

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
July 14, 2015
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Wyatt Larson, a rising 4th grade home-schooled student and resident of the Stonehouse District

E. PRESENTATIONS

1. Presentation - CDR 50th Anniversary Proclamation
2. Presentation - National Night Out, August 4, 2015 Proclamation
3. Presentation - Police - Community Relations

F. PUBLIC COMMENT - Until 7 p.m.

G. CONSENT CALENDAR

1. Minutes Adoption - April 28, 2015 Regular Meeting and May 12, 2015 Regular Meeting
2. Dedication of Streets within The Pointe at Jamestown Subdivision Phase 2B
3. Proposed Street Name Change - 'The Bluffs' to 'River Bluffs'
4. Contract Award-Human Services Center HVAC Replacement
5. Contract Awards - Annual Engineering Services
6. Acceptance of Real Estate Conveyances to the County

H. PUBLIC HEARING(S)

1. Ordinance to Amend and Reordain Chapter 16, Public Parks and Recreation Facilities, to remove the prohibition to carry concealed weapons

I. BOARD CONSIDERATION(S)

J. BOARD REQUESTS AND DIRECTIVES

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

L. PUBLIC COMMENT

M. CLOSED SESSION

1. Reappointments to the Historical Commission
2. Social Services Advisory Board Appointment
3. Appointments to the Thomas Nelson Community College Local Board
4. Reappointments to the Williamsburg Area Arts Commission
5. Colonial Behavioral Health Board of Directors Appointments
6. Reappointment to the Peninsula Alcohol Safety Action Program Policy Board - Staff Appointment
7. Reappointment to the Middle Peninsula Juvenile Detention Commission - Staff Appointment
8. Reappointment to the Colonial Group Home Commission - Staff Appointment
9. Appointment to Williamsburg Regional Library Board of Directors - Staff Appointment
10. WATA Board of Directors Appointment - Staff Appointment
11. Certification of Closed Session

N. ADJOURNMENT

1. Adjourn until 4 pm on July 28, 2015 for the Work Session

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Pledge Leader - Wyatt Larson, a rising 4th grade home-schooled student and resident of the Stonehouse District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 9:25 AM

ITEM SUMMARY

DATE: 7/14/2015


TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Presentation - CDR 50th Anniversary Proclamation

Mr. Paul Scott, Executive Director of Child Development Resources, will be in attendance to receive the Proclamation celebrating the 50th Anniversary of CDR.

ATTACHMENTS:

	Description	Type
	Copy of Proclamation	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/29/2015 - 4:21 PM

PROCLAMATION

CHILD DEVELOPMENT RESOURCES – 50TH ANNIVERSARY

- WHEREAS,** *Child Development Resources (CDR), founded in 1965 as the Williamsburg Preschool for Special Children, today provides direct services to nearly 1,000 children ages 0-3 and their families and offers training to education and mental health professionals; and*
- WHEREAS,** *CDR serves children with developmental and severe disabilities in the Williamsburg area; in 1978 it moved to a permanent space in Lightfoot after being housed in church basements for the first 13 years of existence; and*
- WHEREAS,** *CDR has developed several methods that are now in wide practice to help identify and work with children with disabilities who need services; and*
- WHEREAS,** *the staff at CDR work closely with families of children with disabilities, teaching them how to become their child's primary educator and to show them that they are the most important people in their child's early education and development; and*
- WHEREAS,** *CDR's influence and advocacy efforts reach beyond the Williamsburg area; in 1972, the Virginia Developmental Disabilities Council selected CDR to devise a model for use throughout the Commonwealth to identify children with disabilities in need of services; and*
- WHEREAS,** *in 1975 CDR was recognized nationally when it received a federal grant for its Early Childhood Model Demonstration Project; the center is also a strong advocate for infants and toddlers with disabilities and is internationally known for its professional training and expertise; and*
- WHEREAS,** *individuals and organizations have been very generous contributors and local, State and Federal governments have been strong supporters.*
- NOW, THEREFORE,** *we the members of the James City County Board of Supervisors do hereby congratulate **Child Development Resources, Inc.** on the occasion of its 50th Anniversary and commend its work and advocacy efforts on behalf of young children with disabilities and developmental delays.*

IN WITNESS, WHEREOF, *I hereunto set my hand and caused the seal of the County of James City, Virginia, to be affixed this 14th day of July 2015.*

*Michael J. Hipple
Chairman, Board of Supervisors*

ITEM SUMMARY

DATE: 7/14/2015


TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Presentation - National Night Out, August 4, 2015 Proclamation

Chief Rinehimer will be in attendance to accept the Proclamation declaring August 4, 2015 as National Night Out in James City County.

ATTACHMENTS:

	Description	Type
	Copy of Proclamation	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/29/2015 - 4:24 PM

PROCLAMATION

NATIONAL NIGHT OUT – AUGUST 4, 2015

WHEREAS, *for the 32nd year, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug, and violence prevention program entitled National Night Out; and*

WHEREAS, *National Night Out provides a unique opportunity for James City County to join forces with thousands of other communities across the Country in promoting cooperative, police-community crime prevention efforts; and*

WHEREAS, *the James City County Police Department plays a vital role through joint crime, drug, and violence prevention efforts in James City County and is supporting National Night Out locally; and*

WHEREAS, *it is essential that all citizens of James City County be aware of the importance of crime prevention programs and the impact that their participation can have on reducing crime, drugs, and violence in James City County; and*

WHEREAS, *police-community partnerships, neighborhood safety, awareness, and cooperation are important themes of the National Night Out program.*

NOW, THEREFORE, BE IT RESOLVED *that I, Chairman of the Board of Supervisors of James City County, hereby proclaim the 4th day of August 2015 as*

NATIONAL NIGHT OUT

in the County of James City, Virginia, and urge all citizens of James City County to join the James City County Police Department in supporting the 32nd Annual National Night Out.

IN WITNESS, WHEREOF, *I hereunto set my hand and caused the seal of the County of James City, Virginia, to be affixed this 14th day of July, 2015.*

Michael J. Hipple
Chairman, Board of Supervisors

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Brad Rinehimer, Chief of Police

SUBJECT: Presentation - Police - Community Relations

A brief presentation on the efforts of the Police Department to maintain and improve relations with the community.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/2/2015 - 10:49 AM

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Minutes Adoption - April 28, 2015 Regular Meeting and May 12, 2015 Regular Meeting

ATTACHMENTS:

	Description	Type
📎	042815 Minutes	Minutes
📎	051215 Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/7/2015 - 3:34 PM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board
Room 101 Mounts Bay Road
Williamsburg, VA 23185
April 28, 2015
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

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

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

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Alexander Cavitt

E. PRESENTATION

1. Fair Housing Poster Contest

Mr. Vaughn Poller, Director of Housing and Community Development, presented the winners of the Fair Housing Poster Contest.

F. PUBLIC COMMENT - Until 7 p.m.

1. Mr. Ed Oyer, 139 Indian Circle, addressed the Board in regard to the hiring of veterans and their commitment and work ethic.

2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in regard the budget process and the proposed budget on the Agenda.

3. Mr. Howard Ware, 46 Whittakers Mill Road, addressed the Board in regard to the proposed budget on the Agenda.

4. Ms. Amelie Drake, 109 Canterbury Place, addressed the Board in regard to fully funding the schools in budget.

5. Ms. Landra Skelly, 6572 Wiltshire Road, addressed the Board in regard to the tax increase and proposed budget on the Agenda.

6. Mr. John Bookless, 3 Clarendon Court, addressed the Board in regard to the tax increase and proposed budget on the Agenda.

G. CONSENT CALENDAR

1. Minutes - April 15, 2015, Budget Work Session
2. Minutes - April 20, 2015, Budget Work Session
3. Approval of Withdrawal from Membership and Participation in the Hampton Roads Economic Development Alliance
4. Appointment of County Attorney

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

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

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

Mr. Hipple recognized Mr. John Wright and Mr. George Drummond, Planning Commission Members, in attendance this evening.

H. PUBLIC HEARING(S)

1. SUP-0001-2015, Sprint John Tyler Highway Tower

Ms. Savannah Pietrowski, Planner I, addressed the Board giving a summary of the staff report included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

As no one had registered to speak, Mr. Hipple closed the Public Hearing.

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

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

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

2. Rezoning-0005-2014 Peninsula Pentecostals, Kirby Tract

Ms. Ellen Cook, Planner III, gave a video presentation overview of the staff report included in the Agenda Packet.

Mr. McGlennon asked for clarification on the binding restrictions on the middle and eastern portions of the property that are proposed for commercial use.

Ms. Cook stated that the Master Plan would bind the development at a maximum of 30,000 square feet of retail and restaurant space, but does not bind specific types in that category. She stated that the proffers commit to submitting a conceptual plan for the commercial development and to abide by current design guidelines.

Mr. McGlennon clarified that once the properties are re-zoned, the applicant could sell off the middle and eastern portions since they are already separate parcels.

Ms. Cook stated that was correct.

As there were no other questions for staff, Mr. Hipple opened the Public Hearing.

1. Mr. Timothy Trant, II, from Kaufman and Canoles and representative of the applicant, addressed the Board giving an overview of the proposed project and giving a brief recap of the history that has lead up to this rezoning case. He reviewed the proposed traffic impact studies and their proposed traffic plan, as well as the proffers and the overall benefits of the proposed project.

