

AT AN ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF JAMES CITY, VIRGINIA, HELD ON THE 2ND DAY OF JANUARY 2014, AT 4:00 P.M. IN THE COUNTY GOVERNMENT CENTER WORK SESSION ROOM, 101 MOUNTS BAY ROAD, JAMES CITY COUNTY, VIRGINIA.

A. CALL TO ORDER

**ADOPTED**

B. ROLL CALL

FEB 11 2014

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

**Board of Supervisors  
James City County, VA**

M. Douglas Powell, Assistant County Administrator  
Leo P. Rogers, County Attorney

Mr. Kennedy thanked everyone for the all of the expressions of sympathy his family received on the death of his mother at Thanksgiving.

C. ORGANIZATIONAL MEETING

1. Nominations for Chairman and Vice Chairman with Elections to Follow

Mr. Hipple nominated Ms. Jones for Chairman.

On a roll call vote, the vote was: AYE: Mr. Onizuk, Mr. Hipple, Ms. Jones, Mr. Kennedy (4). NAY: Mr. McGlennon (1).

Mr. Onizuk nominated Mr. Hipple for Vice Chairman.

On a roll call vote, the vote was: AYE: Mr. Onizuk, Mr. Hipple, Ms. Jones, Mr. Kennedy (4). NAY: Mr. McGlennon (1).

Ms. Jones welcomed Mr. Onizuk to the Board and congratulated him on his election. She stated that she looked forward to working with him over the coming years.

2. Establishment of Meeting Dates, Places, and Times

Ms. Jones stated that the Board has an amended calendar in front of them this evening. She stated that Mr. McGlennon had mentioned that dates for meetings with the School Board and the City Council of Williamsburg need to be established as well.

Mr. McGlennon stated he does not believe those dates can be decided on this evening; however, the Board needs to be working on those arrangements. He also noted that the first meeting in November has been moved to Wednesday the 12th since Veterans Day falls on the second Tuesday of the month this year. He stated that the Board has met on Holidays before, so does the Board want to keep to the regular schedule of Tuesday meetings or move the meeting to Wednesday the 12th.

Ms. Jones stated that as long as it is not a scheduling conflict for the Board, it would be nice to not meet on Veterans Day in case there are recognition events that members would like to attend.

Mr. Kennedy asked if Veterans Day is a staff holiday.

Mr. Powell stated yes.

Mr. Kennedy asked if that would require compensation time for staff if the Board were to hold the meeting on Veterans Day.

Mr. Powell stated that there might be a few, but it would not be significant.

Ms. Jones stated that she is flexible, but her preference would be to meet on Wednesday the 12th and be respectful of the holiday.

Mr. McGlennon made a motion to approve the Calendar as amended and placed at their seats this evening.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

### 3. Commission/Committee Appointments

Ms. Jones stated that she would go around the table and see if there are any specific requests from the members to serve on specific commissions or committees. She stated that Mr. McGlennon is the Chair of the High Growth Coalition, so it only makes sense for him to stay on that committee.

Mr. Kennedy stated that he would wait and see what the choices are of the other members.

Ms. Jones stated that she is currently the Chair of Hampton Roads Military and Federal Facilities Alliance (HRMFFA), and she would like to continue serving. She stated that the Chairman typically serves on the Hampton Roads Planning District Commission (HRPDC), Hampton Roads Transportation Planning Organization (HRTPO), and the School Liaison Committee. She stated that she would be fine with another member taking the School Liaison spot. She stated that she believes Mr. Hipple and Mr. Onizuk, who currently have school-age children, would be good choices to serve on the School Liaison Committee.

Mr. Kennedy stated that it is his understanding that the schools' Superintendent is planning to eliminate the School Liaison meetings. He stated that he is concerned about that decision because the schools take up a majority of the County's budget. He stated that it has seemed over the years that nothing constructive really comes from the School Liaison meetings. He stated that perhaps there is a way to better that process.

