

AG E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
April 26, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

1. Pledge Leader - Justin Warner, a 5th grade student at James River Elementary and resident of the Roberts District

E. PUBLIC COMMENT - Until 7 p.m.

F. PRESENTATIONS

G. CONSENT CALENDAR

1. Minutes Adoption - March 8, 2016 Regular Meeting
2. Contract Award - Community Video Center HVAC Replacement - \$300,228
3. Dedication of Battery Boulevard

H. PUBLIC HEARING(S)

1. Williamsburg Indoor Sports Complex Pool Addition
2. FY 2017-2018 County Budget

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. Historical Commission Appointments and Reappointments
2. Reappointment to Colonial Community Criminal Justice Board
3. Colonial Group Home Commission Appointment
4. Closed Session Certification

N. ADJOURNMENT

1. Adjourn until 4 pm on April 28, 2016 for the Budget Work Session

ITEM SUMMARY

DATE: 4/26/2016

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Administrative Coordinator

SUBJECT: Pledge Leader - Justin Warner, a 5th grade student at James River Elementary and resident of the Roberts District

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/18/2016 - 10:38 AM

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Minutes Adoption - March 8, 2016 Regular Meeting

ATTACHMENTS:

	Description	Type
▣	030816 BOS Minutes	Minutes

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/19/2016 - 2:35 PM

MINUTES
JAMES CITY COUNTY BOARD OF SUPERVISORS
REGULAR MEETING
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
March 8, 2016
6:30 PM

A. CALL TO ORDER

B. ROLL CALL

John J. McGlennon, Vice Chairman, Roberts District
Ruth M. Larson, Berkeley District
Kevin D. Onizuk, Jamestown District
P. Sue Sadler, Stonehouse District
Michael J. Hipple, Chairman, Powhatan District

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

C. MOMENT OF SILENCE

D. PLEDGE OF ALLEGIANCE

Pledge Leader – Hailey Diggs, a 4th-grade student at Matoaka Elementary and a resident of the Berkeley District.

E. PUBLIC COMMENT - Until 7 p.m.

1. Rosanne Reddin, 4700 Presidents Court, addressed the Board regarding the proposed fourth middle school.
2. Chris Henderson, 101 Keystone, addressed the Board regarding the proposed fourth middle school and the lease revenue bond issuance approval on the agenda.
3. Petra Nadal, 106 Indian Circle, addressed the Board regarding the lease revenue bond issuance on the agenda.
4. Jay Everson, 103 Branscome Blvd, addressed the Board regarding the proposed fourth middle school and the lease revenue bond issuance approval on the agenda.
5. Denise Koch, 215 Southpoint Drive, addressed the Board regarding the proposed fourth middle school.
6. Barbara Henry, 141 Devon Road, addressed the Board regarding the proposed fourth middle school and the lack of an online checkbook registry.
7. Mr. Joseph Swanenburg, 3026 The Pointe Drive, addressed the Board regarding the lease revenue bond issuance approval on the agenda.
8. Michael Loy, 123 Lakewood Drive, addressed the Board regarding the lease revenue bond issuance approval on the agenda.

A motion to Amend the agenda, to move the first board consideration after public comment, was made by Mr. McGlennon and the motion result was Passed.

AYES: 5 NAYS: 0 ABSTAIN: 0 ABSENT: 0
Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

I. BOARD CONSIDERATION(S)

1. Resolution Approving a Plan to Finance Certain Capital Improvements for Public School Facilities through the Issuance of Lease Revenue Bonds by the Economic Development Authority of James City County, Virginia

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

AYES: 3 NAYS: 2 ABSTAIN: 0 ABSENT: 0
Ayes: McGlennon, Larson, Hipple
Nays: Onizuk, Sadler

Director of Financial and Management Services, Suzanne Mellen, addressed the Board giving an overview of the resolution and documents included in the Agenda Packet. Upon approval of the resolution by the Board, the County's bond counsel will begin drafting the bond documents.

