel: (804) 346-0317
Fax: (804) 527-0855
www.stantec.com

PLAT NUMBER 039
SHEET 1 OF 1
RECORDED P.B. PG.

CURVE TABLE			
CURVE	LENGTH	RADIUS	CHORD
C1	49.02'	275.00'	48.95'
C2	23.78'	275.00'	23.78'
C3	72.22'	275.00'	72.02'
C4	39.47'	25.00'	35.50'
C5	364.68'	16210.45'	364.64'

LINE TABLE		
LINE	LENGTH	BEARING
L1	8.32'	S57°55'19"E
L2	33.51'	N201°9'26"W
L3	42.42'	S69°39'11"W
L4	12.89'	S251°7'54"W
L5	15.87'	S11°16'01"E
L6	29.09'	S69°54'11"W
L7	5.00'	S05°09'19"E
L8	15.25'	N57°55'19"W
L9	17.61'	S201°9'41"E
L10	39.29'	N69°40'19"E
L11	13.27'	N14°40'33"W
L12	19.80'	N31°55'54"E
L13	16.81'	N69°40'34"E
L14	141.78'	N08°27'54"W
L15	75.41'	N10°34'31"E
L16	225.32'	N33°06'37"E
L17	12.79'	S71°09'43"E
L18	84.64'	S81°22'06"W

EXHIBIT "B"

ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” By Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District

This Board paper proposes an ordinance to change the polling places for the Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District. The proposed changes are as follows:

Precinct	Current Polling Place	Proposed Polling Place
Summit Court	Overbrook Presbyterian Church	Hatcher Memorial Baptist Church
Yellow Tavern	Virginia Association of Realtors	North Park Library
Chickahominy	American Legion Post #144	Oak Hall Baptist Church

These changes are needed for the June 9 primary election. After Board approval, they must be submitted to the U.S. Department of Justice for preclearance under the Voting Rights Act before they can be implemented.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 76-09
Page No. 1 of 4

Agenda Title: **ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District**

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES NO OTHER
MAR 10 2009		
Date: _____	Moved by (1) _____ Seconded by (1) _____	Donati, J. _____
() Approved	(2) _____ (2) _____	Glover, R. _____
() Denied	REMARKS: _____	Kaechele, D. _____
() Amended	_____	O'Bannon, P. _____
() Deferred to: _____	_____	Thornton, F. _____

AN ORDINANCE to amend and reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District.

BE IT ORDAINED BY THE BOARD OF SUPERVISORS OF HENRICO COUNTY, VIRGINIA:

1. That Section 9-2 of the Code of the County of Henrico be amended and reordained as follows:

Sec. 9-2. Precincts and polling places.

The following shall be the precinct boundaries and polling places for the magisterial districts in the county.

(1) Brookland Magisterial District.

•
•
•

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.
Page No. 2 of 4

Agenda Title: **ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District**

o. *Summit Court Precinct.* Beginning at the intersection of Interstate Route 64 and the boundary line of the City of Richmond and Henrico County; thence northwestwardly along Interstate Route 64 to its intersection with the R.F. & P. Railroad; thence northwardly along the R.F. & P. Railroad to its intersection with Kenwood Avenue extended; thence eastwardly along Kenwood Avenue extended to its intersection with Kenwood Avenue; thence eastwardly along Kenwood Avenue to its intersection with Cedar Croft Street; thence southwardly along Cedar Croft Street to its intersection with Dumbarton Road and Stoneleigh Road; thence southwardly along Stoneleigh Road to its intersection with the boundary line of the City of Richmond and Henrico County; thence southwardly along the boundary line of the City of Richmond and Henrico County to its intersection with Interstate Route 64 and the point of beginning. The polling place for Summit Court Precinct shall be ~~Overbrook Presbyterian Church, 2605 Dumbarton Road.~~ **Hatcher Memorial Baptist Church, 2300 Dumbarton Road.**

-
-
-

(2) Fairfield Magisterial District.

