

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
February 8, 2011

The Henrico County Board of Supervisors convened a special meeting on Tuesday, February 8, 2011 at 4:30 p.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico, Virginia.

Members of the Board Present:

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

Other Officials Present:

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

Mr. Thornton called the meeting to order at 4:40 p.m.

Mr. Hazelett briefly referred to the three items listed on this special meeting agenda.

2011 Commemoration Advisory Commission Update

Mr. Hazelett recognized Ms. Harper, who in turn introduced the following Commission members who were present: Wayne Adkins, Gail Atkins, Sam Banks, Jack Berry, Bill LaVecchia, Jeanne McNeil, Sarah Pace, and Diana Winston. Ms. Harper led a slide presentation that updated the Board on Commission activities. She began by reviewing the topics included in this update, highlighting results from events that had already occurred, and sharing copies of the *Official Richmond Region 2011 Visitors Guide* that includes publicity of the County's 400th anniversary and a list of special events that will be held throughout the year to commemorate the anniversary. Ms. Harper acknowledged the efforts of three members of the staff team that worked on the Shire

Celebration, Administrative Assistant Cristol Klevinsky from the County Manager's Office, Publication and Media Specialist Crystal Delk from the Division of Police, and Mrs. Harding. Ms. Harper then mentioned the upcoming African-American Legacy Exhibit Opening and Reception and 2011 African-American History of Henrico County in Music and Stories to be held at the Henrico Theatre. She distributed a brochure published for this African-American legacy event titled *African-American Schools of Henrico County: 1801-1969* and noted Henrico K-5 Social Studies Educational Specialist Carol Simopoulos' instrumental role in developing the brochure.

Ms. Harper recognized Karen Perkins, History and Recreation Programs Manager, who addressed the Kite Festival and the Taste and Sounds of Henrico event scheduled for Dorey Park on March 5, 2011. Ms. Perkins reviewed the event's sponsors, activities, and publicity before recognizing Mr. Adkins, Chair of the American Indian Committee, who discussed the Virginia Indian Cultural Program scheduled for March 19, 2011 at the Cultural Arts Center at Glen Allen. Mr. Adkins explained the program and the display, exhibit, and demonstrations planned for this event. He also referred to a black and white picture exhibit of Virginia Indians that will be on display for several months after the event, an outdoor exhibit of Virginia Indians of yesterday and today that will be available for use at future 400th anniversary events, a two-day Teachers' Institute event presenting the history of Virginia Indians that will be held in July 2011 at Henricus Historical Park in partnership with the Virginia Foundation for the Humanities, and a newly produced historical pamphlet on Virginia Indians. Mr. Adkins thanked the Board for its support of the Commission.

Mr. Adkins recognized Mrs. Atkins, Chair of the All Henrico Reads Subcommittee, who reviewed the All Henrico Reads with David Baldacci event that will be held on April 5, 2011 at Glen Allen High School. Mrs. Atkins named the event's sponsors and pointed out that the Richmond Metropolitan Convention & Visitor's Bureau will be paying for Mr. Baldacci's hotel accommodations while he is visiting the County for this event. She also discussed highlights of the event, related school projects, and publicity for the event. Mrs. Atkins shared a bookmark and short video featuring David Baldacci's book titled *Wish You Well*, provided a special copy of the book to each member of the Board and Mr. Hazelett, and identified and thanked the members of her subcommittee. Mrs. Winston commented that Mr. Baldacci, who is a native of Henrico County, is waiving his standard appearance fee for the 2011 All Henrico Reads event.

Mrs. Atkins recognized Ms. Perkins, who reviewed the Earth Day event to be held on April 16, 2011 at Three Lakes Park. Ms. Perkins named the environmental organizations participating in the event and highlighted children's activities and stage entertainment planned for the event. Ms. Perkins recognized Mr. Harper, who reviewed sponsorships of upcoming regional activities where the County's 400th anniversary will be recognized such as the Colonial Athletic Association men's college basketball tournament scheduled for March 4 - 7, 2011 at the Richmond Coliseum, the April 29 - 30, 2011 NASCAR weekend at Richmond International Raceway, and the August 20, 2011 Richmond Flying Squirrels baseball game and fireworks night at The Diamond. Ms. Harper concluded the presentation by noting that the next Commemoration Advisory Commission briefing to the Board will be in May 2011.

At the conclusion of Ms. Harper's presentation, Mr. Kaechele expressed amazement at the detailed level of planning that has gone into the 400th anniversary commemorative events and activities. Mr. Harper, Mrs. Atkins, and Mrs. Winston responded to questions and comments by Mrs. O'Bannon regarding Mr. Baldacci's generous participation in the All Henrico Reads event. Mr. Berry responded to a question from Mr. Kaechele pertaining to how the County's 400th anniversary will be promoted during the upcoming Jefferson Cup youth soccer tournament that will be held in Henrico. Mr. Thornton thanked everyone involved with the 2011 Commemoration for their hard work and for being inclusive. He suggested that the *Richmond Free Press* and ethnic radio stations be used to help publicize upcoming 2011 events.

Henrico Business Discount Card

Mr. Hazelett recognized Mr. Vithoukas, who led a slide presentation on the "Henrico Advantage Card, Celebrating Henrico's 400th Anniversary." Mr. Vithoukas lauded and introduced the following founders of the card: Mark Romers and Bret Atwood from the Eastern Henrico Business Association; Joe Winston and Gayle Turner from Henrico Business Leaders; Tony Turner, Sunni Southward, and Tom Lappas from the Lakeside Business Association; Susan Raheer, Title Sponsor, from BB&T; Paul Ward, Web Site Developer, from Intrepid Services; and Doug Neisz from the Department of Finance. He also offered an outline of the presentation.

