

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 28, 2015
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Ella Wainwright, a rising 7th grade home schooled student and resident of the Powhatan District

E. PRESENTATIONS

1. Commending Resolution Presented by Del. Brenda Pogge
2. Davenport Presentation
3. Presentation - First Night

F. PUBLIC COMMENT - Until 7 p.m.

G. CONSENT CALENDAR

1. Minutes Adoption - May 26, 2015 Regular Meeting and July 14, 2015 Regular Meeting
2. Amendment to VPPSA Agreement- Curbside Recycling
3. Contract Award - Building B Renovation - \$174,583
4. VPPSA Special Service Agreement- Landfill Monitoring Services
5. Grant Award - Chesapeake Bay Restoration Fund Grant - \$4,000
6. Grant Award - Office of Emergency Medical Services Rescue Squad Assistance Fund - \$357,378
7. PULLED FROM CONSENT - Abandonment of a Portion of the Right of Way for Croaker Road (Route 607)
8. Authoriation for One Temporary Fire Rescue Technician Overhire Position

H. PUBLIC HEARING(S)

I. BOARD CONSIDERATION(S)

J. BOARD REQUESTS AND DIRECTIVES

1. Amend Board Calendar to Add Work Sessions at 4 pm on August 11, 2015 and December 8, 2015

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

L. PUBLIC COMMENT

M. CLOSED SESSION

1. Appointment to the Thomas Nelson Community College Local Board pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
2. Discussion concerning the expansion of an existing business or industry where no previous public announcement has been made pursuant to Section 2.2-3711 (A)(5) of the Code of Virginia

N. ADJOURNMENT

1. Adjourn until 4 pm on August 11, 2015 for the Work Session

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Pledge Leader - Ella Wainwright, a rising 7th grade home schooled student and resident of the Powhatan District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2015 - 1:41 PM

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Commending Resolution Presented by Del. Brenda Pogge

Commending Resolution Presented by Del. Brenda Pogge for Sheriff's Deputy Victoria Thomas.

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/9/2015 - 1:02 PM

ITEM SUMMARY


DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Presentation by Davenport, LLC

ATTACHMENTS:

	Description	Type
	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2015 - 8:24 AM

James City County, Virginia

Bond Sales Results



July 28, 2015

Background/Overview



- On June 23rd, 2015, Davenport presented a plan of finance for potential refunding opportunities in the County's outstanding debt portfolio.
- As part of the Series 2015 Bonds priced last week, the County refinanced the following:
 - \$5.17 million of the remaining Series 2005 General Obligation Bonds;
 - \$10.09 million Series 2006 General Obligation Bonds; and,
 - \$52.67 million Series 2006 Lease Revenue Bonds.
 - The Series 2006 Lease Revenue Bonds were refinanced as a separate transaction due to the differing credit structures.

Competitive Sale Results – General Obligation



Sale Date: Tuesday, July 21

Sale Time: 10:30 AM

Sale Date: Tuesday, July 21

Sale Time: 11:30 AM

Tax-Exempt General Obligation Bonds 2015A

Name of Bidder	TIC
PNC Capital Markets	2.712161%
Morgan Stanley & Co, LLC	2.748412%
Bank of America Merrill Lynch	2.756448%
Piper Jaffray	2.774916%
J.P. Morgan Securities LLC	2.778217%
Robert W. Baird & Co., Inc,	2.784940%
Janney Montgomery Scott LLC	2.829746%
M&T Securities Inc.	2.830893%
SunTrust Robinson Humphrey	2.881820%

Average Life 11 Years 0 Months

Taxable General Obligation Bonds 2015B

Name of Bidder	TIC
Raymond James & Associates, Inc.	1.762913%
SunTrust Robinson Humphrey	1.817313%
Robert W. Baird & Co., Inc,	1.853501%
FTN Financial Capital Markets	1.937623%

Average Life 3 Years 4 Months

Competitive Sale Results – Lease Revenue



Sale Date: Wednesday, July 22

Sale Time: 11:00 AM

Lease Revenue Bonds 2015

Name of Bidder

TIC

Guggenheim Securities, LLC	2.116780%
Raymond James & Associates, Inc.	2.144971%
Wells Fargo Bank, National Associator	2.170007%
Hutchinson, Shockey, Erley & Co.	2.207939%
Robert W. Baird & Co., Inc,	2.207969%
Bank of America Merrill Lynch	2.273503%
J.P. Morgan Securities LLC	2.344747%

As part of the competitive bidding process, Davenport only received one question about the County's continuing disclosure obligations (including late payment notice), which is less than the typical amount of inquiries we receive from potential underwriters.

Final Savings – General Obligation Bonds



Summary of Bonds Refunded

Series	2005 GO	2006 GO
Coupon(s)	4.375%	4.00-5.00%
Maturities Refunded	2028 – 2029	2016 – 2026
Par Refunded	\$5,170,000	\$10,090,000
Call Date	12/15/2015	6/15/2017

Summary of Refunding Results

Series	2005 GO	2006 GO	Total
Gross Savings	\$688,204	\$754,248	\$1,442,452
Present Value Savings	\$613,823	\$648,315	\$1,262,138
Percent Savings	11.89%	6.47%	8.31%
Negative Arbitrage	\$38,825	\$254,319	\$293,144

Series 2005 & 2006 General Obligation Bonds Prior Bond Debt Service				Series 2015 Refunding Bonds Final Pricing			Debt Service Savings
Fiscal Year	Principal	Interest	Total	Principal	Interest	Total	Total
2016	\$320,000	\$679,500	\$999,500	\$460,000	\$452,905	\$912,905	\$86,595
2017	320,000	663,500	983,500	345,000	518,763	863,763	119,738
2018	1,050,000	647,500	1,697,500	1,070,000	513,363	1,583,363	114,138
2019	1,050,000	605,500	1,655,500	1,045,000	497,013	1,542,013	113,488
2020	1,050,000	563,500	1,613,500	1,020,000	475,913	1,495,913	117,588
2021	1,050,000	518,875	1,568,875	995,000	455,313	1,450,313	118,563
2022	1,050,000	474,250	1,524,250	1,000,000	405,563	1,405,563	118,688
2023	1,050,000	429,625	1,479,625	1,005,000	355,563	1,360,563	119,063
2024	1,050,000	383,688	1,433,688	1,015,000	305,313	1,320,313	113,375
2025	1,050,000	331,188	1,381,188	1,010,000	254,563	1,264,563	116,625
2026	1,050,000	278,688	1,328,688	1,010,000	204,063	1,214,063	114,625
2027	0	226,188	226,188	25,000	153,563	178,563	47,625
2028	0	226,188	226,188	25,000	152,938	177,938	48,250
2029	2,530,000	170,844	2,700,844	2,500,000	152,250	2,652,250	48,594
2030	2,640,000	57,750	2,697,750	2,575,000	77,250	2,652,250	45,500
Total	\$15,260,000	\$6,256,781	\$21,516,781	\$15,100,000	\$4,974,330	\$20,074,330	\$1,442,452

Final Savings – Lease Revenue Bonds



Summary of Bonds Refunded

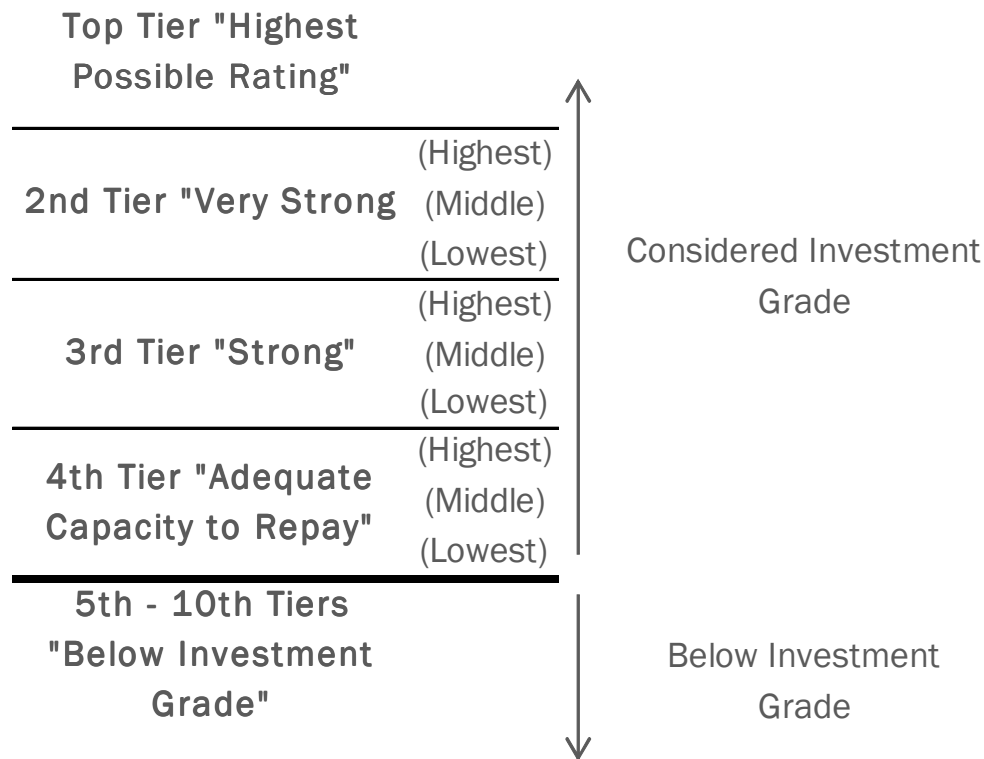
Series	2006 LR
Coupon(s)	5.000%
Maturities Refunded	2016 – 2026
Par Refunded	\$52,665,000
Call Date	6/15/2017

