

**COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
March 12, 2013**

The Henrico County Board of Supervisors convened a special meeting on Tuesday, March 12, 2013, at 5:15 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:**

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

**Other Officials Present:**

John A. Vithoukas, 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/Administrative Assistant  
Joseph A. Casey, Deputy County Manager for Administration  
Jane D. Crawley, Deputy County Manager for Community Services  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
Randall R. Silber, Deputy County Manager for Community Development  
C. Michael Schnurman, Jr., Legislative Liaison  
Wilbert J. Childress, Technology Support Specialist, Manager's Office  
Steven W. Knockemus, Assistant Director of Public Relations & Media Services  
Christopher L. Winstead, Director of General Services  
Douglas A. Middleton, Chief of Police

Mr. Kaechele called the meeting to order at 5:20 p.m.

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

**Plan of Development for Henrico East Health Clinic**

Mr. Vithoukas recognized Joe Emerson, Director of Planning, who introduced a slide presentation on this item. Mr. Emerson provided background information on the site where the clinic will be located, explained the public investment made in this area of the County during the past several years, and identified existing and proposed public facilities along Labumum Avenue.

Mr. Emerson recognized Mike Kennedy, County Planner, who continued the presentation by reviewing zoning classifications in the vicinity of the site and vehicular access to the site, which will include a 13,252-square-foot, one-story building that will house the Henrico Health Department's Special Supplemental Nutrition Program for Women, Infants, and Children (WIC) as well as the department's Henrico East Health Clinic. The subject property is zoned A-1 and its proposed use is consistent with the County's 2026 Comprehensive Plan. In response to a question from Mrs. O'Bannon, Mr. Foster noted that the Major Thoroughfare Plan provides for a future traffic signal at the intersection of Watts Lane and North Laburnum Avenue pending a traffic study that will be conducted after the clinic has been constructed and opened. Mr. Kennedy discussed the overall plan for the site, including its natural features and proposed utility lines and lighting.

Mr. Kennedy recognized Mr. Winstead, who elaborated on the site layout and reviewed the building program and design, including exterior views and elevations. Mr. Winstead pointed out that 32 staff members will work at the new facility, which will be nearly 6,000 square feet larger than the building it is replacing. He also noted that the County will be seeking LEED (Leadership in Energy and Environmental Design) Silver Certification for the project. Mr. Winstead responded to a question from Mrs. O'Bannon regarding suitability of the site for future expansion. He concluded his presentation by reviewing the project schedule and budget. The Board will consider the plan of development (POD) for the \$6.2 million project on March 26, 2013, and award the construction contract in July or August 2013. The building is scheduled to open for business in October 2014. Mr. Vithoulkas responded to a question from Mr. Kaechele regarding local sources of funding for the project and Health Department Business Manager Carla Bennett responded to questions from Mr. Kaechele pertaining to clinic and WIC staffing and patient visit statistics. Mr. Thornton commented favorably on the project and expressed hope that the County will reach out to minority contractors.

### Henrico Citizens Academy Proposal

Mr. Vithoulkas recognized Mr. Casey, who narrated a slide presentation on this item. Mr. Casey thanked Cristol Klevinsky, Management Specialist for the County Manager's Office, for assisting him with the presentation and the proposal. He noted that Mr. Nelson had suggested the concept of the academy to County staff as a way for the community to get more involved in their local government. During his presentation, Mr. Casey reviewed the goals of the academy; the success of the County's existing fire and police academies under the leadership of Chief Middleton and Fire Chief Tony McDowell; and the academy's proposed structure, recruitment, and future alumni functions. The proposal provides for five two-hour, weekly classes to include 30 adult citizens; to be rotated among the five magisterial districts and held at County facilities; and to be led by the County Manager and four Deputy County Managers after a welcome by the Board's district representative. With the Board's concurrence, registration for the academy's inaugural session will begin on April 1 and close on April 26. Classes for this session will be conducted during the month of May. The weekly class themes will include overview and engagement; public safety, recreation and parks, and libraries; education and human services; community and economic development; and stewardship, support service, and engagement.

Following his presentation, Mr. Nelson voiced support for the academy and expressed hope that the County can move forward with the proposal. He noted that the idea for the academy was raised with him by two citizens from his district. Mr. Thomson also voiced support for this initiative and remarked that it goes a step further than town meetings in informing and engaging citizens. Mr. Glover suggested presenting academy graduates with an honorary share of stock in the County. Mrs. O'Bannon suggested involving Henrico public school teachers in the academy. Mr. Casey, Mr. Vithoukas, and Chief Middleton responded to questions and further comments from the Board concerning the proposed location, schedule, and structure of classes; the process for selecting citizen participants; Mr. Casey's previous experience with police and comprehensive planning citizen academies in Hanover County; whether other localities in the region offer an academy similar to the one outlined in this proposal; and the recruitment process for the County's citizens police academy.