Mr. McGlennon restated his concerns over what will happen with the middle and eastern portions of the property. He understands that the church will occupy the western parcel, but it is concerning that there is not a conceptual plan submitted for the other portions where the commercial development is proposed.

Mr. Trant stated that the vision and the future development of the residual parcels will be driven by the outcome of the planned Skiffes Creek Connector roadway project. He stated that the applicant does not believe that putting together a conceptual plan and submitting it at this time is credible when the alignment and construction of the roadway project is not complete. That is why they have bound themselves, in the voluntary proffers, to submit a conceptual plan for approval, to abide by design guidelines, and to complete another traffic study if and when the Connector road is complete to determine access points and traffic impacts from the commercial development.

Mr. McGlennon asked why not leave the zoning on the residual parcels until a later date.

Mr. Trant stated that this case comes before the Board as a comprehensive development plan for the area.

2. Mr. Jared Arango, 901 Wynstone Court, Pastor of the Peninsula Pentecostal Church, addressed the Board requesting approval of the case so that the church may expand and continue its service to the congregation and the community.

3. Mr. Ed Oyer, 139 Indian Circle, addressed the Board in opposition to rezoning this industrial land and stated that there is other land available throughout the County that does not require a rezoning.

4. Mr. Howard Ware, 46 Whittakers Mill, addressed the Board lamenting the decision of the Planning Commission and requesting that the Board approve the case because of the benefits to the Grove community.

5. Mr. Chris Henderson, 101 Keystone, addressed the Board stating that churches are an important component of community development, but questioned the lack of land dedicated for a right-of-way for the Skiffes Creek connector.

6. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board offering a lesson on recent history and urging the Board to do the right thing and approve the case.

7. Mr. David Green, 206 Carters Neck Road, addressed the Board in support of the case and urging the Board to approve the proposal.

8. Mr. Charles Swadley, 5316 Highgate Green, addressed the Board in full support of the case and the rezoning of the property to mixed use.

9. Mr. John McSharry, 818 Enos Court in Newport News, addressed the Board asking for the Board's support as the Church tries to fulfill its vision.

10. Ms. Michelle Rocheleau, 103 Indian Circle, addressed the Board in support of the case and the rezoning of the property.

11. Mr. Douglas Beck, 9915 Swallow Ridge, addressed the Board in support of the case and the rezoning of the property.

12. Ms. Shandra Dunn, 4600 Prince Trevor Drive, addressed the Board in support of the case and urged the Board to approve the proposal.

As no one else wished to speak, Mr. Hipple closed the Public Hearing.

Ms. Jones stated that this industrial zoned land has been sitting empty for 20 years. She stated that this proposal is more compatible with the surrounding properties in the area. She stated that she can think of no higher use of this property than an investment in people and in communities.

Ms. Jones made a motion to approve the rezoning resolution.

Mr. McGlennon stated that he had heard several times that having a gas station on one of the outer parcels was not something that the church had intended, rather it been suggested as a possible use. He asked Mr. Trant if the Church would be willing to stipulate that there would not be a gas station on the property.

Mr. Trant stated that it was not the Church's idea to have a gas station; however, at the suggestion of the Office of Economic Development, the Church recognizes the economic viability of a gas station in that area of the community. He also stated that fuel sales and automobile repair shops are a by-right use in Mixed Use zones, so the Church is not willing to compromise that position at this time.

Mr. Onizuk stated that this is the morally right thing to do and frankly these are citizens that he wants in his community. He believes that this Church will be significantly beneficial to the Grove community. He believes that this application is consistent with the Comprehensive Plan and the way that this area is noted. He is pleased to give his enthusiastic support to this case.

Mr. Kennedy commended the Church for handling this whole process the right way. He stated that there might be some concern over having a gas station that close to Skiffes Creek, but he believes that staff, environmental, and the State Regulatory Commission will control what happens. He stated that what was done two years ago cannot be changed, but that if the Church applied for a rezoning he would support it and is pleased to do so tonight.

Mr. Hipple commended the Church for its vision and tenacity for sticking through this process and thanked them for their professionalism.

Mr. McGlennon stated that he had made up his mind that this proposal satisfies appropriate use of this land. His concern has been over the Skiffes Creek Reservoir which is depended upon by several localities for drinking water and the Skiffes Creek Connector Road. He stated that it sounds like commercial development of the property is several years down the road, so hopefully the question of the Skiffes Creek Connector will be settled by then. While he wishes there was more clarity for the commercial plans in this case, he will support the case this evening.

A motion to Approve was made by Ms. Jones and the motion result was Passed.

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

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

At 8:35 p.m., Mr. Hipple recessed the Board for a brief break.

At 8:48 p.m., Mr. Hipple reconvened the Board.

I. BOARD CONSIDERATION(S)

1. Approval of Williamsburg Landing, Inc. Revenue and Refunding Bonds through Other Jurisdictions

Mr. Russell Seymour, Director of Economic Development, addressed the Board giving an overview of the memorandum included in the Agenda Packet.

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

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

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

2. FY2016 Budget Appropriation

Ms. Suzanne Mellen, Director of Financial and Management Services, addressed the Board giving an overview of the memorandum included in the Agenda Packet, as well as addressing the request for a lesser increase in the tax rate that was discussed at the last Budget Work Session. She stated that before the Board this evening is two separate resolutions, one that would set the personal property tax rate, and one that would appropriate the budget based on that tax rate. She clarified the changes in the budget based on the lesser increase in the tax rate.

Mr. McGlennon clarified that the proposed tax rate this evening is for 84 cents, which is an increase of 7 cents versus the 8.2 cents that was proposed in the County Administrator's Proposed Budget.

Ms. Mellen stated that was correct.

Mr. McGlennon clarified that considering the reduction in property values over the last several years; this tax increase will still produce tax bills that are less than they were in 2009.

Ms. Mellen stated that was correct.

Mr. Hipple clarified that a motion to approve the tax rate must be done first and then a motion to approve the Budget Appropriation based on that rate.

Mr. Kennedy made a motion to approve the resolution setting the personal property tax rate at 84 cents.

Ms. Jones made a motion to amend the motion to approve the flat Plan FY 16 Budget without a tax increase. She stated that revenues are increasing and tax assessments will be done this year, which could mean increases in property values and taxes.

Mr. Hipple looked to Mr. Kinsman to clarify how the votes on these motions should be recorded.

Mr. Kinsman stated that the Board should vote on the amendment made by Ms. Jones as to whether or not the Board accepts the amendment. Then Mr. Kennedy's motion would still remain and should be voted on.

Mr. Kennedy stated that for clarity during the biennial budget adoption process last year it was recommended that taxes be raised. That revenues were basically flat and that there needed to be an increase. He does not believe that we can continue to hold the line and hope that revenues are going to increase. Capital projects and replenishing fund balances need to be done instead of continuing to put things off. He stated that he is not inclined to support the amendment to the motion made by Ms. Jones.

Mr. McGlennon concurred with the comments made by Mr. Kennedy. He stated that the County has provided relief to the citizens over the last several years by not raising taxes during the recession, but it came at a cost to our fiscal health, to our facilities, and to our schools. He believes that the County needs to take a fairly significant step forward while continuing to look for savings instead of holding the line. He cannot support the amendment to the motion made by Ms. Jones.

Mr. Onizuk stated that he does not have anything significant to add to the discussion after all of the work sessions and public meetings. He stated that the County cannot continue to live off debt and pulling money out of reserves is no different. He is supportive of continuing to look for cuts and cost savings, but we need to replenish reserves and attend to capital needs. He is supportive of the increase in the tax rate to 84 cents, but is not supportive of the amendment to the motion made by Ms. Jones.

Mr. Hipple stated that we have a premier community and why would we want anything less. He requested that Ms. Jones restate her amendment to the motion for clarification.

Ms. Jones stated that her amendment to the motion was to adopt the flat FY 16 budget that was prepared as part of the biennial budget last year and does not include a tax rate increase with an allocation of \$178,519,600.

On a roll call vote: Ms. Jones: AYE; Mr. McGlennon, Mr. Onizuk, Mr. Kennedy, Mr. Hipple: NAY.

Mr. Kennedy restated his motion to approve the resolution setting the personal property tax rate at 84 cents.

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

AYES: 4 NAYS: 1 ABSTAIN: 0 ABSENT: 0

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

Mr. McGlennon made a motion to approve the FY 16 Budget Appropriation resolution.

Mr. Kennedy discussed the budget process and his thoughts on the budget. He clarified that he has no intention of borrowing anymore of the available monies for greenspace/Purchase of Development Rights (PDR) acquisitions. He maintained that the most important part of this budget process is to remember that these monies will stay in this community. These monies support the schools, parks, facilities, and the services provided to the community.

Mr. Onizuk stated that the Board tasked Mr. Hill with determining what needed to be done to help the County get back on track. He came back to the Board with a proposal and a proposed budget, but it is the Board that makes that decision. The Board owns this budget and the decision rests with the Board, not Mr. Hill or Ms. Mellen. He asked that if there is fallout from this decision that it be directed at the Board and not at Mr. Hill or the senior staff.

Mr. McGlennon applauded the citizen participation in the community meetings and felt that they were beneficial to everyone. He believes that the Board has done the right thing over the past several years, but now it is time to rebuild reserves and to address needs of the schools and facilities.

Ms. Jones thanked the citizens for their participation in the process. She requested that going forward, she would like to see the budget public hearing left open as a matter of process.