Summary of Refunding Results

Gross Savings	\$4,378,333
Net Present Value Savings	\$3,899,218
Percent Savings	7.41%
All-In TIC	2.22%
Negative Arbitrage	\$1,311,921

Series 2006 Lease Revenue Bonds Prior Bond Debt Service				Series 2015 Refunding Bonds Final Pricing			Debt Service Savings
Fiscal Year	Principal	Interest	Total	Principal	Interest	Total	Total
2016	\$4,790,000	\$2,633,250	\$7,423,250	\$4,955,000	\$2,105,417	\$7,060,417	\$362,833
2017	4,790,000	2,393,750	7,183,750	4,585,000	2,197,250	6,782,250	401,500
2018	4,790,000	2,154,250	6,944,250	4,575,000	1,968,000	6,543,000	401,250
2019	4,790,000	1,914,750	6,704,750	4,520,000	1,785,000	6,305,000	399,750
2020	4,790,000	1,675,250	6,465,250	4,505,000	1,559,000	6,064,000	401,250
2021	4,790,000	1,435,750	6,225,750	4,490,000	1,333,750	5,823,750	402,000
2022	4,785,000	1,196,250	5,981,250	4,470,000	1,109,250	5,579,250	402,000
2023	4,785,000	957,000	5,742,000	4,455,000	885,750	5,340,750	401,250
2024	4,785,000	717,750	5,502,750	4,440,000	663,000	5,103,000	399,750
2025	4,785,000	478,500	5,263,500	4,420,000	441,000	4,861,000	402,500
2026	4,785,000	239,250	5,024,250	4,400,000	220,000	4,620,000	404,250
Total	\$52,665,000	\$15,795,750	\$68,460,750	\$49,815,000	\$14,267,417	\$64,082,417	\$4,378,333

Credit Rating History



James City County					
S&P		Moody's		Fitch	
AAA	2010	Aaa	2015	AAA	2010
AA+	2009	Aa1	2010	AA+	2005
AA	2001	Aa2	2005	AA	
AA-		Aa3	2001	AA-	
A+	1994	A1	1995	A+	
A		A2		A	
A-		A3		A-	
BBB+		Baa1		BBB+	
BBB		Baa2		BBB	
BBB-		Baa3		BBB-	
BB, B, CCC, CC, C, D					
Current Rating					
Historical Rating					

Counties with Three AAA Ratings



Counties with Three AAA Ratings

Albemarle County (VA)	Gwinnett County (GA)	Mecklenburg County (NC)
Arlington County (VA)	Hamilton County (TN)	Monmouth County (NJ)
Baltimore County (MD)	Hanover County (VA)	Montgomery County (MD)
Bernalillo County (NM)	Harford County (MD)	New Castle County (DE)
Bexar County (TX)	Harris County (TX)	Orange County (NC)
Broward County (FL)	Hennepin County (MN)	Palm Beach County (FL)
Charleston County (SC)	Henrico County (VA)	Polk County (IA)
Chester County (PA)	Hillsborough County (FL)	Prince George's County (MD)
Chesterfield County (VA)	Howard County (MD)	Prince William County (VA)
Cobb County (GA)	James City County (VA)	Salt Lake County (UT)
DuPage County (IL)	Johnson County (KS)	San Diego County (CA)
Fairfax County (VA)	King County (WA)	Sarasota County (FL)
Forsyth County (NC)	Loudoun County (VA)	Sedgwick County (KS)
Greenville County (SC)	Maricopa County (AZ)	Wake County (NC)
Guilford County (NC)	Marin County (CA)	

James City County is one of forty four Counties nationwide to be rated AAA from Moody's, Standard & Poor's and Fitch.

Observations from S&P Report



- Local economy (30%) = “Very Strong”
 - The economy that participates in the broad and diverse Hampton Roads economy, with an employment base that has strong ties to the federal government and defense sectors.
- Management Conditions (20%) = “Very Strong”
 - James City County has strong policies and practices in addition to a consistent ability to maintain balanced budgets
- Budgetary Flexibility (i.e. Reserves) (10%) = “Very Strong”
 - James City County has budgetary flexibility, with fiscal 2014 audited available general fund reserves equal to 22.1% of general fund expenditures adjusted for recurring transfers out of the general fund as well as discretionary general fund transfers to the capital fund.
- Budgetary Performance (10%) = “Strong”
 - James City County has a history of balanced budgets and operating surpluses and excess reserves used for one time capital expenditures, in addition to a revenue stream that is very diverse, with property taxes being the leading source of revenues, accounting for nearly two-thirds of general fund revenue.
- Liquidity (10%) = “Very Strong”
 - James City County shows very strong cash to cover debt service and expenditures.
- Debt & Contingent Liabilities (10%) = “Very Strong”
 - James City County reflects elevated carrying charges, due in part to above average amortization as well as low net debt levels
- Institutional Framework (10%) = “Very Strong”

Observations from Fitch Report



Fitch Key Rating Drivers

Sound Financial Management: James City County's financial condition benefits from healthy reserves and consistent fiscal policies.

Favorable Debt Profile: Overall debt levels should remain moderately low due to the county's limited capital needs, commitment to pay-as-you-go capital funding, and rapid amortization.

Stable Local Economy: The local economy consists primarily of light manufacturing, services, and trade, the last reflecting the regional importance of tourism. Economic indicators are solid and unemployment is below average.

Lease Revenue Bond Rating Distinction: The distinctions in ratings among lease revenue bonds are based on the presences and essentiality of leased assets.

Fitch Rating Sensitivities

Rating Stability Expected: The ratings are sensitive to shifts in the county's financial reserves and long-standing history of strong financial management practices. The Stable Rating Outlook reflects Fitch's expectation that these shifts are unlikely.

Observations from Moody's Report



Moody's

Strengths

“Sizeable and diverse tax base with above average wealth levels”

“Strong and stable available reserve position”

Challenges

“Significant exposure to economically sensitive tourism sector”

What could make the rating go down?

“Ongoing decline in available reserves limiting financial flexibility”

“Substantial contraction in tax base and wealth levels”

“Significant increase in debt burden”

Additional Commentary

“The fiscal 2016 budget represents a 6.7% increase from the previous year and does not include any appropriation of fund balance. The primary driver for the budget-to-budget increase was a seven cent tax increase that is projected to generate an additional \$7.8 million in revenue... Positively, this tax rate increase is expected to remain sufficient to support the County's capital needs over a five-year projection period while maintaining strong reserve levels.”

“The stable outlook reflects our expectation that the county's financial performance will continue to remain solid due to sizeable property tax rate increase in fiscal 2016 that will help to offset upcoming capital costs.”



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Version 01/13/2014 GI/DJG/CR

ITEM SUMMARY

DATE: 7/28/2015


TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Presentation - First Night

Mr. Grover Lewis, Vice President for Development, will be making a presentation regarding First Night.

ATTACHMENTS:

	Description	Type
	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/24/2015 - 4:10 PM



WILLIAMSBURG
JAMES CITY COUNTY
(New Town)



First Night's mission is to bring the Greater Williamsburg communities together for an accessible and responsible New Year's Eve celebration centered on the performing arts in a family-friendly, alcohol-free environment.

Founded in 1993.

First Night 2016 will be our 23rd Year!

First Night Objectives

- Offer a New Year's Eve program oriented to young children, teens and adults.
- Ensure a safe family-friendly non-alcoholic event.
- Provide a venue and employment for performing artists, many of whom are local.
- Enhance the entertainment options during the holiday season.





Move to New Town

- Met with Town Management of New Town.
- Plans to move 4 to 5 Entertainment Venues to New Town for First Night 2016.
- Discussing a Cooperative Relationship with New Town Restaurants.
- Objective to broaden our base, increase attendance and increase revenue from the sale of admission buttons.



Economic Impact

First Night brings ~ 5,000 people into the area New Year's Eve, many from out of town **spending their money in area hotels and restaurants**

- It is estimated conservatively that the economic impact of First Night exceeds \$400,000. (Based on anecdotal evidence on the number of attendees from out of town.)
- Visitors from 25 States and Canada have attended First Night.
- Approximately 35% of attendees are from out of town driving hotel & restaurant revenues.

The Problem!

First Night needs an infusion of cash to continue!