At the conclusion of the discussion of this item, Mr. Kaechele advised Mr. Casey that his proposal had the Board's approval. Mr. Vithoukas thanked Mr. Casey for his hard work on the proposal and for putting it together so quickly.

The Board recessed for dinner at 5:58 p.m. and reconvened at 6:04 p.m.

On motion by Mrs. O'Bannon, seconded by Mr. Glover, the Board approved going into a Closed Meeting at 6:05 p.m. for Consultation with the County Attorney Pertaining to Actual Litigation Styled *Jeffrey Carroll, et al., v. County of Henrico, Virginia*, Pursuant to Section 2.2-3711(A)(7) of the Code of Virginia, 1950, as Amended.

The vote of the Board was as follows:

<u>Aye</u>	<u>Nay</u>
David A. Kaechele	
Patricia S. O'Bannon	
Richard W. Glover	
Tyrone E. Nelson	
Frank J. Thomson	

On motion of Mrs. O'Bannon, seconded by Mr. Glover, the Board approved going out of the Closed Meeting at 6:35 p.m.

The vote of the Board was as follows:

<u>Aye</u>	<u>Nay</u>
David A. Kaechele	
Patricia S. O'Bannon	
Richard W. Glover	
Tyrone E. Nelson	
Frank J. Thomson	

On motion of Mrs. O'Bannon, seconded by Mr. Thomson, the Board approved the attached Certificate of Closed Meeting.

The vote of the Board was as follows:

<u>Aye</u>	<u>Nay</u>
David A. Kaechele	
Patricia S. O'Bannon	
Richard W. Glover	
Tyrone E. Nelson	
Frank J. Thomson	

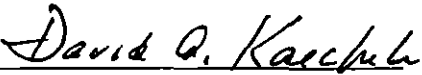
Mr. Vithoukas reviewed each of the items on the agenda for the 7:00 p.m. meeting, including the one proclamation, appointment and resignation resolutions, zoning cases, other public hearing items, and general agenda. He suggested that the zoning and provisional use permit requests by GGC Associates be heard together and noted that a request had been made to defer the ordinance for vacation of a portion of alley easement on Trebov Avenue for another 30 days. Mr. Foster briefed the Board on the resolution to convey land along Pemberton Road abutting Pemberton Elementary School and Byrd Middle School to the Virginia Department of Transportation.

Mr. Vithoukas provided the Board with a brief preview of the slide presentation he would be making to the Board at the 7:00 p.m. meeting on the first general agenda item, a resolution for receipt of operating and capital budget estimates for Fiscal Year 2013-14 and notice of public hearings on the budget and proposed tax rates. He advised that copies of the FY 2013-14 proposed budget would be distributed to the Board prior to the meeting. Mr. Vithoukas noted that he is not recommending a real estate tax increase or employee lay-offs but is proposing service reductions and community discussion of a meals tax. In response to a question from Mr. Nelson, Mr. Vithoukas clarified that budget cuts necessary to close a \$18.5 million revenue shortfall will include elimination of the Division of Recreation and Parks' Summer Blast program and a 50 percent reduction in the maximum tax relief currently offered through the Real Estate Advantage Program (REAP). He pointed out that these and other proposed reductions will be discussed in more detail with the Board during the following week's Legislative Budget Reviews.

Mr. Vithoukas responded to questions from Mr. Glover and Mrs. O'Bannon relating to the costs to the County of awarding a purchase contract for wetland mitigation credits for the Lakeside to Strawberry Hill flow equalization pipeline (Agenda Item No. 68-13). Mr. Vithoukas advised the Board that staff had prepared a resolution for the Board's consideration to be added to the general agenda by unanimous consent in follow up to the closed meeting discussions of litigation styled *Jeffrey Carroll, et al., v. County of Henrico, Virginia*. Mr. Kaechele informed the Board that unless there was an objection he would be reserving the moment of silent prayer for State Police Master Trooper Junius Walker, who was shot and killed

during a traffic stop on March 7. Mr. Thornton noted that he would be commenting during the meeting on Henrico High School's first state basketball title.

There being no further business, the meeting was adjourned at 6:47 p.m.

  
Chairman, Board of Supervisors  
Henrico County, Virginia