Ms. Sadler stated that her main concern about the proposed fourth middle school is the conflicting school enrollment projections. She stated that there are also communication issues between the School Board and the City and the County. So many times she hears that something is a school issue and not a County issue, well eventually those school issues become a County issue because they affect how we spend our money. This gap has got to be closed, because there is a lot of money at stake. She stated that there are a multitude of issues at Lafayette High School, and there are other Capital Improvement Program projects for other schools. She believes that these funds could be better utilized to expand our existing schools and do upgrades that desperately need to be done. She believes a meeting needs to occur between the Board and the School Board to address the conflicting enrollment projections and would request their presence at an upcoming work session.

Ms. Sadler made a motion to postpone the vote on the authorization this evening.

Ms. Larson voiced her concern over meeting with the School Board only once a year. She would like to see the School Liaison Committee be brought back and be more active. She stated that she has asked previously if this Board is prepared to go out and buy land for another school and no one has really answered which seems like an answer of no. The School Board owns the property at James Blair, but it cannot go out and purchase land on its own, it does not have that authority. So, they are using what they have because no other school site has been offered by the County. She appreciates all the work that staff has done over the last week to help answer questions and hopes at the Joint Meeting the enrollment numbers can be addressed.

Mr. Onizuk stated that when this proposal was brought forward originally, it was made clear that there were no other options for school sites and it was an enrollment emergency that must be dealt with. He stated that he was not a fan of the proposal from the beginning, but allowed himself to be persuaded. Now he is not so sure. The projection numbers he is hearing are causing questions. He believes there are other viable and less expensive options. Expansion of the existing schools would be less expensive. He stated the feedback he is getting from parents and teachers is what is giving him the most pause. He is supportive of a postponement at this point, if it comes to a vote, then he will be voting against it.

Mr. McGlennon stated that this has been a long discussion in the community for several years now. He reminded the Board that the County is growing and it will continue to grow over the coming years. Hundreds of new housing units are being built, as evidenced

in the Planning Commission's Annual Report. He believes it makes sense to open another middle school so that all of our middle schools are at about 85% capacity and have room to grow. He believes that there is no harm in authorizing the plan for the bonds, so that they are ready for a vote later on.

Ms. Larson stated that she has heard from teachers and parents on both sides of the issue and wanted to make sure she acknowledged that.

Ms. Sadler stated that she has heard from parents and teachers as well, several of whom are afraid to speak out for fear of retribution and that concerns her greatly. She reiterated her desire to meet with the School Board and the Central Office prior to the Joint Meeting.

Mr. Hipple stated that this project has been in the works for years. He believes that the School Board has done the best it can to do and is doing what is in the best interest of the children.

Ms. Sadler clarified her motion to postpone until the first meeting in May and the motion result was Failed.

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

Ayes: Onizuk, Sadler

Nays: McGlennon, Larson, Hipple

The Board asked Mr. Hill to invite the Superintendent and the Chair of the School Board to attend the Work Session on March 22, 2016.

Ms. Sadler made a motion to Amend the calendar to begin the March 22, 2016 Work Session at 3 p.m. and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

F. PRESENTATIONS

1. Purple Heart Community

Mr. Hipple presented the Proclamation to the members of the Williamsburg Chapter of The Military Order of the Purple Heart declaring James City County a Purple Heart Community.

Mr. T.C. Smith, Commander of Williamsburg Chapter of The Military Order of the Purple Heart, addressed the Board and citizens giving an overview of the Order's efforts to give back to the community and the veterans in the County.

2. Comprehensive Community Health Assessment

Dr. Nzinga Teule-Hekima, Peninsula Health District Director, addressed the Board giving a presentation and overview of the services offered by the Peninsula Health District.

Ms. Larson asked if the office near the Courthouse Building offered all of the services covered in the presentation.

