

**A G E N D A**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**May 26, 2015**  
**6:30 PM**

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- A. CALL TO ORDER**
- B. ROLL CALL**
- C. MOMENT OF SILENCE**
- D. PLEDGE OF ALLEGIANCE**
  - 1. Pledge Leader - Shania Soule, a 5th grade student at Matthew Whaley and a resident of the Jamestown District
- E. PRESENTATIONS**
- F. PUBLIC COMMENT - Until 7 p.m.**
- G. CONSENT CALENDAR**
  - 1. Minutes - March 24, 2015 Regular Meeting
  - 2. Discontinuance of the Regional Issues Committee
  - 3. Amendment to the County's Statement of Fiscal Goals Regarding Reserves and Capital Improvements
- H. PUBLIC HEARING(S)**
  - 1. Ordinance to amend Chapter 7, Economic Incentive Zones
  - 2. Additional Assessment for Electronic Summons System
- I. BOARD CONSIDERATION(S)**
  - 1. Sale of Real Property Jamestown Yacht Basin
- J. BOARD REQUESTS AND DIRECTIVES**
- K. REPORTS OF THE COUNTY ADMINISTRATOR**
  - 1. County Administrator's Report
- L. PUBLIC COMMENT**
- M. CLOSED SESSION**
- N. ADJOURNMENT**
  - 1. Adjourn until 6:30 pm on June 9, 2015 for the Regular Meeting



**ITEM SUMMARY**

DATE: 5/26/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Pledge Leader - Shania Soule, a 5th grade student at Matthew Whaley and a resident of the Jamestown District

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:47 AM



**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Teresa J. Fellows, Secretary to the Board  
SUBJECT: Minutes Adoption

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**ATTACHMENTS:**

	Description	Type
▣	032415 BOS Mins	Minutes

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:45 AM



**MINUTES**  
**JAMES CITY COUNTY BOARD OF SUPERVISORS**  
**REGULAR MEETING**  
**County Government Center Board Room**  
**101 Mounts Bay Road, Williamsburg, VA 23185**  
**March 24, 2015**  
**6:30 PM**

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**A. CALL TO ORDER**

**B. ROLL CALL**

Mary K. Jones, Berkeley District  
John J. McGlennon, Roberts District  
Kevin D. Onizuk, Vice Chairman, Jamestown District  
Michael J. Hipple, Powhatan District  
James G. Kennedy, Chairman, Stonehouse District

Bryan J. Hill, County Administrator  
Adam R. Kinsman, Interim County Attorney

**C. MOMENT OF SILENCE**

**D. PLEDGE OF ALLEGIANCE**

1. Pledge Leaders - members of Team Xplosion, a Neighborhood Basketball League, and residents of the Jamestown District, led the Board and citizens in the Pledge of Allegiance.

**E. PRESENTATIONS**

**F. PUBLIC COMMENT - Until 7 p.m.**

1. Mr. Frank Polster, 420 Hempstead Road, addressed the Board regarding the 1.7 penny tax increase for stormwater improvements.

2. Ms. Donnie Hines, 2893 Jonas Profit Trail, addressed the Board regarding the 1.7 penny tax increase for stormwater improvements.

3. Mr. Alek Colorado, 3756 Captain Wynne Drive, addressed the Board regarding the neighborhood drainage program.

4. Mr. Bob Gasink, 4080 Ambassador Circle, addressed the Board regarding the proposed property tax increase and stormwater funding.

5. Mr. Peter Morelli, 106 Kelsey Road, addressed the Board regarding the Senior Lounge at the Recreation Center.

6. Mr. Ed Oyer, 139 Indian Circle, addressed the Board regarding property values and rezoning cases.

At 6:58 p.m., Mr. Hipple recessed the Board of Supervisors in order to conduct the James City Service Authority Board of Directors Meeting.

At 7:01 p.m., Mr. Hipple reconvened the Board of Supervisors.

**G. CONSENT CALENDAR**

1. Minutes - January 27, 2015, Joint Work Session with Planning Commission

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Jones, Hipple, Kennedy, McGlennon, Onizuk.

2. Minutes - February 21, 2015, Budget Work Session

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Jones, Hipple, Kennedy, McGlennon, Onizuk.

3. Reaccreditation Police Department

A motion to Approve was made by John McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Jones, Hipple, Kennedy, McGlennon, Onizuk.

Mr. Onizuk requested that this item be pulled from the Consent Calendar for additional discussion. Chief Bradley Rinehimer addressed the Board regarding the reaccreditation of the Police Department. He introduced Sheriff Gabe Morgan, Sheriff of Newport News and Board member of the Virginia Law Enforcement Professional Standards Commission.

Sheriff Morgan addressed the Board giving a summary of the accreditation process and presented Chief Rinehimer with the reaccreditation plaque.

**H. PUBLIC HEARING(S)**

1. An Ordinance to Amend Chapter 14, Outdoor Gatherings

A motion to Approve was made by James Kennedy and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0

Ayes: Jones, Hipple, Kennedy, McGlennon, Onizuk.



Ms. Beth Klapper, Development Management Assistant, addressed the Board giving a summary of the memorandum and ordinance amendments included in the Agenda Packet.

Mr. Onizuk questioned the genesis of these ordinance amendments.

Ms. Klapper stated that currently outdoor gatherings are permitted by several different departments. This is an attempt to streamline and consolidate the process and to facilitate notification of these events to various departments and divisions.

As there were no other questions for staff, Mr. Hipple opened the Public Hearing. As no one wished to speak to the matter, Mr. Hipple closed the Public Hearing.

## **I. BOARD CONSIDERATION(S)**

## **J. BOARD REQUESTS AND DIRECTIVES**

Mr. McGlennon stated that he attended the information session provided by Williamsburg Area Transit Authority about the new Jamestown bus route. He attended the 90th Anniversary Event for the Jamestown-Scotland Ferry. Finally, he attended the press conference at Kingsmill with Governor McAuliff, Anheuser-Busch, and the Civil War Trust. Anheuser-Busch donated 65 acres for conservation of the Battle of Williamsburg's battlefield.

Ms. Jones stated that she attended the Hampton Roads Transportation Planning Organization (HRTPO) and Planning District Commission meetings. She stated that they have been doing round tables and break-out discussions regarding stormwater issues in the region and that Jamestown 1607 will be part of a case study on how to deal with reoccurring stormwater and flooding issues. She stated that the HRTPO long-range transportation plan was voted on, and she reported that the bridge on Jamestown Road is in the que as part of that plan. She thanked the citizens for all of the emails and their involvement in the budget process.

Mr. Onizuk stated that the Tourism Summit will be held on Friday, March 27 at Busch Gardens. He encouraged citizens to participate in the upcoming budget process. He asked for constructive input and thanked citizens that have already called and emailed.

Mr. Kennedy stated that all of the Supervisors would be holding coming meetings in their respective districts over the next few weeks. He asked for citizens to keep an open mind and to constructively participate. He stated that the Stonehouse District meeting will take place on April 13 at the Library on Croaker Road.

Mr. Hipple stated that he attended the Hampton Roads Transportation Accountability Committee meeting and the WATA meeting as well. He stated that he was the opening speaker for the Garden Club's annual event. He mentioned his appearance on the Weather Channel and an interview with the Associated Press. He stated that the District Community Meetings are as follows: Mr. McGlennon, April 2 at 6:30 p.m. in the Board Room; Ms. Jones, April 9 at 6:30 p.m. in the Board Room; Mr. Kennedy, April 13 at 6:30 p.m. in the Library on Croaker Road; Mr. Hipple, April 16 at 6:30 p.m. at the Recreation Center; and Mr. Onizuk, April 23 at 6:30 p.m. at the Recreation Center.

**K. REPORTS OF THE COUNTY ADMINISTRATOR**

1. County Administrator's Report

Mr. Hill stated that staff is doing their best to get James City County out there and to promote tourism to the area. He updated the Board on the most recent meeting with the Department of Environmental Quality. He announced that the next Coffee with a Cop will take place on April 4 at the Starbucks in McLaws Circle. He reminded citizens about the Annual Spring Clean Up and urged everyone to get involved.

**L. PUBLIC COMMENT**

1. Mr. Dick Atkinson, 2796 Jonas Profit Trail, addressed the Board in regard to stormwater issues in Fernbrook.

2. Mr. Chris Henderson, 101 Keystone, addressed the Board regarding the proposed tax increase and stated that cuts need to be made.