-
-
-

w. *Yellow Tavern Precinct.* Beginning at the intersection of the Richmond and Ashland Electric right-of-way and the boundary line of Hanover County and Henrico County; thence eastwardly along the boundary line of Hanover County and Henrico County to its intersection with Chamberlayne Road (U.S. Route 301); thence southwestwardly along Chamberlayne Road (U.S. Route 301) to its intersection with East Parham Road; thence southwestwardly along East Parham Road to its intersection with Interstate Route 95; thence northwardly along Interstate Route 95 to its intersection with Interstate Route 295; thence northwestwardly along Interstate Route 295 to its intersection with Longdale Avenue extended; thence southeastwardly along Longdale Avenue extended to its intersection with Davis Avenue and Longdale Avenue; thence southeastwardly along Longdale Avenue to its intersection with Lee Avenue; thence southwestwardly along Lee Avenue to its intersection with Richmond Road; thence southeastwardly along Richmond Road to its intersection with Cole Boulevard; thence southwestwardly along Cole Boulevard to its intersection with Greenwood Road; thence northwardly along Greenwood Road to its intersection with

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

Agenda Item No.
Page No. 3 of 4

Agenda Title: ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District

Interstate Route 295; thence northwestwardly along Interstate Route 295 to its intersection with Woodman Road; thence northeastwardly along Woodman Road to its intersection with Greenwood Road; thence southeastwardly along Greenwood Road to its intersection with Winfrey Road; thence northwardly along Winfrey Road to its intersection with the Richmond and Ashland Electric right-of-way; thence northwestwardly along the Richmond and Ashland Electric right-of-way to its intersection with the boundary line of Hanover County and Henrico County and the point of beginning. The polling place for Yellow Tavern Precinct shall be ~~Virginia Association of Realtors, 10231 Telegraph Road.~~ **North Park Library, 508 Franconia Road.**

-
-
-

(5) Varina Magisterial District.

-
-
-

c. *Chickahominy Precinct.* Beginning at the intersection of Nine Mile Road (State Route 33) and A.P. Hill Avenue; thence northeastwardly along A.P. Hill Avenue to its intersection with Mary Washington Street and A.P. Hill Avenue extended; thence northeastwardly along A.P. Hill Avenue extended to its intersection with the boundary line of Hanover County and Henrico County; thence southeastwardly along the boundary line of Hanover County and Henrico County, New Kent County and Henrico; thence southeastwardly along the boundary line of New Kent County and Henrico County to its intersection with Interstate Route 64; thence southwestwardly along Interstate Route 64 to its intersection with Meadow Road; thence northwardly along Meadow Road to its intersection with the Norfolk Southern Railway; thence southwestwardly along the Norfolk Southern Railway to its intersection with Interstate Route 295; thence northwardly along Interstate Route 295 to its intersection with Meadow Road; thence westwardly along Meadow Road to its intersection with Broad Water Creek; thence northwestwardly along Broad Water Creek to its intersection with Graves Road; thence northwestwardly along Graves Road to its intersection with Hanover Road (Old State Route 156); thence northwestwardly along Hanover Road (Old State Route 156) to its intersection with North Airport Drive (State Route 156); thence southwestwardly along

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No.

Page No. 4 of 4

Agenda Title: **ORDINANCE – To Amend and Reordain Section 9-2 of the Code of the County of Henrico Titled “Precincts and polling places” by Changing the Polling Place for Summit Court Precinct in the Brookland District, Yellow Tavern Precinct in the Fairfield District, and Chickahominy Precinct in the Varina District**

North Airport Drive (State Route 156) to its intersection with East Washington Street; thence northwestwardly along East Washington Street to its intersection with North Holly Avenue and West Washington Street; thence northwestwardly along West Washington Street to its intersection with Bridge Street; thence southwestwardly along Bridge Street to its intersection with Nine Mile Road (State Route 33); thence westwardly along Nine Mile Road (State Route 33) to its intersection with A.P. Hill Avenue and the point of beginning. The polling place for Chickahominy Precinct shall be ~~American Legion Post #144, 1717 Old Hanover Road.~~ **Oak Hall Baptist Church, 1877 Old Hanover Road.**

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2. That the remaining provisions of Section 9-2 of the Code of the County of Henrico shall remain unchanged and in full force and effect.