Mr. Hipple stated that so much outreach and public participation has been encouraged and at some point the matter needs to be closed and we move forward. He understands her point,

but he also believes that the Board has gone above and beyond to seek public feedback on this budget.

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

AYES: 4 NAYS: 1 ABSTAIN: 0 ABSENT: 0

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

At 9:29 p.m., Mr. Hipple recessed the Board in order to conduct the James City Service Authority Board of Directors Meeting.

At 9:36 p.m., Mr. Hipple reconvened the Board of Supervisors.

J. BOARD REQUESTS AND DIRECTIVES

Ms. Jones congratulated the Teachers of the Year Award recipients.

Mr. McGlennon stated that he attended the grand opening of an electric vehicle charging station in New Town, which is the first publicly available charging station in the County.

Mr. Onizuk stated that he and several Board members attended the grand opening of Tempesto at Busch Gardens last weekend. He referenced several comments made by citizens regarding the speaker rules and stated those should be clarified.

Mr. Kennedy stated that he would like to have a discussion about the PDR program at some place, just to let people know the plan. Should it be put to a referendum again, should it be done away with, and should the funds in the account be allocated to other projects; these are all questions that should be discussed and clarified.

Mr. Hipple stated that we have tried to make the speaker cards more accessible by moving it out to the lobby where everyone has to pass them. He believes that the speaker cards should be utilized to make the meeting more efficient.

Mr. Kennedy stated that after the success of the community meetings, perhaps the Board should consider the idea of the caucus before the meeting to allow the citizens to have a question and answer session with the Board.

Mr. Hipple made a motion to change the speaker card rules to require a speaker card to be filled out in order to speak during a meeting. He clarified that citizens may still turn-in speaker cards throughout the meeting as well.

A motion to Approve was made by Mr. Hipple and the motion result was Passed.

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

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

At 9:43 p.m., Mr. Hipple recessed the Board for a brief break.

At 9:50 p.m., Mr. Hipple reconvened the Board.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill mentioned the First Time Homebuyer's Course offered by the Office of Housing and Community Development. You must register by May 11, so please contact the Housing Office.

Parks and Recreation is offering a free Run, Jump, and Throw event which will introduce children to the basic skills of human movement on Saturday, May 2 at the Abram Frink Jr. Community Center.

The Police Department will hold its annual Project Lifesaver Car Show on Saturday, May 9 at Warhill High School.

L. PUBLIC COMMENT

1. Mr. Les Skelly, 6572 Wiltshire Road, addressed the Board in opposition to the recently passed budget and tax increase.

2. Mr. Bob Rutan, 108 Smokehouse Lane, addressed the Board in opposition to the recently passed budget and tax increase.

3. Mr. Chris Henderson, 101 Keystone, addressed the Board in opposition to the recently passed budget and tax increase; however, he did commend the Board and staff for the transparency throughout this budget process.

4. Ms. Rosanne Reddin, 4700 Presidents Court, addressed the Board in opposition to the recently passed budget and tax increase.

5. Mr. James Marconi, 3961 Stillman Parkway, Glen Allen, VA, addressed the Board as the Regional Field Director for Americans for Prosperity, a political action group. He stated his opposition to the recently passed budget and tax increase.

M. CLOSED SESSION

N. ADJOURNMENT

1. Adjourn until 6:30 p.m. on May 12, 2015, for the Regular Meeting.

A motion to adjourn was made by Mr. Kennedy and the motion result was Passed.

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

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

At 10:14 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
May 12, 2015
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Olivia Garrett, a student at Toano Middle and a resident of the Stonehouse District.

E. PRESENTATIONS

1. Resolution of Appreciation

Mr. Hipple presented Mr. Carl Lum, Park President of Busch Gardens Williamsburg, with a Resolution of Appreciation recognizing its 40th Anniversary.

2. VDOT Quarterly Update

Mr. Rossie Carroll, Virginia Department of Transportation (VDOT) Williamsburg Residency Administrator, addressed the Board giving a summary of the Quarterly Update included in the Agenda Packet.

Mr. Kennedy questioned the synchronization of the lights on Route 60 in Lightfoot and requested signage for the intersection of the exit ramp off Route 199 onto Monticello Avenue. He mentioned the shoulder erosion at the entrance of Route 199 from Route 60 east. He also asked if rumble strips might be a viable option in front of Williamsburg Christian Academy and Stonehouse Elementary.

Mr. McGlennon commended the repair of streets in Rolling Woods and that the drainage work on Lake Powell Road seems to have made an impact.

Mr. Hipple stated that there is a large area of standing water as you make the turn onto Centerville Road from Route 60.

F. PUBLIC COMMENT - Until 7 p.m.

1. Mr. Jay Everson, 103 Branscombe Boulevard, addressed the Board in regard to the decline of sales for AB InBev.

2. Ms. Betty Walker, 101 Locust Place, addressed the Board in regard to Common Core.

3. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in regard to the Jamestown Yacht Basin.

G. CONSENT CALENDAR

1. Minutes – February 24, 2015 Work Session and Regular Meeting, April 22, 2015, Budget Work Session
2. Historic Minutes Reconciliation – 1978-1983
3. Resolution of Appreciation to Busch Gardens Williamsburg
4. Appointment of Local Fire Marshal
5. Dedication of Streets within New Town Block 8
6. Establishment of a Petty Cash Fund
7. Contract Award – Administration of Group Medical/Dental Services
8. Branscome Inc. Caretaker Residence Utility Waiver
9. Authorization for Two Temporary Police Officer Over Hire Positions

A motion to Approve the Consent Calendar was made by Mr. McGlennon.

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

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

H. PUBLIC HEARING(S)

1. AFD 06-86-2-2014. Cranston's Pond AFD Addition - 3125 Chickahominy Road

Mr. Scott Whyte, Planner III, addressed the Board giving an overview of the staff report included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

1. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board in opposition to the case and raised several concerns.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

Ms. Jones requested that staff address the concerns voiced by the speaker.

Mr. Whyte stated that in regards to whether or not the land can go into the Agricultural and Forestal District (AFD), staff and the AFD Advisory Committee both agreed that it meets the requirements. As for the question of whether or not the land will receive the tax-use valuation, that is a question for the Commissioner of the Revenue.

Mr. Richard Bradshaw, Commissioner of the Revenue, stated that the property does not automatically qualify for a land use valuation simply by virtue of being in the AFD. The property must be used for agriculture or forestry. To receive a land use valuation the property must have a qualifying land use.

Mr. Hipple asked how that is determined.

Mr. Bradshaw stated that the land owner must file an application with his office certifying the use of the land, it must meet a qualifying land use, and it must be renewed annually.

Mr. McGlennon asked if this land owner would qualify for a land use valuation.

Mr. Bradshaw stated that from the aerial photo that he has seen, it appears that three of the five acres are a continuation of the timber production that is currently produced on the adjacent property. Those three acres could qualify for a land use valuation within the timber category, but the other two acres where the residence sits would not.

Mr. McGlennon clarified that the main impact of this application would be to draw those three acres of timber into the already existing timber land that is owned by the same property owner and the possibility of receiving a land use valuation for those three acres.

Mr. Kennedy made a motion to approve the AFD Ordinance.

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

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

2. AFD 01-02-01-2015. Carter's Grove, Colonial Williamsburg Foundation Withdrawal

Ms. Roberta Sulouff, Planner I, addressed the Board giving an overview of the staff report included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

1. Mr. Mark Duncan, Representative of Colonial Williamsburg Foundation, addressed the Board regarding the AFD Withdrawal request. He stated that the Foundation believes that the best purpose for this property is to be sold for commercial development. It is not contiguous with the rest of the Carter's Grove AFD and the withdrawal will not negatively affect the remaining AFD. The Foundation respectfully requests support of the withdrawal.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

Mr. McGlennon stated that this is a request for an exception to the established Board policy. He believes that this exception is warranted in this case because the property has not benefited from being in the AFD for some time. The owner has been paying full property taxes on the property. The larger portion of the Carter's Grove AFD has been sold and is no longer owned by the Colonial Williamsburg Foundation. There is also no expectation that this parcel would ever be used for purposes consistent with the AFD. In this instance, he supports the request for an exception to the AFD Withdrawal Policy.

Mr. Hipple concurred with Mr. McGlennon's comments and stated his support for granting an exception.

Ms. Jones made a motion to approve the AFD Withdrawal Ordinance.

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

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

3. Case No. Z-0009-2014. Stonehouse Traffic Proffer Amendment

Ms. Ellen Cook, Planner III, addressed the Board giving an overview of the staff report included in the Agenda Packet.

Mr. Kennedy asked about the original proffers from 2008 when the development was approved and if those proffered conditions were being met.

Ms. Cook stated that all previous proffered conditions have been met as far as staff is aware.

Mr. Kennedy questioned if the change to these proffers will satisfy the long-term needs.

Ms. Cook stated that she believes so.

As there were no other questions for staff, Mr. Hipple opened the Public Hearing.

1. Mr. Veron Geddy, Attorney for the Applicant, addressed the Board giving a summary of the changes covered under this amendment. He stated that all of the previous proffer commitments are not changing; this amendment covers a re-sequencing of the proffered traffic improvements.

As there were no other registered speakers, Mr. Hipple closed the Public Hearing.

Mr. Kennedy made a motion to approve the resolution.

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

4. Case No. Z-0001-2015. Toano Trace Proffer Amendment

Mr. Christopher Johnson, Principal Planner, addressed the Board giving an overview of the staff report included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

As there were no registered speakers, Mr. Hipple closed the Public Hearing.

