

A G E N D A
JAMES CITY COUNTY BOARD OF SUPERVISORS
WORK SESSION
County Government Center Board Room
101 Mounts Bay Road, Williamsburg, VA 23185
October 23, 2018
4:00 PM

A. CALL TO ORDER

B. ROLL CALL

C. BOARD DISCUSSIONS

1. Strategic Plan Update - FY 2020
2. Legislative Update Discussion

D. CLOSED SESSION

1. Consideration of a personnel matter, the performance evaluation of the County Attorney pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia
2. JCSA Board of Directors - Consideration of a personnel matter, the performance evaluation of the JCSA General Manager, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

E. ADJOURNMENT

1. Adjourn until 5 p.m. on November 13, 2018 for the Regular Meeting

ITEM SUMMARY

DATE: 10/23/2018
TO: The Board of Supervisors
FROM: Jason Purse, Assistant County Administrator
SUBJECT: Strategic Plan Update - FY 2020

ATTACHMENTS:

	Description	Type
📎	Presentation	Presentation

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	10/16/2018 - 3:56 PM

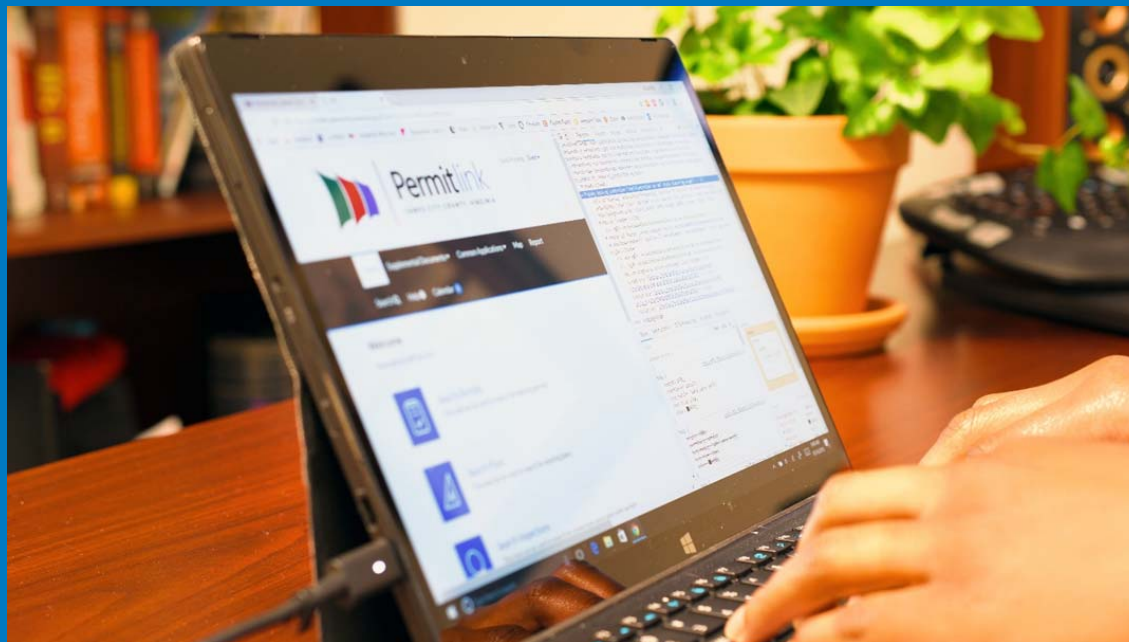


Strategic Plan Update-FY2020

October 23, 2018

➤ Information Resources Management

- Enterprise Software Replacement
 - Human Resources / Payroll System
 - General Services Capital Projects Management System



➤ Information Resources Management

- Fiber Optic Cable Expansion
 - Installation of underground fiber optic cable for County and WJCC Schools communication systems



➤ Economic Development

- Strategic Investment Area Market Studies
 - Scenario planning, absorption and market studies in Grove area and Jamestown Destination area.
- Adoption of a Technology Zone
 - Incentive to be based on reimbursement of 50% net new revenue for three years on qualifying projects