Dr. Teule-Hekima stated no, not all of them. Many of them are covered by Olde Towne Medical Center, so the Health Department office in the County fills the gap in services not offered and it works to support the programs at Olde Towne Medical Center.

L. PUBLIC COMMENT

1. Ed Oyer, 139 Indian Circle, addressed the Board about indexing a tax rate.

G. CONSENT CALENDAR

1. Minutes Adoption - February 9, 2016, Regular Meeting and February 23, 2016 Regular Meeting
2. Yarmouth Creek Stream Restoration - Contract Award, \$268,224.67 - Stonehouse District

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

H. PUBLIC HEARING(S)

1. SUP-0010-2015. Jamestown Beach SUP Amendment - Berkeley District

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

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

Ayes: McGlennon, Larson, Onizuk, Hipple

Nays: Sadler

Planner II, Leanne Pollock, addressed the Board giving an overview of the staff report included in the Agenda Packet.

Planning Commission Representative, John Wright, addressed the Board giving a summary of the Planning Commission's recommendation for approval.

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

1. Chris Henderson, 101 Keystone, addressed the Board questioning the standard that government gives itself versus a private citizen and private property owners. He also questioned the cost to run electricity and sewer lines to the Jamestown Beach property.

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

2. LU-0002-2014 8491 Richmond Road (Taylor Farm) Land Use Designation Change - Stonehouse District

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Principal Planner, Tammy Rosario addressed the Board stating that the applicant is requesting a deferral of this land use designation change until the James City Service Authority has completed negotiations with Department of Environmental Quality regarding the water withdrawal permit. Staff recommends a deferral until March 14, 2017 and that the case be advertised again.

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

1. Chris Henderson, 101 Keystone, addressed the Board stating that he has no issue with the deferral, but would recommend that the future planning for this property be given adequate consideration for the maximum return on the investment to the community.

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

3. SO-0001-2016. Vacation of Record Plat

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Planner III, Jose Ribeiro 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.

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

4. SUP-0001-2016. Columbia Gas Equipment Upgrade - Roberts District

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

Planner III, Jose Ribeiro, 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.

I. BOARD CONSIDERATION(S)

2. Resolution to Establish Purchase Prices of Public Rights-of-Way

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

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

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

J. BOARD REQUESTS AND DIRECTIVES

The Board gave general updates on its activities throughout the community in the last few weeks.

K. REPORTS OF THE COUNTY ADMINISTRATOR

1. County Administrator's Report

Mr. Hill stated that staff would be doing a complete overview of the Proffer Bill that just went through the General Assembly. It will have direct impact on current and future projects here in the County.

Mr. Hill stated that the Board needed to amend its calendar to add the Joint Meeting with the City and the School Board on April 22, 2016, at 9 a.m. at the Stryker Building in the City of Williamsburg.

A motion to Amend was made by Ms. Larson and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

M. CLOSED SESSION - None

N. ADJOURNMENT

1. Adjourn until 3 p.m. on March 22, 2016, for the Work Session

A motion to Adjourn was made by Ms. Sadler and the motion result was Passed.

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

Ayes: McGlennon, Larson, Onizuk, Sadler, Hipple

At 8:56 p.m., Mr. Hipple adjourned the Board.

Bryan J. Hill
County Administrator

ITEM SUMMARY

DATE: 4/26/2016

TO: The Board of Supervisors

FROM: Grace A. Boone, Assistant General Services Director

SUBJECT: Contract Award - Community Video Center HVAC Replacement - \$300,228

ATTACHMENTS:

	Description	Type
▣	CA-Community Video Center HVAC Replacement	Cover Memo
▣	CA-Community Video Center HVAC Replacement	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
General Services	Horne, John	Approved	4/6/2016 - 3:28 PM
Publication Management	Boles, Amy	Approved	4/6/2016 - 3:50 PM
Legal Review	Kinsman, Adam	Approved	4/15/2016 - 9:08 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 12:58 PM
Board Secretary	Purse, Jason	Approved	4/15/2016 - 1:09 PM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 1:16 PM