Mr. Kennedy made a motion to approve the resolution.

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

5. Proposed FY 2016-2021 Secondary Six-Year Plan

Ms. Tamara Rosario, Principle Planner, addressed the Board giving an overview of the memorandum included in the Agenda Packet.

As there were no questions for staff, Mr. Hipple opened the Public Hearing.

As there were no registered speakers, Mr. Hipple closed the Public Hearing.

Mr. McGlennon made a motion to approve the resolution.

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

I. BOARD CONSIDERATION(S)

J. BOARD REQUESTS AND DIRECTIVES

Ms. Jones stated that she attended the Public Hearing regarding the I-64 widening. She stated that it was well attended and very informative. She stated that she attended two events celebrating the National Day of Prayer.

Mr. McGlennon stated that he attended the I-64 widening Public Hearing as well. He also attended the Recognition and Award Ceremony for the Fire Department this afternoon. He stated that he attended the Commemoration of the Jamestown Landing, as well as the Project Lifesaver Car Show organized by the Police Department.

Mr. Onizuk stated that he attended the Project Lifesaver Car Show as well. He stated that he will be attending the Chamber's Executive Committee Meeting tomorrow.

Mr. Kennedy requested that a "blight" ordinance be looked into and developed. He also asked what can be done about residents who repeatedly have to be notified to cut their grass.

Mr. Hipple stated that he has given opening remarks to several conferences here in the area during the last month.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill introduced Ms. Angie Gilliam, the new Human Resources Director, to the Board and citizens.

Ms. Gilliam came forward and addressed the Board highlighting her background and expressing her enthusiasm for this new role.

Mr. Hill stated that the new County Attorney will be in place on June 1, 2015.

Mr. Hill announced that the next Neighborhood Leaders Forum will be held on May 13 at the Recreation Center on Longhill Road.

L. PUBLIC COMMENT

As there were no registered speakers, Mr. Hipple closed the Public Comment.

M. CLOSED SESSION

1. Consultation with Legal Counsel and Staff Members Pertaining to Actual or Probable Litigation Pursuant to Section 2.2-3711 (A)(7) of the Code of Virginia

Mr. McGlennon made a motion to enter into a Closed Session pursuant to the Code section listed on the Agenda.

At 7:59 p.m., the Board entered into Closed Session.

At 8:46 p.m., the Board re-entered Open Session.

2. Certification of Closed Session

Mr. McGlennon made a motion to certify the Closed Session.

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

N. ADJOURNMENT

1. Adjourn until 4 p.m. on May 26, 2015, for the Work Session.

Mr. McGlennon made a motion to adjourn.

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

At 8:47 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

051215bos-min

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Scott J. Thomas, Director of Engineering and Resource Protection

SUBJECT: Dedication of Streets within The Pointe at Jamestown Subdivision Phase 2B

Initiation of a street acceptance into the Virginia Secondary System of State Highways.

ATTACHMENTS:

	Description	Type
▣	Memorandum	Cover Memo
▣	Resolution	Resolution
▣	Map	Exhibit
▣	VDOT Form AM-4.3	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Engineering & Resource Protection	Thomas, Scott	Approved	6/25/2015 - 3:05 PM
Development Management	Murphy, Allen	Approved	6/25/2015 - 3:09 PM
Publication Management	Burcham, Nan	Approved	6/25/2015 - 3:28 PM
Board Secretary	Fellows, Teresa	Approved	6/26/2015 - 3:32 PM
Board Secretary	Kinsman, Adam	Approved	7/1/2015 - 12:35 PM
Board Secretary	Fellows, Teresa	Approved	7/1/2015 - 1:05 PM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: Scott J. Thomas, Director of Engineering and Resource Protection

SUBJECT: Dedication of Streets within The Pointe at Jamestown Subdivision Phase 2B

Attached is a resolution requesting acceptance of the streets proposed as public rights-of-way in Phase 2B of the Pointe at Jamestown Subdivision into the State Secondary Highway System. The streets proposed for acceptance are portions of Yeardeley Loop, Greate Way in its entirety, and Hutchinson Place in its entirety, as shown in red on the attached map. The streets have been inspected and approved by representatives of the Virginia Department of Transportation (VDOT) as meeting the minimum requirements for secondary roadways. The streets in Phase 2A of the subdivision were taken into the VDOT's maintenance program by a previous resolution in June 2006.

VDOT's Secondary Street Acceptance Requirements (SSAR), effective March 2009, outline processes on how streets are designed, constructed, and officially accepted for maintenance as part of the secondary system of State highways. Upon the satisfactory completion of construction of streets, VDOT advises and coordinates with the local governing body of the street's readiness for acceptance through the use of VDOT's Form AM-4.3. As part of the initial acceptance process, the County Board of Supervisors must request, by resolution, that VDOT accept the street for maintenance as part of the secondary system of State highways. Administrative procedures outlined in the SSAR/24VAC30-92-70 list criteria for street acceptance and what information is required on the local resolution. Once the resolution is approved, the signed Form AM-4.3 with the resolution is then returned to VDOT. VDOT then officially notifies the locality of the street's acceptance into the secondary system of State highways and the effective date of such action. This notification serves as the start of VDOT maintenance responsibility. As part of the process, the County will hold an appropriate amount of subdivision or public improvement surety for the roadway, as required by local ordinances, until the acceptance process is complete. Also, within 30 days of the local governing body's request (resolution), VDOT requires a maintenance surety to be posted by the developer to guarantee performance of the street for one year from the date of acceptance.

Staff recommends the adoption of the attached resolution.

SJT/gb
DedSts-thePointe-mem

Attachments

RESOLUTION

DEDICATION OF STREETS WITHIN THE POINTE AT

JAMESTOWN SUBDIVISION PHASE 2B

WHEREAS, the streets described on the attached Form AM-4.3, fully incorporated herein by reference, is shown on plats recorded in the Clerk's Office of the Circuit Court of James City County; and

WHEREAS, the Residency Administrator for the Virginia Department of Transportation advised the Board that the streets meet the requirements established by the Subdivision Street Requirements of the Virginia Department of Transportation; and

WHEREAS, the County and the Virginia Department of Transportation entered into an agreement on July 1, 1994, for comprehensive stormwater detention which applies to this request for addition.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby requests the Virginia Department of Transportation to add the streets described in the attached Additions Form AM-4.3 to the secondary system of State highways, pursuant to § 33.2-705 of the Code of Virginia and the Department's Subdivision Street Requirements.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Residency Administrator for the Virginia Department of Transportation.

Michael J. Hipple
Chairman, Board of Supervisors

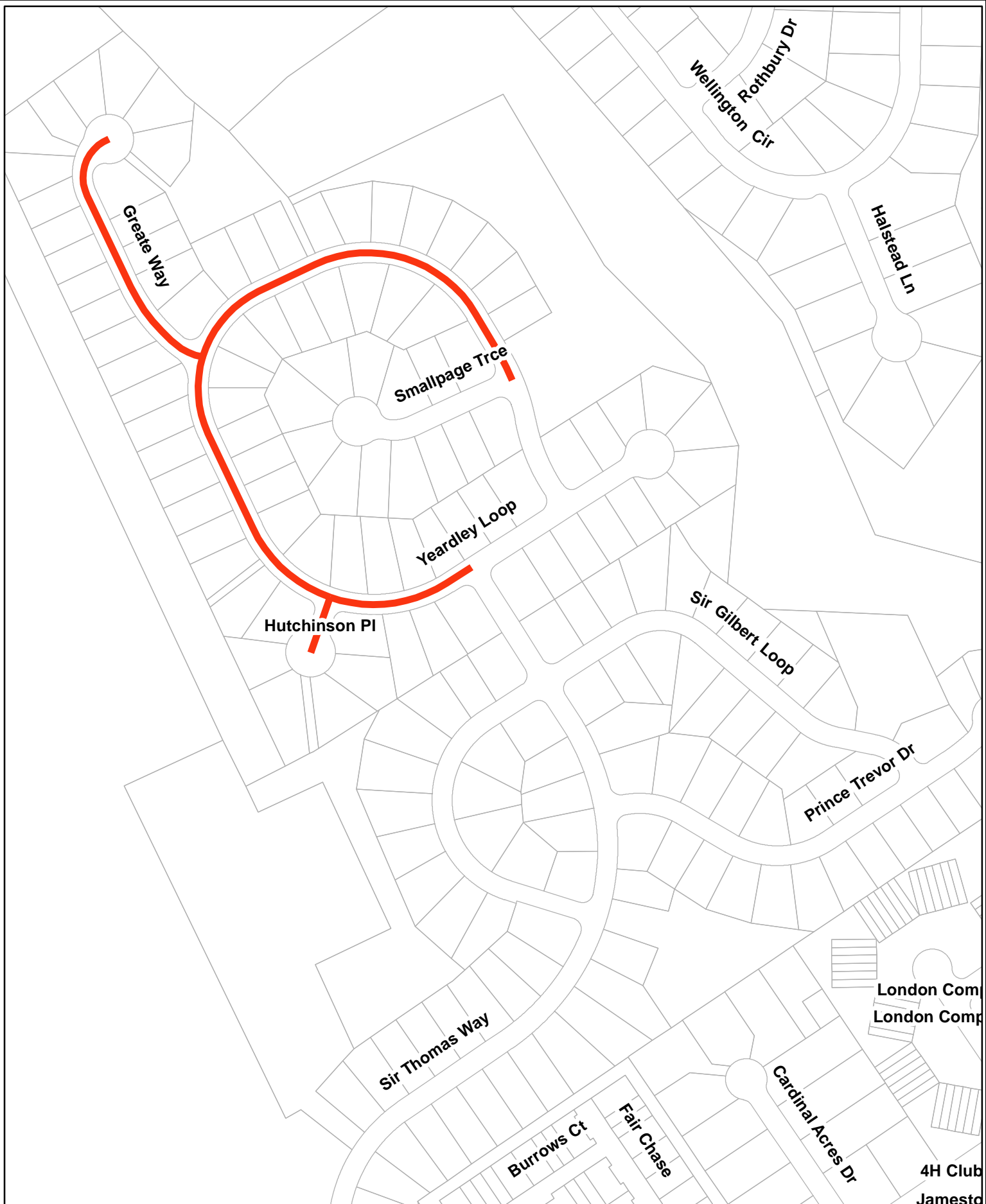
ATTEST:

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 14th day of July, 2015.