3. That this ordinance shall be in full force and effect on and after its passage as provided by law.

4. That the Clerk of the Board shall send a certified copy of this ordinance, including a map showing the locations of the polling places, to the Henrico County Electoral Board, the Secretary of the Commonwealth, the State Board of Elections, and the Division of Legislative Services.

5. That the County Attorney shall submit a certified copy of this ordinance, including a map showing the locations of the polling places, to the United States Department of Justice for preclearance pursuant to Section 5 of the Voting Rights Act of 1965, as amended.

Comments: The Registrar and Electoral Board recommend approval of this Board paper; the County Manager concurs.

RESOLUTION – Designation of County Manager or his Designee to Accept Donations of Personal Property

This Board paper authorizes the County Manager or his designee to accept on behalf of the County all donations of personal property provided the donations do not require any consideration, monetary or otherwise, to be paid by the County. This Board paper is intended to reduce, if not eliminate, the number of resolutions that come before the Board accepting donations of personal property.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 77-09

Page No. 1 of 1

Agenda Title: RESOLUTION – Designation of County Manager or his Designee to Accept Donations of Personal Property

For Clerk's Use Only:

MAR 10 2009

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. _____

BE IT RESOLVED by the Board of Supervisors of Henrico County, Virginia that the County Manager or his designee is authorized to accept on behalf of the County all donations of personal property, when such donations require no monetary or other consideration to be paid by the County, such acceptance to be evidenced by a certificate or other writing, in a form approved by the County Attorney, executed by the County Manager or his designee on behalf of the County.

Comments: The County Manager 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 – Receipt of Operating and Capital Budget Estimates for Fiscal Year 2009-10 and Notice of Public Hearings on the Budget and Proposed Tax Rates

This Board paper receives the County Manager's proposed Operating Annual Fiscal Plan (operating budget) and Capital Annual Fiscal Plan (capital budget) for fiscal year 2009-10, including all contemplated expenditures and estimated resources necessary to meet those requirements, including the estimate of funds deemed by the School Board to be needed for educational purposes. This paper directs the Clerk to advertise a synopsis of the budget and also to advertise a public hearing thereon to be held at 6:00 p.m., on Tuesday, April 14, 2009, in the Board Room at the Government Center, Hungary Spring and East Parham Roads, County of Henrico, Virginia. The advertisement is to appear in the Richmond Times-Dispatch on Sunday, March 29, 2009 and will be posted in a prominent public location at which notices are regularly posted at both the Eastern and Western Government Centers.

This paper further directs the Clerk to advertise the proposed tax rates and levies for calendar year 2009 and for a public hearing thereon to be held at 7:00 p.m., on Tuesday, April 28, 2009, in the Board Room at the Government Center, Hungary Spring and East Parham Roads, County of Henrico, Virginia. The advertisement is to appear in the Richmond Times-Dispatch on Sunday, March 29, 2009 and will be posted in a prominent public location at which notices are regularly posted at both the Eastern and Western Government Centers.

The Board is reminded that legal constraints require such advertising but in no way preclude continued work sessions and deliberations to review and consider changes to the budget or tax rates as the Board may deem appropriate.

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

Agenda Item No. 78-09
Page No. 1 of 2

Agenda Title **RESOLUTION – Receipt of Operating and Capital Budget Estimates for Fiscal Year 2009-10 and Notice of Public Hearings on the Budget and Proposed Tax Rates**

<div style="border-bottom: 1px solid black; margin-bottom: 5px;">For Clerk's Use Only:</div> <div style="margin-bottom: 5px;">MAR 10 2009</div> <div style="margin-bottom: 5px;">Date _____</div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Approved</div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Denied</div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Amended</div> <div style="margin-bottom: 5px;"><input type="checkbox"/> Deferred to _____</div>	BOARD OF SUPERVISORS ACTION	YES NO OTHER
	Moved by (1) _____ Seconded by (1) _____ (2) _____ (2) _____	
	REMARKS: _____ _____ _____	
		Donati, J. _____ Glover, R. _____ Kaechele, D. _____ O'Bannon, P. _____ Thornton, F. _____

WHEREAS, the County Manager has assembled his estimates of the resources and expenditures anticipated to be available or required during fiscal year 2009-10, for the operating and capital budgets from requests received from all County offices, divisions, boards, and departments, including the Department of Education; and,

WHEREAS, state law requires the advertisement and holding of a public hearing and the approval of an Annual Fiscal Plan for the County, and,

WHEREAS, the Board desires to advertise proposed tax rates and levies for calendar year 2009 and hold a public hearing thereon.

