

COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
October 13, 2015

The Henrico County Board of Supervisors convened a special meeting on Tuesday, October 13, 2015, 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
Tyrone E. Nelson, Vice Chairman, Varina District
Richard W. Glover, Brookland District
David A. Kaechele, Three Chopt District (*arrived at 5:18 p.m.*)
Patricia S. O'Bannon, Tuckahoe 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, Administrative Assistant/Deputy Clerk to the Board
Joseph A. Casey, Ph.D., 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
Steven W. Knockemus, Assistant Director for Public Relations & Media Services

Mr. Thornton called the meeting to order at 5:05 p.m.

Mr. Vithoukas briefly referred to the items listed on the agenda for this special meeting.

Fire Prevention Program Update

Mr. Vithoukas recognized Fire Chief Tony McDowell, who in turn introduced two members of his staff who were present, Assistant Fire Chief of Community Risk Reduction Kenny Dunn and Public Information Officer Danny Rosenbaum. Chief McDowell commented on the Division of Fire's fire prevention and community outreach efforts and noted the division has been modernizing its programs. He pointed out that the kitchen fire is the most common type of fire and showed the Board an automatic stovetop fire suppression product called Stovetop Firestop that helps extinguish residential stove top cooking fires. The division has worked with Essex Village to have these devices installed and maintained in the complex's apartment units. Chief McDowell reported that earlier in the day the division had responded to a grease fire at Essex Village where the device extinguished the fire and the residents were able to exit their apartment safely by the

time firefighters arrived. The fire caused only minimal damage. During the past month, three kitchen fires in Essex Village have been extinguished by a Stovetop Firestop device, which is sometimes referred to as “Fireman in a Can.” This device is an example of newer technologies that both consumers and firefighters are using to suppress residential fires. In response to a question from Mr. Glover, Captain Rosenbaum advised that Stovetop Firestop can be purchased through home improvement stores.

Chief McDowell turned the podium over to Captain Rosenbaum, who narrated a slide presentation titled *Community Risk Reduction Section Update*. Captain Rosenbaum pointed out that three out of five home fire deaths result from fires in properties without working smoke alarms and the risk of dying in reported home structure fires is cut in half in homes with working smoke alarms. Smoke alarm failures usually result from missing, disconnected, or dead batteries. Captain Rosenbaum cited several home fire statistics, provided two recent examples of residential fires in Henrico where there were non-working smoke detectors and adult lives were lost, and explained how the division has been getting the message out about the importance of working smoke alarms in saving lives through live demonstrations, fire prevention and safety presentations, and the media. He profiled a recent fire incident in Henrico where two adults and four children were alerted to a kitchen fire by a working smoke alarm.

Captain Rosenbaum next reviewed the division’s smoke alarm program, which provides smoke alarms to any Henrico citizen who is not able to afford one; assists with the installation of smoke alarms and changing of batteries where needed; and is funded by donations from individuals, civic groups, and businesses. He noted the division’s partnership with the American Red Cross’s Preparedness Campaign and purchase of new smoke alarms with much longer battery life that will be phased in over the next two years and used for “at risk” populations such as senior citizens and persons with disabilities. Captain Rosenbaum concluded his presentation by stating that the division’s program now has smoke alarms designed for the hearing impaired and in the near future will allow for Global Positioning System (GPS) tracking of every smoke alarm installation. He reminded the Board that October is Fire Prevention Month.

Mr. Vithoukas thanked Captain Rosenbaum and the division staff for installing 90 smoke alarms and replacing 25 smoke alarm batteries during the previous weekend in eastern Henrico’s Forest Meadows community. This was a cooperative effort with the American Red Cross. Mr. Thornton thanked Chief McDowell and Captain Rosenbaum for their presentation and expressed hope that this information will be shared with communities throughout the county.

Department of General Services Project Update

Mr. Vithoukas pointed out that the Department of General Services has a number of projects underway. He recognized John Neal, Director of General Services, who introduced the following members of the General Services staff who were in attendance: Assistant Director Tom Alford; Energy Manager Jerry Walker; Facilities Manager Klaus Illig; Senior Capital Projects Manager Ed Bass; Capital Projects Managers Chris Cantwell and Richard Morse; Capital Construction Coordinators Jon Balasa, Jerry Buresh, and Sonny Courtney; and Intern Dawn Hicks. Mr. Neal narrated a slide presentation on this item. He covered four key components of his department’s capital projects administration. These include new facility construction, facility rehabilitation,

facility preservation, and energy savings. Mr. Neal also identified his department's four key strategies in administering these projects, which are an enhanced toolbox, customer collaboration, communication, and a Return on Investment (ROI) analysis.

During his presentation, Mr. Neal displayed photographs and offered brief descriptions of individual projects falling within each of the four components. The new facility construction projects he reviewed included Libbie Mill Library, scheduled to open on October 30; Varina Area Library, anticipated to open in spring 2016; Fire House No. 10, which reopened in May on Horsepen Road; Central Police Station, which opened last month in Villa Park; the Central Automotive Maintenance (CAM) Large Vehicle Wash, set to open in spring 2016 on Woodman Road; and Fire House 19, which will begin construction in fall 2016 at the intersection of Kain and North Gayton Roads. The facility renovation projects Mr. Neal reviewed included the CAM-Henrico County Public Schools (HCPS) Career and Technical Education Center (CTE) Heavy Mechanic Program; the Department of Finance's Purchasing and Risk Management Division buildings, which eliminated a \$300,000 lease the County was paying for rented space at North Run; the Human Services Building, which will include new offices for the Drug Court in the bottom level; District Courtroom #5 and Courts Building refresh; and Juvenile Courtroom #6. At Mr. Vithoulkas' request, Mr. Neal elaborated on the three-step move that is occurring by necessity during weekends for the District Courtroom #5 and Courts Building refresh. Much of the work on this project has taken place during the evenings so as not to disrupt the courts during the day. The new courtroom is scheduled to open on the first Monday in November.