➤ Police Department



- *Operational Initiative and Goal 5:*
 - Better address efforts to combat/reduce crime & manage citizen calls for service
 - 3 Officers added in FY19 and a request for 3 additional Officers in FY20



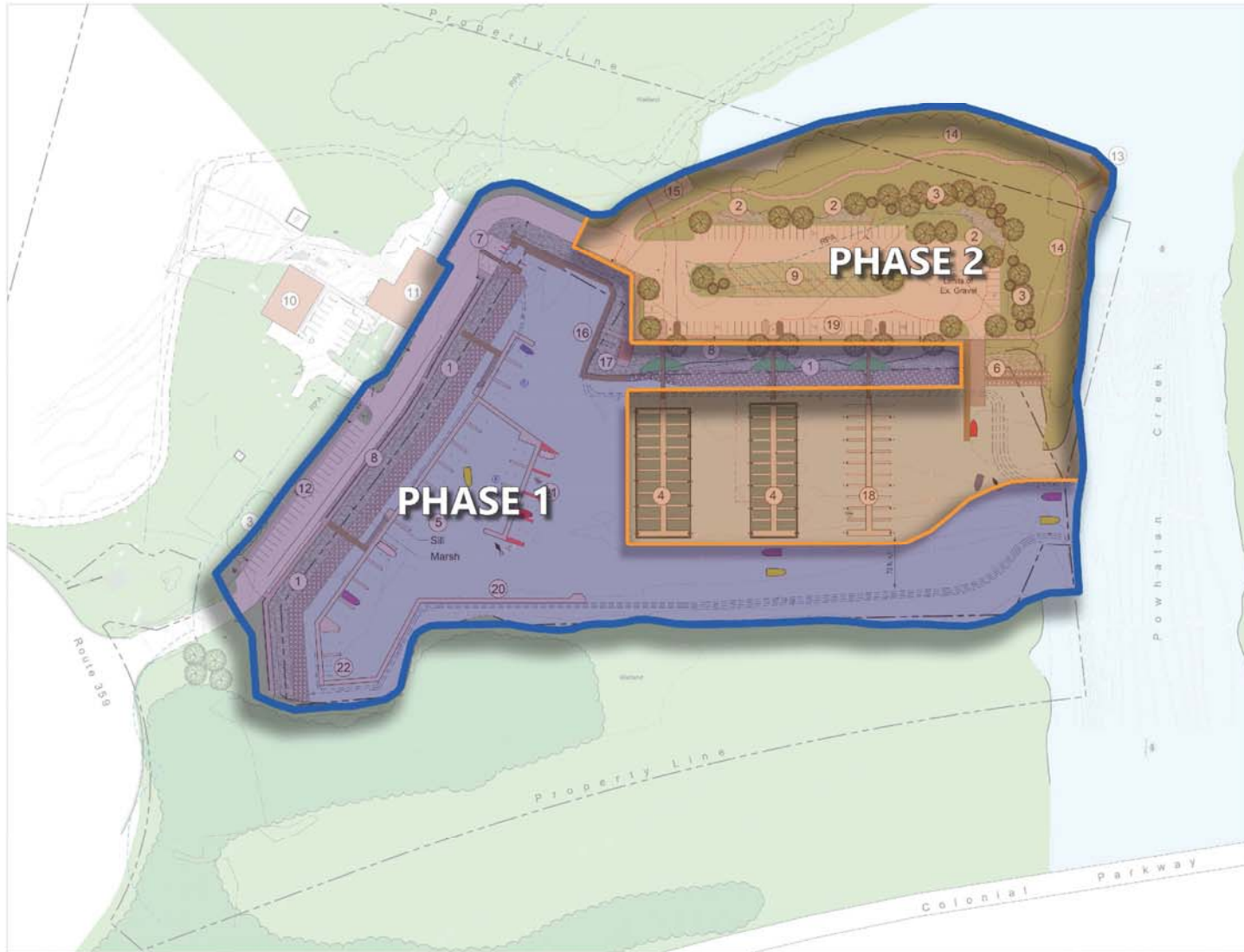


➤ Parks & Recreation

- Funding in 5-year CIP to acquire property and construct a park in the Grove area
- Increase funding in FY20 CIP to complete Phase 1 of the James City County Marina
- Additional part-time staffing hours to open the Abram Frink Jr. Community Center on weekends
- Pickleball courts – Veterans Park and/or partner with City of Williamsburg to convert existing tennis courts
- Possible fee increases for some programs and facilities based on market analysis; last fee increase was in July 2015