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

- (1) The Board hereby receives the County Manager's estimates of resources and expenditures anticipated to be available or required during fiscal year 2009-10, for the operating and capital budgets; and,
- (2) The Board hereby directs its Clerk to advertise in the *Richmond Times-Dispatch* on Sunday, March 29, 2009:
 - (a) A synopsis of the operating and capital budgets and a public hearing thereon to be held on Tuesday, April 14, 2009, at 6:00 p.m., in the Board Room at the Government Center, Hungary Spring and East Parham Roads, Henrico County, Virginia; and,

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. 7809
Page No. 2 of 2

Agenda Title **RESOLUTION – Receipt of Operating and Capital Budget Estimates for Fiscal Year 2009-10 and Notice of Public Hearings on the Budget and Proposed Tax Rates**

- (b) Proposed tax rates and levies for calendar year 2009 and a public hearing thereon to be held on Tuesday, April 28, 2009, at 7:00 p.m., in the Board Room at the Government Center, Hungary Spring and East Parham Roads, Henrico County, Virginia.
- (3) The Board hereby directs its Clerk to post on or before Sunday, March 29, 2009, in a prominent public location at which notices are regularly posted at both the Eastern and Western Government Centers:
 - (a) A synopsis of the operating and capital budgets and notice of a public hearing thereon to be held on Tuesday, April 14, 2009, at 6:00 p.m. in the Board Room at the Government Center, Hungary Spring and East Parham Roads, Henrico County, Virginia; and,
 - (b) A notice of a proposed tax rates and levies for calendar year 2009 and a public hearing thereon to be held on Tuesday, April 28, 2009, at 7:00 p.m. in the Board Room at the Government Center, Hungary Spring and East Parham Roads, Henrico County, Virginia.

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

RESOLUTION — Award of Annual Contract — Engineering Services, Water Treatment Plant - Camp Dresser and McKee, Inc.

This Board paper awards a professional services contract to Camp Dresser and McKee, Inc. for annual engineering services for the Water Treatment Plant. The scope of the services includes engineering studies, designs, cost estimates and construction administration for modifications and improvements to the Water Treatment Plant. Projects will include those identified in the Capital Improvements Program as well as projects necessary to address unforeseen and emergency conditions.

On November 7, 2008, the Department of General Services received six proposals pursuant to RFP #08-8525-10CS, Professional Services for Annual Engineering Services, Water Treatment Plant. Based upon professional qualifications and experience in providing these services as demonstrated in the written proposals and interviews, the Selection Committee selected Camp Dresser and McKee, Inc. as the top-ranked firm.

The contract term will be for the period of one year after contract award, with the option to renew for two additional one-year terms. The project fee shall not exceed \$300,000 for any single project. The total amount of fees for all projects performed shall not exceed \$1,500,000 for the contract term. Engineering fees will be determined for each project at the time of assignment and will be based upon negotiated hourly rates.

The resolution authorizes the County Manager to execute the contract in a form approved by the County Attorney.

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



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

Agenda Item No. 79-08

Page No. 1 of 1

Agenda Title: RESOLUTION — Award of Annual Contract — Engineering Services, Water Treatment Plant — Camp Dresser & McKee, Inc.

For Clerk's Use Only:

MAR 10 2009

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, on November 7, 2008, the Department of General Services received six proposals in response to RFP #08-8525-10CS, Annual Engineering Services, Water Treatment Plant; and,

WHEREAS, the scope of the services includes engineering studies, designs, cost estimates and construction administration for modifications and improvements to the Water Treatment Plant; and,

WHEREAS, based upon review of the written proposals, the Selection Committee interviewed the following firms:

Camp Dresser & McKee, Inc.
Malcolm Pirnie

WHEREAS, the Selection Committee selected Camp Dresser & McKee, Inc. as the top-ranked firm and negotiated an agreement which provides that the contract amount shall not exceed \$300,000 for any project or \$1,500,000 for the term of the contract; and,

WHEREAS, the award of an annual contract for engineering services is desirable because of the ongoing engineering work needed by the Department of Public Utilities.