M E M O R A N D U M

DATE: April 26, 2016
TO: The Board of Supervisors
FROM: Grace A. Boone, Assistant Director of General Services
SUBJECT: Contract Award – Community Video Center HVAC Replacement

Over the past decade, the Department of General Services has been incorporating Trane HVAC controls and equipment into County facilities. Standardization reduces equipment down time and improves response time and customer service. In addition, troubleshooting and diagnosis of service issues requires less time. Standardization promotes safety because staff members can rely on their previous experience and training when servicing the equipment.

The Community Video Center HVAC upgrade includes the replacement of the original HVAC units to include air handling units, chiller, new controls, as well as programming the new system. There are sufficient funds available in the project budget for the HVAC upgrade.

General Services, in consultation with the Purchasing Office, determined that Damuth Trane’s proposal to replace and install the new systems at a proposed cost of \$300,228 is reasonable in comparison to other current County HVAC replacements and current construction cost indices.

Staff recommends approval of the attached resolution authorizing the sole source purchase of installation services from Damuth Trane in the amount of \$300,228 for the Community Video Center HVAC.

GAB/ab
CA-CVCHVACRep-mem

Attachment

RESOLUTION

CONTRACT AWARD – COMMUNITY VIDEO CENTER HVAC REPLACEMENT

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 current Community Video Center HVAC controls and equipment will be replaced; 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 install the HVAC controls and equipment required; and

WHEREAS, Damuth Trane submitted a proposal to perform the required services, and the proposed rates have been determined to be reasonable and adequate funds are available in the Capital Improvement 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 \$300,228 to Damuth Trane and Trane Corporate for the Community Video Center 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>
MCLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of April, 2016.

CA-CVCHVACRep-res

ITEM SUMMARY

DATE: 4/26/2016

TO: The Board of Supervisors

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

SUBJECT: Dedication of Battery Boulevard

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

ATTACHMENTS:

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

REVIEWERS:

Department	Reviewer	Action	Date
Engineering & Resource Protection	Thomas, Scott	Approved	4/8/2016 - 1:11 PM
Development Management	Holt, Paul	Approved	4/8/2016 - 2:07 PM
Publication Management	Boles, Amy	Approved	4/8/2016 - 3:16 PM
Legal Review	Kinsman, Adam	Approved	4/12/2016 - 11:41 AM
Board Secretary	Fellows, Teresa	Approved	4/12/2016 - 12:36 PM
Board Secretary	Purse, Jason	Approved	4/14/2016 - 11:43 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 8:26 AM

MEMORANDUM

DATE: April 26, 2016
TO: The Board of Supervisors
FROM: Scott J. Thomas, Director of Engineering and Resource Protection
SUBJECT: Dedication of Battery Boulevard

Attached is a resolution requesting acceptance of a street proposed as a public right-of-way in the Quarterpath Subdivision into the state secondary highway system. The street proposed for acceptance is the James City County portion of Battery Boulevard, as shown in red on the attached map. The street has been inspected and approved by representatives of the Virginia Department of Transportation (VDOT) as meeting the minimum requirements for secondary roadways. As a note, this portion of Battery Boulevard is situated in James City County and terminates at the jurisdictional boundary between James City County and the City of Williamsburg. The remaining portion of Battery Boulevard extended is situated within the City of Williamsburg.

VDOT's Secondary Street Acceptance Requirements (SSAR), effective March 2009 and updated December 2011, 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 and the resolution are 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/ab
BatteryBlvdDed-mem

Attachments

RESOLUTION

DEDICATION OF BATTERY BOULEVARD

WHEREAS, the street 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 (VDOT) advised the Board that the street meets the requirements established by the Subdivision Street Acceptance Requirements of VDOT; and

WHEREAS, the County and VDOT 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 VDOT to add the street 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 VDOT's Subdivision Street Acceptance Requirements.