James City County Marina

Phase 1 & Phase 2



- Legend**
- ① Living Shoreline - Silt and Marsh
 - ② Stormwater Management - Bioretention
 - ③ Riparian Buffer Enhancement
 - ④ New Covered Boat Houses - 42 Slips
 - ⑤ Floating Dock and Slips - 38 Total
 - ⑥ 20 ft. wide Boat Ramp
 - ⑦ Canoe/Kayak Launch
 - ⑧ Marina Walk
 - ⑨ Pervious Boat Trailer Parking
 - ⑩ Blisburg Brewery
 - ⑪ Marina Support Building
 - ⑫ Existing Parking
 - ⑬ Overlook
 - ⑭ Creek Walk
 - ⑮ Travel Lift
 - ⑯ Fuel Dock
 - ⑰ Existing Gazebo
 - ⑱ Uncovered Boat Slips - 22 Total
 - ⑲ Vehicle Parking
 - ⑳ Floating Walkway and Transient Boat Dock
 - ㉑ Future Expansion - 8 Slips
 - ㉒ Jet Ski Slips - 5 Total
- Proposed Site Information**
- 42 Covered Boat Slips
 - 60 Boat Slips
 - 8 Future Expansion
 - 110 Total
 - 25 Existing Spaces
 - 81 Paved Parking Spaces
 - 3 Accessible Spaces
 - 109 Total

Draft Master Plan
James City County Marina
James City County, Virginia





➤ Human Resources

- Goal #7 Classification & Compensation
 - Second and final year of Compensation Study salary adjustments
- Goals #5&7 Training & Development:
 - Revamp Employee Orientation – to include quarterly county wide tour
 - Expand essential training curriculums
 1. Conducting analysis of alternates to provide real time relevant training opportunities in the classroom and/or online
 2. Learning management system to track training completion, employee skills & competency certifications
 3. Identify mandatory reoccurring training for all employees

➤ Human Resources



- Goals #5&7 Training & Development Continued:
 - Establish succession planning programs for managers, supervisors & aspiring leaders
 1. Purchase assessment tools (i.e. DISC, Myers-Briggs)
 2. Guest speakers
 3. Certification programs



➤ Social Services

- Position request for the CONECT Program in the Adult Services Unit
 - Coordination of appropriate services for referred individuals from Fire/EMS and the Police
- Implement Recommendations of the Workforce Housing Taskforce (in partnership with Community Development)
 - To be determined based on the timeline of the Taskforce
- Continue to address findings in the Housing Conditions Study
 - Potential to renew or continue the Rural Rehab Grant efforts



➤ Fire Department

- Capital Initiative
 - Implement Safety/Fire Station Improvements
 1. Construct 6th Fire Station
 2. Thomas Nelson Community College Joint Land Use Agreement- Public Safety Training Facility
- Operational Initiative
 - Phase staffing for Station 6 – 3 Firefighters per academy (Total of 18)
 - Develop Plans to Enhance Emergency Preparedness



➤ James City Service Authority

- Sustainable Long Term Water Supply
 - Continue to Evaluate Options
 - Continue to dedicate funds to the Alternative Water Supply Fund
- Modern Infrastructure, Facilities, and Technology Systems
 - Meter Replacement Project
 - SCADA
 - Continue to dedicate funds to the Repair and Replacement Fund
 - White Oaks/Canterbury/Kingswood
 - Corrosion Inhibitor