NOW, THEREFORE, BE IT RESOLVED by the Henrico County Board of Supervisors that an annual contract to provide engineering services for the Water Treatment Plant is hereby awarded to Camp Dresser & McKee, Inc for the period of one year after contract award, with the option to renew for two additional one-year terms, in accordance with RFP #08-8525-10CS.

BE IT FURTHER RESOLVED that the County Manager is authorized to execute the contract in a form approved by the County Attorney.

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

By Agency Head

Arthur O. Petrungo

By County Manager

David L. Hayes

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

RESOLUTION — Amendment to Construction Services Agreement — Wilkinson Road Area Water Main Improvements, Phase 2 — R.R. Snipes Construction Co., Inc

On December 11, 2007, the Board of Supervisors authorized a construction services contract with R.R. Snipes Construction Co, Inc. for the Wilkinson Road Area Water Main Improvements Project, Phase 2 project in the amount of \$2,963,585. The project includes construction of approximately 3.3 miles of 16" ductile iron and 18" polyethylene water mains generally located along Brookside Boulevard and Danray Drive between Brook Road and Chamberlayne Road. The project is required to close existing gaps in the water main system and to provide additional water supply to the eastern section of the County.

This resolution is to authorize the County Manager to execute a change order to increase the contract by \$507,457, a 17.1% increase above the original contract amount.

The change order includes:

- Locating 3,000 linear feet of 16-inch water main along Montrose Avenue, Wilkinson Road and East Brookside Blvd to Danray Drive to avoid significant additional costs to install a pipe casing beneath Interstate 95 as required by the Virginia Department of Transportation
- realignment of 543 feet of horizontal directional drill located near the Wilkinson Road bridge over Upham Brook to avoid conflicts with bridge repairs to be performed by Public Works
- one additional 12-inch water main tapping sleeve and valve to avoid a shutdown of water service in the area when connecting to the existing water main and one additional fire hydrant to support operation of the pressure reducing valve
- replacement of one deteriorated sanitary sewer manhole located in Wilkinson Road

Funding for the additional work will be provided by the Water and Sewer Revenue Fund.

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



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 80-09

Page No. 1 of 1

Agenda Title: **RESOLUTION — Amendment to Construction Services Agreement —Wilkinson Road Area Water Main Improvements Phase 2 — R.R. Snipes Construction Co., Inc.**

For Clerk's Use Only:

MAR 10 2009

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, on December 11, 2007, the Board of Supervisors authorized a construction services agreement with R.R. Snipes Construction Co., Inc. for construction of the Wilkinson Road Area Water Main Improvements Phase 2 project in the amount of \$2,963,585; and,

WHEREAS, 3,000 linear feet of 16-inch water main must be installed along Montrose Avenue, Wilkinson Road and East Brookside Blvd to Danray Drive to avoid significant additional costs to install a pipe casing beneath Interstate 95 as required by the Virginia Department of Transportation; and,

WHEREAS, realignment of 543 feet of horizontal directional drill located near the Wilkinson Road bridge over Upham Brook and other ancillary work is required; and,

WHEREAS, the Department of Public Utilities has negotiated the cost of the additional work in the amount of \$507,457, a 17.1% increase above the original contract amount; and,

WHEREAS, Board approval of the additional work is required because the original Board resolution authorized increases up to 15% of the contract amount.

NOW, THEREFORE, BE IT RESOLVED by the Henrico County Board of Supervisors that the County Manager is authorized to execute an amendment to the agreement with R.R. Snipes Construction Co., Inc., in a form approved by the County Attorney, to increase the contract amount by \$507,457.

Comment: The Director of Public Utilities recommends approval, and the County Manager concurs.