BE IT FURTHER RESOLVED that the Board guarantees a clear and unrestricted right-of-way, as described and any necessary easements for cuts, fills and drainage.

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

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>
MCGLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of April, 2016.

BatteryBlvdDed-res

In the County of James City

By resolution of the governing body adopted April 26, 2016

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 Quarterpath at Williamsburg

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

◆ **Battery Boulevard, State Route Number 1000**

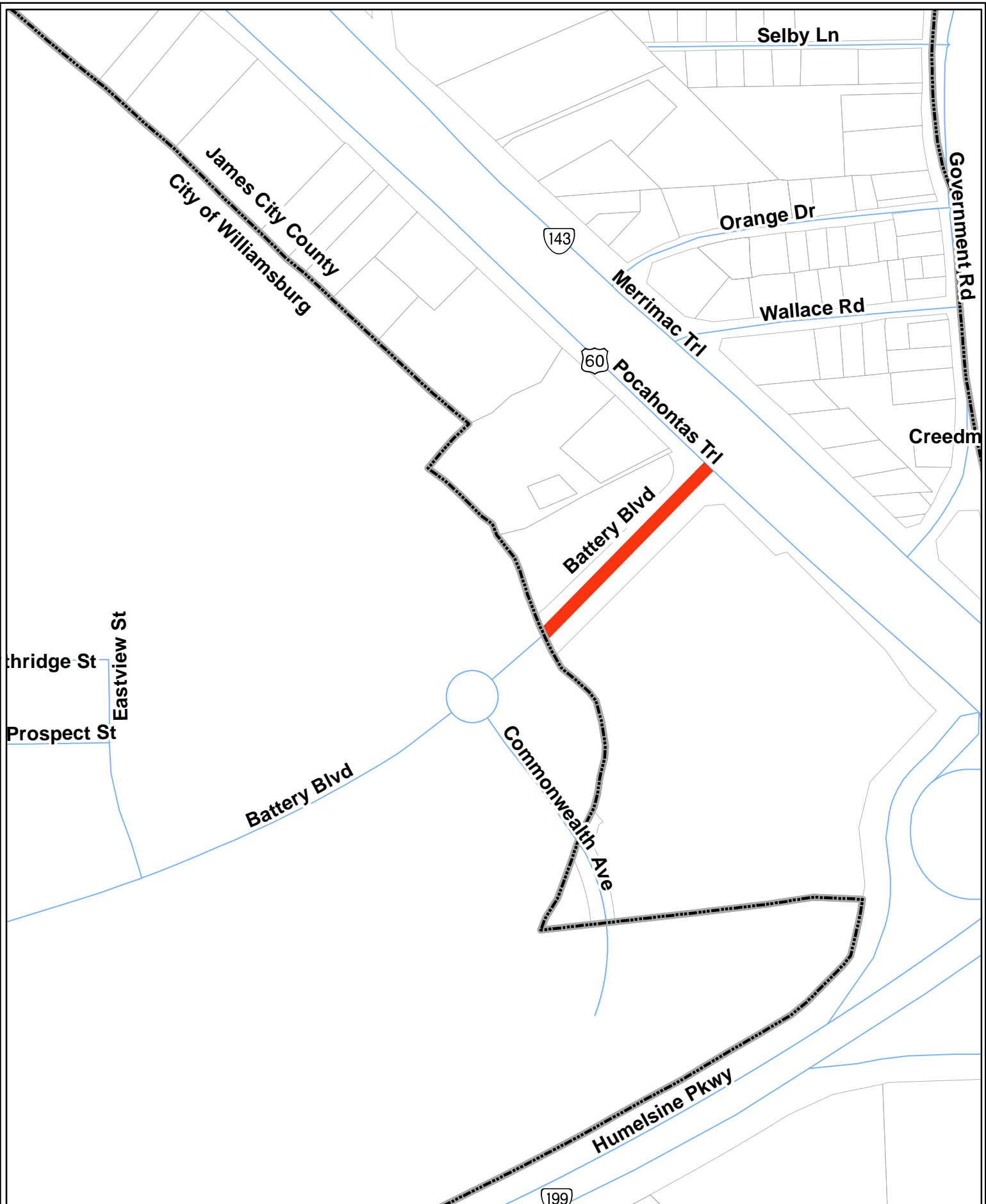
Old Route Number: 0

- From: Pocahontas Trail (Route 60)

