

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
March 14 - 17, 2011**

The Henrico County Board of Supervisors convened a Special Meeting on Monday, March 14, 2011 at 9:30 a.m. in the County Manager's Conference Room, Administration Building, Henrico County Government Center, Parham and Hungary Spring Roads, Henrico County, Virginia.

Members of the Board Present:

Frank J. Thornton, Chairman
Richard W. Glover, Vice Chairman
David A. Kaechele, Three Chopt District Supervisor
Patricia S. O'Bannon, Tuckahoe District Supervisor
James B. Donati, Jr., Varina District Supervisor

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board
George T. Drumwright, Jr., Deputy County Manager for Community Services
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Deputy County Manager for Administration
Randall R. Silber, Deputy County Manager for Community Development
John A. Vithoukias, Director of Finance/Special Economic Advisor to the County Manager
Eugene H. Walter, Management and Budget Division Director
William B. Hinton, Budget Supervisor
Justin D. Crawford, Budget Analyst
Julian S. Parr, Budget Analyst
James A. (Adam) Rosatelli, Budget Analyst
Sharon Todd Van Gils, Budget Analyst
Crystal L. Willett, Budget Analyst
Marielle McFarland, Finance Department Intern
George H. Cauble, Jr., Director of Human Resources
Arika Lee, Management Trainee, Yangju City, Korea Department of General Affairs

Mr. Thornton called the meeting to order at 9:37 a.m.

Mr. Hazelett confirmed for Mr. Thornton that Henrico County is the only locality in Virginia where the elected body goes through the budget with its staff, department-by-department and line-by-line. At Mr. Hazelett's request, Ms. Lee introduced herself and noted that she was interning with the County during the month of March in the Departments of Finance and Public Utilities. Mr. Hazelett commented on her internship and visit to Henrico. Mr. Hazelett briefly referred to

the current day's schedule of legislative budget reviews and to the schedule for the Board to consider and adopt the County's FY 2011-12 budget and 2011 tax rates. He noted that staff would get back with the Board as soon as possible in responding to questions requiring additional research.

Expenditure Briefing

Mr. Hazelett distributed and narrated a slide presentation on the *County Manager's Overview and Expenditure Highlights, Proposed FY 12 Annual Fiscal Plan*. He pointed out that the economy has been slowly emerging from the recession, expressed cautious optimism in moving forward, and assured the Board that the following three core ideals have been maintained throughout the economic downturn in spite of a \$91.5 million decline in revenue from FY 2008-09 to FY 2010-11: no tax rate increase, no reduction in service levels, and no layoffs. Mr. Hazelett also advised that the proposed FY 2011-12 budget contained a salary increase. The total amount of the proposed budget for FY 2011-12, including all funds, was \$1,043,731,594. This amount represented a 2.01 percent increase over the FY 2010-11 approved budget. The amount of the proposed budget for FY 2011-12, including just the general fund, was 743,661,366. This amount represents a 0.35 percent increase over the FY 2010-11 approved budget. Mr. Hazelett reviewed highlights of the proposed budget for education, general government, and other funds; initiatives to change the way Henrico does business; and issues looking toward FY 2012-13. During Mr. Hazelett's presentation, he and Mr. Vithoukias responded to a number of questions from members of the Board. There was discussion by the Board and Mr. Hazelett regarding the structure and funding of the Capital Region Workforce Consortium (CRWC) and the status of state funds allocated to localities pursuant to House Bill 599. In his summary, Mr. Hazelett emphasized that in order to balance the proposed budget it was necessary to change the way Henrico does business by establishing sustainable cost savings initiatives. This effort will need to continue in order to maintain the high level of services Henrico citizens expect.

The Board recessed at 11:13 a.m. and reconvened at 11:25 a.m.

Revenue Briefing

Mr. Hazelett provided a brief introduction to this item and then recognized Mr. Walter, who narrated a slide presentation on the *Proposed Annual Fiscal Plan Revenue Briefing, Fiscal Year 2011-12*. Mr. Walter's presentation addressed national and local trends as the nation slowly emerges from the economic depths, local job growth and revenues impacted by job creation, increases in local revenues, local residential and commercial real estate conditions, and marginal increases in state revenues and state aid for general government and education. During Mr. Walter's presentation, he and Mr. Hazelett as well as Mr. Vithoukias responded to a number of questions from the Board. There was discussion by the Board, Mr. Hazelett, Mr. Vithoukias, and Mr. Walter pertaining to local residential foreclosure rates and trends. There was also discussion by Mrs. O'Bannon, Mr. Walter, and Mr. Drumwright relating to the impact of health care reform and future Medicare and Medicaid expenditures on the state budget. In closing, Mr. Walter advised that achieving revenue levels to FY 2008-09 would require a substantial increase in the County's real estate tax rate. He pointed out that the County has not once considered a tax rate increase and

state and local revenue losses have been absorbed internally. Mr. Walter thanked the members of his staff, including Ms. McFarland, who helped prepare the information used in his presentation. There was considerable discussion by the Board and Mr. Hazelett on the revenue projection processes followed by the County and the Commonwealth.

The Board recessed to pick up lunch at 12:27 p.m. and reconvened at 12:37 p.m.

Mr. Hazelett distributed and explained a handout summarizing a supplemental pay request for General District Court Clerks that was presented during the Executive Budget Reviews as part of the FY 2011-12 budget process.

The Board recessed at 12:44 p.m. and reconvened at 1:03 p.m.

The Legislative Budget Reviews with department heads and key officials commenced. The following presentations were made:

- County Manager – Dr. Johnson

Mr. Hazelett noted that this office’s budget as well as the budgets for other County agencies reflected the proposed 2.372 percent salary increase. Mr. Johnson briefly referred to reductions in the budget and clarified for Mr. Glover that the proposed overall reduction in the office’s operating budget was 12 percent.

- Board of Supervisors – Dr. Johnson

In response to a question from Mr. Kaechele, Mr. Johnson clarified that funding for travel was reduced countywide by 50 percent over the current year’s budget and transferred from the line item in individual agency budgets to a reserve fund in the non-departmental category. Mr. Hazelett pointed out that tuition reimbursement funding was also transferred from individual agency line items to a reserve fund in the non-departmental category. Mr. Johnson advised that the proposed budget for the Board office was slightly below its FY 2006-07 level. Mr. Johnson distributed a list of “Changing the Way Henrico Does Business” initiatives that had been implemented in the Board’s and Manager’s Offices and elaborated on these initiatives. Mr. Hazelett agreed to look into a suggestion by Mr. Glover pertaining to how the Reverse 911 system can be better utilized as a community policing tool to communicate with citizens. Mr. Hazelett and Mr. Johnson responded to questions from Mr. Kaechele concerning the County’s copier contract. Mr. Glover suggested that there is a tremendous waste of lighting at school facilities and that school security lighting should be reduced as a cost saving measure.

- Public Relations & Media Services – Tamra R. McKinney, Director; joined by Joyce H. Keenan, Business Supervisor

Mrs. McKinney pointed to reductions in her agency’s budget through cost saving measures. She responded to questions from the Board relating to her office’s budget and services, including HCTV programs and video streaming of Board meetings. Mr. Hazelett responded

to a question from Mr. Kaechele regarding the County's Virginia Retirement System (VRS) contribution rates.

