

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
February 14, 2012

The Henrico County Board of Supervisors convened a special meeting on Tuesday, February 14, 2012 at 4:45 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:**

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

**Other Officials Present:**

Virgil R. Hazelett, P.E., County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
Joseph T. (Tom) Tokarz II, 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  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
Angela N. Harper, FAICP, Deputy County Manager for Special Services  
Randall R. Silber, Deputy County Manager for Community Development  
John A. Vithoukas, Deputy County Manager for Administration  
Tamra R. McKinney, Director of Public Relations & Media Services  
Steven W. Knockemus, Assistant Director of Public Relations & Media Services  
Eugene H. (Gene) Walter, Management and Budget Division Director

Mr. Glover called the meeting to order at 4:51 p.m.

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

**Presentation of New Edition of *The History of Henrico County***

Mr. Hazelett recognized Dr. Louis H. Manarin, a local historian and co-author of *The History of Henrico County*, who presented the Board and Mr. Hazelett with autographed, hardcover copies of the 400<sup>th</sup> anniversary edition of this book. Dr. Manarin noted that the book was three to four years in the making, during which time he underwent several operations. He further noted that he had a good team that assisted him with the book, which included his wife, JoAnn, and co-author Chuck Peple, an historic preservationist and graphics designer. Dr. Manarin elaborated on how

this new edition of the book covers social and cultural aspects of the County that were overlooked in the first edition; delves more deeply into slavery, emancipation, and African-American communities; brings the County's history up to date; and includes additional photographs. At the suggestion of Mr. Hazelett, this edition also provides a more comprehensive index. Dr. Manarin concluded his presentation by thanking the Board for its support and encouragement of his efforts and for its advocacy of Henrico's history. Mr. Hazelett remarked that the members of the Board had received a special presentation version of the book and that an alternate version will be available for sale to the general public.

#### Small, Women-owned, and Minority-owned (SWAM) Business Supplier Diversity Program Overview

Mr. Hazelett recognized Chris Winstead, Director of General Services, who introduced Marvis Marshall, Supplier Relations Coordinator for the Department of General Services' Purchasing Office. Mr. Winstead highlighted Ms. Marshall's professional experience as a public buyer, described her position with the County, and acknowledged her 2011 Advocate of the Year Award from the Virginia Minority Supplier Development Council (VMSDC). Ms. Marshall narrated a slide presentation on the County's Supplier Diversity Program, a copy of which was provided to the Board by Purchasing Manager Cecelia Stowe. Ms. Marshall began her presentation by noting that her office encourages all SWAM suppliers to register through the Commonwealth's procurement portal, known as eVA, which allows the County to monitor and track diverse suppliers. She explained how SWAM suppliers are defined and identified the initiatives that her office takes to ensure that these businesses know how to reach out to the County, which include monthly supplier orientation sessions; annual supplier conferences; participation in local, regional, and national conferences; feedback from suppliers; and formal solicitation participation tracking. Mrs. Marshall pointed out that the County notified a total of 71,223 SWAM suppliers in Fiscal Year (FY) 2011, of which 512 submitted responses and 225 were awarded contracts. Ms. Marshall hopes to improve those numbers in the coming year by partnering with other organizations such as the Virginia Hispanic Chamber of Commerce; Metropolitan Business League; Women's Presidents Educational Organization; New Visions, New Venture; Henrico Business Leaders; and Glen Allen Exchange.

Ms. Marshall continued her presentation by comparing the County of Henrico's spending with SWAM suppliers to the Commonwealth of Virginia's spending on SWAM suppliers over a three-year period. When Ms. Marshall first began tracking this information for the County in FY 2009, the County allocated 35.23% of its competitive spend dollars to SWAM-owned businesses whereas the Commonwealth allocated 41.88% of its competitive spend dollars to such businesses. As a result of the County's partnership efforts and the Board's support, the County's percentage of SWAM competitive spending rose to 47.41% in FY 2010 compared to the Commonwealth's 41.81%. In FY 2011, these percentages were 48.19% (County) versus 39.35% (Commonwealth). Ms. Marshall noted the great success the County is having with its Supplier Diversity Program, and she is hopeful the numbers will continue to increase. She concluded her presentation by comparing the components of the County's and the Commonwealth's SWAM programs, identifying Henrico SWAM's mid- to long-term initiatives, reviewing the Board's commitment to diversity, citing the common attributes of a world-class supplier diversity

program, and comparing bid and award data between SWAM-owned and non-SWAM-owned businesses.