To: City Line, a distance of: 0.11 miles.

Recordation Reference: N/A



Right of Way width (feet) = 100



Dedication of Battery Boulevard State Route 1000

1 inch = 300 feet

Legend

-  Streets to be Dedicated
-  Boundary Lines



ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Suprevisors
FROM: John H. Carnifax, Jr., Director of Parks and Recreation
SUBJECT: Williamsburg Indoor Sports Complex Pool Addition

ATTACHMENTS:

	Description	Type
▣	WISC Pool Addition Memo	Cover Memo
▣	WISC Pool Resolution	Resolution
▣	WISC Pool Addition Location Map	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Parks & Recreation	Etchberger, Joan	Approved	4/4/2016 - 3:47 PM
Publication Management	Boles, Amy	Approved	4/4/2016 - 3:50 PM
Legal Review	Kinsman, Adam	Approved	4/15/2016 - 9:13 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 1:17 PM
Board Secretary	Purse, Jason	Approved	4/15/2016 - 1:52 PM
Board Secretary	Fellows, Teresa	Approved	4/18/2016 - 9:38 AM

MEMORANDUM

DATE: April 26, 2016
TO: The Board of Supervisors
FROM: John H. Carnifax, Jr., Director of Parks and Recreation
SUBJECT: Williamsburg Indoor Sports Complex Pool Addition

The Williamsburg Indoor Sports Complex, LLC (WISC) has requested an additional two acres within the Warhill Sports Complex. The two acres, identified in the attached map, is located behind the existing facility and does not impact existing or planned recreational facilities within the park. WISC would like to add a 25-meter pool that will help address the community competitive swimming needs as well as expand opportunities for existing and future members.

For the additional land, WISC has agreed to a 66% increase in the existing lease payment, free pool time for the three high school swim team practices and a 50% increase in the required scholarship amount. The pool will also enhance opportunities for three competitive youth swim programs that represent over 300 local swimmers. Those groups will be offered an opportunity to rent lanes for practice times and the three high schools will have the opportunity to host their home swim meets in James City County rather than renting pools in Hampton or Newport News. The pool is tentatively planned as a 25-meter by 25-yard pool so it can meet the requirements of the Virginia High School League and the youth competitive swim organizations.

On March 2, 2016, the Planning Commission found the project consistent with the approved master plan. The Parks and Recreation Commission has reviewed and supports the project.

Staff recommends that the Board of Supervisors approve the attached resolution that authorizes the County Administrator to amend the existing WISC lease to accommodate the pool.

JHC/nb
WISCPoolAddtn-mem

Attachment

RESOLUTION

WILLIAMSBURG INDOOR SPORTS COMPLEX POOL ADDITION

WHEREAS, Williamsburg Indoor Sports Complex (WISC) desires to add an indoor pool facility directly behind its existing recreational facility located within the Warhill Sports Complex; and

WHEREAS, an additional two acres are needed to add the indoor pool, locker room and additional parking; and

WHEREAS, this addition will not impact any of the existing facilities at the Warhill Sports Complex and will enhance WISC's ability to better serve the competitive community and high school swim programs as well as its members.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia, hereby authorizes the County Administrator to execute those documents necessary to amend the existing lease with WISC to include an approximately two-acre portion of the property located at 5100 Warhill Trail and further identified as James City County RE Tax Map No. 3210100012 and more commonly known as the Warhill Sports Complex to the Williamsburg Indoor Sports Complex, Inc., in such approximate area shown on the map attached as Exhibit 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>
MCLENNON	___	___	___
LARSON	___	___	___
ONIZUK	___	___	___
SADLER	___	___	___
HIPPLE	___	___	___

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of April, 2016.