	<u>2011</u>	<u>2012</u>	<u>2013</u>	<u>2014</u>
Income		\$ 84,077	\$ 81,790	\$ 80,722
Expenses		106,544	87,136	95,366
Net Income		(22,467)	(5,346)	(14,644)
Cash on Hand	\$46,304	\$23,837	\$18,491	\$3,847
Total Contributions		\$14,574	\$17,260	\$19,470

Averages Past 3 Years

Button Sales as a % of Income	78%
Button Sales as a % of Expenses	67%
Income as a % of Expenses	86%

Current Financial Status

First Night needs approximately \$50,000 to get back to sufficient cash-on-hand to mitigate future financial risks:

Raised:

Rotary	500
Junior Women's Club	1,000
WCF	1,000
WAAC	9,000
City of Williamsburg	<u>15,000</u>
Sub-Total	\$26,500

Being Pursued:

JCC	10,000
Chamber	2,500
Town Management	<u>1,000</u>
Sub-Total	\$13,500

Individual Donor Target: \$10,000

Total \$50,000

Mitigating Risks

First Night is developing a long-term solution to its financial needs including working with the Chamber of Commerce, Merchant Associations, and Community Associations to promote attendance. However:

- 1) Before committing to a new event, the First Night Board needs to be assured that there will be sufficient cash to cover First Night 2016 expenses.**
- 2) While we will continue to raise funds through grants, donations and sales, there is no guarantee for these revenue sources. Competition is strong for donations and inclement weather can significantly affect button sales.**
- 3) JCC financial support will allow First Night to expand to New Town opening a new set of venues and options for entertainment and assure First Night continues into its 23rd year.**



**Let's work together to make
First Night
strong and continue into it's 23rd year**



ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisor

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Minutes Adoption - May 26, 2015 Regular Meeting and July 14, 2015 Regular Meeting

ATTACHMENTS:

	Description	Type
📎	052615 Minutes	Minutes
📎	071415 Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/9/2015 - 1:06 PM

MINUTES
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

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 - Shania Soule, a 5th-grade student at Matthew Whaley and a resident of the Jamestown District.

E. PRESENTATIONS - None

F. PUBLIC COMMENT - Until 7 p.m.

1. Mr. Mike Rock, 269 Mill Stream Way, addressed the Board in support of the sale of the Jamestown Yacht Basin to Mr. Steve Rose and Eco Discovery Park.

2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board regarding the Jamestown Yacht Basin sale and discussed meeting efficiencies.

3. Mr. Chris Henderson, 101 Keystone, presented another proposal for the purchase of the Jamestown Yacht Basin.

4. Mr. Paul Scott, Executive Director of Child Development Resources, 719 Lafayette Street, addressed the Board inviting it to the 50th Anniversary Celebration in September and thanking the Board for its continued support.

5. Mr. David Burgdorf, 5505 Pennington Place, addressed the Board regarding the Jamestown Yacht Basin and its future use.

6. Mr. Alain Outlaw, 109 Crown Point Road, addressed the Board in support of the sale of the Jamestown Yacht Basin to Mr. Steve Rose and Eco Discovery Park.

7. Ms. Landra Skelly, 6572 Wiltshire Road, addressed the Board regarding the Jamestown Yacht Basin and its future use.

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

Mr. Kennedy asked that Item No. 2 be pulled for discussion.

Mr. McGlennon made a motion to approve the remaining items on the Consent Calendar.

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

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

Mr. Kennedy stated that he requested that Item No. 2 be pulled for several reasons. He stated that this issue has been bouncing around for a while. The intent was that the Regional Issues Committee (RIC) be replaced by the Historic Triangle Collaborative (HTC). He has served as the County's representative on the HTC for several years now and it is his hope that there can be more openness and transparency in the meetings of the HTC and hopes the Board can be supportive.

Ms. Jones stated that she supports the request that the HTC operate in an open and transparent manner. However, she does not support the discontinuance of the RIC.

Mr. McGlennon clarified that Mr. Kennedy would like amend the motion to encourage the HTC to operate in an open and transparent manner.

Mr. Kennedy stated correct.

Mr. McGlennon stated that he can be supportive of that and supports the discontinuance of the RIC.

Mr. Kennedy made a motion to approve the Discontinuance of the RIC and to encourage the Historic Triangle Collaborative to operate in an open and transparent manner.

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

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

H. PUBLIC HEARING(S)

1. Ordinance to amend Chapter 7, Economic Incentive Zones

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

Mr. McGlennon questioned if there is anything the Board can do to encourage businesses in these zones to employ workers living in the areas covered by these zones.

Mr. Seymour stated that the Office of Economic Development does encourage that and has been successful to a lesser degree, but he is not aware of any public action that may be taken.

As there were no other 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 ordinance.

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

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

2. Additional Assessment for Electronic Summons System

Ms. Allison Kotula, Assistant County Attorney, addressed the Board giving a summary of the memorandum and ordinance included in the Agenda Packet.

Mr. Onizuk asked if the County currently has an Electronic Summons System in place now or if this is new technology.

Ms. Kotula stated that the County has had the system in place since 2009, but there was significant costs involved both with the implementation back then and with on-going maintenance.

Mr. Hipple asked if other jurisdictions are utilizing these systems as well.

Ms. Kotula stated yes. The authorization for additional assessment for the system was passed by the General Assembly in 2014 and since then many localities have begun using these systems.

As there were no other 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 ordinance.

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

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

I. BOARD CONSIDERATION(S)

1. Sale of Real Property Jamestown Yacht Basin

Mr. Adam Kinsman, Interim County Attorney, addressed the Board giving an overview of the memorandum and materials included in the Agenda Packet.

Mr. Onizuk asked for clarification on how this property was marketed.

Mr. Kinsman stated that a Request for Quotation (RFQ) was put out about a year and a half ago. He stated that there is not much direction in the way that the Board foresees the property in the future, so the County marketed the property as is, with its current zoning, and asked for any and all offers. He stated that Eco Discovery Park was the only offer received and that offer was subsequently rejected. The County continued to make it known, through general channels that the property was for sale. He stated that the County is not actively soliciting offers; however, it has been in the newspaper quite often recently, which is probably why the offers are coming in.

Mr. Onizuk questioned the uses of the property under the current zoning.

Mr. Kinsman stated that it is currently zoned B-1, which is your general commercial uses. The one thing that is not allowed that is a current theme in the high dollar offers is residential. The B-1 zoning would allow some commercial uses, restaurants, and the marina.

Mr. Onizuk asked if any traffic studies have been done along that corridor of Jamestown Road.

Mr. Kinsman stated no.

Mr. Onizuk questioned what would happen to the property if it was sold to a nonprofit organization and that organization later disbanded.

Mr. Kinsman stated that he is not familiar with the legal side of nonprofits; however, Mr. Rose has indicated that if Eco Discovery Park buys the property that they intend to sell conservation

easements over the property. The restrictions of the easements would hold regardless of whether or not the property was sold at a later date.

Mr. McGlennon clarified that the Shaping Our Shores document does contain guidance that residential building was not something that the Board, at the time, was interested in seeing on the property. He asked which of the offers are conditional.

Mr. Kinsman stated that all of them have some form of conditions attached to them. However, any of the offers that include residential building in the plan would require a rezoning and so the offer would be contingent upon a rezoning. Therefore, three of the five offers received would be contingent upon a rezoning.

Ms. Jones asked about the current assessed value.

Mr. Kinsman stated that it is currently assessed at \$3,540,000.

Mr. Kennedy questioned if there was a directive from the Board to sell the property.

Mr. Kinsman stated that he was not aware of one.

Mr. Kennedy asked Mr. Kinsman to summarize why performance bonding would not be acceptable to Eco Discovery Park.

Mr. Kinsman stated that his understanding is that Mr. Rose plans to sell conservation easements on the property as a way to finance the purchase price. He stated that putting performance bonds may adversely affect his ability to get financing for the property.

Mr. Kennedy questioned the condition of the bulk heads and asked if a condemnation of the property is on the horizon.

Mr. Kinsman stated that there are conflicting reports on the condition of the bulk heads. If the County is going to maintain the property, then that area may be closed off and not open to the public as a safety precaution. If it is sold, then the issue of the bulk head will most likely be addressed in the contract.

Mr. Kennedy stated that his concern is the viability of the project if it is sold. If the property is sold, we want the project to succeed and he is concerned about the amount of repairs that will need to be done. Mr. Kennedy continued to discuss his concern over the valuation of the property and the difference between the assessment and the offers coming in.

Mr. McGlennon discussed the current businesses located on the property that produce tax revenue for the County and the assessed value of the property considering the Board's limitations on development there. He asked Mr. Kinsman to give a more clear explanation of what performance bonding entails.

Mr. Kennedy stated that he is concerned about selling the property at a reduced price to Eco Discovery Park without some set of performance standards and expectations that the necessary repairs are completed in a timely manner.