Ms. Jones stated that when she served on the School Liaison Committee that she always found it to be a valuable resource of information. She stated that the County does not meet with the schools that often, so the Liaison Committee is a good way to stay on top of things and stay in communication with the schools.

Mr. Onizuk stated that he would envision the position as more interaction with the Superintendent, attending School Board meetings and being more of a true liaison between the two entities.

Mr. Hipple and Mr. Onizuk both expressed their interest in serving on the School Liaison Committee.

Ms. Jones asked if Mr. McGlennon would like to continue serving on the Historic Triangle Collaborative (HTC).

Mr. McGlennon stated that he would be fine with that; however, he believes that an argument could be made that perhaps a representative of the Board's majority should serve on it as a reflection of the County's position.

Mr. Powell stated that this is typically a committee that the Chairman serves on and the other participating localities typically have their Chairman serve. He stated that the County Administrator attends as well.

Mr. Onizuk asked how the HTC differs from Williamsburg Area Destination Marketing Committee (WADMC) and the Greater Williamsburg Chamber and Tourism Alliance.

Mr. McGlennon stated that the HTC is not just tourism related. The three member jurisdictions have their Chairman and their Administrator in attendance. In addition, the Presidents of Colonial Williamsburg, Jamestown-Yorktown Foundation, and the College of William and Mary; as well as a representative from the Chamber and Tourism Alliance, and a representative from Busch Gardens. He stated that it is a way for all the major entities in the area to be aware of what the others are doing. He stated in contrast, WADMC is responsible for allocating the \$2 hotel tax revenue.

Ms. Jones asked what the meeting schedule is for the HTC.

Mr. McGlennon stated that they meet the third Monday of every month, from 8 until 9 in the morning.

Ms. Jones asked Mr. Kennedy if he would serve on the HTC since he has a history with that committee.

Mr. Kennedy agreed.

Ms. Jones asked if he would like to continue on with the Agricultural and Forestal Advisory Committee and the Farmers Advisory Committee.

Mr. Kennedy stated yes.

Mr. Kennedy stated that he delegated his seat on the EDA to Mr. Bradshaw during his illness due to conflicting appointments. He stated that he would be happy to give that to another Board member if there is interest.

Mr. Hipple stated that he would be happy to take the position on the EDA.

Mr. Onizuk asked if there are any committees in particular that a specific member wants to do. He asked Mr. Hipple if he had any specific requests.

Mr. Hipple stated that he would like to serve on WADMC and the Land Conservancy, unless someone else wants the Land Conservancy.

Ms. Jones stated that she has served for a while on the Regional Issues Committee (RIC), and again it is a good opportunity to discuss a variety of issues in the region with members of the other jurisdictions. She stated that she would be willing to give it up if someone else would like to serve on it. She stated that it meets quarterly at the City Council Building and is usually the fourth Tuesday morning of the month.

Mr. Hipple stated that he would take that one.

Mr. Onizuk asked if Mr. Kennedy was interested in continuing on the Greater Williamsburg Chamber and Tourism Alliance.

Mr. Kennedy stated no. He stated that it is a luncheon meeting on a Thursday. He stated that it is more of a social meeting; it is not a board meeting.

Mr. McGlennon stated that if someone is interested in serving, he believes that they should serve for several years as the Board has not been well represented there in recent years.

Mr. Kennedy stated that he believes that the member localities will be given seats on the Executive Committee of the Chamber, so that role would be included as well. He stated that he believes that they meet quarterly.

Mr. Onizuk stated that he would be interested in that as well as the Land Conservancy.

Mr. Kennedy asked if Mr. Hipple would be taking WADMC.

Mr. Hipple stated correct.

Mr. McGlennon stated that he is willing to continue on the Williamsburg Area Medical Assistance Corporation (WAMAC) and the Virginia Peninsula Regional Jail Authority.

Ms. Jones asked Mr. Powell what the schedules are for the Community Services Coalition Board of Directors, the Greater Peninsula Workforce Development Consortium, and the Peninsula Council for Workforce Development.