**M. CLOSED SESSION**

**N. ADJOURNMENT**

1. Adjourn until 6:30 p.m. on April 14, 2015, for the Regular Meeting

A motion to Adjourn was made by James Kennedy and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0  
Ayes: Jones, Hipple, Kennedy, McGlennon, Onizuk.

At 7:50 p.m., Mr. Hipple adjourned the Board.

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Bryan J. Hill  
County Administrator

**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Beth E. Klapper, Administrative Coordinator  
SUBJECT: Discontinuance of the Regional Issues Committee

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The Regional Issues Committee (RIC) has been in existence since 1987, and was formed as an outgrowth of the Williamsburg Community Planning Partnership/Williamsburg Regional Commission on Growth process to serve as an advisory body for the three jurisdictions on cross jurisdictional issues.

Over the years, the RIC has served as the coordinating body for several regional initiatives. The coordinated Comprehensive Plan update that took place in 2012-13 serves as the culmination of that regional planning initiative that began almost 30 years ago with the efforts of the Planning Partnership and Growth Commission and was continued by the work of the RIC.

More recently, the RIC has served primarily as an information sharing group as opposed to an action group. Regional cooperation and coordination continues through the efforts of regional bodies such as the Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization, and the Historic Triangle Collaborative.

The future of the RIC was discussed by the Committee at its January 27 and April 28, 2015 meetings. Following discussion at the April 28 meeting, the RIC, by a 7-2 vote, recommended to the governing bodies that they approve “A Resolution Discontinuing the Regional Issues Committee.”

The City of Williamsburg will consider the proposed resolution at its Council meeting on May 14. York County anticipates that this matter will be on its Board agenda for June 2.

Staff recommends approval of the attached resolution.

**ATTACHMENTS:**

	Description	Type
☐	Discontinuance of the Regional Issues Committee	Staff Report
☐	A RESOLUTION DISCONTINUING THE	Resolution

REGIONAL ISSUES  
COMMITTEE

- ☐ Unapproved Minutes of the April 28, 2015, Regional Issues Committee meeting Minutes
- ☐ History of the Regional Issues Committee Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Development Management	Murphy, Allen	Approved	5/8/2015 - 4:54 PM
Publication Management	Burcham, Nan	Approved	5/11/2015 - 8:17 AM
Board Secretary	Fellows, Teresa	Approved	5/11/2015 - 10:12 AM
Board Secretary	Kinsman, Adam	Approved	5/13/2015 - 4:28 PM
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:48 AM

## MEMORANDUM

DATE: May 26, 2015  
TO: The Board of Supervisors  
FROM: Beth E. Klapper, Administrative Coordinator  
SUBJECT: Discontinuance of the Regional Issues Committee

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The Regional Issues Committee (RIC) has been in existence since 1987, and was formed as an outgrowth of the Williamsburg Community Planning Partnership/Williamsburg Regional Commission on Growth process to serve as an advisory body for the three jurisdictions on cross jurisdictional issues.

Over the years, the RIC has served as the coordinating body for several regional projects including the 1993 *Regional Bikeway Plan*; the 1991 *Resource Protection Planning Revisited* study which has served as a basis for historic and archaeological planning; and the 1992 *Natural Areas Inventory of the Lower Peninsula of Virginia*, which has served as a resource for environmental planning.

In 2006 the RIC considered the potential for a coordinated comprehensive plan effort and recommended that the three jurisdictions undertake a simultaneous Comprehensive Plan review at the next cycle. The coordinated update that took place in 2012-13 serves as the culmination of that regional planning initiative that began almost 30 years ago with the efforts of the Planning Partnership and Growth Commission and was continued by the work of the RIC.

More recently, the RIC has served primarily as an information sharing group as opposed to an action group. However, regional cooperation and coordination continues through the efforts of a variety of regional bodies such as the Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization, and the Historic Triangle Collaborative.

The future of the RIC was discussed by the Committee at its January 27 and April 28, 2015 meetings. An email survey of the RIC members between these meetings found ten members in favor of the draft resolution discontinuing the RIC; two opposed to the draft resolution; and two expressing concerns with the discontinuance. Following discussion at the April 28 meeting, the RIC, by a 7-2 vote, recommended to the governing bodies that they approve "A Resolution Discontinuing the Regional Issues Committee."

The City of Williamsburg will consider the proposed resolution at its Council meeting on May 14. York County anticipates that this matter will be on its Board agenda for June 2.

Staff recommends approval of the attached resolution.

BEK/nb  
DiscontinueRIC-mem

Attachments:

1. Resolution
2. Unapproved Minutes of the April 28, 2015, Regional Issues Committee meeting
3. History of the Regional Issues Committee

A RESOLUTION DISCONTINUING THE REGIONAL ISSUES COMMITTEE

- WHEREAS, the Williamsburg Community Planning Partnership was formed in 1986 out of a concern about the impacts of growth in the region, conducted public sessions involving over 600 local residents, and produced a book of “Idea Group” reports on regional growth issues; and
- WHEREAS, as a result of the Planning Partnership process, the Williamsburg Regional Commission on Growth (Growth Commission) was established in 1987 to consider ways of managing growth and to make recommendations about the best methods to maintain and enhance the quality of life in the community, and consisted of seven residents from each of the three jurisdictions appointed by the governing bodies; and
- WHEREAS, one of the recommendations of the Growth Commission was for the establishment of a Regional Issues Committee (RIC) to serve as an advisory body for the three jurisdictions on cross jurisdictional issues; and
- WHEREAS, the RIC was established in 1987, reviewed and evaluated the recommendations of the Growth Commission, and served as a coordinating body for several important regional studies, which were the 1991 *Resource Protection Planning Revised* study for historic and archaeological planning, the 1992 *Natural Areas Inventory of the Lower Peninsula of Virginia* study, and the 1993 *Regional Bikeway Plan*; and
- WHEREAS, in 2008 the RIC recommended to the three governing bodies that they “undertake simultaneous Comprehensive Plan review,” which was supported by resolutions from the governing bodies of James City County, York County, and the City of Williamsburg; and
- WHEREAS, a Coordinated Comprehensive Update was undertaken by the three jurisdictions in 2012-13, and received an award as an “Outstanding Regional Planning Process” from the Virginia Chapter of the American Planning Association in 2014; and
- WHEREAS, the Coordinated Comprehensive Plan update process is the culmination of a regional planning process that began almost 30 years ago in 1986 with the Planning Partnership and the Growth Commission and which was continued by the work of the RIC; and
- WHEREAS, the RIC has fulfilled its purpose of encouraging planning and cooperation on a regional basis; and
- WHEREAS, regional cooperation and coordination continues through the efforts of the Hampton Roads Planning District Commission, the Hampton Roads Transportation Planning Organization, the Hampton Roads Transportation Accountability Commission, the Greater Williamsburg Chamber and Tourism Alliance, and the Historic Triangle Collaborative.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby proclaims that the RIC be discontinued effective June 30, 2015, but may be reestablished at a later date by vote of the three jurisdictions, and with issues deemed needing attention being referred to the Historic Triangle Collaborative in the interim.

BE IT FURTHER RESOLVED that the members of the RIC be thanked for their service to their individual jurisdictions and to the region.

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Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

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Bryan J. Hill  
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of May, 2015.

DiscontinueRIC-res

## REGIONAL ISSUES COMMITTEE MEETING

### MINUTES

Williamsburg Municipal Building  
8:30 a.m.

April 28, 2015

Members Attending: Mr. Brazelton, Mr. Bourn, Mr. Carroll, Mr. Collier, Ms. Cordasco, Mr. Granger, Mr. Harris, Ms. Knudson, Mr. Starr

Staff Attendees: Mr. Murphy, Mr. Holt, Mr. Nester, Mr. Carter

A quorum was declared.

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Mr. Murphy welcomed everyone and called the meeting to order.

#### **Meeting Minutes**

The Minutes of the January 27, 2015 meeting were approved.

#### **Open Forum**

There were no public comments.

#### **Updates / Briefings**

The Committee was provided a link to review the minutes of the Historic Triangle Collaborative.

As Mr. Harris, Senior Vice President, Greater Williamsburg Chamber and Tourism Alliance, stated that the Alliance is receiving encouraging numbers regarding increased visits to the Historic Triangle. Mr. Harris stated that the Alliance will be providing an update on the region at a travel writers symposium in New York City. Mr. Harris noted that the l'Hermione, an exact replica of General Lafayette's ship, will be in Yorktown June 5 -7.