Mr. Hipple stated that there is no emergency right now to sell this property. The Board needs to decide what the Board envisions on this property. It is a valuable piece of property regardless of how it is used. The Board needs to give Mr. Hill direction. He applauded Mr. Rose for what they have accomplished out there and he stated that Mr. Rose deserves an answer tonight. He would like to see the Board take a year and determine the vision for the property and then properly marketed to receive the best return on the investment.

Ms. Jones stated that when the property was purchased, the original intent was to sell the marina. However, the economy fell and the market was no longer there to sell it. She then discussed the conceptual plans and discussions involved in the Shaping Our Shores document. She believes that

the best return on investment for the taxpayers needs to be the focus. She believes that Eco Discovery Park is a wonderful organization, but that price would be a disservice to the taxpayers. She agreed with Mr. Hipple regarding sitting down and discussing what this Board would like to see happen there and what it can support going forward.

Mr. McGlennon stated that it appears that no one is valuing the marina at the \$3.5 million that it is assessed at. Even the most intensive development proposal does not come close to that dollar amount. He stated that the question of residential development was decided by the citizens during the Shaping Our Shores process and believes that it would be the same outcome again. He believes that the County owes it to Mr. Rose as to whether or not the Board is going to accept his offer.

Mr. Kennedy read some of the language from the Shaping Our Shores document regarding the fiscal analysis for the marina operation. His concern lies in a private party have the capital to invest in the property to repair these major issues. He is very conflicted about what to do this evening, but believes that Mr. Rose deserves an answer.

Mr. Onizuk stated his primary concern is the maintenance and rehabilitation costs, which will be very expensive. His understanding is that the marina itself is not very profitable; it is the commercial businesses around it that would make the property profitable. He believes that the County has a responsibility to carefully plan what will be done there as it is close to Jamestown and tourism is such an economic driver for our County. That being said, he is not supportive of residential development or a rezoning there. He likes the concept of Eco Discovery Park, but has grave concerns regarding the capital investment needs. He is not overly fond of any of the other offers.

Mr. McGlennon made a motion to accept the offer from Mr. Rose and Eco Discovery Park and authorize the County Administrator and County Attorney to negotiate a contract that will provide the Board with some greater comfort regarding the achievement of financial stability to maintain the infrastructure of the marina. Basically, to develop some type of performance standards that would give the Board more assurance.

Mr. Kennedy stated that he might entertain some type of performance measures, but he is not sure if the sale should be approved tonight.

Mr. McGlennon and Mr. Kennedy continued to discuss the merits of performance measures and how those could be drafted for a private business.

Ms. Jones stated that she would support not acting on any of the proposals tonight and taking Mr. Hipple's suggestion about determining what exactly the Board wants done.

The Board continued to discuss its visions for the marina property.

Mr. Hipple asked Mr. McGlennon to clarify his motion on the floor, because it is rather open-ended.

Mr. McGlennon stated that the motion would be to approve the sale to Mr. Rose and Eco Discovery Park conditioned on the development of an agreement that provides assurance to the Board of the financial viability of the marina. He stated that he would envision the agreement being done in 30 days and would like to see the Board vote on that agreement.

Mr. Onizuk discussed his concerns over approving this sale tonight. He believes that all of the proposals have not been properly vetted.

Mr. Hill clarified that the motion on the floor is to negotiate a contract for the sale of the marina to Mr. Steve Rose. Mr. Rose will have 30 days to develop an agreement that will reassure the Board this contract as the financial prospects of success.

Mr. Hipple stated correct.

AYES: 2 NAYS: 3 ABSTAIN: 0 ABSENT: 0

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

J. BOARD REQUESTS AND DIRECTIVES

Ms. Jones stated that she attended the graduation for Project Discovery which was sponsored by the Community Action Agency. She also attended the James City County Police Department Awards Ceremony and thanked the Police Department for all it does. She attended the Lead Historic Triangle graduation, as well as the Hampton Roads Transportation Planning Organization and Planning District Commission meetings. She also attended the Memorial Day celebration and events at Colonial Williamsburg.

Mr. McGlennon stated that he attended the Peak of Joy ribbon cutting, as well as the Police Department Awards. He attended the Memorial Day celebration. He requested that Board policies be consolidated into one place on the County website.

Mr. Onizuk stated that the local government representatives will continue to have a seat on the Chamber's Executive Committee. He attended the National Junior Honor Society Induction at Hornsby Middle School today.

Mr. Kennedy reported trash and high grass on several properties. He asked that something be done about the dumping along roadways in his district. He would like to see some motion activated cameras used to get license plates.

Mr. Hipple stated that he attended Hampton Roads Transportation Accountability Committee last week. He attended several of the events already mentioned by the other Supervisors.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill announced the Community Block Party on May 29 at the Abram Frink Community Center. He stated that property tax notices have been mailed; if a citizen has not received theirs to please contact the Treasurer's Office.

L. PUBLIC COMMENT

1. Mr. Rosanne Reddin, 4700 President's Court, addressed the Board regarding the sale of the marina for such a low figure when it is valued at so much more.

2. Mr. Les Skelly, 6572 Wiltshire Road, addressed the Board regarding the sale of the marina.

M. CLOSED SESSION – None

N. ADJOURNMENT

1. Adjourn until 6:30 p.m. on June 9, 2015, for the Regular Meeting.

Mr. McGlennon made a motion to adjourn.

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

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

At 8:41 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

052615bos-min

MINUTES
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

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
Adam R. Kinsman, Assistant County Administrator
Michelle M. Gowdy, County Attorney

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

Mr. Hipple presented Mr. Paul Scott, Executive Director of Child Development Resources, with a Proclamation celebrating its 50th Anniversary.

2. Presentation - National Night Out, August 4, 2015, Proclamation

Mr. Hipple presented Chief Brad Rinehimer with a Proclamation proclaiming August 4, 2015, as National Night Out in James City County.

3. Presentation - Police - Community Relations

Chief Brad Rinehimer addressed the Board giving a summary of the Police Department's activities in the community to maintain positive relations with the citizens.

4. Clean County Commission

Ms. Peg Boarman, Chair of the Clean County Commission, addressed the Board thanking it for supporting the Litter Prevention Campaign.

F. PUBLIC COMMENT - Until 7 p.m.

1. Mr. Ed Oyer, 139 Indian Circle, addressed the Board regarding traffic improvements on Route 60 and the BASF property in Grove.

2. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board praising Mr. Doug Powell for his assistance in resolving an issue on a job site that he is working on.

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

Mr. McGlennon made a motion to approve the Consent Calendar.

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

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

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

Ms. Elizabeth Young, Paralegal, addressed the Board giving an overview of the memorandum and ordinance included in the Agenda Packet.

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

1. Mr. James Prince, 311 Patriot Way, Yorktown, addressed the Board in support of the case.
2. Mr. Doug Peterson, 5 Quail Place, Newport News, addressed the Board in support of the case.

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

Ms. Jones voiced her support of the case and the rights of gun owners.

Ms. Jones made a motion to approve the ordinance.

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

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

I. BOARD CONSIDERATION(S) - None

J. BOARD REQUESTS AND DIRECTIVES

Mr. Hipple announced that he, Mr. Hill, Mr. Kinsman, and Ms. Mellen went to New York to make a presentation to the Bond Rating Agencies. As a result of that trip, the County has just received notice that the County now has a AAA bond rating with all three bond rating agencies. Mr. Hipple read a portion of the statement issued by Moody's Bond Rating Agency, as well as read a statement from Mr. Hill. He expressed his appreciation of the efforts of the staff and to the citizens for their support.

Mr. Onizuk expressed his pleasure and excitement at the news and stated that it is a tribute to the staff, the County Administrator, and the Board. There were a lot of tough choices made in the last budget cycle, but the Board tasked the County Administrator with finding the problems and setting the County forward on a path that would move the County forward for the long-term. This is a tribute to all the hard work that has been done and is a huge benefit to the citizens, as it determines how much you pay for credit. Mr. Onizuk reported that staff has worked with the Virginia Department of Transportation to re-engineer the sidewalks along Ironbound Road to reduce the rain run-off affecting the residents in Ironbound Square. He also reported that he and Mr. McGlennon attended the anniversary celebration of the Williamsburg Land Conservancy. He informed the Board that the Williamsburg Land Conservancy is rebranding themselves as the Historic Virginia Land Conservancy as they are expanding into more regions of the Commonwealth.

Mr. Kennedy stated that it is an honor to have sat on this Board during all three bond rating increases to AAA. He stated that staff has laid the groundwork over the last decade to get the County to this point. He is proud of this Board and its willingness to make the hard decisions to do what needed to be done to make this happen. He stated this is an accomplishment that everyone should be proud of, regardless of how you feel about the tax increase. Now we need to work on keeping this rating.

Ms. Jones stated that she is pleased with the news and wants what is best for the County. She stated that while she disagreed with the tax increase, she is pleased with the outcome and how it will benefit the County and the taxpayers in the long run. She stated that she enjoyed the Rolling Thunder Rally here this past weekend.