Mr. Powell stated that the only one that needs a Board appointment is the Peninsula Council for Workforce Development. The Consortium is a staff representative and Ms. Barbara Watson represents the County on it. As for the Council, he stated that he believes it is a monthly meeting early in the morning in Newport News. He stated that he can verify the meeting schedule if the Board wants to hold off on making that appointment.

Mr. McGlennon asked Mr. Powell if he knew the meeting schedule for the Community Services Coalition.

Mr. Powell stated not at this time.

Ms. Jones asked for the meeting schedules to be verified for the Community Services Coalition and the Peninsula Council for Workforce Development.

Mr. Onizuk stated that he had some questions about the Peninsula Public Sports Facility Authority (PPSFA).

Ms. Jones stated that it has been inactive for some time, but talking about sports tourism, that is a key interest at the Chamber.

Ms. Jones asked Mr. Rogers if a vote needs to be taken on the appointments.

Mr. Rogers stated that is correct. He also asked the Board if they would like to continue having the alternate for the HRPDC and WADMC the County Administrator, by position, or would the Board like to appoint a specific individual.

Mr. Kennedy stated that for WADMC, the County is the only locality that has that representation. He stated that the other localities did not draw that in and believes that it is important to keep it that way.

Ms. Jones stated that she agrees to keep it by position.

Mr. Powell asked if the Board is satisfied with the members of the Community Action Agency.

Mr. McGlennon asked if they are willing to continue to serve.

Mr. Powell stated that they have not been appointed for very long and staff has not heard from them stating that they no longer wish to serve.

Mr. McGlennon stated that he is fine with them continuing to serve.

Mr. McGlennon made a motion to appoint Mr. Hunter Old, Ms. Andrea Salamy, Ms. Cathy Richardson, Mr. Tucker Edmonds, and Mr. John R. Smith as the alternates for the Board to the Community Action Agency Board of Directors; Ms. Jones to Hampton Roads Military and Federal Facilities Alliance, the Hampton Roads Planning District Commission, and the Hampton Roads Transportation Planning Organization; Mr. Onizuk and Mr. Hipple to the School Liaison Committee; Mr. Kennedy to the Historic Triangle Collaborative, the Agricultural and Forestal District Advisory Committee, and the Farmers Advisory Committee; Mr. Hipple as the Liaison to the Economic Development Authority and the Williamsburg Area Destination Marketing Committee; Mr. McGlennon to the Virginia Peninsula Regional Jail Authority; Mr. Onizuk to the Williamsburg Land Conservancy Board of Directors; Mr. Hipple to the Regional Issues Committee; Mr. Onizuk to the Greater Williamsburg Area Chamber and Tourism Alliance; and Mr. McGlennon to the High Growth Coalition of VACo and the Williamsburg Area Medical Assistance Corporation.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

Ms. Jones stated that it is helpful for the Board members to share the agendas of the committees with the rest of the Board.

#### 4. Adoption of Rules of Order

Mr. Rogers addressed the Board giving a summary of the memorandum included in the Agenda Packet.

Mr. McGlennon made a motion to approve the resolution on Pages 4 and 5 of the Agenda Packet.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

## RESOLUTION

### ORGANIZATIONAL MEETING OF THE BOARD OF SUPERVISORS

WHEREAS, the Board of Supervisors of James City County, Virginia, is required by State law to organize at the first meeting in January.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of James City County, Virginia, that the following rules shall apply for the Year 2014:

1. Regular meetings of the Board shall be held as shown on the attached 2014 calendar, in the Board Room of the James City County Government Center. The meeting time shall be 7:00 p.m.

Work session meetings of the Board shall be held at 4:00 p.m., Tuesday before the second regular meeting in the Board Room of the James City County Government Center.

