

COUNTY OF HENRICO, VIRGINIA  
BOARD OF SUPERVISORS  
SPECIAL MEETING  
August 8, 2017

The Henrico County Board of Supervisors convened a special meeting on Tuesday, August 8, 2017, at 6:00 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:**

Patricia S. O'Bannon, Chairman, Tuckahoe District  
Frank J. Thornton, Vice Chairman, Fairfield District  
Thomas M. Branin, Three Chopt District  
Harvey L. Hinson, Brookland District  
Tyrone E. Nelson, Varina District

**Other Officials Present:**

John A. Vithoulikas, County Manager  
Joseph P. Rapisarda, Jr., County Attorney  
J. Thomas Tokarz II, Deputy County Attorney  
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board  
Tanya B. Harding, CMC, Deputy Clerk/Administrative Assistant  
Timothy A. Foster, P.E., Deputy County Manager for Community Operations  
W. Brandon Hinton, Deputy County Manager for Community Services  
Douglas A. Middleton, Deputy County Manager for Public Safety  
Anthony J. Romanello, Deputy County Manager for Administration  
Randall R. Silber, Deputy County Manager for Community Development  
C. Michael Schnurman, Legislative Liaison  
Tamra R. McKinney, Director of Public Relations & Media Services

Mrs. O'Bannon called the meeting to order at 6:05 p.m.

**Update on Revisions to the Public-Private Education and Infrastructure Act (PPEA) Guidelines**

Mr. Rapisarda narrated a slide presentation prepared by Mr. Tokarz and Assistant County Attorney Mike Kaestner, which began with a summary of the PPEA. The PPEA was enacted in 2002 to provide an alternative to the procedures of the Virginia Public Procurement Act for procuring education facilities, technology infrastructure, and other government projects. In addition to sealed bidding and traditional Requests for Proposals, PPEA allows (1) private entities to submit unsolicited proposals, (2) private entities to propose innovative financing methods, (3) public review of proposals after they have been submitted, and (4) the Board to have more involvement when proposals are received.

Mr. Rapisarda next addressed PPEA guidelines, pointing out PPEA requires the Board of Supervisors and School Board to adopt guidelines complying with the Act before entering into PPEA contracts. The Board of Supervisors and School Board adopted identical guidelines in

2004, and the County used these guidelines during the construction of the Central Police Station in 2015. In response to questions from Mr. Nelson and Mrs. O'Bannon, Mr. Rapisarda confirmed that the County has not previously used the PPEA for educational facilities and its only use of the PPEA was for the police station.

Mr. Rapisarda continued his presentation by explaining the process for revising PPEA guidelines to conform with changes in state law and improve their efficiency. After receiving thoughts from the Board, staff will post the draft guidelines on the County's procurement website for public comments. Mr. Rapisarda next reviewed major draft changes to the guidelines. These will include increasing the time period from 45 days to 90-120 days for soliciting competing proposals after acceptance of unsolicited proposals for consideration, complete reorganization of the guidelines, and numerous revisions of the language for clarity and readability. Mr. Rapisarda also highlighted the Board's more extensive involvement with PPEA proposals as compared to the award of contracts under the Virginia Public Procurement Act. He advised the Board that after posting the draft guidelines on the County's procurement website, staff will make revisions based on internal and public comments and submit a final draft to the Board and the School Board for adoption in late September or early October.

Mr. Vithoukas noted there are no projects currently being considered under the PPEA but revising the guidelines is a logical next step. Mr. Rapisarda concluded his remarks by citing the proposed fees contained in the draft guidelines for submitting projects under the PPEA and by commenting on the length and format of the guidelines.

### **Regular Meeting Agenda Items**

Mr. Vithoukas began his review of the agenda for the 7:00 p.m. meeting by advising the Board of a Manager's Comment recognizing the service of former Board members Richard W. Glover and David A. Kaechele, both of whom passed away earlier in the year. He explained the recognition would include the presentation of General Assembly memorial resolutions to the family members of Mr. Kaechele and Mr. Glover by Delegate John O'Bannon and Senator Siobhan Dunnivant.

Mr. Vithoukas next reviewed the five rezoning and provisional use permit requests that were listed on the 7:00 p.m. agenda as public hearing items. He noted the first two items, requests by Bacova Texas, LLC and Bacova North, LLC were companion cases and would be presented together although they would require separate votes. Mr. Vithoukas took issue with the accuracy of the following statement submitted by Schools in the staff report for the Bacova zoning case: "CIP priorities of the school division reflect the need for capacity projects in the area to accommodate anticipated growth at this time." He pointed out all capital projects brought forward by the School Board have been fully funded by the Board of Supervisors. In response to a question from Mr. Branin, Mr. Vithoukas advised the Board that he has requested the school division have a representative present at all future Board meetings where there is a rezoning case on the agenda with student yield information contained in the staff report. Mr. Branin voiced concern about the inclusion of this statement by Schools in the staff report, which appeared after he asked Mr. Vithoukas to have general government staff review the accuracy of the school division's student population projections.

Mr. Vithoukas continued his review by pointing out Mr. Rapisarda would personally be explaining the three ordinances on the public hearing agenda from the dais. He reminded the Board each of these items was presented and discussed at the Board's July 11 special

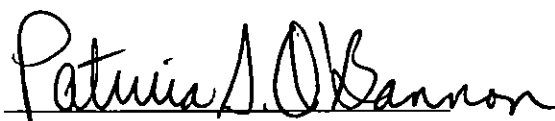
meeting. He then concluded his review by covering the five general agenda items. Mr. Foster elaborated on the last item, which would grant the County Manager signatory authority to execute an agreement for the Woodman Road Extension project. He highlighted the scope of the project and its costs.

In response to concerns voiced by Mrs. O'Bannon regarding the third item on the general agenda, Mr. Vithoukas assured the Board there will be communications with County employees beginning August 9 regarding the new group prescription drug program for which the Board was being asked to approve a contract. He noted the program will result in a significant cost savings to the County and the only difference for employees will be the requirement to use a separate prescription drug card at the pharmacy. Mr. Vithoukas suggested the Board direct any employee questions or calls about the program to Paula Reid, the County's Director of Human Resources.

Mr. Hinson noted he would make comments during the 7:00 p.m. meeting relating to two upcoming sporting events that will take place in Henrico County. The 2017 Babe Ruth 14-Year-Old World Series will be held August 9 - 17 at RF&P Park and the 2017 International Senior Softball Association (ISSA) World Championships will bring over 100 teams to Henrico County fields. Mr. Vithoukas reminded the Board that Mr. Hinson was an accomplished senior softball player and is a member of the Amateur Softball Association Hall of Fame.

Mrs. O'Bannon, a member of the County's Audit Committee, informed the Board that she would offer comments during the 7:00 p.m. meeting pertaining to the recent Internal Audit employee survey in order to let employees know the committee reads the survey results and takes their comments seriously.

There being no further business, the meeting was adjourned at 6:46 p.m.



Chairman, Board of Supervisors  
Henrico County, Virginia