Mr. McGlennon stated that he is very pleased with the outcome of the trip to New York. He stated that the recent budget process was very transparent and reached numerous citizens throughout the County. He stated that this is the gratifying part of the process. The true test will come down the road as the County works to maintain the rating and to utilize those resources to make positive impacts throughout the County. He stated that we are on sound financial footing and puts us in a position to compete for the right kind of economic development in the right places that will make our community stronger. He stated that he attended the three public high school graduation ceremonies. He stated that he also attended the Neighborhood Leaders Forum last week.

Mr. Onizuk stated that he attended the ribbon cutting of Snag-A-Deal and the ribbon cutting of the Williamsburg Dinner Theater at the Quality Inn on Richmond Road.

Mr. Hipple stated that the Rolling Thunder Event was a great event and he was pleased to take part in it.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Kinsman announced that the Police Department is currently accepting applications for the fall session of the Citizens Police Academy. Most classes are held at the Law Enforcement Center. The academy meets for 14 weeks and is free of charge to adults living or working in James City County. Please contact Officer Marchand via phone at 603-6054 for an application or with any questions.

The Communications Division is conducting a survey that ends this week. The goal of the survey is to identify what kind of information content citizens want and which communication tools they prefer. This feedback will help the Communications Division improve its services.

Mr. Kinsman announced that the July 28 Work Session has been cancelled, so when the Board adjourns this evening, they will be adjourning to the Regular Meeting on July 28 at 6:30 p.m.

Mr. McGlennon recognized Mr. Greg Connolly, reporter from the Virginia Gazette who has covered the Board meetings for over a year now, as tonight is his last meeting. He has accepted a position with the State Corporate Commission.

L. PUBLIC COMMENT

1. Ms. Rosanne Reddin, 4700 President's Court, addressed the Board regarding Agenda 21 and sustainable development.

2. Mr. Thomas Haefele, 157 Sterling Manor Drive, addressed the Board regarding Ryan Homes/NVR Homes buying up almost all of the buildable lots in the County.

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

Mr. McGlennon stated that he did not believe that there was a need to go into Closed Session for the appointments listed on the Agenda.

The rest of the Board concurred.

Mr. McGlennon made a motion to reappoint Mr. Peter Gushe to a one-year term on the Historical Commission (HC), Mr. Fred Boelt to a three-year term on the HC, Mr. Andrew Zellers-Frederick to a three-year term on the HC, Lieutenant Greg LaRose to a three-year term on Peninsula Alcohol Safety Action Program, Deputy Police Chief Steve Rubino to a two-year term on the Middle Peninsula Juvenile Detention Commission, Mr. John Carnifax to a four-year term on the Colonial Group Home Commission, Ms. Janet Gonzalez to a three-year term on the Social Services Advisory Board, Mr. Bruce Goodson to a four-year term on the Thomas Nelson Community College (TNCC) Local Board, Ms. Ingrid Brown and Mr. Tim Caviness to three-year terms on the Williamsburg Area Arts Commission, Ms. Sue Mellen and Ms. Lynda Dunningan to three-year terms on the Colonial Behavior Health Board, Mr. Kinsman to a four-year term on the Williamsburg Regional Library Board of Directors, and Mr. Kinsman to fill the balance of an unexpired term on the Williamsburg Area Transit Authority Board of Directors.

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

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

Mr. McGlennon made a motion to defer the appointment of a new member to the TNCC Local Board until the July 28 meeting to allow the Board more time to interview the applicants.

The Board concurred with a unanimous voice vote.

N. ADJOURNMENT

1. Adjourn until 6:30 p.m. on July 28, 2015, for the Regular Meeting.

Mr. McGlennon made a motion to adjourn.

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

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

At 7:52 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

071415bos-min

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

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

SUBJECT: Amendment to VPPSA Agreement- Curbside Recycling

An amendment is proposed to the current service agreement between VPPSA and the County on Curbside Recycling. The amendment would convert billing to monthly based on actual households served that month. Current billing is quarterly base on estimated numbers.

Staff recommends approval of the amendment.

ATTACHMENTS:

	Description	Type
☐	memo	Cover Memo
☐	resolution	Resolution
☐	vppsa transmittal	Cover Memo
☐	amended curbside agreement	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Horne, John	Approved	7/1/2015 - 12:05 PM
Publication Management	Burcham, Nan	Approved	7/1/2015 - 2:33 PM
Board Secretary	Fellows, Teresa	Approved	7/9/2015 - 8:30 AM
Attorney	Gowdy, Michelle	Approved	7/9/2015 - 1:29 PM

MEMORANDUM

DATE: July 28, 2015

TO: The Board of Supervisors

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

SUBJECT: Amendment to Virginia Peninsula Public Service Authority Agreement - Curbside Recycling

Curbside recycling collection in the County is provided through an agreement with the Virginia Peninsulas Public Service Authority (VPPSA) who contracts with a private contractor. New technology now in place allows for accurate tracking of the specific number of households served each month. That number is the basis for the billing to the County by VPPSA. Staff has urged VPPSA to institute monthly billing based on the actual number of households served instead of an estimated number from the annual VPPSA budget. This should assist County staff in tracking expenditures accurately through the fiscal year.

Attached is a memorandum from the VPPSA Executive Director and a proposed amendment to the current VPPSA/County Special Project Agreement that would institute this change. No other changes are proposed to the existing agreement.

Staff recommends approval of the attached resolution allowing signature of the amended agreement by the County Administrator.

JTPH/nb
VPPSA-CurbAmnd-mem

RESOLUTION

AMENDMENT TO VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY AGREEMENT –

CURBSIDE RECYCLING

WHEREAS, curbside recycling is provided in James City County through a service agreement with the Virginia Peninsulas Public Service Authority (VPPSA); and

WHEREAS, VPPSA and County staff have proposed to convert billing for this service from quarterly, based on estimated household numbers, to monthly, based on actual household counts; and

WHEREAS, this billing procedure will assist in accurate tracking of expenditures during the fiscal year.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute the amendment to the VPPSA service agreement to institute this change.

Michael J. Hipple
Chairman, Board of Supervisors

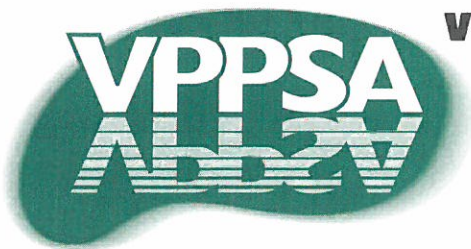
ATTEST:

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 28th day of July, 2015.

VPPSA-CurbAmnd-res



Virginia Peninsulas Public Service Authority

June 29, 2015

MEMORANDUM TO: John Horne, James City County
Tom Jones, Poquoson
Dan Clayton, Williamsburg
Brian Woodward, York County

FROM: Stephen B. Geissler 

Subject: Curbside Recycling

At the regular meeting on June 5, 2015, the VPPSA Board approved changing the invoicing for the curbside recycling project from an estimated amount invoiced quarterly in advance to the actual amount invoiced monthly in arrears.

The attached Amendment 1 to the Special Project Agreement for Curbside Recycling details the change, which will go into effect with the first invoice for FY 16.

The VPPSA Board has authorized the change and will take action on the Amendment at the Board meeting to be held on August 7, 2015.

Please contact me if you have questions or if you need additional information.



**Amendment Number 1
Special Project Agreement
Curbside Recycling Project**

THIS AMENDMENT Number 1 to the Special Project Agreement, Curbside Recycling Project dated the ____ day of _____, 2015, is made by and between the Virginia Peninsulas Public Service Authority, an authority created under the Virginia Water and Waste Authorities Act, VA.Code 15.2-5100 et seq., (VPPSA) and the County of James City, Virginia (the "Community").

WHEREAS, VPPSA and County Waste, LLC have entered into an Agreement for Curbside Recycling Services dated December 6, 2013; and

WHEREAS, VPPSA and the Community have entered into a Special Project Agreement - Curbside Recycling Project dated February 4, 2014(the Project Agreement); and

WHEREAS, VPPSA and the Community desire to change the method of payment of service fees by the Community;

NOW THEREFORE, VPPSA and the Community do hereby agree as follows:

1. Amendment . Article VI – Service Fees of the Project Agreement is hereby deleted and a new Article VI – Service Fees reading as follows is inserted in the Project Agreement in lieu thereof:

Article VI- Service Fees:

The Community shall pay VPPSA, for services provided pursuant to this Agreement, the Service Fees stated in the Proposed Contract. The Community agrees to pay any vendor cost adjustment stated in the Proposed Contract, to be applied to all local jurisdictions participating in the Agreement. VPPSA shall use such payments to pay the Contractor under the Proposed Contract.

The Community shall pay to VPPSA any administrative fee established by the VPPSA Board of Directors.

The Community will pay for services monthly pursuant to this Agreement. VPPSA shall issue invoices approximately 20 days after the end of the month with payments due 25 days after receipt of an invoice. The monthly invoice may include any of the following:

- Costs for collection, processing and marketing, as presented in the Contractor's invoice, based on the actual household count in the

Community for the month and prevailing unit costs in the Proposed Contract.