DedSts-thePointe-res



**Dedication of Streets within
The Pointe at Jamestown Subdivision
Phase 2B**

Legend

 Streets to be Dedicated

1 inch = 300 feet



In the County of James City

By resolution of the governing body adopted July 14, 2015

The following VDOT Form AM-4.3 is hereby attached and incorporated as part of the governing body's resolution for changes in the secondary system of state highways.

A Copy Testee

Signed (County Official): _____

Report of Changes in the Secondary System of State Highways

**Project/Subdivision The Pointe at Jamestown Section
2B**

Type Change to the Secondary System of State Highways:

Addition

The following additions to the Secondary System of State Highways, pursuant to the statutory provision or provisions cited, are hereby requested; the right of way for which, including additional easements for cuts, fills and drainage, as required, is hereby guaranteed:

Reason for Change: New subdivision street

Pursuant to Code of Virginia Statute: §33.2-705

Street Name and/or Route Number

◆ **Yeardley Loop, State Route Number 1681**

Old Route Number: 0

- From: Sir Thomas Way (Rt. 1496)

To: Hutchinson Place, a distance of: 0.07 miles.

Recordation Reference: 080026641

Right of Way width (feet) = 50

Street Name and/or Route Number

◆ **Yeardley Loop, State Route Number 1681**

Old Route Number: 0

- From: Greate Way

To: Smallpage Trace (Rt 1682), a distance of: 0.19 miles.

Recordation Reference: 080026641

Right of Way width (feet) = 50

Street Name and/or Route Number

◆ **Yeardley Loop, State Route Number 1681**

Old Route Number: 0

- From: Hutchinson Place

To: Greate Way, a distance of: 0.13 miles.

Recordation Reference: 080026641

Right of Way width (feet) = 50

Street Name and/or Route Number

◆ **Greate Way, State Route Number 1684**

Old Route Number: 0

-
- From: Yeardley Loop

To: Cul-de-sac, a distance of: 0.13 miles.

Recordation Reference: 080026641

Right of Way width (feet) = 50

Street Name and/or Route Number

◆ **Hutchinson Place, State Route Number 1683**

Old Route Number: 0

-
- From: Yeardley Loop

To: Cul-de-sac, a distance of: 0.04 miles.

Recordation Reference: 080026641

Right of Way width (feet) = 50

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Alex S. Baruch, Development Management Assistant

SUBJECT: Proposed Street Name Change -'The Bluffs' to 'River Bluffs'

The James City County Planning Division has received an application to rename a street located in Kingsmill currently named 'The Bluffs' to 'River Bluffs.'

The Real Estate Assessments Division, Police Department, Fire Department, 911 Center, and Williamsburg Post Office have no objections to the proposed street name change.

Notification of the proposed street name change was sent to all property owners. The Planning Division has not received any complaints about the proposed street renaming.

Staff recommends approval.

ATTACHMENTS:

	Description	Type
☐	Staff Memo	Cover Memo
☐	Resolution	Resolution
☐	Location Map	Backup Material
☐	Letter of Agreement	Backup Material
☐	Letters of Support	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	6/26/2015 - 9:06 AM
Development Management	Murphy, Allen	Approved	6/30/2015 - 3:22 PM
Publication Management	Burcham, Nan	Approved	6/30/2015 - 3:29 PM
Board Secretary	Fellows, Teresa	Approved	7/1/2015 - 10:00 AM
Board Secretary	Kinsman, Adam	Approved	7/1/2015 - 12:37 PM
Board Secretary	Fellows, Teresa	Approved	7/1/2015 - 1:05 PM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: Alex S. Baruch, Development Management Assistant

SUBJECT: Proposed Street Name Change - 'The Bluffs' to 'River Bluffs'

Section 19-54(b) of the James City County Subdivision Ordinance requires street name changes be reviewed and approved by the Board of Supervisors. The James City County Planning Division has received an application to rename a street located in Kingsmill currently named 'The Bluffs' to 'River Bluffs.' The application states that the purpose of the proposed renaming is for consistency and to avoid confusion for property owners and residents.

'River Bluffs' is currently being used as the address for residents in two existing condominium buildings. 'The Bluffs' is currently being used for one single-family dwelling that has been constructed and for the remaining single-family lots along the street.

In 2002, the River Bluff Condominiums were under construction and at the request of the contractor to the Real Estate Division, addressing was done to match the project name (River Bluffs) rather than the platted street name. There are currently no street signs on the street distinguishing any difference between the two names. The proposed street renaming, if approved, would ensure the addresses are consistent with the street name.

Signatures have been obtained by all of the property owners including the River Bluffs Condo Association supporting the street name request.

The Real Estate Assessments Division, Police Department, Fire Department, 911 Center, and Williamsburg Post Office have no objections to the proposed street name change. Notification of the proposed street name change was sent to all property owners. The Planning Division has not received any complaints about the proposed street renaming.

Staff Recommendation:

Staff recommends approval of the attached resolution that renames the street, currently named 'The Bluffs' to 'River Bluffs.' Approval of the request would ensure all properties along this roadway have the same street name.

ASB/gb
StRename-Bluffs-mem

Attachments:

1. Resolution
2. Location Map
3. Letter of Agreement
4. Letter of Support

RESOLUTION

PROPOSED STREET NAME CHANGE - 'THE BLUFFS' TO 'RIVER BLUFFS'

WHEREAS, an application has been received requesting that the Board of Supervisors change the name of 'The Bluffs' to 'River Bluffs'; and

WHEREAS, Section 19-54 (b) of the James City County Subdivision Ordinance provides for street names to be changed upon approval by the Board of Supervisors; and

WHEREAS, the proposed street name change has been reviewed with the Real Estate Assessments Division, Police Department, Fire Department, 911 Center, Planning Division, and Williamsburg Post Office and these agencies have found it acceptable.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, does hereby approve renaming the street 'The Bluffs' to 'River Bluffs.'

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

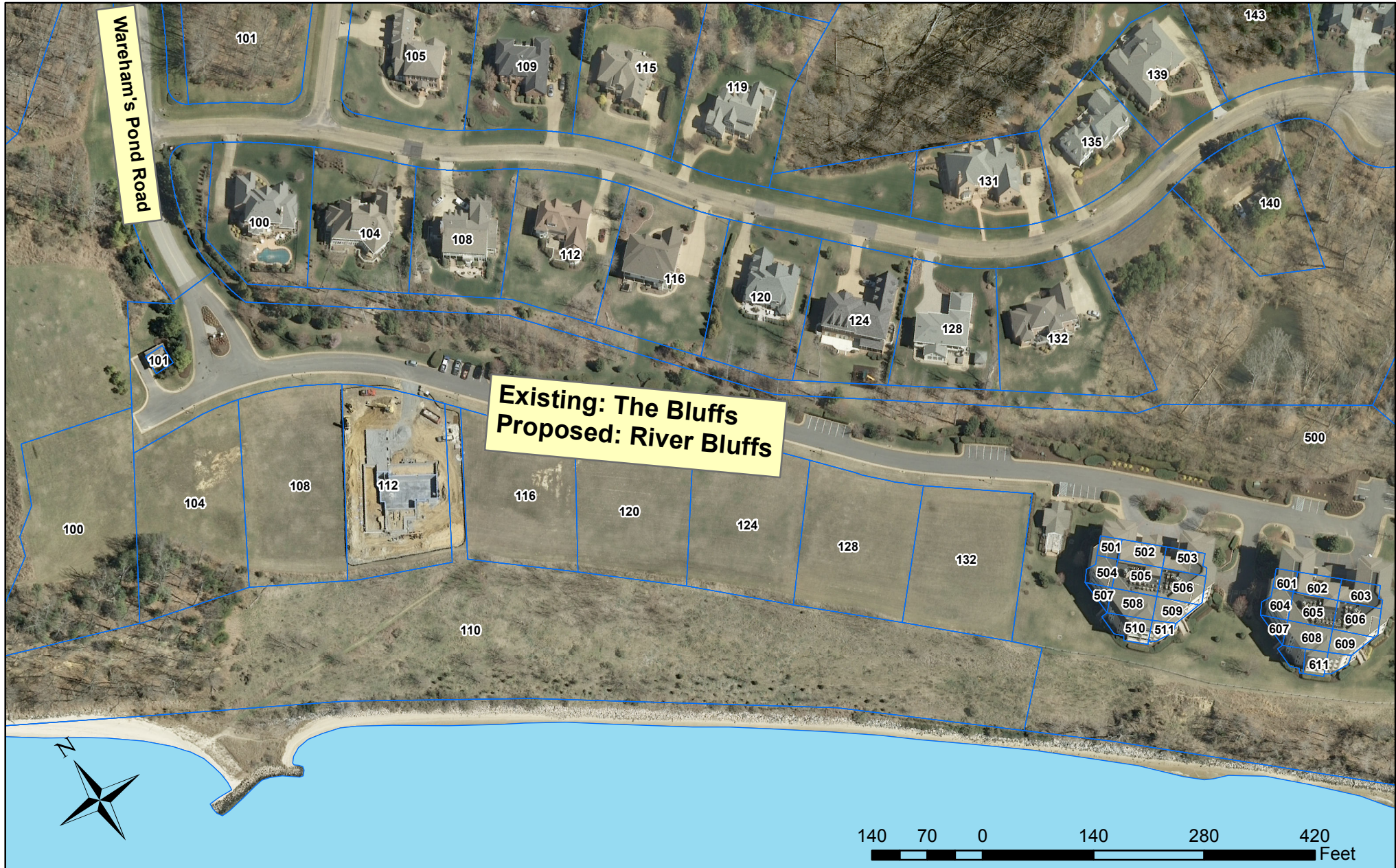
Bryan J. Hill
Clerk to the Board

	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 14th day of July, 2015.