➤ Community Development

- Comprehensive Plan Update
 - Scenario Planning for Land Use Change Applications
 - Refining/updating the Fiscal Impact Model, in partnership with FMS
 - Implementing Recommendations of the WHTF and addressing findings in the Housing Conditions Study, in partnership with Social Services





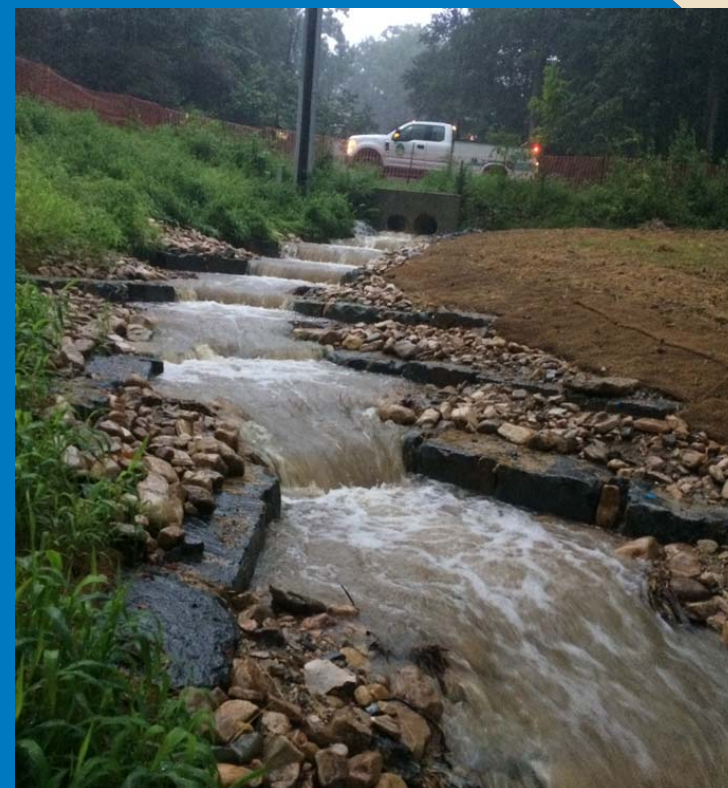
➤ General Services

- Goal 2 Operational Initiatives:
 - Update on Study of County Office Space Needs approved in FY19
 - Develop Comprehensive Asphalt Repair/Preplacement Plan
- Goal 5:
 - Curbside Recycling Program Update

➤ General Services



- Goal 2 Capital Initiatives:
 - Implement Stormwater CIP Projects
 - Implement Facility CIP Projects