- County Attorney – Joseph P. Rapisarda, Jr., County Attorney; joined by Rhysa G. South, Assistant County Attorney; and Karen W. Grizzard, Business Supervisor

Mr. Hazelett commented on the impact of upcoming retirements by longtime staff in this office. Mr. Walter distributed a summary of the office's recent highlights and cost saving efforts. Ms. South provided an update on bankruptcy filing trends in the County and how they have affected County tax revenues. She responded to questions from the Board with the assistance of Mr. Rapisarda and Mr. Vithoukias. Mr. Rapisarda briefly reviewed the handout distributed by Mr. Walter. He announced that Senior Assistant County Attorney Tom Tokarz will be appointed Deputy County Attorney upon the retirement of John Knight. Mr. Rapisarda responded to questions from Mr. Kaechele pertaining to the upcoming retirements.

- Internal Audit – Vaughan G. Crawley

Mr. Hazelett referred to Mr. Crawley's experience in the private sector prior to joining the County. Mr. Crawley explained the staffing and functions of his office, gave a brief overview of his agency's budget, spoke to how his office has reduced expenditures, and pointed to the rising cost of maintaining professional affiliations for his staff. He responded to questions from Mr. Kaechele pertaining to the audits conducted by his office.

- Finance – Mr. Vithoukias; joined by David B. Gehm, Deputy Director; and Mr. Rosatelli

Mr. Vithoukias recognized line level members of his staff who were in the audience as well as two current interns in his department, Ms. McFarland and Ms. Lee. Mr. Rosatelli narrated the first portion of a slide presentation on the department's proposed FY12 operating budget. He reviewed the department's major budget categories and budget highlights. Mr. Vithoukias continued the presentation by reviewing the department's budget history, proposed personnel budgets for finance functions in comparison with those of Chesterfield County, technology initiatives, cost saving measures, and goals. He responded to questions from the Board pertaining to information contained in the presentation. Mr. Hazelett, Mr. Gehm, Real Estate Assessment Director Thomas C. Little, and Acting Treasury Director Timothy M. LeClerc assisted Mr. Vithoukias in responding to questions.

The Board recessed at 2:23 p.m. and reconvened at 2:33 p.m.

The Legislative Budget Reviews continued with the following presentations:

- General District Court – Archer L. Yeatts, III, Chief Judge; Judge John Marshall; and Larry Sprader, Clerk

Judge Yeatts thanked the County for its support of the General District Court. Mr. Sprader thanked Mr. Vithoukias and his staff for their assistance with budget matters. Judge

Marshall addressed a supplemental pay request on behalf of General District Court employees, a copy of which had been provided by Mr. Hazelett to the Board during the morning session. He also distributed a spreadsheet containing a caseload statistical report for the court covering the years 2008, 2009, and 2010 and broken down by categories of cases (criminal, traffic, and civil). Judge Marshall responded to questions from the Board regarding the supplemental pay request.

- Magistrate – William J. Conner, Sr., Chief Magistrate

Mr. Conner expressed satisfaction with the proposed budget for his office, advised that bids had gone out for the remodeling of his office, and commented that his staff was trying to adjust to changes made by the General Assembly during the most recent session. He reviewed the functions of his office and responded to questions from the Board relating to workload and the process of issuing warrants.

- Community Corrections –Jane E. Hardell, Acting Director; joined by Jennifer L. MacArthur, Probation Services Supervisor/Community Services Coordinator; and Laura Nagy, Pretrial Services Coordinator

Ms. MacArthur distributed a handout listing Community Corrections Program highlights. After a brief introduction by Ms. Hardell, Ms. Nagy reviewed statistics contained in the handout. Ms. Nagy, Ms. Hardell, and Ms. MacArthur responded to questions from the Board regarding client placement and supervision and community service cleanup projects.

- Circuit Court Services – Catherine C. Hammond, Chief Judge

Judge Hammond noted that the General Assembly had approved the filling of the vacant judicial position created by the retirement of Judge Burnett Miller. At Mr. Hazelett's request, she addressed the status of the sixth judicial position approved by the General Assembly in 2007 but not funded for the past four years. Judge Hammond pointed out that Judge Daniel T. Balfour has reached mandatory retirement age and must retire at the end of the year. She responded to a question from Mr. Donati pertaining to Circuit Court Services staffing.

- Drug Court – Patricia A. Shaw, Administrator; joined by Judge Hammond

Ms. Shaw explained proposed increases and reductions in her office's budget and distributed a handout listing statistical facts about the Drug Court for the past year. Judge Hammond pointed out that the Henrico Drug Court is one of thirty in the state that has received a state grant. Mr. Thornton remarked that he has heard many positive comments about the Drug Court. Ms. Shaw and Judge Hammond responded to questions from the Board concerning the Drug Court's clients and funding. Judge Hammond expressed gratitude for the County's support of the Drug Court.

Mr. Hazelett reviewed the schedule of legislative budget reviews for the remainder of the week.

The Legislative Budget Reviews continued with the following presentations:

- Circuit Court Clerk – Yvonne G. Smith, Clerk; joined by Paige W. Cranor, Chief Deputy Clerk

Mrs. Smith reviewed her office's allocations from the State Compensation Board and reimbursements to the County. She expressed appreciation to the County's budget staff for their responsiveness. Mrs. Smith and Mr. Walter responded to questions from Mr. Kaechele relating to VRS retirement and group life payments for Mrs. Smith's office.

- Finance (continued) – Mr. Little; joined by Thomas L. Owdom, Information Technology Director, and Mr. Vithoukias

Mr. Little provided a demonstration of the residential and commercial real estate assessment information that will be available to the public online for the first time as of the end of the month. He compared this with a private web site containing local assessment information. Mr. Little noted that the online system was developed in-house by the Department of Information Technology. He responded to questions from the Board during the demonstration.

- Commonwealth's Attorney/Victim Witness/Drug Prosecutor – Wade A. Kizer, Commonwealth's Attorney, and Rochelle (Shelly) Shuman-Johnson, Victim-Witness Director; joined by Brenda N. Johnson, Business Supervisor

Mr. Hazelett noted that this was Mr. Kizer's final budget presentation to the Board in view of Mr. Kizer's decision not to seek re-election. At Mr. Hazelett's request, Mr. Kizer recognized Ms. Shuman-Johnson and Ms. Johnson. Mr. Kizer briefly reviewed his office's proposed budget as well as the legal implications of the *Rafael Hernandez v. Commonwealth of Virginia* case that had been recently decided by the Virginia Supreme Court and that allowed Virginia judges to defer and dismiss any criminal charge even when the evidence would support conviction. He responded to questions from Mr. Glover regarding proposed state legislation to overturn this decision. At Mr. Hazelett's request and in light of recent state legislation addressing the issue, Mr. Kizer updated the Board on the status of so-called internet cafes where gambling occurs.

Mr. Kizer briefly compared the current year's drug prosecutor budget with that of the previous year. He explained the role of the drug prosecutor and the County's use of the multi-jurisdictional grand jury. He responded to a question from Mrs. O'Bannon about this grand jury's selection process.

Ms. Shuman-Johnson briefly compared the current year's victim-witness budget with that of the previous year. She also provided comparative statistics on victims served by her office during the previous and current fiscal years. Ms. Shuman-Johnson and Mr. Kizer commented on new state legislation adopted in response to Charlottesville's Yeardeley Love murder case that will allow persons to apply for protective orders without first obtaining a warrant. Ms. Shuman-Johnson passed along felony property crime statistics and domestic

violence statistics compiled by her office. She responded to a question from Mr. Kaechele pertaining to compensation for crime victims.