2. The Board of Supervisors agrees to follow Robert's Rules of Order, Newly Revised 10th Edition, October 2000, and more specifically, the provisions which pertain to the "Conduct of Business in Boards," at page 469 et. seq., in particular, the "Procedure in Small Boards" as follows:
  - a. Members are not required to obtain the floor before making motions or speaking, which they can do while seated.
  - b. Motions need not be seconded.
  - c. There is no limit to the number of times a member can speak to a question, and motions to close or limit debate generally should not be entertained.
  - d. Informal discussion of a subject is permitted while no motion is pending.
  - e. The Chairman can speak in discussion without rising or leaving the chair; and can make motions and votes on all questions.
3. In addition, the Board agrees to the following:
  - a. A motion to rescind shall not be in order in a land use decision involving a rezoning or a special use permit. A motion to reconsider such a decision must be made at the same meeting the original decision is made by the Board.
  - b. Should it be necessary to cancel an advertised Board of Supervisors meeting due to weather or other conditions, the meeting shall be continued forty-eight hours to the same time and place.

Mr. Powell asked the Board if they would like to pick their seating assignments for the dais for the coming year.

Ms. Jones stated that it can be done at the end of the meeting tonight.

Mr. McGlennon asked if the Board will be in a position to conduct the Work Sessions this year in the Conference Room that is in Building D.

Mr. Powell stated perhaps later this year, but not right away.

The Board agreed to pick seating assignments at the end of the meeting.

#### **D. BOARD CONSIDERATIONS**

##### **1. Policy of Recording Closed Session Meetings of the Board of Supervisors**

Ms. Jones stated that this issue was brought up as a result of questions regarding discussions held in closed sessions. She stated that this policy was suggested as a way to verify if questions arose as to what was said during a closed session.

Mr. Rogers addressed the Board giving a summary of the memorandum included in the Agenda Packet.

Ms. Jones asked how the recordings would be maintained.

Mr. Rogers stated that the recordings would be maintained in his possession. He stated that the voice recorder has 20 hours of recording time and in his opinion, the Board would probably not have more than 20 hours of closed session in a four month period.

Mr. McGlennon asked if there are any stipulations on the Board making the recordings public. He stated that his understanding is that a majority vote of the Board is all that would be necessary to make a recording public.

Mr. Rogers stated that is correct. He stated that this is a not common practice in localities and there are no other procedures that he could find governing the recording of closed sessions.

Ms. Jones stated that she has serious reservations about this issue.

Mr. Onizuk voiced his concerns over recording personnel discussions that could later be made public by a majority vote that open the County to liability.

Mr. Hipple stated that he is concerned that the recording device would prevent open discussions between Board members for fear of their comments being made public at a later date.

Mr. Onizuk asked Mr. Kennedy's opinion as the proponent of this item.

Mr. Kennedy stated that he has heard the concerns of the other Board members and that this policy can be pulled from the Agenda. Mr. Kennedy stated that he thought there was interest in having this policy and in the future he would appreciate if the Board is not interested then that be communicated.

Mr. Hipple and Mr. Onizuk both stated that they thought this policy was a good idea until they realized that a majority vote could make the recording open to the public.

Ms. Jones asked if the policy could be modified in such a way as to prevent the recordings from being made public except under a court order.

Mr. Rogers stated that the Board adopts its own rules of order. He stated that if this Board stated that it took a majority vote to release the recording, another Board with a majority could change the policy and the rules. He stated that this item was a general policy item, but he would note that if at any point the Board would like to record a closed session, they may do so just by making a motion and taking a vote.

2. Bank Resolution Amendment

Mr. Powell addressed the Board giving a summary of the Memorandum included in the Agenda Packet.

Mr. Rogers stated that once a new County Administrator is hired, this resolution would be amended to add that person as well. He stated that he would then restructure the resolution to require that one signature must come from the County Administrator's office and one must come from the Treasurer's office. He stated that this would prevent any type of collusion to sign checks and is in the best interest of the County.

Mr. Powell stated that at this time, no one from the County Administrator's office is authorized to sign checks and one of the two people authorized from the Treasurer's office is no longer the Deputy Treasurer.

Ms. Jones asked if this would apply to an Interim County Administrator.