- Additional collection costs approved by the Community
- Community's share of costs incurred by VPPSA for advertising, postage and printing in accordance with the project budget approved by the VPPSA Board of Directors.
- Other costs related to the project and approved in writing by the Community.

Nothing in this Article shall require the Community to pay service fees for recyclable material collections by anyone other than the Contractor pursuant to the Proposed Contract.

Payments by the Community of Service Fees hereunder are payments for services rendered and the obligation to make such payments does not constitute a debt of the Community for constitutional, statutory or charter limitations.

2. Definitions. All capitalized terms used herein and not otherwise defined shall have the definition set forth in the Project Agreement.

3. Effect of Amendment. Except as specifically amended, the Project Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, VPPSA and the Community have caused this Amendment Number 1 to be executed on their behalf, as of the day and year first above written.

VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY

By_____

Executive Director

COUNTY OF JAMES CITY

By_____

County Administrator

ITEM SUMMARY

DATE: 6/23/2015

TO: The Board of Supervisors

FROM: Grace A. Boone, Assistant Director, General Services

SUBJECT: Contract Award - Building B Renovation - \$174,583

ATTACHMENTS:

	Description	Type
📎	Memorandum	Cover Memo
📎	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Horne, John	Approved	6/4/2015 - 9:03 AM
Publication Management	Burcham, Nan	Approved	6/4/2015 - 9:51 AM
Board Secretary	Fellows, Teresa	Approved	6/5/2015 - 10:09 AM
Board Secretary	Kinsman, Adam	Approved	6/15/2015 - 11:22 AM
Board Secretary	Fellows, Teresa	Approved	6/15/2015 - 12:04 PM

MEMORANDUM

DATE: June 23, 2015

TO: The Board of Supervisors

FROM: Grace A. Boone, Assistant Director of General Services

SUBJECT: Contract Award – Building B – \$174,583

This project consists of a renovation to Building B located at the Government Complex at 101-B Mounts Bay Road. Building B is approximately 8,638 square feet.

With the relocation of the Voter Registrar to Building E, renovations are proposed to Building B to reallocate that space and make other functional changes within the Treasurer and Commissioner of the Revenue offices.

The work under this project consists of the demolition of wall, portions of drop ceiling, and the Treasurer's service counters. The new work will include service counters for the Treasurer's office, walls, minor electrical, minor plumbing, and finishes.

The four firms listed below submitted bids for the renovation work. Henderson, Inc. was the lowest responsive and responsible bidder in the amount of \$174,583.

<u>Firm</u>	<u>Amount</u>
Henderson, Inc.	\$ 174,583
David A. Nice Builders	\$ 284,500
Noah Enterprises, Inc.	\$ 241,300
Caspian Construction, LLC	\$ 242,000

Staff recommends that the Board authorize the contract award for the Building B Renovation to Henderson, Inc. in the amount of \$174,583.

GAB/nb
BldgBRenovation-mem

Attachment

RESOLUTION

CONTRACT AWARD – BUILDING B – \$174,583

WHEREAS, the James City County Department of General Services received a competitive bid for the Building B Renovation located at 101-B Mounts Bay Road; and

WHEREAS, Four bids were submitted and Henderson, Inc. was the lowest responsive and responsible bidder; and

WHEREAS, previously authorized Capital Improvements Program budget funds are available to fund this project.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the contract award for the Building B Renovation to Henderson, Inc. in the amount of \$174,583.

Michael J. Hipple
Chairman, Board of Supervisors

ATTEST:

Brian 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 23rd day of June, 2015.

BldgBRenovation-res

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: JohnT. P. Horne, General Services Director

SUBJECT: VPPSA Special Service Agreement- Landfill Monitoring Services

The closed County landfill on Jolly Pond Road must be monitoring for possible groundwater pollution under State regulations. The monitoring is provided through a regional contract by VPPSA. VPPSA has selected an engineering firm to provide the service to the County. The County needs to approve the Special Service agreement with VPPSA to receive this service. Staff recommends approval of the agreement.

ATTACHMENTS:

	Description	Type
☐	memo	Cover Memo
☐	resolution	Resolution
☐	vppsa memo	Cover Memo
☐	vppsa agreement	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Horne, John	Approved	7/1/2015 - 12:05 PM
Publication Management	Burcham, Nan	Approved	7/1/2015 - 2:27 PM
Board Secretary	Kinsman, Adam	Approved	7/9/2015 - 12:53 PM
Board Secretary	Kinsman, Adam	Approved	7/9/2015 - 1:35 PM
Board Secretary	Fellows, Teresa	Approved	7/9/2015 - 1:36 PM

MEMORANDUM

DATE: July 28, 2015

TO: The Board of Supervisors

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

SUBJECT: Virginia Peninsulas Public Service Authority Special Service Agreement - Landfill Monitoring Services

The closed James City County landfill on Jolly Pond Road is required by the Virginia Department of Environmental Quality to be monitored for possible groundwater pollution under post closure regulations. The monitoring tasks are undertaken by a contract engineering firm through a regional contract with the Virginia Peninsulas Public Service Authority (VPPSA). VPPSA has recently undertaken a public procurement process to select a monitoring firm to provide the services for five years beginning in FY 16. County staff supports the selection made by VPPSA.

Attached is a Special Project Agreement between VPPSA and James City County to procure the landfill monitoring services for the County.

Staff recommends adoption of the attached resolution authorizing the County Administrator to sign the agreement.

JTPH/nb
VPPSA-LandfillMon-mem

RESOLUTION

VIRGINIA PENINSULAS PUBLIC SERVICE AUTHORITY SPECIAL SERVICE AGREEMENT –

LANDFILL MONITORING SERVICES

WHEREAS, the closed James City County landfill is required to be monitored for possible groundwater pollution under State regulations; and

WHEREAS, the monitoring service is provided to the County under a regional agreement with the Virginia Peninsulas Public Service Authority (VPPSA); and

WHEREAS, VPPSA has selected a firm to provide the services to member jurisdictions for a five-year period starting in FY 16; and

WHEREAS, the County must execute a service agreement with VPPSA to avail itself of these services.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute the service agreement with VPPSA for landfill monitoring services.

Michael J. Hipple
Chairman, Board of Supervisors

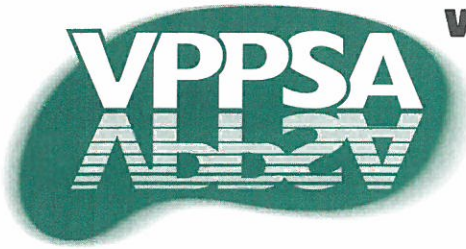
ATTEST:

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 28th day of July, 2015.


VPPSA-LandfillMon-res



Virginia Peninsulas Public Service Authority

June 29, 2015

MEMORANDUM TO: John Horne
James City County

FROM: Stephen B. Geissler 

SUBJECT: Landfill Monitoring Services

Joyce Engineering has provided landfill monitoring services to member counties of VPPSA since July 2000. On June 30, 2015, Joyce will complete a third five-year agreement with VPPSA to provide these services.

As a result of a competitive procurement process, VPPSA staff recommended that Joyce be selected to continue providing these services for the member counties. Joyce Engineering has a proven track record over the past fifteen years of providing quality services at a reasonable cost and has made significant progress toward controlling and, in some cases, eliminating the costs for post-closure monitoring at the closed landfills.

At the April 3, 2015 regular meeting, the VPPSA Board approved a five-year contract with Joyce Engineering.

Attached is a Special Project Agreement to continue landfill monitoring services with Joyce Engineering. The project budget was established with the approval of the FY 16 VPPSA budget in December 2014.

The contract between Joyce Engineering and VPPSA and the attached Special Project Agreement are essentially the same agreements executed in 2010.

Let me know if you have any questions or if you need additional information.



Special Project Agreement

Landfill Monitoring Project

THIS AGREEMENT dated the ____ day of _____, 2015, is made by and between the Virginia Peninsulas Public Service Authority (hereinafter designated "VPPSA"), and the County of James City (hereinafter designated as "Community").

Article I - Purpose:

VPPSA has entered into a Contract entitled "Contract for Post-Closure Landfill Monitoring Services", with Joyce Engineering, Incorporated, dated April 3, 2015, (the Contract) a copy of which is attached to this Agreement, to provide landfill monitoring services for the Community and the Counties of Essex, King and Queen, King William and York (the "Project").

Article II – Scope of Services:

Services will be provided to the Community by Joyce Engineering, Incorporated (the "Contractor") as defined in the Contract. The Contractor will provide base services, including groundwater monitoring, gas monitoring, site inspections and reporting the Virginia Department of Environmental Quality (DEQ), and additional services, including responding to DEQ requirements which may include field investigations, additional monitoring activities and preparation of reports and other general consulting services as defined in the Contract.

Article III - Responsibilities of the Community:

The Community shall designate an individual who shall serve as the representative of the Community and shall be responsible for supervision of the Project. The representative of the Community will serve as the contact person for correspondence with the Contractor and for approving work to be completed and expenses to be incurred by the Contractor.