Mr. Thornton thanked Mr. Kizer for his years as Commonwealth's Attorney. Mr. Kizer responded that he has been treated very well by the County and thanked the Board, Mr. Hazelett, and County staff for their support.

Mr. Hazelett announced that the Board would reconvene at 12:00 noon the following day to receive a presentation on Automatic Vehicle Locator (AVL) software that enhances the safety of police officers by enabling the Police Communications Center to track their location.

The Board adjourned for the day at 4:20 p.m. and reconvened at 12:15 p.m. on Tuesday, March 15, 2011.

Members of the Board Present:

Frank J. Thornton, Chairman (arrived at 12:19 p.m. and left at 3:11 p.m.)
Richard W. Glover, Vice Chairman (left at 1:43 p.m.)
David A. Kaechele, Three Chopt District Supervisor
Patricia S. O'Bannon, Tuckahoe District Supervisor
James B. Donati, Jr., Varina District Supervisor (arrived at 1:14 p.m.)

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board
George T. Drumwright, Jr., Deputy County Manager for Community Services
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Deputy County Manager for Administration
Randall R. Silber, Deputy County Manager for Community Development
C. Michael Schnurman, Legislative Liaison
Wilbert J. (Bert) Childress, Technology Support Specialist
John A. Vithoukas, Director of Finance/Special Economic Advisor to the County Manager
Eugene H. Walter, Management and Budget Division Director
William B. Hinton, Budget Supervisor
Justin D. Crawford, Budget Analyst
Julian S. Parr, Budget Analyst
James A. (Adam) Rosatelli, Budget Analyst
Sharon Todd Van Gils, Budget Analyst
Crystal L. Willett, Budget Analyst
Marielle McFarland, Finance Department Intern
George H. Cauble, Jr., Director of Human Resources
Arika Lee, Management Trainee, Yangju City, Korea Department of General Affairs

Mr. Hazelett recognized B. R. Carson, Information Technology Project Manager, who reviewed an Automatic Vehicle Locator (AVL) software program developed in-house by County staff that enables the County's Communications Center to track the location of police and fire units. Mr. Carson introduced Brian Hennessey, a Technology Support Specialist in the Department of Information Technology, who worked with Mr. Carson on this project. After explaining the three major parts of the AVL system, Mr. Carson showed a five-minute video and provided a computer demonstration. He, Lt. Col. Doug Middleton from the Division of Police, Mr. Hazelett, Deputy Fire Chief Rick McClure, and Information Technology Director Tom Owdom responded to questions from the Board regarding the system's capabilities, applications, and purpose. There was considerable discussion pertaining to the County's system for tracking railroad mile markers and identifying chemical spills and also discussion regarding how the AVL system is integrated with the County's computer aided dispatch (CAD) system and Geographic Information System (GIS).

The Board recessed at 12:58 p.m. and reconvened at 1:06 p.m.

The Legislative Budget Reviews continued with the following presentations:

- Juvenile/Domestic Relations District Court Services – Rebecca L. Cone, Clerk of Court; joined by Margaret Deglau, Chief Judge

Ms. Cone read a prepared statement and provided statistics on her office and the court. Judge Deglau spoke to how the office is understaffed. Judge Deglau responded to questions from Mr. Kaechele relating to caseloads and at Mr. Thornton's request profiled the typical juveniles that come before the court.

- Probation/VJCCCA – Kay D. Frye, Probation Director

Ms. Frye explained what County funds pay for in her agency's budget and highlighted her agency's accomplishments during the past year. She responded to questions from Mr. Kaechele concerning her office's clients and at Mr. Thornton's request profiled the typical youth that are served by her agency and identified programs within her agency that have been successful in addressing family problems. Mr. Thornton emphasized the importance of parental participation in these programs.

- Juvenile Detention/VJCCCA – Judge Deglau; Debra A. Nedervelt, Coordinator of the Virginia Juvenile Community Crime Control Act (VJCCCA); and Michael D. Bingham, Superintendent of Juvenile Detention

Judge Deglau reviewed the significance of the services and programs provided by this agency and spoke to parenting issues. She and Ms. Nedervelt responded to questions from Mr. Kaechele relating to parenting classes. Mr. Walter distributed a handout describing the agency's services and programs and the offender/offense criteria for these services and programs. Ms. Nedervelt reviewed what VJCCCA funds pay for and highlighted cost saving measures and community service projects undertaken by her agency. Judge Deglau responded to a question from Mrs. O'Bannon regarding the agency's use of mediators. In

response to comments by Mr. Thornton, Judge Deglau cited the need for a greater emphasis on male mentoring.

Mr. Bingham reviewed VJCCCA programs in the Detention Home and the Detention Home's workload measures. He, Mr. Hazelett, and Judge Deglau responded to questions from Mr. Thornton regarding the size of the Juvenile Court and the types of cases that result in juvenile detention. Judge Deglau referred to the insufficiency of state mental health funding for juveniles. Mr. Drumwright and Mr. Vithoukas responded to questions from Mr. Donati pertaining to the allocation of VJCCCA funds to the County.

- JRJDC – Patricia A. Carrington, Superintendent of James River Juvenile Detention; joined by Mr. Drumwright and Judge Deglau

Ms. Carrington reviewed how the regional James River Juvenile Detention facility is funded and highlighted services and activities in which its residents participate. Mr. Drumwright and Mr. Hazelett responded to questions from Mr. Kaechele relating to the James River Juvenile Detention Commission's (JRJDC's) fund balance. Ms. Carrington responded to questions from the Board concerning the facility's capacity, population, and staff and the types of offenses committed by its residents. Mr. Drumwright noted that there are higher standards for juvenile facilities than adult jails. Mr. Hazelett and Mr. Drumwright responded to concerns expressed by Mr. Thornton regarding the need for more programs aimed at addressing dysfunctional families and providing a better foundation for young people. Judge Deglau cited a need for more education in the area of in utero fetal alcohol substance abuse. Mr. Drumwright explained the composition of the Commission in response to a question from Mr. Kaechele.

The Board recessed at 2:20 p.m. and reconvened at 2:31 p.m.

The Legislative Budget Reviews continued with the following presentations:

- Human Resources/Employee Benefits – George H. Cauble, Jr., Director of Human Resources; joined by Julie W. Davis, Manager of Finance and Administration

Mrs. Davis distributed a handout containing a brief look back at this department's budget history and examples of savings to date that have been achieved by the department. Mr. Cauble highlighted his department's fitness and wellness program, reviewed the various divisions within his department, and provided a profile of the County government workforce. Mrs. Davis distributed a copy of the department's 2009-2010 annual report. Mr. Hazelett pointed to information contained in the report listing localities of employees' residence and generational demographics of County employees. Mr. Cauble and Mr. Hazelett responded to questions from the Board pertaining to Virginia Retirement System (VRS) benefits for County employees, the personnel complement for the Board of Supervisors, minority hiring, and demographic trends in the County's workforce. Mr. Cauble introduced Mrs. Davis to the Board.

Mr. Hazelett distributed staff's written responses to questions asked by the Board during the previous day's session and requiring follow-up research. Mrs. O'Bannon commented on question 5, which pertained to the impact of the Federal Health Care Reform Act on Henrico County.