Mr. Neal concluded his presentation by profiling facility preservation projects at the Fairfield Area Library and Sandston Branch Library as well as energy savings projects involving the replacement of fuel oil with a natural gas pipeline at Jail East and the installation of new parking lot lighting at the Administration Building. Following Mr. Neal's presentation, he and Mr. Vithoulkas responded to several questions from the Board. Mr. Thornton commented on the importance of the County informing its citizens about these projects; especially those that are resulting in cost savings. Mr. Vithoulkas clarified for Mr. Kaechele that although HCPS has its own construction management department some of the projects overlap between general government and schools. Mr. Nelson complimented staff on the exceptional work on both the Libbie Mill and Varina Area Libraries but expressed concern regarding construction delays at Varina Area Library. Mr. Neal assured Mr. Nelson that staff is addressing this issue and still targeting April 2016 for the facility's grand opening.

The Board recessed for dinner at 5:52 p.m. and reconvened at 6:03 p.m.

Revenue and Economic Update

Mr. Vithoulkas noted this update was intended to be a first look at next year's budget with an overview of issues and concerns. He recognized Brandon Hinton, Management and Budget Division Director, who narrated a slide presentation titled *Economic Update*. Mr. Hinton began his presentation by identifying economic concerns outside of the County's control and pointing out that the County will continue to be proactive on factors it can control. He next reviewed a number of graphs illustrating recent increases in the County's fund balance and decreases in its gross bonded debt, low tax business environment, recovery of all jobs lost during the economic

downturn, and declining unemployment rate. Mr. Hinton then discussed real estate trends, including local residential real estate reassessments and foreclosures as well as permits for new residential and commercial construction. He continued his presentation by highlighting Henrico's number two ranking in taxable sales among Virginia's localities and recent trends in local sales and hotel/motel tax receipts. Mr. Hinton paused to respond to several questions from Mr. Nelson with Mr. Vithoukas' assistance regarding the fiscal impact of the Union Cycliste Internationale (UCI) bicycle races that were recently held in Henrico and Richmond. He and Mr. Vithoukas also confirmed for Mr. Glover the meals and lodging tax rates paid within the City of Virginia Beach.

Mr. Hinton resumed his presentation by offering a preview for Fiscal Year (FY) 2017. He noted the local economy is continuing to improve at a moderate pace, which should yield positive revenue growth, but the State's budgetary issues remain the wild card as the County approaches FY17 budget discussions. The biggest concern is whether local revenue growth will be offset by reductions in State aid. Mr. Hinton reminded the Board that State revenues total 37 percent of the County's overall general fund revenues. He paused again in his presentation to respond to questions from the Board with Mr. Vithoukas' assistance. Mr. Hinton next reviewed State funding trends and also provided data documenting the continued increase in the number of State and Federal mandates placed on local governments. Gene Walter, Director of Finance, distributed to the Board a newly revised booklet detailing these mandates. There was discussion by Mr. Glover and Mr. Vithoukas pertaining to the magnitude of mandates placed on local governments. Mrs. O'Bannon suggested all of the members of the County's General Assembly delegation should receive a copy of the mandates booklet and the mandates statistics provided to the Board.

Mr. Hinton summarized his presentation by noting the County remains cautiously optimistic due to modest local economic growth and the Board's conservative fiscal approach. In looking at world and national markets and the performance of the stock market, however, there are things that are perhaps not making sense. Mr. Hinton concluded his presentation by reviewing the FY17 budget calendar. Mr. Vithoukas responded to further questions from the Board. Mr. Glover asked staff to look into the possibility of lowering the County's real estate tax rate without reducing services or laying off employees in light of meals tax revenues having grown beyond the original projections. Mrs. O'Bannon pointed out that local Parent-Teacher Association (PTA) groups have been discussing the need for a bond referendum to finance major school projects. Mr. Vithoukas commented that a realistic assessment of school capital facility needs should precede discussion of a bond referendum and he does not anticipate this discussion occurring prior to the FY17 legislative budget reviews scheduled for March 2016. He advised the Board that the second slide presentation staff had prepared for this item, *Local Fiscal Comparisons*, would be skipped in the interest of time but was available on the Department of Finance's website. Mr. Hinton distributed copies of the slides from that presentation to the members of the Board.

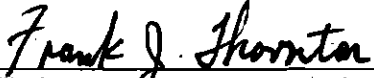
Regular Meeting Agenda Items

Mr. Vithoukas reviewed the agenda for the 7:00 p.m. regular meeting, noting that a proclamation recognizing October as Domestic Violence Awareness Month was the only item listed under the presentations section of the agenda. He pointed out that the first of five zoning

cases listed on the agenda, Agenda Item No. 75-15 (case REZ2014-00045), had previously been deferred on several occasions by the Board at the applicant's request and was recommended for denial by the Planning Commission. Mrs. O'Bannon advised she had received several phone calls regarding the proposed ordinance amendment to increase the maximum real estate tax exemption for qualified Real Estate Advantage Program (REAP) applicants and noted many of her constituents depend on this real estate tax exemption. In response to a question from Mr. Kaechele, Mr. Walter explained the annual application process for REAP.

Mr. Glover introduced Alicia Hammer, a Glen Allen High School senior who was shadowing him during the special and regular meetings for her government class. Mr. Thornton welcomed her on behalf of the Board.

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


Chairman, Board of Supervisors
Henrico County, Virginia