

**COUNTY OF HENRICO, VIRGINIA
BOARD OF SUPERVISORS
SPECIAL MEETING
January 28, 2014**

The Henrico County Board of Supervisors convened a special meeting on Tuesday, January 28, 2014, 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:

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

Other Officials Present:

John A. Vithoukaskas, County Manager
Joseph P. Rapisarda, Jr., County Attorney
Barry R. Lawrence, CMC, Assistant to the County Manager/Clerk to the Board
Tanya B. Harding, Deputy Clerk to the Board/Administrative Assistant
Joseph A. Casey, 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
Tamra R. McKinney, Director of Public Relations & Media Services

Mrs. O'Bannon called the meeting to order at 5:05 p.m. She welcomed troop leaders and members of Boy Scout Troop 715, sponsored by Three Chopt Presbyterian Church, who were seated in the audience. Mrs. O'Bannon informed the Board that the troop was observing the work session rather than the 7:00 p.m. regular meeting due to the inclement weather that was predicted for later that evening. Mrs. O'Bannon asked each Boy Scout who was present to stand, give their name, and identify the merit badge they were working on. Wylie Shiffert, Jonathan Tyler, Sam Tyler, and Kas Weitham stated that they were working on the Communications Merit Badge. Campbell Collett and Chandras Tupurani stated that they were working on the Public Speaking Merit Badge.

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

Plan of Development for Short Pump Park

Mr. Vithoukaskas recognized Kevin Wilhite, County Planner, who narrated a slide presentation on this item. Mr. Wilhite distributed copies of a master plan of the park site, which contains 57.6

acres and is located next to Short Pump Elementary School. He reviewed zoning classifications in the vicinity of the site; an aerial view of the site; and a staff plan for future development of the site, which proposes a total of 313 parking spaces and both natural surface and paved trails. Mr. Wilhite also shared aerial photography of the site and surrounding areas up to the County line that was taken in 1998, 2003, and 2013.

Following Mr. Wilhite's presentation, Recreation and Parks Director Neil Luther and Mr. Foster responded to questions from the Board. Mr. Luther explained that the site originally contained ten acres that were acquired from a private landowner in 1983 and was expanded by an additional 39 acres through another acquisition in 2000 at a cost of \$4.4 million. The site also includes 8.6 acres that are shared with Short Pump Elementary School. The expansion plan for the park is funded in the current year's budget through the County's 2005 bond referendum. Mr. Luther further noted that wetlands on the site will limit the construction of additional soccer fields and confirmed that this will be the County's first urban park. Mr. Foster confirmed that the existing median on Pump Road will be altered to accommodate a left turn lane into the park. Mr. Vithoukas informed the Board that a public hearing on this plan of development (POD) will be held at the Board's February 11 regular meeting.

At this point in the meeting, Mr. Vithoukas asked Public Works Director Steve Yob to update the Board on the inclement weather conditions and forecast. Mr. Yob advised that Department of Public Works road crews had begun working 12-hour shifts in preparation for the snowstorm. In response to a question from Mrs. O'Bannon, he agreed to provide the Board with information outlining the costs incurred by his department to treat and clear County roads during the season's first snowstorm once that information becomes available. Mr. Glover voiced disappointment that County school buses were unable to go into neighborhoods after the previous snowstorm because of the condition of the County's subdivision streets. He expressed hope that the County was better prepared to treat and plow subdivision streets during the current snowstorm. Mr. Yob commented that major roads and intersections and roads with hills and curves continue to be his department's main priority for snow treatment and removal. In response to a question from Mrs. O'Bannon, Mr. Yob noted he would offer another update at the 7:00 p.m. meeting.

Springfield Road Landfill Transfer Station

Mr. Vithoukas recognized Jon Clary, the Department of Public Utilities' Solid Waste Division Director, who narrated a slide presentation titled *Springfield Road Landfill Closure and Transfer Station Operations*. Mr. Clary began his presentation by advising that the landfill sits on 191 acres, with 136 acres permitted for disposal. The last 26 acres are currently being filled, and commercial operations at the landfill will end on June 30, 2014. Closure of the landfill will not affect residential use of the public use area or result in any immediate staffing changes. In reviewing closure activities, Mr. Clary noted that a geomembrane liner will be placed over the remaining 26 acres of the open landfill and approximately 20 landfill gas collection wells will be installed. The estimated cost of closure activities is \$4.8 million and construction for the closure is scheduled for the summer and fall of 2015. Public Utilities Director Art Petrini and Mr. Clary responded to questions from the Board regarding funding of the closure activities, the components of the closure schedule, how residential recycling has affected the life of the landfill, and the cost of residential recycling. Mrs. O'Bannon asked for statistics quantifying the percentages of

materials that have been held out of the County's landfill as a result of the County's participation in regional recycling efforts through the Central Virginia Waste Management Authority (CVWMA). Mr. Vithoukaskas pointed out that the County is the only locality in the region that does not charge its residents a fee for participating in CVWMA's regional curbside recycling program.