The Legislative Budget Reviews continued with the following presentations:

- Social Services – Cynthia Steinhauser, Assistant Director of Social Services; Sean M. Rozier, Assistant Director; Hugh V. Field, Controller; and Rodney E. Gordon, Community Resource Developer

After Ms. Steinhauser introduced the staff members seated with her at the table, they joined her in narrating a slide presentation on the agency's proposed budget for Fiscal Year 2011-2012. Their presentation addressed administrative funding and primary benefit programs (Ms. Steinhauser), administrative strategies (Mr. Field), child welfare cost savings (Mr. Rozier), grant outcomes (Mr. Gordon), and executive commitments and dollars generated by Social Services in FY 2009-2010 (Mr. Rozier). Mr. Rozier, Mr. Gordon, and Mr. Hazelett responded to several questions from the Board during the presentation. Following the presentation, Mr. Hazelett and Mr. Drumwright joined Ms. Steinhauser in responding to questions from the Board regarding local Medicaid and unemployment trends.

- Comprehensive Services Act – Carol P. Jellie, CSA Coordinator; joined by Dr. Johnson and Mr. Field

Mr. Johnson commended Ms. Jellie for reducing the County's CSA caseload and enhancing the coordination of services with other agencies. Ms. Jellie narrated a slide presentation on the 2010-11 Comprehensive Services Act (CSA) budget request. Her presentation highlighted her agency's budget request, expenditure category comparisons, a ten-year comparison of the number of children receiving specialized services through the program, CSA match rates for 2010-2011, and the goals of the CSA program. She responded to several questions from Mrs. O'Bannon and Mr. Kaechele during her presentation. At Mr. Hazelett's request, Dr. Johnson commented on the County's successful lobbying efforts to forestall proposed state legislation that would have required the County to assume a greater share of the funding for CSA costs.

- Sheriff – Merle H. Bruce, Jr., Undersheriff; joined by Carlos V. Talley, Chief Deputy; and Dana L. Powell, Controller

Undersheriff Bruce expressed Sheriff Michael L. Wade's thanks for the Board's support of the Sheriff's Office. He covered the highlights of the Sheriff's Office budget and spoke to inmate medical costs, food services, and utility costs. Undersheriff Bruce, Mr. Drumwright, and Mr. Powell responded to a number of questions from Mrs. O'Bannon and Mr. Kaechele pertaining to the cost of inmate health care. Undersheriff Bruce also responded to questions from Mr. Kaechele relating to the current population in jails east and west and the County's use of the Secure Continuous Alcohol Monitoring (SCAM) program.

- Police/Animal Protection – Col. Henry W. Stanley, Jr., Chief of Police; joined by Lt. Col. Douglas A. Middleton and Kathryn A. Sobczak, Controller

Mr. Hazelett noted Chief Stanley's upcoming retirement. After acknowledging his staff's participation in the preparation of his department's budget, Chief Stanley narrated a slide presentation on the Division of Police's proposed 2011-12 budget, which included general fund and special revenue fund budget highlights, cost saving initiatives, recognitions and accomplishments, and statistical data associated with police operations. During his presentation, Col. Stanley and Lt. Col. Middleton responded to several questions from Mr. Kaechele and Mrs. O'Bannon. Following Col. Stanley's presentation, Mr. Hazelett thanked the Division of Police for their participation in the County's "Changing the Way Henrico Does Business" effort and Lt. Col. Middleton expressed appreciation to Col. Stanley for being a great mentor and leader.

Mr. Hazelett briefly reviewed the schedule for the next day.

The Board adjourned for the day at 4:26 p.m. and reconvened on Wednesday, March 16, 2011 at 10:08 a.m.

Members of the Board Present:

Frank J. Thornton, Chairman
 Richard W. Glover, Vice Chairman
 David A. Kaechele, Three Chopt District Supervisor
 Patricia S. O'Bannon, Tuckahoe District Supervisor

Member of the Board Absent:

James B. Donati, Jr., Varina District Supervisor

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
 Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
 Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board
 George T. Drumwright, Jr., Deputy County Manager for Community Services
 Angela N. Harper, FAICP, Deputy County Manager for Special Services
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 Randall R. Silber, Deputy County Manager for Community Development
 C. Michael Schnurman, Legislative Liaison
 John A. Vithoulkas, Director of Finance/Special Economic Advisor to the County Manager
 Eugene H. Walter, Management and Budget Division Director
 William B. Hinton, Budget Supervisor
 Justin D. Crawford, Budget Analyst
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 James A. (Adam) Rosatelli, Budget Analyst

Sharon Todd Van Gils, Budget Analyst

Crystal L. Willett, Budget Analyst

Marielle McFarland, Finance Department Intern

George H. Cauble, Jr., Director of Human Resources

Arika Lee, Management Trainee, Yangju City, Korea Department of General Affairs

Mr. Hazelett announced Mr. Donati's absence and pointed out that the schedule had been revised as a result of the Board having to leave early during the previous day's session. He also announced the passing the previous day of George Haudricourt, a member of the County's Transportation Safety Commission. Mr. Glover commented that Mr. Haudricourt had continued to represent the Brookland District on the Commission during the past decade after being redistricted from Brookland to the Fairfield District.

The Legislative Budget Reviews continued with the following presentations:

- *Public Health* – Susan Fischer Davis, M.D., Director; joined by Carla P. Bennett, Business Manager

Mr. Hazelett responded to a question from Mr. Kaechele regarding the department's state-local funding split. After introducing Ms. Bennett, Dr. Fischer Davis highlighted two departmental accomplishments – a new relationship whereby residents at Virginia Commonwealth University's Medical College of Virginia are trained in her department's maternity clinics and the formation of a community action team to deal with infant mortality. Dr. Fischer Davis reported on her department's collaborative effort with the Henrico Division of Fire and Sheriff's Office and the private section to investigate an incident in a local store where an employee exposed other employees to tuberculosis. She reviewed several cost savings measures implemented by her department. She and Ms. Bennett responded to questions from the Board concerning the infant mortality community action team, her department's classified versus non-classified positions, how the department deals with non-speaking clients, the number of clients served annually by the department, how the department's clinic visits are scheduled, and the profile of a typical Health Department patient. Mr. Hazelett commented on how the County's share of the department's expenses is collected by the Commonwealth of Virginia.

- *Real Property* - Jon Tracy, Director

Mr. Tracy and Mr. Hazelett responded to questions from the Board regarding cost savings achieved by this department, the department's use of outside contractors, the County's records storage practices and procedures, and the status of efforts to reduce the County's use of leased space. There was considerable discussion by the Board and Mr. Hazelett pertaining to the feasibility of the County acquiring and renovating the former headquarters of Best Products for conversion to County government offices. Mr. Tracy thanked Mr. Thornton for visiting his department.

- Public Library – Jerry McKenna, Director; joined by Christine Campbell, Assistant Director; Barbara F. Weedman, Public Services Administrator; and John C. Gentry, Business Manager

After introducing the members of his staff seated at the table, Mr. McKenna provided several statistics relating to the circulation of materials and use of personal computers at the County's branch libraries. He, Mrs. Campbell, and Mr. Hazelett responded to questions from the Board pertaining to the impact of e-books on library circulation, the status of relocating the library headquarters, and how technology will in the future impact the need for library space. Mr. McKenna mentioned a number of ways that the County's public libraries are changing the way they do business to achieve cost savings. He and Mrs. Campbell responded to further questions from the Board in regards to the use of library study rooms for home schooling and other purposes, location of English as a Second Language classes, status of cafes at the Tuckahoe and Twin Hickory branches, volume of materials loaned by Henrico to libraries in other localities, availability of library materials written in other languages, popularity of the Founding Fathers' collection at the Glen Allen branch, and the likelihood of opening the County's libraries on Sundays.