#### **Future Business**

Mr. Nester stated that at the January meeting, it was recommended to do an email poll of the Committee members regarding the proposal to request that the three jurisdictions discontinue the Regional Issues Committee. Mr. Nester stated that ten members were in favor; two opposed; and two who expressed concerns. Mr. Nester stated that the Committee now has the opportunity to vote on the proposed resolution.

Mr. Collier inquired about the concerns that were expressed.



Mr. Bourn responded that he had been concerned about whether there were additional issues that might need to be addressed by the Committee. Mr. Bourn further stated that after gaining a better perspective on the function of the Historic Triangle Collaborative and the composition of its membership, he believed that it is well suited to addressing any issues that might come forward.

Mr. Bourn moved to recommend that the first resolve in the proposed resolution should be amended to state "...and with issues deemed needing attention being referred to the Historic Triangle Collaborative in the interim."

Ms. Knudson stated that when the Committee was established, there was no other body of a similar nature – especially nothing comparable to the HTC. Ms. Knudson further stated that there were few opportunities for the jurisdictions to talk to each other. Ms. Knudson stated that now there are many high powered committees to discuss common issues. Ms. Knudson further stated that because of this, continuing this Committee is not an efficient use of taxpayer money, nor is it an efficient use of staff time.

Mr. Granger stated that he is opposed to discontinuing the Committee. Mr. Granger stated that he does not know enough about the HTC to be assured that it would be an appropriate replacement. Mr. Granger further stated that it does not appear that the HTC provides a forum for the public to make comment. Mr. Granger stated that he believes there are still issues in the region that would be appropriate for the Committee to address such as establishing a regional identity, tourism issues, housing and economic development.

Ms. Cordasco stated that the membership, mission and purpose of the HTC are not at all similar to the Regional Issues Committee. Ms. Cordasco noted that since this is a local meeting, it is far different than expending resources to travel to other regional meetings. Ms. Cordasco further stated that she does not believe that the request to discontinue should come from the public body; but that the entities that created it should be looking at whether it is being used well. Ms. Cordasco stated that she believes there is still important work for the Committee address.

Ms. Knudson stated that most of the issues such as regional identity, tourism and economic development are being dealt with by the HTC and other entities. Ms. Knudson emphasized that even though the Committee only meets quarterly, it does require the resources of the Planning executives in each locality, which is not inexpensive in terms of money or time. Ms. Knudson further stated that if the governing bodies had work appropriate for the Committee, they would make the assignments; since there are no assignments it is necessary for the Committee to make the request to disband.

Mr. Collier stated that he understands that the HTC has recently decided to separate the three localities from the remainder of the region for economic development.

Ms. Knudson clarified that the HTC has determined to keep and focus the economic development funds for local use among the three localities rather than pooling those funds with the other localities in the region.

Mr. Bourn stated that based on the minutes from the HTC meetings, he is impressed with the depth of coverage for common issues. Mr. Bourn stated that if transparency is a concern, the Committee could make a recommendation that the HTC should consider allowing the press to attend.

Mr. Brazelton inquired how the HTC began.

Mr. Carter stated that the HTC is a formal continuation of the collaboration and cooperation among the three jurisdictions for the 2007 celebration. Mr. Carter further stated that the membership is composed of the chief administrative officer and chair or other representative of the governing body for each locality as well as representation from the Jamestown-Yorktown Foundation, Colonial Williamsburg, the Chamber and Tourism Alliance and Busch Gardens. Mr. Carter further stated that there is generally a public report on HTC activities at each locality's board meeting.

Ms. Knudson stated that the Committee should recommend that the resolution to discontinue the Regional Issues Committee be forwarded to the governing body of each of the three localities.

Mr. Murphy requested that Mr. Bourn restate his amendment to the resolution.

Mr. Bourn stated that the resolution should be amended at the first resolve to read "...and with issues deemed needing attention being referred to the Historic Triangle Collaborative in the interim."

On a roll call vote the Regional Issues Committee voted to recommend to the individual governing bodies that the Regional Issues Committee be suspended or discontinued. (7-2)

### **Open Forum**

There were no public comments.

There being no further business, the meeting was adjourned.

bk

## HISTORY OF THE REGIONAL ISSUES COMMITTEE

The Regional Issues Committee has been in existence since 1987, and was formed as an outgrowth of the Williamsburg Community Planning Partnership/Williamsburg Regional Commission on Growth process in 1986 and 1987. The completion of the region's first "Coordinated Comprehensive Plan Update" process in 2012 and 2013, and the consideration being given to carrying on this coordination for future Comprehensive Plans, brings up a need to reevaluate the need for continuing the Regional Issues Committee as an advisory group to the three jurisdictions.

The genesis of our recently completed "Coordinated Comprehensive Plan Update" began in 1986 with the formation of the Williamsburg Community Planning Partnership – a group made up of representatives of the three governing bodies and planning staffs, and representatives of Colonial Williamsburg Foundation, Busch Properties Incorporated and the College of William and Mary. The Planning Partnership was formed out of a concern about the impacts of growth in the region, and involved public sessions involving over 600 local residents. This process resulted in a book of "Idea Group" reports that were used in future deliberations by the Williamsburg Regional Commission on Growth (Growth Commission for short), which was the next step in this regional planning process.

The Growth Commission was established in March, 1987 and consisted of seven residents from each of the three jurisdictions. The Growth Commission evaluated the results of the Planning Partnership Process, distilling 300 pages of Task Group reports into a 20 page summary report with 99 recommendations. This was presented to the three governing bodies. Most of these recommendations have been addressed, some in more detail than others, over the past 30 years. However, the six major growth management goals of the Growth Commission report have been incorporated into the 13 iterations and implementations of our three comprehensive plans in the intervening years.

One of the recommendations of the Growth Commission was for the establishment of a Regional Issues Committee to serve as an advisory body for the three jurisdictions on cross jurisdictional issues. The Regional Issues Committee was established in 1987, and presently consists of 18 members – one member from each of the three governing bodies, one from each of the three Planning Commissions, two citizens from each jurisdiction, and representatives from the College of William and Mary, Colonial Williamsburg, Colonial National Historical Park, Jamestown-Yorktown Foundation, Greater Williamsburg Chamber and Tourism Alliance, and VDOT.

The first task of the Regional Issues Committee was to review and evaluate the recommendations of the Growth Commission. It then served as a coordinating body for several regional studies: the 1993 *Regional Bikeway Plan*; the 1991 *Resource Protection Planning Revisited* study which has served as a basis for historic and archaeological planning; and the 1992 *Natural Areas Inventory of the Lower Peninsula of Virginia*, which has served as a resource for environmental planning efforts.

Although the Growth Commission recommended "a uniform method of data gathering so that all policy makers are using similar figures", it did not specifically recommend joint preparation of three Comprehensive Plans. Over the years, the timing of the three jurisdictions 18 different Comprehensive Plan updates were close, but were never completely coordinated.

The Regional Issues Committee began discussions on a coordinated Comprehensive Plan update in 2006, and recommended to the three governing bodies in 2008 that they undertake a simultaneous Comprehensive Plan review, which was supported by resolutions from the three governing bodies. The coordinated update took place in 2012-2013, and included the following elements: a Joint Transportation Study prepared by the Hampton Roads Transportation Planning Organization; consolidated land use maps; data collection and compilation; and a project web site ([www.HTPlanning.org](http://www.HTPlanning.org)). The public engagement part of the process included a series of four joint public forums to enable the citizens to discuss their views about the area and its future. Following the joint community forums, the three Planning Commissions held a joint work session to review and discuss the citizen comments made at the forums and issues of common concern. After the joint Planning Commission meeting, Williamsburg and York County continued with their Comprehensive Plan update processes, using the public meetings and joint Planning Commission discussion as a component of their public input processes. Following adoption of Williamsburg's Comprehensive Plan in 2013 and York County's in September 2013, the staffs worked to finalize the summary report text and to update the coordinated future land use map to reflect changes that had been made to the designation of various parcels.

The Coordinated Comprehensive Plan update process can be seen as the culmination of a regional planning process that began almost 30 years ago in 1986 with the Planning Partnership and the Growth Commission, and which was continued by the work of the Regional Issues Committee.

In recent years the Regional Issues Committee has served primarily as an information sharing group as opposed to an action group. However, regional cooperation and coordination continues through the efforts of the Hampton Roads Planning District Commission, Hampton Roads Transportation Planning Organization, the Hampton Roads Transportation Accountability Commission, the Greater Williamsburg Chamber and Tourism Alliance and the Historic Triangle Collaborative.