Mr. Clary continued his presentation by providing an overview of operations for the transfer station, which will open July 1 on the existing landfill site. The transfer station will be used by the Department of Public Utilities' Solid Waste Division for refuse and bulky waste collection, community cleanups, and a public use area. Approximately 50,000 tons will be transported annually by truck from the site for disposal at Republic Services' Old Dominion Sanitary Landfill on Charles City Road. The estimated annual cost of the transfer station is \$1.2 million and the estimated annual hauling costs for eight to ten tractor trailers per day is \$750,000. The transfer station will be operated by 13 employees, ten full-time and three part-time. Mr. Clary responded to questions from the Board pertaining to the County's current landfill tipping fees and citizen access to the public use areas. He then explained a schematic highlighting the transfer station traffic plan. Mr. Vithoukaskas referred to previous actions by the Board to execute and amend the host agreement between BFI Waste Services of Virginia and the County for operation and expansion of the private landfill on Charles City Road. He advised that Mr. Clary will be providing the Board with more financial information on the landfill closure and transfer station operations during the legislative budget reviews in March. Mr. Clary responded to further questions from the Board relating to the status of the 623 Landfill in Goochland County and the County's charges for residential refuse collection. Mrs. O'Bannon expressed concerns about the impact of the landfill closure on private waste companies serving Henrico residents. Mr. Vithoukaskas assured Mrs. O'Bannon that more information on this issue will be presented to the Board during the legislative budget reviews.

Mr. Clary resumed his presentation by sharing construction photos of the transfer station and returning to the schematic of the transfer station traffic plan. He and Mr. Vithoukaskas responded to further questions from the Board regarding the volume of future truck traffic at the transfer station site, the timeframe for closing landfills, the status of incineration and other technologies that could reduce the demand for landfill space, and appropriate public uses at closed landfill sites.

The Board recessed for dinner at 5:50 and reconvened at 6:02 p.m.

Proposed Meals Tax Ordinance

Mr. Vithoukaskas recognized Gene Walter, Director of Finance, who narrated a slide presentation titled *Overview of Meals Tax*. Mr. Walter noted that there was a Board paper on the regular meeting agenda to introduce for advertisement and public hearing on February 25 an ordinance to levy a four percent food and beverage tax beginning June 1. Mr. Walter began his presentation by reviewing the meals tax question that was approved by a majority of Henrico voters on November 5, 2013; noting that a four percent meals tax would generate approximately \$18 million in additional revenue during fiscal year 2015 that would be dedicated to Schools capital projects and operational needs; identifying the anticipated sources of meals tax revenue; explaining how the public hearing on the proposed meal tax ordinance will be advertised if introduced; providing additional facts on the ordinance; and highlighting the most common


exemptions from meals tax ordinances under the Code of Virginia. Mr. Vithoukas, Mr. Walter, Mr. Newby, and Mr. Rapisarda responded to questions from Mr. Kaechele and Mrs. O'Bannon pertaining to the types of organizations that would be exempt from the County's ordinance.

Mr. Walter continued his presentation by noting County staff's outreach efforts on the proposed meals tax ordinance and future actions that the Department of Finance is prepared to take if the ordinance is adopted in regards to educating and training local businesses subject to the tax. He elaborated on these outreach efforts and recommended actions in response to questions from Mr. Nelson and responded to a question from Mr. Thomson concerning the three percent discount that has been included in the proposed ordinance to help offset the administrative costs associated with collecting the tax. Mr. Walter clarified for Mr. Nelson the food items in grocery stores that would be subject to the tax.

Following his presentation, Mr. Walter noted that representatives of the School Board and School administration were present to help answer any additional questions the Board of Supervisors might have. They included Beverly Cocks, Brookland District School Board member; Lamont Bagby, Fairfield District School Board member; Patrick Kinlaw, Superintendent of Schools; Kevin Smith, Assistant Superintendent of Schools for Finance; and Al Ciarochi, Assistant Superintendent of Schools for Operations. Dr. Kinlaw thanked the Board of Supervisors, County Manager, and County staff for their hard work on the meals tax proposal. He remarked that morale among the Schools' teaching staff has been enhanced since the meals tax referendum was approved. Dr. Kinlaw also commented on the great partnership that has developed between the general government and Schools staff with respect to the meals tax proposal.

Dr. Kinlaw asked Mr. Ciarochi to respond to questions and concerns from Mr. Nelson and Mr. Glover relating to how Schools plans to spend the \$9 million in meals tax revenues that would be dedicated each year to capital expenditures. Mr. Ciarochi advised the Board of Supervisors that he has been working with Dr. Kinlaw and the School Board to identify projects that need immediate attention as well as those that can be completed in upcoming years. These will include mechanical and roofing repairs and replacement, kitchen and restroom renovations, and lighting improvements. Mr. Glover requested that Schools provide the Board of Supervisors with an itemized list of these anticipated expenditures prior to the Board's vote on the proposed meals tax ordinance so that this information can be shared with the public and Henrico citizens can clearly see how meals tax revenues are being spent. Mrs. O'Bannon and Mr. Nelson also voiced their support for this request. Mr. Ciarochi agreed to provide the requested information, but Dr. Kinlaw cautioned the Board of Supervisors that the School Board should maintain the flexibility to move items within the list to accommodate any emergency needs that may arise. Mrs. Cocks assured the Board that the School Board will keep the public informed of capital projects funded by the meals tax. Mr. Glover reiterated his request and commented that he believes Henrico citizens should be told why their taxes are going to be raised for the first time in 35 years. He also expressed an interest in receiving additional justification from Schools for a \$9 million annual increase in school system operating costs that would be funded by meals tax revenues under the proposed ordinance. Mr. Vithoukas confirmed that the Board of Supervisors will be expecting to receive from the School Board a list of both capital and operating expenditures that will be funded annually with the estimated \$18 million in additional County revenue that will be generated by the meals tax.

There being no further business, the meeting was adjourned at 6:48 p.m.


Chairman, Board of Supervisors
Henrico County, Virginia