Article IV - Responsibilities of VPPSA:

Every year, on or about November 1, VPPSA shall obtain from the Contractor an estimate of the cost of base services and additional services for the following fiscal year, which shall include a description of services to be provided for the Project. The estimate shall be prepared based on the Contractor's understanding of work activities to be required by DEQ and will be included in the budget for the following fiscal year which will be considered for approval at the December meeting of the VPPSA Board of Directors.

Every year prior to the April meeting of the VPPSA Board meeting, VPPSA shall obtain a proposal from the Contractor which shall include a revised estimate of the cost of base services and additional services for the following fiscal year noting the reasons for any changes from the November estimate. The VPPSA Board of Directors will consider the proposal from the Contractor, and if approved, shall serve as the budget for the Project for the following fiscal year.

Throughout the term of the Agreement, VPPSA staff shall provide administrative and technical assistance to the Community as requested.

Article V - Term of Agreement:

This term of this Agreement shall coincide with the Contract including any extensions approved by the VPPSA Board of Directors.

Article V- Service Fees:

The Contractor shall submit monthly invoices to VPPSA for services provided to the Community, which shall include itemized costs for personnel and expenses and a project status report identifying work completed for the billing period. VPPSA will forward copies of the invoice and project status report to the Community representative requesting approval to make payment to the Contractor. After receipt of approval from the Community, VPPSA shall make payment to the Contractor.

VPPSA shall invoice the Community a Service Fee in the amount included on the invoice from the Contractor plus any administrative fee established for the Project by the VPPSA Board of Directors. Invoices to the Community shall be payable in 30 days.

Payments by the Community of Service Fees hereunder are payments for services rendered and the obligation to make such payments does not constitute a debt of the Community for constitutional, statutory or charter limitations.

Article VI - No Partnership:

Nothing herein shall be construed to constitute a joint venture between VPPSA and the Community or other jurisdictions or the formation of a partnership.

Article VII -Termination:

The Community may terminate the Agreement at any time provided that VPPSA can provide notice to the Contractor in accordance with the Contract.

Article IX- Licenses, Permits and Certificates:

VPPS shall be responsible for requiring that all licenses, permits and certificates required in connection with any and all parts of the Project are secured by the Contractor.

Article X - Governing Law:

This Agreement shall be governed by the laws of the Commonwealth of Virginia.

Article XI- Extent of Agreement:

This Agreement represents the entire agreement for the Project between VPPSA and the Community and supersedes all prior negotiation, representations or agreements, either written or oral. This Agreement may only be amended by written document signed by both the Community and VPPSA.

Article XII- Dispute Resolution:

The parties hereto agree to undertake to resolve any disputes hereunder by good faith negotiation prior to instituting any legal proceedings related to such dispute.

Article XII- Severability and Waiver:

In the event any provision of this Agreement shall be held to be invalid and unenforceable, the remaining provisions shall be binding upon the parties. One or more waivers by either party of any provision, term, condition, or covenant shall not be construed by the other party as a waiver of a subsequent breach of the same by the other party.

IN WITNESS WHEREOF, VPPSA and the Community have caused this Agreement to be executed on their behalf, as of the day and year first above written.

VIRGINIA PENINSULAS PUBLIC
SERVICE AUTHORITY

By  _____
Executive Director

COUNTY OF JAMES CITY

By _____
County Administrator

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: John Carnifax, Director of Parks and Recreation

SUBJECT: Grant Award - Chesapeake Bay Restoration Fund Grant - \$4,000

ATTACHMENTS:

	Description	Type
📎	memo	Cover Memo
📎	resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Rec - Community Centers	Brittle, Carla	Approved	7/8/2015 - 11:15 AM
Parks & Recreation	Carnifax, John	Approved	7/10/2015 - 5:23 PM
Publication Management	Burcham, Nan	Approved	7/13/2015 - 9:50 AM
Board Secretary	Mellen, Sue	Approved	7/16/2015 - 9:31 AM
Board Secretary	Kinsman, Adam	Approved	7/20/2015 - 4:14 PM
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 10:41 AM

MEMORANDUM

DATE: July 28, 2015

TO: The Board of Supervisors

FROM: John H. Carnifax, Jr., Director of Parks and Recreation

SUBJECT: Grant Award – Chesapeake Bay Restoration Fund Grant – \$4,000

James City County's Division of Parks and Recreation has been awarded a \$4,000 Chesapeake Bay Restoration Fund Grant from the Commonwealth of Virginia's Division of Legislative Services.

The purpose of the matching grant is to assist with the cost of offering a special environmental education program for every REC Connect Summer Camp site for children to study the Chesapeake Bay Watershed and its importance to the community. As part of the experience, over 300 children will visit a local park to conduct water quality testing and go on an eco-boat tour of the Chesapeake Bay.

Staff recommends approval of the attached resolution to accept the \$4,000 grant for the special marine camp and to appropriate the funds as described in the attached resolution.

JHC/nb
GA-Chesapeake-mem

Attachment

RESOLUTION

GRANT AWARD – CHESAPEAKE BAY RESTORATION FUND GRANT – \$4,000

WHEREAS, the Chesapeake Bay Restoration Fund, which is funded through the sale of Chesapeake Bay license plates, has made funds available for the restoration and education of the Bay; and

WHEREAS, funds are needed to provide an enriching environmental component to the Division's REC Connect Summer Camp Program.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, accepts the \$4,000 grant awarded by the Chesapeake Bay Restoration Fund to help with the additions to the summer camp program.

BE IT FURTHER RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Special Projects/Grants Fund:

Revenue:

From the Commonwealth	<u>\$4,000</u>
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Expenditure:

Chesapeake Bay Restoration Fund	<u>\$4,000</u>
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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 28th day of July, 2015.

GA-Chesapeake-res

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Ryan Ashe, Interim Fire Chief

SUBJECT: Grant Award - Office of Emergency Medical Services Rescue Squad Assistance Fund - \$357,378

The James City County Fire Department (JCCFD) has been awarded a Rescue Squad Assistance Fund (RSAF) grant in the amount of \$357,378 from the Commonwealth of Virginia Department of Health, Office of Emergency Medical Services.

The funds are to be used toward the purchase of an ambulance, a power lift stretcher for the ambulance, a power load system to be installed in the ambulance, and EMS equipment including two Monitor/Defibrillators with 12 lead EKG and EMS training equipment.

ATTACHMENTS:

	Description	Type
☐	Memo	Cover Memo
☐	Resolution	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Fire	Ashe, Ryan	Approved	7/9/2015 - 4:36 PM
Publication Management	Burcham, Nan	Approved	7/9/2015 - 4:39 PM
Board Secretary	Mellen, Sue	Approved	7/10/2015 - 4:22 PM
Board Secretary	Kinsman, Adam	Approved	7/14/2015 - 3:54 PM
Board Secretary	Fellows, Teresa	Approved	7/15/2015 - 1:24 PM

MEMORANDUM

DATE: July 28, 2015

TO: The Board of Supervisors

FROM: Ryan Ashe, Interim Fire Chief

SUBJECT: Grant Award - Office of Emergency Medical Services Rescue Squad Assistance Fund - \$357,378

The James City County Fire Department (JCCFD) has been awarded a Rescue Squad Assistance Fund (RSAF) grant in the amount of \$357,378 from the Commonwealth of Virginia Department of Health, Office of Emergency Medical Services.

The funds are to be used toward the purchase of an ambulance, a power lift stretcher for the ambulance, a power load system to be installed in the ambulance, and EMS equipment including two Monitor/Defibrillators with 12 lead EKG and EMS training equipment.

- 1) The ambulance will replace an existing unit with more than 186,000 miles. Deployment is anticipated to be deployed at Fire Station 4, 5312 Old Towne Road, with the final assignment based on mileage and condition of other units. JCCFD purchases power lift stretchers and power load/stretchers fastening systems with each replacement ambulance with the goal of reducing back and other orthopedic injuries caused by stretcher load/unload, contributing to staff and patient safety.

This grant provides funding toward the ambulance and related power lift stretcher and power load system.

- 2) Starting in the spring of 2012, JCCFD began a program of upgrading EMS equipment to the Zoll X Series Monitor/Defibrillator in order to adopt new technology, minimize down time and maintenance costs, and upgrade equipment to be able to more effectively and securely transmit 12 leads using WiFi devices.

JCCFD maintains Monitor/Defibrillators on all Advanced Life Support (ALS) licensed vehicles, other response vehicles, and for training purposes for a total of 24 units. Through previous RSAF grants, we have purchased eight Zoll X series units which enabled us to outfit all eight ambulances with up-to-date units.

This grant provides funding toward the replacement of two units with up-to-date units to be placed on the EMS Supervisory quick response vehicle and in the Fire Training Center. The training center unit will also be placed into direct patient service should another X Series units go out of service.