WISCPoolAddtn-res



Lease Area for Pool



1 inch = 100 feet



James City County



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

Copyright James City County GIS Office 3/21/2016
C:\Temp\WISC\Pool.mxd by KAH

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Suzanne R. Mellen, Director of Financial and Management Services
SUBJECT: FY 2017-2018 County Budget

ATTACHMENTS:

	Description	Type
□	memo	Cover Memo

REVIEWERS:

Department	Reviewer	Action	Date
Financial Management	Mellen, Sue	Approved	4/12/2016 - 4:56 PM
Publication Management	Burcham, Nan	Approved	4/12/2016 - 5:00 PM
Legal Review	Kinsman, Adam	Approved	4/15/2016 - 9:13 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 12:58 PM
Board Secretary	Purse, Jason	Approved	4/15/2016 - 1:09 PM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 1:16 PM

MEMORANDUM

DATE: April 26, 2016
TO: The Board of Supervisors
FROM: Suzanne R. Mellen, Director, Financial and Management Services
SUBJECT: FY 2017-2018 County Budget

The purpose of the Public Hearing is to invite public comment on any aspect of the proposed FY 2017-2018 Budget, with the expectation that those public comments would become part of the agenda for the upcoming budget work sessions.

No action is expected of the Board at this meeting, but any questions would be helpful as we prepare for the budget work sessions. The budget work sessions are scheduled for Thursday, April 28 at 4 p.m., Monday, May 2 at 4 p.m., and Wednesday, May 4 at 4 p.m. Staff expects to ask the Board to adopt the budget, as amended during the Budget Work Sessions, at its meeting on May 10, 2016.

SRM/nb
Fy17-18budget-mem

ITEM SUMMARY

DATE: 4/26/2016
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	4/19/2016 - 1:10 PM

MEMORANDUM

DATE: April 26, 2016
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 April 6, 2016 through April 19, 2016:

April 6, 2016 (Wednesday)

- Met with John Horne, General Services Director
- Attended Hampton Roads Planning District Commission Chief Administrative Officers meeting

April 7 2016 (Thursday)

- Met with Robert McKenzie, Police Officer IV
- Met with Jason Purse, Assistant County Administrator and Sue Mellen, FMS Director
- Attended Public Budget Meeting, Powhatan District, with Board of Supervisors Chair Michael Hipple

April 8, 2016 (Friday)

- Met with Supervisor Kevin Onizuk, Sue Mellen, FMS Director and Tara Woodruff, Accounting Director; budget meeting overview
- Attended Chickahominy Community Improvement Organization Annual Banquet; speaking engagement

April 11, 2016 (Monday)

- Met with Olivia Prokup, Norge Elementary School student
- Met with Sue Sadler, Supervisor, Sue Mellen, FMS Director, Tara Woodruff, Accounting Director and Jason Purse, Assistant County Administrator; budget meeting overview
- Attended Public Budget Meeting, Roberts District, Supervisor John McGlennon

April 12, 2016 (Tuesday)

- Met with Jody Puckett, Communications Director and Laura Messer, Tourism Coordinator
- Attended Agenda meeting
- Met with John Carnifax, Parks and Recreation Director
- Attended Board of Supervisors meeting

April 13, 2016 (Wednesday)

- Video Recap; Board of Supervisor April 12 meeting
- Met with Todd Tyree, WATA Director, Doug Powell, JCSA Manager and Paul Holt, Planning Director

County Administrator's Report

April 26, 2016

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- Met with Doug Powell, JCSA Manager
- Met with Sue Mellen, FMS Director and Kitty Hall, Purchasing Director
- Attended Public Budget Meeting, Jamestown District, with Supervisor Kevin Onizuk