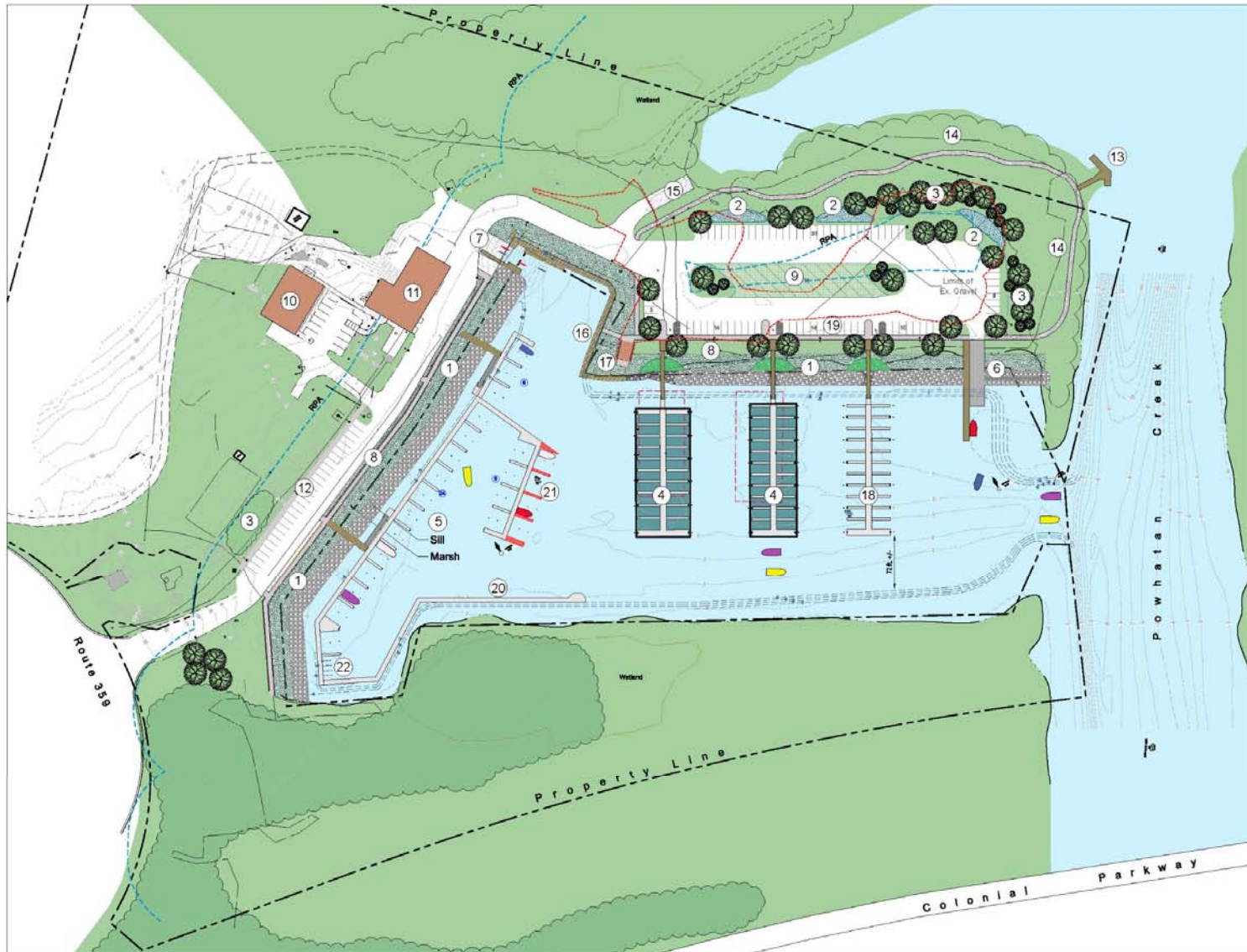




➤ Administration-BOS

- Operational Initiative
 - Develop citizen satisfaction survey
- Operational Initiative
 - Open Space Preservation Initiative
 1. Identify funding goals/expectations
 2. Re-Institute PDR Committee with new overall goal of promoting participation in either PDR, Greenspace, and/or AFD programs

James City County Marina Draft Master Plan



Legend

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 - ② Stormwater Management - Bioretention
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Draft Master Plan
James City County Marina
James City County, Virginia



ITEM SUMMARY

DATE: 10/23/2018
TO: The Board of Supervisors
FROM: Adam R. Kinsman, County Attorney
SUBJECT: Legislative Update Discussion

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	10/16/2018 - 3:57 PM

ITEM SUMMARY

DATE: 10/23/2018

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Consideration of a personnel matter, the performance evaluation of the County Attorney pursuant to Section 2.2-3711 (A)(1) of the Code of Virginia

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	10/16/2018 - 3:55 PM

ITEM SUMMARY

DATE: 10/23/2018

TO: The Board of Supervisors

FROM: Teresa J. Fellows, Deputy Clerk

SUBJECT: Consideration of a personnel matter, the performance evaluation of the JCSA General Manager, pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

REVIEWERS:

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Board Secretary	Fellows, Teresa	Approved	10/16/2018 - 3:55 PM

ITEM SUMMARY

DATE: 10/23/2018
TO: The Board of Supervisors
FROM: Teresa J. Fellows, Deputy Clerk
SUBJECT: Adjourn until 5 p.m. on November 13, 2018 for the Regular Meeting

REVIEWERS:

Department	Reviewer	Action	Date
Board Secretary	Fellows, Teresa	Approved	10/8/2018 - 1:06 PM