**ITEM SUMMARY**

DATE: 5/26/2015

TO: Board of Supervisors

FROM: Suzanne R. Mellen, Director of Financial and Management Services

SUBJECT: Amendment to the County's Statement of Fiscal Goals Regarding Reserves and Capital Improvements

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**ATTACHMENTS:**

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution	Resolution

**REVIEWERS:**

Department	Reviewer	Action	Date
Financial Management	Mellen, Sue	Approved	5/14/2015 - 11:03 AM
Publication Management	Burcham, Nan	Approved	5/14/2015 - 11:34 AM
Board Secretary	Fellows, Teresa	Approved	5/19/2015 - 9:08 AM
Board Secretary	Kinsman, Adam	Approved	5/19/2015 - 10:32 AM
Board Secretary	Fellows, Teresa	Approved	5/19/2015 - 1:30 PM



**M E M O R A N D U M**

DATE: May 26, 2015

TO: The Board of Supervisors

FROM: Suzanne R. Mellen, Director, Financial and Management Services

SUBJECT: Amendment to the County's Statement of Fiscal Goals; Reserves, and Capital Improvements

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Currently the County's Statement of Fiscal Goals includes provisions related to County reserves and capital improvements.

In the January Budget Retreat with Davenport and Company representatives, a recommendation was made to amend the following provisions:

Reserves

Current: To keep the fund balance designated for Fiscal Liquidity at the end of the fiscal year, equal to no less than 8%, with a target of 12%, of the total operating budget (General Fund plus the County's share of the Component Unit Schools).

Proposed: To keep the fund balance designated for Fiscal Liquidity at the end of the fiscal year, equal to no less than 10%, with a target of 12%, of the total operating budget (General Fund plus the County's share of the Component Unit Schools). Use of the Fiscal Liquidity may be necessary from time to time to meet unexpected revenue shortfalls, a declared fiscal emergency, a financial opportunity to enhance the well-being of James City County or other such global purpose to protect its long-term fiscal security. If the use of Fiscal Liquidity causes the balance to fall below the minimum 10% level, the Board of Supervisors will adopt a plan and a timeline for replenishing the Fiscal Liquidity reserve to its minimum 10% level.

Capital Improvements

Current: To appropriate, at a minimum, 5% of the cost of major capital projects from recurring revenues.

Proposed: A portion of the annual General Fund cash flow shall be used for one time capital project. The goal of designating annual cash for capital is 5.0% of General Fund Revenues.

Staff recommends approval of the attached resolution.

SRM/nb  
AmendFiscalGoals-mem

Attachment

**RESOLUTION**

**AMENDMENT TO THE COUNTY’S STATEMENT OF FISCAL GOALS; RESERVES, AND**

**CAPITAL IMPROVEMENTS**

WHEREAS, the Board of Supervisors of James City County has previously adopted a Statement of Fiscal Goals; and

WHEREAS, certain provisions relating to reserves and capital improvement should be amended and updated to better reflect lender expectations and the County’s current long-range capital financing needs.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby replaces the previously adopted fiscal policy on reserves and capital improvements following in its place:

Reserves

To keep the fund balance designated for Fiscal Liquidity at the end of the fiscal year, equal to no less than 10%, with a target of 12%, of the total operating budget (General Fund plus the County’s share of the Component Unit Schools). Use of the Fiscal Liquidity may be necessary from time to time to meet unexpected revenue shortfalls, a declared fiscal emergency, a financial opportunity to enhance the well-being of James City County or other such global purpose to protect its long-term fiscal security. If the use of Fiscal Liquidity causes the balance to fall below the minimum 10% level, the Board of Supervisors will adopt a plan and a timeline for replenishing the Fiscal Liquidity reserve to its minimum 10% level.

Capital Improvements

A portion of the annual General Fund cash flow shall be used for one time capital project. The goal of designating annual cash for capital is 5.0% of General Fund Revenues.

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

	<u>VOTES</u>		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of May, 2015.



**ITEM SUMMARY**

DATE: 5/26/2015

TO: The Board of Supervisors of James City County

FROM: Russell C. Seymour, Director Office of Economic Development

SUBJECT: Ordinance to Amend Chapter 7, Economic Incentive Zones, Sections 7-2, 7-4 and 7-5, of the Code of the County of James City

---

**ATTACHMENTS:**

	Description	Type
☐	memorandum	Cover Memo
☐	ordinance	Ordinance
☐	ordinance final	Ordinance
☐	DHCD Letter	Cover Memo
☐	Enterprise Zone Map	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Economic Development	Seymour, Russell	Approved	5/5/2015 - 3:52 PM
Publication Management	Burcham, Nan	Approved	5/5/2015 - 5:01 PM
Board Secretary	Fellows, Teresa	Approved	5/8/2015 - 2:56 PM
Board Secretary	Kinsman, Adam	Approved	5/13/2015 - 4:34 PM
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:48 AM



**MEMORANDUM**

DATE: May 26, 2015

TO: The Board of Supervisors

FROM: Russell C. Seymour, Director of Economic Development

SUBJECT: Ordinance to Amend Chapter 7, Economic Incentive Zones Sections 7-2, 7-4, and 7-5, of the Code of the County of James City, Virginia

---

An update to Chapter 7 of the Code of the County of James City, Virginia, is necessary to reflect the changes that were made to the County's designated Enterprise Zone and approved by the Virginia Department of Housing and Community Development. These changes include adjustments to the Enterprise Zone boundaries, lowering the required minimum capital investment from \$1,000,000 to \$500,000 and adding Expedited Permit Review as a local incentive.

Staff recommends approval of the ordinance as presented.

RCS/nb  
AmendCh7EconInctveZnes-mem

Attachments

1. Ordinance Amendment
2. DHCD Letter
3. James River Enterprise Zone Map

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 7, ECONOMIC INCENTIVE ZONES, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING SECTION 7-2, BOUNDARIES OF THE JAMES RIVER ENTERPRISE ZONE; SECTION 7-4, QUALIFICATION FOR INCENTIVES AND SECTION 7-5, LOCAL ENTERPRISE ZONE INCENTIVES.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 7, Economic Incentive Zones, is hereby amended and reordained by amending Section 7-2, Boundaries of the James River Enterprise Zone; Section 7-4, Qualification for incentives and Section 7-5, Local enterprise zone incentives.

Chapter 7. Economic Incentive Zones

**Sec. 7-2. Boundaries of the James River Enterprise Zone.**

The boundaries of the James River Enterprise Zone are set forth on the map entitled "James River Enterprise Zone" revised June 8, 2011, which is on file in the office of the enterprise zone administrator, the area of which has been declared an enterprise zone by the governor of the Commonwealth of Virginia for a period of 20 years in accordance with the Virginia Enterprise Zone Act. (Ord. No. 192, 5-14-96; Ord. No. 192A-4, 11-22-11)

**Sec. 7-4. Qualification for incentives.**

(a) *Location and criteria.* In order to qualify for local incentives provided under this chapter, a business firm must locate or be located within the boundaries of the enterprise zone and meet the following criteria:

- (1) *Capital investment criteria.* After adoption of this chapter, make a capital investment of ~~\$1,000,000.00~~ 500,000.00 or more in any 24 month period in a commercial or industrial project within the zone; or

**Sec. 7-5. Local enterprise zone incentives.**

(k) *Expedited permit review. Business firms which meet the criteria above will be eligible for expedited or fast tracked county agency review and comments for plan submittals.*

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk of the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of May, 2015.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 7, ECONOMIC INCENTIVE ZONES, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY AMENDING SECTION 7-2, BOUNDARIES OF THE JAMES RIVER ENTERPRISE ZONE; SECTION 7-4, QUALIFICATION FOR INCENTIVES; AND SECTION 7-5, LOCAL ENTERPRISE ZONE INCENTIVES.

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Chapter 7. Economic Incentive Zones

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**Sec. 7-4. Qualification for incentives.**

(a) *Location and criteria.* In order to qualify for local incentives provided under this chapter, a business firm must locate or be located within the boundaries of the enterprise zone and meet the following criteria:

- (1) *Capital investment criteria.* After adoption of this chapter, make a capital investment of 500,000.00 or more in any 24 month period in a commercial or industrial project within the zone; or

**Sec. 7-5. Local enterprise zone incentives.**

(k) Expedited permit review. Business firms which meet the criteria above will be eligible for expedited or fast tracked county agency review and comments for plan submittals.