Mr. Vithoukas recognized Mr. Romers, who explained the idea behind the Henrico Advantage Card program, which is to enhance County pride and awareness as well as encourage, assist, and drive sales to businesses located in Henrico during the County's 400th anniversary. Mr. Romers also reviewed how the Advantage Card concept has grown and evolved, business participation in the program and marketing of the card, naming of a title sponsor, creation of a sales force, promotion of the program, and distribution of the card. He recognized Mr. Ward, who provided a website tutorial on the card by reviewing the home page, consumer registration page, participating business page, and consumer e-mail blast. Mr. Ward responded to questions from Mr. Glover concerning the participating business page. He recognized Ms. Raheer, who addressed the uniqueness of the program, partnerships, and the program's potential through 2011. Mr. Vithoukas distributed a handout listing the card's sponsors and participating retailers. Ms. Raheer recognized Mr. Turner, who explained how Henrico's businesses benefit from the program. Mr. Turner concluded the presentation by reiterating how the card celebrates the County's 400th anniversary; enhances County pride and awareness; encourages, assists, and drives sales to Henrico County businesses; creates employment; and provides financial resources to the founders for the benefit of Henrico communities.

Mr. Glover noted that the sale of the product is what will make it work and stated that he was encouraged by what he had heard from the presenters. Mr. Thornton thanked the founders for their presentation and synergy, and commented that this program shows that the County is visionary.

The Board recessed for dinner at 6:06 p.m. and reconvened at 6:20 p.m.

Engineering Services Agreement for Cobbs Creek Regional Reservoir


Mr. Hazelett reminded the Board of the size of the Cobbs Creek project and advised that the Department of Public Utilities will be bringing a resolution forward at the Board's next regular meeting on February 22, 2011 for award of a professional engineering services contract for this reservoir project. He recognized Bill Mawyer, Assistant Director of Public Utilities, who narrated a slide presentation titled *Proposed Award of a Professional Engineering Services Contract for the Cobbs Creek Regional Water Supply Reservoir to Arcadis, Inc. with Services Through Its Water Division, Malcolm Pirnie*. Mr. Mawyer provided background information on the project, identified the location of the reservoir, reviewed the Cobbs Creek design team and similar projects undertaken by the proposed contractor, explained basic engineering design services and optional engineering services for this project and the fees for these services, noted existing utility easements in the vicinity of the project site as well as the topography of the site, offered a project completion schedule, and showed photographs of a similar project in Stafford County. During Mr. Mawyer's presentation, he joined Mr. Pinkerton, Mr. Petrini, and Mr. Hazelett in responding to a number of questions from the Board relating to existing water purification capabilities in Powhatan and Cumberland Counties, how water will be piped in and out of the reservoir, how Powhatan and Cumberland Counties will be charged for their water usage, the reservoir's estimated capacity and depth, the proximity of the reservoir to the James River, estimated engineering costs for the project, management control of the project, the anticipated impact of the reservoir on fisheries, the intake design and capacity of the County's existing water treatment facility, and future plans for an existing roadway on the site of the reservoir. At the conclusion of his presentation, Mr. Mawyer introduced Sammy Robinson, Senior Vice President for Malcolm Pirnie. Mr. Hazelett reiterated that the preliminary estimated project costs totaled \$280 million.

Mr. Hazelett reviewed the agenda for the evening's regular meeting, noting that he would be requesting withdrawal of the first presentation item proclaiming February 14, 2011 as Save Low Fares Day. The withdrawal request was precipitated by the inability of all four jurisdictions in the region to move forward with this proclamation in a timely manner. Mr. Hazelett advised that Mr. Steve Roberts had signed up to speak during the public comment period on Comcast's operating rules for pre-recorded producers of programs cablecast over the Community Access Channel. At Mr. Hazelett's request, Mr. Lawrence distributed a copy of these rules to the members of the Board.

In the context of reviewing alternatives for transporting Henrico citizens to 400th anniversary commemoration events, Mr. Hazelett asked the Board to keep in mind a previous school bus accident that resulted in legal action against the County. He responded to questions from Mr. Glover concerning public transportation alternatives for 2011 events. Mr. Hazelett announced that Paul Proto, Director of General Services, will be retiring on June 17, 2011 and that Bill Smith, Assistant Director of General Services, has also submitted a letter advising of his plans to retire. Mr. Johnson will be undertaking a review of the current organizational structure of the Department of General Services.

Mr. Hazelett reported that sales tax revenues collected in Henrico during the month of December 2010 totaled \$6.2 million, the highest amount ever collected in the County during a single month and a 9.1 percent increase over December 2009. Sales tax revenues collected in Henrico during the first six months of Fiscal Year (FY) 2011 increased six percent over the same period in FY 2010, the highest percentage increase among the region's local jurisdictions. Mr. Hazelett also advised that vacant commercial space in Innsbrook office park is beginning to fill up. He and Mr. Vithoukias responded to questions from the Board pertaining to the publication schedule for the County's annual *Trends* document and the Department of Finance's schedule for mailing annual reassessment notices to County households,

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


Chairman, Board of Supervisors
Henrico County, Virginia