By Agency Head _____

By County Manager _____

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

RESOLUTION — Signatory Authority — Water Agreement — Transfer of Potable Water System from Capital Region Airport Commission to Henrico County

The Capital Region Airport Commission (the “Commission”) is a political subdivision of the Commonwealth of Virginia and is the owner and operator of Richmond International Airport. The Commission owns and operates an internal potable water distribution system on Airport property to serve itself and its tenants. The water system operates as an exempt waterworks system under a permit from the Virginia Department of Health. All of the water distributed through the Airport water system is purchased from Henrico County and is delivered by the County through four master water service meters.

The Commission wishes to transfer the Airport water system to the County upon completion of improvements made at the Commission’s expense to bring the system to the required standards of the County. The County approved the plans for these improvements in July 2008, and construction is underway. Upon completion of the improvements and the proposed transfer, the County will own, operate and maintain the water system. The County will deliver water to the Airport and each of its tenants through individual meters located at each customer’s facility in accordance with County standards. The Airport will provide easements for all of the water lines and appurtenances located on its property.

County staff has prepared a water agreement that would supersede previous water agreements covering the Airport property, including the water agreement currently in effect between the Commission and the County dated June 30, 1999. The proposed Agreement does not apply to the storm water or sanitary sewage disposal systems located on the Airport property.

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



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 81-09
Page No. 1 of 1

Agenda Title: RESOLUTION — Signatory Authority — Water Agreement — Transfer of Potable Water System from Capital Region Airport Commission to Henrico County

For Clerk's Use Only:

Date: MAR 10 2009

- ☐ 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 Capital Region Airport Commission (the "Commission") owns and operates an internal potable water distribution system located on and within the Airport property to serve itself and its tenants; and,

WHEREAS, the County provides water service to the Commission through master meters for distribution through the Airport water system; and,

WHEREAS, the Commission wishes to transfer the Airport water system to the County after completion of improvements at Commission expense to meet County standards; and,

WHEREAS, the County will own, operate and maintain the Airport water system upon such transfer, and;

WHEREAS, County staff has prepared a water agreement that sets forth the terms and conditions for the proposed transfer which supersedes prior water agreements with the Commission.

NOW, THEREFORE, BE IT RESOLVED that the Chairman of the Board of Supervisors is authorized to execute a water agreement between the Capital Region Airport Commission and the County in a form approved by the County Attorney.

Comments: The Director of Public Utilities recommends approval, and the County Manager concurs.

By Agency Head

Arthur Petrucci

By County Manager

Diya S. Hester

Routing:

Yellow to: _____

Copy to: _____

Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

**RESOLUTION — Signatory Authority — Central Virginia Waste Management Authority
— Agreement for Curbside Recycling and Processing of Recycling Materials from Drop-Off Recycling Centers**

This resolution authorizes the County Manger to execute an agreement with the Central Virginia Waste Management Authority (CVWMA) for curbside collection of household recycling materials and for processing of recycling materials from 14 drop-off centers located in Henrico County. Tidewater Fibre Corp (TFC) of Chester, Va. will serve as the subcontractor to provide services for the CVWMA. Under this agreement, the following services will be provided by CVWMA and TFC:

- Collection of curbside recycling materials from approximately 86,000 homes in Henrico County every other week. The County will pay \$1.90 per home per month to CVWMA for curbside recycling, for an annual cost of approximately \$2,100,000.
- Processing of recycled materials from 14 drop-off facilities in Henrico County. TFC will charge \$5 to \$10 per ton for this service, depending upon the material recycled, for an annual cost of approximately \$10,000.

The agreement is for a seven-year term beginning on July 1, 2009 and ending on June 30, 2016. There is one seven-year renewal available under the terms of the contract.

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



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 82-09
Page No. 1 of 1

Agenda Title: **RESOLUTION — Signatory Authority — Central Virginia Waste Management Authority — Agreement for Curbside Recycling and Processing of Recycling Materials from Drop-Off Recycling Centers**

For Clerk's Use Only:	BOARD OF SUPERVISORS ACTION	YES	NO	OTHER
MAR 10 2009 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, Henrico County has contracted with the Central Virginia Waste Management Authority ("CVWMA") for curbside and other recycling services since 1991; and,

WHEREAS, CVWMA will continue these services via a new seven-year contract effective July 1, 2009 which may be extended by the parties for an additional seven-year term; and,

WHEREAS, curbside and drop-off recycling are an important component of the Central Virginia Solid Waste Management Plan.