Robert F. McDonnell  
Governor

James S. Cheng  
Secretary of  
Commerce and Trade

# COMMONWEALTH of VIRGINIA

William C. Shelton  
Director

## DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT

September 7, 2012

The Honorable Mary K. Jones  
James City County Board of Supervisors  
101 Mounts Bay Road  
Williamsburg, Virginia 23185

Dear Chairman Jones:

The Department of Housing and Community Development received an application from James City County requesting incentive and boundary amendments to Enterprise Zone 23.

After reviewing the application, the Department hereby notifies you that the proposed revisions to Enterprise Zone 23, as outlined in the application are accepted. The revised incentives and boundaries will become a formal component of the County's Enterprise Zone. Businesses and investors in the newly incorporated areas may qualify for program incentives beginning with the 2012 calendar year.

I am pleased to be of assistance to you in your economic development efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "B. Shelton".

Bill Shelton

cc: Mr. Robert Middaugh, County Administrator  
Mr. Russ Seymour, Economic Development Director

Partners for Better Communities

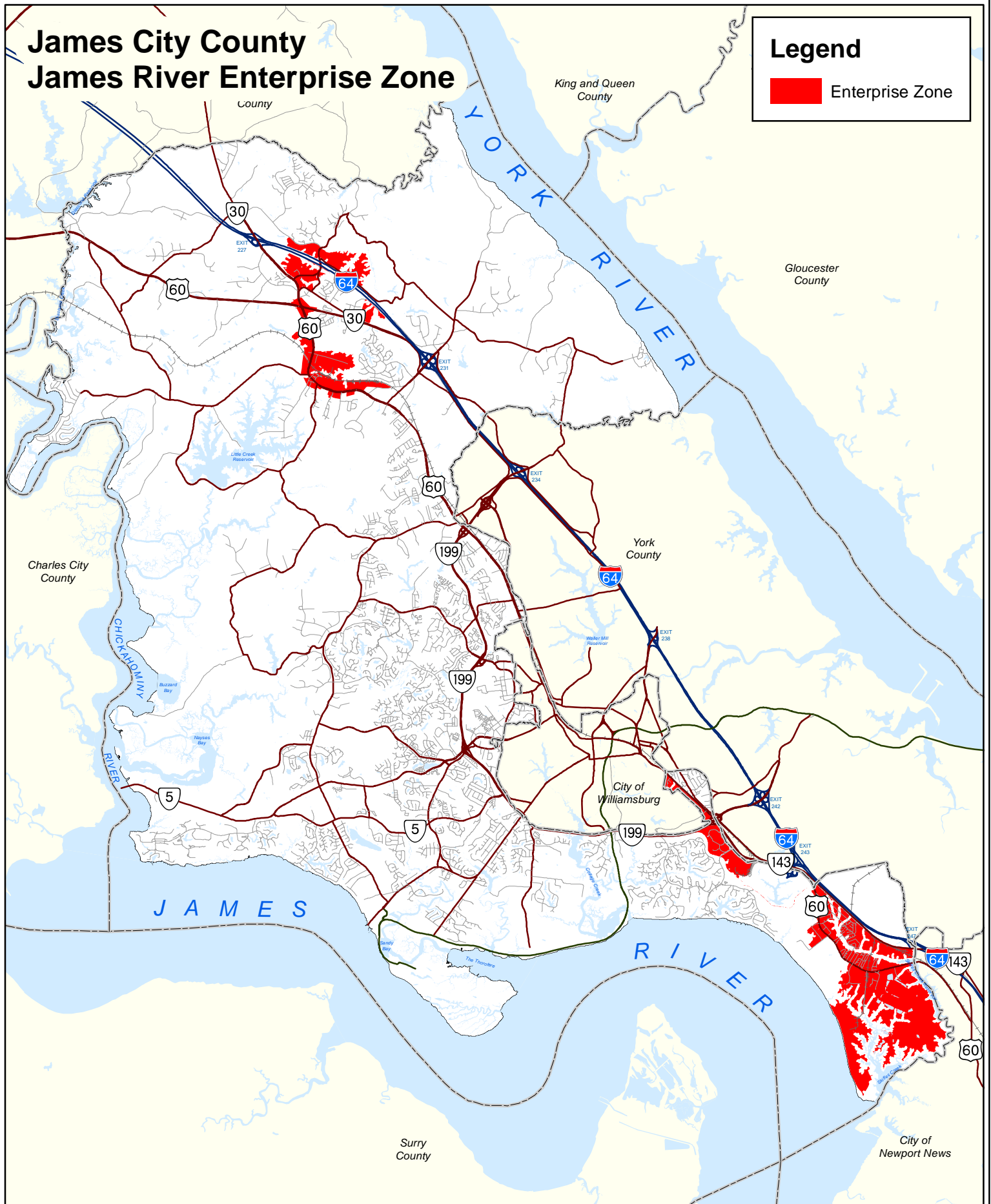


[www.dhcd.virginia.gov](http://www.dhcd.virginia.gov)

# James City County James River Enterprise Zone

## Legend

 Enterprise Zone



1 inch = 13,000 feet  
0 5,500 11,000 Feet

### James City County



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information, and data obtained from various sources, and James City County is not responsible for its accuracy or how current it may be.

Copyright James City County GIS Office 5/5/2015  
M:\Departments\EconDev\Enterprise Zone\Enterprise Zone 2012.mxd





**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Allison Kotula, Assistant County Attorney  
SUBJECT: Additional Assessment for Electronic Summons System

---

**ATTACHMENTS:**

	Description	Type
▣	Memo	Cover Memo
▣	Ordinance for Signature	Cover Memo
▣	Ordinance	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Attorney	Kinsman, Adam	Approved	5/13/2015 - 4:28 PM
Publication Management	Burcham, Nan	Approved	5/13/2015 - 4:33 PM
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:47 AM
Board Secretary	Kinsman, Adam	Approved	5/14/2015 - 8:48 AM
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:52 AM



**MEMORANDUM**

DATE: May 26, 2015  
TO: The Board of Supervisors  
FROM: Allison A. Kotula, Assistant County Attorney  
SUBJECT: Additional Assessment for Electronic Summons System

---

Attached is an ordinance which amends County Code to authorize James City County to assess an additional five dollar (\$5.00) fee as part of the costs in each criminal or traffic case in the James City County/Williamsburg General District and Circuit Courts. This additional assessment will be charged when a defendant is charged with a violation of any statute or ordinance. The assessment shall be collected by the clerk of the court in which the action is filed, remitted to the Treasurer of James City County, and held by the Treasurer of James City County subject to disbursements by the James City County Board of Supervisors to the James City County Police Department solely to fund software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.

The ordinance amendment instituting the fee will become effective July 1, 2015.

I recommend adoption of the attached ordinance.

AAK/nb  
ElectSumSys-mem

Attachment

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 15, OFFENSES-MISCELLANEOUS, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY ADDING SECTION 15-41, ADDITIONAL ASSESSMENT FOR ELECTRONIC SUMMONS SYSTEM.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 15, Offenses - Miscellaneous, is hereby amended and reordained by adding Section 15-41, Additional assessment for electronic summons system.

Chapter 15. Offenses – Miscellaneous

**Sec. 15-41. Additional assessment for electronic summons system.**

*An additional sum of five dollars (\$5.00) shall be assessed as part of the costs in each criminal or traffic case in the James City County/Williamsburg General District Court and the James City County/Williamsburg Circuit Court, in cases in which the defendant is charged with a violation of any statute or ordinance. The assessment shall be collected by the clerk of the respective court in which the action is filed, remitted to the James City County Treasurer, and held by the James City County Treasurer subject to disbursements by the James City County Board of Supervisors to the James City County Police Department, for the sole purpose of funding software, hardware, and associated equipment costs for the implementation and maintenance of an electronic summons system.*

*The additional assessment will apply to any action filed on or after July 1, 2015.*

**State law reference - Code of Va., § 17.1-279.1.**

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
JONES	_____	_____	_____
MCGLENNON	_____	_____	_____
ONIZUK	_____	_____	_____
KENNEDY	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of May, 2015.

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 15, OFFENSES-MISCELLANEOUS, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, BY ADDING SECTION 15-41, ADDITIONAL ASSESSMENT FOR ELECTRONIC SUMMONS SYSTEM.

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Chapter 15. Offenses – Miscellaneous

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The additional assessment will apply to any action filed on or after July 1, 2015.