The Board recessed at 11:22 a.m. and reconvened at 11:31 a.m.

The Legislative Budget Reviews continued with the following presentation:

- Fire/EMS/Emergency Services – Edwin W. Smith, Chief; joined by Richard D. McClure, Deputy Chief; and Vince E. Copeland, Controller

Chief Smith thanked the members of his staff who were seated with him at the table and in the audience. He elaborated on the previous year's increase in fire losses at the same time the County was experiencing a decrease in the number of fires. There was discussion between Mrs. O'Bannon and Chief Smith regarding fire safety problems associated with newer and lighter building structures being erected in the County. Chief Smith responded to a question from Mr. Kaechele concerning the cause of most fires in the County, accidental cooking fires. He narrated a slide presentation on the Division of Fire's FY 2012 proposed budget, which addressed the department's FY 2010 performance measures, FY 2000 – FY 2010 fire and Emergency Medical Services (EMS) incidents, emergency medical services achievements, cardiac arrest "save" rates, 2010 emergency management planning activities and training exercises, proposed expenditures in the three principal budget categories, total cost per call from FY 2005 – FY 2010, efficiencies in operations, capital equipment and apparatus, cost saving initiatives, and emerging challenges and opportunities. During Chief Smith's presentation, he and Deputy Chief McClure as well as Mr. Pinkerton and Mr. Hazelett responded to questions from the Board. There was discussion about the difference between paramedics and Emergency Management Technicians (EMTs), an Urban Areas Security Initiative (UASI) grant recently received by Chesterfield County that will help identify railroad mile markers, and the hurricane evacuation plan for Hampton Roads. Mr. Glover expressed pride in the Division of Fire's strong national reputation. Mr. Thornton asked for a one page handout listing the County's fire station numbers and locations. He

noted that he enjoyed his recent visit to the department and thanked the department for the fine job it does.

The Board recessed for lunch at 12:34 p.m. and reconvened at 12:46 p.m.

The Legislative Budget Reviews continued with the following presentations:

- Information Technology – Thomas L. Owdom, Director

Mr. Hazelett reminded the Board that Steve Lewis had retired as the Director of Information Technology in January. He introduced Mr. Owdom, the former assistant director of the agency, as its new director. Mr. Owdom offered a brief overview of his agency's budget and gave examples of how the agency has achieved actual cost savings, avoided costs, and initiated projects to increase efficiencies. There was discussion between Mrs. O'Bannon and Mr. Owdom regarding the Public Library's new voice over IP (internet protocol) phone service. Mr. Owdom also responded to questions from the Board pertaining to his agency's successful efforts to reduce County telephone costs, the status of the dismantling of the County's mainframe computers, new telephone technologies, the cost of bringing Wi-Fi high speed internet access to County-maintained baseball fields, and the status of E-911 texting technologies.

- Technology Replacement – Mr. Walter; joined by Mr. Owdom and Mrs. Van Gils

Mr. Walter noted that this fund represents a joint effort between the Department of Information Technology and Department of Finance's Management and Budget Division. He advised that Ms. Van Gils has been in charge of tracking data for the County's Technology Replacement program since its inception. Mr. Walter provided the highlights of how the Technology Replacement Fund works. There was considerable discussion among Mr. Glover, Mr. Hazelett, Mr. Vithoukias, and Mrs. Van Gils concerning how the 500 series line items in the Technology Replacement operating budget relate to the 320 technology replacement line item used in departmental operating budgets.

Mr. Hazelett concurred with a suggestion by Mr. Thornton to move discussion of the Non-Departmental budget to the end of this day's session or to the following day's session.

The Legislative Budget Reviews continued with the following presentations:

- Economic Development – Gary R. McLaren, Executive Director

Mr. McLaren narrated a brief slide presentation on the Economic Development Authority's (EDA's) proposed budget, which included a review of new active projects, announced projects, Innsbrook vacancy rates, and the percentages of the region's sales tax collected by each of the four larger localities. He and Mr. Hazelett responded to questions from Mr. Glover and Mr. Kaechele during the presentation. Mr. McLaren advised that the EDA is doing a lot of marketing and has hired a new advertising firm to

work on several initiatives. The EDA has also been spending a lot of time on White Oak Technology Park. Following his presentation, Mr. McLaren and Mr. Hazelett responded to questions from the Board pertaining to his recent business visit to the United Kingdom, the proposed increase in his office's budget to replace computer equipment, the recent addition of a junior level marketing position to the EDA staff, EDA's limited role in attracting retail development, and the EDA's staff relationship with the Richmond Regional Planning District Commission (RRPDC). Mr. Glover asked to receive information documenting the number of jobs in Henrico County in 2001, 2007, and 2010. Mr. Thornton expressed concern about the quality of the retail center in White Oak Shopping Center.

- Planning – Ralph J. Emerson, Jr., Director; joined by Jean M. Moore, Assistant Director; Nancy E. Graham, Business Supervisor; and Seth D. Humphreys, Planner IV

Mr. Emerson introduced the members of his staff seated at the table and then narrated a slide presentation on the Department of Planning's budget request for FY 2011-2012. During his presentation, Mr. Emerson reviewed graphs depicting historic and recent application activity by fiscal year; recent development activity; office, retail, and industrial plan of development square footage approval by fiscal year; recorded single-family lots and multi-family units by fiscal year; single-family residential building permits issued and recorded lots from 1971 through 2010; and single-family residential building permits issued and recorded lots for surrounding localities from 2006 through 2010. He responded to several questions from the Board relating to information contained in these slides. Mr. Emerson continued his slide presentation by providing statistics on the County's development pipeline; reviewing special projects, cost saving initiatives and position management within his department; and summarizing the proposed budget for his department as well as for the Planning Commission and Board of Zoning Appeals. He and Mr. Hazelett responded to questions from the Board regarding information contained in these slides. There was discussion concerning the department's planning and economic focus areas, particularly Regency Square. Mr. Thornton commented that it would be helpful for the department to conduct planning and economic focus studies throughout the County. He also asked that area colleges and universities be apprised of internship and volunteer opportunities within the Department of Planning.

The Board recessed at 2:34 p.m. and reconvened at 2:44 p.m.

The Legislative Budget Reviews continued with the following presentations:

- Building Inspections – Gregory H. Revels, Building Official; joined by H. Bolman Bowles, Deputy Building Official

Mr. Revels introduced Mr. Bowles and narrated a slide presentation on the Department of Building Construction & Inspections' FY 2011-2012 budget, which contained several graphs covering the time period FY 05/06 through year-to-date FY 10/11 and depicted total permits issued, single-family and townhouse permits issued, and total inspections conducted. He also presented slides containing departmental data for existing structures and summarizing

the department's "changing the way we do business" efforts. During Mr. Revels' presentation, he and Mr. Hazelett responded to several questions from the Board concerning information contained in these slides.