StRename-Bluffs-res

Proposed Street Renaming



April 20, 2015

James City County, Development Management
101-A Mounts Bay Rd
Williamsburg, VA 23185

To Whom It May Concern:

Re: River Bluffs street name change

We write to request the street currently named 'The Bluffs' be changed to 'River Bluffs.'

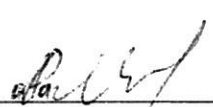
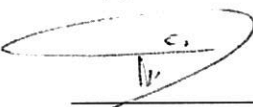
The street was originally named 'The Bluffs' when the subdivision information was submitted to James City County. During development of the condo buildings, the eastern portion of the street in front of the condo buildings was changed to 'River Bluffs.' The western part of the street remained unchanged.

Recognizing the extreme confusion caused by having the same street called two different names, the owners of the properties along the western portion of the street are seeking to unify the street name. The owners of the condo units have been using 'River Bluffs' as their address for many years now. The subdivision is named River Bluffs. Despite the two official names, the entire street is now widely known as 'River Bluffs.' See attached screenshot of Google Maps.

It therefore makes the most sense to have the entire street named 'River Bluffs.'

We, the owners of the properties along the western section of road currently called 'The Bluffs' are asking to rename the street to 'River Bluffs' to match the rest of the street and to end the confusion. The owners of the 9 lots are in full agreement on this name change.

We have also discussed this matter with the residents of the condo buildings who also support this name change and have submitted a letter in support of this action.




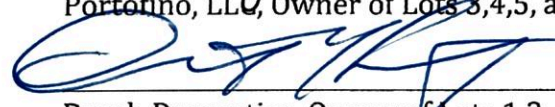
Mashour Yousef & Abir Alahmad Yousef, Owners of Lot 8



James T. Fang & Terry L. Tang, Owners of Lot 6



Portofino, LLC, Owner of Lots 3, 4, 5, and 7



Busch Properties, Owner of Lots 1, 2, and 9

DAVID T. WESS

April 20, 2015

James City County, Development Management
101-A Mounts Bay Rd
Williamsburg, VA 23185

To Whom It May Concern:

Re: River Bluffs street name change

We write to support the request of our neighbors to have the street named 'River Bluffs' for its entire length.

The street was originally named 'The Bluffs' when the subdivision information was submitted to James City County. During development of the condo buildings, the eastern portion of the street in front of the condo buildings was changed to 'River Bluffs.' The western part of the street remained unchanged.

Recognizing the extreme confusion caused by having the same street called two different names, the owners of the properties along the western portion of the street are seeking to unify the street name. The owners of the condo units have been using 'River Bluffs' as their address for many years now. The subdivision is named River Bluffs. Despite the two official names, the entire street is now widely known as 'River Bluffs.' See attached screenshot of Google Maps.

It therefore makes the most sense to have the entire street named 'River Bluffs.' The owners of the properties along the western section of road currently called 'The Bluffs' are asking the county to rename their portion of the street to 'River Bluffs,' to match the rest of the street and to end the confusion. The owners of the 9 lots are in full agreement on this name change and have submitted their request.

Though this name change does not directly affect our street name or our numerical address, the River Bluffs Condo Association, supports this name change. We recognize this change will reduce confusion for drivers trying to find our addresses and will make things simpler for mapping and GPS companies to insure their accuracy.

Sincerely,



River Bluffs Condo Association

Alex Baruch

From: Stephen Pond <stephenpond@cox.net>
Sent: Wednesday, June 24, 2015 6:09 PM
To: Planning
Subject: Proposed The Bluffs Name Change

Dear Mr. Holt,

We are residents of 607 River Bluffs, one of the condominium buildings listed in your recent communique. We support changing the name of "The Bluffs" to River Bluffs. Kindly pass our support onto the Board of Supervisors.

Sincerely,

Stephen F. and Johanna M. Pond
607 River Bluffs
Williamsburg, VA 23185
757-345-6608

Alex Baruch

From: Clyde Groover <lcgroover@cox.net>
Sent: Thursday, June 25, 2015 3:13 PM
To: Planning
Subject: Proposed Street Name Change: "The Bluffs" to "River Bluffs"

Dear Mr. Holt:

We are owners of unit 509 at River Bluffs. We support the proposed name change as set forth in your letter of June 19, 2015.

Sincerely,

Clyde and Ida Groover

ITEM SUMMARY

DATE: 7/14/2015

TO: Board of Supervisors

FROM: John T. P. Horne, General Services Director

SUBJECT: Contract Award - Human Services Center HVAC Replacement

HVAC equipment and controls will be replaced at the Human Services Center as part of a renovation project. The County has standardized its HVAC equipment and controls around Trane products for the last 10 years. Staff is requesting a sole source procurement to Damuth Trane as the only source practicably available to engineer and install Trane products for the project. The contract amount is \$443,190.

ATTACHMENTS:

	Description	Type
☐	memo	Cover Memo
☐	resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Horne, John	Approved	6/12/2015 - 2:39 PM
Publication Management	Burcham, Nan	Approved	6/12/2015 - 3:48 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2015 - 12:04 PM
Board Secretary	Kinsman, Adam	Approved	6/15/2015 - 4:50 PM
Board Secretary	Fellows, Teresa	Approved	6/15/2015 - 4:54 PM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: John T. P. Horne, Director of General Services

SUBJECT: Contract Award – Human Services Center HVAC Replacement – \$443,190

Over the past decade, the Department of General Services has been incorporating Trane HVAC controls and equipment into County facilities. Currently, the County has 16 facilities being serviced and/or controlled by Trane products with future facilities incorporating Trane controls and equipment under construction. This investment not only includes controls and equipment, but also training for our Service Technicians.

General Services is standardizing HVAC controls and equipment to Trane to promote operational efficiency and safety. Standardization reduces equipment downtime and improves response time and customer service because parts will be on hand and interchangeable from facility to facility. In addition, troubleshooting and diagnosis of service issues requires less time. All facilities are added to a remotely viewable and controllable monitoring system. Finally, standardization promotes safety because staff members can rely on their previous experience and training when servicing the equipment.

The adopted Capital Improvements Program (CIP) includes funding in FY 16 for refurbishment of the building envelope, mechanical, and electrical systems at the Human Services Center, making the building much more energy efficient. The overall project will also reconfigure parts of the central pod of the building where the entry, waiting, intake, and public meeting rooms are located. The goal is to provide a healthier and more pleasant indoor environment for customers and staff. The HVAC work will consist of replacement of the equipment serving the central pod, converting to a centralized VAV system from five older heat pumps. In the medical and social services wings, outdoor air conditioning units will be added to control outdoor air temperature and humidity before its use in the building. Finally, the entire building will be added to the remote monitoring and control system used at most other County buildings, allowing staff to be much more responsive to any problems or adjustment needs.

General Services, in consultation with the Purchasing office, determined that Damuth Trane is the only source practicably available to engineer and install the Trane HVAC controls and equipment. Damuth Trane submitted a proposed cost of \$443,190. The proposed rates have been determined to be reasonable through comparison to other current County HVAC replacements and current construction cost indices.

Because this would be a sole source purchase over \$100,000, the Board of Supervisors approval is necessary.

Staff recommends approval of the attached resolution authorizing the sole source purchase of engineering and installation services from Damuth Trane in the amount of \$443,190 for the Human Services Center HVAC replacement.

JTPH/nb
CA-HSCSoleSource-mem

Attachment

RESOLUTION

CONTRACT AWARD – HUMAN SERVICES CENTER HVAC REPLACEMENT – \$443,190

- WHEREAS, the James City County Department of General Services is standardizing HVAC building controls and equipment in County facilities to promote operational efficiency and safety; and
- WHEREAS, the Human Services Center HVAC controls and equipment is within the Human Services Center project budget and will be replaced during the renovation project; and
- WHEREAS, it has been determined by General Services, in consultation with the Purchasing office, that Damuth Trane is the only source practicably available to engineer and install the HVAC controls and equipment required; and
- WHEREAS, Damuth Trane submitted a proposal to perform the required services, the proposed rates have been determined to be reasonable, and adequate funds are available in the Capital Improvements budget.
- NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award in the amount of \$443,190 to Damuth Trane for the Human Services Center HVAC controls and equipment.