Mr. Powell stated that the resolution would have to be amended, but the Board could certainly do that.

Ms. Jones asked if a particular issue needs to be addressed in the next week or two that this resolution needs to address.

Mr. Powell stated that he is not sure when the next paycheck run is scheduled.

Mr. Kennedy made a motion to approve the resolution.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

**RESOLUTION**

**BANK RESOLUTION AMENDMENT**

BE IT RESOLVED that James City County (JCC) has multiple financial institutions designated as depositories for the JCC funds and that funds so deposited may be withdrawn upon a check, draft, note, or order of the Board of Supervisors; and

BE IT FURTHER RESOLVED that all checks, drafts, notes, or orders drawn against said accounts be signed by two of the following:

M. Douglas Powell	OR	Assistant County Administrator
M. Ann Davis	OR	Treasurer
Jennifer D. Tomes		Assistant Treasurer

whose signatures shall be duly certified to these financial institutions and that no checks, drafts, notes, or orders drawn against these financial institutions shall be valid unless so signed.

BE IT FURTHER RESOLVED, that these financial institutions are hereby authorized and directed to honor and pay any checks, drafts, notes or orders so drawn, whether such checks, drafts, notes or orders be payable to the order of any such persons signing and/or countersigning said checks, drafts, notes or orders, or any of such persons in their individual capacities or not, and whether such checks, drafts, notes or orders are deposited to the individual credit of the person so signing and/or countersigning said checks, drafts, notes or orders, or the individual credit of any of the other officers or not. For cash investment purposes, the institution is also authorized and directed to honor requests for the transfer of money from savings to checking, checking to savings, and transfers from checking or savings to purchase Certificates of Deposit, repurchase agreements or to make other lawful investments when requested by M. Ann Davis, Treasurer, or Jennifer D. Tomes, Assistant Treasurer. This resolution shall continue in force and these financial institutions may consider the facts concerning the holders of said offices, respectively, and their signatures to be and continue as set forth in the Certificate of the Secretary, accompanying a copy of this resolution when delivered to these financial institutions or in any similar subsequent certificate, until written notice to the contrary is duly served on these financial institutions.

**E. CLOSED SESSION**

1. Consideration of a Personnel Matter, the Discussion of Candidates for Interim County Administrator Pursuant to Section 2.2-3711(A)(1) of the Code of Virginia

Mr. Onizuk made a motion to enter into Closed Session.

Mr. McGlennon asked for clarification on whether or not the process the Board plans to use for selecting an Interim County Administrator can be discussed under the Closed Session exemption or if it is only the discussion of the individuals.

Mr. Rogers stated that only the individuals may be discussed during the Closed Session.

Mr. McGlennon asked if the Board would like to talk about the process prior to entering the Closed Session.

Mr. Onizuk stated that he believes the Board should. He stated that while he was not officially on the Board until yesterday and could not participate in the process in any official capacity, he stated that the process has not been handled well up to this point. He stated that it has caused some dissention on the Board and some bad press for the Board. He stated that the Board has the opportunity to work as a cohesive group. He stated that he is hopeful that the Board can find a way to communicate better in the future. He stated that the citizens

have voted for change in leadership in the County and he intends to do his part to work together. He stated that from this point forward the slate needs to be wiped clean and the Board needs to decide what it wants in an Interim County Administrator.

Mr. McGlennon stated that one of his principle questions is how long does the Board expect an Interim County Administrator to be in the position. He stated that he is not clear of the expected timeline. He stated that he understands Mr. Kennedy is in favor of utilizing a similar search process as used before to find a new County Administrator. If that is the case, then the timeline for a new County Administrator would take 3-5 months. He stated that an Interim County Administrator would need to be someone that could serve for that amount of time. He stated the Board would need to outline the expectations of the Interim. He stated that his sense would be an Interim that could continue to move the County forward, but would not make changes dramatically. The new County Administrator, when hired, will work with the Board to determine the direction that the County will go in. In his perspective, the Interim needs to be an effective manager, but not someone with a clear policy agenda. He stated that the Board needs to be cognizant of the fact that this process will cost the County a fair amount of money.