- 3) JCCFD is responsible for initial and continuing EMS education for the department. In addition, the Fire Training Center is an accredited EMT-Intermediate training site.

This grant funds a package of EMS training equipment to further strengthen the quality of the training program and provide personnel with advanced skills to better care for patients in need.

The grant requires a 50 percent local match of \$178,689, which is budgeted in the FY 2016 Capital Improvements Program (\$143,674 for the ambulance, stretcher, and stretcher load system) and the Grants Match account in the General Fund budget (\$35,015 for EMS equipment).

Grant Award - Office of Emergency Medical Services Rescue Squad Assistance Fund - \$357,378

July 28, 2015

Page 2

Staff recommends adoption of the attached resolution to appropriate funds.

RA/gb

GA-PEMS-RSAF-15-mem

Attachment

RESOLUTION

GRANT AWARD - OFFICE OF EMERGENCY MEDICAL SERVICES

RESCUE SQUAD ASSISTANCE FUND - \$357,378

WHEREAS, the James City County Fire Department has been awarded a Rescue Squad Assistance Fund (RSAF) grant in the amount of \$357,378 from the Commonwealth of Virginia Department of Health, Office of Emergency Medical Services (OEMS); and

WHEREAS, the funds are to be used toward the purchase of an ambulance, a power lift stretcher for the ambulance, a power load system to be installed in the ambulance, and EMS equipment including two Monitor/Defibrillators with 12 lead EKG and EMS training equipment; and

WHEREAS, the grant requires a 50 percent local match of \$178,689, which is budgeted in the FY 2016 Capital Improvements Program (\$143,674 for the ambulance, stretcher, and stretcher load system) and the Grants Match account in the General Fund budget (\$35,015 for EMS equipment).

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the following appropriation to the Special Projects/Grants fund:

Revenues:

OEMS-RSAF-AED	\$178,689
Transfer from Capital Projects Fund	143,674
Transfer from General Fund	<u>35,015</u>

Total \$357,378

Expenditure:

OEMS-RSAF-AED	<u>\$357,378</u>
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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 28th day of July, 2015.

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

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

SUBJECT: PULLED FROM CONSENT - Abandonment of a Portion of the Right of Way for Croaker Road (Route 607)

REVIEWERS:

Department	Reviewer	Action	Date
Engineering & Resource Protection	Thomas, Scott	Approved	7/10/2015 - 3:06 PM
Development Management	Murphy, Allen	Approved	7/14/2015 - 8:51 AM
Publication Management	Burcham, Nan	Approved	7/14/2015 - 9:36 AM
Board Secretary	Kinsman, Adam	Approved	7/14/2015 - 3:52 PM
Board Secretary	Kinsman, Adam	Approved	7/14/2015 - 3:54 PM
Board Secretary	Fellows, Teresa	Approved	7/15/2015 - 1:23 PM

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Ryan Ashe, Interim Fire Chief

SUBJECT: Authoriation for One Temporary Fire Rescue Technician Overhire Position

The Fire Department currently has two uniformed vacancies, including one officer position that cannot be directly filled by a recruit.

The next Tidewater Regional Fire Academy begins in August. The Fire Department requests authorization for one temporary Fire Rescue Technician overhire position so that two recruits may be hired for the August academy.

Funds are available within the existing Fire Department FY 16 budget to create a temporary overhire position due to existing vacancies.

ATTACHMENTS:

	Description	Type
☐	Resolution	Resolution
☐	Cover Memo	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Fire	Ashe, Ryan	Approved	7/20/2015 - 4:26 PM
Publication Management	Burcham, Nan	Approved	7/20/2015 - 4:32 PM
Legal Review	Gowdy, Michelle	Approved	7/20/2015 - 5:00 PM
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 10:41 AM
Board Secretary	Kinsman, Adam	Approved	7/21/2015 - 4:01 PM
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 4:01 PM

RESOLUTION

AUTHORIZATION FOR ONE TEMPORARY FIRE RESCUE TECHNICIAN

OVERHIRE POSITION

WHEREAS, the James City County Fire Department provides critical fire protection, prevention, emergency medical, and other emergency services for citizens and visitors in James City County; and

WHEREAS, the Fire Department currently has one officer vacancy that cannot be directly filled by a recruit; and

WHEREAS, it requires roughly one year for a new Fire Rescue Technician to complete required Fire Academy and EMS training to be released for full duty; and

WHEREAS, the next Tidewater Regional Fire Academy begins in August; and

WHEREAS, funds are available within the existing Fire Department FY 16 budget to create a temporary overhire position.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby establishes one full-time regular Fire Rescue Technician overhire position. The overhire will remain in effect until a Fire Rescue Technician vacancy occurs, at which time the overhire will transition into the vacancy.

Michael J. Hipple
Chairman, Board of Supervisors

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

Bryan J. Hill
Clerk to the Board

Adopted by the Board of Supervisors of James City County, Virginia, this 28th day of July, 2015.

GA-TempFRT-res

MEMORANDUM

DATE: July 28, 2015

TO: The Board of Supervisors

FROM: Ryan Ashe, Interim Fire Chief

SUBJECT: Authoriation for One Temporary Fire Rescue Technician Overhire Position

The James City County Fire Department experiences natural turnover throughout the year from retirements and resignations. The Department had 15 vacancies in FY2015.

However, there are only two sessions of the regional fire academy each year. The timing of vacancies and the promotion process required to fill officer positions does not always allow the Department to fill all potential uniformed positions in time for the academy.

Two unfilled vacancies occurred during the fall 2014 academy and three unfilled vacancies occurred during the spring 2015 academy.

The Fire Department currently has two uniformed vacancies, including one officer position that cannot be directly filled by a recruit.

The next Tidewater Regional Fire Academy begins in August. The Fire Department requests authorization for one temporary Fire Rescue Technician overhire position so that two recruits may be hired for the August academy.

Funds are available within the existing Fire Department FY 16 budget to create a temporary overhire position due to existing vacancies.

The overhire as requested will remain in effect until a Fire Rescue Technician vacancy occurs. At that time the overhire will transition into the vacancy and the overhire position will be eliminated.

Staff recommends adoption of the attached resolution to create a temporary full-time regular Fire Rescue Technician overhire position.

RA/gb
GA-TempFRT-mem

Attachment

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Amend Board Calendar to Add Work Sessions at 4 pm on August 11, 2015 and December 8, 2015

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/9/2015 - 1:04 PM

ITEM SUMMARY


DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Bryan J. Hill, County Administrator

SUBJECT: County Administrator's Report

ATTACHMENTS:

	Description	Type
	Report	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 10:43 AM

MEMORANDUM

DATE: July 28, 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 July 8, 2015, through July 21, 2015:

July 8, 2015 (Wednesday)

- Met with Gregory Connolly, WY Daily reporter
- Met with Angie Gilliam, Director of Human Resources
- Met with Mark Tomlinson
- Attended Neighborhood Leaders Forum

July 9, 2015 (Thursday)

- Met with Department of Environmental Quality with Doug Powell, JCSA Manager, and Michael Vergakis, JCSA Chief Civil Engineer
- Williamsburg Radio Spot interview

July 10, 2015 (Friday)

- Briefing with Kevin Onizuk, Supervisor
- Met with Brad Rinehimer, Chief of Police
- Met with John Horne, Director of General Services
- Briefing with Mary Jones, Supervisor
- Briefing with John McGlennon, Supervisor

July 17, 2015 (Friday)

- Meet and Greet at Masonic Lodge

July 18, 2015 (Saturday)

- Attended Grove Community Picnic

July 20, 2015 (Monday)

- Met with Phil Tahey
- Met with Jody Puckett, Director of Communications
- Met with Neil Morgan, County Administrator, York County
- Met with Angie Gilliam, Director of Human Resources

County Administrator's Report

July 28, 2015

Page 2

July 21, 2015 (Tuesday)

- Met with Tara Woodruff, Director of Accounting, and auditors
- Met with Angie Gilliam, Director of Human Resources, Michelle Gowdy, County Attorney, Adam Kinsman, Assistant County Administrator
- Met with Financial and Management Services staff
- Met with Russell Seymour, Director of Economic Development, and Economic Development prospect
- Met with Pastor Harmon, King of Glory Church
- Met at Abram Frink Jr. Community Center

BJH/nb

CARreport072815-mem

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Adam R. Kinsman, Assistant County Administrator

SUBJECT: Appointment to the Thomas Nelson Community College Local Board pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

Appointment was deferred at the July 14th meeting to allow the Board more time to interview applicants.

ATTACHMENTS:

	Description	Type
☐	Memorandum	Cover Memo
☐	TNCC-attachments	Exhibit

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/20/2015 - 8:50 AM

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Russell C. Seymour, Director of Economic Development

SUBJECT: Discussion concerning the expansion of an existing business or industry where no previous public announcement has been made pursuant to Section 2.2-3711 (A)(5) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 4:15 PM

ITEM SUMMARY

DATE: 7/28/2015

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Adjourn until 4 pm on August 11, 2015 for the Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	7/21/2015 - 4:34 PM