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 14th day of July, 2015.

CA-HSCSoleSource-res

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Kitty Hall, Purchasing Director

SUBJECT: Contract Awards - Annual Engineering Services

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution
☐	Attachment A	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Purchasing	Hall, Kitty	Approved	6/24/2015 - 10:56 AM
Financial Management	Mellen, Sue	Approved	6/26/2015 - 9:14 AM
Publication Management	Brockmann, Grace	Approved	6/26/2015 - 9:17 AM
Board Secretary	Fellows, Teresa	Approved	6/26/2015 - 3:31 PM
Board Secretary	Kinsman, Adam	Approved	7/1/2015 - 12:34 PM
Board Secretary	Fellows, Teresa	Approved	7/1/2015 - 1:05 PM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: Kitty Hall, Purchasing Director

SUBJECT: Contract Awards - Annual Engineering Services

A Request for Proposal (RFP) was solicited from qualified engineering firms to provide annual engineering services. The required engineering services were organized into major groups with Sub-Groups as listed below with the number of proposals received and listed after each Sub-Group name.

Group 1 - Basic Engineering (32)
Group 2 - Environmental Engineering Services (13)
Group 3 - JCSA Water and Wastewater (15)
Group 4 - Landscape Planning and Landscape Architecture (9)
Group 5 - Site Plan Review (0)
Group 6 - Surveying (8)
Group 7 - Stormwater Infrastructure (8)
Group 8 - Geotechnical (5)
Group 9 - Traffic and Transportation (8)

Interested firms responded to the RFP by describing their interest, qualifications, project approach, and experience in performing similar work. Panels of staff members representing Stormwater, Engineering & Resource Protection, Planning, Capital Projects, James City Service Authority (JCSA), Williamsburg-James City County School Division, and Purchasing evaluated the proposals and selected the most qualified firms in each group. Rate schedules were negotiated with the selected firms. These schedules will be used to calculate the cost for individual projects performed under these annual contracts. The contracts have an initial term of one year with four additional one-year options available to the County, JCSA, and Schools. Firms selected for contract award are listed in Attachment A by group.

Staff recommends approval of the attached resolution awarding a contract to the following firms in Attachment A.

KH/gb
CA-AnnEngSvs-mem

Attachments

RESOLUTION

CONTRACT AWARDS - ANNUAL ENGINEERING SERVICES

WHEREAS, the Request for Proposals has been advertised and evaluated for annual engineering services; and

WHEREAS, the firms listed in Attachment A to this resolution were determined to be the best qualified to provide the required engineering services in their respective groups.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby awards the contracts for annual engineering services to the firms listed in Attachment A.

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 14th day of July, 2015.

CA-AnnEngSvs-res

ATTACHMENT A**ANNUAL ENGINEERING SERVICES PROPOSED CONTRACT AWARDS**

FIRM NAME	SERVICE GROUP TITLE
	Group 1-Basic Engineering
Stantec Consulting Services, Inc. Atkins North America, Inc. Vanasse Hangen Brustlin, Inc. Kimley Horn and Associates, Inc.	Sub-Group A-Civil
Thompson Consulting Engineers Kimley Horn and Associates, Inc.	Sub-Group B-Mechanical, Electrical & Plumbing
Kimley Horn and Associates, Inc.	Sub-Group C-Structural
McPherson Design Group	
Michael Baker International Co.	Sub-Group D-Geographic Information Services
Kimley Horn and Associates, Inc.	
	Sub-Group E-Construction Inspection/Admin
Johnson, Mirmiran & Thompson	
Kimley Horn and Associates, Inc.	
EEE Consulting, Inc. Kerr Environmental Services Wetlands Studies & Solutions, Inc. Timmons Group Stantec Consulting Services, Inc.	Group 2-Environmental Engineering
Rummel, Klepper & Kahl Whitman, Requardt & Associates	Group 3A-Water & Wastewater Engineering
Brown & Caldwell	
O'Brien & Gere Engineers, Inc.	
CDM Smith, Inc.	
Draper Aden Associates	
	Group 4-Landscape Planning and Landscape Architecture
Vanasse Hangen Brustlin, Inc. Stantec Consulting Services, Inc.	
Precision Measurements, Inc. Johnson, Mirmiran & Thompson Timmons Group Rouse-Sirine Associates, LTD AES Consulting Engineers Michael Surveying & Mapping, PC Rice Associates Landtech Resources, Inc.	Group 6-Surveying Services

ATTACHMENT A**ANNUAL ENGINEERING SERVICES PROPOSED CONTRACT AWARDS**

Draper Aden Associates Vanasse Hangen Brustlin, Inc. Brown & Caldwell AES Consulting Engineers Kimley Horn and Associates, Inc. Landtech Resources, Inc. Timmons Group A Morton Thomas and Associates, Inc.	Group 7- Stormwater Infrastructure Engineering
Schnabel Engineering GET Solutions, Inc. ECS Mid-Atlantic, LLC	Group 8 – Geotechnical Engineering
Timmons Group Kimley Horn and Associates, Inc. Michael Baker International Co.	Group 9 – Traffic and Transportation Engineering

ITEM SUMMARY

DATE: 7/14/2015



TO: Board of Supervisors

FROM: Michelle Gowdy, County Attorney

SUBJECT: Acceptance of Real Estate Conveyances to the County

Two resolutions are attached for consideration. One resolution rescinds a Board resolution adopted in 2008 authorizing the County Attorney and deputies and assistants to accept real estate conveyances on behalf of the County. The other resolution authorizes and directs the County Administrator or his designee to accept real estate conveyances.

ATTACHMENTS:

	Description	Type
	memo	Cover Memo
	resolutions	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Gowdy, Michelle	Approved	6/30/2015 - 8:25 AM
Publication Management	Burcham, Nan	Approved	6/30/2015 - 9:31 AM
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 12:19 PM
Board Secretary	Kinsman, Adam	Approved	7/1/2015 - 12:32 PM
Board Secretary	Fellows, Teresa	Approved	7/1/2015 - 1:04 PM

MEMORANDUM

DATE: July 23, 2015

TO: The Board of Supervisors

FROM: Michelle M. Gowdy, County Attorney

SUBJECT: Rescission of Resolution which Authorizes Real Estate Transfer Acceptances by the County Attorney

In 2008 a previous Board adopted a resolution which authorizes the County Attorney, Deputy County Attorney, and/or Assistant County Attorney to accept real estate conveyed to the County other than that which is conveyed by a subdivision plat pursuant to Virginia Code Section 15.2-1803. Currently, the County Attorney approves deeds as to form and accepts the conveyance of real estate. Virginia Code Section 15.2-1803 requires the County Attorney to approve the deeds as to form, but the Board may authorize whomever it wishes to act on behalf of the County to accept the conveyance. After consultation with the County Administrator, I believe it is in the best interests of the County to separate those two actions.

One of the attached resolutions would rescind the Board's September 8, 2008, resolution authorizing and directing the County Attorney, Deputy County Attorney, and/or Assistant County Attorney to accept real estate conveyed to the County. The second resolution would authorize and direct the County Administrator or his designee to accept real estate conveyances on behalf of the County. The two separate processes would promote communication, ethics, additional oversight, and clarity when property is conveyed.

I recommend adoption of the attached resolutions which would rescind the Board's previous resolution authorizing acceptance of real estate conveyances by the County Attorney and authorize the County Administrator or his designee to accept the conveyances.

MMG/nb
REConveyAccept-mem

Attachments

RESOLUTION

RESCISSION OF RESOLUTION WHICH AUTHORIZES

REAL ESTATE TRANSFER ACCEPTANCES BY THE COUNTY ATTORNEY

WHEREAS, Virginia Code Section 15.2-1803 requires that every deed conveying real estate to the County shall be in a form approved by the County Attorney. Such deed must be accepted by the County, which acceptance shall appear on the deed or on a separately recorded instrument and shall be executed by a person authorized to act on behalf of the County; and

WHEREAS, the Board of Supervisors adopted a resolution on September 9, 2008, which authorizes and directs the County Attorney, deputies and assistants to affix the acceptance upon any deed conveying real estate to the County other than the conveyance of interests in real property through the recordation of subdivision plats; and

WHEREAS, the Board of Supervisors is of the opinion that it is in the best interest of the County to separate the actions of form approval of deeds and acceptance of conveyances of real estate.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby rescinds the resolution entitled, "Acceptance of Real Estate Transfers" dated September 9, 2008, and revokes its direction and authorization of the County Attorney, deputies, and assistants to accept real estate conveyances on behalf of the County.

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 14th day of July, 2015.

REConveyAcpt-res1

RESOLUTION

RESOLUTION AUTHORIZING REAL ESTATE TRANSFER ACCEPTANCES

BY THE COUNTY ADMINISTRATOR

WHEREAS, Virginia Code Section 15.2-1803 requires that every deed conveying real estate to the County shall be in a form approved by the County Attorney. Such deed must be accepted by the County, which acceptance shall appear on the deed or on a separately recorded instrument and shall be executed by a person authorized to act on behalf of the County; and

WHEREAS, the Board of Supervisors wishes to designate the County Administrator or his designee to accept real estate conveyances to the County on its behalf.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes and directs the County Administrator or his designee to accept real estate conveyances on behalf of the County.

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 14th day of July, 2015.