- Permit Centers – Lee J. Tyson, Director of Community Development; joined by David E. Pennock, Assistant Director of Community Development

Mrs. O'Bannon thanked Mr. Tyson for managing the speakers' bureau for the County's 400th anniversary commemoration. After introducing Mr. Pennock, Mr. Tyson narrated a slide presentation on The Permit Center's FY 2011-2012 budget. Mr. Tyson's presentation contained a graph covering the time period FY 02/03 through estimated FY 10/11 and depicting performance measure inquiries at the Permit Center's east and west locations. At Mr. Kaechele's request, he explained the plans and permits that must be submitted for a plan of development (POD) relating to a church. He responded to questions from Mrs. O'Bannon and Mr. Kaechele pertaining to his department's workflow and clients.

- Community Revitalization/Community Maintenance – S. Mark Strickler, Director of Community Revitalization; joined by Paul A. Johnson, Community Maintenance Manager; and John A. Young, Community Development Manager

Mr. Strickler recognized the members of his staff who were seated at the table and Kimberly B. Pomatto, his department's Neighborhood Planner, who was seated in the audience. He narrated a slide presentation on the Department of Community Revitalization's FY 2009-2010 highlights and accomplishments and FY 2011-2012 budget. His presentation provided data on his department's Enterprise Zone, Community Development Block Grant (CDBG) and Home Investment Partnerships (HOME), Community Maintenance, and Volunteer Assistance programs; expenditure of federal stimulus funds; cost saving initiatives; and proposed budget total amount. During his presentation, Mr. Strickler responded to several questions from Mr. Kaechele and Mrs. O'Bannon relating to information contained in the slides. He thanked the Department of Building Construction and Inspections for assisting his department in answering telephones.

- Agriculture and Home Extension – Karen F. Carter, County Agent; joined by Angela M. Wrigglesworth, Administrative Assistant

Ms. Carter reviewed her agency's service levels, including new and enhanced programs. She noted that her agency had received calls from other localities with vacancies in their agricultural and home extension positions. After referring to other activities in her office, Ms. Carter introduced Ms. Wrigglesworth. She commented that her level of local support is the envy of other localities and that Virginia Tech has not yet gone forward with its restructuring plan. Ms. Carter responded to a question from Mr. Glover regarding the stink bug plaque and a question from Mrs. O'Bannon relating to state legislation aimed at preventing lawn fertilizers from entering the storm system. Mr. Thornton suggested that the Extension Office can perhaps assist in providing parenting as well as food and nutrition programs to the County's at-risk population. Mr. Hazelett pointed out that Cooperative Extension Offices within the Commonwealth of Virginia will continue to get smaller and

will have limited resources. Mr. Thornton suggested that the County consider taking over its Extension Office programs with local funds should state funding for the programs be eliminated.

- CRWC (CATC) – Rosalyn D. Key-Tiller, Director; joined by Elsie D. Best, Business Supervisor

At Mr. Kaechele's request, Mr. Hazelett explained the funding source for the Capital Region Workforce Consortium (CRWC), noting that the future of this grant program is in jeopardy. Mrs. Key-Tiller introduced Ms. Best and then updated the Board on the second year of the reorganization of the Capital Area Training Consortium and Capital Region Workforce Investment Board and associated service changes, the move to other one stop locations, the status of federal Workforce Investment Act funding and other related U.S. Department of Labor grants, and the program's current workload measures. Mrs. Key-Tiller responded to questions from the Board regarding local funding commitments for CRWC and the City of Richmond's failure to contribute financially to the agency. At Mr. Hazelett's request, Mrs. Key-Tiller reviewed the status of the transition center in Innsbrook and planning efforts for a new transition center. Mr. Thornton thanked Mrs. Key-Tiller for her efforts and acknowledged the current complexity of her agency's programs and budget.

- Public Works – Timothy A. Foster, Director; joined by Christopher L. Winstead, Assistant Director; and Danielle E. Bazemore, Controller

Mr. Foster recognized the members of his staff who were seated at the table and the following members of his staff who were in the audience: Samuel W. Amos, Jr., Chief Design Engineer; E. Todd Eure, Transportation Development Engineer; James T. (Jamie) Massey, Road Construction and Maintenance Superintendent; Jeffrey W. Perry, Engineering and Environmental Services Division Director; and Robert C. (Rob) Tieman, Capital Projects Coordinator. He reviewed service local reductions to GRTC transit service that were made the previous fall and how the department has reduced expenditures. Mr. Foster and Mr. Hazelett responded to questions from the Board concerning the status of road construction funding from the Virginia Department of Transportation (VDOT), current debt service on County bond referendum projects, the status of the North Gayton Road extension project, and VDOT's responsibility for cleaning up trash and debris on state roads. Mr. Thornton suggested that the County conduct an educational program to alert citizens that the primary onus on keeping local roads free of trash and debris is on them although the Department of Public Works will respond to calls for service on a case-by-case basis.

- Public Utilities/Solid Waste/Street Lighting – Arthur D. Petrini, Director of Public Utilities; joined by William I. Mawyer, Assistant Director; and Evelyn D. McGuire, Senior Controller

Mr. Petrini narrated a slide presentation on the Department of Public Utilities' operating budget for FY 2011-12. His presentation addressed the department's participation in countywide initiatives and the "changing the way we do business" effort and explained how

the proposed budget maintains levels of service. It also provided an overview of the current water and sewer systems, FY 2011-12 proposals for the water and sewer enterprise fund, water and sewer revenue and expenses, solid waste special revenue fund, and street lighting levies. Mr. Hazelett, Mr. Mawyer, Mr. Walter, Mr. Petrini, and Solid Waste Division Director Steven J. Yob responded to questions from the Board during the presentation relating to information contained in the slides. There was discussion by Mr. Hazelett and the Board of the rationale for a pipeline replacement project. Mr. Hazelett explained the two sources of funding for the department's capital budget. Mr. Petrini distributed a spreadsheet listing projects requested by the department in the FY 2011-12 through FY 2015-16 Capital Improvement Program and the proposed funding levels for those projects. Mr. Vithoukias assisted Mr. Petrini in responding to questions from Mr. Glover pertaining to the department's proposed debt service for water and sewer expenses in FY 2011-12. Mr. Hazelett highlighted the water and sewer capital projects to which the County is currently committed. Mr. Thornton cited the need to offer a clear explanation to citizens for the proposed five percent water and sewer rate and fee increases. Mr. Hazelett noted that annual increases in these rates and fees will be necessary to fund the regional Cobbs Creek Reservoir project in Cumberland County. Mr. Petrini also emphasized the need for funds to build and operate a transfer station by 2014, which is the projected date when the Springfield Road landfill will close. Mr. Kaechele and Mr. Glover complimented the department on its responsiveness to Henrico citizens and Mr. Thornton thanked the department for doing a fine job.

Mr. Hazelett distributed staff's cumulative written responses to questions asked by the Board during the two previous days' sessions. He also distributed a copy of a proposed resolution from Smart Beginnings Greater Richmond in support of the Regional Kindergarten Registration campaign. Mr. Drumwright elaborated on this regional effort, which is aimed at preventing attendance delays in kindergarten by ensuring that children have the required health screenings and immunizations necessary to attend school. He and Mr. Hazelett responded to several questions from the Board regarding the request for a resolution from Henrico County in support of the campaign. Mr. Hazelett noted that the Non-Departmental budget requests and a request by the General District Court could be reviewed during the following day's session immediately prior to presentation and discussion of Capital Projects. Mr. Hazelett announced that the following day's session would begin at 9:30 a.m., a half hour earlier than originally scheduled, to allow more time for the Board's review of these requests.