**State law reference** - Code of Va., § 17.1-279.1.

ElectSumSys-ord-final



**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Adam R. Kinsman, Interim County Attorney  
SUBJECT: Sale of Real Property Jamestown Yacht Basin

---

**ATTACHMENTS:**

	Description	Type
☐	Memorandum	Cover Memo
☐	Reolution	Resolution
☐	Attachment A	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/19/2015 - 4:10 PM





## MEMORANDUM

DATE: May 26, 2015

TO: The Board of Supervisors

FROM: Adam R. Kinsman, Interim County Attorney

SUBJECT: Sale of Real Property Jamestown Yacht Basin

---

At its April 14, 2015 meeting, the Board of Supervisors held a public hearing to consider three offers to purchase the Jamestown Yacht Basin. Upon conclusion of the public hearing, the Board deferred decision on this matter until its meeting on May 26, 2015. Since the Board's meeting in April, all three applicants to purchase the property have indicated that their respective offers remain open. None of the three have altered their proposals.

At the April 14 meeting, Mr. Kennedy asked whether the County could obtain any environmental credits by performing remediation work on the property. Staff does not believe that any wetlands credits would be available because the wetlands were encumbered by conservation easements after the property was purchased. If, however, the County installed certain environmental improvements on the property, stormwater credits could be obtained.

In 2013, Williamsburg Environmental Group, Inc. prepared a document titled *Integrated Water Quality Improvement Program: Green Infrastructure Assessment for James City County, Virginia* which evaluated certain County facilities, including the Jamestown Yacht Basin, for vegetative retrofits (see Attachment A). These retrofits reduce runoff and utilize vegetative measures to manage runoff, which are generally less expensive to install and maintain than traditional stormwater management measures.

In summary, the report concluded that if the County spent approximately \$219,000 on these retrofits, it would realize approximately nine pounds of pollutant reduction. Similar pollutant reduction projects typically cost between \$270,000 and \$450,000. If the decision was made to change the site from a full service marina to a passive site, the pollution reduction estimates could conceivably double (though the cost to remove the fuel tanks and other infrastructure would increase the per-pound cost).

Should the Board desire to sell the property, I recommend that you adopt the attached resolution.

ARK/nb  
Sale-JmstwnMarina-mem

Attachments

**RESOLUTION**

**SALE OF REAL PROPERTY JAMESTOWN YACHT BASIN**

WHEREAS, James City County currently owns a certain parcel of land located in the County of James City, containing approximately 7.75 acres located at 2054 Jamestown Road and identified as James City County Real Estate Tax Map No. 4640100012 (the "Property"); and

WHEREAS, \_\_\_\_\_, has offered to purchase the Property for \$\_\_\_\_\_; and

WHEREAS, the County has not identified any current or future need for the Property; and

WHEREAS, the Board of Supervisors, following a public hearing, is of the opinion that the County should sell the Property to \_\_\_\_\_ for \$\_\_\_\_\_.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby authorize and direct the County Administrator to execute those documents necessary for the sale and transfer of the Property.

\_\_\_\_\_  
Michael J. Hipple  
Chairman, Board of Supervisors

ATTEST:

\_\_\_\_\_  
Bryan J. Hill  
Clerk to the Board

JONES  
MCGLENNON  
ONIZUK  
KENNEDY  
HIPPLE

VOTES		
<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of May, 2015.

Sale-JmstwnMarina-res

## 8.6 Jamestown Yacht Basin / Eco Discovery Park

The two (2) parcels totaling 46.24 acres which make up the Jamestown Yacht Basin and Eco Discovery Park are located on Powhatan Creek near the Jamestown Settlement property and the Colonial National Historic Parkway. The site consists of an approximate 670-foot wooden marina bulkhead, a boat launch, marina perimeter boardwalks, covered and uncovered boat slips, a gravel/grass parking area, a separate inlet for commercial watermen, and three (3) buildings housing various businesses. The undeveloped areas of the parcel contain unmanaged vegetation and wetlands. At time of site visit, roughly 300 linear feet of accelerated erosion was noted along the bulkhead which appears in need of major repairs. This parcel was chosen as one (1) of three (3) sites to further develop with concept plans for green infrastructure improvements. Relocation of existing rented boat slip occupants, existing utilities, and impairment of existing businesses during construction are potential conflicts for potential retrofits at the Jamestown Yacht Basin.

Conceptual retrofits for this site include the following practices:

- Bulkhead conversion to living shoreline with floating docks,
- Permeable parking retrofit,
- Vegetated filter strip and bioswale combination along entrance road,
- Rain gardens,
- Rainwater harvesting to supply kayak washwater,
- A “green” fish washing station,
- Green roof,
- Shoreline enhancement with vegetation,
- Wetland enhancements and fringe connectivity improvements, and
- Solar Panels.



**Photo 1:**

**Existing Condition:** BMP pipe inlet draining to yacht basin from grass swale.

**Retrofit Potential:** Vegetation enhancement and soil amendments in swale as well as witches’ hat type filtration at drop box.



**Photo 2:**

**Existing Condition:** Existing off-site BMP emergency spillway which appeared in good condition at time of site visit. Assumed to collect drainage from off-site roadways and parking lots.

**Retrofit Potential:** Perimeter plantings, maintenance and monitoring.



**Photo 3:**

**Existing Condition:** Primary marina building and grass swale.

**Retrofit Potential:** Rainwater harvesting, bio-swales, slope vegetation enhancement, and solar panels are proposed in this area.



**Photo 8:**

**Existing Condition:** Boat parking area at water's edge near covered slips.

**Retrofit Potential:** Area may benefit from enhanced vegetative buffers along water.



**Photo 18:**

**Existing Condition:** Boat parking area at water's edge near covered slips.

**Retrofit Potential:** Area may benefit from enhanced vegetative buffers along water.



**Photo 20:**

**Existing Condition:** Area of proposed building with green roof.

**Retrofit Potential:** Additional native vegetation buffer enhancement at existing bulkhead/boardwalk.



**Photo 22:**

**Existing Condition:** Boat parking area at water's edge near covered slips.

**Retrofit Potential:** Area may benefit from enhanced vegetative buffers along water.



**Photo 24:**

**Existing Condition:** Variation of road drain pipe at bulkhead, erosion present.

**Retrofit Potential:** Inlet retrofit, shoreline stabilization, filter strip, permeable pavers.



**Photo 26:**

**Existing Condition:** Existing road drain pipe with curb typical along length of bulkhead. Removal and replacement with vegetated slope proposed. Concentrated flow in these areas appears to further aggravate erosion.