Ms. Jones stated that she agrees that the Interim needs to be someone that can effectively manage the County, but they will also be there to serve the citizens of the County as well. She stated that she agrees with utilizing a similar process as used previously for the search for the new County Administrator. She stated that she believes the last search was handled well and that confidentiality needs to be maintained as it was last time.

Mr. Kennedy stated that Mr. McGlennon has hit on several key points. He stated that the Interim is a very key position, as the County starts the budget process now and it is a major function of what the Board does. He stated that the Interim will have to be actively involved in that process. He stated that his other key point is communication. He stated that he has sent out some emails in the last several weeks that have gone unanswered by other Board members. He stated that the Board has got to communicate better and work together. He stated a Request for Proposals (RFP) needs to be advertised if the Board desires to go forward with a consultant to facilitate the search for the new County Administrator. He stated that is something that the Board can direct Mr. Powell to do today. Mr. Kennedy stated that he has had email communications with Mr. Powell regarding the long-term County Administrator position and Mr. Powell has stated that he is not interested at this time. He stated that there are Stormwater Issues that will need to be addressed, so he believes that the Interim needs to be someone that is more than just a manager. He stated that there needs to be an establishment of trust on the Board and with the Interim and the new County Administrator. He stated that there is a major change coming with the Chamber and Tourism Alliance this month that will affect the tourism industry in this area which the Board has neglected for a while. He stated that the Board cannot wait to deal with these issues later. He stated that he was not satisfied with the last search and would not like to use the same company as before. He stated that he does not believe that the search will happen quickly, more like 5-6 months; which means that the Interim position is going to be a key position. He stated that the Board needs to outline what it is that the Board expects the Interim to accomplish.

Mr. McGlennon stated that when discussing the process for the new County Administrator, in regard to confidentiality, there is some disagreement about the final stages having a meeting with the public. He stated that he would like the potential consulting firms to brief the Board on their thoughts regarding public engagement and confidentiality.

Ms. Jones stated that she appreciates that thought. She stated that Newport News did a public engagement with their final candidates for the new Police Chief. She stated that it is something that the Board should discuss and decide on in discussions with the consulting firms.

Mr. Hipple stated that this Board has very intelligent members. He stated that he is honored to be serving on this Board and would like to see some of the old baggage left behind. He stated that the Board needs to focus on finding a good leader that is going to lead the County. He distributed a list of goals for the coming year for the County and goals for the Interim Administrator. He stated that it does not need to be discussed now, but he would like to see the Board begin to look at setting goals and planning for the direction that the Board is going to move forward in. He stated that it is a starting point to facilitate a discussion and there may be things that he has missed, like Stormwater for instance. He stated how the Board helps the community, through the selection of the Interim and through the selection of the new County Administrator should be the primary goal.

Ms. Jones stated that she appreciates the list given by Mr. Hipple. She stated that all the members can work off of the list and develop their own thoughts that can be discussed potentially at the Retreat that will be held in a couple of weeks.

Mr. Hipple stated that he believes when the members start looking at their lists that the Board will find that it is more alike than they thought.

Mr. Onizuk stated that he brought some goals along with him this evening as well. He asked if the Board would like to discuss them now or wait until later.

Ms. Jones stated that the Board can discuss them now if it wants, it might help define some of the expectations of the Interim and new County Administrator.

Mr. Onizuk stated that one of his big goals for the next four years is economic development while still maintaining the County's character. He stated that tourism is a very large part of that development, including sports tourism. He stated that he believes in maintaining the beauty and openness of this County and it should be an economic driver as well. He stated that the schools are an economic driver as well. He stated that it is in our economic best interest to have premier schools and as a parent, he wants that as well. He stated that there are capacity issues with our schools and a solution needs to be found that makes sense. He stated that the Board needs to work with the schools to develop an intelligent solution that is going to fit James City County for more than just five years. He stated that expiring school buses is another issue that is going to need to be addressed as well. He stated that another issue is affordable housing. He stated that it concerns him that a lot of people that work in the County cannot afford to live in the County. He believes that is an issue that the Board needs to address with the new County Administrator to find more affordable housing solutions. He stated that he has been told that it is very cost prohibitive to build affordable housing here, for a variety of reasons and that is something that needs to be addressed. He stated that is his big picture over the next four years.