The Board adjourned for the day at 5:26 p.m. and reconvened on Thursday, March 17, 2011 at 9:37 a.m.

Members of the Board Present:

Frank J. Thornton, Chairman
Richard W. Glover, Vice Chairman (absent from 2:51 to 2:56 p.m.)
David A. Kaechele, Three Chopt District Supervisor
Patricia S. O'Bannon, Tuckahoe District Supervisor
James B. Donati, Jr., Varina District Supervisor

Other Officials Present:

Virgil R. Hazelett, P.E., County Manager
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Administrative Assistant/Deputy Clerk to the Board
George T. Drumwright, Jr., Deputy County Manager for Community Services
Angela N. Harper, FAICP, Deputy County Manager for Special Services
Leon T. Johnson, Deputy County Manager for Administration
Robert K. Pinkerton, P.E., Deputy County Manager for Community Operations
Randall R. Silber, Deputy County Manager for Community Development
John A. Vithoulkas, Director of Finance/Special Economic Advisor to the County Manager
C. Michael Schnurman, Legislative Liaison
Wilbert J. (Bert) Childress, Technology Support Specialist
Eugene H. Walter, Management and Budget Division Director
William B. Hinton, Budget Supervisor
Justin D. Crawford, Budget Analyst
Julian S. Parr, Budget Analyst
James A. (Adam) Rosatelli, Budget Analyst
Sharon Todd Van Gils, Budget Analyst
Crystal L. Willett, Budget Analyst
Marielle McFarland, Finance Department Intern
George H. Cauble, Jr., Director of Human Resources
Arika Lee, Management Trainee, Yangju City, Korea Department of General Affairs

Mr. Hazelett noted that he had distributed staff's cumulative written responses to questions asked by the Board prior to adjournment the previous evening and that there would not be further written responses during the current day's session.

The Legislative Budget Reviews continued with the following presentations:

- Non-Departmental (Cooperative Projects) – Mr. Hazelett

Mr. Walter distributed a spreadsheet listing non-departmental requests for County supported activities and staff's recommendations for FY 11-12. Mr. Hazelett reviewed the details of activities on the spreadsheet for County functions (tax relief programs); Board member compensation for the Capital Region Airport Commission (CRAC) and Richmond Regional Planning District Commission (RRPDC); donations to and Henrico's share of funding for outside organizations; and the Manager's reserve for travel, tuition, and contingencies. He responded to questions from the Board regarding this information. There was discussion among Board members and Mr. Hazelett pertaining to the County's share of funding for RRPDC; the level of its commitment to the Virginia Municipal League (VML); and the adequacy of funding identified for the 2011 Commemoration Advisory Commission, which was listed on the spreadsheet as 2011 Celebration Commission. Mr. Hazelett noted that staff was not recommending funding for new requests and Mr. Walter pointed out that the reductions recommended by staff for the next fiscal year were lower than those being recommended by other local

jurisdictions in the region. Following Mr. Hazelett's overview, there was discussion by the Board, Mr. Hazelett, and Mr. Walter concerning requests from Lewis Ginter Botanical Garden, Horses in Services Riding Center, Leadership Metro Richmond (LMR), Metropolitan Richmond Sports Backers, SPARC (School for the Performing Arts), and the YWCA. There was also extended discussion by the Board and Mr. Hazelett relating to the request by the General District Court to supplement the salaries of its deputy clerks out of local funds. The amount of this request was \$180,000. Mr. Hazelett explained that he could not recommend to the Board that it provide the supplement because of the precedent it would establish in shifting the personnel costs for these court employees from the Commonwealth to the County. Mr. Hazelett noted that this issue could be revisited with the Board along with staff's recommendation not to fund requests from the Chinese-American Festival, Jamestown 4-H Education Center, or the Elegba Folklore Society.

- Electoral Board - Mark J. Coakley, General Registrar; joined by Anne Marie Middlesworth, Deputy General Registrar; Alice F. Creighton, Chairman, Electoral Board; Terrill J. Richardson, Vice-Chairman, Electoral Board; and Bebe W. West, Secretary, Electoral Board

Mr. Coakley distributed a graph highlighting the general election total ballots cast in Henrico County from November 2000 through November 2010. Mr. Hazelett and Mr. Coakley responded to questions raised by Mr. Thornton regarding the presence of police officers and procedures for handling disputed ballots at polling precincts. He also responded to a question from Mr. Kaechele pertaining to how the redistricting process and United States Department of Justice preclearance process will affect filing deadlines and the administration of this year's local elections.

- MH/DS - Michael D. O'Connor, Director of Mental Health and Developmental Services; joined by Lynn A. Goodale, Assistant Director for Administrative Services; Michelle A. Johnson, Assistant Director for Community Support Services; and Laura S. Totty, Assistant Director for Clinical Services

Mr. Hazelett noted that Karen Grizzard, Chair of the Henrico Area Mental Health and Developmental Services Board, was present for this session. Mr. O'Connor recognized the members of his staff who were seated at the table as well as Marty Shephard, who was providing technical support. Mr. O'Connor narrated a slide presentation on the County Manager's recommended FY 2012 budget for Henrico Mental Health and Developmental Services (HAMHDS). During his presentation, Mr. O'Connor reviewed trends and highlights including statistics and information pertaining to unduplicated consumers served; crisis response for FY 2010; overnight emergency volume from 2004 through 2011 (projected); code mandated evaluations for involuntary commitments; consumer services; FY10 grants awarded; youth prevention; employment in a challenging economy; continuation of the Board of Supervisors' intellectual disability (ID) day support initiative; renegotiated day support rates with private providers; trend of consumers needing funding; FY 2012 projections; rental assistance; and a FY 2010 homeless survey. He also reviewed financial trends and highlights, including the agency's challenges; operating budget;

operating expenses that have been cut; initiatives for changing the way we do business; and FY 2010 revenue by source. With Ms. Totty's assistance, Mr. O'Connor responded to a number of questions from the Board relating to court orders and evaluations, housing needs and service requirements for new special education graduates and other clients, medication management, and crisis response procedures. Mr. Thornton commented favorably on the County's services to persons with mental health problems in comparison to those provided by the Commonwealth.

The Board recessed for lunch at 11:48 a.m. and reconvened at 12:04 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Recreation and Parks/Belmont Golf – Karen K. Mier, Director of Recreation and Parks; joined by Edwin C. (Neil) Luther IV, Assistant Director; and Louise S. Evans, Controller

Ms. Mier thanked the Management and Budget Division staff for their assistance. After introducing the members of her staff who were seated at the table and in the audience, Ms. Mier shared a four-and-a-half minute video titled *Back in Time* and featuring historic public properties managed by her department. With the assistance of Mr. Hazelett and Park Development Supervisor Steve Hart, Ms. Mier summarized her agency's budget highlights and responded to a number of questions and comments by the Board regarding athletic field turf maintenance, including field improvements currently underway at Varina High School; pond cleanup efforts at Echo Lake Park; the status of replacing the scoreboard at Pouncey Tract Park, developing a dog park at Dorey Park, and creating a master plan for land adjacent to Belmont Golf Course; the local economic impact of youth baseball and soccer tournaments hosted on County-owned recreation fields; and anticipated staffing at the new Eastern Henrico Recreation Center. Mrs. O'Bannon thanked the Division of Recreation and Parks staff for coordinating a number of public events planned by the 2011 Commemoration Advisory Commission and hosted by the County, some in cooperation with Henrico County Public Schools. Mr. Thornton also complimented the department on its efforts with 400th anniversary events, especially the African-American history event held at the Henrico Theatre. Ms. Mier thanked the Board for its support of her department.