April 14, 2016 (Thursday)

- Attended EDA meeting
- Attended Executive Leadership Team meeting
- Radio show

April 15, 2016 (Friday)

- Visited resident at James Terrace, Ms. Walker
- Conference call with Patrick Duffeler, Williamsburg Winery Founder and Chairman
- Played at Dolphin Madness basketball game

April 16, 2016 (Saturday)

- Attended The National Association of Negro Business and Professional Women's Clubs, Inc; speaking engagement

April 18, 2016 (Monday)

- Attended Historic Triangle Collaborative meeting

April 19, 2016 (Tuesday)

- Met with Sue Mellen, FMS Director
- Met with Karen Riordan, Greater Williamsburg Chamber and Tourism Alliance President and Leigh Houghland, Chair of the Board of Directors

BJH/ab

CARreport042616-mem

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Ellen Cook, Senior Planner II
SUBJECT: Historical Commission Appointments and Reappointments

ATTACHMENTS:

Description Type

REVIEWERS:

Department	Reviewer	Action	Date
Planning	Holt, Paul	Approved	4/8/2016 - 12:49 PM
Development Management	Holt, Paul	Approved	4/8/2016 - 12:50 PM
Publication Management	Boles, Amy	Approved	4/8/2016 - 12:54 PM
Legal Review	Kinsman, Adam	Approved	4/12/2016 - 11:41 AM
Board Secretary	Fellows, Teresa	Approved	4/12/2016 - 12:36 PM
Board Secretary	Purse, Jason	Approved	4/14/2016 - 11:43 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 8:26 AM

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Jason E. Purse, Assistant County Administrator
SUBJECT: Reappointment to Colonial Community Criminal Justice Board

ATTACHMENTS:

Description Type

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/14/2016 - 11:36 AM
Board Secretary	Purse, Jason	Approved	4/14/2016 - 11:38 AM
Board Secretary	Fellows, Teresa	Approved	4/14/2016 - 11:38 AM
Publication Management	Burcham, Nan	Approved	4/14/2016 - 11:40 AM
Legal Review	Kinsman, Adam	Approved	4/15/2016 - 9:09 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 12:59 PM
Board Secretary	Purse, Jason	Approved	4/15/2016 - 1:13 PM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 1:16 PM

ITEM SUMMARY

DATE: 4/26/2016
TO: Board of Supervisors
FROM: Rebecca Vinroot, Director, Community Services
SUBJECT: Colonial Group Home Commission Appointment

ATTACHMENTS:

Description Type

REVIEWERS:

Department	Reviewer	Action	Date
Community Services	Vinroot, Rebecca	Approved	4/15/2016 - 8:25 AM
Publication Management	Burcham, Nan	Approved	4/15/2016 - 8:31 AM
Legal Review	Kinsman, Adam	Approved	4/15/2016 - 9:08 AM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 12:58 PM
Board Secretary	Purse, Jason	Approved	4/15/2016 - 1:08 PM
Board Secretary	Fellows, Teresa	Approved	4/15/2016 - 1:16 PM

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Closed Session Certification

ATTACHMENTS:

	Description	Type
□	Certification	Resolution

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/18/2016 - 10:32 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) of the Code of Virginia consideration of a personnel matter, 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>
MCGLENNON	_____	_____	_____
LARSON	_____	_____	_____
ONIZUK	_____	_____	_____
SADLER	_____	_____	_____
HIPPLE	_____	_____	_____

Adopted by the Board of Supervisors of James City County, Virginia, this 26th day of April, 2016.

042616-box-ex-res

ITEM SUMMARY

DATE: 4/26/2016
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Administrative Coordinator
SUBJECT: Adjourn until 4 pm on April 28, 2016 for the Budget Work Session

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	4/14/2016 - 11:38 AM