

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
April 12, 2011

The Henrico County Board of Supervisors convened a special meeting on Tuesday, April 12, 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  
Leon T. Johnson, Ph.D., Deputy County Manager for Administration  
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations  
Randall R. Silber, Deputy County Manager for Community Development  
John A. Vithoulkas, Director of Finance/Special Economic Advisor to the County Manager  
C. Michael Schnurman, Jr., Legislative Liaison  
Tamra R. McKinney, Director of Public Relations & Media Services

Mr. Thornton called the meeting to order at 4:30 p.m.

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

**Real Estate Tax Exemption for Disabled Veterans**

Mr. Hazelett recognized Ed Trice, Revenue Division Director, who narrated the first portion of a slide presentation on this matter. He explained parallel legislation adopted in 2010 by each house of the General Assembly, Senate Bill 31 and House Bill 149, which provided for a referendum to approve or reject an amendment requiring the General Assembly to provide a real property tax exemption for the principal residence of a veteran, or his or her surviving spouse, if the veteran has a 100 percent service-connected, permanent, and total disability. Mr. Trice noted that the referendum on this question held in November 2010 was approved by the voters. He further noted that during the 2011 Session, the General Assembly approved legislation introduced by

Delegate John O'Bannon codifying this constitutional amendment and clarifying that the exemption will apply to the same number of acres exempted by the County under its tax relief program for the elderly.

Tom Little, Real Estate Assessment Director, continued the presentation by reviewing the exemption for disabled veterans, the number of disabled veterans identified by zip code residing in the County, the exemption process that will be followed by the County, how exempted real estate will be categorized and reported to the Virginia Department of Taxation, the expected impact of the exemption on the County's tax revenue, and how veterans will be notified of the exemption program. Mr. Little completed the presentation by offering general comments on the exemption.

Mr. Trice, Mr. Vithoukas, Mr. Little, Mr. Hazelett, Mr. Rapisarda, and Senior Assistant County Attorney Karen Adams responded to questions from the Board pertaining to how the exemption will apply to surviving spouses, how the County tracks disabled veterans, the Commonwealth's role in the administration and interpretation of this state-mandated exemption program, and the types of housing that qualify as real property under state law.

### **Glen Echo Office Building**

Mr. Hazelett offered a brief status report on the Glen Echo Office Building, which is located at the Eastern Government Center, and pointed out that each Board member had recently visited the facility with staff. He emphasized that Health Department clinics, which currently share the building with the School Board, need to be moved out of the facility into temporary quarters as soon as possible regardless of whether the facility is renovated or demolished.

Mr. Hazelett recognized Paul Proto, Director of General Services, who narrated a slide presentation on the Glen Echo Building. Mr. Proto provided a summary and history of the building and an evaluation of the building's interior and exterior conditions, including assessments performed by private contractors. He then reviewed improvements that need to be made to the building to make it compliant with the American with Disabilities Act (ADA); environmental issues associated with the building; the building's heating, cooling, plumbing and electrical systems as well as its inefficiencies; and estimated projects costs for renovating the building versus constructing a replacement building. He concluded his presentation by explaining staff's recommendation to replace rather than renovate the building and offering a proposed schedule for relocating Health Department clinics to temporary on-site modular units, demolishing the existing building, and constructing and occupying a new building on site.

Mr. Proto, Mr. Hazelett, Mr. Drumwright, and Senior Capital Projects Manager Ed Bass responded to a number of questions from the Board relating to the anticipated costs of renovating the existing building, the use of modular units on the site to accommodate the Health Department on a temporary basis, the Commonwealth of Virginia's responsibilities for managing and financing office space used by the Health Department, the accuracy of the renovation and construction costs projected by staff, and the costs to the County of renovating Sandston Elementary School and the Cultural Arts Center at Glen Allen. Mr. Donati proposed that the County renovate the existing building, turn it over to the School Board for administrative offices,

and construct a new facility to house Health Department clinics at the former site of the Fraternal Order of Police (FOP) headquarters on Laburnum Avenue currently owned by the County.


The Board recessed for dinner at 5:34 p.m. and reconvened at 5:39 p.m.

**Glen Echo Office Building (continued)**

Mr. Donati reiterated his proposal, which was discussed by Mr. Hazelatt and other members of the Board. Mr. Hazelett pointed out that the County's fund balance is the only source of funding currently available for building renovation and construction. Mr. Thornton spoke favorably of Mr. Donati's proposal and commented on the merits of placing the Health Department clinics in their own building. Hearing no objection from other Board members, Mr. Hazelett advised that he will immediately relocate the Health Department clinics to on-site modular units and re-evaluate the architectural and engineering costs of renovating the existing Glen Echo Building and constructing a new building for the Health Department clinics on the former FOP headquarters site now owned by the County. Mr. Hazelett further noted that he will need to discuss with Schools the proposal to renovate the Glen Echo Building since Schools will assume responsibility for maintaining this facility once the renovations are completed and the renovated facility will be used by Schools for administrative offices.

Mr. Hazelett briefly reviewed three public hearing items on the Board's evening agenda for which staff was recommending a deferral to the April 26, 2011 meeting. These included the proposed FY 2011-12 fiscal plans, 2011 redistricting plan, and changes to precincts and polling places associated with the redistricting plan. He advised that four citizens representing outside agencies had signed up in advance to speak during the public hearing on the budget to thank the Board for funding assistance.

There being no further business, the meeting was adjourned at 5:55 p.m.

  
\_\_\_\_\_  
Chairman, Board of Supervisors  
Henrico County, Virginia