**Retrofit Potential:** Inlet retrofit, shoreline stabilization, filter strip, permeable pavers.



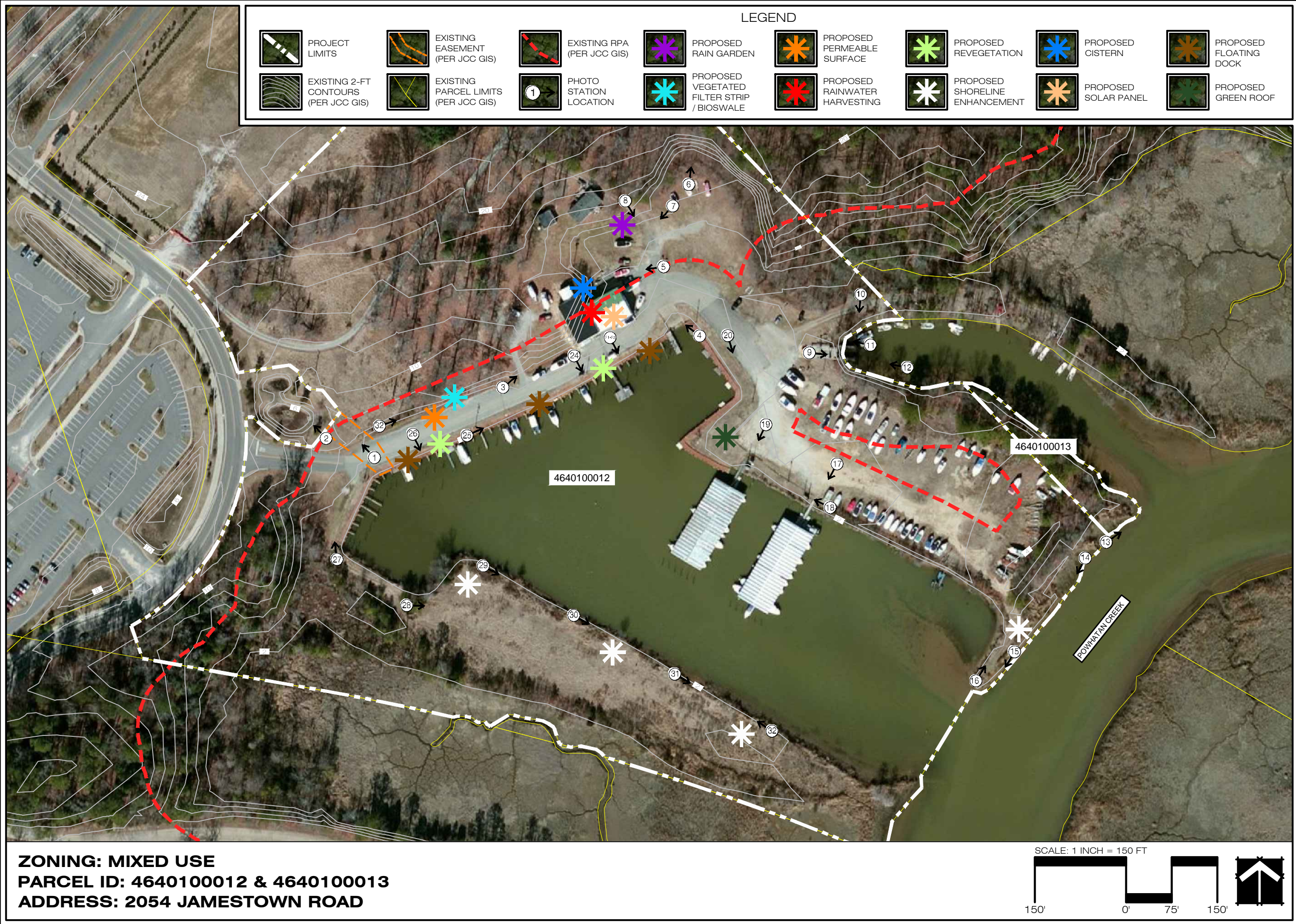
**Photo 27:**

**Existing Condition:** Existing open space adjacent to entrance road.

**Retrofit Potential:** Potential for use as stockpiling area or re-vegetation.



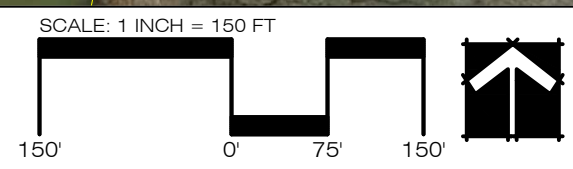
W:\MBC\cad\4700s\4787 - JCC Green Infrastructure Feasibility Study\Stormwater Analysis\Figures\4787 - Figure 8-6 Jamestown Yacht Basin-Eco Discovery Park.dwg



**LEGEND**

	PROJECT LIMITS		EXISTING EASEMENT (PER JCC GIS)		EXISTING RPA (PER JCC GIS)		PROPOSED RAIN GARDEN		PROPOSED PERMEABLE SURFACE		PROPOSED REVEGETATION		PROPOSED CISTERN		PROPOSED FLOATING DOCK
	EXISTING 2-FT CONTOURS (PER JCC GIS)		EXISTING PARCEL LIMITS (PER JCC GIS)		PHOTO STATION LOCATION		PROPOSED VEGETATED FILTER STRIP / BIOSWALE		PROPOSED RAINWATER HARVESTING		PROPOSED SHORELINE ENHANCEMENT		PROPOSED SOLAR PANEL		PROPOSED GREEN ROOF

**ZONING: MIXED USE**  
**PARCEL ID: 4640100012 & 4640100013**  
**ADDRESS: 2054 JAMESTOWN ROAD**



**FIGURE 8-6 - INFRASTRUCTURE FEASIBILITY STUDY**  
**ECO DISCOVERY PARK - JAMESTOWN MARINA**  
**JAMES CITY COUNTY, VIRGINIA**

DATE: JUNE 17, 2013  
 JOB NUMBER: 4787  
 SCALE: 1 INCH = 150 FEET  
 SOURCE: AERIAL (BING MAPS)

**WILLIAMSBURG ENVIRONMENTAL GROUP, INC.**  
 Environmental Consultants

5209 Center Street  
 Williamsburg, Virginia 23188  
 (757) 220-6669  
 1011 Boulder Springs Drive, Suite 225  
 Richmond, Virginia 23225  
 (804) 267-3474  
 150 Riverside Parkway, Suite 301  
 Fredericksburg, Virginia 22406  
 (840) 765-8844

Table E-3: Jamestown Yacht Basin / Eco Discovery Park					
	data input cells				
	calculation cells				
	constant values				
<b>Post-Development Project &amp; Land Cover Information</b>					
<b>Constants</b>					
Annual Rainfall (inches)	43				
Target Rainfall Event (inches)	1.00				
Phosphorus EMC (mg/L)	0.26			Nitrogen EMC (mg/L)	1.86
Target Phosphorus Target Load (lb/acre/yr)	0.41				
Pj	0.90				
<b>Pre-Development Land Cover (acres)</b>					
	<b>A soils</b>	<b>B Soils</b>	<b>C Soils</b>	<b>D Soils</b>	<b>Totals</b>
Forest/Open Space (acres) -- undisturbed, protected forest/open space or reforested land	0.00	1.91	4.81	6.48	13.20
Managed Turf (acres) -- disturbed, graded for yards or other turf to be mowed/managed	0.00	1.52	2.03	0.68	4.23
Impervious Cover (acres)	0.00	0.21	0.77	3.28	4.26
				<b>Total</b>	<b>21.69</b>
<b>Post-Development Land Cover (acres)</b>					
	<b>A soils</b>	<b>B Soils</b>	<b>C Soils</b>	<b>D Soils</b>	<b>Totals</b>
Forest/Open Space (acres) -- undisturbed, protected forest/open space or reforested land	0.00	1.91	4.81	6.48	13.20
Managed Turf (acres) -- disturbed, graded for yards or other turf to be mowed/managed	0.00	1.52	2.03	0.68	4.23
Impervious Cover (acres)	0.00	0.21	0.77	3.28	4.26
				<b>Total</b>	<b>21.69</b>
<b>Rv Coefficients</b>					
	<b>A soils</b>	<b>B Soils</b>	<b>C Soils</b>	<b>D Soils</b>	
Forest/Open Space	0.02	0.03	0.04	0.05	
Managed Turf	0.15	0.20	0.22	0.25	
Impervious Cover	0.95	0.95	0.95	0.95	
<b>Land Cover Summary Pre-Development</b>			<b>Land Cover Summary Post-Development</b>		
Forest/Open Space Cover (acres)	13.20		Forest/Open Space Cover (acres)	13.20	
Weighted Rv(forest)	0.04		Weighted Rv(forest)	0.04	
% Forest	61%		% Forest	61%	
Managed Turf Cover (acres)	4.23		Managed Turf Cover (acres)	4.23	
Weighted Rv(turf)	0.22		Weighted Rv(turf)	0.22	
% Managed Turf	20%		% Managed Turf	20%	
Impervious Cover (acres)	4.26		Impervious Cover (acres)	4.26	
Rv(impervious)	0.95		Rv(impervious)	0.95	
% Impervious	20%		% Impervious	20%	
<b>Total Site Area (acres)</b>	<b>21.69</b>		<b>Total Site Area (acres)</b>	<b>21.69</b>	
<b>Site Rv</b>	<b>0.26</b>		<b>Site Rv</b>	<b>0.26</b>	
Pre-Development Treatment Volume (acre-ft)	0.4618		Post-Development Treatment Volume (acre-ft)	0.4618	
Pre-Development Treatment Volume (cubic feet)	20,115		Post-Development Treatment Volume (cubic feet)	20,115	
Pre-Development Load (TP) (lb/yr)	12.64		Post-Development Load (TP) (lb/yr)	12.64	
			Maximum % Reduction Required Below Pre-Development Load		20%
			<b>Total Load (TP) Reduction Required (lb/yr)</b>		<b>2.53</b>
Pre-Development Load (TN) (lb/yr)	90.41		Post-Development Load (TN) (lb/yr)	90.41	
<b>Conceptual Treatment Summary</b>					
<b>Phase</b>	<b>Treatment Type</b>	<b>Total Area</b>	<b>Runoff Volume Reduction</b>	<b>Total Nitrogen Load Reduction</b>	<b>Total Phosphorus Load Reduction</b>
		(acres)	(cf)	(lb/yr)	(lb/yr)
Phase 1B	Slope Revegetation	0.63	4,086.00	44.88	5.68
Phase 1D	Permeable Pavement	0.07	108.63	0.64	0.09
Phase 1E	Green Roof	0.07	108.63	0.49	0.07
Phase 1F	Rain Garden	1.20	380.71	2.73	0.33
Phase 1G	Cistern	0.15	465.55	2.09	0.29
Phase 1I	Bioswale	0.12	165.53	1.02	0.14
Phase 4A	Shoreline Enhancement	2.90	4,618.00	21.01	2.93
Project Limits		21.69 (5.14 treated)	9,933.05 (proposed)	73.86 (proposed)	9.53 (proposed)