The Board recessed at 12:56 p.m. and reconvened at 1:07 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Schools – Patrick J. Russo, Superintendent, joined by Lamont Bagby, School Board Chair; Diana D. Winston, School Board Vice-Chair; Lisa A. Marshall, School Board Member; Linda L. McBride, School Board Member; and John W. Montgomery, Jr., School Board Member

After a brief introduction by Mr. Bagby, Dr. Russo narrated a short slide presentation on Henrico County Public Schools' (HCPS) 2012 budget highlights. He also explained a slide comparing school division staffing in Henrico to Hanover and Chesterfield Counties and responded to questions from the Board concerning the information that was presented. Dr.

Russo pointed out that a majority of Henrico's public school students are now minorities. There was extended discussion among Dr. Russo, Assistant Superintendent for Finance Kevin Smith, the Board of Supervisors, and the School Board pertaining to the school district's student population trends, school capacity and the continued use of trailers at school sites throughout the County, increasing demands within the County for vocational and pre-kindergarten education, the status of the County's foreign language immersion programs, the level of scholarship money received by HCPS students, the relationship between HCPS and the School for the Performing Arts (SPARC), HCPS' opposition to proposed state legislation that would allow home schooled children to participate in athletic programs at public schools; international and national educational trends in the 21st century and changes that may be necessary for this country's educational system to maintain global competitiveness; and the status of mentoring programs within Henrico's public schools. Mr. Thornton suggested that HCPS needs to place greater emphasis on reading and after-school programs to assist dysfunctional students and Mr. Glover asked the School Board to reconsider its opposition to legislation allowing home schooled children to participate on public school athletic teams. Dr. Russo offered to share with the Board of Supervisors a five-to-seven-minute presentation on educational highlights that is developed each month by his staff. Mr. Thornton thanked the School Board and HCPS for the outstanding job it does in preparing the County's future leaders of tomorrow.

The Board recessed at 2:12 p.m. and reconvened at 2:25 p.m.

The Legislative Budget Reviews continued with the following presentation:

- General Services/CAM – Paul N. Proto, Director of General Services; joined by Ann D. Fortune, Controller

Mr. Hazelett noted that this was Mr. Proto's last legislative budget presentation. Mr. Proto will retire on June 17, 2011, and his expertise and experience have enabled him to manage many different areas within this department. Mr. Proto's pending retirement has triggered the Manager to look at reorganizing the department and splitting it into two departments. Mr. Proto recognized Mrs. Fortune and other members of his staff who were seated in the audience. He pointed out that Bill Smith, Deputy Director of General Services, will also be retiring on June 17, 2011. Mr. Proto reviewed budget highlights in each of the four divisions of his department and referred to upcoming capital projects involving his department. Mr. Proto explained the recent restructuring of the employee cafeteria, which reduced personnel, changed the menu to emphasize lighter fare, and lowered the general fund subsidy it receives. He also referred to how his department is a leader in the Commonwealth in implementing energy conservation measures. After his brief overview of the General Services budget, Mr. Proto distributed and elaborated on a spreadsheet highlighting his department's "changing the way we do business" efforts. He identified both one-time savings and annual savings. With the assistance of Automotive Fleet Manager Charlie Gibbens and Building and Grounds Manager Fred Drake, he responded to questions from the Board relating to the use of waste oil space heaters within the Central Automotive Maintenance (CAM) area, the scope of this department's building maintenance responsibilities, ways in which the department is improving the procurement environment

for minority-owned businesses, and the future viability of the County's 800 MHz radio system. As suggested by Mr. Thornton, Mr. Proto briefly reflected on his 42 years of service with the County and complimented the Board on its working relationship with the County Manager and staff. He pointed out that a good aspect of the bad economy was the opportunity it presented for County agencies to do things differently. Mr. Thornton expressed appreciation to Mr. Proto for his years of service and words of encouragement.

The Board recessed at 3:13 p.m. and reconvened at 3:18 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Capital Projects – Mr. Hazelett

Mr. Hazelett narrated a slide presentation on the capital budget overview and highlights of the proposed FY 2011-12 annual fiscal plan. His presentation cited the individual departmental requests totaling \$1,902,462,719; the departmental capital requests included in the proposed capital budget totaling \$141,409,173; and five sources of funding for the proposed capital budget. Following his presentation and with Mr. Walter's assistance, Mr. Hazelett responded to questions from the Board regarding the status of the Glen Echo Building and Brookland Middle School renovation projects, 2005 general obligation bond school projects, a new transfer station to replace the Springfield Road landfill, and Twin Hickory Park. He and Mr. Walter also responded to questions pertaining to the bond referendum sinking fund and the timing of the next general obligation bond referendum.

The Board recessed at 3:42 p.m. and reconvened at 3:45 p.m.

The Legislative Budget Reviews continued with the following presentation:

- Non-Departmental (continued) – Mr. Hazelett

Mr. Hazelett revisited the non-departmental requests, which he had discussed with the Board earlier in the day. He noted that the Board's position on requests from the following four organizations/agencies still needed resolution: Chinese-American Festival, Jamestown 4-H Education Center, Elegba Folklore Society, and General District Court (pay supplement). Mrs. O'Bannon advocated for the Chinese-American Festival request; Mr. Donati advocated for the Jamestown Education 4-H Center request; and Mr. Thornton advocated for the Elegba Folklore Society request, which was submitted late to the Management and Budget Division and which also receives funding from the Arts & Cultural Funding Consortium that is supported by the County. Mr. Hazelett responded to questions from Mr. Glover concerning the level of the County's commitment to The Cultural Arts Center at Glen Allen. After considerable discussion, the consensus of the Board was to uphold the Manager's recommendation not to fund the requests from the Chinese-American Festival, the Jamestown 4-H Education Center, and the Elegba Folklore Society. Mr. Hazelett agreed with a suggestion by Mr. Thornton that the Board bring up the issue of supplemental pay for General District Court deputy clerks at its annual dinner meeting with the County's General Assembly delegation rather than establish the precedent

of allocating County funds for this purpose. Mr. Cauble responded to questions from Mr. Donati pertaining to compensation and retirement system contributions for Circuit Court deputy clerks. Mrs. O'Bannon suggested that the Chinese-American Festival request could perhaps be funded through the County's Economic Development Authority.

At the conclusion of the non-departmental discussions, Mr. Hazelett commented on the difficulty of this year's budget preparation process, noted the hard work by County staff in developing the proposed budget, and thanked the Board for its patience in enduring the lengthy legislative review sessions. Mr. Thornton remarked that staff had worked diligently on the budget and with a sense of purpose. He thanked staff and Mr. Hazelett for their professionalism and hard work. Mr. Kaechele inquired about the budget public hearing and adoption schedule. Mrs. O'Bannon mentioned a book she had recently shared with Mr. Hazelett that was written by one her constituents, James Bacon, and which focuses on how runaway federal deficits will bankrupt the federal government. Mr. Glover commented that Mr. Hazelett's recent presentation to residents of Cross Ridge was well received. Mr. Hazelett updated the Board on the schedule for the County's redistricting open houses.

There being no further business, the meeting was adjourned at 4:29 p.m.



Richard W. Osborn
Chairman, Henrico County Board of Supervisors