In response to questions from Mr. Kaechele, Ms. Marshall clarified how the County notifies SWAM-owned businesses. Mr. Thornton complimented the Board and Mr. Hazelett for taking the initiative to establish the County's Supplier Diversity Program but suggested that the County can do more to overcome a perception by some companies that the County is not interested in doing business with them. After expressing pride in how the County's Supplier Diversity Program has progressed in comparison with the Commonwealth's program, Mr. Thornton also suggested that it would be advantageous for the County to co-sponsor more supplier diversity conferences. Ms. Marshall responded to both of these suggestions by elaborating on the County's supplier diversity orientation sessions and her ongoing discussions with other organizations on conference co-sponsorship. In response to several questions from Mr. Nelson, Ms. Marshall discussed the County's efforts to notify SWAM-owned suppliers, promote supplier orientation sessions, assess its supplier diversity data to ensure continued progress, and celebrate its supplier diversity successes on a broader scale. Mr. Glover asked for information documenting the number and amount of contracts awarded to local SWAM-owned suppliers and for assurances that the County will continue to be responsive to local businesses by giving them a fair opportunity to bid on County contracts. He joined Mr. Thornton and Mr. Nelson in acknowledging the program's progress under Ms. Marshall. Mr. Hazelett reminded the Board of the annual conference that the County hosts for SWAM business representatives and the value of the Board's participation in these conferences.

#### Proposed Ordinance Amendments Pertaining to Places of Worship


Mr. Hazelett recognized Ben Blankinship, Principal Planner, who narrated a slide presentation addressing this item. Mr. Blankinship began his presentation by explaining that the purpose of the amendment was to comply with the Religious Land Use and Institutionalized Persons Act of 2000 (RLUIPA) and to ensure that the County treats all religious assemblies and institutions on equal terms with nonreligious institutions and does not substantially burden the religious exercise of religious assemblies or institutions. He then reviewed the proposed changes to the County's zoning ordinance to accomplish this purpose. The first changes he identified would change the term "church" to "place of worship" everywhere the term is currently used in the ordinance, allow places of worship as a matter of right in all zoning districts, and expand the exception from height limitations by changing "church spires" to "spires, minarets or similar architectural features of places of worship." Mr. Blankinship and Mr. Rapisarda responded to questions from the Board pertaining to permit requirements for religious services held outdoors in a tent. Mr. Blankinship continued his presentation by explaining proposed changes to the lot area and width in residential and agricultural districts required for places of worship and to the parking requirements required for places of worship. He responded to a question from Mr. Kaechele concerning the parking requirement. Mr. Blankinship noted one further proposed change that would allow the Director of Planning to modify any zoning requirement upon a showing that the requirement would impose a substantial burden on religious exercise. He concluded his presentation by reviewing the timeline of previous work sessions and public hearings held by the Planning Commission on the proposed changes.

Mr. Blankinship, Mr. Rapisarda, and Mr. Tokarz responded to questions and concerns raised by Mr. Glover regarding whether the provision of shelter and food for homeless individuals by church-sponsored organizations in an office building are protected religious exercises under RILUIPA. Mr. Blankinship responded to a question from Mr. Kaechele relating to the impact of the proposed changes on lot widths and setbacks that are required for places of worship. He and Mr. Emerson assured Mrs. O'Bannon that all references to the term "church" in the County Code will be flagged and changed to the term "place of worship." Mr. Hazelett advised that the next step will be to schedule a public hearing by the Board on the proposed changes for the March 13, 2012 regular meeting.

The Board recessed for dinner at 6:09 p.m. and reconvened at 6:32 p.m.

Mr. Hazelett reviewed the items on the evening's agenda, noting that the applicant for a rezoning case and related provisional use permit had requested that these two items be withdrawn. He alerted the Board to a citizen who might be speaking during the public comment period concerning the School Board's recent decision to reduce the maximum number of hours for which public school bus drivers can be compensated. Mr. Hazelett also commented on the status of the County's FY 2013 education and general government proposed budgets and the General Assembly's deliberations on legislation to mandate local government employee contributions to the Virginia Retirement System (VRS). Mr. Vitoulkas clarified for Mr. Glover that the County would save a minimum of \$1.5 million should the Board approve the item on the evening's agenda authorizing the issuance of \$50 million in general obligation public improvement refunding bonds. Mr. Hazelett advised the Board that a group of approximately 20 Boy Scouts would be attending the evening meeting. There was discussion by Mr. Glover and Mrs. O'Bannon pertaining to the appropriate manner in which to recognize the Scouts given the size of the group. Mr. Hazelett expressed frustration with the current General Assembly session, especially in regards to legislation that was introduced to restrict local government's eminent domain authority and require local government employees to contribute to VRS.

There being no further business, the meeting was adjourned at 6:42 p.m.



Richard L. Glover  
Chairman, Board of Supervisors  
Henrico County, Virginia