

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
September 27, 2011

The Henrico County Board of Supervisors convened a special meeting on Tuesday, September 27, 2011 at 5:00 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, Jr. Varina District
David A. Kaechele, Three Chopt District
Patricia S. O'Bannon, Tuckahoe District

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
J. Thomas Tokarz, Deputy County Attorney
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Deputy Clerk to the Board/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
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 5:03 p.m.

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

All Henrico Reads Program Update

Mr. Hazelett recognized Jerry McKenna, Director of Libraries, who briefly updated the Board on this program. Christine Campbell, Assistant Director of Libraries, provided the Board and Mr. Hazelett with copies of the book *The Art of Racing in the Rain* by Garth Stein, which has been on the *New York Times* best sellers list for 118 weeks. She also distributed racing hats to the Board and Mr. Hazelett. The book pertains to a race car driver and his family and is told from the perspective of a dog named Enzo. The author will speak to students and sign copies of his book at Glen Allen High School on April 5, 2012. Mr. McKenna extended a welcome to the Board to attend this event, which is being co-sponsored by Henrico County Public Schools and Friends of the Library. Mr. McKenna encouraged everyone to read the book. In response to a question

from Mr. Kaechele, Mr. McKenna noted that there will be more reminders in the future about the April 5 event with Mr. Stein. Mr. Thornton thanked Mr. McKenna for the update.

Quick Response (QR) Codes

Mr. Hazelett recognized Ed Trice, Revenue Division Director for the Department of Finance, who introduced the topic and referred to the one-page handout that had been distributed to the Board at the outset of the meeting. He began the slide presentation by explaining that QR codes are cell phone readable bar codes that can store phone numbers, web URLs, email addresses, and other alphanumeric data. Mr. Trice introduced Kelsey Foster, an Office Assistant with the Revenue Division's Business Section, who offered an overview of QR codes. Ms. Foster noted that QR codes were originally developed in Japan in 2002 and are a marketing tool from which the County can benefit. She further noted that the code the County uses is free and never expires and that most smart phones have an application for accessing QR codes. She referred to an agenda for the staff presentation on this topic that had been distributed to the Board and that contained a QR code.

Ms. Foster recognized Brian Seal, Database Administrator for the Department of Information Technology, who discussed how QR codes can be used by the County and provided the Board with several specific examples of where the County is currently using these codes, including the Department of Finance's Real Estate Advantage Program (REAP) website and brochure, the Division of Police's Operation 360 brochure and website, the Public Library's 2011 Summer Reading Club brochure, and Henricopolis Soil and Water Conservation District's poster contest materials. Mr. Hazelett directed the Board's attention to copies of the REAP and Operation 360 brochures and the Summer Reading Club flyer that staff had provided to the Board at the outset of the meeting. Mr. Seal continued the presentation by reviewing a sampling of the suggestions the County Manager has received since challenging each County department on September 20, 2011 to determine two or three ways QR codes can be used.

Mr. Seal recognized Ms. Foster, who offered additional information on the County brochures using QR codes before providing a live demonstration on her Android of how smart phones can scan these codes and access the web-linked information. Jonathan Lumpkin, Technology Support Specialist with the Department of Information Technology, joined Mr. Trice and Information Technology Director Tom Owdom in responding to questions and comments from the Board. Mr. Hazelett concluded the discussions by noting that staff will assist members of the Board in setting up QR code technology on their smart phones.

Small, Women-owned, and Minority-owned Business (SWaM) Update

Mr. Hazelett recognized Chris Winstead, Director of General Services, who introduced this topic and reviewed the professional background of Marvis Marshall, Supplier Relations Coordinator for the Department of General Services. Cecelia Stowe, Purchasing Manager for the Department of General Services, distributed a flyer addressing the County's supplier orientation training. Mr. Winstead recognized Ms. Marshall, who narrated a slide presentation that provided a fiscal year 2011 update on the County's SWaM program. During her presentation, Ms. Marshall addressed the County's commitment to supplier diversity, referred to the County's SWaM activity

highlighted in the County's FY 2011 Procurement Annual Report, reviewed competitive spend and formal bidding and contract award statistics, and offered a spend comparison between the Commonwealth of Virginia and the County. In FY 2011, the County spent a total of \$145.2 million with SWaM suppliers and awarded 129 contracts to these suppliers. The County directed 48.2 percent of its competitive contract expenditures to SWaM suppliers compared to the State's 39.5 percent. Ms. Marshall concluded her presentation by noting that the Department of General Services received the Corporate Award from the Virginia Supplier Minority Business Council in 2010 for the "Best New Program" in the public sector.


Following her presentation, Ms. Marshall responded to questions from Mr. Kaechele and Mr. Donati. Mr. Thornton credited Mr. Hazelett for addressing the issue of supplier diversity several years ago and Mr. Donati for becoming personally involved in conversations with minority businesses about the issue at that time. He also credited the Board for support of the SWaM program. Mr. Thornton expressed particular pride in the County's minority supplier spend record compared with that of the Commonwealth and for developing a flagship program. He suggested that the County needs to more widely publicize the program. Mr. Thornton concluded his remarks by conveying his appreciation to the Department of General Services staff for this update and for the stellar job they are doing with the program. Mr. Hazelett acknowledged that the County has come a long way with the SWaM program since it was established five years ago.

The Board recessed for dinner at 5:49 p.m. and reconvened at 6:08 p.m.

Mr. Hazelett reviewed the agenda for the 7:00 p.m. regular meeting. He referred to a letter the Board had received from the Three Fountains North Civic Association expressing continuing concerns regarding Lake Overton and noted that the County is still trying to find alternatives to assist the Association with needed improvements to this private lake. He advised that Mr. Thornton would abstain from voting on the budget amendment resolution because of a personal interest in one of the financial transactions that would appropriate \$30,000 to assist the Association with this matter. There was extended discussion by the Board, Mr. Hazelett, and Mr. Pinkerton relating to the estimated costs of cleaning and dredging Lake Overton, the appropriate level of assistance from the County to the Three Fountains North Civic Association and other neighborhood associations faced with state and federally mandated improvements to private lakes, the use of capital initiatives funds for these types of projects, and the precedent that would be created by the Board in approving the budget amendment to provide funding towards the Lake Overton project.

After reviewing the remaining items on the evening's agenda, Mr. Hazelett updated the Board on the status of related zoning ordinance amendments pending before the Planning Commission that would allow churches in all of the County's business zoning districts. Mr. Tokarz responded to questions from the Board regarding the impact of RLUIPA on local zoning regulations. Mr. Hazelett also updated the Board on the status of funding for the Union Cycliste Internationale (UCI) World Cycling Championship that will be held in Richmond in 2015. In response to questions from Mr. Donati, there was discussion by Mr. Hazelett and the Board concerning expectations by the owners of the Richmond Flying Squirrels that localities in the region will be financially supporting construction of a new baseball stadium to replace The Diamond.

There being no further business, the meeting was adjourned at 6:54 p.m.


Chairman, Board of Supervisors
Henrico County, Virginia