**Preliminary Conceptual Unit Cost (DRAFT)**  
**Jamestown Marina Concept - Landscaped Terrace Alternative**  
James City County, Virginia  
5/29/2013

<u>Bid Items</u>	<u>Quantity</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Cost</u>
<b>1A Bulkhead Removal</b>				
Demolition and Removal	3,860.00	SF	\$10.00	\$38,600.00
Mooring Post Removal	640.00	VLF	\$10.75	\$6,880.00
Mooring Post Disposal	467.20	MILE	\$0.92	\$429.82
			<b>Subtotal</b>	<b>\$45,909.82</b>
<b>1B Slope Revegetation and Stabilization</b>				
Rough and Fine Grading	4,000.00	CY	\$20.00	\$80,000.00
Geotextile (woven, 200 lb. tensile strength)	2,000.00	SY	\$2.39	\$4,780.00
Seeding & Planting	900.00	EA	\$5.00	\$4,500.00
Coir Log	544.00	FT	\$11.20	\$6,092.80
Rock Toe (TBD)	400.00	TN	\$20.00	\$8,000.00
			<b>Subtotal</b>	<b>\$103,372.80</b>
<b>1C Floating Docks</b>				
Docks	3,780.00	SF	\$60.00	\$226,800.00
			<b>Subtotal</b>	<b>\$226,800.00</b>
<b>1D Permeable Pavement Entrance Road</b>				
Permeable Pavement	3,065.00	SF	\$15.00	\$45,975.00
Existing Road Demo	2,000.00	SF	\$10.00	\$20,000.00
			<b>Subtotal</b>	<b>\$65,975.00</b>
<b>1E Green Roof</b>				
Green Roof Installation and Planting	3,150.00	SF	\$40.00	\$126,000.00
			<b>Subtotal</b>	<b>\$126,000.00</b>
<b>1F Rain Garden</b>				
Rain Garden Installation and Planting	2,050.00	SF	\$15.00	\$30,750.00
			<b>Subtotal</b>	<b>\$30,750.00</b>
<b>1G Stormwater Cistern</b>				
15,000 gallon cistern	1.00	EA	\$25,000.00	\$25,000.00
			<b>Subtotal</b>	<b>\$25,000.00</b>
<b>1H Solar Panel (for pump from cistern and internal supplement)</b>				
5 kW residential system installed	1.00	EA	\$25,000.00	\$25,000.00
			<b>Subtotal</b>	<b>\$25,000.00</b>
<b>1I Vegetated Filter Strip</b>				
	2,400.00	SF	\$8.00	\$19,200.00
			<b>Subtotal</b>	<b>\$19,200.00</b>
<b>2A Kayak Washing Station</b>				
PVC boat rack	1.00	EA	\$250.00	\$250.00
pea gravel pad	5.00	CY	\$126.00	\$630.00
plumbing and garden hose	1.00	EA	\$500.00	\$500.00
			<b>Subtotal</b>	<b>\$1,380.00</b>
<b>2B Fish Washing Station</b>				
fish cleaning station with cabinet for fish scraps	1.00	EA	\$1,000.00	\$1,000.00
plumbing and garden hose	1.00	EA	\$500.00	\$500.00
pea gravel pad	5.00	CY	\$126.00	\$630.00
			<b>Subtotal</b>	<b>\$2,130.00</b>
<b>2C Wetland Fringe Reconnection</b>				
	1,500.00	SF	\$6.00	\$9,000.00
			<b>Subtotal</b>	<b>\$9,000.00</b>
<b>2D Boat Ramp</b>				
	1.00	EA	\$150,000.00	\$150,000.00
			<b>Subtotal</b>	<b>\$150,000.00</b>
<b>3 Permeable Paver Access</b>				
	2,700.00	SF	\$12.00	\$32,400.00
			<b>Subtotal</b>	<b>\$32,400.00</b>
<b>4 Shoreline Enhancement</b>				
buffer planting	1.30	AC	\$8,000.00	\$10,400.00
			<b>Subtotal</b>	<b>\$10,400.00</b>
<b>Design Costs @ 20%</b>				\$174,663.52

Phase 1 Total	\$668,008
Phase 1A and 1B only	\$149,283
Phase 2 Total	\$162,510
Phase 3 Total	\$32,400
Phase 4 Total	\$10,400
Site Total	\$873,318

**Site and Design Total with 15% contingency \$1,205,178**



**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Bryan J. Hill, County Administrator  
SUBJECT: County Administrator's Report

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**ATTACHMENTS:**

	Description	Type
▣	Memorandum	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/19/2015 - 3:34 PM



## MEMORANDUM

DATE: May 26, 2015  
TO: The Board of Supervisors  
FROM: Bryan J. Hill, County Administrator  
SUBJECT: County Administrator's Report

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The following is a summary of activities that took place May 6, 2015 through May 19, 2015:

### May 6, 2015 (Wednesday)

- Met with Richard Bradshaw, Commissioner of the Revenue, Adam Kinsman, Assistant County Administrator, Sue Mellen, Director of Financial and Management Services
- Met with Tom Coghill, Director of Building Safety and Permits

### May 7, 2015 (Thursday)

- Met with Ania Eckhardt, Administrative Coordinator
- Met with Russell Seymour, Director of Economic Development, and an Economic Development prospect
- Met with Renee Dallman, Senior Communications Specialist
- Met with Tal Luton, Fire Chief
- Met with Alan Cole, General Registrar
- Met with Stormwater staff and James City County citizens: James Terrace

### May 8, 2015 (Friday)

- Met with Ania Eckhardt, Administrative Coordinator
- Attended Benefits Orientation for Executive Leadership Team
- Met with Jody Puckett, Director of Communications
- Briefing with John McGlennon, Supervisor
- Attended meeting Sigma Pi Phi

### May 11, 2015 (Monday)

- Met with Williamsburg Christian Academy and Gwen Martin, Head of School, and Jim Kennedy, Supervisor
- Met with Richard Bradshaw, Commissioner of the Revenue, and Karen Killian, Senior Auditor
- Met with Sue Mellen, Director of Financial and Management Services

### May 12, 2015 (Tuesday)

- Attended Agenda Meeting
- Met with Jody Puckett, Director of Communications
- Attended Fire Department Annual Recognition event

County Administrator's Report

May 26, 2015

Page 2

May 13, 2015 (Wednesday)

- Met with Kate Sipes, Business Development and Retention Coordinator
- Briefing with John McGlennon, Supervisor
- Attended Neighborhood Leaders Forum

May 14, 2015 (Thursday)

- Met with Jody Puckett, Director of Communications
- Met with Diana Hutchens, Director of Community Development
- Attended Executive Leadership Team
- Met with John Horne, Director of General Services, Fran Geissler, Director of Stormwater, and Shawn Gordon, Capital Project Coordinator

May 15, 2015 (Friday)

- Met with Russell Seymour, Director of Economic Development and an Economic Development prospect
- Conference Call

May 16, 2015 (Saturday)

- Visit at the Fire Station 4
- Attended LPGA Championship at Kingsmill
- Attended Soccer Game at Warhill
- Attended "40 Years of Fun" at Busch Gardens

May 17, 2015 (Sunday)

- Attended LPGA Championships at Kingsmill with Adam Kinsman, Assistant County Administrator

May 18, 2015 (Monday)

- Attended Historic Triangle Collaborative meeting
- Met with Russell Seymour, Director of Economic Development, Doug Powell, JCSA Manager, Michael Vergakis, JCSA Engineer, and an Economic Development prospect
- Met with Sue Mellen, Director of Financial and Management Services
- Met with Angie Gilliam, Director of Human Resources
- Attended Police Annual Award Ceremony

May 19, 2015 (Tuesday)

- Attended Kiwanis Club of Toano meeting

BJH/nb

CAReport052615-mem



**ITEM SUMMARY**

DATE: 5/26/2015  
TO: The Board of Supervisors  
FROM: Teresa J. Fellows, Secretary to the Board  
SUBJECT: Adjournment

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**REVIEWERS:**

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	5/14/2015 - 8:46 AM