REConveyAccpt-res2

ITEM SUMMARY

DATE: 7/14/2015

TO: Board of Supervisors

FROM: Elizabeth E. Young, Paralegal

SUBJECT: Ordinance to Amend and Reordain Chapter 16, Public Parks and Recreation Facilities, to remove the prohibition to carry concealed weapons

The ordinance deletes Section 16-5, Concealed weapons prohibited. The laws regarding carrying concealed weapons in public parks and recreation facilities are covered generally in the County Code by Sections 15-34 through 15-35, so Section 16-5 can be removed entirely.

ATTACHMENTS:

	Description	Type
☐	Ordinance Amenemdnnet Memo - Delete Section 16-5	Cover Memo
☐	Ordinance - Delete Section 16-5	Ordinance

REVIEWERS:

Department	Reviewer	Action	Date
Attorney	Gowdy, Michelle	Approved	6/9/2015 - 5:28 PM
Publication Management	Colonna, Tina	Approved	6/10/2015 - 8:05 AM
Board Secretary	Fellows, Teresa	Approved	6/10/2015 - 10:50 AM
Board Secretary	Kinsman, Adam	Approved	6/15/2015 - 11:23 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2015 - 12:04 PM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: Elizabeth E. Young, Paralegal

SUBJECT: Ordinance to Amend and Reordain Chapter 16, Public Parks and Recreation Facilities, to remove the prohibition to carry concealed weapons

Section 16-5 of the County Code prohibits carrying concealed weapons in public parks and recreation facilities. This section is outdated and duplicative. In 2012, Virginia Code § 15.2-915 was amended and incorporated into the regulations on carrying concealed weapons in County Code Chapter 15; however, Section 16-5 was not amended at that time to reflect the changes in Virginia Code. Since then, carrying concealed weapons in public parks and recreation facilities has been regulated in accordance with Section 15-35 rather than Section 16-5.

The laws regarding carrying concealed weapons in public parks and recreation facilities are covered generally in the County Code by Sections 15-34 through 15-35, so Section 16-5 can be removed entirely. The attached ordinance deletes Section 16-5, Concealed weapons prohibited.

Staff recommends adoption of the attached ordinance.

EEY/tlc
ConcealedWeapon-mem

Attachment

ORDINANCE NO. _____

AN ORDINANCE TO AMEND AND REORDAIN CHAPTER 16, PUBLIC PARKS AND RECREATION FACILITIES, OF THE CODE OF THE COUNTY OF JAMES CITY, VIRGINIA, ARTICLE II. REGULATIONS GOVERNING PUBLIC PARKS AND RECREATION FACILITIES, BY DELETING SECTION 16-5, CONCEALED WEAPONS PROHIBITED.

BE IT ORDAINED by the Board of Supervisors of the County of James City, Virginia, that Chapter 16, Public Parks and Recreation Facilities, is hereby amended and reordained by deleting Section 16-5, Concealed weapons permits prohibited.

Chapter 16. Public Parks and Recreation Facilities

Article II. Regulations Governing Public Parks and Recreation Facilities

Sec. 16-5. ~~Concealed weapons prohibited.~~ *Reserved.*

~~Unauthorized persons shall not carry concealed weapons, nor shall they have on or about their person dangerous or deadly weapons, in public park and recreational facilities.~~

~~(Ord. No. 154, 5-7-84) Cross reference Carrying concealed weapons, § 15-35.~~

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 14th day of July, 2015.

ConcealedWeapons-ord

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

ATTACHMENTS:

	Description	Type
	CA Report	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/2/2015 - 8:24 AM

MEMORANDUM

DATE: July 14, 2015

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

The following is a summary of activities that took place June 17, 2015 through July 7, 2015:

June 17, 2015 (Wednesday)

- Attended Virginia Peninsula Regional Jail meeting
- Met with Robin Carson, Tourism
- Met with Diana Hutchens, Community Services Director

June 18, 2015 (Thursday)

- Toured with Rossie Carroll, Virginia Department of Transportation Williamsburg Residency Administrator
- Briefed with John McGlennon, Supervisor
- Attended Linda Odell's retirement
- Met with Planning Division staff

June 19, 2015 (Friday)

- Met with Virginia Dominion Power: Melanie Beale, External Affairs Manager for Eastern Region; Max Bartholomew, Eastern Region Senior Manager of External Affairs; Joe Frank, DVP consultant; and Stephanie Harrington, Communications Director for the Skiffes Creek Project
- Attended Tal Luton's retirement

June 20, 2015 (Saturday)

- Attended Williamsburg Chapter, Virginia Society, Sons of American Revolution: dedication of a permanent informational marker at Freedom Park
- Briefed with Jim Kennedy, Supervisor

June 22, 2015 (Monday)

- Met with Julie McKercher, Emergency Communications Director, at the Emergency Operations Center in Toano
- Attended Library event
- Met with Latara Branch, Public Outreach Coordinator; John Carnifax, Parks and Recreation Director; Fran Geissler, Stormwater Director; Russell Seymour, Economic Development Director; and Adam Kinsman, Assistant County Administrator
- Met with Sue Mellen, Financial and Management Services Director
- Met with Angie Gilliam, Human Resources Director

June 23, 2015 (Tuesday)

- Attended Agenda meeting

June 26, 2015 (Friday)

- Attended Coffee with the County Administrator staff event
- Tour of Grove neighborhood
- Met with John McGlennon, Supervisor, and Mr. Curtis
- Attended Val Overton's retirement
- Attended Farewell Open House for Jack Tuttle, Williamsburg City Manager

June 29, 2015 (Monday)

- Met with Angie Gilliam, HR Director
- Toured with Melanie Beale, External Affairs Manager for Eastern Region, and VDP staff

June 30, 2015 (Tuesday)

- Met with Randy Wheeler, Poquoson City Manager
- Met with Michael Hipple, BOS Chair; Adam Kinsman, Assistant County Administrator; and Sue Mellen, FMS Director

July 1, 2015 (Wednesday)

- Met with Jody Puckett, Communication Director; Randy Hisle, Chief Video Engineer; and James Wilson, Infrastructure and Network Security Supervisor
- Attended New Employee Orientation
- Met with Allen Murphy, Development Management Director
- Met with Ryan Ashe, Fire Chief; Julie McKercher, Emergency Communications Director; and Mark Highfield, Fire Budget Management Specialist
- Met with Michael Hipple, BOS Chair; Adam Kinsman, Assistant County Administrator; and Sue Mellen, FMS Director
- WMBG Radio
- Attended Explorer Meeting, Fire Station 2
- Attended Planning Commission Meeting

July 2, 2015 (Thursday)

- Met with Paul Holt, Planning Director; Leanne Pollock, Planner III; and Michelle Gowdy, County Attorney

July 6, 2015 (Monday)

- New York Rating Agency trip with Michael Hipple, BOS Chair; Adam Kinsman, Assistant County Administrator; and Sue Mellen, FMS Director

July 7, 2015 (Tuesday)

County Administrator's Report

July 14, 2015

Page 3

- New York Rating Agency trip with Michael Hipple, BOS Chair; Adam Kinsman, Assistant County Administrator; and Sue Mellen, FMS Director

BJH/gb

CAReport071415-mem

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Leanne Pollock, Staff Liaison to the Historical Commission

SUBJECT: Reappointments to the Historical Commission

ATTACHMENTS:

	Description	Type
📎	Memorandum	Cover Memo
📎	Attachment 1: Membership applications	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 2:58 PM

ITEM SUMMARY



DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Barbara E Watson, Assistant Director/Operations Chief, Community Services

SUBJECT: Social Services Advisory Board

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Attachment	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 2:53 PM

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Adam R. Kinsman, Assistant County Administrator

SUBJECT: Appointments to the Thomas Nelson Community College Local Board

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Attachments	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 3:17 PM

ITEM SUMMARY



DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Reappointments to the Williamsburg Area Arts Commission

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo
	Attachments	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 2:57 PM

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Colonial Behavioral Health Board of Directors Appointments

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 3:01 PM

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Reappointment to the Peninsula Alcohol Safety Action Program Policy Board
- Staff Appointment

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 2:59 PM

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Reappointment to the Middle Peninsula Juvenile Detention Commission - Staff Appointment

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 2:59 PM

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Reappointment to the Colonial Group Home Commission - Staff Appointment

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	Agency Letter	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 3:00 PM

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Appointment to Williamsburg Regional Library Board of Directors - Staff Member

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 3:02 PM

ITEM SUMMARY


DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: WATA Board of Directors Appointment - Staff Appointment

ATTACHMENTS:

	Description	Type
	Memorandum	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/7/2015 - 3:40 PM

ITEM SUMMARY


DATE: 6/23/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Certification of Closed Session

ATTACHMENTS:

	Description	Type
	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/30/2015 - 9:51 AM

RESOLUTION

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Board of Supervisors of James City County, Virginia, (Board) has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by the Board that such closed meeting was conducted in conformity with Virginia law.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby certifies that, to the best of each member's knowledge: i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies; and ii) only such public business matters were heard, discussed, or considered by the Board as were identified in the motion, Section 2.2-3711(A)(1), the consideration of a personnel matter(s), the appointment of individuals to County boards and/or commissions.

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 14th day of July, 2015.

071415bos-ex-res

ITEM SUMMARY

DATE: 7/14/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Secretary to the Board

SUBJECT: Adjourn until 4 pm on July 28, 2015 for the Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	6/29/2015 - 4:17 PM