NOW, THEREFORE, BE IT RESOLVED that the Henrico County Board of Supervisors authorizes the County Manager to execute an agreement with CVWMA in a form approved by the County Attorney to continue the collection of curbside recycling materials and the processing of recycling materials from drop-off centers in Henrico County.

The Director of Public Utilities recommends approval of this resolution and the County Manager concurs.

By Agency Head *W. H. Manzycki, Jr.* By County Manager *Philip P. Kappeler*

Routing:
Yellow to: _____
Copy to: _____

Certified:
A Copy Teste: _____
Clerk, Board of Supervisors
Date: _____

RESOLUTION - Acceptance of Roads

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

- 1) 1.0 mile of Four Mile Run, Section E and a Resubdivision of the Reserved Parcel of Section C. Varina District.

The Acting Director of Public Works and the County Manager recommend approval of this Board paper.



COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
MINUTE

Agenda Item No. 83-09
Page No. 1 of 1

Agenda Title: RESOLUTION - ACCEPTANCE OF ROADS

For Clerk's Use Only: Date MAR 10 2009 () 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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BE IT RESOLVED by the Board of Supervisors of the County of Henrico that the following named and described sections of roads are accepted into the County road system for maintenance.

**Four Mile Run, Section E and a Resubdivision
of the Reserved Parcel of Section C - Varina District**

King Eider Drive from 0.03 Mi. S. of Four Mile Run Drive to 0.15 Mi. S. of Four Mile Run Drive	0.12 Mi.
Heather Ridge Drive from 0.01 Mi. S. of Goldeneye Lane to 0.64 Mi. N. of Goldeneye Lane	0.63 Mi.
Stonemeade Drive from Heather Ridge Drive to 0.03 Mi. S. of Heather Ridge Drive	0.03 Mi.
Diamond Ridge Court from Heather Ridge Drive to 0.05 Mi. S. of Heather Ridge Drive	0.05 Mi.
Asheville Court from Heather Ridge Drive to 0.06 Mi. S. of Heather Ridge Drive	0.06 Mi.
Heather Ridge Court from Heather Ridge Drive to 0.07 Mi. S. of Heather Ridge Drive	0.07 Mi.
Goldeneye Lane from 0.07 Mi. E. of Four Mile Run Parkway to 0.01 Mi. E. of Heather Ridge Drive	0.04 Mi.
Total Miles	1.00 Mi.

By Agency Head _____

By County Manager _____

Routing:

Yellow to: _____

Copy to: _____

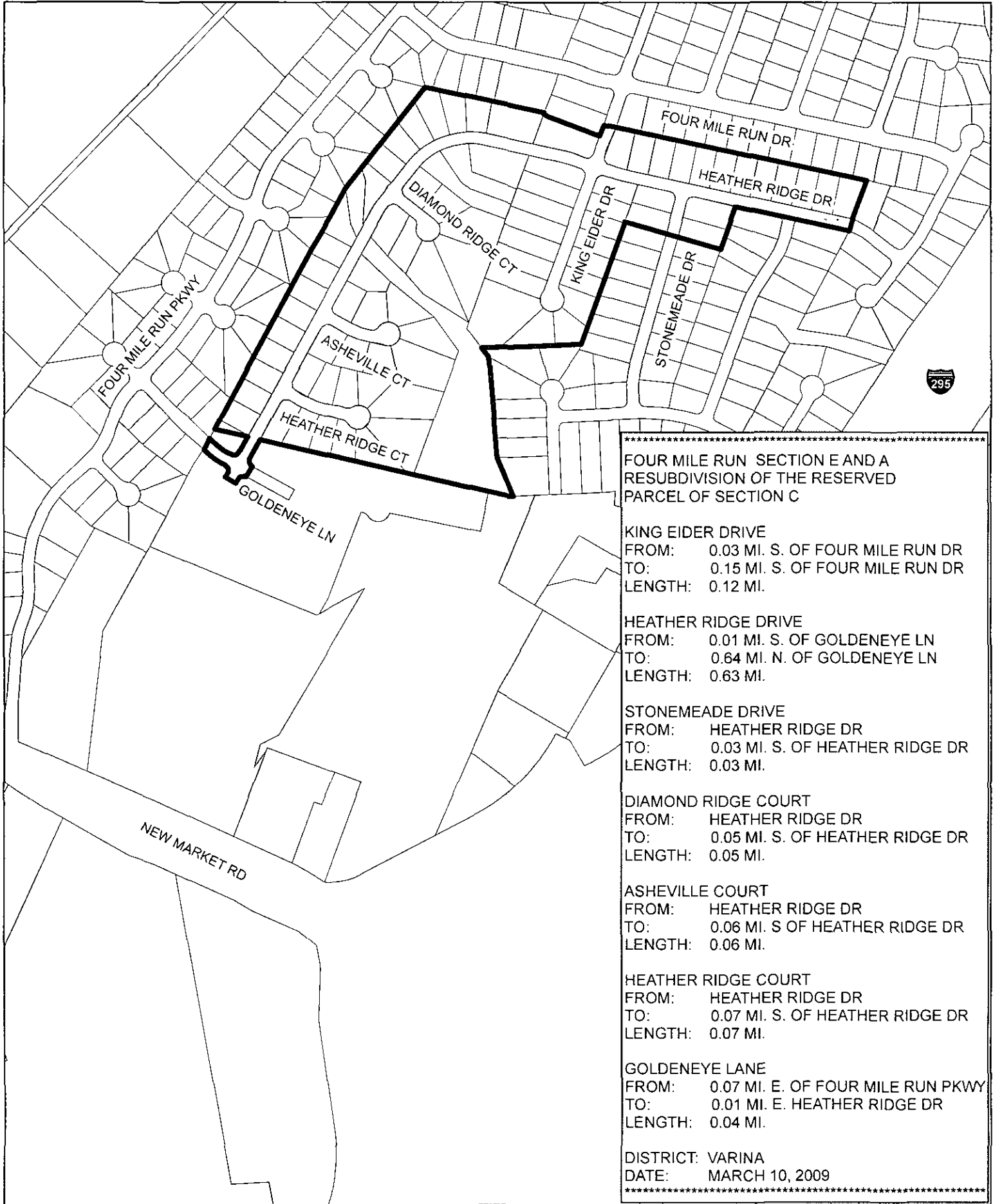
Certified:

A Copy Teste: _____

Clerk, Board of Supervisors

Date: _____

FOUR MILE RUN - SECTION E AND A RESUBDIVISION OF THE RESERVED PARCEL OF SECTION C



FOUR MILE RUN SECTION E AND A
RESUBDIVISION OF THE RESERVED
PARCEL OF SECTION C

KING EIDER DRIVE

FROM: 0.03 MI. S. OF FOUR MILE RUN DR
TO: 0.15 MI. S. OF FOUR MILE RUN DR
LENGTH: 0.12 MI.

HEATHER RIDGE DRIVE

FROM: 0.01 MI. S. OF GOLDENEYE LN
TO: 0.64 MI. N. OF GOLDENEYE LN
LENGTH: 0.63 MI.

STONEMEADE DRIVE

FROM: HEATHER RIDGE DR
TO: 0.03 MI. S. OF HEATHER RIDGE DR
LENGTH: 0.03 MI.

DIAMOND RIDGE COURT

FROM: HEATHER RIDGE DR
TO: 0.05 MI. S. OF HEATHER RIDGE DR
LENGTH: 0.05 MI.

ASHEVILLE COURT

FROM: HEATHER RIDGE DR
TO: 0.06 MI. S OF HEATHER RIDGE DR
LENGTH: 0.06 MI.

HEATHER RIDGE COURT

FROM: HEATHER RIDGE DR
TO: 0.07 MI. S. OF HEATHER RIDGE DR
LENGTH: 0.07 MI.

GOLDENEYE LANE

FROM: 0.07 MI. E. OF FOUR MILE RUN PKWY
TO: 0.01 MI. E. HEATHER RIDGE DR
LENGTH: 0.04 MI.

DISTRICT: VARINA

DATE: MARCH 10, 2009