Ms. Jones stated that her goal moving forward is the Board working as a team and good communication. Additionally, she stated that she would like to continue to be conservative in the budget. She stated that she would like to see the County maintain a high quality standard without passing those costs on to the taxpayers. She stated that she would like to evaluate the assets of the County and see what can be done to better promote those assets. She stated whether that be promoting the history, the parks and recreation, tourism, and sports tourism. She would like to work more with the Office of Economic Development to communicate that out as well as with the Chamber.

Mr. Kennedy stated that the County has grown in the sports tourism industry in last several years. He stated that there has been some dysfunction with the Chamber and WADMC over the past several years. He stated that Charlottesville has a Facebook page entitled "Experience Charlottesville" that has over 79,000 "likes" and has pictures and comments posted to it every day. He stated that there are a lot of big ideas, but he believes that the Board needs to decide on the top three. He stated that the County does not utilize mass media

well and that is something that the Board needs to work at. He stated that after looking over Mr. Hipple's list, we do need to talk to our local businesses and see how we can improve customer service. He stated that Mr. Larry Foster at the James City Service Authority (JCSA) was brilliant at customer service. He stated that in all his years on the Board, he does not believe he has ever heard a negative word spoken about the JCSA. He stated that needs to be highlighted in other departments. He stated that the County has very capable staff, but they need to be given clearer goals that are attainable.

Mr. McGlennon stated that the budgetary process is an opportunity to set some goals and direction for the County as well. He stated that he would like the Board to be mindful of where it has come in the past five years. He stated that it has reduced spending over the last five years, while picking up a significant amount of reduced State spending. He stated that it has shifted the resources available to a lot of departments, it has reduced County work staff and at the same time the County's population has grown approximately 15-20 percent. He stated that the reputation of the County is mostly on the backs of the staff of the County. He stated that he receives compliments about staff all the time and of course there are complaints from time to time, but those tend to be more toward policy and not customer service. He stated that the Board needs to set the tone that it expects the highest level of performance from the staff, but that performance is also valued.

Ms. Jones stated that the motion to go into Closed Session is still on the floor.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

At 5:33 p.m., the Board entered into Closed Session.

At 8:24 p.m., the Board reconvened in Open Session.

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

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

## **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), to consider personnel matters, discussion of candidates for Interim County Administrator.

Mr. Hipple made a motion to appoint Mr. M. Douglas Powell as the Acting County Administrator.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

**F. BOARD REQUESTS AND DIRECTIVES**

Mr. Kennedy requested that the Board draw numbers for seat assignments on the dais.

Mr. Powell stated that as Chairman, Ms. Jones gets to decide where she wants to sit on the dais.

Ms. Jones stated that she would like to be on the side of the dais closest to the Video Control Booth.

Mr. Powell stated that is seat no. 5, so he will remove that number.

Mr. McGlennon drew seat no. 3, Mr. Onizuk drew seat no. 4, Mr. Hipple drew seat no. 2, and Mr. Kennedy drew seat no. 1.

Ms. Jones wished everyone a Happy New Year and stated that she looks forward to working with everyone this year.

**G. ADJOURNMENT – until 7 p.m. on January 14, 2014, for the Regular Meeting**

Mr. Hipple made a motion to adjourn.

On a roll call vote, the vote was: AYE: Mr. McGlennon, Mr. Onizuk, Mr. Hipple, Mr. Kennedy, Ms. Jones (5). NAY: (0).

At 8:28 p.m., Ms. Jones adjourned the Board.



---

M. Douglas Powell  
Clerk to the Board